

**NOTE:** When Montgomery County Public Schools are closed due to the weather, Board of Appeals hearings will not be held. When Montgomery County Public Schools announce a delayed opening, Board of Appeals hearings will also be delayed by the same amount of time.

**BOARD OF APPEALS**  
**for**  
**MONTGOMERY COUNTY**

**100 Maryland Avenue, Room 217  
Rockville, MD 20850  
(240) 777-6600**

**WORKSESSION MINUTES**

**Wednesday, December 17, 2025, 9:30 a.m.**

**ACTION ITEMS**

**1. Minutes of December 3, 2025, Worksession.**

**Action:** Approved, (CLH/RM, 4-0).

**2. A-6929, Petition of Aaron Usan (Variance).** Email to the Board, received December 2, 2025, withdrawing his variance petition, and requesting a refund in accordance with Board Rule 1.5(b). The hearing in this case was scheduled for December 10, 2025, and was not held because the case was withdrawn prior to the hearing.

*Located at 4423 Brookfield Drive, Kensington, Maryland.*

**Action:** Accepted withdrawal and granted 50% refund of the filing fee, (CLH/RM, 4-0).

**3. CBA-1202-A, Bar-T Ranch, Inc. (Day Camp/Child Day Care Facility).** Letter to the Board from Casey Cirner, Esquire, on behalf of Bar-T Ranch, Inc., requesting an administrative modification of this special exception.

*Located at 6530 Olney-Laytonsville Road, Gaithersburg, Maryland.*

**Action:** Granted the administrative modification of this special exception, (CLH/RM, 4-0).

**4. S-856-B [S-452-D], Petition of Friends House, Inc. (Nursing and Care Home).** Letter to the Board from Elizabeth Rogers, Esquire, on behalf of Friends House Retirement Community, requesting a major modification of this special exception.

*Located at 17340 Quaker Lane, Sandy Spring, Maryland.*

**Action:** Referred the case to OZAH to conduct a public hearing and issue a Report and Recommendation, (CLH/RM, 4-0).

Board Members	Staff
Caryn L. Hines, Chair Richard Melnick, Vice Chair Alan Sternstein Donald Silverstein	Barbara Jay, Executive Director Kathryn Lloyd, Associate County Attorney

**NOTE regarding alternative format requests for people with disabilities:**

If you need assistance accessing the Board's Agenda or related materials, you may [submit alternative format requests to the ADA Compliance Manager](#). The County's ADA Compliance Manager can also be reached by phone at 240-777-6197 (voice) or TTY 240-777-6196, or by email at [adacompliance@montgomerycountymd.gov](mailto:adacompliance@montgomerycountymd.gov).

**NOTE regarding ADA reasonable accommodation:**

Sign language interpreter services and other types of reasonable accommodations will be provided upon request preferably 5 business days or with as much advance notice as possible. Please email [BOA@montgomerycountymd.gov](mailto:BOA@montgomerycountymd.gov) or call 240-777-6600 via MD Relay at 711. In all situations, a good faith effort (up until the time of the event) will be made to provide accommodations.