



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

MCPB Agenda Item 2

October 13, 2011

**MEMORANDUM**

DATE: October 5, 2011

TO: Montgomery County Planning Board

VIA: Mary R. Bradford, Director of Parks *Mary R. Bradford*

FROM: Michael F. Riley, Deputy Director, Administration *MFR*

SUBJECT: Addition of a project in the Department of Parks FY13-18 Capital Improvements Program: ***M-NCPPC Headquarters Project***

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**Staff Recommendation**

Approve a request for planning funds to assess the feasibility of a new M-NCPPC Headquarters in the Wheaton CBD.

**Background & Justification**

The M-NCPPC's Montgomery County headquarters staff is divided among three locations in Silver Spring--the Montgomery Regional Office (MRO) at 8787 Georgia Avenue; Parkside Headquarters at 9500 Brunett Avenue; and leased space at 1400 Spring Street. MRO, the only of the three locations that M-NCPPC owns, is in poor condition, functionally obsolete, overcrowded, and fails to serve the public adequately. Several studies have documented the many problematic conditions at MRO and have concluded that MRO should be replaced as opposed to renovated. Parkside Headquarters is a former elementary school building built in the 1930s that is also functionally obsolete and overcrowded.

In July 2010, as part of the Wheaton Revitalization Program managed by the County's Department of General Services, Montgomery County and the Washington Metropolitan Area Transit Authority (WMATA) selected a real estate development team to redevelop several key properties located on and adjacent to the Wheaton Metro Station in the Wheaton Central Business District (CBD). Properties identified include the WMATA bus bays, the WMATA parking garage, the Mid-County Regional Services Center, and County Parking Lots 13 and 34.

The County has asked M-NCPPC to consider relocating its headquarters to Wheaton. The construction of a Park & Planning building in the Wheaton CBD could help achieve the goals of the Wheaton Revitalization Program while also meeting M-NCPPC's goals for a new headquarters. If planning funds are approved, M-NCPPC will work with the County, WMATA, development team, and community to determine requirements and feasibility of a new M-NCPPC Headquarters in the Wheaton CBD.

This project will fund staffing and professional consulting services to finalize a program of requirements, evaluate design options, estimate costs, assess financial viability and funding mechanisms, and determine the most advantageous delivery method for the headquarters.

M-NCPPC previously attempted to obtain a new headquarters through redevelopment of the MRO site into a mixed use development called SilverPlace. In July 2008, in a non-regulatory capacity, the Planning Board approved a "Charrette Plan" for SilverPlace that was produced through a week-long charrette process held with all stakeholders. While the Charrette Plan was broadly endorsed for meeting multiple public policy objectives, SilverPlace did not gain approval for funding and the project was closed out. The Charrette Plan should guide discussions on the future development and use of the MRO site if a decision is made to relocate the M-NCPPC Headquarters.

**Conclusion**

There is potential to meet multiple public policy objectives by building a new Park & Planning Headquarters in the Wheaton CBD. Funding is required for staff to evaluate the opportunity and formulate a recommendation for the Planning Board's future consideration.

MFR:mfr

Attachment: Project Description Form

# M-NCPPC Headquarters Project -- No. 138707

Category **M-NCPPC**  
 Subcategory **Development**  
 Administering Agency **M-NCPPC**  
 Planning Area **Kensington-Wheaton**

Date Last Modified  
 Required Adequate Public Facility  
 Relocation Impact  
 Status

**October 04, 2011**  
**No**  
**None**  
**Planning Stage**

### EXPENDITURE SCHEDULE (\$000)

Cost Element	Total	Thru FY11	Est. FY12	Total 6 Years	FY13	FY14	FY15	FY16	FY17	FY18	Beyond 6 Years
Planning, Design, and Supervision	200	0	0	200	200	0	0	0	0	0	0
Land	0	0	0	0	0	0	0	0	0	0	0
Site Improvements and Utilities	0	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>200</b>	<b>0</b>	<b>0</b>	<b>200</b>	<b>200</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### FUNDING SCHEDULE (\$000)

G.O. Bonds	200	0	0	200	200	0	0	0	0	0	0
<b>Total</b>	<b>200</b>	<b>0</b>	<b>0</b>	<b>200</b>	<b>200</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### DESCRIPTION

This project provides for the planning of a new headquarters building for the Maryland-National Capital Park and Planning Commission, potentially located in the Wheaton Central Business District (CBD). In July 2010, Montgomery County and the Washington Metropolitan Area Transit Authority (WMATA) selected a real estate development team to redevelop several key properties located on and adjacent to the Wheaton Metro Station. Properties identified include the WMATA bus bays, the WMATA parking garage, the Mid-County Regional Services Center, and County Parking Lots 13 and 34.

M-NCPPC will work with the County, WMATA, development team, and community to determine requirements and feasibility of a new M-NCPPC Headquarters in the Wheaton CBD.

This project will fund staffing and professional consulting services to finalize a program of requirements, evaluate design options, estimate costs, assess financial viability and funding mechanisms, and determine the most advantageous delivery method for the headquarters.

#### ESTIMATED SCHEDULE

Project planning and conceptual design in FY13.

#### JUSTIFICATION

The M-NCPPC's Montgomery County administrative staff is divided among three locations in Silver Spring: the Montgomery Regional Office (MRO) at 8787 Georgia Avenue, Parkside Headquarters at 9500 Brunett Avenue, and leased space at 1400 Spring Street. MRO, the only of the three locations that M-NCPPC owns, is in poor condition, overcrowded, functionally obsolete, and fails to serve the public adequately. Several studies have documented the many problematic conditions at MRO and have concluded that MRO should be replaced as opposed to renovated.

#### OTHER

M-NCPPC previously attempted to obtain a new headquarters through redevelopment of the MRO site into a mixed use development called SilverPlace. In July 2008, in a non-regulatory capacity, the Planning Board approved a "Charrette Plan" for SilverPlace that was produced through a week long charrette process held with all stakeholders. While the Charrette Plan was broadly endorsed for meeting multiple public policy objectives, SilverPlace did not gain approval for funding and the project was closed out. The Charrette Plan should guide discussions on the future use of the MRO site should the M-NCPPC Headquarters be relocated to Wheaton.

A program of requirements for a new M-NCPPC headquarters was completed in 2008. The program needs to be revisited and updated to address significant organizational restructuring and changes in staffing levels.

#### OTHER DISCLOSURES

- A pedestrian impact analysis will be performed during design or is in progress.

APPROPRIATION AND EXPENDITURE DATA	COORDINATION	MAP
Date First Appropriation	Montgomery County Department of General Services	
First Cost Estimate	Wheaton Redevelopment Program	
Current Scope	WMATA	
Last FY's Cost Estimate		
Appropriation Request		
Appropriation Request Est.		
Supplemental Appropriation Request		
Transfer		
Cumulative Appropriation		
Expenditures / Encumbrances		
Unencumbered Balance		
Partial Closeout Thru		43
New Partial Closeout		
Total Partial Closeout		