

97            (B) any of the commercial uses allowed under 59-C-6.22(d);

98            ~~(B)~~ C) the following service uses allowed under 59-C-6.22(e):

99                    appliance repair shop[s];

100                   banking and financial institution[s];

101                   barber and beauty shop[s];

102                   child day care facility;

103                   clinic

104                   dry cleaning and laundry pickup station[s];

105                   duplicati[on]ng service[s];

106                   educational institution, private

107                   health club

108                   photographic studio[s];

109                   self-service laundromat;

110                   shoe repair shop[s];

111                   tailoring or dressmaking shop[s]; or

112            ~~(C)~~ D) [the following] all cultural, entertainment and recreational uses

113            [from subsection] allowed under 59-C-6.22(f) as well as art galleries

114            which are permitted as specialty shops under 59-C-6.22(d).[:]

115                   [billiard parlors;

116                   bowling alleys;

117 commercial recreational or entertainment establishments;  
118 indoor theater;  
119 libraries and museums.]

120 (2) In any new buildings constructed after July 16, 1990, all street level  
121 [retail] uses must be directly accessible from a sidewalk, plaza, or other  
122 public space.

123 [(3) Windows and apertures cover occupy at least 50 percent of the street-  
124 level exterior wall area that fronts on sidewalks, plazas, or other public  
125 open spaces.]

126 **59-C-18.103. Procedure for application and approval.**

127 (a) Standard Method of Development: If required, [A] a site plan for [any]  
128 development in the Wheaton Retail Preservation Overlay Zone must be  
129 approved under [the provisions of] Division 59-D-3. Development subject  
130 to site plan approval [includes] is limited to the following:

131 [(a)] (1) construction of new buildings that include more than 20,000 square feet  
132 of floor area or exceed 42 feet in height; and

133 [(b)] (2) additions and other exterior improvements to existing buildings that  
134 cumulatively increase the total amount of [development] floor area on a  
135 site to more than 20,000 square feet or increase the building height to  
136 more than 42 feet;]. [and]

137 [(c) addition of off-street parking spaces or revisions to parking facilities  
138 that require the approval of a new parking facilities plan under Section  
139 59-E-4.1.]

140 (b) **Optional Method of Development:**

141 (1) For projects that are subject to subdivision or resubdivision under  
142 Chapter 50, a Division 59-D-2 Project Plan is not required. In order  
143 to approve the preliminary plan of subdivision, the Planning Board  
144 must find that the proposed subdivision will include public facilities,  
145 amenities and design features that will create an environment capable  
146 of supporting the greater densities and intensities permitted by the  
147 limited optional method of development allowed in this Overlay Zone.

148 (2) For projects that are not subject to subdivision or resubdivision, under  
149 the provisions of Chapter 50, a project plan must be submitted and  
150 approved in accordance with the procedures of Division 59-D-2.

151 For any optional method of development proposal in the Wheaton Retail  
152 Preservation Overlay Zone, a Division 59-D-3 Site Plan must be submitted and  
153 approved by the Planning Board, in accordance with the provisions of Division 59-  
154 D-3.

155 **59-C-18.104. Site plan contents and exemptions.**

156 (a) Sections 59-D-3.22 and 59-D-3.23 do not apply in the Wheaton CBD  
157 overlay zone for standard method of development projects that require site  
158 plan approval.

159 (b) A site plan for a standard method of development project in the Wheaton  
160 CBD overlay zone must include:

161 (1) the location, height, ground coverage, and use of all structures;

- 162           (2) for each residential building, the number and type of dwelling units,  
163                   classified by the number of bedrooms, and the total floor area, if any,  
164                   to be used for commercial purposes;
- 165           (3) the floor areas of all nonresidential buildings and the proposed use of  
166                   each;
- 167           (4) the location of recreational and green areas and other open spaces;
- 168           (5) calculations of building coverage, density, green area, number of  
169                   parking spaces, and areas of land use;
- 170           (6) the location and dimensions of all roads, streets and driveways,  
171                   parking facilities, loading areas, points of access to surrounding streets,  
172                   and pedestrian walks;
- 173           (7) a landscaping plan (or final forest conservation plan, if required under  
174                   Chapter 22A), showing all man-made features and the location, height  
175                   or caliper, and species of all plant materials;
- 176           (8) an exterior lighting plan, including all parking areas, driveways and  
177                   pedestrian ways, alleys, building security lights, and the height,  
178                   number, and type of fixtures with a diagram showing their light  
179                   distribution characteristics; and
- 180           (9) a development program with the sequence in which all structures, open  
181                   spaces, vehicular and pedestrian circulation systems, landscaping, and  
182                   recreational facilities are to be developed. The applicant must  
183                   designate the point in the development program sequence when the  
184                   applicant will ask the Planning Board to inspect[ion] for compliance  
185                   with the approved site plan.

186           (10) a streetscape plan prepared in accordance with the Wheaton Central  
187                   Business District Streetscape Standards adopted by Executive  
188                   Regulation. The required streetscape must be provided before the  
189                   issuance of the final use and occupancy permit by the Department of  
190                   Permitting Services.

191       **59-C-18.105. [Planning Board] [a]Approval Requirements for All**  
192                   **Projects In the Wheaton Retail Preservation Overlay Zone.**

193       [(a)]       [The Board must find that] [a]At least 50 percent of the street level  
194                   exterior wall area, fronting on sidewalks, plazas, or other public open  
195                   spaces, [has] must contain windows and apertures [before approving a  
196                   site plan for the Wheaton CBD overlay zone].

197       [(b)]       The procedures for Planning Board approval under Section 59-D-3.4  
198                   are modified for this overlay zone to require the following findings:

- 199                   (1) the site plan does not conflict with the recommendations in the  
200                   Wheaton CBD Sector Plan;
- 201                   (2) the site plan meets all of the requirements of this overlay zone as  
202                   well as the applicable requirements of the underlying zone; and
- 203                   (3) each structure and use is compatible with other uses and other  
204                   site plans and with existing and proposed adjacent  
205                   development.]

206           **Sec. 3. Effective date.** This ordinance becomes effective 20 days after the  
207 date of Council adoption.

208

209 This is a correct copy of Council action.

210

211

212

213 \_\_\_\_\_

214 Linda M. Lauer, Clerk of the Council

# APPENDIX B



## DEPARTMENT OF PERMITTING SERVICES

Douglas M. Duncan  
County Executive

Robert C. Hubbard  
Director

August 15, 2005

Mr. Yuning Qu  
Patton Harris Rust & Associates, PC  
12850 Middlebrook Road, Suite 200  
Germantown, MD 20876

Re: Stormwater Management **CONCEPT** Request  
for Montgomery Village Center (CVS)  
Preliminary Plan #: N/A  
SM File #: 219346  
Tract Size/Zone: 1.24 acres/TS  
Total Concept Area: 1.24 acres  
Watershed: Great Seneca Creek

Dear Mr. Qu:

Based on a review by the Department of Permitting Services Review Staff, the stormwater management concept for the above mentioned site is **acceptable**. The stormwater management concept consists of on-site water quality control via an Aqua Filter and pre-treatment via an Aqua Shield or an approved equal. Channel protection volume is not required because the one-year post development peak discharge is less than or equal to 2.0 cfs. Since this site is considered redevelopment recharge is not required.

The following **conditions** will need to be addressed **during** the detailed sediment control/stormwater management plan stage:

1. Prior to permanent vegetative stabilization, all disturbed areas must be topsoiled per the latest Montgomery County Standards and Specifications for Topsoiling.
2. ~~A detailed review of the stormwater management computations will occur at the time of detailed plan review.~~
3. An engineered sediment control plan must be submitted for this development.
4. All filtration media for manufactured best management practices, whether for new development or redevelopment, must consist of MDE approved material.
5. Water quality control must be flow-split to the treatment structures.

This list may not be all-inclusive and may change based on available information at the time.

Payment of a stormwater management contribution in accordance with Section 2 of the Stormwater Management Regulation 4-90 is not required.

This letter must appear on the sediment control/stormwater management plan at its initial submittal. The concept approval is based on all stormwater management structures being located outside of the Public Utility Easement, the Public Improvement Easement, and the Public Right of Way





unless specifically approved on the concept plan. Any divergence from the information provided to this office; or additional information received during the development process; or a change in an applicable Executive Regulation may constitute grounds to rescind or amend any approval actions taken, and to reevaluate the site for additional or amended stormwater management requirements. If there are subsequent additions or modifications to the development, a separate concept request shall be required.

If you have any questions regarding these actions, please feel free to contact Blair Lough at 240-777-6335.

Sincerely,



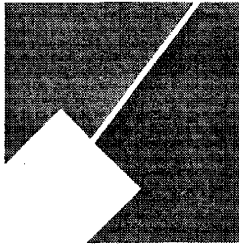
Richard R. Brush, Manager  
Water Resources Section  
Division of Land Development Services

RRB:dm bli

cc: R. Weaver  
S. Federline  
SM File # 219346

QN - not required; Acres: 1.24  
QL - on; Acres: 1.24  
Recharge is not provided

# APPENDIX C



April 7, 2006

**MEMORANDUM**

TO: Laxmi Srinivas, Site Plan Reviewer  
Development Review Division

VIA: Sue Edwards, Team Leader, I-270 Corridor Team *SUE*  
Community-Based Planning Division

FROM: *NS* Nancy Sturgeon, Planner Coordinator  
Community-Based Planning Division

SUBJECT: Site Plan 8-06009: Montgomery Village CVS

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Site Plan 8-06009 involves a property located in Montgomery Village, on the northwest corner of Montgomery Village Avenue and Stedwick Road. The subject property is within the boundaries of the 1985 *Gaithersburg Vicinity Master Plan* and is zoned Town Sector (T-S), which has an accompanying Development Plan. This 1.2-acre corner site is part of the larger Village Center shopping area. The mixed-use Village Center is one of the main shopping areas in Montgomery Village and includes retail, offices, a YMCA, and a post office.

The 1985 Master Plan does not provide specific recommendations for this property. The Development Plan identifies the 58-acre Village Center as the block surrounded by Montgomery Village Avenue on the east, Stedwick Road on the south, Watkins Mill Road on the west, and Club House Road on the north. No change to the Development Plan is proposed. A Development Plan Amendment is not required since the proposed use is consistent with the approved Development Plan.

**Project Description**

The subject site is located on the southeast corner of the Village Center at the southern gateway, or approach, to the Center. The premise address is 19100 Montgomery Village Avenue. Uses surrounding the site include residential condominiums to the south, across Stedwick Road and green space to the east, across Montgomery Village Avenue. Surface parking for the Village Center surrounds the site to the immediate north and west.

The site currently contains a 7,830 square-foot, two-story restaurant with second story office space. The applicant proposes to remove the existing building (which was previously occupied by the Sir Walter Raleigh Restaurant and is now vacant) and replace it with a newly constructed CVS retail store. CVS currently operates an in-line store in the Village Center. The new, freestanding CVS is planned as a one-story, 11,970 square foot building to be located in the center of the parcel. The building will be surrounded by a two-way drive aisle, 57 parking spaces, loading area, and a double drive-through window that will be located on the shopping center side of the building. CVS intends to operate the new store 24 hours a day, which are the same hours as the existing store in the shopping center. The drive-through window is for dropping off and picking up pharmacy orders only and the window will operate the same hours as the pharmacy, which is not open 24 hours a day.

### **Community Input**

The applicant met with the Montgomery Village Foundation's Commercial Architectural Review Committee (CARC) several times to review the CVS site plan. The Committee requested a number of changes to the plan and the applicant accommodated many of these requests. The CARC reviewed and approved the final revisions to the CVS site plan, which were accepted by the Foundation's Board of Directors. Some of the revisions the applicant has made in response to issues raised by both staff and the CARC include:

- Reduced the building footprint from 12,900 to 11,970 square feet.
- Relocated the CVS entrance to face Montgomery Village Avenue.
- Relocated the drive-through to the interior (shopping center side) of the site, away from the residential community to the south.
- Reconfigured the parking lot so the drive aisle accommodates two-way rather than one-way traffic flow.
- Provided landscaping along Stedwick Road and Montgomery Village Avenue that had not been installed under the previous development approvals.
- Minimized the prototypical CVS signage and changed building materials to make the project more compatible with its surroundings.

### **Conclusion**

Community-Based Planning staff notes the willingness of the applicant to work with staff, the Montgomery Village Foundation, its CARC, and the surrounding community. The applicant accommodated several requested changes to the site plan. As a result of these revisions, the site plan will be better integrated into the Village Center and have less of an impact on adjacent residents to the south. Staff recommends approval of the site plan with the conditions cited by the Site Plan Reviewer.

# APPENDIX D



**MONTGOMERY VILLAGE FOUNDATION, INC.**  
**DEPARTMENT OF ARCHITECTURAL STANDARDS**

10120 APPLE RIDGE ROAD  
MONTGOMERY VILLAGE, MARYLAND 20886-1000

(301) 948-0110 FAX (301) 990-7071 [www.mvf.org](http://www.mvf.org)

MAR 2 2006

February 24, 2006

Mr. Laxmi Srinivas  
Development Review Division  
Department of Park and Planning  
8787 Georgia Ave.  
Silver Spring, MD 20910

Dear Mr. Srinivas:

The Montgomery Village Foundation, Inc., through its established comprehensive due diligence process with the Commercial Architectural Review Committee (CARC) and its Architectural Standards Department, has reviewed and approved the final revisions to the CVS project including the movement of the trash compactor to the dumpster area and the addition of a ramp for access to the service entrance into the building. The CARC's proceedings, as reported in its minutes, have been accepted by the Foundation Board of Directors.

This should complete the Foundation's review of the architectural, landscaping, lighting and signage plans.

Respectfully yours,

A handwritten signature in black ink, appearing to read 'John Zakian', written over a circular stamp or seal.

John Zakian, Executive Vice President  
Montgomery Village Foundation, Inc.

cc: Stacy Silber, Holland + Knight LLP

**MONTGOMERY VILLAGE FOUNDATION, INC.****DEPARTMENT OF ARCHITECTURAL STANDARDS**

10120 APPLE RIDGE ROAD

MONTGOMERY VILLAGE, MARYLAND 20886-1000

(301) 948-0110 FAX (301) 990-7071 [www.mvf.org](http://www.mvf.org)

January 12, 2006

Holland + Knight LLP

Attn: Stacy P. Silber

3 Bethesda Metro Center - Suite 800

Bethesda, MD 20814

Re: CVS project in Montgomery Village

Dear Ms. Silber:

As stated in the December 20, 2005 letter, the Commercial Architectural Review Committee (CARC) approved the revised plans submitted by CVS at the December 16, 2005 meeting. To finalize the review of the proposed project, however, several items still needed to be addressed.

Mr. John Mack met with Mr. George Smith, MVF Design Consultant and a member of the CARC Committee, and me today in response to recommendations and specific requirements made by the Committee to address these remaining items.

As a result of our meeting, the following decisions were made:

- o Instead of the proposed black window framing, a dark bronze frame would be used on all windows.
- o The false windows would have frosted or translucent glass in order to reduce any glare that could emanate from the glass.
- o The mortar to be used on the brick of the building would be close to the building's limestone base color.
- o The left and right elevations would have banding above the windows to maintain consistency of appearance on the three sides.
- o The rear elevation would be modified to include pilasters and brick patterning so it would be more animated in appearance and would maintain this same consistency in appearance with the other elevations.

The selection of brick to be used on the building was not finalized at this meeting. Although a particular brick was selected, Belden "Belcrest 500", a larger brick sample needs to be provided to show any ranges of color within the brick before a definitive answer can be given.

Although this last additional submission is still required, the Montgomery Village Foundation again thanks CVS for its continued cooperation. We look forward to a good working relationship with CVS in the future.

Respectfully yours,

Diane B. Stasiewicz, Director

MVF Department of Architectural Standards

# APPENDIX E





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## FIRE MARSHAL COMMENTS

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**DATE:** 3-29-06

**TO:** PLANNING BOARD, MONTGOMERY COUNTY

**VIA:**

**FROM:** CAPTAIN JOHN FEISSNER 240 777 2436

**RE:** APPROVAL OF ~ CVS MONTGOMERY VILLAGE-#8-06009

---

**1. PLAN APPROVED.**

- a. Review based only upon information contained on the plan submitted 3-29-06. Review and approval does not cover unsatisfactory installation resulting from errors, omissions, or failure to clearly indicate conditions on this plan.
- b. Correction of unsatisfactory installation will be required upon inspection and service of notice of violation to a party responsible for the property.

## MCDPWT DRC Notes for September 26, 2005

### 8-06009 MONTGOMERY VILLAGE CVS

1. Need S.D. adequacy.
2. ✓ Leadwalk on the corner of Montgomery Village Ave for details coordinate with MNCPPC .
3. 6' Sidewalk on Montgomery village ave.
4. Coordinate bus stop facilities with Jeff Dunckle.



**MONTGOMERY COUNTY DEPARTMENT OF ENVIRONMENTAL PROTECTION  
WATERSHED MANAGEMENT DIVISION**

Rockville Center - 255 Rockville Pike, Suite 120 - Rockville, Maryland 20850-4166  
Telephone No. 240-777-7700 - FAX No. 240-777-7715

**SUBDIVISION PLAN REVIEW: MNCPPC Development Review Committee (DRC)  
Comprehensive Water Supply and Sewerage Systems Plan Issues**

MNCPPC File Number: **8-06010**

DRC Meeting Date: **09/26/2005**

Subdivision Plan Name: **Montgomery Village CVS**

Proposed Development: **12900 SF retail**

Watershed: **Great Seneca Creek**

Zoning: **TS**

Planning Area: **Gaithersburg Vicinity**

Site Area: **1.24 ac**

Location: **Montgomery Village Ave**

Engineer: **Patton Harris Rust & Associates 703-273-8700**

**Water Supply and Sewerage Systems** (as specified on the subject subdivision plan or plan application)

**Proposed Water Supply:**

**Proposed Wastewater Disposal:**

Community (public) WATER system

Community (public) SEWER system

Existing Service Area Categories: Water: **W - 1**

Sewer: **S - 1**

Water/Sewer Plan Map Amendment:

**Water Supply Comments:**

**Sewerage System Comments:**

Yes; the water supply system is consistent with the existing water service area category

Yes; the sewerage system is consistent with the existing sewer service area category

**\*Additional Comments:**

no comments

WSSC Comments on Items for September 26, 2005  
 Development Review Committee Meeting

File Number	Project Name	Substantial Comments
8-06009	MONTGOMERY VILLAGE CVS	<p data-bbox="292 1029 332 1512"><u>WATER AND SEWER AVAILABLE</u></p> <p data-bbox="341 105 487 1512">An existing 16-inch water main in Stedwick Road and an existing 24-inch water main in Montgomery Village Avenue abut the subject property. Also, an existing 8-inch sanitary sewer main in Montgomery Village Avenue abuts the subject property. Possibility of using existing connections or building new connections to obtain water and sewer service.</p> <p data-bbox="503 514 544 1512"><u>PAY SERVICE CONNECTION AND APPLICABLE FEES AND CHARGES</u></p> <p data-bbox="560 63 633 1512">Submit Connection application form to WSSC's One-Stop-Shop and settle all fee requirements if new connections will be installed.</p> <p data-bbox="649 63 763 1512">For connection information, it will be necessary for you to contact the Permit Services Unit at (301) 206-4003 or visit our One-Stop Shop located on the lobby level of our Consolidated Office Building at 14501 Sweitzer Lane, Laurel, Maryland 20707.</p> <p data-bbox="779 63 885 1512">If existing connections will be used, coordinate with the Permit Service Unit on obtaining an existing fixture count before existing building is razed. The existing fixture count will be applied as a fixture credit to the system development charge.</p> <p data-bbox="901 840 941 1512"><u>ABANDON EXISTING SERVICE CONNECTION</u></p> <p data-bbox="958 63 1031 1512">The existing water and sewer connections must be abandoned if they are not to be used for the new development. You must absorb the abandonment cost.</p> <p data-bbox="1047 1165 1088 1512"><u>SUBMIT ON-SITE PLAN</u></p> <p data-bbox="1104 63 1209 1512">Submit on-site plans for water lines greater than 2 inches or sewer lines greater than 4 inches (to the One-Stop-Shop). A professional engineer registered in Maryland must prepare plans. Plans must conform to W/S Design Standards.</p> <p data-bbox="1226 934 1266 1512"><u>HYDRAULIC INFORMATION REQUIRED</u></p> <p data-bbox="1282 63 1388 1512">For commercial, industrial or public type buildings, to include apartment designs, fire sprinkler system hydraulic data, including estimated flow rate in gallons per minute and building top and lowest floor elevations, are required by WSSC.</p>



Robert L. Ehrlich, Jr., *Governor*  
Michael S. Steele, *Lt. Governor*

Robert L. Flanagan, *Secretary*  
Neil J. Pedersen, *Administrator*

Maryland Department of Transportation

September 22, 2005

Ms. Cathy Conlon  
Supervisor, Development Review  
Subdivision Division  
Maryland National Capital  
Park & Planning Commission  
8787 Georgia Avenue  
Silver Spring, MD 20910-3760

Re: Montgomery County  
MD 124 General  
Montgomery Village CVS  
File No. 8-06009

Dear Ms. Conlon:

The State Highway Administration (SHA) would like to thank you for the opportunity to review the site plan application for the Montgomery Village CVS. We have completed our review and have no comments at this time. Please note that this section of Montgomery Village Avenue is owned and maintained by Montgomery County.

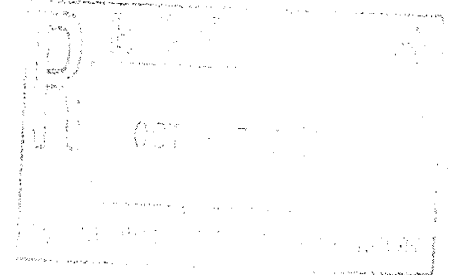
If additional information is required from SHA regarding this project, please do not hesitate to contact Mr. Gregory Cooke at 410-545-5602, Mr. John Borkowski at 410-545-5595, or by using our toll free number in Maryland only, 1-800-876-4742 (x-5602 for Greg, x-5595 for John). You may also E-mail Greg at [gcooke@sha.state.md.us](mailto:gcooke@sha.state.md.us) or John at [jborkowski@sha.state.md.us](mailto:jborkowski@sha.state.md.us). Thank you for your cooperation.

Very truly yours,

Steven D. Foster, Chief  
Engineering Access Permits Division

SDF/jb

cc: Mr. Darrell Mobley (Via E-mail)  
Mr. Augustine Rebish (Via E-mail)  
Mr. Richard Weaver, M-NCPPC (Via E-mail)



EPD Recommendation to Dev Rev Div: Approve

MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION  
DEVELOPMENT REVIEW COMMITTEE RECOMMENDATIONS

TO: Laxmi Srinivas  
Development Review Division

SUBJECT: Plan # 8-06009, Name Montgomery Village CVS  
DRC date: Monday, September 26, 2005

The above-referenced plan has been reviewed to determine if it meets requirements of the Guidelines for Environmental Management of Development in Montgomery County, and other county regulations that may apply. The following recommendations are made for the DRC meeting:

SUBMITTAL ADEQUACY

Plan is complete. (NRI/FSD 4-05315E approved on July 5, 2005)

EPD RECOMMENDATIONS:

Approval.

This plan is not subject to a tree save plan, though the applicant should install tree protection fencing to protect the 21 inch oak trees in the public right of way.

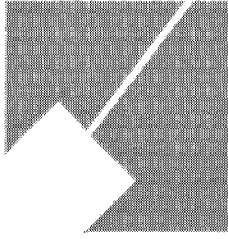
SIGNATURE:  \_\_\_\_\_

Mark Pfeiffer  
Environmental Planning  
Countywide Planning Division

DATE: September 23, 2005

cc: PHRA

**Reminder:** Address your submissions/revisions to the Reviewer who completed the Comments sheet.  
Put the Plan numbers on your cover/transmittal sheets.



April 14, 2006

**Memorandum**

To: Laxmi Srinivas,  
From: Sharon K. Suarez, AICP, Housing Coordinator, 301-495-1312  
Re: Summary of Housing Issues for 8-06009

---

**BACKGROUND**

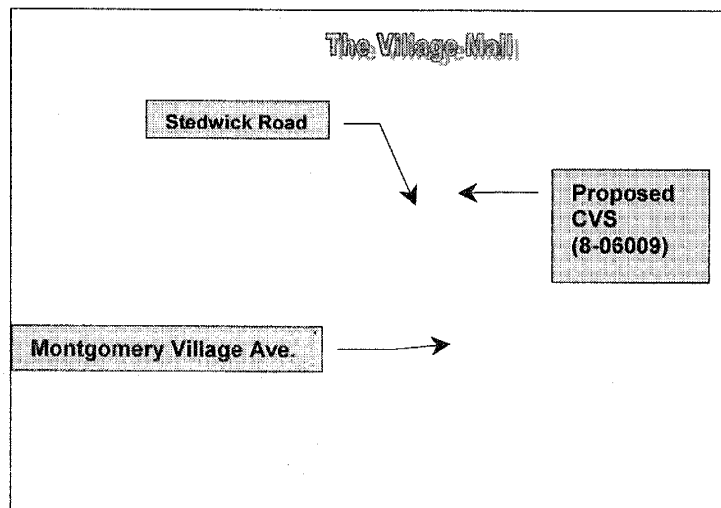
The applicant seeks to construct a pharmacy at the northwest quadrant of Montgomery Village Avenue and Stedwick Road in the Town Sector zone of Montgomery Village.

**RECOMMENDATION**

Approval.

**DISCUSSION**

Staff could not find any adverse housing issues associated with this application. The proposed project site is located within the Village Mall area of Montgomery Village. The subject site is bounded by retail and office uses to the north and west. To the east and south, across Montgomery Village and Stedwick Road, respectively, are community open spaces.



**Srinivas, Laxmi**

---

**From:** Powell, Doug  
**Sent:** Friday, April 14, 2006 12:38 PM  
**To:** Srinivas, Laxmi  
**Subject:** CVS

PPRA has no park issues involved in project 8-06009, CVS Montgomery Village  
Doug



## Srinivas, Laxmi

---

**From:** Oaks, Michele  
**Sent:** Friday, April 14, 2006 12:14 PM  
**To:** Srinivas, Laxmi  
**Subject:** #8-06009 Montgomery Village CVS

Laximi,

I have reviewed the subject project and found it not to impact any identified historic resources.

Sincerely,

Michele Oaks

---

Michele Oaks, Senior Planner  
Historic Preservation Office  
Montgomery County Department of Park and Planning  
1109 Spring Street, Suite 801  
Silver Spring, MD 20910  
(301) 563-3400 (phone)  
(301) 563-3412 (fax)  
[michele.oaks@mncppc-mc.org](mailto:michele.oaks@mncppc-mc.org)  
[www.mncppc.org](http://www.mncppc.org)