



**MONTGOMERY COUNTY PLANNING DEPARTMENT**  
THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

MCPB  
ITEM NO. 8  
11-19-09

November 13, 2009

**MEMORANDUM**

**TO:** Montgomery County Planning Board

**VIA:** Dan Hardy, Chief *DKH*  
Move/Transportation Planning Division

**FROM:** Larry Cole: 301-495-4528, for Move/Transportation Planning Division *LC*

**SUBJECT:** Draft Scope of Work for a Comprehensive Functional Master Plan of Highways Amendment

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**RECOMMENDATION:** Approve Scope of Work.

Staff is requesting that the Planning Board approve the attached Draft Scope of Work as the final scope for a Comprehensive Functional Master Plan of Highways Amendment.



# master plan of highways

Scope of Work • November 2009

Montgomery County Planning Department  
The Maryland-National Capital Park and Planning Commission  
[MontgomeryPlanning.org](http://MontgomeryPlanning.org)

scope of work

## master plan of highways

abstract

This Scope of Work outlines the tasks and goals of updating the Master Plan of Highways, as well as the outreach that will be used in the planning process.

source of copies

The Maryland-National Capital Park and Planning Commission  
8787 Georgia Avenue  
Silver Spring, MD 20910-3760

Online at: [www.MontgomeryPlanning.org/transportation](http://www.MontgomeryPlanning.org/transportation)

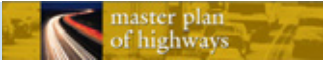
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scope of work  
master plan of highways

Prepared by the Montgomery County Planning Department

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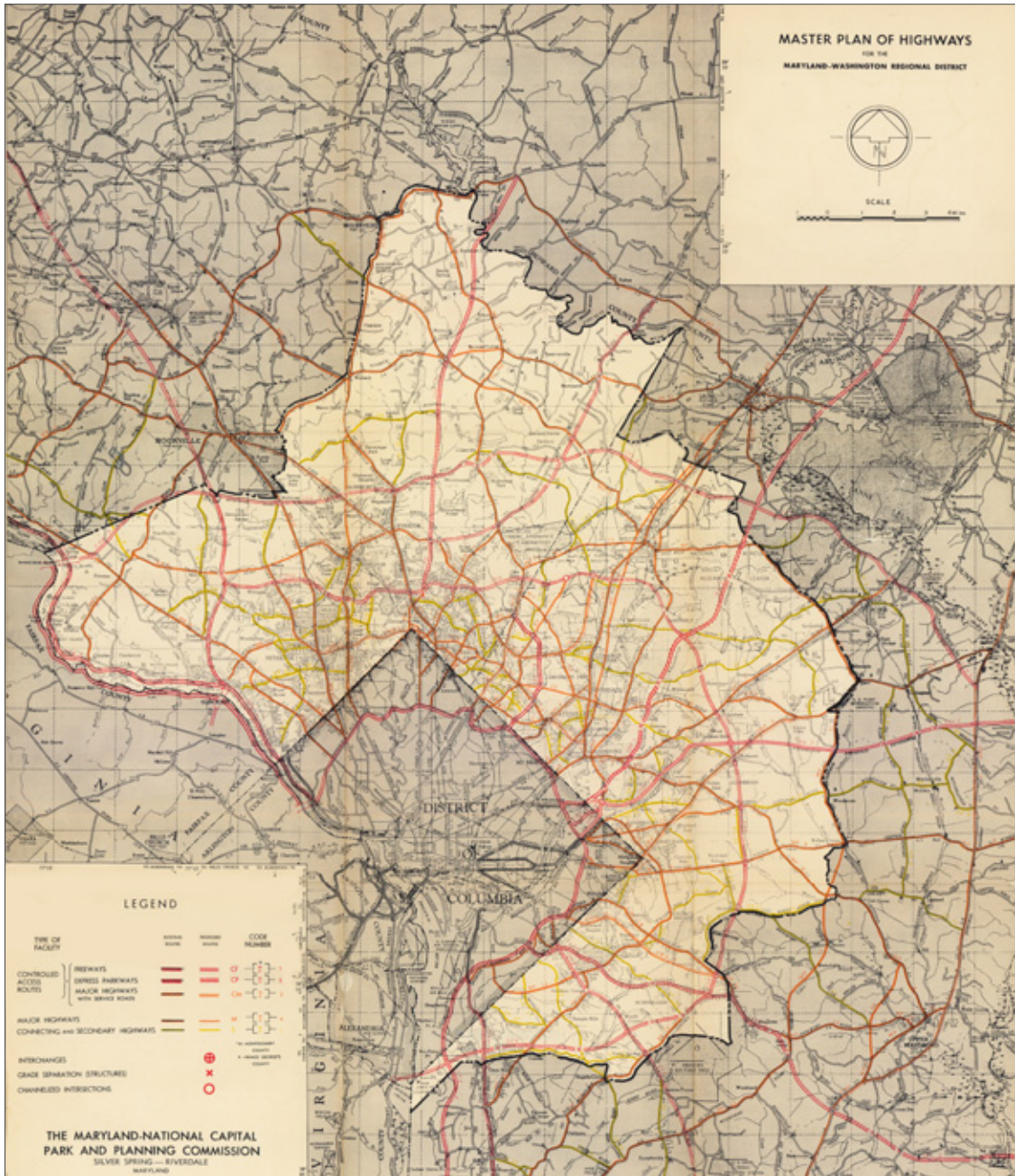
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This report provides the scope of work for a comprehensive update of the 1955 Master Plan of Highways, compiling the amendments to the Plan approved and adopted in the last half-century. This amendment will also align the Plan with the County’s Road Code, which was of a similar vintage until it was comprehensively updated in 2007.

context

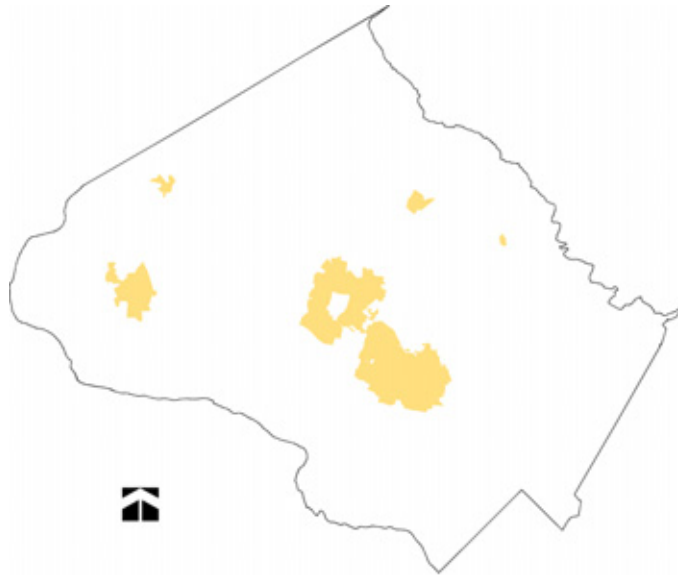
The first Master Plan of Highways for Montgomery County was approved and adopted in 1931, shortly after the creation of the Maryland-National Capital Park and Planning Commission in 1927. The last comprehensive update to the Master Plan of Highways was approved and adopted in 1955. The 1955 Plan covered Montgomery County’s portion of the Maryland-Washington Regional District as it existed at the time—roughly the area east of Georgia Avenue, east and south of the City of Rockville, and Potomac southeast of the Glen—comprising only about one third of the County’s area.





A draft Master Plan of Highways for the entire area of both Montgomery and Prince George's Counties was proposed in 1967 but the process was never completed.

Master plans and sector plans that have been approved and adopted since 1955 have amended the Master Plan of Highways, as have the many limited functional Master Plan of Highways Amendments. Maps of the Master Plan of Highways for the whole County were published in 1986, 1992, and 2005 as reference documents derived from all these plans and amendments, rather than as standalone approved and adopted plans.



### geography

The geography for the Plan will be the entire County, less the seven municipalities that have their own planning authority:

- Barnesville
- Brookeville
- Gaithersburg
- Laytonsville
- Poolesville
- Rockville
- Washington Grove

### purpose

The update will:

- incorporate changes to implement the new Minor Arterial and Controlled Major Highway classifications developed in the 2007 Road Code.
- address inconsistencies between adjacent master plans adopted at different dates
- make needed classification changes, including consideration of additional candidate rustic roads
- make the Master Plan of Highways more readily accessible to the public by compiling the many source documents as a single Plan.

A significant goal of this update is to align the Master Plan of Highways with the County Road Code, which was amended in 2007 to make roads more pedestrian-friendly and context-sensitive. The update will reclassify individual roads to meet new roadway classifications and descriptions. It will not make any changes associated with the roadway standards added by Executive Regulation, such as right-of-way, since this work is not yet complete and is better addressed within the context of the master plans.

Another goal is to reduce the confusion that can occur when multiple amendments are made to master plans, their boundaries change, overlapping recommendations are made to roads on the boundaries, and occasionally recommendations are made to roads outside a plan's boundaries.

The Plan has the following objectives:

#### bring the plan up-to-date and clarify information

- Change the title to the Master Plan of Highways and Transitways.
- Create standardized map symbols to be used for both the Master Plan of Highways and new master and sector plans.
- Include an alphabetized list, noting the planning area, the roadway classification, the planned right-of-way width, and number of through travel lanes for each road, as well as noting whether there is a transitway. The list will include entries for transitway rights-of-way where they are independent from a roadway.
- Display on the map all master planned transit centers.
- Display on the map the urban areas as identified in the Road Code and by Council resolution.
- To reflect the existing transportation network, include in the map and list non-master planned roads built to primary standards.
- Include descriptive information specified in master plans, such as truck restrictions.
- Create a process for updating the Master Plan of Highways with ongoing amendments to master, sector, and functional plans.

#### align roadway classifications with the new road code

- Reclassify some roads as Minor Arterials.



*Crystal Rock Drive*



*Kinster Road*

- Reclassify some roads as Controlled Major Highways.



Father Hurley Boulevard

- Reclassify some roads as Parkways.

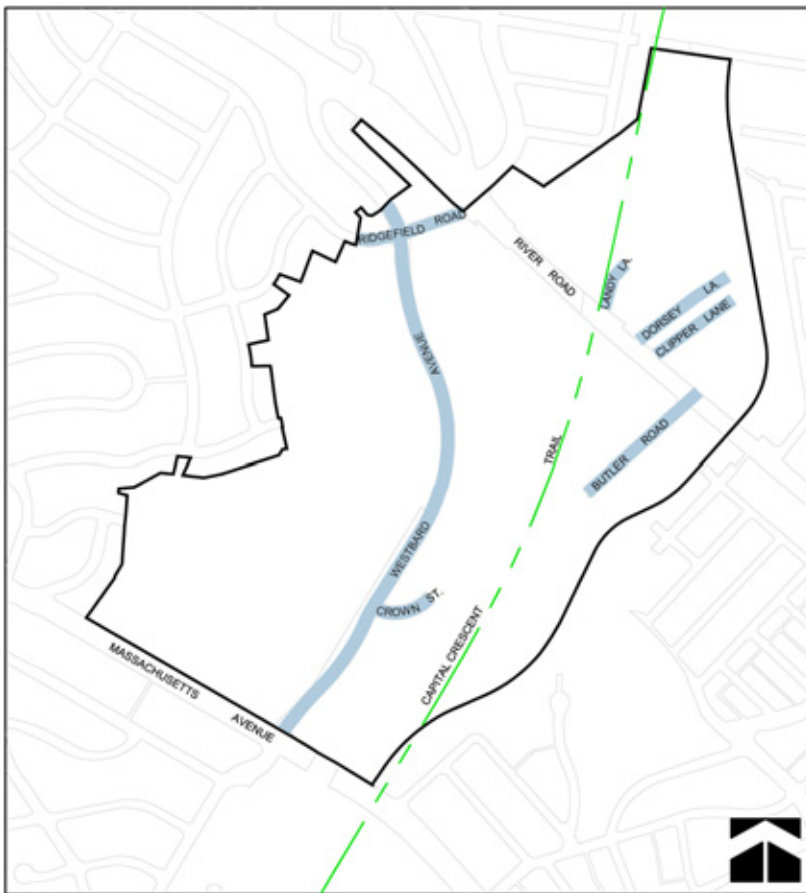


Montrose Parkway

- Delete the segment of Beach Drive classified as a Park Road in the Kensington-Wheaton Plan.
- Clarify the classification of roads in the Silver Spring CBD that were not classified in the 2000 Sector Plan.



- Classify seven roads in the Westbard Sector Plan for which master plan rights-of-way have been specified.



**make changes and additions to rustic roads**

- Make recommendations on the three roads that have been proposed to be classified as Rustic Roads—Allnut Lane, Bentley Road, and Mt. Carmel Cemetery Road—and others as proposed by the Rustic Roads Advisory Committee (RRAC).
- Describe the significant features and characteristics of twenty-nine roads classified as Rustic Roads in the 2002 Potomac Master Plan.
- Update descriptions of Rustic Roads as recommended by the RRAC, such as those that have been closed subsequent to their designation.



Allnut Lane



Bentley Road

### address inconsistent recommendations affecting adjacent plans

Adjacent plans often have adoption dates that differ by several years, during which time facility or project planning activities have evolved. What is adopted in the later plan may therefore not be reflected in the earlier adjacent plan.

Examples include:

- The planned number of lanes on East Gude Drive in the 2004 Upper Rock Creek Master Plan appears to be inconsistent with the 2006 Shady Grove Sector Plan and with the existing condition in the City of Rockville.
- Alderton Road is classified as a Primary Residential Road in the 1994 Aspen Hill Master Plan but was not classified in the 1989 Kensington-Wheaton Plan.
- The Georgia Avenue Busway concept was developed in the late 1990s and is not reflected in the 1989 Kensington-Wheaton Plan.
- Randolph Road is classified as an Arterial west of Rock Creek Park, but as a Major Highway east of the Park.



*East Gude Drive - City of Rockville*



*East Gude Drive -  
Upper Rock Creek Master Plan Area*



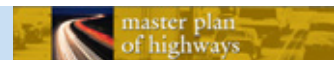
*East Gude Drive - Shady Grove Sector Plan*

### incorporate relevant findings from the county wide BRT study

MCDOT is conducting a year-long study of Bus Rapid Transit (BRT) network options, expected to result in recommendations for additional master planned transitways. Results from that study will be incorporated into this Plan; the schedule of this Plan may need to be revisited depending on the BRT study outcome and schedule.

- The Minor Arterial classification was developed to recognize that some roadways serve an arterial function but have adjacent residential land uses that warrant the ability to implement certain traffic calming procedures, such as speed humps, that are prohibited on arterial roadways. In the past, the Council has classified most of these roads, such as Bel Pre Road and Redland Road, as Primary Residential Roads. This update's proposal to reclassify Primary Residential Roads to Minor Arterials may create concern for some residents about encouraging through traffic. On the other hand, reclassifying roads from Arterials to Minor Arterials may create concern for Executive staff about restricting traffic flow on these roads since Minor Arterials are eligible for traffic-calming.
- Reclassifying Major Highways to Controlled Major Highways may create concerns about higher target speeds and reduced access to adjacent properties.

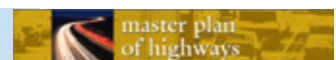
## approach



In the mid-1990s, The Transportation Planning Division began compiling all the various highway recommendations in the master plans to create a comprehensive Master Plan of Highways table showing the classifications and right-of-way widths for each master planned road. This compilation has been used as an in-house information resource since about 2000 and has been shared with MCDOT staff as a working document, updated as new plans are approved and adopted. It will provide a starting point for this master plan amendment.

The goal of approving and adopting the Master Plan of Highways is a broad one. There are objectives in the proposed work effort that affect the whole County, such as reclassifying roads to Minor Arterials or Controlled Major Highways. But there are also local objectives, such as the potential widening of Gude Drive and the road classifications in Westbard.

## outreach



The project team will work with residents of the entire County because of the global nature of this master plan update. Where draft recommendations would affect incorporated municipalities, elected officials will be informed and given the opportunity to comment. Civic associations will receive notice of public meetings.

Department staff will hold one community meeting in each of the four planning team areas during the winter of 2009-2010 to identify citizens' concerns with the proposed changes.

The team will work with a technical advisory group, including representatives of the Parks Department, the Montgomery County Department of Transportation, the Maryland State Highway Administration, the Regional Service Centers, and the Rustic Roads Advisory Committee.

## project schedule

Department staff is responsible for meeting the schedule set out for phases 1 and 2.

- Draft Scope of Work reviewed by Planning Board - November 19, 2009
- Initial Plan work reviewed by Planning Board - September 2010
- Planning Board Draft transmitted to the Executive and the Council - March 2011

### *Phase 1: Pre-Plan*

#### **Scope Project**

Prepare a statement that briefly describes the Amendment's purpose, goals, and objectives.

Product: Budget program element that describes the project in the FY 2010 budget.

### *Phase 2: Develop Draft Plan* (13 Months)

#### **Establish Work Program** (1 month)

Discuss and finalize the needed analysis and resources, and establish a methodology and approach. Prepare a detailed Scope of Work that describes the plan area, issues, and goals; outlines the activities to occur in each phase of the Plan's development; provides a community outreach plan; and establishes a time line.

Product: Scope of Work

#### **Background Research** (2 months)

Complete an existing conditions inventory, analysis, and mapping that address this Amendment's many objectives.

Product: Existing conditions maps and data, and community contact and distribution list.

#### **Analysis** (1 month)

A community meeting will be held in each of the four planning team areas to hear residents' concerns and comments on the proposed Amendment.

#### **Analysis** (6 months)

Following community meetings, the planning team will evaluate the comments received. The proposed changes will maintain an adequate transportation network while preserving or enhancing community character.

Product: Analysis of the proposed roadway classification changes, with their transportation, community, and environmental impacts.

#### **Develop Draft Recommendations** (1 month)

Staff will provide preliminary recommendations on all objectives and will present them to the Planning Board. After obtaining Board input, staff will finalize the recommendations.

Product: Draft recommendations

#### **Prepare Draft Plan** (2 months)

Staff will prepare the draft Amendment, enabling the Planning Board to schedule a public hearing.

Product: Public Hearing Draft

*Phase 3: Planning Board Review* (3 months)

**Conduct Planning Board Public Hearing** (1 month)

Staff will schedule and advertise the public hearing, and distribute the Plan. The Planning Board will hold a public hearing on the draft plan.

Product: Public hearing transcript and summary notes

**Planning Board Worksession and Planning Board Draft** (2 months)

Staff will prepare the issues for the Planning Board worksessions. Following the worksessions, staff will prepare the Planning Board draft document and seek Board approval to transmit the Plan to the County Council and Executive.

Product: Planning Board Draft

*Phase 4: County Executive Review* (60 Days)

**County Executive Review**

The Executive will review the Plan's recommendations, conduct a fiscal analysis, and transmit comments to the County Council.

Product: Executive's comments on the Planning Board Draft

*Phase 5: County Council Review* (2 months)

**County Council Hearing and T&E Committee Worksessions**

The County Council will hold a public hearing on the Planning Board Draft, followed by the Council's Transportation, Infrastructure, Energy, and Environment Committee worksessions. The T&E Committee will make recommendations to the full Council on the Planning Board Draft Plan. The County Council will approve the Plan.

Product: Approved master plan

*Phase 6: Implementation*

**Planning Board and full Commission Adoption of the Approved Plan**

Product: Approved and adopted master plan



The Planning Department's approved FY10 budget allocates 1.9 work years to the Master Plan of Highways. The current staffing estimate includes an additional 3 work years for FY 11, reflecting that the effort spans multiple fiscal years and the multiple plan elements in the work scope.



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