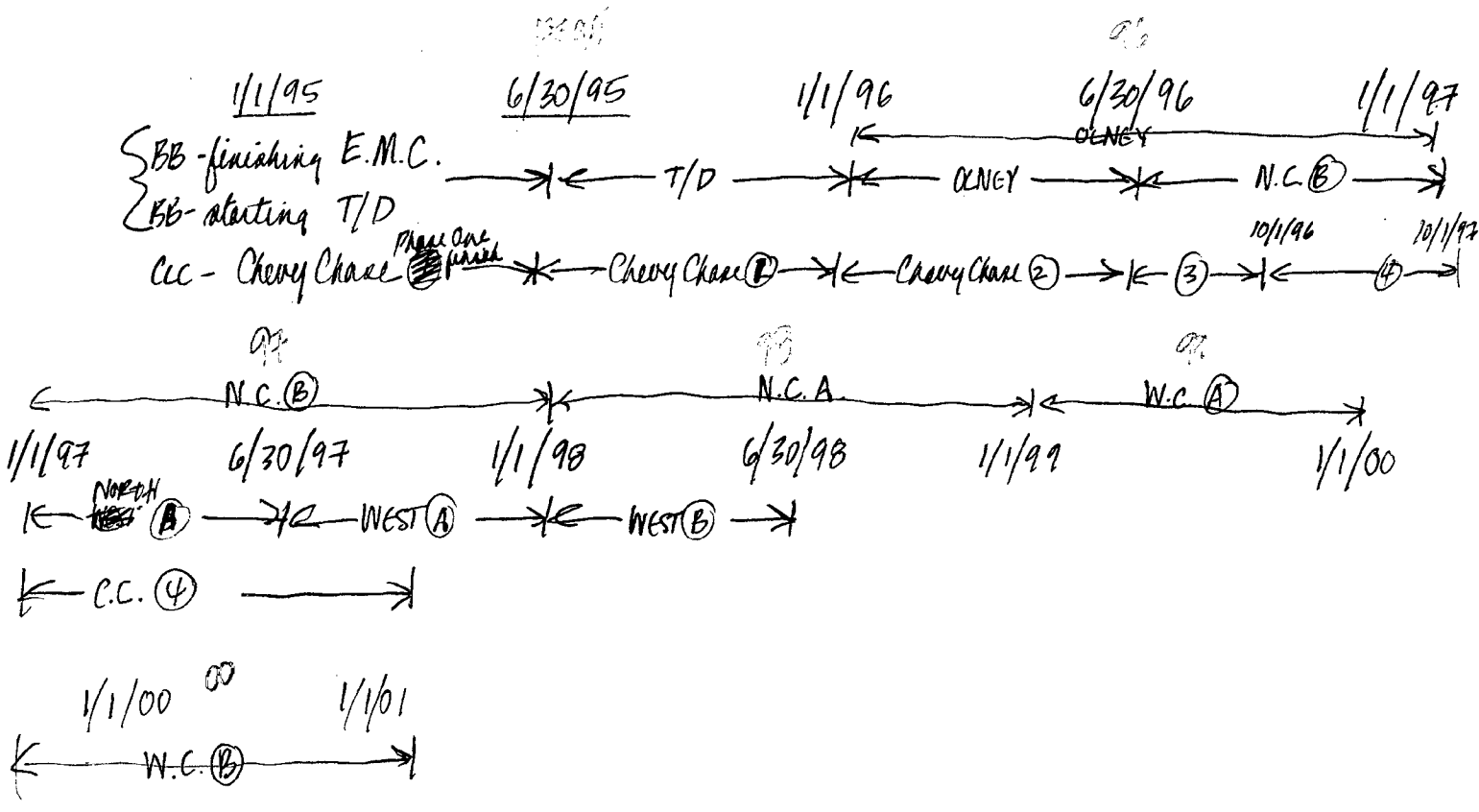


BUDGET 1995, 1996

WHP Amendment  
Schneider

1995-1996

1995-1996



ANALYSIS  
STAFF TIME ONLY

### Chevy Chase H.D.

- 6 MONTHS ① finish Chevy Chase Village, including Chevy Chase Club
- 6 MONTHS ② do Section 3 + Martin's Addition
- 3 MONTHS ③ do Section 5
- 12 MONTHS ④ do Town of Chevy Chase

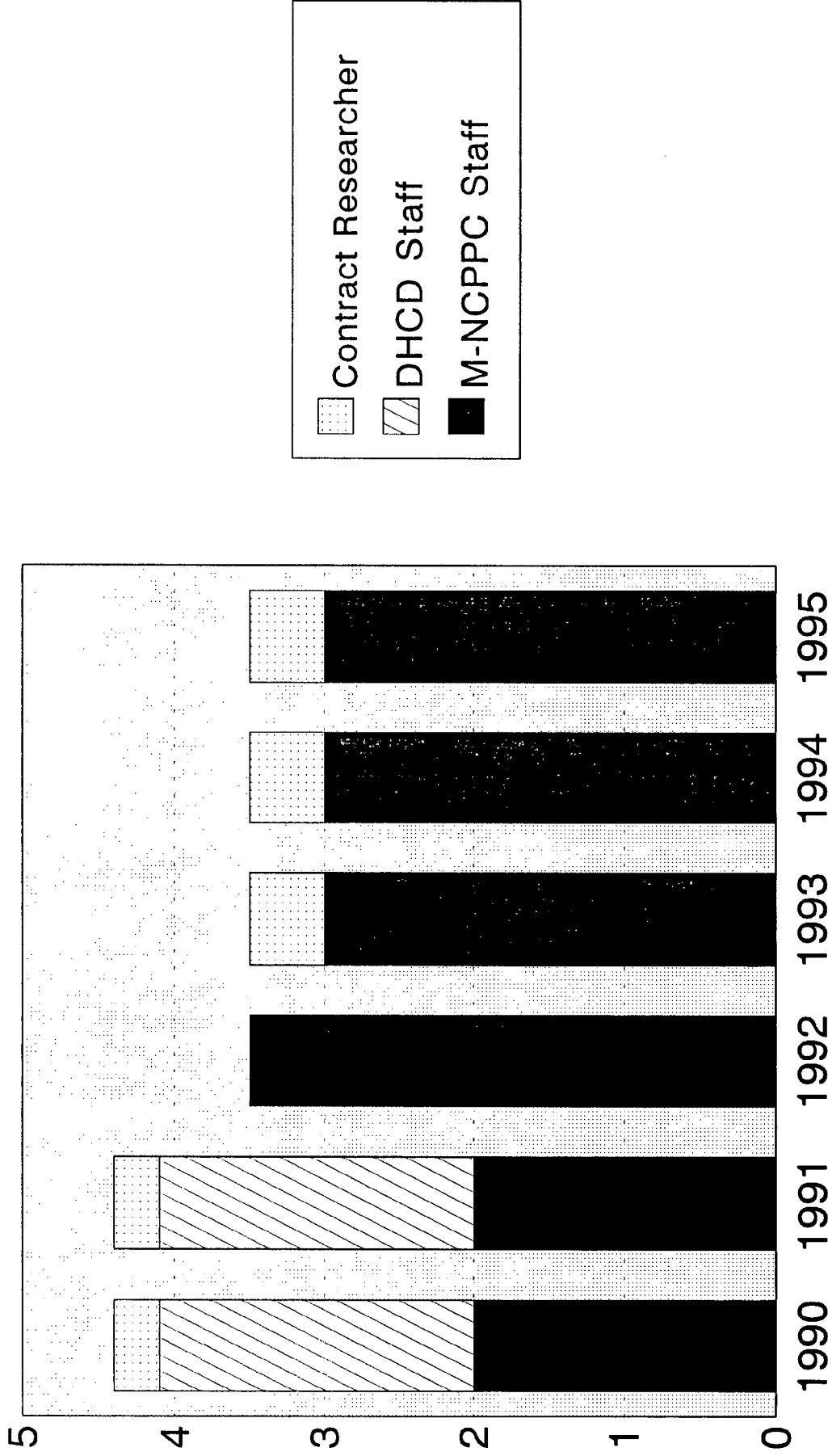
CC - 12/96 - 3 years

- 95 T/D + OLNBY
- 97 OLNBY + 12/16
- 98 12/16 + 13/13
- 99 13/13 + 14 + 15
- 00 14 + 15 + 10 + 11
- 01 10 + 11 + 5 + 6
- 02 S.C. + OTHERS

Quarter  
217-6357

# HISTORIC PRESERVATION STAFFING LEVELS

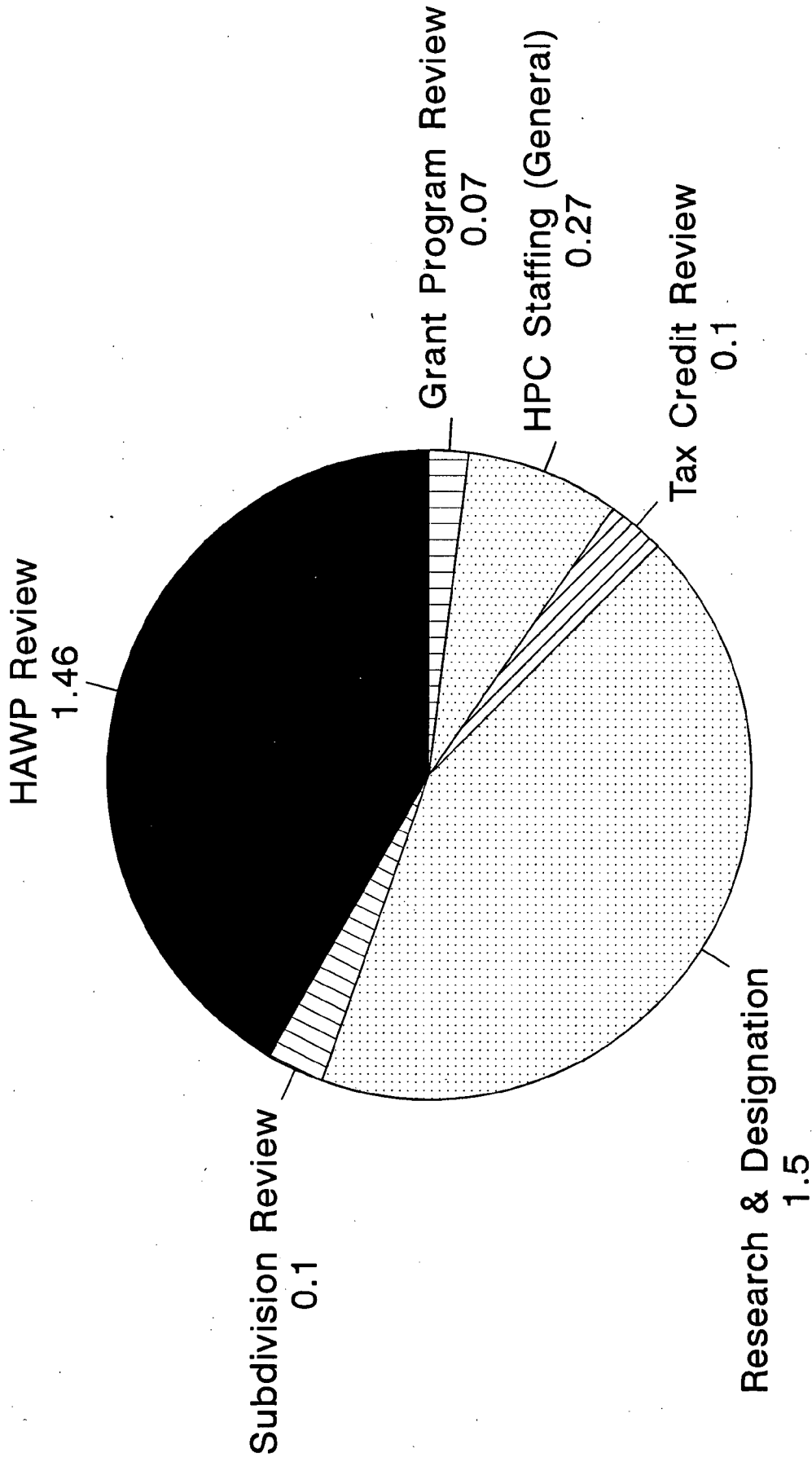
Shown in # of Professional Work Years



Shown by Fiscal Year

# M-NCPPC HISTORIC PRESERVATION SECTION

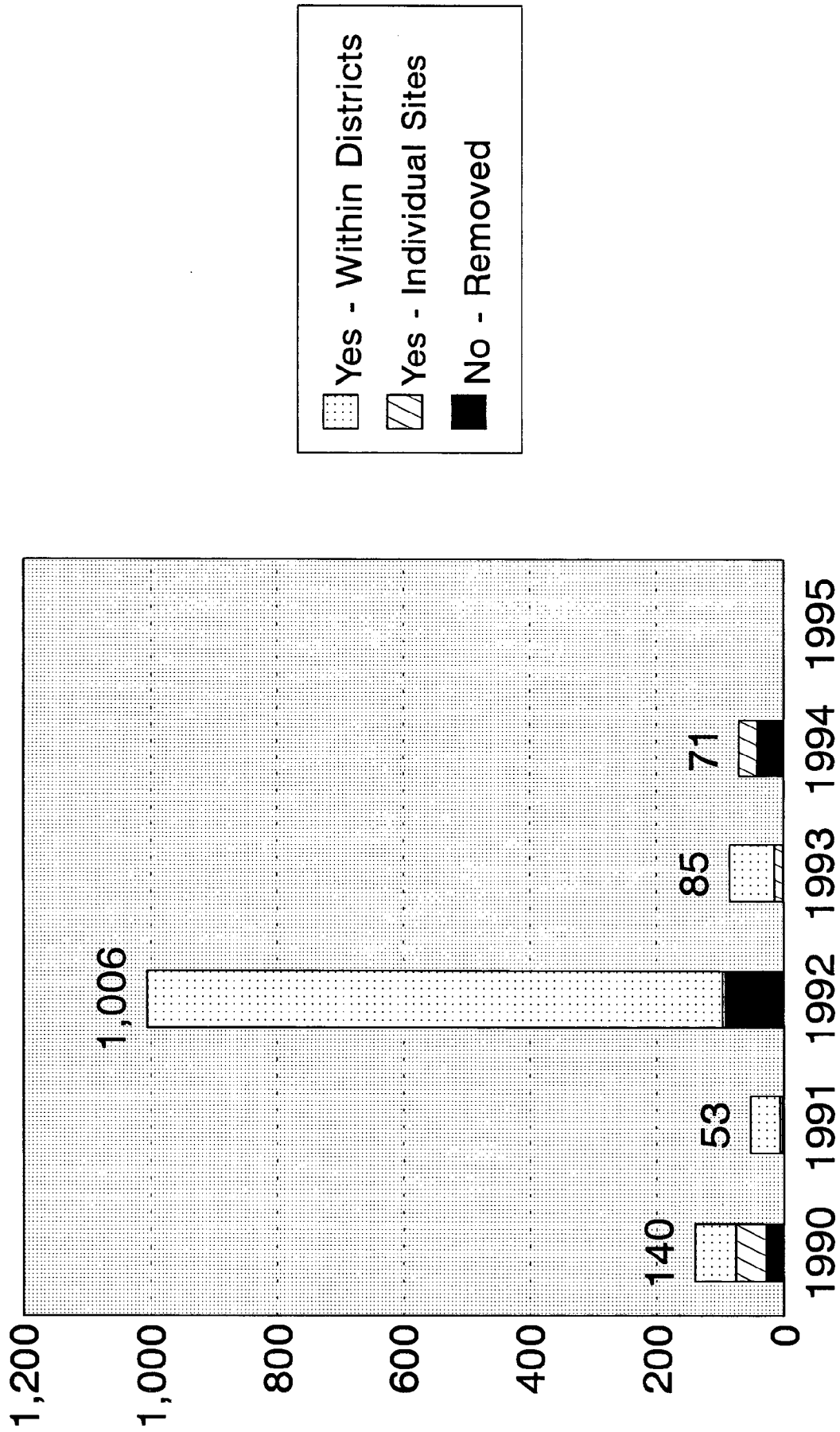
Staff Functions in FY 1995



Shown in # of Professional Work Years

# PROPERTIES COMPLETING DESIGNATION PROCESS

(i.e. County Council Action)



Shown by Fiscal Year

*Queen*

# SECOND DRAFT FY 96 PROPOSED PLANNING DEPARTMENT BUDGET

## THIS REVISED BUDGET ....

- ☛ **RESPONDS** TO THE GUIDANCE PROVIDED BY THE PLANNING BOARD DURING OUR FIRST BUDGET WORKSESSION ON OCTOBER 27...PINK PAGES REFLECT THOSE PROJECT NARRATIVES THAT HAVE BEEN MODIFIED OR WARRANT ADDITIONAL DISCUSSION AS EXPRESSED BY THE PLANNING BOARD.
- ☛ **PROVIDES** A REDUCTION WORKSHEET DESIGNED TO HIGHLIGHT THE SPECIFIC ACTION TAKEN BY THE PLANNING BOARD, SEE CIRCLE 3.
- ☛ **INCORPORATES** A REVISED SCHEDULE CHART, SEE CIRCLE 4.
- ☛ **RETAINS**, FOR FURTHER DISCUSSION, THE REQUEST FOR A COMMUNITY BUILDING EVALUATION, SEE CIRCLES 2 AND 17.
- ☛ **DELETES** THE REQUEST FOR A BIOLOGIC PLANNER.

AS REQUESTED BY THE PLANNING BOARD, STAFF WILL BE PREPARED TO DISCUSS, IN DETAIL, INFORMATION REGARDING...A) THE ROLE OF CITIZENS IN THE PREPARATION OF THE SCOPE OF SERVICES FOR THE POTOMAC WATERSHED STUDIES, SEE CIRCLE 40, B) THE STAFF RESOURCES NEEDED TO PROVIDE TREE DELINEATION REVIEW AND EXPLANATION OF THE REVIEW PROCESS/SITE VISITATION POLICY, SEE CIRCLE 41, C) PUBLICATION COSTS, SEE CIRCLES 5 AND 62, D) CITIZEN PARTICIPATION INITIATIVES, SEE CIRCLE 64, E) THE COST OF PROCESSING HISTORIC AREA WORK PERMITS, SEE CIRCLES 6A AND 19, AND F) PREPARATION OF SELECTED NEW BASE MAPS DEPICTING STRUCTURES.

→ PLEASE SEE MY ATTACHED NOTE...

TO: Planning Board

I've asked Melissa to leave money in the budget for the examination of success in community building. We need to work with some of the people who have actual experience in programs sustaining and creating communities that succeed. The literature and reports we have access to can't provide the hands on experiences in addition to the lofty theories. We feel we can do this cheaply with one of the firms that has experience spread across the whole country.... the \$25,000. I need will get us the information and without it I'll be reinventing the wheel. I'd like to know what you think we should do.

Bob Marriott (2)

**FY 96 PLANNING DEPARTMENT PROPOSED AND SAG REDUCTION WORK SHEET**

	Department Proposed	Planning Department Proposed Spending Affordability Guideline Reductions			Planning Board Change to Proposed Department Budget		
	FY 96	Action	Change	FY96	Action	Change	FY96
<b>PERSONNEL SERVICES</b>							
FY 95 Career Positions/WY 150/151	\$9,358,400			\$9,358,400	Restore	\$100,000	\$9,458,400
Retirement Savings					Reduce	(100,000)	(100,000)
FY 96 New Career Positions (3.0)	180,000	Reduce	\$(120,000)	60,000	Reduce	(60,000)	120,000
FY 95 Non-Career Positions (2.0)	45,000			45,000			45,000
FY 96 New Non-Career Position (1.0)					Add	60,000	60,000
<b>Total Personnel Services</b>	<b>\$9,583,400</b>		<b>\$(120,000)</b>	<b>\$9,463,400</b>		<b>\$0</b>	<b>\$9,583,400</b>
<b>PROFESSIONAL SERVICES</b>							
Potomac Watershed Studies	335,000			\$335,000			\$335,000
Transitway and High Occupancy Vehicle Network Master Plan	\$150,000	Delete	\$(150,000)	0	Reduce	\$(110,000)	40,000
Community Building Evaluation	25,000			25,000			25,000
New Citizen Participation Initiatives	40,000			40,000			40,000
Zoning Ordinance Rewrite: Phase I	150,000	Delete	(150,000)	0	Delete	(150,000)	0
Baseline Montgomery	110,000			110,000			110,000
Data Maintenance/GIS Applications	50,000			50,000			50,000
Public Hearing Transcripts	10,000			10,000			10,000
<b>Total Professional Services</b>	<b>\$870,000</b>		<b>\$(300,000)</b>	<b>\$570,000</b>		<b>\$(260,000)</b>	<b>\$610,000</b>
<b>PUBLICATION SERVICES</b>							
Four Corners Sector Plan	\$10,000			\$10,000			\$10,000
White Oak Master Plan	10,000			10,000			10,000
Cloverly Master Plan	10,000			10,000			10,000
Master Plan Reprints	36,000			36,000			36,000
Microfilming	5,000			5,000			5,000
Master Plan Map Reproduction	35,000			35,000			35,000
<b>Total Publication Services</b>	<b>\$106,000</b>			<b>\$106,000</b>			<b>\$106,000</b>
<b>INFORMATION SYSTEMS &amp; TELECOMMUNICATION SERVICES</b>							
Computer & Telephone Costs							
<b>Total Information Systems &amp; Telecommunication Services</b>	<b>\$850,000</b>			<b>\$850,000</b>			<b>\$850,000</b>
<b>SUPPORT SERVICES</b>							
Operating Expences	\$456,500			\$456,500			\$456,500
Building & Maintenance	742,800			742,800			742,800
<b>Total Support Services</b>	<b>\$1,199,300</b>			<b>\$1,199,300</b>			<b>\$1,199,300</b>
<b>SUBTOTAL</b>	<b>\$12,608,700</b>		<b>\$(420,000)</b>	<b>\$12,188,700</b>		<b>\$(260,000)</b>	<b>\$12,348,700</b>
<b>GRANTS</b>	<b>\$197,000</b>	Delete	\$(197,000)	\$0	Delete	\$(197,000)	\$0
<b>TOTAL</b>	<b>\$12,805,700</b>		<b>\$(617,000)</b>	<b>\$12,188,700</b>		<b>\$(457,000)</b>	<b>\$12,348,700</b>
Spending Affordability Guideline	\$12,195,300			\$12,195,300			\$12,195,300
Amount Above Guideline	\$610,400			\$(6,600)			\$153,400

Requests Outside Budget	
• Continuation of GIS Simulation Modeling Study	\$100,000
• Transfer to Silver Spring Parking District for Staff Parking per County Council Request	33,000
• Development Process Improvement Fund	132,000
• NDA Requests	
- Zoning & Board of Appeals Review	100,000
- Historic Preservation Support	181,000
- Historic Preservation Position	42,000
<b>Total</b>	<b>\$588,000</b>

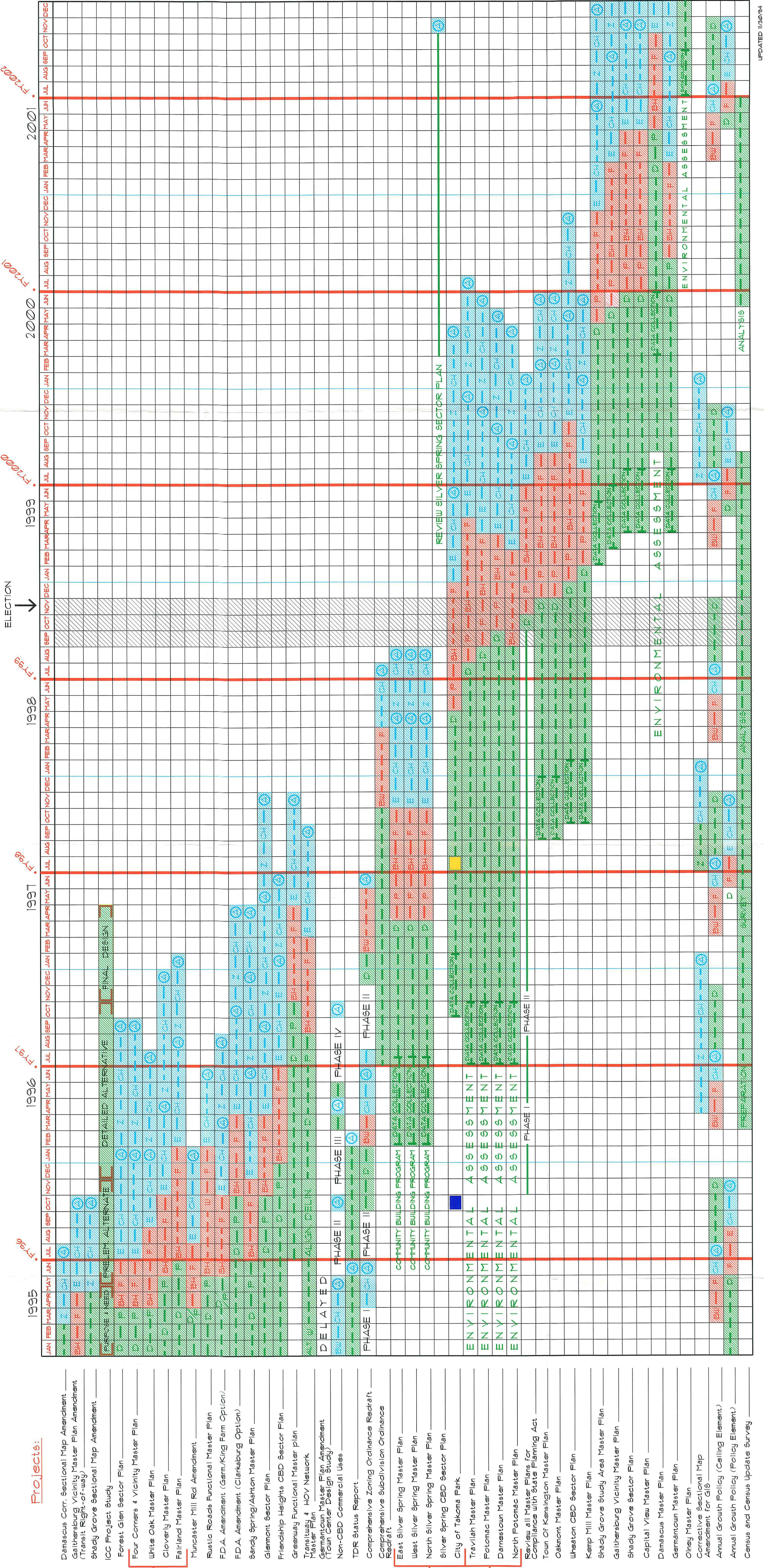


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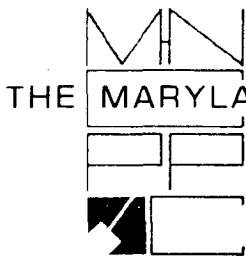
# Montgomery County Planning Department Long Range Project Schedule







(6)



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION  
8787 Georgia Avenue • Silver Spring, Maryland 20910-3760

December 1, 1994

TO: Montgomery County Planning Board

FROM: Robert W. Marriott, Jr.  
Planning Director

SUBJECT: Publication of Master Plans for FY 96

In response to your request, the following information has been provided for use in preparing the budget for the next fiscal year.

Three master plans are proposed for final printing during the next fiscal year. The estimated budget is \$10,000 for each publication. The following chart summarizes the items and the cost for each publication.

TABLE OF PUBLICATIONS:

Name and Cost	Number of Pages	Fold-Out Map	Number of Copies
Four Corners \$10,000	100	Yes	500
White Oak \$10,000	150	Yes	500
Cloverly \$10,000	150	Yes	500

Note: Background and Technical Appendix (300 pages and 300 copies) are also included in the estimated cost of printing.

These estimates represent a reduction of \$7000 from previous estimates for each document. This reduction will be accomplished by the following:

1. Reducing the number of copies to be printed from 3000 to 500
2. Reducing the number of pages
3. Revising the publication methods (use of one color for reports, and development of standardized formats)

The estimated cost of \$10,000 for each master plan includes \$3000 for the report with appendix, and \$7000 for the fold-out map. These costs were estimated using recently approved projects (i.e. the Silver Spring fold-out map and the environmental guidelines).

Page 2

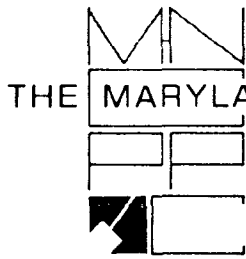
Recent publications vary in cost as follows:

1. Germantown Master Plan (includes 3000 copies, 290 page report with appendix, and color, fold-out map) - \$22,500 total
2. Functional Master Plan for the Patuxent River Watershed (includes 250 copies, 75 page report) - \$1319 total

Staff will be available to answer any questions that the Planning Board may have at its December budget meeting with the Planning Department.

RWM:JC:emb

G:pubeast

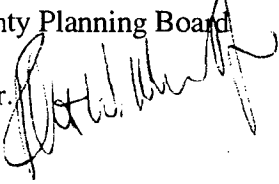


THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION  
8787 Georgia Avenue • Silver Spring, Maryland 20910-3760

November 30, 1994

**MEMORANDUM**

TO: The Montgomery County Planning Board

FROM: Robert W. Marriott, Jr.  
Planning Director 

SUBJECT: Cost of Processing Historic Area Work Permits

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Based on the calculations on the attached sheet, it costs the Montgomery County Planning Department \$900.00 to process each Historic Area Work Permit (HAWP) that is filed.

Of the 132 HAWPs reviewed in FY '94, 44 were simple cases that required little staff time to review - these are called expedited cases. The remaining 88 were more complex and difficult cases that took more staff time to review. It is likely that FY 95 will have a similar split in expedited cases vs. difficult cases.

If an application fee is charged to help fund the cost of HAWP review/administration, staff suggests that the fee be scaled to the magnitude of the project which is proposed. For example, a HAWP for a fence should have a fee of no more than \$50.00, while a HAWP for a new house in a historic district might be as high as \$500.00. An average case - like a rear addition to an existing historic house - could have a fee of about \$200.00. Perhaps the fee could be proportional to the cost of the project which is being proposed.

During our last budget discussion, the Planning Board expressed interest in the development of a fee schedule; prior to our last budget session on December 15, 1994, a draft fee schedule will be prepared for Planning Board review.

DA:GM:emb\h:\hawpcost

Attachment

6A

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Map -

what ~~is~~ <sup>has been</sup> done

what needs to be done

schedules (multi-year) completing  
atlas sites

budget support that

fee @ —

---

C. Work

- damage control

local guidelines  
admin. rec.

- phasing of the rest

---

General

- changes in law re:  
automatic trigger

- study affect of designation

- time

- \$

- pop. values

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December 7, 1994

MEMORANDUM

TO: Robert W. Marriott, Jr., Planning Director  
Montgomery County Planning Department

FROM: Gwen Marcus, Historic Preservation Coordinator *Gwen*  
Design, Zoning, and Preservation Division

SUBJECT: Completion of Review of Locational Atlas Resources

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There are 328 resources on the Locational Atlas which have yet to be fully evaluated for historic designation. Of this group, staff is currently working on 52 Locational Atlas resources which are presently under review or scheduled for review this Fiscal Year - including one historic district (Spencerville). This group of 52 does not include the Chevy Chase Historic District.

Of the 276 Locational Atlas resources still to be researched and evaluated, 18 are historic districts - most are very small (like Comus) and two are large (Woodside and Chevy Chase). For more information, please see the attached list of historic districts completed/historic district still to be reviewed.

Staff has attempted to lay out a realistic schedule for reviewing these remaining Atlas resources. As a starting point, staff has used a schedule that was developed by the Office of Legislative Oversight during their evaluation of the HPC in 1990.

The recent amendments to the Master Plan for Historic Preservation have attempted to generally follow the schedule included in the OLO report, although we are approximately two years behind the projected schedule. A number of 1990 projected amendments are completed and at least three are in progress.

There are currently two part-time staffpeople - one career and one contract - who work on researching Locational Atlas resources to begin the evaluation process. In addition, approximately, 50% of my time is devoted to shepherding properties through the designation process.



Given the **existing** staff resources, the maximum number of properties that can be thoroughly researched and documented in a one year period is approximately 50. It would then take approximately another year to take the same 50 properties through the complete designation process.

The attached time line shows that - with **existing** staffing levels - the review of all resources on the Locational Atlas will be completed by the end of fiscal year 2002. Please see the attached timeline.

The timeline includes a proposed schedule for completing the evaluation of the Chevy Chase Historic District. It also attempts to schedule the evaluations in a way which is consistent with long-term comprehensive master plans that are to be done.

Ways to shorten the time line and to have the Locational Atlas completed sooner would include: 1.) providing more staff support; 2.) having all research done by outside consultants and budgeting consulting money for this purpose; 3.) streamlining the designation process to include less citizen participation and/or review by different agencies of government. All of these options are problematic and have budget and/or legislative ramifications.

STATUS OF HISTORIC DISTRICTS  
IDENTIFIED ON LOCATIONAL ATLAS  
12/6/94

Note: Number in parentheses indicates how many structures are found within each district

MASTER PLAN H.D.  
(Designated)

10/59 Hyattstown (31)  
13/10 Clarksburg (25)  
14/27 Cedar Grove (6)  
17/1 Beallsville (10)  
18/8 Boyds (39)  
19/13 Germantown (9)  
23/65 Brookeville (47)  
28/11 Sandy Spring (10)  
30/13 Garrett Park (40)  
31/6 Kensington (200)  
31/7 Capitol View Park (247)  
31/8 Forest Glen (13)  
32/5 Polychrome (5)  
35/26 Glen Echo (17)  
35/36 Somerset (54)  
35/54 Hawkins Lane (13)  
36/1 National Pk Seminary (23)  
36/2 Linden (17)  
37/3 Takoma Park (909)

TOTAL STRUCTURES = 1715

LOCATIONAL ATLAS H.D.  
(Not Yet Evaluated)

10/13 Browningsville (20)  
10/24 Purdum (12)  
10/26 Lewisdale (6)  
12/8 Comus (8)  
12/17 Sellman/Big Woods (12)  
14/16 Woodfield (18)  
15/8 Clagettville (15)  
15/29 Etchison (6)  
15/54 Spencerville (14)  
17/8 Jonesville (6)  
18/23 Dawsonville (10)  
21/5 Oakmont (13)  
22/3 Claysville (2)  
22/20 Redland (6)  
23/37 Triadelphia (0)  
23/53 Mt. Zion (22)  
35/13 Chevy Chase (2000)  
36/4 Woodside (58)  
36/7 Silver Spring (15)

TOTAL STRUCTURES = 2243

Chevy Chase Historic District - Phased Evaluation

Phase One: Chevy Chase Village Historic District Phase One

Phase Two: Chevy Chase Village Historic District Phase Two

Phase Three: Chevy Chase Section Three and Martin's Addition

Phase Four: Chevy Chase Section Five

Phase Five: Town of Chevy Chase Historic District

## REVIEW OF REMAINING LOCATIONAL ATLAS RESOURCES

Shown by Fiscal Year - FY 96 Through FY 02

FY 96	FY 97	FY 98	FY 99	FY 00	FY 01	FY 02
Chevy Chase Historic District (Phase 2 & 3)	Chevy Chase Historic District (Phase 4 & 5)	Chevy Chase Historic District (Finish Phase 5)				
Finish Planning Area 24/25 (Darnestown/Travilah)						
Begin Planning Area 36 (Silver Spring)	Finish Planning Area 36 (Silver Spring)					
	Begin Planning Area 23 (Olney)	Finish Planning Area 23 (Olney)				
		Begin Planning Area 14 (Goshen)	Finish Planning Area 14 (Goshen)			
		Begin Planning Area 15 (Patuxent)	Finish Planning Area 15 (Patuxent)			
			Begin Planning Area 10 (Little Bennett)	Finish Planning Area 10 (Little Bennett)		
			Begin Planning Area 11 (Damascus)	Finish Planning Area 11 (Damascus)		
				Begin Planning Area 12/16 (Dickerson/Martinsburg)	Finish Planning Area 12/16 (Dickerson/Martinsburg)	
					Begin Planning Area 17/18 (Poolesville/Lower Seneca)	Finish Planning Area 17/18 (Poolesville/Lower Seneca)
					Begin Miscellaneous Sites	Finish Miscellaneous Sites

NOTE: See attached sheet for explanation of Chevy Chase Historic District phases

NOTE: This schedule assumes two or three demolition permit/substantial alteration cases per year. If more such cases occur, it would affect the ability to meet the proposed schedule.

G:\HISTDIST

Draft Schedule for HPC Evaluation of Atlas Resources

Year of Review	Amendment	Number of Resources/Districts	M-NCPPC Locational Atlas Update Survey Categorization*						Estimated Cost of Additional Research**
			I	II	III	IV	V	VI	
CY 90	Woodside <sup>58</sup> BLDGS.	1 district			1				\$ 500
CY 90	N. Bethesda	6 resources	1		3	1	1		\$2,000
CY 90	Aspen Hill	7 resources		2		3	2		\$1,000
CY 91	Burke	58 resources (estimated)					58		None
CY 91	Potomac	25 resources	7	4	7	6		1	\$ 9,000
CY 91 IN-PROGRESS	Chevy Chase <sup>2000</sup> BLDGS Historic District	1 district	1						\$ 5,000
CY 92 IN-PROGRESS	Travilah/Darnestown <sup>(24)</sup>	26 resources	2	6	12	6			\$10,000
CY 92 IN-PROGRESS	Eastern County <sup>(27)</sup>	37 resources	2	2	5	27		1	\$ 4,500
CY 93	Olney <sup>(41)</sup>	31 resources	6	9	7	8		1	\$11,000
CY 93	Western Co. (A) <sup>*** (39) 97</sup>	34 resources	2	6	12	11		3	\$10,000
CY 94	Western Co. (B) <sup>*** (48) 98</sup>	45 resources	9	8	13	11		4	\$15,000
CY 94	North County (B) <sup>*** (67) 99+00</sup>	37 resources		6	13	15		3	\$ 9,500
CY 95	North County (A) <sup>*** (66) 80+01</sup>	53 resources		1	18	30		4	\$ 9,500

\* For an explanation of the categorization system, see excerpt from M-NCPPC's Atlas Update Survey on the following page.

\*\* The additional cost of research is estimated by allowing \$500 per resource for all resources in categories I, II, and III. The exception to this is the cost of research for the Chevy Chase Historic District, which is estimated at \$5,000.

\*\*\* Western County (A) = Planning Areas <sup>2 3</sup> 12 + 16.  
 Western County (B) = Planning Areas <sup>4 5</sup> 17 + 18.  
 North County (A) = Planning Areas <sup>6 7</sup> 10 + 11.  
 North County (B) = Planning Areas <sup>8 9</sup> 14 + (miscellaneous resources.)

and 15 ← } 15 including Woodside + C.C.  
 D-1

ATLAS RESOURCES TO BE REVIEWED - P.A. 10

ATLAS 6

(45)

ATLAS-NUMBER 10/001-000  
HIST-NAME FRIENDSHIP  
ADDRESS 28110 RIDGE ROAD

ATLAS-NUMBER 10/003-000  
HIST-NAME MOXLEY (JOHN) HOUSE  
ADDRESS 28800 KEMPTOWN ROAD

ATLAS-NUMBER 10/005-000  
HIST-NAME PURDUM (JOHN D.) HOUSE  
ADDRESS 28814 KEMPTOWN ROAD

ATLAS-NUMBER 10/007-000  
HIST-NAME BOYER HOUSE  
ADDRESS 28711 CLARKSBURG ROAD

ATLAS-NUMBER 10/010-000  
HIST-NAME PURDUM (JOHN L.) FARM  
ADDRESS 12005 BETHESDA CHURCH ROAD

ATLAS-NUMBER 10/013-000  
HIST-NAME BROWNSVILLE HISTORIC DISTRICT  
ADDRESS

ATLAS-NUMBER 10/014-000  
HIST-NAME INGALLS FARM  
ADDRESS 27601 BARNES ROAD

ATLAS-NUMBER 10/015-000  
HIST-NAME WATKINS (HAROLD) HOUSE  
ADDRESS 27300 CLARKSBURG ROAD

ATLAS-NUMBER 10/017-000  
HIST-NAME BURDETTE (JOSEPH) FARM  
ADDRESS 11415 BETHESDA CHURCH ROAD

ATLAS-NUMBER 10/018-000  
HIST-NAME BURDETTE-RIDDLE FARM  
ADDRESS 27100 PURDUM ROAD

ATLAS-NUMBER 10/020-000  
HIST-NAME BURDETTE (JAMES W.) TENANT FARM  
ADDRESS 27005 LEWISDALE ROAD

ATLAS-NUMBER 10/021-000  
HIST-NAME DAMASCUS CAMP MEETING  
ADDRESS 11250 BETHESDA CHURCH ROAD

ATLAS-NUMBER 10/023-000  
HIST-NAME PURDUM (C.E.) FARM  
ADDRESS 25220 JOHNSON ROAD

ATLAS-NUMBER 10/024-000  
HIST-NAME PURDUM HISTORIC DISTRICT  
ADDRESS

ATLAS RESOURCES TO BE REVIEWED - P.A. 10

ATLAS-NUMBER 10/026-000  
HIST-NAME LEWISDALE HISTORIC DISTRICT  
ADDRESS

ATLAS-NUMBER 10/027-000  
HIST-NAME WATKINS (SAMUEL B.) HOUSE  
ADDRESS 13103 PRICES DISTILLERY ROAD

ATLAS-NUMBER 10/028-000  
HIST-NAME BEALL (BASIL) HOUSE  
ADDRESS 13107 PRICES DISTILLERY ROAD

ATLAS-NUMBER 10/029-000  
HIST-NAME BEALL (ED) FARM  
ADDRESS 13301 PRICES DISTILLERY ROAD

ATLAS-NUMBER 10/030-000  
HIST-NAME LEWIS HOUSE  
ADDRESS 13300 PRICES DISTILLERY ROAD

ATLAS-NUMBER 10/031-000  
HIST-NAME THOMPSON (ELLEN) FARM  
ADDRESS 13917 LEWISDALE ROAD

ATLAS-NUMBER 10/032-000  
HIST-NAME BEALL (JAMES T.) FARM  
ADDRESS 13421 LEWISDALE ROAD

ATLAS-NUMBER 10/033-000  
HIST-NAME WATKINS-MULLICAN FARM  
ADDRESS 13201 LEWISDALE ROAD

ATLAS-NUMBER 10/034-000  
HIST-NAME NORWOOD/BEALL FARM  
ADDRESS 13220 LEWISDALE ROAD

ATLAS-NUMBER 10/035-000  
HIST-NAME DAY (W.) HOUSE  
ADDRESS 25925 CLARKSBURG ROAD

ATLAS-NUMBER 10/036-000  
HIST-NAME KING (JOHN M.) BARN  
ADDRESS ACROSS FROM 12051 PRICES DISTILLERY ROAD

ATLAS-NUMBER 10/037-000  
HIST-NAME GLAZE FARM  
ADDRESS 25329 BURNT HILL ROAD

ATLAS-NUMBER 10/039-000  
HIST-NAME KING (R.) FARM  
ADDRESS 25001 BURNT HILL ROAD

ATLAS-NUMBER 10/040-000  
HIST-NAME KING (CHARLES M.) FARM  
ADDRESS 25020 KINGS VALLEY ROAD



ATLAS RESOURCES TO BE REVIEWED - P.A. 10

ATLAS-NUMBER 10/041-000

HIST-NAME CEDAR HEIGHTS SCHOOLHOUSE  
ADDRESS 24224 RIDGE ROAD

ATLAS-NUMBER 10/042-000

HIST-NAME WILLIAMS (WILLIAM) FARM  
ADDRESS 24500 KINGS VALLEY ROAD

ATLAS-NUMBER 10/043-000

HIST-NAME BEALL (JOHN) HOUSE  
ADDRESS 24727 STRINGTOWN ROAD

ATLAS-NUMBER 10/044-000

HIST-NAME KING (EDWARD) HOUSE  
ADDRESS 24400 STRINGTOWN ROAD

ATLAS-NUMBER 10/046-000

HIST-NAME GUE (H.) HOUSE  
ADDRESS 24104 STRINGTOWN ROAD

ATLAS-NUMBER 10/050-000

HIST-NAME NORWOOD (JEREMIAH) FARM  
ADDRESS 26025 PRESCOTT ROAD

ATLAS-NUMBER 10/055-000

HIST-NAME ZEIGLER MILL RUINS  
ADDRESS HYATTSTOWN MILL AND PRESCOTT ROADS

ATLAS-NUMBER 10/058-000

HIST-NAME MONTGOMERY CHAPEL CEMETERY  
ADDRESS NEAR 25115 FREDERICK ROAD, SOUTH OF HYATTSTOWN

ATLAS-NUMBER 10/060-000

HIST-NAME MCELFRISH (EDWARD) HOUSE  
ADDRESS 25660 OLD HUNDRED ROAD

ATLAS-NUMBER 10/062-000

HIST-NAME CARLISLE / BYRNE HOUSE  
ADDRESS 25501 OLD HUNDRED ROAD

ATLAS-NUMBER 10/063-000

HIST-NAME CECIL (W.H.) HOUSE  
ADDRESS 25110 OLD HUNDRED ROAD

ATLAS-NUMBER 10/064-000

HIST-NAME CECIL (MORT) HOUSE  
ADDRESS 25101 OLD HUNDRED ROAD

ATLAS-NUMBER 10/067-000

HIST-NAME TAYLOR (JOHN W.) HOUSE  
ADDRESS ACROSS FROM 23725 SLIDELL ROAD

ATLAS-NUMBER 10/068-000

HIST-NAME SELLMAN (JOHN P.) HOUSE  
ADDRESS 16501 COMUS ROAD

ATLAS RESOURCES TO BE REVIEWED - P.A. 10

ATLAS-NUMBER 10/069-000

HIST-NAME SELLMAN (W.O.) HOUSE

ADDRESS 24319 OLD HUNDRED ROAD

ATLAS-NUMBER 10/072-000

HIST-NAME JOHNSON (BENJAMIN) HOUSE

ADDRESS 24200 OLD HUNDRED ROAD

ATLAS-NUMBER 10/075-000

HIST-NAME BANK BARN

ADDRESS 18101 COMUS ROAD

ATLAS RESOURCES TO BE REVIEWED - P.A. 11

ATLAS 7

(21)

ATLAS-NUMBER 11/001-000  
HIST-NAME WATKINS (PERRY) HOUSE  
ADDRESS 27210 & 27214 RIDGE ROAD

ATLAS-NUMBER 11/002-000  
HIST-NAME BOYER (MILTON) HOUSE  
ADDRESS 26643 HOWARD CHAPEL DRIVE

ATLAS-NUMBER 11/003-000  
HIST-NAME BOWMAN (WILLIAM) HOUSE/HOOD FARM  
ADDRESS 26221 HOWARD CHAPEL DRIVE

ATLAS-NUMBER 11/004-000  
HIST-NAME BURDETTE (NATHAN) HOUSE  
ADDRESS 9700 HIGHVIEW AVENUE

ATLAS-NUMBER 11/005-000  
HIST-NAME SHECKLES HOUSE  
ADDRESS 10016 LOCUST DRIVE

ATLAS-NUMBER 11/010-000  
HIST-NAME KINGSTEAD FARM/JOHN DUCKETT KING FARM  
ADDRESS 11411 KINGSTEAD ROAD

ATLAS-NUMBER 11/010-001  
HIST-NAME BARNS AT KINGSTEAD FARM  
ADDRESS 11411 KINGSTEAD RD

ATLAS-NUMBER 11/011-000  
HIST-NAME KING (LUTHER G.) FARM  
ADDRESS 11711 KINGSTEAD ROAD

ATLAS-NUMBER 11/013-000  
HIST-NAME YOUNG CEMETERY  
ADDRESS SWEEPSTAKES ROAD & CUTSAIL DRIVE

ATLAS-NUMBER 11/014-000  
HIST-NAME GARTRELL / E. BROOKE LEE FARM  
ADDRESS 10000 SWEEPSTAKES ROAD

ATLAS-NUMBER 11/015-000  
HIST-NAME BIGGS FARM  
ADDRESS 24621 & 24625 TANDEM DRIVE

ATLAS-NUMBER 11/017-000  
HIST-NAME MOXLEY (EZEKIEL) HOUSE  
ADDRESS 25008 WOODFIELD ROAD

ATLAS-NUMBER 11/019-000  
HIST-NAME WARFIELD (ELISHA) FARM  
ADDRESS 25123 WOODFIELD ROAD

ATLAS-NUMBER 11/020-000  
HIST-NAME HAMMOND (WIDOW) FARM  
ADDRESS 9200 DAMASCUS ROAD

ATLAS RESOURCES TO BE REVIEWED - P.A. 11

ATLAS-NUMBER 11/021-000

HIST-NAME BOWMAN (REZIN) HOUSE & CEMETERY/MCDOUGALL FARM  
ADDRESS 9190 MAIN STREET

ATLAS-NUMBER 11/022-000

HIST-NAME GUE (GEORGE) BARN  
ADDRESS 9120 DAMASCUS ROAD

ATLAS-NUMBER 11/023-000

HIST-NAME DUVALL LOG HOUSE  
ADDRESS 9011 HAWKINS CREAMERY ROAD

ATLAS-NUMBER 11/024-000

HIST-NAME DUVALL (FRANK) HOUSE  
ADDRESS 9420 HAWKINS CREAMERY ROAD

ATLAS-NUMBER 11/025-000

HIST-NAME DAY (HOWARD) HOUSE  
ADDRESS 9400 HAWKINS CREAMERY ROAD

ATLAS-NUMBER 11/028-000

HIST-NAME ABRAHAMS BARN  
ADDRESS 26531 HOWARD CHAPEL DRIVE

ATLAS-NUMBER 11/029-000

HIST-NAME IRA JONES BARN  
ADDRESS 25601 KINGS VALLEY ROAD

## ATLAS RESOURCES TO REVIEWED - P.A. 12

ATLAS 2

(22)

ATLAS-NUMBER 12/003-000  
HIST-NAME JAMISON (ALEXANDER) HOUSE  
ADDRESS 17410 OR 17700 COMUS ROAD

ATLAS-NUMBER 12/004-000  
HIST-NAME WARD HOUSE  
ADDRESS 22610 OLD HUNDRED ROAD

ATLAS-NUMBER 12/006-000  
HIST-NAME THOMPSON (WILLIAM) HOUSE  
ADDRESS 17110 COMUS ROAD

ATLAS-NUMBER 12/007-000  
HIST-NAME JONES (FREDERICK) HOUSE  
ADDRESS 17700 OLD HUNDRED ROAD

ATLAS-NUMBER 12/008-000  
HIST-NAME COMUS HISTORIC DISTRICT  
ADDRESS

ATLAS-NUMBER 12/009-000  
HIST-NAME WELLING HOUSE  
ADDRESS 23501 OLD HUNDRED ROAD

ATLAS-NUMBER 12/010-000  
HIST-NAME LAUMAN (JAMES) HOUSE  
ADDRESS 22000 PEACH TREE ROAD

ATLAS-NUMBER 12/013-000  
HIST-NAME HARRIS FARM / DAYBREAK FARM / JONES (T.) FARM  
ADDRESS 22810 HARRIS ROAD

ATLAS-NUMBER 12/015-000  
HIST-NAME POOLE (WILLIAM T.) FARM  
ADDRESS 21329 SELLMAN ROAD

ATLAS-NUMBER 12/017-000  
HIST-NAME MT. ZION/SELLMAN SCHOOL  
ADDRESS 21000 BEALLSVILLE ROAD

ATLAS-NUMBER 12/018-000  
HIST-NAME WHITE (RICHARD G.) HOUSE  
ADDRESS 19304 MOUTH OF MONOCACY ROAD

ATLAS-NUMBER 12/019-000  
HIST-NAME LITTLE MONOCACY VIADUCT/MILL  
ADDRESS LITTLE MONOCACY RIVER & B&O RAILROAD TRACKS

ATLAS-NUMBER 12/020-000  
HIST-NAME MT. PLEASANT METHODIST CHURCH  
ADDRESS SOUTH OF 22701 MT. EPHRAIM ROAD

ATLAS-NUMBER 12/023-000  
HIST-NAME JONES (MERCER) HOUSE  
ADDRESS 21800 DICKERSON ROAD

ATLAS RESOURCES TO REVIEWED - P.A. 12

ATLAS-NUMBER 12/024-000  
HIST-NAME DICKERSON QUARRIES  
ADDRESS DICKERSON ROAD & LITTLE MONOCACY RIVER

ATLAS-NUMBER 12/025-000  
HIST-NAME SELLMAN FARM  
ADDRESS 20720 MOUTH OF MONOCACY ROAD

ATLAS-NUMBER 12/033-000  
HIST-NAME WEBSTER MILLER'S HOUSE  
ADDRESS OPP. 20700 DARNESTOWN ROAD

ATLAS-NUMBER 12/034-000  
HIST-NAME WOODSTOCK  
ADDRESS 20501 DARNESTOWN ROAD

ATLAS-NUMBER 12/037-000  
HIST-NAME JONES (L.) HOUSE  
ADDRESS 20320 DARNESTOWN ROAD

ATLAS-NUMBER 12/040-000  
HIST-NAME SENECA STONE BARN  
ADDRESS WASCHE ROAD & LOCAL CREEK

ATLAS-NUMBER 12/043-000  
HIST-NAME ENSOR BARN  
ADDRESS 23101 MT. EPHRIAM ROAD, DICKERSON

ATLAS-NUMBER 12/045-000  
HIST-NAME WHITE (WILLIAM B.) HOUSE  
ADDRESS 21610 BEALLSVILLE ROAD

ATLAS RESOURCES TO BE REVIEWED - P.A. 14

ATLAS8

35

ATLAS-NUMBER 14/002-000  
HIST-NAME REZIN-DUVALL HOUSE  
ADDRESS 9011 HAWKINS CREAMERY ROAD

ATLAS-NUMBER 14/003-000  
HIST-NAME ETCHISON-WARFIELD LOG HOUSE  
ADDRESS 8251 DAMASCUS ROAD

ATLAS-NUMBER 14/004-000  
HIST-NAME DUVALL HOUSE  
ADDRESS 8120 JONNIE LANE

ATLAS-NUMBER 14/006-000  
HIST-NAME WILLIAMS (JERRY) FARM  
ADDRESS 7600 OR 7810 DAMASCUS ROAD

ATLAS-NUMBER 14/008-000  
HIST-NAME FARMHOUSE  
ADDRESS 24800 DUNNAVENT DRIVE

ATLAS-NUMBER 14/011-000  
HIST-NAME SCOTT-ETCHISON HOUSE/HAWKINS HOUSE  
ADDRESS 7211 HAWKINS CREAMERY ROAD

ATLAS-NUMBER 14/012-000  
HIST-NAME HAWKINS CREAMERY / YESTERYEAR FARM  
ADDRESS 7420 HAWKINS CREAMERY ROAD

ATLAS-NUMBER 14/013-000  
HIST-NAME MOBLEY-HOWARD HOUSE  
ADDRESS 8311 HAWKINS CREAMERY ROAD

ATLAS-NUMBER 14/014-000  
HIST-NAME UPPER SENECA FARM  
ADDRESS 8200 HAWKINS CREAMERY ROAD

ATLAS-NUMBER 14/016-000  
HIST-NAME WOODFIELD HISTORIC DISTRICT  
ADDRESS

ATLAS-NUMBER 14/020-000  
HIST-NAME WATKINS (LORENZO) HOUSE  
ADDRESS 10820 WATKINS ROAD

ATLAS-NUMBER 14/021-000  
HIST-NAME PURDUM (RUFUS J.) HOUSE  
ADDRESS 10710 WATKINS ROAD

ATLAS-NUMBER 14/022-000  
HIST-NAME PURDUM CEMETERY  
ADDRESS NORTH SIDE OF WATKINS ROAD, WEST OF KINGS VALLEY ROAD

ATLAS-NUMBER 14/024-000  
HIST-NAME SNYDER HOUSE AND HOTEL  
ADDRESS 24219 RIDGE ROAD

ATLAS RESOURCES TO BE REVIEWED - P.A. 14

ATLAS-NUMBER 14/027-001

HIST-NAME UPPER SENECA CHURCH AND PARSONAGE

ADDRESS 23425 AND 23415 DAVIS MILL ROAD

ATLAS-NUMBER 14/028-000

HIST-NAME CASSASSA (JOHN) HOUSE

ADDRESS 23000 DAVIS MILL ROAD

ATLAS-NUMBER 14/029-000

HIST-NAME RIGGS (JOSHUA) HOUSE

ADDRESS W. SIDE OF DAVIS MILL RD., PAST "LAZY C" RANCH

ATLAS-NUMBER 14/032-000

HIST-NAME KING FARM

ADDRESS 9501 WILDCAT ROAD

ATLAS-NUMBER 14/033-000

HIST-NAME COLEMAN (CHARLES) FARM

ADDRESS 9010 WATKINS ROAD

ATLAS-NUMBER 14/034-000

HIST-NAME SUNRISE FARM

ADDRESS 22717 WOODFIELD ROAD

ATLAS-NUMBER 14/035-000

HIST-NAME ALLNUTT (JOHN) HOUSE

ADDRESS 2522 LAYTONSVILLE ROAD

ATLAS-NUMBER 14/039-000

HIST-NAME BROOK CHURCH

ADDRESS 7700 BRINK ROAD

ATLAS-NUMBER 14/044-000

HIST-NAME WATERS HOUSE

ADDRESS 9601 HUNTMASTER ROAD

ATLAS-NUMBER 14/045-000

HIST-NAME MAGRUDER (J.) HOUSE

ADDRESS 22525 WILDCAT ROAD

ATLAS-NUMBER 14/047-000

HIST-NAME BUTLER'S ORCHARD LOG HOUSE

ADDRESS 22200 DAVIS MILL ROAD

ATLAS-NUMBER 14/049-000

HIST-NAME WOODFIELD FARM

ADDRESS 21521 WILDCAT ROAD

ATLAS-NUMBER 14/050-000

HIST-NAME BENSON-SIBLEY FARM

ADDRESS 10715 BRINK ROAD

ATLAS-NUMBER 14/052-000

HIST-NAME WATERS (DR. WASHINGTON) HOUSE

ADDRESS 21600 DAVIS MILL ROAD



ATLAS RESOURCES TO BE REVIEWED - P.A. 14

ATLAS-NUMBER 14/053-000

HIST-NAME THOMPSON HOUSE

ADDRESS 9821 WIGHTMAN ROAD

ATLAS-NUMBER 14/055-000

HIST-NAME BLUNT HOUSE/AVALON FARM

ADDRESS 9400 HUNTMASTER ROAD

ATLAS-NUMBER 14/056-000

HIST-NAME GOSHEN SCHOOL HOUSE

ADDRESS 9110 HUNTMASTER ROAD

ATLAS-NUMBER 14/057-000

HIST-NAME JONES (RICHARD) HOUSE/HONEYSUCKLE HILL

ADDRESS 9201 BRINK ROAD

ATLAS-NUMBER 14/061-000

HIST-NAME JONES (S.O.) HOUSE

ADDRESS 8615 LOHAVEN DRIVE

ATLAS-NUMBER 14/062-000

HIST-NAME STEWART (ALBERT) HOUSE

ADDRESS 22 DELTA COURT

ATLAS-NUMBER 14/063-000

HIST-NAME WARFIELD (JOHN T.) HOUSE

ADDRESS 7901 WARFIELD ROAD

ATLAS RESOURCES TO BE REVIEWED - P.A. 15

ATLAS 9

32

ATLAS-NUMBER 15/001-000  
HIST-NAME PARR'S SPRING / FOUR COUNTIES FARM  
ADDRESS 4704 BALTIMORE NATIONAL PIKE

ATLAS-NUMBER 15/002-000  
HIST-NAME MOLESWORTH (MATTHEW) FARM  
ADDRESS PENNS SHOE ROAD

ATLAS-NUMBER 15/003-000  
HIST-NAME MOXLEY (REZIN) FARM  
ADDRESS 3597 MEDD AVENUE

ATLAS-NUMBER 15/004-000  
HIST-NAME BAKER (AL) HOUSE  
ADDRESS 28901 KEMPTOWN ROAD

ATLAS-NUMBER 15/005-000  
HIST-NAME MOLESWORTH (JOSHUA) FARM  
ADDRESS 28621 RIDGE ROAD

ATLAS-NUMBER 15/006-000  
HIST-NAME BECRAFT HOUSE  
ADDRESS 28500 RIDGE ROAD

ATLAS-NUMBER 15/007-000  
HIST-NAME BROWN'S LOG TOB. HOUSE  
ADDRESS 28601 RIDGE ROAD

ATLAS-NUMBER 15/008-000  
HIST-NAME CLAGGETTSVILLE HISTORIC DISTRICT  
ADDRESS

ATLAS-NUMBER 15/009-000  
HIST-NAME CLAGGETT (CAPTAIN) FARM/HILTON FARM  
ADDRESS 28055 RIDGE ROAD

ATLAS-NUMBER 15/012-000  
HIST-NAME THOMPSON-WOODFIELD FARM  
ADDRESS 27211 LONG CORNER ROAD

ATLAS-NUMBER 15/013-000  
HIST-NAME MULLINIX (HAROLD) FARM/MAPLE HEIGHTS  
ADDRESS 27001 LONG CORNER ROAD

ATLAS-NUMBER 15/014-000  
HIST-NAME MULLINIX STORE  
ADDRESS 26601 MULLINIX MILL ROAD

ATLAS-NUMBER 15/016-000  
HIST-NAME BRANDENBURG LOG TOBACCO HOUSE  
ADDRESS 26360 MULLINIX MILL ROAD

ATLAS-NUMBER 15/017-000  
HIST-NAME BRANDENBURG (WILLIAM) HOUSE  
ADDRESS 26360 MULLINIX MILL ROAD

ATLAS RESOURCES TO BE REVIEWED - P.A. 15

ATLAS-NUMBER 15/019-000  
HIST-NAME WARTHAN-DAY FARM/TRI-DAY FARM  
ADDRESS 8711 MAIN STREET

ATLAS-NUMBER 15/020-000  
HIST-NAME MT. LEBANON CHURCH  
ADDRESS 25900 BLOCK LONG CORNER ROAD, WEST SIDE

ATLAS-NUMBER 15/021-000  
HIST-NAME ETCHISON (MADISON) HOUSE  
ADDRESS 25905 LONG CORNER ROAD

ATLAS-NUMBER 15/024-000  
HIST-NAME WARFIELD (WILSON) FARM  
ADDRESS BEYOND 6935 ANNAPOLIS ROCK ROAD, NEAR PATUXENT RIVER

ATLAS-NUMBER 15/026-000  
HIST-NAME WATKINS (FRED) FARM  
ADDRESS 7373 DAMASCUS ROAD

ATLAS-NUMBER 15/027-000  
HIST-NAME GRIFFITH (COL. CLYDE) HOUSE  
ADDRESS 7301 DAMASCUS ROAD

ATLAS-NUMBER 15/028-000  
HIST-NAME MOORE (LUTHER W.) HOUSE  
ADDRESS 7201 DAMASCUS ROAD

ATLAS-NUMBER 15/029-000  
HIST-NAME ETCHISON HISTORIC DISTRICT  
ADDRESS

ATLAS-NUMBER 15/030-000  
HIST-NAME LOG BARN  
ADDRESS END OF HALTERMAN ROAD, NEAR PATUXENT RIVER

ATLAS-NUMBER 15/033-000  
HIST-NAME GROVE HILL  
ADDRESS 19301 NEW HAMPSHIRE AVENUE

ATLAS-NUMBER 15/042-000  
HIST-NAME MOORE (WILLIAM) HOUSE  
ADDRESS 1201 EDNOR ROAD

ATLAS-NUMBER 15/046-000  
HIST-NAME WILSON-LINK FARM  
ADDRESS 2535 LINK ROAD

ATLAS-NUMBER 15/049-000  
HIST-NAME ALLOWAY  
ADDRESS EAST SIDE OF NEW HAMPSHIRE AVENUE & SPENCERVILLE ROAD

ATLAS-NUMBER 15/051-000  
HIST-NAME DRAYTON  
ADDRESS 16100 OAK HILL ROAD

ATLAS RESOURCES TO BE REVIEWED - P.A. 15

ATLAS-NUMBER 15/054-000  
HIST-NAME SPENCERVILLE HISTORIC DISTRICT  
ADDRESS

ATLAS-NUMBER 15/056-000  
HIST-NAME MURPHY (MICHAEL) HOUSE  
ADDRESS 16616 BATSON ROAD

ATLAS-NUMBER 15/061-000  
HIST-NAME POOLE HOUSE  
ADDRESS 3300 BELLE COTE DR.

ATLAS-NUMBER 15/064-000  
HIST-NAME WILCOX (WILLIAM) HOUSE  
ADDRESS 3720 BELL ROAD

ATLAS RESOURCES TO BE REVIEWED - P.A. 16

ATLAS3

(17)

ATLAS-NUMBER 16/003-000

HIST-NAME JONES (JOHN A.) HOUSE / CAMP ADVENTURE  
ADDRESS 19800 WASCHE ROAD

ATLAS-NUMBER 16/004-000

HIST-NAME JONES (WILLIAM) HOUSE/BITTERSWEET FARM  
ADDRESS 19815 MARTINSBURG ROAD

ATLAS-NUMBER 16/005-000

HIST-NAME MARBLE QUARRY  
ADDRESS C&O CANAL OPP. MASON'S ISLAND

ATLAS-NUMBER 16/006-000

HIST-NAME WHITE'S FERRY  
ADDRESS POTOMAC RIVER AT WHITES FERRY ROAD

ATLAS-NUMBER 16/010-000

HIST-NAME MANSION, THE  
ADDRESS 23315 WHITE'S FERRY ROAD

ATLAS-NUMBER 16/011-000

HIST-NAME JONES (JOHN L.T.) HOUSE  
ADDRESS W. SIDE MARTINSBURG RD, NEAR WHITE'S FERRY RD.

ATLAS-NUMBER 16/013-000

HIST-NAME YOUNG (ISAAC) HOUSE  
ADDRESS 21711 WHITE'S FERRY ROAD

ATLAS-NUMBER 16/014-000

HIST-NAME YOUNG (DAVID) FARM  
ADDRESS 18020 EDWARDS FERRY ROAD

ATLAS-NUMBER 16/015-000

HIST-NAME TRUNDLE (PERRY) FARM  
ADDRESS 17800 TRUNDLE ROAD

ATLAS-NUMBER 16/016-000

HIST-NAME YOUNG FARM/BROAD RUN FARM  
ADDRESS 21701 CLUB HOLLOW ROAD

ATLAS-NUMBER 16/017-000

HIST-NAME WHITE (THOMAS H.) HOUSE  
ADDRESS 21800 CLUB HOLLOW ROAD

ATLAS-NUMBER 16/018-000

HIST-NAME OAK HILL HOUSE  
ADDRESS 22520 CLUB HOLLOW ROAD

ATLAS-NUMBER 16/020-000

HIST-NAME JONES (JOHN) HOUSE  
ADDRESS 17720 ELMER SCHOOL ROAD

ATLAS-NUMBER 16/021-000

HIST-NAME WALDORF  
ADDRESS 18200 ELMER SCHOOL ROAD

ATLAS RESOURCES TO BE REVIEWED - P.A. 16

ATLAS-NUMBER 16/022-000  
HIST-NAME BOTELER FARM  
ADDRESS 24301 RIVER ROAD

ATLAS-NUMBER 16/023-000  
HIST-NAME HILLEARY FARM  
ADDRESS 24220 RIVER ROAD

ATLAS-NUMBER 16/025-000  
HIST-NAME EDWARD'S FERRY CEMETERY  
ADDRESS BETWEEN 23929 & 23304 RIVER RD (S. SIDE)

ATLAS RESOURCES TO BE REVIEWED - P.A. 17

ATLAS 4

(29)

ATLAS-NUMBER 17/003-000  
HIST-NAME SMITH-LYNCH FARM  
ADDRESS 19701 PEACH TREE ROAD

ATLAS-NUMBER 17/006-000  
HIST-NAME AIX-LA-CHAPELLE  
ADDRESS 19124 JERUSALEM ROAD

ATLAS-NUMBER 17/008-000  
HIST-NAME JONESVILLE AREA HOUSES  
ADDRESS

ATLAS-NUMBER 17/010-000  
HIST-NAME FLINT'S GROVE/CONLON HOUSE/FLETCHALL HOUSE  
ADDRESS 17811 CATTAIL ROAD

ATLAS-NUMBER 17/011-000  
HIST-NAME POOLE (W.W.) HOUSE  
ADDRESS 18501 WHITE'S FERRY ROAD

ATLAS-NUMBER 17/018-000  
HIST-NAME ELIJAH CHURCH  
ADDRESS 18401 BEALLSVILLE ROAD

ATLAS-NUMBER 17/021-000  
HIST-NAME JONES (W.T.) HOUSE  
ADDRESS 19000 BEALLSVILLE ROAD

ATLAS-NUMBER 17/022-000  
HIST-NAME HILLIARD (ROBERT T.) FARM  
ADDRESS 25020 W. HUNTER ROAD

ATLAS-NUMBER 17/023-000  
HIST-NAME KILMAIN II  
ADDRESS 19015 WASCHE ROAD

ATLAS-NUMBER 17/025-000  
HIST-NAME MOUNT PLEASANT  
ADDRESS 20525 WHITE'S FERRY ROAD

ATLAS-NUMBER 17/027-000  
HIST-NAME WILLIAMS (JOHN H.) HOUSE  
ADDRESS 20415 WESTERLY ROAD

ATLAS-NUMBER 17/028-000  
HIST-NAME WHITE (HARVEY) HOUSE/JAMISON FARM  
ADDRESS 20900 WESTERLY ROAD

ATLAS-NUMBER 17/029-000  
HIST-NAME WILLIAMS (RICHARD WALTER) HOUSE  
ADDRESS 21338 WESTERLY ROAD

ATLAS-NUMBER 17/030-000  
HIST-NAME WILLIAMS HOUSE  
ADDRESS 21130 WESTERLY ROAD

ATLAS RESOURCES TO BE REVIEWED - P.A. 17

ATLAS-NUMBER 17/031-000  
HIST-NAME FISHER (MARTIN) FARM  
ADDRESS 21600 OFFUTT ROAD

ATLAS-NUMBER 17/032-000  
HIST-NAME LOG CABIN  
ADDRESS OFFUTT ROAD

ATLAS-NUMBER 17/033-000  
HIST-NAME WILLIAMS (JOHN T) STONE HOUSE  
ADDRESS 20851 W OFFUTT ROAD

ATLAS-NUMBER 17/034-000  
HIST-NAME AUD CEMETERY  
ADDRESS WEST OF WILLARD ROAD

ATLAS-NUMBER 17/038-000  
HIST-NAME DARBY (THOMAS) HOUSE  
ADDRESS 15410 PARTNERSHIP ROAD

ATLAS-NUMBER 17/039-000  
HIST-NAME DAWSON-ALLNUTT BARN  
ADDRESS 15200 SUGARLAND ROAD

ATLAS-NUMBER 17/041-000  
HIST-NAME ST. PAUL'S CHURCH  
ADDRESS 14730 SUGARLAND ROAD

ATLAS-NUMBER 17/044-000  
HIST-NAME TRUNDLE (JAMES T.) FARM  
ADDRESS 19815 RIVER ROAD

ATLAS-NUMBER 17/047-000  
HIST-NAME CHISWELL HOUSE  
ADDRESS 15200 MT. NEBO ROAD

ATLAS-NUMBER 17/053-000  
HIST-NAME SENECA STONE-CUTTING MILL  
ADDRESS BEYOND 13333 TSCHIFFLEY MILL RD, AT C&O CANAL

ATLAS-NUMBER 17/054-000  
HIST-NAME QUARRY MASTER'S HOUSE  
ADDRESS 16710 RIVER ROAD

ATLAS-NUMBER 17/056-000  
HIST-NAME SENECA SCHOOLHOUSE  
ADDRESS S. SIDE RIVER ROAD, OPP. PARTNERSHIP ROAD

ATLAS-NUMBER 17/057-000  
HIST-NAME DYSON (JOSEPH) HOUSE/OAKLAND  
ADDRESS 14401 PARTNERSHIP ROAD

ATLAS-NUMBER 17/059-000  
HIST-NAME OVERSEER'S HOUSE AT MONTEVIDEO/RIVERVIEW  
ADDRESS 16701 RIVER ROAD



ATLAS RESOURCES TO BE REVIEWED - P.A. 17

ATLAS-NUMBER 17/065-000

HIST-NAME BARNS AT SPRING VALLEY FARM

ADDRESS 18201 DARNESTOWN ROAD, POOLESVILLE

## ATLAS RESOURCES TO BE REVIEWED - P.A. 18

ATLAS-NUMBER 18/002-000  
HIST-NAME BOWMAN (RICHARD) HOUSE  
ADDRESS 16901 BARNESVILLE RD

ATLAS-NUMBER 18/003-000  
HIST-NAME LAUMAN (CHARLES) HOUSE  
ADDRESS 16601 BARNESVILLE ROAD

ATLAS-NUMBER 18/004-000  
HIST-NAME EARP (MRS.) HOUSE  
ADDRESS 21511 PEACH TREE ROAD

ATLAS-NUMBER 18/005-000  
HIST-NAME FARMHOUSE  
ADDRESS 21315 PEACH TREE ROAD

ATLAS-NUMBER 18/006-000  
HIST-NAME LYNCH (JOHN) HOUSE  
ADDRESS 17200 WHITE STORE ROAD

ATLAS-NUMBER 18/007-000  
HIST-NAME HORINE'S FEED STORE  
ADDRESS 20301 BUCKLODGE ROAD

ATLAS-NUMBER 18/016-000  
HIST-NAME GOTT (BENJAMIN C.) HOUSE  
ADDRESS E. SIDE WHITE GROUNDS ROAD, S. OF PEPCO LANE

ATLAS-NUMBER 18/018-000  
HIST-NAME DADE (JOHN) HOUSE  
ADDRESS 18101 BUCKLODGE ROAD

ATLAS-NUMBER 18/020-000  
HIST-NAME PYLES (B.F.) HOUSE  
ADDRESS END OF 17200 DARNESTOWN ROAD DRIVEWAY

ATLAS-NUMBER 18/023-000  
HIST-NAME DAWSONVILLE HISTORIC DISTRICT  
ADDRESS

ATLAS-NUMBER 18/026-000  
HIST-NAME SUSANNA FARM  
ADDRESS 17700 WHITE GROUNDS ROAD

ATLAS-NUMBER 18/030-000  
HIST-NAME HALL (SARAH) HOUSE  
ADDRESS 16817 DARNESTOWN-GERMANTOWN ROAD

ATLAS-NUMBER 18/031-000  
HIST-NAME WARFIELD (EDWIN) HOUSE  
ADDRESS W. SIDE, SOUTH OF GERMANTOWN ROAD

ATLAS-NUMBER 18/032-000  
HIST-NAME HANFMAN (AUGUSTUS) HOUSE  
ADDRESS 17211 BLACK ROCK ROAD

ATLAS RESOURCES TO BE REVIEWED - P.A. 18

ATLAS-NUMBER 18/033-000  
HIST-NAME LOG HOUSE  
ADDRESS E.SIDE BETWEEN 16827 & 17027 BLACK ROCK ROAD

ATLAS-NUMBER 18/035-000  
HIST-NAME BYRD HOUSE  
ADDRESS 16301 SUGARLAND ROAD

ATLAS-NUMBER 18/036-000  
HIST-NAME DARBY (LAWRENCE) HOUSE  
ADDRESS 15330 DARNESTOWN ROAD

ATLAS-NUMBER 18/044-000  
HIST-NAME LITTLE SENECA VIADUCT/BOYDS  
ADDRESS

ATLAS-NUMBER 18/045-000  
HIST-NAME BARN AT WINDOLPH/WILLIAMS FARM  
ADDRESS 16420 DARNESTOWN RD, DAWSONVILLE

## ATLAS RESOURCE TO BE REVIEWED - P.A. 23

ATLAS1

(41)

ATLAS-NUMBER 23/006-000  
HIST-NAME DORSEY (SAMUEL O.) HOUSE  
ADDRESS 5701 DAMASCUS ROAD

ATLAS-NUMBER 23/008-000  
HIST-NAME GAITHER-HOWARD HOUSE  
ADDRESS W. SIDE ELTON FARM ROAD NEAR END

ATLAS-NUMBER 23/011-000  
HIST-NAME HOWARD CHAPEL  
ADDRESS HOWARD CHAPEL & ELTON FARM ROAD

ATLAS-NUMBER 23/015-000  
HIST-NAME GRIFFITH-HUTTON HOUSE/TUSCULUM  
ADDRESS 4601 DAMASCUS ROAD

ATLAS-NUMBER 23/015-001  
HIST-NAME FREEMAN BARNS AT SUNDOWN FARM  
ADDRESS 4601 DAMASCUS ROAD

ATLAS-NUMBER 23/017-000  
HIST-NAME EDGEHILL  
ADDRESS 4920 GRIFFITH ROAD

ATLAS-NUMBER 23/021-000  
HIST-NAME GRIFFITH (NELLIE) HOUSE  
ADDRESS 22725 LAYTONSVILLE ROAD

ATLAS-NUMBER 23/024-000  
HIST-NAME MAGRUDER CEMETERY  
ADDRESS 21116 GOLF ESTATES DRIVE

ATLAS-NUMBER 23/027-000  
HIST-NAME RIGGS (SAMUEL) FARM/OAKS I  
ADDRESS 5310 RIGGS ROAD

ATLAS-NUMBER 23/035-000  
HIST-NAME GAITHER FARM/ROLLING ACRES  
ADDRESS 3111 MT. CARMEL CEMETARY ROAD

ATLAS-NUMBER 23/036-000  
HIST-NAME BROWN HOUSE & MILL SITE  
ADDRESS 23222 GEORGIA AVENUE

ATLAS-NUMBER 23/037-000  
HIST-NAME TRIADELPHIA HISTORIC DISTRICT  
ADDRESS

ATLAS-NUMBER 23/038-000  
HIST-NAME TRIADELPHIA CEMETERY  
ADDRESS END OF TRIDELPHIA LAKE RD., S. OF PARKING LOT

ATLAS-NUMBER 23/040-000  
HIST-NAME RIGGS (ELISHA) STONE HOUSE  
ADDRESS 21611 NEW HAMPSHIRE AVENUE

ATLAS RESOURCE TO BE REVIEWED - P.A. 23

ATLAS-NUMBER 23/048-000  
HIST-NAME CEDARS, THE  
ADDRESS 20530 GEORGIA AVENUE

ATLAS-NUMBER 23/049-000  
HIST-NAME DORSEY-CLAGETT-OWENS CEMETERY  
ADDRESS ACROSS FROM 3901 GREGG ROAD

ATLAS-NUMBER 23/051-000  
HIST-NAME CLOVER HILL  
ADDRESS 21310 ZION ROAD

ATLAS-NUMBER 23/053-000  
HIST-NAME MT. ZION  
ADDRESS

ATLAS-NUMBER 23/054-000  
HIST-NAME BON SECOURS  
ADDRESS 4901 BROOKEVILLE ROAD

ATLAS-NUMBER 23/062-000  
HIST-NAME BELMONT  
ADDRESS 19019 GOLD MINE PLACE & 18900 ALPENGLOW LANE

ATLAS-NUMBER 23/067-000  
HIST-NAME PLEASANT HILL  
ADDRESS N. SIDE 20315 GEORGIA AVENUE

ATLAS-NUMBER 23/068-000  
HIST-NAME RIGGS (THOMAS D.) HOUSE  
ADDRESS 20501 GEORGIA AVENUE

ATLAS-NUMBER 23/072-000  
HIST-NAME PROSPECT HILL  
ADDRESS 1811 BRIGHTON DAM ROAD

ATLAS-NUMBER 23/075-000  
HIST-NAME BROWN (MARSHALL) HOUSE  
ADDRESS 805 GREENHOUSE ROAD

ATLAS-NUMBER 23/076-000  
HIST-NAME BROWN (JAMES H.) HOUSE/BIENVENUE  
ADDRESS 500 GREENBRIDGE ROAD

ATLAS-NUMBER 23/077-000  
HIST-NAME LEISHEAR (THOMAS) HOUSE  
ADDRESS 20741 NEW HAMPSHIRE AVENUE

ATLAS-NUMBER 23/078-000  
HIST-NAME ST. LUKE'S EPISCOPAL CHURCH  
ADDRESS 1001 BRIGHTON DAM ROAD

ATLAS-NUMBER 23/080-000  
HIST-NAME BROWN HOUSE  
ADDRESS 1103 HAWLINGS ROAD

← IN-PROGRESS

ATLAS RESOURCE TO BE REVIEWED - P.A. 23

ATLAS-NUMBER 23/081-000  
HIST-NAME HOLLAND (LANDGATE) FARM  
ADDRESS 2030 BRIGHTON DAM ROAD

ATLAS-NUMBER 23/085-000  
HIST-NAME FAIRFIELD  
ADDRESS 20010 NEW HAMPSHIRE AVENUE

ATLAS-NUMBER 23/087-000  
HIST-NAME LEA (RICHARD) HOUSE/SHIPPEN HOUSE  
ADDRESS 1 HAVILAND MILL ROAD

ATLAS-NUMBER 23/090-000  
HIST-NAME RIVERTON  
ADDRESS 1201 GOLD MINE ROAD, BROOKEVILLE

ATLAS-NUMBER 23/102-000  
HIST-NAME OLNEY MANOR FARM  
ADDRESS 17510 PRINCE PHILLIP DRIVE

ATLAS-NUMBER 23/104-000  
HIST-NAME BERRY-MACKALL HOUSE  
ADDRESS 17017 GEORGIA AVENUE

ATLAS-NUMBER 23/105-000  
HIST-NAME HIGGINS TAVERN/HOTEL/SILO INN ANTIQUES SHOP  
ADDRESS 16812 GEORGIA AVENUE

ATLAS-NUMBER 23/108-000  
HIST-NAME BROOKE MANOR/JAMES BARNSLEY HOUSE  
ADDRESS 16300 GEORGIA AVENUE

ATLAS-NUMBER 23/109-000  
HIST-NAME EMORY CHURCH & SCHOOL  
ADDRESS 16590 & 16600 EMORY LANE

ATLAS-NUMBER 23/111-000  
HIST-NAME SHAW (NATHAN) HOUSE/MUNCASTER MILLERS HOUSE  
ADDRESS 15910 EMORY LANE

ATLAS-NUMBER 23/115-000  
HIST-NAME WILLOW GROVE  
ADDRESS 16301 BATCHELOR'S FOREST ROAD

ATLAS-NUMBER 23/120-000  
HIST-NAME MOORE (THOMAS) HOUSE  
ADDRESS 17214 DR. BIRD ROAD

ATLAS-NUMBER 23/121-000  
HIST-NAME BIRD (DR.) HOUSE  
ADDRESS 17420 DR. BIRD ROAD

Montgomery County  
Planning Department

*FY 96 Operating Budget*

Second Draft

December, 1994



## **REMINDERS!**

- ☛ TO COMPLETE THIS BUDGET AND WORK PROGRAM, ONE ADDITIONAL MEETING WITH THE PLANNING BOARD HAS BEEN SCHEDULED FOR DECEMBER 15.**
  
- ☛ WHEN THIS BUDGET IS PRESENTED TO THE COUNTY COUNCIL, IT WILL BE ACCOMPANIED BY A DETAILED BIENNIAL PROGRESS REPORT, UNLIKE OTHER DEPARTMENTS WITHIN THE COMMISSION.**
  
- ☛ THE PINK PAGES REPRESENT THOSE NARRATIVES THAT HAVE BEEN MODIFIED TO REFLECT RECENT PLANNING BOARD GUIDANCE.**
  
- ☛ THE PROJECT DESCRIPTION CHARTS WILL NOT REFLECT ALL "FY 95 BUDGETED" INFORMATION SINCE THE BUDGET HAS BEEN REFORMATTED BY FUNCTION RATHER THAN DIVISION.**

# BUDGET FRAMEWORK

**CONTEXT....**The laws which provide the context for the Planning Department's work program are contained in the County Charter, the Maryland Regional District Act, and other local laws and ordinances enacted by the Montgomery County Council. Within this framework, the Montgomery County Planning Board of the Maryland-National Capital Park and Planning Commission is **authorized to perform various functions responsive to the policy direction of the County Council.** The Planning Department serves as the technical staff of the County Council.

**STRUCTURE....**The Planning Department is one administrative unit among the many which collectively provide the governmental services of Montgomery County. It **serves under the policy direction of the Montgomery County Planning Board.** The department performs under the administrative direction of the Planning Director, and its resources are allocated into six program areas referred to as Key Result Areas.

**MISSION....**The Mission of the Planning Department states why we exist.

## **Helping Montgomery County prepare for the future by...**

- Providing an open and creative look to the future by stewarding the processes which comprehensively visualize, analyze and continuously reassess alternative futures.
- Protecting our resources and planning for our communities, while being responsive to the present and future citizens of Montgomery County.
- Facilitating the realization of the chosen future through advocacy, persuasion, education, and enforcement of the 'Rule of Law'.
- Providing a productive, supportive, and challenging work environment for our employees and to continuously seek ways to recognize their efforts.

To guide the conduct of the Planning Department in carrying out its Mission, the following **Guiding Principles** have been developed: a) Excellence; b) Creativity; c) Integrity; d) Responsiveness; e) Enthusiasm; f) Productivity; g) Openness & Inclusiveness; h) Collaborative Problem-Solving; i) Trust; j) Employee Well-Being; k) Continuous Learning Organization.

**FUNCTION....**The staff of the Planning Department **provides recommendations, information, and analysis** to the Planning Board, the County Council, the County Executive, other agencies of government, and the general public. As staff to the County Council, the department functions within the context of a budget and work program approved annually by the County Council, which occasionally is amended at biannual meetings during the course of the year. The work program and budget resources are guided by the spirit and intent of the Planning Department's Mission Statement.

**METHOD....**In developing recommendations, information, and analysis, staff is expected to seek the highest levels of excellence. All staff reports are expected to reflect independent and professional departmental judgement. The benchmark goal for every staff report is **to portray the broad public interest** as it pertains to the issue at hand.

**SPENDING AFFORDABILITY GUIDELINES....**The spending affordability process helps the County Council to estimate how much the County can afford to spend in each fiscal year. The County Council establishes spending affordability guidelines for The Maryland-National Capital Park and Planning Commission. In FY 96, the County Council set the guideline **2.3 percent above FY 95 approved expenditures** for the Montgomery County portion of The Maryland-National Capital Park and Planning Commission (excluding the Bi-County Offices).

**BUDGET PROCESS....**The Planning Department first prepares its work program and associated budget for the fiscal year. This requested work program and budget are then presented to the Planning Board. The Planning Board carefully assesses the merits of the entire work effort and, after a rigorous review, a proposed budget is developed responsible not only to the planning needs in Montgomery County but to the County Council's spending affordability guidelines. The County Council, with the advice of the Planning Board, then **identifies the goals to implement the Mission and works to set the priorities, pace, and resource allocation as part of the budget making process.**

This budget, as approved by the County Council, **establishes the work program of the Planning Board.** Although this program covers an entire fiscal year, revisions in priority are occasionally required after the budget is approved. To improve coordination, the Planning Board issues Progress Reports and has checkpoint meetings with the County Council. These meetings review progress on major items in the work program and new requests for work effort, occasionally resulting in amendments to the work program.

**BUDGET FORMAT....**Figure 1 shows the dollar amounts for the total departmental budget, divided into five categories called: (1) personnel services; (2) professional services; (3) publication services; (4) information/telecommunications services; and (5) support services. **Figure 1** also provides a quick overview of the size of the departmental budget proposed for FY 96 as well as the budgets approved for FY 95 and actual expenditures for FY 94. **Figure 2** shows itemized expenditures in programmatic terms for the FY 96 proposed and Planning Board recommended budgets. **Figure 3** shows the dollar amounts and work year expenditures for each of the Key Result Areas.

The hierarchy of program levels is a major organizing device for this program budget. This budget is divided into seven chapters, one for each of the seven program areas and is **designed to emphasize performance rather than process and workload**. Each program represents a Key Result Area in which resources are targeted to meet project priorities. Defined outcomes, for projects within each Key Result Area, continue to be developed to highlight achievement rather than process.

#### **Key Result Areas General Goals**

- **Recommend Plans That Sustain and Foster Communities and Their Economic Vitality**
- **Implement Master Plans and Manage the Development Process**
- **Provide Stewardship of Natural Resources**
- **Deliver Countywide Forecasting, Data, and Research Services**
- **Provide Intergovernmental Services, Coordination, and Cooperation**
- **Promote a Collegial Working Environment**
- **Provide Information Services and Community Outreach**

**FIGURE 1**

**FY94, FY95, FY96 BUDGETS BY EXPENDITURE CATEGORIES**

Summary	Actual FY94	Adopted FY95	Department Proposed FY96	Commission Proposed FY96
<b>PERSONNEL SERVICES</b>				
FY95 Career Positions/WY 150.0/151.0	8,792,958	9,242,000	9,358,400	9,458,400
Retirement Savings				(100,000)
FY96 New Career Positions (3.0)			180,000	120,000
FY95 Non-Career Positions (2.0)	43,789	45,000	45,000	45,000
FY96 New Non-Career Position (1.0)				60,000
<b>Subtotal</b>	<b>8,836,747</b>	<b>9,287,000</b>	<b>9,583,400</b>	<b>9,583,400</b>
<b>PROFESSIONAL SERVICES</b>				
Consultants & Specialized Services	121,180	507,866	870,000	610,000
<b>PUBLICATION SERVICES</b>	68,970	144,000	106,000	106,000
<b>INFORMATION SYSTEMS &amp; TELECOMMUNICATION SERVICES</b>				
Computer & Telephone Costs	857,612	830,400	850,000	850,000
<b>SUPPORT SERVICES</b>				
Operating Expenses	474,613	440,000	456,500	456,500
Building & Maintenance	678,173	702,200	742,800	742,800
<b>Subtotal</b>	<b>1,152,786</b>	<b>1,142,200</b>	<b>1,199,300</b>	<b>1,199,300</b>
<b>Total</b>	<b>11,037,295</b>	<b>11,911,466</b>	<b>12,608,700</b>	<b>12,348,700</b>
Grants	231,042	0	197,000	0
<b>Total Planning Request</b>	<b>11,268,337</b>	<b>11,911,466</b>	<b>12,805,700</b>	<b>12,348,700</b>
Spending Affordability Guideline (2.3%)			12,195,300	12,195,300
<b>Amount Over Guideline</b>			<b>610,400</b>	<b>153,400</b>

12/2/94

## FIGURE 2

### FY96 ITEMIZED EXPENDITURES

	Commission Proposed <u>FY96</u>
<u>Professional Services</u>	
Potomac Watershed Studies	335,000
Transitway and High Occupancy Vehicle Network Master Plan	40,000
Understanding Community & Comm. Building	25,000
New Citizen Participation Initiatives	40,000
Baseline Montgomery	110,000
Data Maintenance/GIS Applications	50,000
Public Hearing Transcripts	10,000
<b>Total</b>	<b>610,000</b>
<u>Publication Services</u>	
Four Corners Sector Plan	10,000
White Oak Master Plan	10,000
Cloverly Master Plan	10,000
Master Plan Reprints	36,000
Microfilming	5,000
Master Plan Map Reproduction	35,000
<b>Total</b>	<b>106,000</b>
<u>New Positions</u>	
Forest Conservation Reviewer	60,000
GIS Data Base Manager	60,000
Zoning Ordinance Rewrite: Non-Career Employee	60,000
<b>Total</b>	<b>180,000</b>

<u>Requests Outside Budget</u>	
* Continuation of GIS Simulation Modeling Study	100,000
* Transfer to Silver Spring Parking District for Staff Parking per County Council Request	33,000
* Development Process Improvement Fund	132,000
* NDA Requests	
- Zoning & Board of Appeals Review	100,000
- Historic Preservation Support	181,000
- Historic Preservation Position	42,000
<b>Total</b>	<b>588,000</b>

FIGURE 3

Dollar Amounts And Work Year Expenditures  
For Each of the Key Result Areas.

TO BE ADDED

## **KEY RESULT AREA**

### **RECOMMEND PLANS THAT SUSTAIN AND FOSTER COMMUNITIES AND THEIR ECONOMIC VITALITY**

**This Program is composed of those activities that address comprehensive planning at the county, sub-county, community, or facility scale. These plan making efforts, although diverse in scale and scope, provide a framework for shaping and building our communities. Each plan becomes a tool for advancing the vision of the General Plan while also providing important guidelines and reference documents for a wide variety of implementation activities.**

**Throughout the plan making process the general public is involved in a wide variety of participatory activities which promote a broad understanding of the issues and issue resolution.**



**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: RECOMMEND PLANS THAT SUSTAIN AND FOSTER COMMUNITIES AND THEIR ECONOMIC VITALITY**

**PROJECT NAME: MASTER PLAN PREPARATION**

- \* **GAITHERSBURG VICINITY MASTER PLAN (TRANSITWAY AMENDMENT)**
- \* **FOREST GLEN SECTOR PLAN**
- \* **FOUR CORNERS SECTOR PLAN**
- \* **WHITE OAK MASTER PLAN**
- \* **CLOVERLY MASTER PLAN**
- \* **FAIRLAND MASTER PLAN**
- \* **LIMITED SCOPE HIGHWAY AMENDMENT TO THE UPPER ROCK CREEK, GAITHERSBURG VICINITY, AND OLNEY MASTER PLANS TO RECLASSIFY MUNCASTER MILL AND MUNCASTER ROADS**
- \* **SANDY SPRING/ASHTON MASTER PLAN**
- \* **GLENMONT SECTOR PLAN**
- \* **FRIENDSHIP HEIGHTS CBD SECTOR PLAN**

**PROJECT PURPOSE:** This project represents the Planning Department's staff effort for the ongoing master plan initiatives. The master plan schedule, as presented in this budget, will be reviewed regularly in the biannual Progress Report to the Planning Board and County Council. This budget continues to show a heavy master plan work load. Although master plans should be updated every ten years, the current rate of master plan production will not allow complete review within a ten year time cycle.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		16.00
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:**

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended
Master Plans in Progress		

**RECOMMENDED LONG RANGE MASTER PLAN CHART**  
(COUNTY COUNCIL APPROVAL DATE)

FY 96	FY 97	FY 98	FY 99	FY 00	FY 01	FY 02
Damascus Correcting S.M.A. (July 1995)	Fairland (August 1996)	Community Building Reports (March 1996)	City of Takoma Park Master Plan (June 1999)	Town of Kensington (February 2000)	Gaithersburg Vicinity (June 2001)	Silver Spring CBD (October 2001)
Gaithersburg Vicinity (Transit ROW) (October 1995)	Glenmont (September 1996)	Transitway/HOV Network Master Plan (September 1997)	Potomac (November 1999)	Oakmont (February 2000)	Shady Grove Sector Plan (June 2001)	Germantown Master Plan
Shady Grove S.M.A. (October 1995)	Friendship Heights CBD (January 1997)	East Silver Spring (June 1998)	Travilah (December 1999)	Capital View (2000)	Shady Grove Study Area (September 2001)	Wheaton CBD Sector Plan
ICC County Council Preliminary Alternative (Fall 1995)	ICC - County Council Action Final Design (January 1997)	West Silver Spring (June 1998)	Darnestown (October 1999)	Olney (2000)	Westbard	Shady Grove Sector Plan (June)
Forest Glen (January 1996)	Greenways Functional Plan (June 1997)	North Silver Spring (June 1998)	North Potomac (September 1999)	Kemp Mill (January 2000)	Germantown (September 2001)	Damascus Master Plan (May)
Four Corners (January 1996)	Corrective S.M.A. for M.C. Maps #1 (December 1996)	Corrective S.M.A. for M.C. Maps #2 (June 1998)		Damascus (2000)		
Muncaster Mill/Muncaster Amendment (January 1996)						
White Oak (January 1996)						
Rustic Roads Master Plan (June 1996)						
F.D.A. Master Plan Amendment (June 1996)						
Cloverly (April 1996)						
Sandy Spring/Ashton (June 1996)						
Non-CBD Commercial Uses Phase III (April 1996) Phase IV (October 1996)						

NOTE: This priority list will change to reflect unforeseen funding, policy, and development events. Plans are shown in the order that they are expected to be approved by the County Council.

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: RECOMMEND PLANS THAT SUSTAIN AND FOSTER COMMUNITIES AND THEIR ECONOMIC VITALITY**

**PROJECT NAME: UNDERSTANDING COMMUNITY CHANGE AND THE COMPONENTS OF A COMMUNITY**

**PROJECT PURPOSE:** Although Montgomery County has become an increasingly urbanized community, many of the County's planning efforts and programs continue to operate according to a suburban model of community definition, development, and change. The purpose of this project is develop a strategic understanding of the dynamics of community building and stability in Montgomery County, and to use this information to more effectively plan for the future. To do this, staff will both focus on the nature of community from the perspective of those who live, work and shop in Montgomery County and evaluate innovative planning programs in other similar communities around the country. This effort represents the first phase of the East, West and North Silver Spring Master Plans, but is expected to be applied throughout the master plan program. These plans are currently scheduled for approval by the County Council in FY 99. In addition, information gleaned from this project will be used countywide in the preparation of other Master Plans.

Staff will focus on developing a strategic understanding of the community-building implications of recent demographic, social, and economic trends in the Silver Spring communities. Through public dialogue staff will explore the different values, spatial perceptions and community needs of Montgomery County citizens in order to determine which factors most contribute to or obstruct the feeling of community and what can be done to make physical development an asset to the community. Special effort will be made to reach those community members who do not traditionally participate in public policy-making.

Staff will use the findings to help determine how to build better communities in the future. Using surveys of as-built conditions, studies of innovative planning efforts in other communities, focus group discussions and interviews with key participants in the planning and land development processes, staff will examine whether there is a need to change strategies in Montgomery County in order to promote better communities.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		2.00
Workyear Expenditures		
Other Expenditures		\$25,000
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES: CONTRACTUAL SERVICES:** \$25,000 to provide an external review of community definition, development, and change throughout the United States focusing on communities in transition.

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: RECOMMEND PLANS THAT SUSTAIN AND FOSTER COMMUNITIES AND THEIR ECONOMIC VITALITY**

**PROJECT NAME: GENERAL PLAN REFINEMENT: PHASE II - CENTERS CHART AND COUNTYWIDE GENERALIZED LAND USE REFERENCE MAP**

**PROJECT PURPOSE:** This work effort is designed to give guidance to future master plan efforts. The 1993 General Plan Refinement did not contain detailed descriptions of center characteristics for each geographic component as defined by the Refinement nor did it provide generalized land use and zoning maps. The follow up work effort to the General Plan Refinement was approved by the County Council in the FY 95 budget. As such, the work effort in FY 95 was designed to focus on completion of the Planning Board (Final Draft) Centers Chart and supporting documentation regarding center definition, character, and density ranges. These planning parameters can then be used to guide future master plans in issues of form, scale, and land use options.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		[0.50]
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:** On December 1, 1994, the Planning Board informed the County Council that work on the Refinement was deferred until FY 96 budget deliberations were initiated so that work program implications could be fully assessed within the context of the entire budget and work program. The ongoing press of the master plan work program stretched staff resources so thin that the Planning Board felt compelled to temporarily defer this project.

As of December 1, 1994, approximately 50% or \$6,000 of coding service monies authorized by the County Council in FY 95 was expended. These services were used to compile preliminary data regarding center characteristics. A summary report was completed highlighting the findings as of that date.

In addition to the center work effort, the County Council also requested that a generalized countywide land use and zoning reference map be prepared in FY 96 and published in FY 97. Although, this reference map is desirable, the Planning Board suggests that work be initiated in FY 97 and published in FY 98 so that GIS technology can be applied.

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: RECOMMEND PLANS THAT SUSTAIN AND FOSTER COMMUNITIES AND THEIR ECONOMIC VITALITY**

**PROJECT NAME: HISTORIC PRESERVATION ACTIVITY**

**PROJECT PURPOSE:** To identify, designate, protect, and preserve Montgomery County's historic resources, and to build awareness of and interest in the County's history and its architectural heritage. This purpose is accomplished by providing staff support to the Montgomery County Historic Preservation Commission (HPC) and the Montgomery County Planning Board. Specific activities include: A) providing a historic preservation component for all comprehensive area master plans, B) preparation of amendments to the Master Plan for Historic Preservation which are not directly related to comprehensive area master plans, C) reviewing applications for Historic Area Work Permits (HAWP's) that have been requested to make exterior changes to designated historic properties, D) reviewing subdivision plans that affect historic properties, E) administration of the County's Historic Preservation Grant Program which makes small grants to local preservation/community groups to undertake educational and interpretative projects, F) administration of the County's Historic Property Tax Credit Program, and G) generally providing staff support to the HPC's nine appointed Commissioners, who meet approximately 22 times per year.

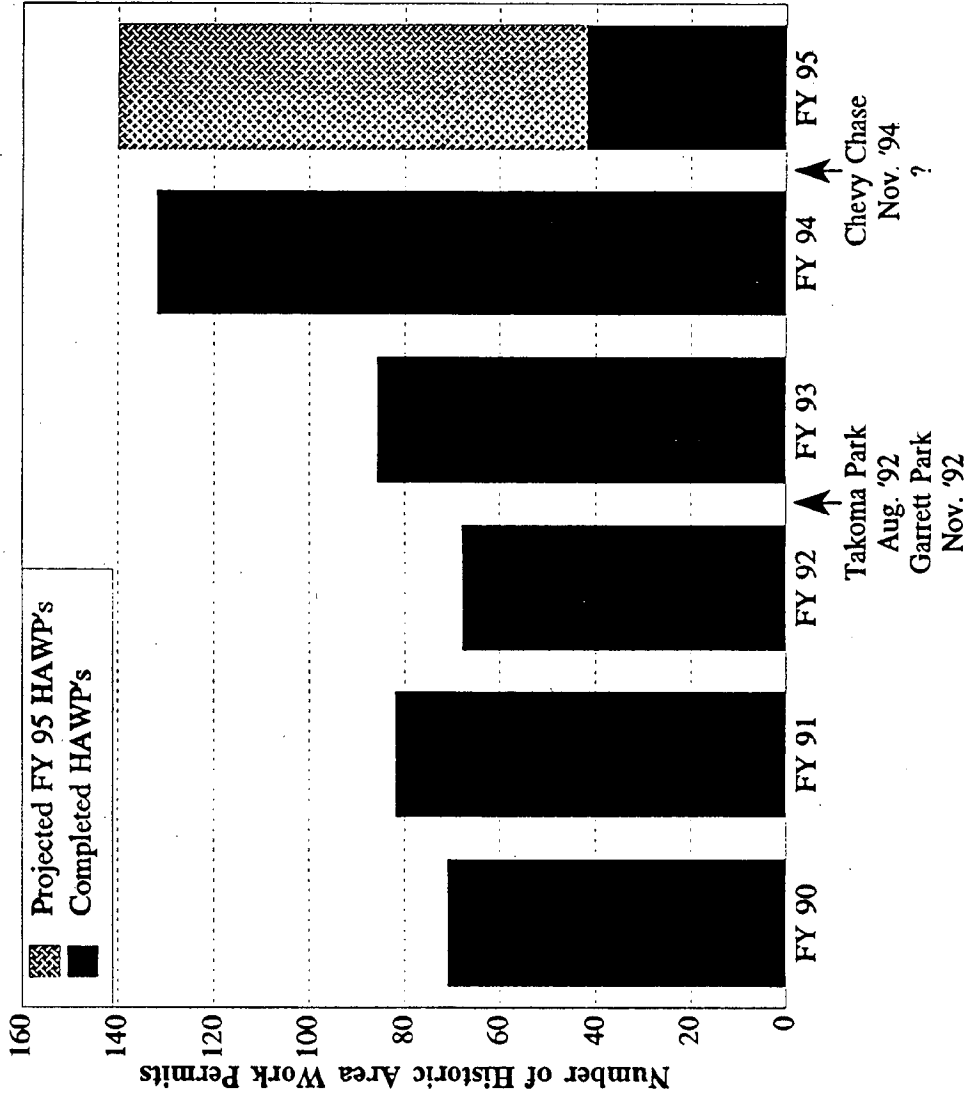
RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		4.00
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		\$223,000

**FY 96 MAJOR RECOMMENDED CHANGES:** NEW CAREER POSITION: \$42,000 for an additional position to keep up with the increasing number of HAWP's. NDA funding in FY 96 will be \$223,000. From FY 93 to FY 94, the HAWP workload experienced a 50% increase (from 86 to 132). The HAWP workload is increasing because additional sites and districts are being designated as historic. Specifically, the Takoma Park, Garrett Park, Linden, and Forest Glen Historic Districts have been created in the last 2 ½ years. Other historic sites and districts are currently being considered for designation, including a Chevy Chase Village Historic District. These new designations will continue to add to the HAWP workload. In order for the preservation staff to keep up with the comprehensive master plan schedule, and to keep up with the regulatory requirement of the HAWP process, one additional position is essential.

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

# Historic Area Work Permits Reviewed



December 1, 1994

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: RECOMMEND PLANS THAT SUSTAIN AND FOSTER COMMUNITIES AND THEIR ECONOMIC VITALITY**

**PROJECT NAME: TRANSITWAY AND HIGH OCCUPANCY VEHICLE NETWORK MASTER PLAN**

**PROJECT PURPOSE:** This is a multi-year County-wide functional master plan whose purpose is to conduct technical analysis and public review and discussion to provide a basis for protecting and preserving rights-of-way for possible future transitways and HOV lanes. Steps include the creation and active involvement of technical and citizens advisory committees, an Issues Report, technical analysis, and an Alternatives Report as an interim step. The Alternatives Report will identify selected alignments which should undergo more detailed feasibility analysis, and then possibly a detailed alignment delineation using consultant services.

Staff effort in FY 96 will focus on completion of the feasibility analysis and initiation of detailed alignment delineation. A significant portion of this work will be related to community participation.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		0.90
Workyear Expenditures		
Other Expenditures		\$40,000
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:** CONTRACTUAL SERVICES: \$40,000 to complete the feasibility analysis and detailed alignment studies. In FY 95, consultant services were used to initiate the feasibility analysis of the alignments designated by the Planning Board, which addressed engineering issues as well as potential community, historic, and environmental impacts.

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: RECOMMEND PLANS THAT SUSTAIN AND FOSTER COMMUNITIES AND THEIR ECONOMIC VITALITY**

**PROJECT NAME: RUSTIC ROADS AMENDMENT TO THE MASTER PLAN OF HIGHWAYS**

**PROJECT PURPOSE:** In 1993, Council Legislation was passed establishing a rustic roads program and an interim list of rustic roads. The permanent designation of roads to be included in this program will be made through an amendment to the Master Plan of Highways as a result of this planning effort.

The rustic roads legislation provides criteria to determine the worthiness of a road as a rustic road and whether a road is appropriate as a rustic road within the transportation network. The master plan work will perform this evaluation on a roadway-by-roadway segment basis. For each road that meets the criteria and is recommended for classification as a rustic road, a list of significant features will be developed, as well as evaluating whether a scenic easement is an appropriate associated action. In addition, the appropriate right-of-way for the rustic road will be determined. An amendment to the Functional Plan for the Preservation of Agriculture and Rural Open Space will also evaluate the area-wide road network to determine appropriate classifications.

In FY 96, staff effort will focus on completion of the Planning Board Final Draft Master Plan and associated public hearings and worksessions. County Council approval is targeted for FY 96.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		1.00
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:**

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended



**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: RECOMMEND PLANS THAT SUSTAIN AND FOSTER COMMUNITIES AND THEIR ECONOMIC VITALITY**

**PROJECT NAME: GREENWAYS FUNCTIONAL MASTER PLAN**

**PROJECT PURPOSE:** Provide a plan for an interrelated network of natural, open space corridors, including trails and/or bike paths, both public and private, located in parks and along other rights-of-way. This work effort will provide a consistent approach to active recreation, habitat, and forest protection integrated into a regional greenway network. Greenway concepts will be incorporated into each master plan as it is prepared, including the Potomac planning effort. Overall guidance from this plan will provide consistency among the various plans and a systematic approach to providing environmental protection and public access. Guidelines will be prepared for greenways in area master plans, development projects and in conjunction with public works projects.

A greenways planning effort will make state and federal funding for greenways and transportation "enhancements" under the Intermodal Surface Transportation Efficiency Act more available for projects in Montgomery County. As such, this project must proceed on two simultaneous fronts: A) to provide projects that will allow the County to immediately capture available state and federal money, and B) to develop overall strategy for a longer term program of greenway provision. Staff will participate in the Governor's Commission and coordinate with other agencies. In addition to Planning Department staff, unpaid student interns will provide assistance.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		2.00
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:** Initiate a two year effort with the Department of Parks, MCDOT, and others, to prepare a greenways functional master plan.

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

## **KEY RESULT AREA**

### **IMPLEMENT MASTER PLANS AND MANAGE THE DEVELOPMENT PROCESS**

**This Program is composed of those activities that integrate master plan recommendations with regulatory decisions so as to define spatial patterns and building form while also guiding the pace of development.**

**These activities help build communities within the vision and guidelines provided by the plan making process. Activities generally relate to zoning and the development authorization process, including reassessing and amending ordinances and regulations when necessary.**

**Throughout this community building process, extensive and time sensitive staff support is required to meet ordinance time limits, to notify affected parties, to answer public inquiries, and to maintain important records. A broad range of participatory and community outreach efforts are undertaken as well to facilitate the development process.**

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA:** IMPLEMENT MASTER PLANS AND MANAGE THE DEVELOPMENT PROCESS

**PROJECT NAME:** MASTER PLAN RECOMMENDATION FACILITATION, SECTIONAL MAP AMENDMENTS, AND ASSOCIATED AREA-WIDE WATER AND SEWER PLAN REVISIONS

- \* PRESERVATION OF AGRICULTURE AND RURAL OPEN SPACE
- \* ASPEN HILL
- \* BETHESDA CBD
- \* BETHESDA CHEVY CHASE
- \* BOYDS
- \* CLARKSBURG
- \* DAMASCUS
- \* GERMANTOWN
- \* GLENMONT
- \* KEMP MILL
- \* KENSINGTON WHEATON
- \* NORTH BETHESDA
- \* OLNEY
- \* SHADY GROVE STUDY AREA
- \* UPPER ROCK CREEK
- \* WESTBARD
- \* WHEATON CBD

**PROJECT PURPOSE:** Once a Master Plan is adopted by the County Council, a wide variety of public policies are set in motion. This work year allocation is targeted for the monitoring of both private and public actions following plan adoption. Such activities include preparing water and sewer revisions, preparing a sectional map amendment to rezone the land, facilitating plan development, and coordinating transportation recommendations with other county agencies and plan goals.

Staff will continue to work with the Executive staff to analyze costs associated with master plans. This approach will focus on the broad fiscal impact of land use recommendations and provide order of magnitude cost estimates at each stage of master plan development.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		1.00
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: IMPLEMENT MASTER PLANS AND MANAGE THE DEVELOPMENT PROCESS**

**PROJECT NAME: CONTINUING SILVER SPRING PLANNING FOR CBD SECTOR PLAN**

**PROJECT PURPOSE:** Provide planning and design services for various Silver Spring development initiatives as outlined in the recommendations of the adopted Silver Spring Sector Plan. The CBD's extensive existing infrastructure, its role as a transit hub, its proximity to Washington, D.C., and its high-density development potential require ongoing planning initiatives in order to achieve Silver Spring's full potential.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		1.50
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:** Initial studies and staff effort outside of the Urban Renewal Area are necessary to fully support the development potential of Silver Spring. The work program will include the preparation of distinct development initiatives for areas outside of the Urban Renewal Area. On-going projects include the development of the Intermodal Transit Center, the expansion of the Takoma Park Campus of Montgomery College into Silver Spring, supporting efforts to attract the Securities and Exchange Commission to Silver Spring, and completion of the Caldor project. Staff will assist County staff in the Urban Renewal Area, especially given the uncertainty of the Silver Spring Urban Renewal Project. The Silver Spring Urban Renewal Project has not progressed as had been anticipated; revised retail concepts for the core must now be prepared.

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: IMPLEMENT MASTER PLANS AND MANAGE DEVELOPMENT PROCESS**

**PROJECT NAME: WATER AND SEWER PLANNING/WATER AND SEWER CATEGORY CASE REVIEW/FACILITY AND PROJECT STUDY/COMPREHENSIVE WATER SUPPLY AND SEWERAGE SYSTEM PLAN**

**PROJECT PURPOSE:** Provide planning information focused on solving particular water/sewer problems in a specific area. Provide planning data and information to assign proper water and sewer categories at development review, master plan preparation and SMA. Participate in facility and project planning studies conducted by WSSC. Provide planning information and review proposed water and sewer plan amendments to assure consistency with master plans, staging and land development policies.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		1.50
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:**

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: IMPLEMENT MASTER PLANS AND MANAGE THE DEVELOPMENT PROCESS**

**PROJECT NAME: DEVELOPMENT OF NEW DISTRICTS AND ZONES, AND COMPREHENSIVE AND INDIVIDUAL AMENDMENTS OF THE ZONING ORDINANCE**

**PROJECT PURPOSE:** This work effort includes drafting new zoning districts, as required, and revising existing regulations to both implement and guide master plan recommendations as a part of the on-going master plan work of the Planning Department. The development of new districts and amendments to existing regulations for the master plan program must be coordinated with the program for comprehensive and other text amendment work, including the program of text amendments regularly introduced by the County Council.

This work element also involves the research, analysis, and preparation of both particular and comprehensive text amendments required by the County Council or Planning Board, or amendments identified by governmental agencies or staff to address individual zoning issues, and the investigation of a variety of zoning or related issues that may lead to recommendations for one or more amendments to the Zoning Ordinance. A comprehensive review of TDR issues will also be initiated, based upon the FY 95 TDR Status Report and Agriculture's Future in Montgomery County Report.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		3.15
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:** In FY 96, a concerted effort will be made to reinvigorate the comprehensive amendment component of the text amendment program according to a prioritized list of zoning issues.

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: IMPLEMENT MASTER PLANS AND MANAGE THE DEVELOPMENT PROCESS**

**PROJECT NAME: COMPREHENSIVE REWRITE OF THE ZONING ORDINANCE**

**PROJECT PURPOSE:** The purpose of the comprehensive rewrite is to incorporate into the Zoning Ordinance new zoning measures to meet the needs of the changing regulatory and planning environment in the County and to fully integrate existing language with the wide variety of recent text amendments, proposed new zones and standards, and proposed restructuring of various use categories, into an easy to use and fully cross-referenced document. The rewrite will be based on a prioritized set of zoning issues and objectives to be identified through a development community and citizen outreach effort.

The Zoning Ordinance suffers from years of incremental revisions without accompanying rewriting. It has become cumbersome and filled with many changes created to address specific problems. The result is a large and unwieldy Zoning Ordinance, plagued by internal inconsistencies, in which almost one third of the uses are delegated to the Board of Appeals, requiring a process of many months for a use determination to be made.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		[1.00]
Workyear Expenditures		\$60,000
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES: CONTRACTUAL SERVICES: \$60,000.** Beginning in FY 96, the Planning Department proposes to undertake the initial phase of a comprehensive rewrite of the Zoning Ordinance with the aid of a contract employee during a three year period of time.

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: IMPLEMENT MASTER PLANS AND MANAGE THE DEVELOPMENT PROCESS**

**PROJECT NAME: ZONING AND BOARD OF APPEALS APPLICATIONS REVIEW**

**PROJECT PURPOSE:** Staff responsibilities include technical reports and recommendations for all zoning map amendments, which includes local map amendments requesting either euclidean or floating zone rezoning, filed with the Hearing Examiner in accordance with Article 59-H of the Zoning Ordinance. This element also includes requests for amendments to approved development plans or schematic development plans for development in those zones that require them.

The Planning Department is also the technical staff to the Board of Appeals. Staff responsibilities include preparation of technical reports and recommendations in accordance with Section 59-A-4.48 of the Zoning Ordinance, which provides for a variety of particular uses that are subject to a grant of a special exception by the Board of Appeals. If there are significant land use implications, the special exception request is also reviewed by the Planning Board for its advice and recommendation to the Board of Appeals.

Based on the continued high volume of Board of Appeals cases, this work effort represents a high percentage of the zoning staff work program. In view of the importance of other zoning work to meet the master plan schedule and the need for comprehensive and ad-hoc amendments of the Zoning Ordinance, an effort was undertaken in FY 95 to more efficiently use staff time devoted to the Board of Appeals.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		2.50
Workyear Expenditures		
Other Expenditures		
Related Revenues		\$100,000
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:** The Planning Department proposes that a Non-Departmental Account (NDA) be created with funding commensurate with 50% of the cost of our staff to serve the technical needs of the Hearing Examiner and Board of Appeals, \$100,000. The Department can then draw from this account those funds needed to satisfy a portion of the staff costs for the work years committed to zoning and Board of Appeals application review. The County Council may choose to modify the fee structure to provide recovery of these costs.

The Board of Appeals and Office of the Hearing Examiner recover 100% and 20% of their fees respectively, although they do not account for the principal technical support that is required for their review processes. The Planning Department provides the principal technical analysis to both operations at a cost of just over \$200,000 per year. To more appropriately reflect the commitment of departmental resources to these efforts, their fees should be adjusted to recover a portion of the cost of our technical analysis.

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended



**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: IMPLEMENT MASTER PLANS AND MANAGE THE DEVELOPMENT PROCESS**

**PROJECT NAME: DEVELOPMENT REVIEW SERVICES**

**PROJECT PURPOSE:** Staff review and make recommendations on project plans, preliminary plans, site plans, record plats, and building permit applications, historic area work permit applications, and assign addresses and street names County-wide. Staff coordinate inter-departmental reviews and make recommendations pursuant to state statutes, subdivision and zoning ordinances, and master plans. Staff manage approval and post-approval processes to produce quality and timely analyses, interpretations, recommendations, and procedures.

Forest conservation legislation, environmental guidelines, AGP changes, delays in much-needed code revisions, and the Development Authorization Process (DAP), especially the expectation that staff will resolve conflicts among agencies, add to the complexity of managing the development process. Since Forest Conservation Plans remain active through project build-out they represent a cumulative demand on staff resources. These demands challenge existing staffs' capacity to produce quality reviews, maintain reduced turnaround times for development applications, and achieve other regulatory program objectives.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		12.95
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:**

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: IMPLEMENT MASTER PLANS AND MANAGE THE DEVELOPMENT PROCESS**

**PROJECT NAME: PLAN ENFORCEMENT**

**PROJECT PURPOSE:** Plan enforcement is a critical component of the post-approval process. Staff monitor and enforce compliance of all aspects of approved plans, except public roads and stormwater management; this includes traffic mitigation agreements and forest conservation plans. Sites are field checked at critical points during the construction process. Staff also respond to citizen complaints regarding plan features which may not function as originally intended. Fines for non-compliance of forest conservation plans are paid to the Forest Conservation Fund, Montgomery County Division of Revenue. Fines for other violations of approved plans are paid to the Commission's general fund.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		4.00
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:**

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: IMPLEMENT MASTER PLANS AND MANAGE THE DEVELOPMENT PROCESS**

**PROJECT NAME: DEVELOPMENT AUTHORIZATION PROCESS (DAP)**

**PROJECT PURPOSE:** The purpose of this project is to streamline the development process, specifically, to reduce approval times and increase certainty without sacrificing quality. The Development Review Steering Committee (DRSC) comprised of representatives of Montgomery County's Department of Environmental Protection (DEP), Department of Transportation (DOT), and Planning Department, and the Washington Suburban Sanitary District (WSSC), is charged to carry out the DAP objectives. Work consists of numerous special projects both within individual departments or involving several departments or agencies. DRSC hosts two Developer's Forums each year to monitor customers' feedback and suggest further work program initiatives. DRSC reports progress to the County Council in January and July.

This project includes the regulatory systems work carried out by the systems analyst. The systems analyst position was approved in FY 95 to be supported from application fees from the Development Process Improvement Fund (DPIF). The systems analyst plans and coordinates regulatory system improvements throughout the Department and in conjunction with other County agencies; supportive activities include computer programming, planning for conversion to Geographic Information Systems, and work with users and customers.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		2.75
Workyear Expenditures		
Other Expenditures		
Related Revenues		\$78,000
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:**

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: IMPLEMENT MASTER PLANS AND MANAGE THE DEVELOPMENT PROCESS**

**PROJECT NAME: DEVELOPMENT PROCESS IMPROVEMENT FUND (DPIF)**

**PROJECT PURPOSE:** The County Council authorized establishment of the Development Process Improvement Fund (DPIF) in FY 94 to receive increases in fee revenues for use in improving regulatory information systems, implementing recommendations contained in the Development Authorization Process (DAP) report endorsed by the County Council in 1993, and otherwise improving the development process. Per County Council direction, revenues are approximately 25 percent of the cost of review. The FY 95 budget supported a full-time permanent systems analyst position at \$60,000 and a \$50,000 contract to automate the index for record plats. A portion of the revenues is held in liability accounts to cover direct expenses for plat reproduction, recordation, and monumentation. Per County Council direction, \$90,000 is set aside for general Commission operating expenses. \$78,000 is also set aside for the systems analyst position (workyears reflected in the Development Authorization Process project). The remaining \$132,000 fee revenue is available for use in accordance with the intent of the Fund, as approved by the County Council.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		
Workyear Expenditures		
Other Expenditures		\$132,000
Related Revenues		\$132,000
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:** \$50,000 for computer programming consulting, data entry, and document storage and retrieval; \$60,000 for a contractual planner to assist existing planning staff with day-to-day regulatory review so that work can proceed on the rewrite of the Subdivision Ordinance; with such contract assistance, it is likely that the revisions could be completed for submission to the County Council in three years. The first year will be devoted to hiring and training a contractor to handle cases and relieve staff of some regulatory duties so that staff most familiar with the ordinance and needed improvements can proceed with the rewrite in the second and third years. The project request includes \$12,000 to initiate a posting program for subdivisions and site plans and \$10,000 for additional contractual assistance to respond to citizen inquires. Fees will be raised to cover the direct cost of signs after this initial outlay. Revenue will be held in a liability account to be used solely for this purpose.

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: IMPLEMENT MASTER PLANS AND MANAGE THE DEVELOPMENT PROCESS**

**PROJECT NAME: ANNUAL GROWTH POLICY (AGP)**

**PROJECT PURPOSE:** This program implements the County's Adequate Public Facilities Ordinance and investigates policy issues related to growth management. This program includes an annual element -- adoption of new transportation and public schools staging ceilings -- and a biannual policy element that addresses issues identified by the County Council. During FY 96, the AGP work effort will look at three new policy areas, three ceiling flexibility provisions (public schools, partial cost developer participation, and the de minimis rule), and continue with AGP implementation changes previously endorsed by the County Council. This program includes preparation of the AGP from staff draft through Planning Board and ultimately County Council consideration and approval.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		3.75
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:**

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: IMPLEMENT MASTER PLANS AND MANAGE THE DEVELOPMENT PROCESS**

**PROJECT NAME: CIP/CTP REVIEW**

**PROJECT PURPOSE:** Implementing master plans is achieved through a combination of public and private sector initiatives. On the public sector side, one of the most important contributions made toward master plan implementation is the provision of public facilities. Through this project, the Planning Board advises the implementing agencies as they program new capital facilities to assure that proposed projects support master plan objectives. Also, the Planning Board suggests new projects that are needed to implement master plans, alleviate subdivision moratoria, or address citizen concerns raised during the master planning process or development review.

This work effort focuses on a review of the County CIP, the public facilities programs prepared by such agencies as WSSC and the County Board of Education, and the State Department of Transportation's Consolidated Transportation Program (CTP). Although this process focuses on Planning Board review of these documents, the process also includes transmission of staff level comments concerning priorities and other recommendations to the appropriate County departments, including OMB, before their CIP requests are formulated. For the state CTP, staff also develops recommendations each year for new secondary highway projects, a process that results in the final list of recommended project planning starts approved by County elected officials.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		1.45
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:**

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: IMPLEMENT MASTER PLANS AND MANAGE THE DEVELOPMENT PROCESS**

**PROJECT NAME: TRANSPORTATION FACILITY DESIGN, RESERVATION AND MAPPING**

**PROJECT PURPOSE:** These activities enable the Planning Department to maintain accurate highway planning and implementation information for use by the public and other public agencies, and to develop designs and plans carrying out the guidance in the master plans. Implementing the Master Plan of Highways requires continuous processing and recording right-of-way reservation plats, recommending use of the Advanced Land Acquisition Revolving Fund, maintaining the topographic maps, updating files to reflect master plan changes, periodically updating the Master Plan of Highways Map and conducting grade and alignment studies which are not part of an on-going master plan effort. In addition, staff works with area bicycle organizations, MWCOG, MCDOT, and MSHA to guide the development of bikeways consistent with Montgomery County plans. Staff will also coordinate with the bicycle and walkway aspects of greenway planning.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		1.10
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:**

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: IMPLEMENT MASTER PLANS AND MANAGE DEVELOPMENT PROCESS**

**PROJECT NAME: INTERCOUNTY CONNECTOR PLANNING STUDY**

**PROJECT PURPOSE:** Participate in the Maryland State Highway Administration Alternatives Study. Assure that Montgomery County and Planning Board interests are advocated and incorporated into the project. Support and operate a regional field office to further enhance public information and participation. Following alternative evaluation, if warranted, a draft environmental impact statement will be prepared. The course of the study effort is highly flexible due to the range of alternatives that could become eligible for consideration. In turn, these could have significant impacts on area master plans and the current master plan update process. This may result in delays and/or the need for resources to prepare additional studies related directly to master plan impacts.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		1.20
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants	\$200,000	Carryover from several years

**FY 96 MAJOR RECOMMENDED CHANGES:** Funding for FY 96 is carried over from three prior years of appropriations in the CIP. If major land use studies are needed as a result of SHA studies, additional resources will be required.

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended
Update Forums	12	12
Subject Forums	3	8
Senior Technical Team Meetings	12	12
Steering Committee Meetings	12	12



## **KEY RESULT AREA**

### **PROVIDE STEWARDSHIP OF NATURAL RESOURCES**

**This Program is composed of those analysis activities designed to protect and enhance natural life support systems within three major natural elements: water, earth, and air. Analytic assessments, requiring unique and often innovative environmental methodologies, are applied regularly throughout the plan making and development processes. These activities also require the collection and maintenance of environmental data related to the physical aspects and use of environmental networks and systems. On-going commitment to program refinement, responsive to increased and the changing knowledge of environmental systems, is required to satisfy the needs of master plan and regulatory activities within the Planning Department.**

**Extensive and intensive contact and on-going working relationships with other governmental agencies at the local, state, and Federal levels is essential, as is community outreach and participatory involvement to help resolve environmental issues.**

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: PROVIDE STEWARDSHIP OF NATURAL RESOURCES**

**PROJECT NAME: WATERSHED STUDIES FOR THE RESIDENTIAL COMMUNITIES OF THE POTOMAC**

**PROJECT PURPOSE:** The FY 96 study effort will focus on Phase II environmental information necessary for preparation of the upcoming Potomac planning effort.

The specific scope of services will be based, in part, on issues and concerns identified as part of a public outreach effort previously undertaken. At the time this budget was prepared, the specific scope of services is being prepared. Information developed for Phase II will include hydrology and hydraulics for water quality and quantity modelling.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		1.75
Workyear Expenditures		
Other Expenditures		\$335,000
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES: CONTRACTUAL SERVICES:** As part of FY 95 budget deliberations, the County Council endorsed a two-year work effort involving consultant services. Total program costs were estimated at \$500,000. Phase I expenditures approximated \$165,000 while Phase II is estimated to be \$335,000. Phase I, initiated in FY 95, focused on preparing extensive environmental bibliographies; wetland function, value and mitigation site planning; and flora and fauna inventories. Phase II focus is on hydrology and hydraulics, subject to further definition of a scope of services.

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: PROVIDE STEWARDSHIP OF NATURAL RESOURCES**

**PROJECT NAME: FOREST CONSERVATION ACTIVITY**

**PROJECT PURPOSE:** Provide detailed tree delineation review necessary for subdivision, site plan, mandatory referral, special exceptions, project plans and development plans. Prepare resource information needed for master planning and watershed planning and meet requirements of local and state laws and regulations. Staff resources are allocated to provide delineation review throughout the regulatory process. Staff prepares maps that show current forest resources and areas suitable for replanting that would be available to meet off site requirements. This work is prepared as part of resource inventories consistent with master plan schedules and supplemented on a watershed basis. In addition, accurate records must be maintained to form a basis for annual reporting requirements to the County Council and General Assembly. Staff provides guidance to applicants, engineers and others on submission requirements and NRI/FSD's.

This program is burdensome and would require changes to both local and state laws and regulations in order to obviate the staff resources committed to this program effort.

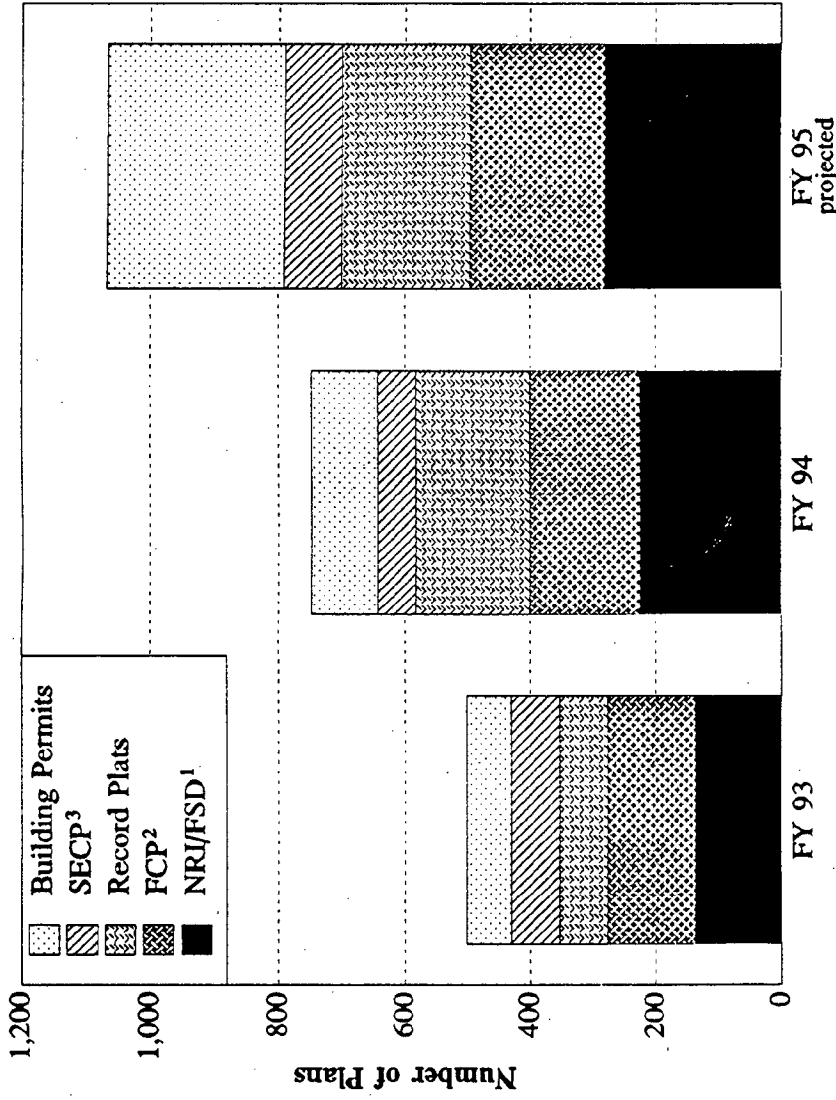
RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		1.00
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:** NEW CAREER POSITION: \$60,000 to provide the resources needed to meet the ongoing demand for regulatory review and master plan input. Tree delineation review is currently performed at various levels of completeness and timeliness to the detriment of other regulatory and master plan projects. In fact, the tree delineation process has overwhelmed staff and prevents the Department from maintaining timely regulatory turn around as consistent with DAP objectives. While the new case load has remained fairly constant from year to year, increased work is generated over time as review conditions and recommendations are followed through the record plat, building permit, construction and record keeping processes. This work effort has now expanded to two workyears.

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

# Additional Workload due to Forest Conservation Law



Note: Effective date of law: July 1, 1992.  
 1. NRI/FSD-Natural Resource Inventory/Forest Stand Delineation.  
 2. FCP-Forest Conservation Plan conducted together with preliminary plan and site plan review.  
 3. SECP-Sediment and Erosion Control Plan. 240 Small Land Disturbance Permits referred from DEP in FY 95 not included in total.

December 1, 1994

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: PROVIDE STEWARDSHIP OF NATURAL RESOURCES**

**PROJECT NAME: WATER RESOURCES AND WATER QUALITY ACTIVITY**

**PROJECT PURPOSE:** Provide staff expertise capable of reviewing development projects and performing analytic evaluations as input to master plans for the control of water runoff and protection of water quality. Provide water quality expertise in general and specifically related to biologic indicators. Staff will provide review, recommendations and data analyses for development projects, master plan preparation and participate on the county Biological Monitoring Work Group.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		1.60
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:** NEW CAREER POSITION: \$60,000 to provide the staff resources needed to provide biologic analysis and evaluation that support regulatory and master plan activities. Passage of a water quality review process and subsequent evaluations related to special protection areas will necessitate the workyears needed to satisfy the requirements of this program. Staffing is currently performed under contract, since this expertise is not available within the Department.

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: PROVIDE STEWARDSHIP OF NATURAL RESOURCES**

**PROJECT NAME: AIR QUALITY ACTIVITY**

**PROJECT PURPOSE:** The State Implementation Program and emission reduction plans required by the 1990 Clean Air Act Amendments (CAAA) are developed through a complex cooperative and technical process which requires involvement by Montgomery County in discussions at the state, regional, and local levels. The Metropolitan Washington Air Quality Committee (MWAQC) at the regional level and the Clean Air Act Steering Committee at the Montgomery County level are two examples of groups requiring Planning Department staff participation. The Planning Department needs to participate in making recommendations for implementing emission reductions measures with a focus on transportation emissions reductions, including securing funding through state and federal sources. A related set of activities also involves coordination with various traffic management organizations which are in place or are being created throughout the County, and coordination with various environmental groups and, possibly, with employers or affected industries such as dry cleaners.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		1.20
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:** The regional air quality process has gone through its initial phase requiring high levels of Planning Department involvement. The level shown in FY 96 is a maintenance level which provides for involvement and coordination of highest priority state and regional air quality efforts only. This protects County interests while allowing staff to be reallocated to higher priority Departmental activities.

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

## **KEY RESULT AREA**

### **DELIVER COUNTYWIDE FORECASTING, DATA, AND RESEARCH SERVICES**

**The Planning Department is the Research Center for all of the Montgomery County government. As such, this Program is composed of a wide variety of forecasting, research, and data collection activities that serve information needs throughout the Planning Department and the County.**

**Data and analytic products regularly serve a broad array of the users such as -- the County Council, County Executive, Board of Education, Washington Suburban Sanitary Commission, Supervisor of Assessments, the general public, and business community. Within the Planning Department, research activities provide the underpinning of basic data for planning and regulatory efforts.**

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: DELIVER COUNTYWIDE FORECASTING, DATA AND RESEARCH SERVICES**

**PROJECT NAME: DATA FOR DECISION-MAKING**

**PROJECT PURPOSE:** As the research center for all of Montgomery County, the Planning Department is the central source of information needed by County decision-makers, both in the public and private sectors. Three pillars of this program are: A) census information and demographic analysis, including the Census Update and Household Surveys; B) development tracking, which provides development and land use data; and C) forecasting activities, including population, household, and at-place employment forecasts.

Data For Decision-Making is the Department's program to respond to the changing requirements of decision-makers. This has meant strengthening the ability to: identify impacts of policy changes on the County economy; detect trends shaping the County's economy, population, employment, and land use patterns; and assist private sector decision-makers with needed information on the economic climate in Montgomery County. In FY 95, the Planning Department began publishing Data for Decisions, a quarterly newsletter of economic and demographic data and analysis for decision-makers.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		2.30
Workyear Expenditures		
Other Expenditures		\$110,000
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:** CONTRACTUAL SERVICES: \$110,000 for demographic model update and development and purchase of new data sources. Due to the increasing importance of identifying and interpreting trends that affect land use patterns "Baseline Montgomery" is proposed for FY 96. A "baseline" consists of fundamental data, assumptions, and approaches to forecasting, demographic analysis, and policy decisions. As the population and economy continue to change, a re-examination of baseline data and methods is critical to guide decision making throughout the public and private sectors. Greatly expanded data resources (public and private) offer the opportunity for improved understanding at a lower cost. Products will include a revised demographic model (now 20 years old) and baseline databases developed in coordination with other County agencies. Dissemination products will include a Montgomery County Data Book and associated databases accessible from the Department's bulletin board system (BBS). Recommended expenditures are approximately \$60,000 for the demographic model update and \$50,000 for the development and purchase of new data sources that provide economic and social indicators.

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended



**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: DELIVER COUNTYWIDE FORECASTING, DATA AND RESEARCH SERVICES**

**PROJECT NAME: CENSUS INFORMATION AND 1994 CENSUS UPDATE SURVEY**

**PROJECT PURPOSE:** The Planning Department, as a State Data Center Affiliate, receives and disseminates data releases from the U.S. Bureau of the Census. It supplements national Census data with periodic Countywide sample surveys known as Census Update Surveys. The 1994 Census Update Survey was completed and tabulated in FY 95; initial results were also released. In FY 96, staff effort will concentrate on detailed analysis of the Census Update Survey data to better identify and interpret trends related to the demographic characteristics of Montgomery County's population. This work effort directly serves the master plan program and other related planning efforts throughout the Department.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		1.95
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:**

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: DELIVER COUNTYWIDE FORECASTING, DATA, AND RESEARCH SERVICES**

**PROJECT NAME: FORECASTING ACTIVITY AND MARKET ANALYSIS**

**PROJECT PURPOSE:** Provides forecasts of jobs, housing, and population for use in master planning and planning for public facilities as part of the regions' Cooperative Forecasting process. Forecasts are provided for 292 traffic zones at five-year intervals to 2020. In addition, staff effort will focus on making forecasts more responsive to major economic, demographic, and development events shaping the region. This data and analysis also supports public information dissemination and policy making in a wide variety of countywide arenas.

This activity produces retail, office, and housing market analysis studies for areas where master plans are being developed and areas with specific development issues. These reports support the Department's land use planning by helping to adapt the proposed sizes and locations of commercial centers to market realities.

FY 96 efforts will relate the findings of the 1994 Census Update Survey analysis to specific population characteristics, by various housing attributes, to better identify housing needs and trends. The work effort in FY 96 will provide an important framework for a study of Montgomery County's housing that will be proposed in the FY 97 budget.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		2.10
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:**

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: PROVIDE COUNTY-WIDE FORECASTING, DATA, CENSUS INFORMATION, AND RESEARCH SERVICES**

**PROJECT NAME: TRAVEL FORECASTING METHODS AND ACTIVITIES**

**PROJECT PURPOSE:** A fundamental activity in transportation planning is the use of analytic models and techniques to forecast travel, traffic, and transit ridership. The Planning Department has used computerized techniques since the mid-1970's and has been a leader in developing procedures and supporting data to reflect the choices travelers will make. The TRAVEL/2 model now being applied is used for a variety of planning and growth management activities, including transportation forecasts for master plans and staging, Annual Growth Policy, some development review cases, the Network Functional Master Plan, and other special applications such as the transportation needs of FDA sites. It also is used by the City of Rockville in their planning analysis.

This program element requires on-going work to refine and improve the accuracy, utility, and analysis features of the TRAVEL model. Data needs to be periodically updated to reflect changes in A) the status of programmed transportation system; B) current or forecasted land use; and C) observed data on the transportation system. This effort also involves coordination with surrounding jurisdictions and at the regional level. The Planning Department also does a periodic survey of Montgomery County residents through a Travel Panel Survey. This survey collects detailed data on trip making and is invaluable in tracking changes in travel patterns and trip making. In FY 96, efforts will involve the above-referenced activities, with emphasis on use of the 1990 Census Journey to Work data and the Montgomery County Census Update and on improved transit ridership forecasting procedures.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		2.40
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:**

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: DELIVER COUNTYWIDE FORECASTING, DATA AND RESEARCH SERVICES**

**PROJECT NAME: GIS DEVELOPMENT AND COORDINATION**

**PROJECT PURPOSE:** The Planning Department coordinates geographic information system (GIS) development among the many branches of government within Montgomery County through its role as chair of the GIS Subcommittee of the Interagency Technology Policy Coordination Committee. A countywide GIS newsletter is published in cooperation with the County Government and other Montgomery County agencies.

Within the Planning Department, the GIS team has placed primary emphasis on supporting the Commission's MC:MAPS CIP project. This project was initiated in FY 93 to develop the map layers fundamental to the development of a countywide GIS as well as provide the basic mapping necessary to support the master plan program. With the MC:MAPS database nearing completion, it is critical that the Planning Department begin to direct more effort to the development of GIS applications.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		4.40
Workyear Expenditures		
Other Expenditures		\$50,000
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:** NEW CAREER POSITION: \$60,000 for a new position for a GIS Database Manager. This position is critical to protect the County's investment in the MC:MAPS GIS database. The property and planimetric map database is growing at an accelerated rate, in addition, other layers are beginning to be created by the Planning Department as well as County departments and WSSC. Once the basic database is complete, there will be over 45 gigabytes of data associated with these maps. This position will be responsible for: the MC:MAPS data; documentation; security of data; creation of data dictionaries; managing disk space; assuring open access to GIS data throughout Montgomery County; and avoiding duplicative data efforts. CONTRACTUAL SERVICES: \$50,000 to assist the Planning Department in GIS application software development. To date, the MC:MAPS project has focused on creating and ensuring the accuracy of a countywide GIS database. This database has great potential to benefit master planning, regulatory review, environmental analysis, transportation planning, and historic preservation. In order for this to happen, resources are needed to allow for the development of GIS application software. Specific programs and procedures need to be developed to most efficiently and effectively use the GIS data in GIS applications. The contractual services will be applied towards this end. Priorities will be determined through the Planning Department and the GIS Implementation Plan.

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: DELIVER COUNTYWIDE FORECASTING, DATA, AND RESEARCH SERVICES**

**PROJECT NAME: MAP UPDATING, PRODUCTION AND MASTER PLAN SUPPORT**

**PROJECT PURPOSE:** The 1"=200' property maps are used as the base maps to support the master plan work program as well as the base maps for the zoning atlas. Vicinity maps, at 1"=1000' scale, focus on a specific land area of approximately 20,000 acres. Vicinity maps provide a higher level of detail than the street maps and are used by public and private agencies for general planning purposes. Master plan mapping reflects the variety of maps prepared to support the master plan process and companion SMA's.

Master plan mapping continues as the highest priority. Resources to prepare new vicinity maps have been redirected to provide for master plan support and the development of the SMA's. In addition, corrective SMA production is necessary for the adoption of the digital property base maps since they are more accurate and thus different from the hand drawn maps. Vicinity map production will be the lowest priority.

Accurate maps of floodplains are maintained to administer the subdivision regulations, apply environmental guidelines, and as input to master planning and for public information. New mapping may be necessary as part of the Potomac Environmental Study.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		1.55
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:**

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

## **KEY RESULT AREA**

### **PROVIDE INTERGOVERNMENTAL SERVICES, COORDINATION, AND COOPERATION**

**This Program is composed of activities designed to enhance intergovernmental, interjurisdictional, and regional coordination and cooperation. Issues and problems that cross jurisdictional lines or various levels of government can best be solved through cooperation and consensus building. These issues and problems generally involve a wide variety of highly diverse factors usually focusing on planning, regulatory, environmental, and infrastructure concerns.**

**An on-going commitment to collegial communication, involvement, and problem-solving will further enhance the quality of life for all those jurisdictions involved.**

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: PROVIDE INTERGOVERNMENTAL SERVICES, COORDINATION, AND COOPERATION**

**PROJECT NAME: COORDINATION WITH MUNICIPALITIES AND ADJOINING JURISDICTIONS, STATE, AND FEDERAL AGENCIES**

**PROJECT PURPOSE:** As the lead agency assigned to work with a variety of municipalities and abutting counties, the Department has been asked by the County Council to coordinate various interjurisdictional issues that have arisen. Staff will continue its liaison and coordination work regarding these issues. Quad County and Tri-County efforts have lead to Memorandums of Understanding which will assist in interjurisdictional communication and cooperation through advance notification and referral of plans and development applications.

Coordination of comments on state land use legislation and enforcement responsibilities of the Maryland Office of Planning and other departments require ongoing review. In addition, review of annexation petitions referred to the Planning Board and the County Council to meet the due process requirements of Chapter 23 A, Annotated Code of Maryland is included in this work effort as well. This includes preparing comments for the scheduled public hearings by the incorporated area, determining compatibility of the proposed zoning designation with the county's master plan and preparing recommended conditions for the annexation agreement. It also requires determining County Council action in the event zoning is inconsistent with the master plan which triggers a five year referral period under state laws.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		0.75
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:** Communication between the cities and towns within of the County, as well as with those adjacent counties, has increased because of the need to coordinate Montgomery County planning and development initiatives with their respective activities, particularly regarding the provision of public facilities and a unified transportation network.

Resolution of interjurisdictional issues requires considerable time to build positive communication and consensus. Issues such as the annexations of the King farm and the Saul Property in Rockville and the annexations issues around the towns of Laytonsville and Poolesville have required considerable staff resources in FY 95. The intensity of staff effort is not expected to abate in FY 96.

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended
Annexation Review Cases	9 cases	12 cases

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: PROVIDE INTERGOVERNMENTAL SERVICES, COORDINATION AND COOPERATION**

**PROJECT NAME: MANDATORY REFERRAL ACTIVITY/FEDERAL AGENCY STEERING COMMITTEE**

**PROJECT PURPOSE:** Construction of all public facilities and uses on publicly owned land, including public utilities, is required to be submitted to and approved by the Commission in accordance with Article 28 of the Maryland State Code. Planning criteria and public input are applied to the Planning Board review of these projects, which are not subject to the review processes applicable to private development. This activity provides coordination and assistance to federal, state, and local agencies in locating and expanding facilities in the county. A special outreach effort to state agencies will occur in FY 96. The Federal Agency Steering Team assists the federal government with the location of federal facilities in Montgomery County. In FY 95, such projects included the FDA site selection process and assistance to NAVSEA. Based on a Department-wide approach, staff has been assigned to specific agencies to provide liaison and continuity. Public outreach is encouraged. Planning Board review is provided in major actions. Lesser projects and actions are handled administratively.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		3.15
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:**

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended



**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: PROVIDE INTERGOVERNMENTAL SERVICES, COORDINATION, AND COOPERATION**

**PROJECT NAME: DESIGN REFERRAL SERVICES**

**PROJECT PURPOSE:** To provide conceptual site planning and facility design analyses for federal, state, and local projects, including examination of vacant or selected publicly owned sites such as school sites, potential parkland, and surplus public land. Projects vary in scope, are usually of short duration, and often involve large interdisciplinary staff teams and intensive interdepartmental coordination. In FY 96, design referral work will continue to address requests to propose site design solutions for various public and non-profit facilities, parks, vacant or surplus public sites, large federal facilities, state and county facilities, and improvements to existing public facilities.

A key feature of the design referral process is the potential for reducing costs to public agencies through dedication and joint use of land for public facilities. Additionally, opportunities frequently arise for coordinating specific project designs with master plan recommendations at various stages of the master plan process for any of the on-going master or sector plans.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		2.50
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:** Better integrating public facility planning and design regularly carried out by consultants for the School Board, Montgomery College, County Government, State Highway Administration, and Federal agencies, with the master plan process, park planning, or other land use planning objectives, was realized in a number of significant efforts in FY 95, such as the Blair High School relocation and expansion of the Takoma Park Campus of Montgomery College. This effort will continue in FY 96 to further provide assistance in the review of new high schools, surplus school sites, and other requests.

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: PROVIDE INTERGOVERNMENTAL SERVICES, COORDINATION AND COOPERATION**

**PROJECT NAME: CHESAPEAKE BAY TRIBUTARY STRATEGY (POTOMAC BASIN/PATUXENT WATERSHED/ANACOSTIA WATERSHED ACTIVITIES)**

**PROJECT PURPOSE:** Provide staff to assure adequate consideration of local interests in the Chesapeake Bay Tributary Strategies. The Maryland Department of the Environment, with a grant from EPA, is leading a group of state and local interests that will be proposing specific nutrient loading targets to prevent and reduce pollution in the Potomac, Anacostia and Patuxent watersheds. These targets will be used to prepare land use strategies that will lead to improved water quality and aquatic resources in these watersheds. Data and methods must be prepared to estimate nutrient reductions for developed and undeveloped land in the county.

Participate in the work in the Patuxent River Commission, which was established by state law to coordinate local and state actions that will lead to complementary implementation of protection programs. This activity would include participation in Phase II of the Patuxent Demonstration Project if supported by a state grant.

The state will be preparing the tributary strategies for endorsement by the County Council in FY 96. Methods for meeting the goal to reduce nitrogen and phosphorous loadings to the Chesapeake Bay by 40% before the year 2000 may include specific imperviousness targets, wider required buffers, protection of environmentally sensitive areas, biological monitoring and expanded citizen awareness. Participation is essential to assure that tributary strategies take into account the environmental conditions and land use planning approach of Montgomery County.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		0.50
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:**

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: PROVIDE INTERGOVERNMENTAL SERVICES, COORDINATION AND COOPERATION**

**PROJECT NAME: SOLID WASTE PLAN AND ACTIVITY**

**PROJECT PURPOSE:** Evaluate and review as required by state law, plan and program changes. Provide planning input in development of county program. Participate in triennial review of plan for handling all solid waste in county including location of facilities, methods and routes of transport and review of recycling program.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		0.20
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:** This work effort has been reduced and will necessitate greater self reliance by DEP for coordination with the community.

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: PROVIDE INTERGOVERNMENTAL SERVICES, COORDINATION AND COOPERATION**

**PROJECT NAME: TRANSPORTATION PROJECT/FACILITY PLANNING ACTIVITY AND DESIGN REVIEW**

**PROJECT PURPOSE:** These activities provide a valuable coordinating mechanism with the capital programming of the Maryland and Montgomery County Departments of Transportation. Design reviews, particularly of MCDOT project designs, are carried out on an on-going basis for an array of projects to ensure master plan compliance and minimize community impacts. The process of facility planning before inclusion in the CIP, similar to the project planning conducted by MDOT, requires staff participation. Mandatory referral reviews, a requirement of the Regional District Act, are also carried out for appropriate highway projects of both MCDOT and MDOT. The Economic Growth, Resource Protection, and Planning Act of 1992 requires that all transportation projects involving the use of state or federal funds be reviewed for consistency with local plans; this is accomplished as an aspect of the capital programs and of the mandatory referral process.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		1.80
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:** Staff effort will allow for greater complexity of design reviews in response to environmental and community concerns as well as increased staff involvement necessitated by the new process of facility planning before project inclusion in the CIP.

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: PROVIDE INTERGOVERNMENTAL SERVICES, COORDINATION AND COOPERATION**

**PROJECT NAME: TRANSIT AND HOV PROJECT PLANNING, SERVICES, AND DESIGN ACTIVITY**

**PROJECT PURPOSE:** Coordination with various transit policy planning activities of the WMATA, MCDOT, and MDOT provides ready access to detailed information which enables the Planning Board and staff to plan more effectively and comprehensively. These activities provide a valuable coordinating mechanism for reviewing regional, state, and local transit capital programming and project planning activities, including Major Investment Studies and transit planning studies carried out in other jurisdictions such as the City of Gaithersburg and in the private sector.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		0.90
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:**

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: PROVIDE INTERGOVERNMENTAL SERVICES, COORDINATION, AND COOPERATION**

**PROJECT NAME: MASTER PLAN COMPLIANCE WITH 1992 MARYLAND PLANNING ACT**

**PROJECT PURPOSE:** To revise approved plans to conform to objectives specified in the Planning Act and to conform to requirement to designate sensitive areas and provide for conservation of sensitive areas. The deadline is July 1, 1997. Master plans not now in the work program will be amended prior to deadline and presented to County Council as a single action item with one public hearing covering all the amendments. There are six master plans, primarily in the upcounty that need major revisions, and eleven master plans elsewhere that require referencing only existing policies and regulations. This is shown as a single work program item to be accomplished during FY 96 and FY 97.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		0.30
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:**

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

## **KEY RESULT AREA**

### **PROVIDE INFORMATION SERVICES AND COMMUNITY OUTREACH**

**This Program is composed of those activities that promote a broad understanding of issues, consensus building, and often effective resolution in the plan making and regulatory processes.**

**The staff and Planning Board make every effort to involve all parties of interest, through publication and distribution of documents, convening of public forums, formation of advisory committees, Information Counter dissemination of information, and other communication and participation activities that may be effective in promoting a broad understanding of issues and involvement of Montgomery County's diverse population.**

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: PROVIDE INFORMATION SERVICES AND COMMUNITY OUTREACH**

**PROJECT NAME: PUBLICATION PRODUCTION AND GRAPHICS**

**PROJECT PURPOSE:** The Planning Department regularly publishes a variety of approved and adopted documents, amendments thereto, and other documents for public distribution, including General Plan, Master Plans, Sector Plans, Functional Plans, Annual Growth Policy, Development Guidelines, Technical Reports, and Studies of various kinds. In addition, an assortment of manuals, flyers, forms, and brochures for Departmental staff operations are also published. Most of the published material for public distribution undergoes several specified draft stages which are printed internally. Following their final adoption, documents are usually printed by outside contractors based on proofs produced by Department staff using desktop publishing techniques. Reprints are frequently required and are either printed in the Department or by contract printing. Funds are also required for microfilming case files.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		1.40
Workyear Expenditures		
Other Expenditures		\$106,000
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:** Fewer documents will be published in FY 96, reflecting, for the most part, the master plan schedule.

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended
Adopted Documents	4	3
Approved Reports	4	3
Guidelines	2	1
Technical Studies	3	3



**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: PROVIDE INFORMATION SERVICES AND COMMUNITY OUTREACH**

**PROJECT NAME: INFORMATION COUNTER, PUBLICATIONS DISTRIBUTION, AND TELEPHONE SERVICES**

**PROJECT PURPOSE:** The Planning Department's Information Counter serves walk-in and telephone customers with land use, zoning, subdivision, special exception, and master plan information for specific parcels. Routine customers include home buyers, realtors, engineers, surveyors, and attorneys. Counter personnel keep numerous atlases and other manual information sources up to date; sell master plans, guidelines, topographic maps, copies of plats, and other documents; manage publication sales and inventory; and carry out related accounting functions. The Department also prepares customer-tailored data responses involving census information, parcel files, and other data bases. For the most part, technicians provide these services to the customer. In addition, transportation planners respond directly to customers interested in master plan recommendations for state and local roads, such as planned or programmed new roads or road improvements, alignments, project planning studies, scheduling and project descriptions.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		1.50
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:**

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: PROVIDE INFORMATION SERVICES AND COMMUNITY OUTREACH**

**PROJECT NAME: CITIZEN PARTICIPATION INITIATIVES**

**PROJECT PURPOSE:** Community members who participated in the FY 95 Master Plan Evaluation Study indicated that, although numerous opportunities are provided for citizens to participate in master planning through Citizen Advisory Committees (CAC's) and public hearings, only a limited percentage of county citizens actually become involved in the master planning process. The purpose of this project is to develop new forms of community outreach that respond to today's lifestyles, values, demographics, and communication technologies.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		0.30
Workyear Expenditures		
Other Expenditures		\$40,000
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES: CONTRACTUAL SERVICES:** \$40,000 to contract for expertise in public communication techniques and citizen outreach so that public participation can be enhanced in plan making and regulatory processes. Results will be targeted first for application in the Potomac planning effort. New community outreach methods to be used in this area may include electronic town hall meetings, group decision-making software, and community-wide surveys.

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

## **KEY RESULT AREA**

### **PROMOTE A COLLEGIAL WORKING ENVIRONMENT**

**This Program is composed of those activities associated with overall program coordination and departmental administration. These activities include policy direction, program management, monitoring of time and dollar expenditures, training, counseling, implementation of the Commission's Employee Performance Management System, and a wide variety of administrative procedures that affect the entire staff.**

**In addition, computer services are provided on a daily basis serving plan-making and regulatory needs. Critical information systems support to the Planning Department is provided in terms of a) database management, b) desk top computing, c) computer mapping, and d) transportation analysis.**

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: PROMOTE A COLLEGIAL WORKING ENVIRONMENT**

**PROJECT NAME: COMPUTING AND TELECOMMUNICATIONS**

**PROJECT PURPOSE:** Provides information technology and support to the Planning Department in the areas of database management, desktop computing, computer mapping and GIS hardware/software, telephones, and local area networking. The computers in the Planning Department can be divided into three main classes: A) personal computers; B) the more powerful minicomputers accessible to all users in the Department; and C) Unix workstations which are used for GIS, mapping and graphics, and transportation planning. These computer systems are now closely involved with nearly all facets of the Department's work program.

All PC's in the Department are connected through a Local Area Network (LAN) which is in turn connected to a Wide Area Network (WAN) which connects all major commission offices. The Planning Department's electronic mail system provides the Commission's connection to the County's electronic mail system.

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		3.40
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:**

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended

**PROJECT DESCRIPTION**

**KEY ACTIVITY AREA: PROMOTE A COLLEGIAL WORKING ENVIRONMENT**

**PROJECT NAME: PROGRAM COORDINATION AND ADMINISTRATION**

**PROJECT PURPOSE: To be developed**

RECOMMENDATIONS		
	FY 95 Budgeted	FY 96 Recommended
Workyears		
Workyear Expenditures		
Other Expenditures		
Related Revenues		
Related Grants		

**FY 96 MAJOR RECOMMENDED CHANGES:**

**PROJECT INDICATORS**

	FY 95 Budgeted	FY 96 Recommended