

OFFICE OF ZONING AND ADMINISTRATIVE HEARINGS
Stella B. Werner Council Office Building
Rockville, Maryland 20850
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IN THE MATTER OF:

A TO Z FUNCARE DAY CARE
6030 GROSVENOR LANE
BETHESDA MD
DAY CARE CENTER

Applicant

Leila Nassaj

For the Application

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OZAH Case No. CU 25-09

Before: Andrea LeWinter, Hearing Examiner

HEARING EXAMINER'S REPORT AND DECISION

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I. STATEMENT OF THE CASE

On April 29, 2025, Ms. Leila Nassaj filed an application seeking approval of a conditional use to operate a Day Care Center for 30 or more children in St. Luke's Episcopal Church (Trinity Parish) located at 6030 Grosvenor Lane, Bethesda, MD. Exhibit 1. Planning Staff of the Montgomery County Planning Department ("Staff") confirmed the applicant's interest in the property through the application intake checklist. Exhibit 4. The subject property is in the R-60 zone. Exhibit 2. The applicant has significant experience managing day care centers, having owned and operated centers, including large centers, since 2010. 11-7-25 T. 13. The grant of a conditional use is required for the facility to operate in the R-60 zone (*i.e.*, Day Care Center over 30 persons). §59-3.4.4.E.

On October 2, 2025, the Montgomery County Planning Board of the Maryland-National Capital Park and Planning Commission held a public hearing during which it reviewed this conditional use application. Exhibit 17, Planning Board Letter. No one appeared in opposition and the Planning Board found the application to be consistent with the applicable 1992 *North Bethesda Garrett Park Master Plan* and by a vote of 3-0 recommended it for approval with the conditions recommended by Planning Staff. *Id.*

The Office of Zoning and Administrative Hearings ("OZAH") scheduled a public hearing for October 16, 2025, by notice issued on September 16, 2025. Exhibit 15. The public hearing proceeded as scheduled on October 16, 2025, but was continued to November 7, 2025 at the applicant's request in order to provide the Hearing Examiner additional information. On October 16, 2025, Mr. Rahul Patel, architect working with the applicant, testified in support of the application and endorsed the findings of the Staff Report dated September 22, 2025. 10-16-25 T. 12-17; Exhibit 17. On November 7, 2025, both Mr. Patel and the applicant, Ms. Nassaj, testified.

Ms. Nassaj testified first and detailed her 15 years of experience in day care operations, including with day care centers serving over 30 children, and her desire to open and expectations for the proposed site. 11-7-25 T. 13-14. Mr. Patel testified to parking and the need for a parking waiver, ingress/egress and drop-off, traffic, lighting and landscaping, playground space, and operations schedules. 11-7-25 T. 16-32. No one appeared in opposition. All exhibits were admitted and the record remained open for ten days following the close of the hearing to allow the preparation of the transcript. 11-7-25 T. 40. The record was closed on November 17, 2025. See 11-7-25 T. 40.

For the reasons set forth in this Decision, the Hearing Examiner approves the conditional use application with conditions.

II. FACTUAL BACKGROUND

A. The Subject Property

The subject property is located at 6030 Grosvenor Lane, Bethesda, MD, 20814, on a 4.26-acre lot, and is also known as Parcel A, Block B (Plat No. 4130, 1955). Exhibit 17, p. 8; Exhibit 20a. The Property has frontage on Old Georgetown Road (MD 187), Grosvenor Lane, and Southport Drive. *Id.* It is located within the R-60 zoning district and within the 1992 *North Bethesda Garrett Park Master Plan* area. *Id.* The Property is improved with institutional uses and surface parking. *Id.* There are no accessory structures on the Property. *Id.* The edges of the lot are surrounded by a mature tree canopy. *Id.* There are two (2) existing buildings located on the Property, one for Saint Luke's Episcopal Church and the other office-type building for Cornerstone Montgomery, Inc., a nonprofit organization. *Id.* A shared driveway provides access to both buildings and the shared parking lot. *Id.*

Saint Luke's Episcopal Church is the subject of this conditional use application and the location of the proposed day care center, per authorization provided by the church to the applicant. Exhibit 17, p. 8, Exhibit 1. Built in 1992, the existing L-shaped church building is 9,468 square

feet. Exhibit 17, p. 9. Currently, the area proposed for the conditional use is used exclusively for church purposes and operates throughout the week and on weekends, both for church services and for daily work undertaken by administrative staff. Exhibit 17, p. 8. The church also offers rental space that may be scheduled for one-time or recurring events. *Id.*

The site is subject to a building restriction line and is set back at least 86 feet from the Old Georgetown Road right-of-way. Exhibit 17, p. 9. The main entrance of the church is accessed at grade from Grosvenor Lane. *Id.* From the rear of the church, the lower-level points of ingress and egress are at grade due to topography. *Id.* The Site slopes downward by approximately 10 to 12 feet from Grosvenor Lane to the interior surface parking lot. *Id.* Due to the slope, the rear surface parking lot is mostly hidden from view from the surrounding roads. *Id.* There is limited on-street parking along the Grosvenor Lane frontage, most of which is designated by signage for accessible parking only. *Id.* There is an existing five-foot-wide sidewalk and lawn panel adjacent to the curb on Grosvenor Lane. *Id.* In contrast, there is no sidewalk or on-street parking along the property's Southport Drive frontage. *Id.* While there are sidewalks leading to the front and side building entrances, there is no sidewalk along the rear of the building that leads to the rear entrance. *Id.*

Staff provided the aerial photograph of the property provided on page 5. Exhibit 17, p. 9 (on the following page). The site is accessed directly from Southport Drive. *Id.* Bus transit is provided along Old Georgetown Road (MD 187), and nearby bus stops include the intersection of Old Georgetown Road at Cheshire Drive and Grosvenor Lane at Southport Drive (Ride On bus service Nos. 6, 46, and 47 and Metrobus route M70). Exhibit 17, p. 30. The site is accessible on foot from the existing five-foot-wide sidewalks along the property's frontages on Old Georgetown Road, Cheshire Drive, and Grosvenor Lane. *Id.*



Aerial photograph of the subject site

B. Surrounding Neighborhood

To determine the compatibility of the proposed use with the surrounding area, it is necessary to delineate the “surrounding neighborhood,” which is the area that will be most directly impacted by the proposed use. Once delineated, the Hearing Examiner must assess the character of the neighborhood and determine whether the impacts of the proposed conditional use will adversely affect that character.

Staff proposed defining the boundaries of the surrounding neighborhood as a small portion of the Wildwood Manor Citizens Association, the association in which the property is located, and portions of the Fleming Park Community Association, as well as the North Ashburn and the Mary Civic Associations that confront the property to the west across Old Georgetown Road (MD 187), as these residential areas to the west, south, and east of the property are likely to experience the greatest impacts from additional conditional uses in the vicinity, set out in the map excerpt below included in the Staff report. Exhibit 17, p. 4. The physical boundaries proposed are

Montauk Avenue to the west, I-495 to the south, I-270 to the east, and Grosvenor Lane to the north. Exhibit 17, p. 5.



Staff Defined Neighborhood (dot marks the Subject Property)

Staff described the neighborhood as residential, mainly single-family detached dwellings on lots at least 6,000 square feet or greater. *Id.* Staff noted that the subject property is substantially larger. *Id.*

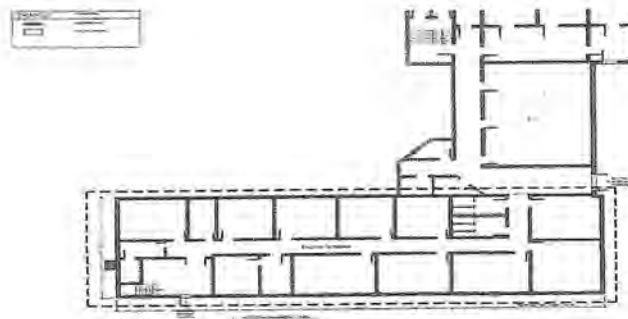
Staff identified 34 properties with conditional uses/special exceptions applications within the defined neighborhood as well as two prior special exception approvals for the two existing buildings on the property, one to permit a charitable and philanthropic use and the other to permit a group residential facility for housing exceptional persons. *Id.* There are at least six other properties that accommodate childcare, including Family Day Care and Day Care Centers.¹

¹ The number of childcare centers cannot be specified as the zoning ordinance no longer requires conditional use approval for day cares of up to 12 children.

No objection was raised to the Staff definition of the neighborhood, and the Hearing Examiner agrees with Staff, as the Staff definition is structured around major roads and impacted neighborhoods, which serve as logical boundaries.

C. Proposed Use

The applicant seeks approval of a conditional use for a Day Care Center for 30 or more children, to be located within Saint Luke's Episcopal Church at 6030 Grosvenor Lane, Bethesda. The applicant is not the owner of the property, but the leadership of the parish that does own the site has authorized the use of 4,353-square-feet of the existing lower level of the church building for a day care center, space previously utilized for temporary rentals. Exhibit 17, p. 11; Exhibit 1; 10-16-25 T. 12-13. In the past, the area served as a Sunday School location for the church, so the space already contains learning rooms, bathrooms, offices, and two exits as well as access to an existing children's playground along the side of the building facing Old Georgetown Road. *Id.* The applicant would serve as the director of the proposed day care center and would provide care for a maximum of 70 infants, toddlers, and preschool-age children between the ages of six (6) weeks and six (6) years old with an up-to-20 person staff. *Id.*; 11-7-25 T. 14. The applicant is not proposing any substantive physical changes to the indoor day care spaces, Exhibit 17, p. 11, and will not be making any exterior modifications, 10-16-25 T. 14. Staff provided the following picture of the proposed use space, Exhibit 17, p. 13:



Church Lower-Level Plan for Proposed Day Care Center

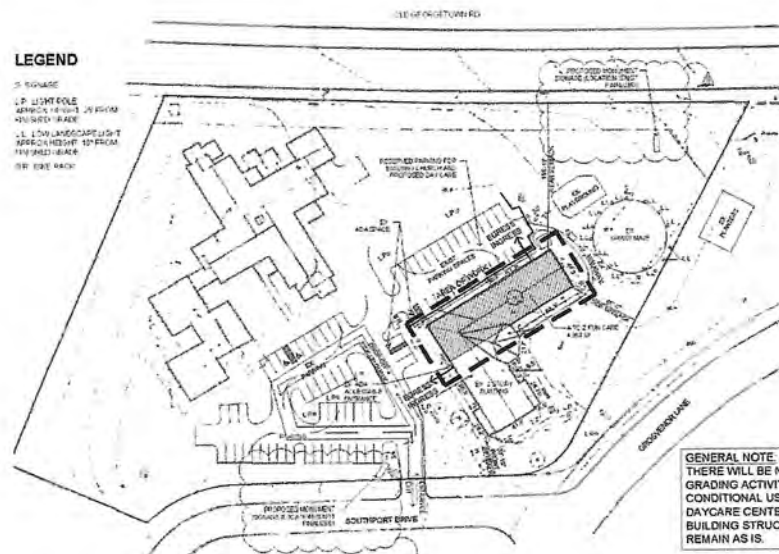
The existing outdoor play space will be expanded and supplemented with a play structure appropriate for younger children. 11-7-25 T. 23-24. Staff provided a photograph of the existing play space, Exhibit 17, p. 16:



The proposed hours of operation are Monday through Friday from 7:00 a.m. to 6:00 p.m. Exhibit 17, p. 17. The ratio of staff to children will depend on enrollment, but at full capacity 20 staff will be on the premises during operating hours. 11-7-25 T. 28; Exhibit 23 b-d.

An existing surface parking lot is located at the rear of the church building, where the entrance for the proposed day care center is located. Exhibit 7; Exhibit 17, p. 13. This rear parking will be shared between the church and the proposed day care center during the weekdays. Exhibit 17, p. 13; Exhibit 14; 10-16-25 T. 13-15; 11-7-25 T. 16. Of the church's existing 32 spaces, at least 13 spaces will be available for day care center use. *Id.* There are also two (2) existing ADA parking spaces located near the ADA accessible entrance on the side of the building that will provide a second means of egress from the day care. Exhibit 17, p. 13. The applicant has submitted a parking waiver request attesting that the existing parking is adequate given the existing demands, minimal day care staff needs, and parents' ability to drop off and pick up their children without parking and exiting their cars. Exhibit 14; 11-7-25 T. 16-20; 39. The applicant testified that parents will drop

off after and before rush hour and so will not impact traffic. 11-7-25 T. 30-32. Staff included the plan for parking and circulation excerpted below, Exhibit 17, p. 12,



as well as photographs of the parking lot and entrance area, Exhibit 17, p. 14-15, excerpted below and on the following page:



Rear Parking Lot for Church & Proposed Day Care Center



Rear Entrance directly to Lower Level of Church2

Staff found circulation and parking to be adequate and that there were no concerns about traffic impacts. Exhibit 17, p. 17, 20-21. The applicant submitted a transportation statement and adequacy form, Exhibits 13 and 20b, and Mr. Patel did not note any access concerns, 11-7-25 T. 30-31.

1. Site Plan and Landscape Plan

As stated, the applicant is an experienced day care center provider and the proposed site has already been outfitted to accommodate children, as the space was previously used to run a religious school. 11-7-25 T. 13; Exhibit 17, p. 11. As testified to by Mr. Patel, if the conditional use is granted, the applicant does not propose any exterior changes to the building. 10-16-25 T. 12-13. The area dedicated to outdoor play will be expanded by approximately 350 square feet to add an infant and toddler play structure, 11-7-25 T. 23-24, but more than sufficient space exists for this expansion, and the existing 37-40 foot tree canopy provides adequate coverage and the area will be as far as possible from abutting residential properties, which are behind the Cornerstone Montgomery building. 11-7-25 T. 24-27; Exhibit 7 and 20c.

2. Parking

The subject site has 76 on-site parking spaces for all building uses. 11-7-25 T. 16; Exhibit 17, p. 34. The applicant attested to regularly needing only seven (7) spaces, and to the existing spaces being under-utilized by the existing uses, thus supporting a parking waiver. 11-7-25 T. 16-17, 39; Exhibit 14.

3. Site Lighting and Signage

The lighting on the site will remain unchanged if the application is approved; it consists of multiple 16-foot lighting posts within the required 25-foot perimeter. 11-7-25 T. 21; Exhibit 20e. The lighting was presumably initially approved when the Church was constructed. 10-16-25 T. 20-21. Regardless, Mr. Patel conducted evening measurements with a light meter probe and found the lighting to produce 0 lumens. 11-7-25 T. 21-22.

The applicant does anticipate installing two monument signs and agrees to conditions being imposed ensuring that the signage accords with the Zoning Ordinance and is compatible with the existing site and neighborhood signage. Exhibit 17, p. 12 and 25; 11-7-25 T. 38.

4. Internal Physical Arrangements for Site Operations

The site previously operated as a religious school with appropriate facilities for childcare, as depicted in the Floor Plan included in the Staff Report, reproduced on page 8 of this Report and Decision. Exhibit 17, p. 13. No changes to the internal space are anticipated.

5. Operations

The hours of operation are proposed to be from Monday through Friday from 7:00 a.m. to 6:00 p.m., with child drop off and pick up variable and likely to occur after and before rush hours. 10-16-25 T. 13-14; 11-7-25 T. 32, 39; Exhibit 13. At capacity, the facility will be operated by 20 staff and will service up to 70 children. 11-7-25, T. 28, 32; Exhibit 13 and 23 b-d.

D. Community Response

This application generated no opposition.

III. FINDINGS OF FACT AND CONCLUSIONS OF LAW

A conditional use is a zoning device that authorizes certain uses provided that pre-set legislative standards are met. Pre-set legislative standards are both specific and general. General standards are those findings that must be made for almost all conditional uses. *Zoning Ordinance*, §59.7.3.1.E. Specific standards are those which apply to the particular use requested, in this case, a Day Care for 30 or more. *Zoning Ordinance* §59.3.4.4.E.

Weighing all the testimony and evidence of record under the “preponderance of the evidence” standard specified in *Zoning Ordinance* §59.7.1.1, the Hearing Examiner concludes that the conditional use proposed in this application satisfies both the specific and general requirements for the use.

A. Necessary Findings (Section 59.7.3.1.E.)

The general findings necessary to approve a conditional use are found in Section 59.7.3.1.E of the Zoning Ordinance. Standards pertinent to this review, and the Hearing Examiner’s conclusions for each finding, are set forth below:²

1. To approve a conditional use application, the Hearing Examiner must find that the proposed development:

a. satisfies any applicable previous approval on the subject site or, if not, that the previous approval must be amended;

There are two existing special exception approvals at the Subject Property: the church building was approved for a charitable and philanthropic and Cornerstone Montgomery was

² Although §59.7.3.1.E. contains six subsections (E.1. through E.6.), only subsections 59.7.3.1.E.1., E.2. and E.3. contain provisions that arguably apply to this application. Section 59.7.3.1.E.1. contains seven subparts, a. through g.

approved for a group residential facility for housing exceptional persons. Exhibit 17, p. 5. Neither approval applies to the proposed day care use, hence the new application.

Conclusion: Having no evidence to the contrary, the Hearing Examiner finds that this standard is inapplicable to the subject application.

- b. satisfies the requirements of the zone, use standards under Article 59-3, and to the extent the Hearing Examiner finds necessary to ensure compatibility, meets applicable general requirements under Article 59-6;*³

Conclusion: This subsection requires an analysis of the standards of the R-60 Zone contained in Article 59-4; the use standards for Day Care for 30 or more children contained in Article 59-3; and the applicable development standards contained in Article 59-6. Each of these Articles is discussed below in separate sections of this Report and Decision (Parts III.B, C, and D, respectively). Based on the analysis contained in those discussions, the Hearing Examiner finds that the application meets the requirements of Articles 59-3, 59-4, and Article 59-6.

- c. substantially conforms with the recommendations of the applicable master plan;*

The Site is located within the 1992 *North Bethesda Garrett Park Master Plan*. Exhibit 17, p. 8. There are no property-specific recommendations in the Master Plan; however, pages 37 and 38 of this Master Plan provides guidelines for conditional uses in the area. *Id.* In sum, those guidelines address excessive concentration of conditional uses, particularly commercial uses, but encourages day care uses, and seeks to ensure architectural compatibility. *Id.* As Staff state, the proposed use will be located inside an existing use with no external physical modifications proposed and will have a *de minimis* traffic impact. Considering the lack of additional adverse impact aesthetically or practically, the proposed non-commercial use in underutilized space, and

³ The underlined language was added by the Council when the 2014 Zoning Ordinance was amended effective December 21, 2015, in ZTA 15-09 (Ordinance No. 18-08, adopted December 1, 2015).

the Master Plan's endorsement of day care uses, Staff advises that the proposed use follows the guidelines and contributes to the Plan's "service objectives." *Id.*

Conclusion: The Hearing Examiner agrees with Staff that the proposed use is in substantial conformance with the applicable master plan. The proposal's replacement of an underutilized space with a highly-needed and desirable use meets the goals for the Master Plan while minimizing negative impact, as repurposing will not require physical changes and the proposed use is not a significant traffic-creator.

d. is harmonious with and will not alter the character of the surrounding neighborhood in a manner inconsistent with the plan;

Conclusion: As stated, the proposal is to house the use in an existing space without any physical changes and with minimal impact on traffic or parking. Because no changes are proposed to the property and no issues of potential nuisance were noted by Staff or raised in opposition, and therefore having no evidence to the contrary, the proposed use meets this standard. *Id.*

e. will not, when evaluated in conjunction with existing and approved conditional uses in any neighboring Residential Detached zone, increase the number, intensity, or scope of conditional uses sufficiently to affect the area adversely or alter the predominantly residential nature of the area; a conditional use application that substantially conforms with the recommendations of a master plan does not alter the nature of an area;

As Staff detailed, there are 34 conditional uses/special exceptions applications within the defined neighborhood, including at least six for Family Day Care and Day Care Centers. Exhibit 17, p. 5.

Conclusion: Although 34 conditional uses may seem high, the desirable nature of the proposed use – a day care that will fulfill a pressing need and a use that is specifically encouraged by the applicable master plan – and the repurposing of existing space to house the use leads the Hearing Examiner to find that the application meets this standard. The proposed conditional use will not

adversely affect or alter the neighborhood's nature since there will not be an aesthetic change, change in intensity, or nuisance impact.

f. will be served by adequate public services and facilities including schools, police and fire protection, water, sanitary sewer, public roads, storm drainage, and other public facilities. If an approved adequate public facilities test is currently valid and the impact of the conditional use is equal to or less than what was approved, a new adequate public facilities test is not required. If an adequate public facilities test is required and:

i. if a preliminary subdivision plan is not filed concurrently or required subsequently, the Hearing Examiner must find that the proposed development will be served by adequate public services and facilities, including schools, police and fire protection, water, sanitary sewer, public roads, and storm drainage; or

ii. if a preliminary subdivision plan is filed concurrently or required subsequently, the Planning Board must find that the proposed development will be served by adequate public services and facilities, including schools, police and fire protection, water, sanitary sewer, public roads, and storm drainage; and

According to Staff, the application does not require approval of a preliminary plan of subdivision. Exhibit 17, p. 29. Given that there are no proposed physical alterations to the existing site and it is not residential -- schools should not be impacted because no new dwelling units are proposed, Staff also concluded that the use will be served by adequate public services and facilities. *Id.* Under the 2020-24 *Growth and Infrastructure Policy*, a traffic study is not required to satisfy the Local Area Transportation Review (LATR) test because the proposed use will generate less than 50-net new person-trips during weekday peak hours. Exhibit 13 and 20b.

Conclusion: The Hearing Examiner agrees with Staff that the proposed use will not have a significant impact on public facilities or services and, therefore, meets this standard.

g. will not cause undue harm to the neighborhood as a result of a non-inherent adverse effect alone or the combination of an inherent and a non-inherent adverse effect in any of the following categories:

i. the use, peaceful enjoyment, economic value or development potential of abutting and confronting properties or the general neighborhood;

- ii. *traffic, noise, odors, dust, illumination, or a lack of parking; or*
- iii. *the health, safety, or welfare of neighboring residents, visitors, or employees.*

This standard requires consideration of the inherent and non-inherent adverse effects of the proposed use, at the proposed location, on nearby properties and the general neighborhood. Inherent adverse effects are “*adverse effects created by physical or operational characteristics of a conditional use necessarily associated with a particular use, regardless of its physical size or scale of operations.*” Zoning Ordinance, §59.1.4.2. Non-inherent adverse effects are “*adverse effects created by physical or operational characteristics of a conditional use not necessarily associated with the particular use or created by an unusual characteristic of the site.*” *Id.* As specified in §59.7.3.1.E.1.g., quoted above, non-inherent adverse effects in the listed categories, alone or in conjunction with inherent effects in those categories, are a sufficient basis to deny a conditional use. Inherent adverse effects alone are not a sufficient basis for denial of a conditional use.

Analysis of inherent and non-inherent adverse effects must establish what physical and operational characteristics are necessarily associated with a Day Care facility of 30 or more children. Characteristics of the proposed use that are consistent with the characteristics thus identified will be considered inherent adverse effects. Physical and operational characteristics of the proposed use that are not consistent with the characteristics identified or adverse effects created by unusual site conditions, will be considered non-inherent adverse effects. The inherent and non-inherent effects then must be analyzed, in the context of the subject property and the general neighborhood, to determine whether these effects are acceptable or would create adverse impacts sufficient to result in denial.

Staff determined that the inherent physical and operational characteristics associated with Day Care Centers include: 1) additional vehicular trips to and from the Site; 2) visual outdoor play areas; 3) noise generated by children; 4) drop-off and pick-up areas; 5) lighting; and 6) visual

impacts of the proposed use. See Exhibit 17, p. 33. However, Staff concluded that there is nothing about the proposed use that will “exceed existing or typical conditions ... [and create] adverse impacts;” there are no unique circumstances that exacerbate the inherent impacts on this property compared to other day cares of this size or nature. *Id.*

Staff concluded that the less than 50 additional vehicle trips to be generated are not excessive, as they are below the threshold to require a transportation impact study. *Id.* Staff found the existing outdoor play equipment and lawn area to be adequate and that the designated hours for outdoor play should not exceed typical noise levels for outdoor activity. *Id.* Regardless, because the outdoor play area fronts onto six (6) lanes of traffic on Old Georgetown Road, Staff noted that there will be no noise nuisance created for residences and the existing tree canopy largely obscures the equipment, which is also significantly setback from Old Georgetown Road, avoiding any visual nuisance. *Id.* Staff determined that there are adequate off-street parking and drop-off/pick-up areas within the site, and, since the day care drop-offs and pick-ups should be staggered, the impact on the property and neighborhood should be minimized. *Id.* Similarly, Staff found that the existing lighting on the rear and side entrances of the church building that will primarily serve the proposed use is adequate, with the fixtures internal to the site and not intruding on neighboring properties. *Id.* Mr. Patel testified that there will be no light pollution as he measured zero lumens at the property line during evening hours. 11-7-25 T. 21-22. *See also* Exhibit 20e. Staff also noted that the existing, robust tree canopy provides landscape screening along three of the five lot lines on the Subject Property. Exhibit 17, p. 33.

Staff concluded that the Proposal will not have any non-inherent effects as there are no impacts that exceed typical conditions. Exhibit 17, p. 34. Staff did state that the parking situation requires a waiver. *Id.*

Conclusion: The Hearing Examiner agrees with Staff's determination of the inherent impacts of a day care and Staff's assessment that the proposed use will have minimal impact even in these anticipated areas. The Hearing Examiner also endorses Staff's finding that there are no non-inherent impacts due to the recessed nature of the use on the site. The Hearing Examiner acknowledges that the need for a parking waiver could be deemed a non-inherent impact but, because the existing parking lot appears significantly underutilized during the weekdays, granting a waiver will not create undue harm. There is no evidence supporting any negative impact of the proposed use; instead, the use is needed and desirable and, as it will result in no physical changes, there is no basis for aesthetic-based objection. The Hearing Examiner finds, therefore, that the petition satisfies this Zoning standard.

2. ***Any structure to be constructed, reconstructed, or altered under a conditional use in a Residential Detached zone must be compatible with the character of the residential neighborhood.***

Conclusion: The applicant is not proposing to construct any new or alter any existing structures. Thus, the applicant meets this standard.

3. ***The fact that a proposed use satisfies all specific requirements to approve a conditional use does not create a presumption that the use is compatible with nearby properties and, in itself, is not sufficient to require conditional use approval.***

Conclusion: As detailed, the proposed use satisfies all specific requirements and, as there are no additional concerns raised by Staff or opposition, nor any concerns apparent to the Hearing Examiner, the petition meets this standard.

B. Development Standards of the Zone (Article 59-4)

To approve a conditional use, the Hearing Examiner must find that the application meets the development standards of the zone where the use will be located, in this case the R-60 Zone. Development standards for the R-60 Zone are contained in §59.4.4.9.B. of the Zoning Ordinance. Staff compared the minimum development standards of the R-60 Zone to those provided in the

application in a Table provided on page 20 of Exhibit 17, which is reproduced below and on the following page. All measurements reflect existing conditions as no exterior changes are proposed.

Exhibit 17, p. 20.

Development and Parking Standards (R-60)

Development Standard Section 59.4.4.9.B*	Permitted/ Required	Existing**
Minimum Lot Area	6,000 sf.	4.26 acres
Maximum Lot Coverage	35%	35%
Minimum Front Setback	25 ft.	37.10 ft.
Minimum Side Setback	25 ft.	66 ft.
Minimum Rear Setback	20 ft.	136.10 ft.
Maximum Height	35 ft.	33.4 ft.
Vehicle Parking (Section 59.6.2.4.B)⁴⁵		
<i>Building No. 1: Religious Assembly – 0.25 space per seat (210 seats)</i>	53 spaces	
<i>Building No. 1: Day Care Center – 3 spaces per 1,000 sq. ft. (4,353 sf.)</i>	13 spaces	
<i>Building No. 2: Charitable Use (non-profit mental health services) – 1 space per employee (33 staff)</i>	33 spaces	
<i>Building No. 2: Independent Living Facility for Seniors or Persons with Disabilities – 1 space per dwelling unit (3 apartments) plus 0.50 spaces per employee (2 resident counselors)</i>	4 spaces	
Total Spaces Required on Property	103	
Total Spaces Existing on Property		76 spaces ^{4,5}
Bicycle Parking (Section 59.6.2.4.C)		
<i>Independent Living Facility for Seniors or Persons with Disabilities</i>	Not required ⁶	N/A
<i>Charitable, Philanthropic Institution – 1 space per 5,000 sf. of GFA</i>	4 spaces ⁷	4 spaces
<i>Religious Assembly – 1 space per every 200 seats</i>	2 spaces	2 spaces
<i>Day Care Center – 1 space per 5,000 sf. of GFA</i>	1 space	1 space
Total Bicycle Parking	7 spaces	7 spaces

*Setbacks reflect the St. Luke's Episcopal Church building only.

**There is no proposed development with this Application.

Building No. 1 is St. Luke's Episcopal Church

Building No. 2. is Cornerstone Montgomery, Inc. (formerly St. Luke's House prior to 2012 merger)

⁴ Dwelling unit count and staff figures for Building No. 2 are based on conditions of approval memorialized in the Board of Appeals Opinion dated August 23, 1989, for Case Nos. 1622 and 1624 for St. Luke's House. There is no record of an amendment to these cases or conditions of approval associated with approved maximums for dwellings or total employees or with the uses; therefore, the figures remain in full force and effect. "(Footnote omitted.)" The Board of Appeals Opinion dated August 23, 1989, for Case Nos. 1622 and 1624 for St. Luke's House, approved a parking waiver in connection with the building for charitable use and group living.

⁵ Per Planning Staff's recommendation, at least one (1) space in the Church's rear parking lot should be temporarily blocked during Day Care Center operating hours to allow safe and efficient ingress and egress from the rear building entrance. Therefore, one (1) parking space would not be available for the current and proposed uses.

⁶ Bike parking spaces are required for the Independent Living Facility for Seniors or Persons with Disabilities use if there at least 20 dwelling units or more. This Property has 3 dwelling units.

⁷ The St. Luke's House building is 16,667 square feet per the Board of Appeals approval for S-1622 and S-1624 dated August 23, 1989.

Conclusion: As the Table sets out, the proposed use more than meets all the development standards of the R-60 Zone as provided in *Zoning Ordinance* §59.4.4.9.B. Thus, the Hearing Examiner finds that this standard is met.

C. Use Standards (Article 59-3; Section 59.3.4.4.E.)

The specific use standards for approval of a Day Care of 30 or more persons are set out in Section 59.3.4.4.E. of the Zoning Ordinance. Standards applicable to this application are:

1. *Satisfies any applicable previous approval on the subject site or, if not, that the previous approval must be amended.*

Conclusion: The Hearing Examiner agrees with Staff that the previously approved Special Exceptions for the Property do not require amendments. The existing place of worship is allowed by right under the Zoning Code.

2. *satisfies the requirements of the zone, use standards under Article 59-3, and to the extent the Hearing Examiner finds necessary to ensure compatibility, meets applicable general requirements under Article 59-6; Use Standards for a Day Care Center (over 30 Persons) is allowed as a conditional use, it may be permitted by the Hearing Examiner under Section 7.3.1, Conditional Use, and the following standards:*

- a) *Use Standards: Where a Day Care Center (over 30 Persons) is allowed as a Conditional Use, it must satisfy the following standards of 59.3.4.4.E.2.b.*
 - i. *All required parking must be behind the front building line; however, required parking may be located between the structure and the street where the Hearing Examiner finds that such parking is safe, not detrimental to the neighborhood, accessible, and compatible with surrounding properties.*

Staff report and the applicant provided testimony that, with a waiver, the proposed use will provide 13 spaces located in the rear of the main building on the Property, which is the required off-street parking for a day care center. Exhibit 17, p. 18, Exhibit 14, 11-7-25 T. 16, 10-16-25 T. 16-17.

Conclusion: As the applicant proposes to use an existing internal parking area, well canopied and removed from the street, immediately accessible to the building entrance, a parking area established by testimony to be underutilized during day care operating hours, the Hearing Examiner finds the application to meet this requirement as the parking will be safe, accessible, compatible with surrounding properties, and not detrimental to the surrounding neighborhood.

ii. An adequate area for the discharge and pick up of children is provided.

Staff found there to be an adequate area to accommodate the discharge of passengers from vehicles safely within the existing off-street parking lot. Exhibit 17, p. 18. To further ensure safe discharge, Staff recommended that the applicant create a temporary “no parking” space in front of the door to provide a clear path for walking directly in front of the rear building entrance. *Id.* The parking location provides direct access to the day care entrance. *Id.* The overall size of the parking lot provides more than adequate space for temporary parking during drop-offs and pick-ups. *Id.* Mr. Patel described the substantial underutilization of the existing parking spaces, 11-7-25 T. 16, and explained that, regardless, day care staff will be removing and placing children directly in their cars, to avoid parents having to utilize any of the parking spaces, 11-7-25 T. 19-20.

Conclusion: The Hearing Examiner agrees with Staff that the discharge/pick up area will be adequate for children to safely access the day care center, particularly with the specific reservation of a drop off/pick up spot space that will ensure a direct, unfettered route to the entrance and day care staff managing ingress and egress of vehicles, and, thus, that the application meets this standard.

iii. The Hearing Examiner may limit the number of children outside at any one time.

Just prior to the November 7, 2025 hearing, the applicant provided a schedule for outdoor play time that was reviewed during that hearing. 11-7-25 T. 18, Exhibit 13 b-d. The infant, toddler, and pre-school playtimes will not overlap, minimizing outdoor noise and nuisance. 11-7-25 T. 30-31. Regardless, Staff found the amount of outdoor space to be substantial and a sufficient distance from residential and other uses, such that there is no risk of any noise or visual nuisance with any outdoor play. Exhibit 17, p. 18. Staff anticipate that traffic along the six lanes on Old Georgetown Road will exceed any noise made by children. Exhibit 17, p. 19. Thus, Staff did not find the need to restrict outdoor play time. *Id.*

Conclusion: The Hearing Examiner agrees with Staff that the location of the outdoor play area, even if expanded, poses no risk to the neighborhood of noise or visual nuisance. The schedule provided by the applicant that rotates the children's play time provides further mitigation of any possible issues. Given the location of the play area and proposed schedule, the Hearing Examiner finds that the playtimes proposed by the Applicant will not adversely affect surrounding properties. The schedule proposed by the Applicant will be made a condition of approval of the conditional use.

iv. In the RE-2, RE-2C, RE-1, R-200, R-90, R-60, and R-40 zones, the Day Care Center (Over 30 Persons) must be located on a site containing a minimum of 500 square feet of land area per person. The Hearing Examiner may reduce the area requirement to less than 500 square feet, but not less than 250 square feet, per person where it finds that:

- (a) the facility will predominately serve persons of an age range that requires limited outdoor activity space;***
- (b) the additional density will not adversely affect adjacent properties; and***
- (c) additional traffic generated by the additional density will not adversely affect the surrounding streets.***

Staff calculated that this application's proposed 90 persons (70 children and 20 staff) requires 45,000 square feet (1.03 acres) of land. *Id.* The proposed site is 4.26 acres, of which the

building that will house the day care occupies at least half (2.13 acres), which exceeds 1.03 acres and is, therefore, sufficient, and does not require a reduction in the square feet per person. *Id.*

Conclusion: The Hearing Examiner agrees with Staff that the proposed location exceeds the required square footage requirements and there is no need to reduce the proposed area.

v. The Hearing Examiner may limit the number of people allowed for overnight care.

The application does not propose overnight care.

Conclusion: As the application is not proposing overnight care, this requirement is inapplicable and no finding is required.

vi. In the AR zone, this use may be prohibited under Section 3.1.5, Transferable Development Rights.

Conclusion: This provision is not applicable as the proposed use is not in the AR zone.

D. General Development Standards (Article 59-6)

Article 59.6 sets the general requirements for site access, parking, screening, landscaping, lighting, and signs. The applicable requirements, and whether the use meets these requirements, are discussed below.

(1) Parking, Queuing, and Loading-59-6.2

Staff reviewed the applicable regulations for the current use and the requirements for the proposed use to determine the necessary site parking under Division 59-6.2, and provided the following breakdown based on the size of the religious assembly (210 seats) and day care (4,353 square feet):

Religious Assembly = 53 spaces
 Day Care Center = 13 spaces
 Charitable/Philanthropic = 33 spaces
 Independent Living Facility for Persons with Disabilities = 4 spaces
Total Off-Site Spaces Required = 103 spaces

Exhibit 17, p. 21. Staff report that there are 76 vehicle parking spaces on the Subject Property, including ADA spaces, of which 32 are dedicated exclusively to the religious assembly use, while the remaining 42 are dedicated to the adjacent building for charitable/philanthropic use (i.e., Cornerstone Montgomery), meaning 32 must be shared by the church and the day care center, although technically 66 would be required. *Id.*

The applicant requested a parking waiver, Exhibit 14, and justified the appropriateness of the waiver by explaining that the church's and day care's parking needs minimally overlap and the day care's overall needs are less than the regulations presume. 11-7-25, T. 16-17. Specifically, during proposed day care hours, at most only 75% of the existing 76 spots are being used by the church and Cornerstone Montgomery combined (59 spots) mainly due to church operations being limited to weekends and evenings and the variable nature of Cornerstone Montgomery activities. *Id.* This leaves 19 spots for the day care, of which only 13 would be required. *Id.* and Exhibit 17, p. 22. Regardless, because the parents are only dropping off and picking up, only staff require dedicated parking. *Id.* As most of the staff arrive by public transportation or other means that do not require parking a car, the limited parking spaces do not pose an issue. 11-7-25 T. 16-17, 36-38. Ms. Nassaj testified that based on her experience working with day care staff, she did not anticipate that the need for parking would change. 11-7-25 T. 37-38.

Staff supported the approval of a waiver "due to the availability of off-street parking in the existing lot and the proposed arrival and departure times for pick-ups and drop-offs that would allow the existing spaces to be utilized efficiently at different times throughout the day." Exhibit 17, p. 22.

Staff also found that since the required parking spaces for the day care can be accommodated within the Property's existing parking lot, there is no need to use on-street parking along the abutting or surrounding roads.

To ensure safety, Staff recommended imposing a condition of requiring the applicant to block off the parking space immediately in front of the rear door during the day care center's operating hours, which will create a protected space for children and other pedestrians to walk safely from each parking space to the rear building entrance as there are no sidewalks along the rear of the building. Exhibit 17, p. 22.

Staff found that the site meets the requirements for bicycle parking as there is an existing bicycle rack that provides the minimum number of spaces necessary. Exhibit 17, p. 23.

1. Parking Design

For new construction, conditional uses must also conform to Section 59.6.2.5.K of the Zoning Ordinance related to off-street parking facilities for conditional uses in residential detached zones where three (3) or more parking spaces are provided. The applicant is not proposing the construction of new or redevelopment of any existing parking. As a result, the design of the parking, which was approved as part of the special exception for the church, is grandfathered under Section 59-7.7.1.A.1 of the Zoning Ordinance. Per this section, the only question before the Hearing Examiner is whether the existing parking lot is adequate to serve the additional use of the proposed childcare. The Hearing Examiner has already examined this in preceding sections and found that lot is adequate to service the childcare center.

II. Parking Lot Landscaping

Since more than 10 parking spaces are provided, the Subject Property is subject to parking lot landscaped area and perimeter planting requirements enumerated in Section 59.6.2.9.C of the Zoning Ordinance, which requires the following:

- a) a surface parking lot must have landscaped islands that are a minimum of 100 contiguous square feet each comprising a minimum of 5% of the total area of the surface parking lot. Where possible, any existing tree must be protected and incorporated into the design of the parking lot;*
- b) a maximum of 20 parking spaces may be located between islands; and*
- c) a landscaped area may be used for a stormwater management ESD facility.*

Staff found that the application complies with these provisions as there are no more than

10 or 15 parking spaces between each required island and because the Subject Property is well landscaped overall. Exhibit 17, p. 24.

Conclusion: While the parking lot landscaping is also grandfathered by Section 59.7.7.1.A of the Zoning Ordinance, the Hearing Examiner agrees with Staff that the application meets the requirements for parking, queuing, and loading with appropriate parking design and landscaping. Per Section 59.6.2.1, the intent of the vehicle and bicycle parking, queuing, and loading requirements is to ensure that adequate parking is provided in a safe and efficient manner. As the applicant explained and Staff concluded, the parking area to be utilized has sufficient capacity due to the divergent purposes of the uses on site, and the parking area will be safe with orchestrated drop-off and pick-up with a dedicated, car-free entrance area. There is an existing bike rack. Car queuing, both external and internal to the site, will be avoided due to the limited vehicle trips generated and variable times of drop-off and pick-up with staff support expediting removing and placing children in the cars. The internal, off-street, well-canopied location of the parking lot ensures that the traffic from the day care will not create a visual or noise nuisance in the neighborhood. Thus, the Hearing Examiner concludes that this development standard has been met.

The Hearing Examiner finds that there is sufficient evidence to support the granting of a parking waiver for the daycare use. As described, the day care parking needs are minimal, likely only seven (7) spots required for the few staff who actually drive and park on site, as parent customers will rarely need to park, and, if they do, will not need to park for long periods. Further, the other uses on site – a church and group residential facility – have intensive parking needs at alternate times than the day care, meaning typically 30% (+/-19 spaces) more than the regulation-specified 13 spots are regularly available for day care parking.

(2) Landscaping and Outdoor Lighting- 59-6.4

Staff state that there is a tree canopy behind the rear parking lot where the church and proposed day care center parking spaces will be reserved, as well as some existing perimeter plantings, and note that the application does not propose any new landscaping. Exhibit 17, p. 24. Mr. Patel testified that the trees on site are between 37-40 feet high, providing sufficient visual coverage. 11-7-25 T. 25-26. The applicant submitted a landscaping plan detailing the existing onsite vegetation. Exhibit 20c.

Zoning Ordinance §59.6.4.4.E. provides:

E. Conditional Uses

Outdoor lighting for a conditional use must be directed, shielded, or screened to ensure that the illumination is 0.1 footcandles or less at any lot line that abuts a lot with a detached house building type, not located in a Commercial/Residential or Employment zone.

By its own terms (in §59.6.4.2), Division 6.4 does not apply to existing, unmodified lighting:

Division 6.4 applies to landscaping required under this Chapter, the installation of any new outdoor lighting fixture, and the replacement of any existing outdoor fixture. Replacement of a fixture means to change the fixture type or to change the mounting height or location of the fixture. [Emphasis added.]

Staff described the lighting the Property as consisting of two (2) light poles at the left entrance/exit of the church and one (1) other light post at the rear entrance/exit of the church being

where the proposed day care center would be located as well as light poles along the islands and sidewalks located to the side and rear of the existing church building. Exhibit 17, p. 24. Staff concluded that there is adequate existing lighting along the building entrances that would accommodate the day care center. *Id.*

Photometric plans were not provided with the application, but ahead of the hearing on November 7, 2025, the applicant submitted an exterior lighting plan, Exhibit 20e, and at that hearing, Mr. Patel testified that his evening measurements using a “light meter probe” calculated zero lumens at the property line. 11-7-25 T. 21-22, 26-27; Exhibit 17, p. 24. He also stated that the lighting poles are 16 feet high, which is less than the 25-foot regulatory limit. 11-7-25, T. 21. The Applicant does not propose any new lighting on the property. Exhibit 17, p. 24.

Conclusion: The Hearing Examiner agrees with Staff that the application meets the requirements for landscaping and lighting. No new landscaping or lighting is proposed and the existing complies with the regulatory standard.

(3) Screening-59-6.5

Per Section 59.6.5.B., all conditional uses within residential detached zones must have screening that ensures compatibility with the surrounding neighborhood. As Staff report and the applicant attested, there is currently a robust tree canopy along three of the five lot lines, providing both a physical and visual separation from abutting uses and roads. Exhibit 20c, Exhibit 17, p. 25, 11-7-25 T. 26. Staff also state that the southernmost side lot line, which abuts single-family detached homes, is fully wooded, creating visual compatibility with neighboring uses. Exhibit 17, p.25. Staff note that the proposed day care center will be located in the building furthest away, approximately 270 feet, from abutting residential uses to the south and southeast and that the

residential uses to the east are separated by Southport Drive. *Id.* Staff concluded that the existing tree canopy, combined with building setbacks, eliminates the need for fencing to create privacy and that the customary day care activities, like outdoor playtime, will be mostly obstructed from the public view. *Id.*

Conclusion: The Zoning Ordinance contains detailed requirements regarding landscaping for conditional uses (*see, e.g.*, Section 59.6.5.2) and the Hearing Examiner may require these to “to the extent the Hearing Examiner finds necessary to ensure compatibility. . .” *Zoning Ordinance*, Section 59.7.3.1.b. More important in this case, existing landscaping is considered as existing “site design,” grandfathered in Section 59.7.7.1.A. of the Zoning Ordinance. As such, the explicit design of the landscaping is not an issue, and the determination relates primarily to compatibility of the new use proposed. The Hearing Examiner agrees with Staff that the existing tree canopy, building setbacks, and location of the play areas will effectively prevent any harmful adverse impacts on the surrounding community.

(4) Signage-59-6.7

The application proposes the construction of two (2) monument signs, along the Old Georgetown Road frontage and Southport Drive parking lot entrance. This signage must satisfy the criteria of Division 59.6.7 of the Zoning Ordinance. The applicant did not provide any specifics for the signage, but appropriate conditions can be imposed with this decision to ensure that new day care center signs be compatible with existing signs on the property and those in the surrounding area and the applicant agreed to abide by conditions at the hearing. 11-7-25 T. 38.

Conclusion: The Hearing Examiner finds that conditions on the grant of the conditional use will mandate compliance with Division 59.6.7.

IV. CONCLUSION AND DECISION

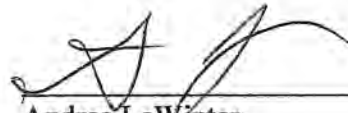
As set forth above, the application meets all applicable standards of Articles 59-3, 59-4, and Article 59-6.

Based on the foregoing findings and conclusions and a thorough review of the entire record, the application of Ms. Leila Nassaj (CU 25-09) for a conditional use under Section 59.3.4.4.E. of the Zoning Ordinance, to operate a Day Care for 30 or more children at 6030 Grosvenor Lane in Bethesda, Maryland, is hereby **GRANTED** pursuant to the conditions set forth in the Staff Report, Exhibit 17, p. 2-3, specifically:

1. The proposed use is limited to a 70-child Day Care Center.
2. No more than 20 employees, including the administrators, may be on site at any one time.
3. The hours of operation for the Day Care Center are limited to Monday through Friday, 7:00 a.m. to 6:00 p.m.
4. Day Care Center signage must satisfy Division 59.6.7 of the Zoning Ordinance and be compatible with existing signs on the church Property and those in the surrounding area. The total surface area for all existing and proposed signage on the Property must not exceed 40 square feet.
5. Outdoor activities must occur within the following schedule:
 - a. Infants & Toddlers: (6 weeks - 23 months): 15 children and 5 staff members - Morning outdoor activities: 9:30 - 10:00 AM; afternoon outdoor activities: 3:00 - 4:00 PM **
 - b. Twos (2-3 years old) - 21 children and 4 staff members: Morning outdoor activities: 10:15 - 11:15 AM - Afternoon outdoor activities: 4:30 - 5:00 PM
 - c. Preschoolers (3 years old and up): 23 children and 3 staff members - Morning outdoor activities: 11:45 AM - 12:30 PM ; Afternoon outdoor activities: 5:00 - 6:00 PM
6. The Applicant must obtain a sign permit from the Montgomery County Department of Permitting Services (MCDPS) for the two (2) proposed monument signs. A copy of the sign permit obtained from MCDPS must be submitted to the Hearing Examiner prior to the installation of the sign on the property.
7. The Day Care Center must utilize the existing off-street parking lot, accessed from the Property's Southport Drive frontage, and discourage use of on-street parking.

8. Access to the Day Care Center must occur from the rear or side entrance of the building.
9. The Applicant must temporarily block off the parking space immediately in front of the rear door during the Day Care Center's operating hours to create necessary space for children and other pedestrians to walk safely from each parking space to the rear building entrance.
10. The Day Care Center must not hold events during the same time when the church's excess rental space is being utilized for events.
11. The Applicant must comply with and satisfy all applicable State and County requirements for operating a Day Care for 30 or more children and must correct any deficiencies found in any government inspection.
12. The Applicant must not use a public address system of any kind outside the building and must not allow any amplified music to be played outside the building.
13. The Applicant must maintain the grounds in a clean condition, free from debris, on a daily basis.
14. The Applicant must obtain and satisfy the requirements of all licenses and permits, including but not limited to building permits and use and occupancy permits, necessary to occupy the conditional use premises and operate the conditional use as granted herein. The Applicant shall at all times ensure that the conditional use and premises comply with all applicable codes (including but not limited to building, life safety and handicapped accessibility requirements), regulations, directives and other governmental requirements, including the annual payment of conditional use administrative fees assessed by the Department of Permitting Services.

Issued this 17 day of December 2025.



Andrea LeWinter
Hearing Examiner

RIGHT TO REQUEST ORAL ARGUMENT

Any party of record may file a written request to present an appeal and oral argument before the Board of Appeals, within 10 days after the Office of Zoning and Administrative Hearings issues the Hearing Examiner's Report and Decision. Any party of record may, no later than 5 days after a request for oral argument is filed, file a written opposition to it or request to participate in oral argument. If the Board of Appeals grants a request for oral argument, the argument must be limited to matters contained in the record compiled by the Hearing Examiner. A person requesting an appeal, or opposing it, must send a copy of that request or opposition to the Hearing Examiner, the Board of Appeals, and all parties of record before the Hearing Examiner.

Contact information for the Board of Appeals is listed below, and additional procedures are specified in Zoning Ordinance §59.7.3.1.F.1.c., as amended by Zoning Text Amendment (ZTA) No. 16-16, adopted on February 7, 2017, by Ordinance No. 18-25, effective February 27, 2017. The procedural amendments to the Zoning Ordinance contained in ZTA No. 16-16 have not yet

been codified, but you may view them on the Council's website at http://www.montgomerycountymd.gov/COUNCIL/Resources/Files/zta/2017/20170207_18-25.pdf

The Board of Appeals may be contacted at:

Montgomery County Board of Appeals
100 Maryland Avenue, Room 217
Rockville, MD 20850
(240)-777-6600
<http://www.montgomerycountymd.gov/boa/>

The Board of Appeals will consider your request for oral argument at a work session. Agendas for the Board's work sessions can be found on the Board's website and in the Board's office. You can also call the Board's office to see when the Board will consider your request. If your request for oral argument is granted, you will be notified by the Board of Appeals regarding the time and place for oral argument. Because decisions made by the Board are confined to the evidence of record before the Hearing Examiner, no new or additional evidence or witnesses will be considered. If your request for oral argument is denied, your case will likely be decided by the Board that same day, at the work session.

Parties requesting or opposing an appeal must not attempt to discuss this case with individual Board members because such *ex parte* communications are prohibited by law. If you have any questions regarding this procedure, please contact the Board of Appeals by calling 240-777-6600 or visiting its website: <http://www.montgomerycountymd.gov/boa/>.

NOTIFICATION OF DECISION TO BE SENT TO:

Leila Nassaj, Applicant
Barbara Jay, Executive Director
Montgomery County Board of Appeals
Tamika Graham, Planning Department
Katie Mencarini, Planning Department
Carrie Sanders, Planning Department
Elana Robinson, Esq., Office of the County Attorney
Greg Nichols, Department of Permitting Services
Michael Coveyu, Director of Finance