

## MEMORANDUM

**TO:** Mario (Ema) Perez

**CC:** Kattie Mencarini  
Steven Bloyd  
Andy Bradshaw

**FROM:** Jody S. Kline  
Shelly Vallone

**DATE:** 28 May 2024

**SUBJECT:** Conditional Use Application,  
5501 Southwick Street, Bethesda

---

Dear Ema,

Thank you for your supplemental comments shown on the attached memorandum. In response to your comments, we are pleased to provide the following information:

1. Andy Bradshaw at JBA is in the process of preparing a forest conservation exemption form to be submitted for review and approval to confirm that a NRI/FSD and Forest Conservation Plan are not to be required for this application which proposes no exterior work on the subject property.

2. In response to Kattie Mencarini questions:

a) No, the staffing levels for what is commonly known as “Auxiliary House” will not be changed due to the addition of with the inclusion of two (2) new residents.

b) The reference on page 1 of the Applicant's Statement of Justification to "(60) staff members" refers to the total number of employees in all of the Petitioner's five residential care facilities within Montgomery County. Text on page 11 of the Statement of Justification indicates that the "usual maximum number of staff for any given shift is (5) people during the day shift". Because the total number of staff presently employed at the subject property exceeds the State mandated required staffing levels, no additional staff will need to be added in order to accommodate the addition of (2) new residents.

3. There no changes proposed to the exterior of the subject property including no increases to on-site parking. Since the residents of Auxiliary House are all disabled as a result of early to moderate stages of dementia, none of the current residents of Auxiliary House have automobiles and it is not anticipated that any additional residents will maintain automobiles while residing at Auxiliary House. The existing nine (9) parking spaces have proven to be adequate for the number of employees who drive to work and for periodic visitors and deliveries and it is expected that two additional residents will not exhaust the available parking capacity of the subject property.

4. Because the Applicant is not going through the subdivision process, and because none of the residents or employees at Auxiliary House would rely on bike transportation, the Applicant had not contemplated making improvements to comply with the bike master plan recommendations for Old Georgetown Road. We will discuss that subject with Kattie Mencarini and will get back in touch with you on that subject.

Thank you for your comments in your memo of May 23<sup>rd</sup>. Please let us know if you have any additional questions or comments in response to what has been written above.

## Jody Kline

---

**From:** Perez, Mario <Mario.Perez@montgomeryplanning.org>  
**Sent:** Thursday, May 23, 2024 4:23 PM  
**To:** Jody Kline  
**Subject:** RE: SW Bloyd Properties, LLC/ CU Application/ 5501 Southwick Street, Bethesda- Intake's Comments

Good afternoon Jodi,

Downcounty Area Team shared more comments that I'm passing along to you.

Planner Tsaiquan Gatling suggested that you could provide a signed [CU Exemption form](#) or provide a completed NRI/FSD. Given that no exterior disturbance is proposed, the exemption would be most appropriate unless that part of the proposal changes.

Planner Katherine Mencarini has also have a few questions that are more content based than completeness.

1. Are the staffing levels (60 employees) proposed to change with the two additional residents?
2. Are there any proposed changes to the onsite parking to accommodate the additional residents?
3. Is the Applicant proposing frontage improvements to comply with the Bike Master Plan recommendations for Old Georgetown Road?

Please let me know if you have any questions.

Thank you,



**Emm Perez** (he/him)

**Intake Planner I**

Montgomery County Planning Department  
The Maryland-National Capital Park and Planning Commission  
2425 Reedie Drive, 14<sup>th</sup> floor, Wheaton, MD 20902

[Mario.Perez@montgomeryplanning.org](mailto:Mario.Perez@montgomeryplanning.org)

p: 301-495-2102



**WE'VE MOVED!**

THE NEW PARK AND PLANNING HEADQUARTERS IS NOW LOCATED AT  
2425 REEDIE DRIVE, WHEATON, MD 20902

**From:** Perez, Mario  
**Sent:** Monday, May 20, 2024 11:15 AM  
**To:** Jody Kline <jskline@mmcanby.com>  
**Cc:** Braunstein, Neil <Neil.Braunstein@montgomeryplanning.org>  
**Subject:** SW Bloyd Properties, LLC/ CU Application/ 5501 Southwick Street, Bethesda- Intake's Comments

Good morning Jodi,

Please see the following comments from Staff's Completeness Check attached to this email. Please contact me if you have any questions and again, apologies for the delay.

Thank you,



**Ema Perez** (he/him)

**Intake Planner I**

Montgomery County Planning Department  
The Maryland-National Capital Park and Planning Commission  
2425 Reddie Drive, 14<sup>th</sup> floor, Wheaton, MD 20902

[Mario.Perez@montgomeryplanning.org](mailto:Mario.Perez@montgomeryplanning.org)

p: 301-495-2102



**WE'VE MOVED!**

**THE NEW PARK AND PLANNING HEADQUARTERS IS NOW LOCATED AT  
2425 REEDIE DRIVE, WHEATON, MD 20902**

---

This email has been scanned for spam and viruses. Click [here](#) to report this email as spam.