

**MEMORANDUM**

December 2, 2011

TO: County Council

FROM: Marlene Michaelson, Senior Legislative Analyst

SUBJECT: Amendment to the Workprogram of the Planning Department

At the Semi-Annual Report meeting with the Planning Board in October 2011, the Council agreed to various changes in the workprogram to delay certain master plans. Once the Planning Department prepared a new schedule based on these changes, the result was to have the Council only receive one master plan in 2012 and six in 2013. (The Council's goal has been to complete three master plans per year, but it has frequently not attained that goal.) In addition, several plans would be delivered for Council consideration at times when the Council could not begin work on the master plan, such as at the beginning of the budget review. Council Staff asked the Planning Department to consider whether they could better stagger the delivery of master plans, while at the same time adhering to the goals expressed by the Council at the Semi-Annual Report meeting. Attached on © 1-3 is a memorandum from the Planning Director and proposal to revise the master plan schedule.

Since the Council cannot act on a zoning action after October 31 in an election year (2014), it will probably be necessary to delay the public hearing on the Lyttonsville Plan until the new Council is in office. Staff believes this issue can be considered further at a later date and recommends approval of the revised schedule.

MEMORANDUM

TO: Marlene Michaelson, Legislative Analyst  
County Council

FROM: Rollin Stanley, Director  
Planning Department

SUBJECT: Revised Master Plan Delivery Schedule  
Minor Amendments

DATE: November 30, 2011

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At the October Semi Annual Report, the Planning Department discussed the master plan schedule with the Council. In November, the Planning Department requested direction from the Planning Board regarding the Departmental budget and the proposed schedule for master plans and the Subdivision Staging Policy. The schedule below incorporates the discussion with the County Council and a delivery time for possible minor master plan amendments.

The schedule reflects the Council staff request that major master plans only be delivered, one at a time, in the months of January, April, and August each year. This spreading out of delivery allows the Council to consider each master plan separately. Accordingly, the spacing of the plans was adjusted to accommodate the decisions taken at the last Semi Annual to fit the delivery schedule. The minor master plans will have to be considered at the same time as the larger master plan discussions.

As discussed with the Planning Board and Council, the schedule reflects a delay of six (6) months in the delivery of the Chevy Chase Lake Sector plan as requested by the property owner, a delay in starting the Lyttonsville Plan (some preliminary work will begin in January), and a delay of a few months in the delivery of the Long Branch Sector Plan.

Attached to this memo is the color Master Plan and Major Projects schedule and an abbreviated delivery schedule that was presented to the Planning Board

**DELIVERY OF THE PLANNING BOARD DRAFT TO EXECUTIVE AND COUNTY COUNCIL \*\***

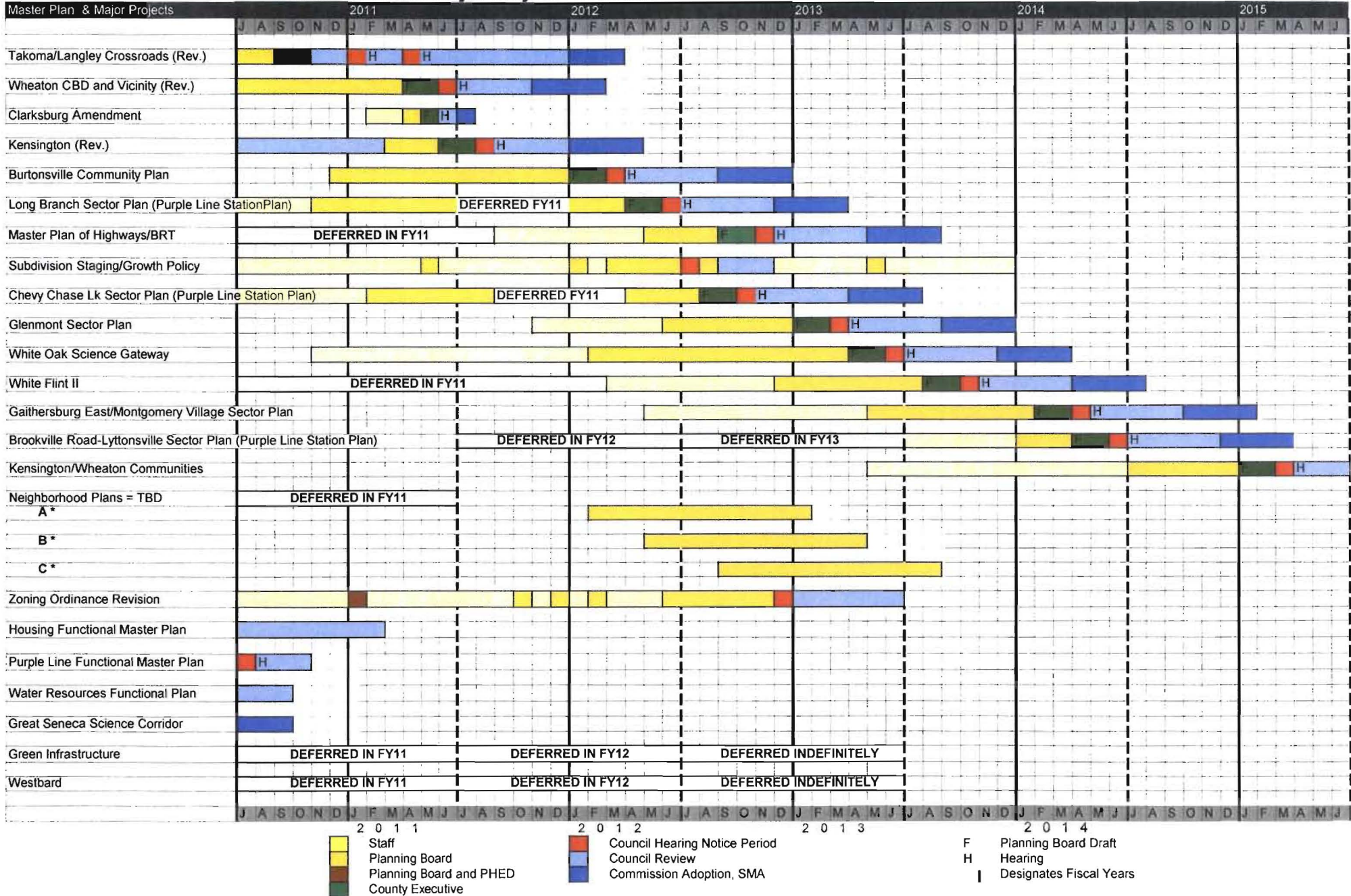
Plans	Jan 2012	Apr 2012	Aug 2012	Jan 2013	Apr 2013	Aug 2013	Jan 2014	Apr 2014	Aug 2014	Nov 2014	Jan 2015
Burtonsville	X									<b>E L E C T I O N</b>	
Long Branch Purple Line Station		X									
Master Plan of Highways/BRT			X								
Subdivision Staging			X								
Chevy Chase Lake Purple Line St			X								
Glenmont				X							
White Oak Science Gateway					X						
White Flint II						X					
Gaithersburg East							X				
Neighborhood Plans/Minor *											
A *				X*							
B*					X*						
C*						X*					
Lyttonsville Purple Line St.								X			
Communities of Kens./Wheaton											X

\*Assumes minor amendments start in FY 12 and have staggered delivery

\*\*MCPB 10/27/11 Budget Briefing

# Master Plans and Major Projects Schedule

Revised 11/10/2011



\* Assumes minor amendments start in FY12 and have staggered delivery