MEMORANDUM

TO: Montgomery County Planning Board

VIA: Glenn Kreger, Acting Chief, Community-Based Planning Division
      Bill Barron, Acting Team Leader, Silver Spring/Takoma Park Team Community-Based Planning Division

FROM: John Marcolin, RLA, ASLA, Planner Coordinator (301/495-4547)
      Silver Spring/Takoma Park Team, Community-Based Planning Division

SUBJECT: Mandatory Referral No. 08104-MCPS-1: Takoma Park Elementary School Modernization Project – 7511 Holly Avenue, R-60 Zone, December 2000 Approved and Adopted Takoma Park Master Plan

RECOMMENDATION: APPROVAL with the following comments:

1. Any future mandatory referral submission for improvements at the school by Montgomery County Public Schools (MCPS) must include a traffic study for Adequate Public Facilities (APF) purposes if those improvements will increase school’s program capacity beyond 562 students.

2. MCPS should discourage parent drop-off/pick-up of students along Philadelphia Avenue, Grant Avenue, and Holly Avenue through well placed and highly visible signage.

3. MCPS should notify the City of Takoma Park six months prior to construction with the dates that the playing fields will be unavailable for community use.

COMMENTS SUBMITTED BY THE CITY OF TAKOMA PARK

The City of Takoma Park passed a resolution dated May 27, 2008 (#2008-45) stating that the City of Takoma Park Council recommended approval of the school addition with the following conditions:

1. All pedestrian connections adjoining public property and rights of way be installed with a cross slope no greater than 2%.
2. That cross walks be added across all driveway entrances.
3. That large shade trees be planted a minimum of 20 feet and maximum of 35 feet on center along all onsite walkways, public sidewalks, parking lots and driveways.
4. That the Lisa Hill “Bridge to Terabithia” memorial tree, located near the main entrance of the school, is relocated or preserved in its current location.
5. That the landscaping installed between Philadelphia Avenue and the retaining walls shall have a naturalistic forest appearance, 75% evergreen foliage, with a canopy of varied heights at maturity and a variety of textures.

6. That number and size of usable flat grassy play areas be maximized including the field to the south of the building and the gathering space to the north of the school entrance.

7. That a LEED Scorecard by used to evaluate the green features of the site.

8. That MCPS continue to coordinate with the City regarding changes and refinements to the site construction documents.

9. That the City may consider applying more stringent stormwater standards than the minimum required.

The M-NCPPC Community-Based Planning staff has reviewed the above requests and has no objections.

PROJECT SUMMARY

Montgomery County Public Schools (MCPS) has submitted a mandatory referral to modernize the existing Takoma Park Elementary School. The project will consist of demolishing an existing school building located on Philadelphia Avenue, called the Annex Building, and constructing a new addition on the rear of the existing school which is located at 7511 Holly Avenue in Takoma Park.

Project Background

Takoma Park Elementary School is located on the south side of Holly Avenue, approximately 128 feet northeast of its intersection with Philadelphia Avenue (MD 410). The existing school was constructed in 1979. The site contains approximately 4.7 acres of R-60 zoned land and is developed with a 50,933-square foot, two-story, split level elementary school with an additional 11,200 square foot annex building that accommodates two classrooms. There are also eight portable classrooms located on the east side of the school. Surface parking for 47 vehicles is located on the west side of the school on Holly Avenue. There is a large grassy athletic field on the east side of the school (see Attachment 1).

The existing school has an enrollment of approximately 290 students in Grades pre-K through 2. School hours are from 9:05 a.m. to 3:30 p.m. Access to the site is from two driveway entrances which provide the primary ingress and egress for the school. The property has approximately 382 feet of frontage along Holly Avenue (see Attachment 1). The Morgan Day Care Center rents space from MCPS in the 11,200 square foot annex building located on Philadelphia Avenue. Its’ hours are from 7:00 a.m. to 6:00 p.m.

The surrounding neighborhood consists of single-family detached dwelling units and is zoned R-60 (see Attachment 3). The City of Takoma Park Municipal Center abuts the property to the southeast on Maple Avenue, Piney Branch Elementary School is to the east at the corner of Grant Avenue, and Maple Avenue and Takoma Park Middle School is to the north at the intersection of Piney Branch Road and Grant Avenue.
Project Description

The proposed addition when completed will consist of 34,995 square feet. The total gross square footage of the existing school and the addition will be 85,553 square feet (375 square feet of existing school is be demolished to accommodate addition construction). The addition will approximate the height of the existing classroom structures and be lower than the existing gymnasium structure. The two existing access points on Holly Avenue will be maintained. However, the access which now serves both automobile and bus traffic will be modified. The northern-most access point on Holly Avenue will serve as an automobile only ingress/egress point for parent pick-up and drop-off. The southernmost access point on Holly Avenue, closest to Philadelphia Avenue (MD 410), will serve as a point of ingress for the new bus loop; the entry point for this loop will utilize a new curb cut on Philadelphia Avenue. This loop will accommodate bus traffic (up to five buses) as well as staff parking (46 total parking spots.) A total of 82 parking spaces and up to five buses will be accommodated on the site. The proposed school will have a program capacity of 562 students in grades pre-kindergarten to 2 (see Attachment 3).

ANALYSIS

Master Plan

The Takoma Park Elementary School is located in the December 2000 Approved and Adopted Takoma Park Master Plan area. The Master Plan does not specifically address the need to renovate and enlarge Takoma Park Elementary School. However, Takoma Park Elementary School contains eight portable classrooms on site to accommodate capacity the existing school cannot presently support.

Zoning Analysis

The site is zoned R-60 and the following chart depicts the requirements of this zone. As submitted and shown on this chart, the new school will satisfy the requirements for the R-90 zone.

<table>
<thead>
<tr>
<th>Development Standards</th>
<th>Zoning Requirement</th>
<th>Provided</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Net Lot Area</td>
<td>6,000 square feet</td>
<td>204,732 square feet (4.7 acres)</td>
</tr>
<tr>
<td>Minimum Lot Width at Street Line</td>
<td>25 feet</td>
<td>382 feet</td>
</tr>
<tr>
<td>Minimum Setbacks</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Front</td>
<td>25 feet</td>
<td>110.34 feet</td>
</tr>
<tr>
<td>Side/Sum</td>
<td>8/18 feet</td>
<td>10.88/45.63 feet</td>
</tr>
<tr>
<td>Rear</td>
<td>20 feet</td>
<td>166.11 feet</td>
</tr>
<tr>
<td>Maximum Building Height</td>
<td>35 feet</td>
<td>32 feet</td>
</tr>
<tr>
<td>Maximum Lot Coverage</td>
<td>35%</td>
<td>8%</td>
</tr>
</tbody>
</table>
Environmental Analysis

The Environmental Planning Unit of the Countywide Planning Division recommends transmittal of the Mandatory Referral (Attachment 10) and offers the following comments.

There is no forest onsite but numerous large and specimen trees do exist. There are no streams, wetlands or floodplains on the subject property, nor any areas of environmental buffer. The property is within the Sligo Creek watershed, a Use Class I/I-P watershed.

Environmental Guidelines – The applicant submitted and received approval of a Natural Resources Inventory/Forest Stand Delineation (NRI/FSD) number 420081250 on March 31, 2008. There are some areas of steep slopes but no other sensitive environmental features.

Forest Conservation – This property is subject to the Chapter 22A Montgomery County Forest Conservation but was determined to be exempt from the requirements of submitting a Forest Conservation Plan as per 42009002E, approved on July 24, 2008. A Tree Save Plan was submitted at time of Mandatory Referral.

Tree Save – There are approximately 16 large or specimen trees and 24 other significant trees on the property. Approximately three large or specimen trees and eight other significant trees will be removed as part of the demolition and construction. The final disposition of some trees will need to be determined at a later date. For example, there are several trees located along the Limits of Disturbance (LOD) on steep slopes that may need to be removed, depending on detailed field conditions.

As part of the improvements planned for the school, MCPS will be constructing a set of steps leading to the sidewalk by the City of Takoma Park Library. The stormwater management conveyance pipe is located directly adjacent to these steps to minimize disturbance and damage to the critical root zones of nearby trees. MCPS will also be rehabilitating a gravel path leading to Piney Branch Elementary School. The new path is designed on the footprint of the old path and the work will require no tree removal.

All other trees on adjacent residential and City of Takoma Park property have been adequately protected from damage associated with the proposed development. The City of Takoma Park municipal arborist will review and approve a Final Tree Save Plan and provide a file copy.

Stormwater Management – Stormwater management is reviewed and approved by the City of Takoma Park. Montgomery County does not have jurisdiction for the review of stormwater management in the City of Takoma Park.

Green Buildings – This project does not need to comply with County Council Bill 17-06, Montgomery County Green Buildings Law, as it is an addition that does not increase the current building’s land coverage by 100 percent or more.

Water Quality – A portion of the subject property is located in the Lower Sligo subwatershed of the Sligo Creek watershed. The Countywide Stream Protection Strategy (CSPS) assesses this tributary as having poor overall conditions. The subwatershed is designated a Watershed Restoration Area where the CSPS recommends a comprehensive watershed restoration action plan to identify and implement stormwater retrofit and stream restoration projects.
Transportation Analysis

The Transportation Planning staff has reviewed this application and offers the following comments (Attachment 11).

School Location, Access, Enrollment, Pedestrian Facilities, Parking, and Public Transportation

Takoma Park Elementary School is located within the northeast corner of Holly Avenue and Philadelphia Avenue in Takoma Park. The school, with an enrollment of approximately 402 students in Grades K through 2, is open between 9:05 a.m. and 3:30 p.m. A day-care facility is also located on the school property, which is open between 7:00 a.m. and 6:00 p.m.

Takoma Park Elementary School is bounded by Holly Avenue to the west, Philadelphia Avenue to the south, and the City of Takoma Park offices and library to the east. Holly Avenue, to the front of the school, is a north-south residential street between Eastern Avenue to the south and Grant Avenue to the north. Its intersection with both Philadelphia Avenue and Grant Avenue is All-Way STOP-sign controlled. Holly Avenue has a posted speed limit of 25 mph. During school hours (8:00 a.m. to 4:00 p.m.), Holly Avenue along school frontage has a 15 mph speed restriction. It is a closed section roadway with curbs and a sidewalk along its east side, and has a pavement width of approximately 20 feet. On-street parking is permitted along the east side of Holly Avenue between Philadelphia Avenue and the school entrance and on both sides between Hodges Lane and Grant Avenue. Philadelphia Avenue is a major east-west arterial between Silver Spring and Prince George’s County. The roadway has sidewalks on both sides and has a posted speed limit of 25 mph in the vicinity of the school. During school hours speeds along Philadelphia Avenue in the vicinity of the school is limited to 15 mph. Residential streets Birch Avenue and Cedar Avenue intersect Philadelphia Avenue along the school frontage between Holly Avenue and Maple Avenue. Birch Avenue has a sidewalk along its west side and Cedar Avenue has sidewalks along both sides of the roadway. Hodges Lane is a residential street that extends west from Holly Avenue/Takoma Park Elementary School towards Piney Branch Road (terminating approximately 50 feet from Piney Branch Road). Its approach to Holly Avenue is STOP-sign controlled. There are no sidewalks along Hodges Lane. Parking is permitted to the south side of Hodges Lane.

Primary access to the school is currently from Holly Avenue via directional driveways that circulate traffic in a counter-clockwise direction in front of the school. Parking is currently provided to the front and north of the school building and consists of 47 parking spaces. Parents, staff, visitors, and buses enter the school via a driveway between Philadelphia Avenue and Hodges Lane and exit the school via a driveway between Hodges Lane and Grant Avenue. During student drop-off and pick-up hours, buses circulate on-site along an exclusive loop between the school building and the parking lot, and parents circulate through the parking lot aisle. In the morning, to minimize spillover of vehicles to Holly Avenue and to its intersection with Philadelphia Avenue, school staff assists students from the parent vehicles to the school. However, during school dismissal hour, waiting parent vehicles occasionally spill back onto Holly Avenue and block buses from entering the school. At present, the parent loop can accommodate approximately nine to ten vehicles and the bus loop can accommodate approximately five buses. Lead-in sidewalks are provided to the school along the Holly Avenue entrance driveway and from Philadelphia Avenue. A lead-in walking path is also provided to the school from Grant Avenue.
The proposed mandatory referral project will implement a new traffic circulation plan at the school, aimed at addressing existing traffic congestion and traffic safety concerns. This will include a new bus drop-off/pick-up loop and parking lot with entry off Philadelphia Avenue (across from Birch Avenue), and a new parent drop-off/pick-up loop and parking areas to the front of the school via a consolidated entry/exit off Holly Avenue. The bus loop will exit to Holly Avenue at the existing southern entrance to the school. Lead-in sidewalks to the school will be provided via the new driveways. The existing lead-in walking path to the school from Grant Avenue will also be upgraded as part of this mandatory referral. The proposed traffic circulation improvements and traffic/pedestrian safety enhancements will increase the on-site queuing/stacking area for parent vehicles and buses, and will improve student safety at the school.

With the addition, the school’s program capacity will increase to 562 students from the current level of 290 students. Subsequently, enrollment at the school is expected to increase to 407 students from 402 students. With the addition, a total of 82 parking spaces will also be provided at the school.

The area surrounding the school is well served by mass-transit. The Takoma Park Red-line Metro Station is approximately 3,000 feet south of the school. Philadelphia Avenue is served by Metrobus Routes F4 and F6, and Ride-On Route 17. Piney Branch Road, approximately 800 feet from the school, is served by Ride-On Routes 3, 14, and 24.

**Master Plan Roadways**

The 2000 Approved and Adopted Takoma Park Master Plan describes the following nearby master-planned roadways:

Philadelphia Avenue, as a two-lane arterial (A-20) with a recommended minimum right-of-way width of 50 feet, between Chicago Avenue to the west and Carroll Avenue to the east.

Piney Branch Road, as a two-lane arterial (A-311) with a recommended minimum right-of-way width of 70 feet to the south of Philadelphia Avenue to the District of Columbia line and 80 feet to the north of Philadelphia Avenue. The 2005 Countywide Bikeways Functional Master Plan recommends a signed shared-roadway bikeway (SR-49) for Piney Branch Road between New Hampshire Avenue and the District of Columbia line.

Maple Avenue, as a two-lane primary residential street (P-2) with a recommended minimum right-of-way width of 60 feet, between Philadelphia Avenue to the south and Maplewood Avenue to the north. The 2005 Countywide Bikeways Functional Master Plan recommends a signed shared-roadway bikeway (SR-51) for Maple Avenue between Sligo Creek Trail and the Takoma Park Metro Station/District of Columbia line.

The Master Plan designates several of the roadways adjacent to the school as signed-shared on-road neighborhood bikeways including Chestnut Avenue, Holly Avenue, Hodges Lane, Grant Avenue, Darwin Avenue and the section of Philadelphia Avenue between Boston Avenue/Baltimore Avenue and Holly Avenue.
Adequate Public Facilities Review

The subject mandatory referral required a traffic study per the 2007 Local Area Transportation Review (LATR) and Policy Area Mobility Review (PAMR) Guidelines since the school generates 30 or more total peak-hour trips during the typical weekday morning (6:30 a.m. – 9:30 a.m.) and evening (4:00 p.m. – 7:00 p.m.) peak periods.

The consultant for MCPS submitted a traffic study that presented traffic-related impacts from the addition of 16 permanent classrooms at the school. The classroom addition project, which increases school’s program capacity from 270 students to 562 students, provides capacity for 160 students over the current enrollment of 402 students. Our review of the traffic study indicated that the study complied with the requirements of the LATR/PAMR Guidelines and the traffic study scope provided by staff. The traffic study was also reviewed by the Maryland State Highway Administration (SHA) staff and Montgomery County Department of Transportation (DOT) staff.

Local Area Transportation Review (LATR)

A summary of the capacity/Critical Lane Volume (CLV) analysis results for the study intersections for the weekday morning and afternoon peak-hours is presented in Table 1.

As shown in Table 1, capacity analysis presented in the traffic study indicated that under Total Traffic (i.e., Build) Conditions, CLV at the study intersections would be below the applicable congestion standard for the Silver Spring/Takoma Park Policy Area. The mandatory referral therefore satisfies the LATR requirements of the APF test.

Policy Area Mobility Review (PAMR)

To satisfy the PAMR requirements of the APF test, the Silver Spring/Takoma Park Policy Area requires mitigation of 15 percent of new trips generated by a use. Data included in the traffic study indicate that the per student trip rate at the Takoma Park Elementary School is approximately 25 percent lower than the per student trip rate for private schools with Grades K through 8 included in the LATR/PAMR Guidelines, which suggest that MCPS is achieving approximately 25 percent trip mitigation at the school. Based on that, staff finds MCPS to be achieving trip mitigation at the school that is well over the required threshold level. The mandatory referral therefore satisfies the PAMR requirements of the APF test.
### Table 1
**Summary of capacity calculations**

**Takoma Park Elementary School Classroom Addition Project**

<table>
<thead>
<tr>
<th>Intersection</th>
<th>Traffic Conditions</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Existing</td>
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<tr>
<td></td>
<td>AM</td>
</tr>
<tr>
<td>Piney Branch Rd/Ray Dr/Takoma Park MS Dr</td>
<td>926</td>
</tr>
<tr>
<td>Piney Branch Rd/Philadelphia Ave</td>
<td>1,244</td>
</tr>
<tr>
<td>Philadelphia Ave/Holly Ave</td>
<td>599</td>
</tr>
<tr>
<td>Philadelphia Ave/Birch Ave</td>
<td>508</td>
</tr>
<tr>
<td>Philadelphia Ave/Birch Ave/Proposed School Ent.</td>
<td>--</td>
</tr>
<tr>
<td>Philadelphia Ave/Cedar Ave</td>
<td>587</td>
</tr>
<tr>
<td>Philadelphia Ave/Maple Ave</td>
<td>820</td>
</tr>
<tr>
<td>Holly Ave/Existing School Entrance</td>
<td>143</td>
</tr>
<tr>
<td>Holly Ave/Proposed Bus Exit (Future)</td>
<td>--</td>
</tr>
<tr>
<td>Holly Ave/Hodges La</td>
<td>125</td>
</tr>
<tr>
<td>Holly Ave/Existing School Exit</td>
<td>164</td>
</tr>
<tr>
<td>Holly Ave/Proposed School Entrance (Future)</td>
<td>--</td>
</tr>
<tr>
<td>Holly Ave/Darwin Ave/Grant Ave</td>
<td>121</td>
</tr>
</tbody>
</table>


Congestion Standard for Silver Spring/Takoma Park Policy Area: 1,600 CLV

### Community Notification

The preliminary plans, developed on the basis of the educational specifications prepared by the Montgomery County Public Schools (MCPS), went through a series of design reviews with member of the Facility Advisory Committee. This committee was composed of representatives from the Takoma Park Elementary School, the City of Takoma Park, parents of students at Takoma Park Elementary School, an architect from the Maryland State Department of Education, A representative from Morgan Day Care Center and planners from the M-NCPPC. As a result of these meetings, the proposed plans were modified and evaluated in accordance with the suggestions and recommendations of the committee. A listing of Facility Advisory Committee members is included as Attachment 15.
CONCLUSION

Based on information provided by MCPS and the analysis contained in this report, staff concludes that the mandatory referral meets the applicable standards and guidelines for the environment, the applicable guidelines for adequate public facilities as well the development standards for the R-60 zone. Staff recommends approval of the mandatory referral with comments listed at the front of this report. Staff has no objection to the conditions enumerated in the City of Takoma Park resolution dated May 27, 2008.

Attachments:
1. Vicinity Map
2. Existing Site Plan
3. Proposed Site Plan
4. Zoning Map
5. Existing and Proposed Ground Floor Plan
6. Existing and Proposed Main Floor Plan
7. Existing and Proposed Building Elevations, South and East
8. Existing and Proposed Building Elevations, North and West
9. Resolution from the City of Takoma Park
10. Memorandum from Environmental Planning
11. Memorandum from Transportation Planning
12. Takoma Park Elementary School Application for Stormwater Management Concept Approval letter
13. Letter from Countywide Planning, Historic Preservation section regarding historicity of Annex Building
14. Environmental Report from Maryland Department of Natural Resources
15. Facility Advisory Committee
16. ADTEK correspondence regarding Countywide Planning Historic Preservation section email of January 16, 2008 (see Attachment 13)
Attachment 1

VICINITY MAP
Attachment 2


EXISTING SITE PLAN

PROPOSED SITE PLAN
Attachment 5

Room Key
1. Multi-purpose Room
2. Kitchen
3. Health Suite
4. General Office
5. Principal Office
6. Assistant Principal Office
7. Work Room
8. Conference Room
9. Classroom
10. Music Room
11. Art Room
12. Exterior Courtyard
13. Kindergarten
14. Pre-kindergarten
15. Team Room
16. Data Room
17. Instructional Media Center
18. Interior Courtyard
19. Star
20. Roof Terrace
21. Speech Therapy
22. Special Ed Resource
23. ESOL Classroom
24. Staff Lounge
25. Boiler Room
26. Electrical Room
27. Title 1 Parent Resource Room
28. Staff Development
29. Counselor Office
30. Computer Laboratory
31. Support Staff Office
32. Reading/Language Arts
33. Instructional Data Assistant
34. Testing Conference
35. Gymnasium
36. Gym Office
37. Utility Building Services
38. Childcare Classroom
39. Office/Reception
40. Yard Storage
41. Outside Storage
42. Media Prep
D. Ramp Down
E. Elevator
M. Mechanical
R. Roof
S. Storage
T. Toilet
U. Ramp Up

Existing Ground Floor

Proposed Ground Floor


EXISTING AND PROPOSED GROUND FLOOR PLAN
EXISTING AND PROPOSED GROUND FLOOR PLAN

Attachment 7

Existing Elevations

Proposed Elevations

EXISTING AND PROPOSED BUILDING ELEVATIONS
Attachment 8

Existing Elevations

Proposed Elevations


EXISTING AND PROPOSED BUILDING ELEVATIONS
Attachment 9

JUN 25 2008

Introduced by: Councilmember Wright

CITY OF TAKOMA PARK, MARYLAND

RESOLUTION NO. 2008-45

RECOMMENDING APPROVAL OF THE PROPOSED TAKOMA PARK
ELEMENTARY SCHOOL ADDITION

WHEREAS, Montgomery County Public Schools (MCPS) has submitted for Mandatory
Referral review by the Maryland National Park and Planning Commission, a
proposal for the construction of an addition to the Takoma Park Elementary
School (TPES); and

WHEREAS, TPES, located at 7511 Holly Avenue, is sited within an R-60 single-family
residential zoning district as set forth in the Montgomery County Zoning
Ordinance; and

WHEREAS, the Takoma Park City Council and the community have expressed their strong
support for upgrading the existing facility to better serve the elementary school
children of Takoma Park; and

WHEREAS, the existing facility is currently over capacity and many students living in Takoma
Park are bused outside City boundaries; and

WHEREAS, MCPS has been forthcoming in discussions with the community, and has
incorporated many design changes, developed in response to the concerns
expressed by the community, into its site plan; and

WHEREAS, the proposed site plan will improve ADA access, bus safety, vehicular access,
classroom facilities at TPES, mitigating the impact of proposed retaining walls
with additional landscaping and plantings; and

WHEREAS, the Council has a strong interest in the project moving forward in a timely and
efficient fashion with the least disruption to students; and

WHEREAS, the proposed development supports the recommendations set forth in the Takoma
Park Master Plan including the renovation and maintenance of existing facilities.

NOW, THEREFORE BE IT RESOLVED that the Council of the City of Takoma Park supports
the planned Takoma Park Elementary School addition and recommends the approval of the
proposed site plan with the following conditions:
Section 1. That all pedestrian connections adjoining public property and rights-of-way, including pedestrian connections from the direction of Holly and Grant Avenues, along the parking lot driveway, along Philadelphia Avenue, two connections from the City parking lot, a stairway at Philadelphia Avenue and a pathway at Grant Avenue, and along Holly Avenue, be installed or improved with a width of preferably eight feet and not less than four feet, with a cross slope no greater than 2%.

Section 2. That crosswalks be added across all driveway entrances.

Section 3. That large shade trees be planted a minimum of 20 feet and maximum of 35 feet on center along all onsite walkways, public sidewalks, parking lots and driveways.

Section 4. That the Lisa Hill “Bridge to Terabithia” memorial tree, located near the main entrance of the school, is relocated or preserved in its current location.

Section 5. That the landscaping installed between Philadelphia Avenue and the retaining walls shall have a naturalistic forest appearance, with 75% evergreen foliage, with a canopy of varied heights at maturity and a variety of textures.

Section 6. That number and size of usable flat grassy play areas be maximized including the field to the south of the building and the gathering space to the north of the school entrance.

Section 7. That a LEED Scorecard be used to evaluate the green features of the site.

Section 8. That MCPS continue to coordinate with the City regarding changes and refinements to the site construction documents.

Section 9. That the City may consider applying more stringent stormwater standards than the minimum required.

Adopted this 27th day of May, 2008.

ATTEST:

[Signature]
Jessie Carpenter, CMC
City Clerk
MEMORANDUM

TO: John Marcolin, Community Based Planning

VIA: Mark Pfefferle, Supervisor, Environmental Planning

FROM: Amy Lindsey, Environmental Planning

DATE: August 25, 2008

SUBJECT: Mandatory Referral No. 08104-MCPS-1
Takoma Park Elementary School

RECOMMENDATION:

Environmental Planning staff recommends transmittal of the Mandatory Referral with the following comments:

1. Final detailed and specific tree protection measures will be reviewed and approved by the City of Takoma Park municipal arborist. MCPS will provide a copy of the approved plan to MNCPPC Environmental Planning staff prior to scheduling a pre-construction inspection meeting.

BACKGROUND

Takoma Park Elementary School is a 4.70-acre existing school located in the City of Takoma Park at the intersection of Holly Drive and Philadelphia Avenue. There is no of forest onsite but numerous large and specimen trees. There are no streams, wetlands or floodplains on the subject property, nor any environmental buffer. The property is within the Sligo Creek watershed: a Use Class I/I-P watershed. The Montgomery County Schools (MCPS) proposed plan is to remove an auxiliary building, build an addition, and create a dedicated bus loop to service a larger proposed student body.

DISCUSSION

Environmental Guidelines
The applicant submitted and received approval of Natural Resources Inventory/Forest Stand Delineation (NRI/FSD) number 420081250 on March 31, 2008. There are some areas of steep slopes but no other sensitive environmental features.

Forest Conservation
This property is subject to the Chapter 22A Montgomery County Forest Conservation but was determined to be exempt from the requirements of submitting a Forest Conservation
Plan as per 42009002E, approved on July 24, 2008. A Tree Save Plan was submitted at time of Mandatory Referral.

**Tree Save**
There are 7 specimen trees (≥30" DBH or by species), 7 large trees (≥24" DBH), and 33 other significant trees on the property. As part of the demolition and construction of the addition and associated structures, 2 specimen trees, 1 large tree, and 8 significant trees will be removed. The final disposition of some trees will need to be determined at a later date. For example, there are several trees located along the LOD on steep slopes that may need to be removed, depending on detailed field conditions. The City of Takoma Park arborist and MNCPPC inspection staff will make removal and retention decisions jointly.

As part of the improvements planned for the school, MCPS will be constructing a set of steps leading to the sidewalk by the City of Takoma Park Library. The stormwater management conveyance pipe is located directly adjacent to these steps to minimize disturbance and damage to the critical root zones of nearby trees. MCPS will also be rehabilitating a gravel path adjacent to Piney Branch Elementary School. The new path is designed on the footprint of the old path and the work will require no tree removal.

All other trees on adjacent residential and City of Takoma Park property will be adequately protected from damage associated with the proposed development. The City of Takoma Park municipal arborist will review and approve a Final Tree Save Plan and MCPS will provide a copy of the approved plan to MNCPPC Environmental Planning staff prior to scheduling a pre-construction inspection meeting.

**Stormwater Management**
Stormwater management is reviewed and approved by the City of Takoma Park. Montgomery County does not have jurisdiction for the review of stormwater management in the City of Takoma Park.

**Green Building**
This project will not need to comply with County Council Bill 17-06, Montgomery County Green Buildings Law, as it is an addition that does not increase the current building’s land coverage by 100% or more.

**Water Quality**
A portion of the subject property is located in the Lower Sligo subwatershed of the Sligo Creek watershed. The *Countywide Stream Protection Strategy* (CSPS) assesses this tributary as having poor overall conditions. The subwatershed is designated a Watershed Restoration Area where the CSPS recommends a comprehensive watershed restoration action plan to identify and implement stormwater retrofit and stream restoration projects.
September 2, 2008

MEMORANDUM

TO: John Marcolin, Planner/Coordinator
Community-Based Planning Division

VIA: Shahriar Etemadi, Supervisor
Transportation Planning

FROM: Cherian Eapen, Planner/Coordinator
Transportation Planning
301-495-4525

SUBJECT: Mandatory Referral 08104-MCP\nTakoma Park Elementary School
Proposed Construction of Classroom Addition to the Existing School
7511 Holly Avenue
Silver Spring/Takoma Park Policy Area

This memorandum presents Transportation Planning staff’s review of the subject
mandatory referral for Takoma Park Elementary School to construct an addition to the existing
school that will replace existing portable classrooms at the school with permanent classrooms.
The school is located within the northeast corner of Philadelphia Avenue (MD 410)/Holly
Avenue intersection at 7511 Holly Avenue in Takoma Park, within the Silver Spring/Takoma
Park Policy Area.

RECOMMENDATIONS

We recommend that the Planning Board transmit following comments to Montgomery
County Public Schools (MCPS) regarding this mandatory referral:

1. Any future mandatory referral submission for improvements at the school by MCPS must
include a traffic study for Adequate Public Facilities (APF) purposes if the improvements
will increase school’s program capacity beyond 562 students.

2. MCPS must discourage parent drop-off/pick-up of students along Philadelphia Avenue,
Grant Avenue, and Holly Avenue.
DISCUSSION

School Location, Access, Enrollment, Pedestrian Facilities, Parking, and Public Transportation

Takoma Park Elementary School is located within the northeast corner of Holly Avenue and Philadelphia Avenue in Takoma Park. The school, with an enrollment of approximately 402 students in Grades K through 2, is open between 9:05 a.m. and 3:30 p.m. A day-care facility is also located on the school property, which is open between 7:00 a.m. and 6:00 p.m.

Takoma Park Elementary School is bounded by Holly Avenue to the west, Philadelphia Avenue to the south, and the City of Takoma Park offices and library to the east. Takoma Park Middle School is located to the northwest of the elementary school (approximately 1,000 feet away) along Grant Avenue, to the northeast corner of the intersection of Piney Branch Road and Grant Avenue. Holly Avenue, to the front of the school, is a north-south residential street between Eastern Avenue to the south and Grant Avenue to the north. Its intersection with both Philadelphia Avenue and Grant Avenue is All-Way STOP-sign controlled. Holly Avenue has a posted speed limit of 25 mph. During school hours (8:00 a.m. to 4:00 p.m.), Holly Avenue along school frontage has a 15 mph speed restriction. It is a closed section roadway with curbs and a sidewalk along its east side, and has a pavement width of approximately 20 feet. On-street parking is permitted along the east side of Holly Avenue between Philadelphia Avenue and school entrance and on both sides between Hodges Lane and Grant Avenue. Philadelphia Avenue is a major east-west arterial between Silver Spring and Prince George’s County. The roadway has sidewalks on both sides and has a posted speed limit of 25 mph in the vicinity of the school. During school hours, travel speed along Philadelphia Avenue in the vicinity of the school is limited to 15 mph. Birch Avenue and Cedar Avenue, residential streets to the south of the school between Holly Avenue and Maple Avenue, intersects Philadelphia Avenue along the school frontage. Birch Avenue has a sidewalk along its west side and Cedar Avenue has sidewalks along both sides of the roadway. Hodges Lane is a residential street that extends west from Holly Avenue/Takoma Park Elementary School towards Piney Branch Road (terminating approximately 50 feet from Piney Branch Road). Its approach to Holly Avenue is STOP-sign controlled. There are no sidewalks along Hodges Lane. Parking is permitted along the south side of Hodges Lane.

Primary access to the school is currently from Holly Avenue via directional driveways that circulate traffic in a counter-clockwise direction in front of the school. Parking is currently provided to the front and north of the school building and consists of 47 parking spaces. Parents, staff, visitors, and buses enter the school via the driveway between Philadelphia Avenue and Hodges Lane and exit the school via the driveway between Hodges Lane and Grant Avenue. During student drop-off and pick-up hours, buses circulate on-site along an exclusive loop between the school building and the parking lot, and parents circulate through the parking lot aisle. In the morning, to minimize spillback of vehicles to Holly Avenue and to its intersection with Philadelphia Avenue, staff assists students from the parent vehicles to the school. However, during school dismissal hour, waiting parent vehicles occasionally spill back onto Holly Avenue and block buses from entering the school. At present, the parent loop can accommodate approximately nine to ten vehicles and the bus loop can accommodate approximately five buses.
Lead-in sidewalks are provided to the school along the Holly Avenue entrance driveway and from Philadelphia Avenue. A lead-in walking path is also provided to the school from Grant Avenue.

The proposed mandatory referral and classroom addition project will eliminate eight existing portable classrooms and add 16 permanent classrooms to the existing school building. The project will also implement a new traffic circulation plan at the school, aimed at addressing existing traffic congestion and traffic safety concerns. This will include a new bus drop-off/pick-up loop and parking lot with entry off Philadelphia Avenue (across from Birch Avenue), and a new parent drop-off/pick-up loop and parking areas to the front of the school via a consolidated entry/exit off Holly Avenue. The bus loop will exit to Holly Avenue at the existing southern entrance to the school. Lead-in sidewalks to the school will be provided via the new driveways. The existing lead-in walking path to the school from Grant Avenue will also be upgraded as part of this mandatory referral. The proposed traffic circulation improvements and traffic/pedestrian safety enhancements will increase the on-site queuing/stacking area for parent vehicles and buses, and will improve student safety at the school.

With the addition, the school’s program capacity will increase to 562 students from the current level of 290 students. Subsequently, enrollment at the school is expected to increase to 407 students from 402 students. With the addition, a total of 82 parking spaces will also be provided at the school.

The area surrounding the school use is well served by mass-transit. The Takoma Park Red-line Metro Station is approximately 3,000 feet south of the school. Philadelphia Avenue is served by Metrobus Routes F4 and F6, and Ride-On Route 17. Piney Branch Road, approximately 800 feet from the school, is served by Ride-On Routes 3, 14, and 24.

Master Plan Roadways

The 2000 Approved and Adopted Takoma Park Master Plan describes the following nearby master-planned roadways:

1. Philadelphia Avenue, as a two-lane arterial (A-20) with a recommended minimum right-of-way width of 50 feet, between Chicago Avenue to the west and Carroll Avenue to the east.

2. Piney Branch Road, as a two-lane arterial (A-311) with a recommended minimum right-of-way width of 70 feet to the south of Philadelphia Avenue to District of Columbia line and 80 feet to the north of Philadelphia Avenue. The 2005 Countywide Bikeways Functional Master Plan recommends a signed shared-roadway bikeway (SR-49) for Piney Branch Road between New Hampshire Avenue and the District of Columbia line.

3. Maple Avenue, as a two-lane primary residential street (P-2) with a recommended minimum right-of-way width of 60 feet, between Philadelphia Avenue to the south and Maplewood Avenue to the north. The 2005 Countywide Bikeways Functional Master
Plan recommends a signed shared-roadway bikeway (SR-51) for Maple Avenue between Sligo Creek Trail and the Takoma Park Metro Station/District of Columbia line.

The master plan designates several of the roadways adjacent to the school as signed-shared on-road neighborhood bikeways including Chestnut Avenue, Holly Avenue, Hodges Lane, Grant Avenue, Darwin Avenue and the section of Philadelphia Avenue between Boston Avenue/Baltimore Avenue and Holly Avenue.

Adequate Public Facilities Review

The subject mandatory referral required a traffic study per the 2007 Local Area Transportation Review (LATR) and Policy Area Mobility Review (PAMR) Guidelines since the school generates 30 or more total peak-hour trips during the typical weekday morning (6:30 a.m. – 9:30 a.m.) and evening (4:00 p.m. – 7:00 p.m.) peak periods.

The consultant for MCPS submitted a traffic study that presented traffic-related impacts resulting from the addition of 16 permanent classrooms at the school. The classroom addition project, which increases school’s program capacity from 290 students to 562 students, represents an addition of 160 students over current enrollment of 402 students. Our review of the traffic study indicated that the study complied with the requirements of the LATR/PAMR Guidelines and the traffic study scope provided by staff. The traffic study was also reviewed by the Maryland State Highway Administration (SHA) staff and Montgomery County Department of Transportation (DOT) staff.

- Local Area Transportation Review

A summary of the capacity/Critical Lane Volume (CLV) analysis results for the study intersections for the weekday morning and afternoon peak-hours is presented in Table 1.

As shown in Table 1, capacity analysis presented in the traffic study indicated that under Total Traffic (i.e., Build) Conditions, CLV at the study intersections would be below the applicable congestion standard for the Silver Spring/Takoma Park Policy Area. The mandatory referral therefore satisfies the LATR requirements of the APF test.
TABLE 1
SUMMARY OF CAPACITY CALCULATIONS
TAKOMA PARK ELEMENTARY SCHOOL CLASSROOM ADDITION PROJECT

<table>
<thead>
<tr>
<th>Intersection</th>
<th>Traffic Conditions</th>
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<tr>
<td>Piney Branch Rd/Ray Dr/Takoma Park MS Dr</td>
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<td>Philadelphia Ave/Cedar Ave</td>
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<tr>
<td>Holly Ave/Darwin Ave/Grant Ave</td>
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</table>

Congestion Standard for Silver Spring/Takoma Park Policy Area: 1,600 CLV.

- Policy Area Mobility Review

To satisfy the PAMR requirements of the APF test, the Silver Spring/Takoma Park Policy Area requires mitigation of 15 percent of new trips generated by a use. Data included in the traffic study indicate that the per student trip rate at the Takoma Park Elementary School is approximately 25 percent lower than the per student trip rate for private schools with Grades K through 8 included in the LATR/PAMR Guidelines, which suggest that MCPS is achieving approximately 25 percent trip mitigation at the school. Based on that, staff finds MCPS to be achieving trip mitigation at the school that is well over the required threshold level. The mandatory referral therefore satisfies the PAMR requirements of the APF test.
cc: Bill Barron
    Illona Blanchard
    Greg Leck
    Sarah Navid
    Jean Gries
    Corren Giles
    Ray Marhamati
    Kris Jagarapu
March 25, 2008

Montgomery County Public Schools
Attention: Mr. Ray Marhamati
2096 Gaither Road
Suite 203
Rockville, Maryland 20850

Re: Takoma Park Elementary School Application for Stormwater Management (SWM) Concept Approval, No. SW08-02

Dear Mr. Marhamati:

The application for SWM concept approval for the referenced project has been reviewed. The concept plan submitted by ADTEK Engineering, Inc. is found acceptable.

A SWM permit application should be filed for this project prior to construction of the facilities. Permit requirements are set forth in Takoma Park Code Title 16.

An application for permit is enclosed for your use.

Sincerely yours,

[Signature]

Ali Khalil, P.E.
City Engineer

cc: Mr. Welker/ADTEK

Enclosure
From: Whipple, Scott [mailto:Scott.Whipple@mncppc-mc.org]
Sent: Wednesday, January 16, 2008 2:54 PM
To: Donna Pavik
Subject: 7511 Holly Avenue

In response to your inquiry, the above referenced property is not listed in either the Montgomery County Locational Atlas and Index of Historic Sites or the Montgomery County Master Plan for Historic Preservation.

Please contact the Maryland Historical Trust to confirm whether or not the property is listed in, or determined eligible for listing in, the National Register for Historic Preservation.

Scott D. Whipple
Historic Preservation Supervisor
Montgomery County Planning Department
Countywide Planning—Historic Preservation Section
1109 Spring Street, Suite 801
Silver Spring, MD 20910
301-563-3400 phone
301-563-3412 fax
http://www.mc-mncppc.org/historic/

Patrick Welker, PE
Civil Project Manager

Providing Civil, Structural, Specialty Engineering and Landscape Architecture Services
Serving Clients Nationwide from Offices in Virginia, Maryland, Delaware and Michigan

This communication is intended solely for the addressee and is confidential. If you are not the intended recipient, disclosure, copying, distribution, or any action taken or admitted to be taken in reliance on it is prohibited and may be unlawful.
January 31, 2008

Donna J. Pivik
ADTEK Engineers, Inc
3251 Old Lee Highway, Suite 405
Fairfax, VA 22030

RE: Environmental Review for Takoma Park Elementary School, 7511 Holly Avenue, Takoma Park, ADTEK 0677.02A, Montgomery County, MD.

Dear Ms. Pivik:

The Wildlife and Heritage Service has determined that there are no State or Federal records for rare, threatened or endangered species within the boundaries of the project site as delineated. As a result, we have no specific comments or requirements pertaining to protection measures at this time. This statement should not be interpreted however as meaning that rare, threatened or endangered species are not in fact present. If appropriate habitat is available, certain species could be present without documentation because adequate surveys have not been conducted.

Thank you for allowing us the opportunity to review this project. If you should have any further questions regarding this information, please contact me at (410) 260-8573.

Sincerely,

Lori A. Byrne,
Environmental Review Coordinator
Wildlife and Heritage Service
MD Dept. of Natural Resources

ER# 2008.0035
## Facility Advisory Committee

### Membership of Committee

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<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>School</th>
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<tr>
<td>Ms. Zadia Gadsden</td>
<td>Chair/Principal</td>
<td>Takoma Park Elementary School</td>
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<td>Ms. Sue Anderson</td>
<td>Parent</td>
<td>Takoma Park Elementary School</td>
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<td>Mr. Bill Angelis</td>
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<td>Mr. Maurice Belanger</td>
<td>Community</td>
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<td>Planner</td>
<td>City of Takoma Park</td>
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<td>Ms. Rebecca Brown</td>
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<td>Ms. Kafi Lewis</td>
<td>Community Planner</td>
<td>Maryland—National Capital Park &amp; Planning Division of Construction, MCPS</td>
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<td>Mr. John Marcolin</td>
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<td>Ms. Caroline Zwicker</td>
<td>Parent</td>
<td>Takoma Park Elementary School</td>
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04 September 2008

Smolen Emr + Associates Architects
1355 Piccard Drive, Suite 200
Rockville, Maryland 20850

Attn.: Mr. Gary Mosesman, AIA

Re: Takoma Park Elementary School
    Historical Trust
    ADTEK Project # 0677.02a

Dear Gary:

We understand that the M-NCPCC Historic Preservation Section did not find any Historical properties within the bounds of the subject site. Furthermore, they requested that we contact the Maryland Historical Trust to confirm that this was their understanding as well. However, since this project is not receiving State funding, the MHT will not respond to our request due to a backlog of outstanding work. At their direction, we visited the Maryland register of historic properties (www.mdhhp.net/cfm/act_advancesearch.cfm). Upon review of this site, no records of historic significance could be found. We trust that this knowledge will satisfy the request made by M-NCPPC and that this project may move forward as currently scheduled.

Should you have any questions or concerns in these regards, please do not hesitate to contact us.

Respectfully Yours,

Shawn Benjaminson, PE, LEED AP
Civil Team Leader