

# TOWN OF CHEVERLY, MARYLAND MAYOR AND TOWN COUNCIL 

## WORKSESSION

September 28, 2023
7:30 PM

## AGENDA

## 1. Call to Order

2. Pledge of Allegiance
3. SHA - A representative will provide an update on feasibility study for a bike trail.
4. Municipal Solutions - David Eversten will present the Employee Compensation Study
5. Keller Presentation - Keller will provide an update on the William Eely Public Works Building
6. PEPCO tree removal - Pepco representative and the town arborist will provide an overview of Pepco's upcoming Vegetation program.
7. Advisory Committees - Mayor \& Council will discuss Advisory committees.
8. Board of Ethics - Mayor and Council will present their nominations for the Board of Ethics.
9. Cheverly Youth Council - Ms. White will present and update the Chevery Youth Council
10. Grant Request - Cheverly Native Planting Project
11. Town Administrator Update - Town Administrator Galloway will provide a report to the Mayor and Council
a. Tia Blount will provide an update on the Hospital Redevelopment Survey
12. Update by CM Fry \& Garces Regarding Cheverly Station Apartments -Council members will provide update/feedback from residents at Cheverly Station Apartments.
13. Review of October Town Meeting Agenda and Future Requests - Mayor and Town Administrator will offer a forecast of the October Mayor and Council Town Meeting agenda. Mayor will seek Council input on agenda items for consideration for future meetings.
14. Adjourn

$\left(^{*}\right)$ denotes an agenda item requiring action (typically expressed by a vote) of Mayor and Council.
> *Resident input will be allowed as part of action items, presentations and discussion items on the agenda, residents seeking to speak will be recognized by the presiding officer. Residents may speak once, for no more than three minutes, on each eligible agenda item per the adopted Council Meetings Rules \& Procedures.

Please Note: Pursuant to the Annotated Code of Maryland, State Government Article Section 10-508(a), the Council by majority vote may retire to executive or closed session at any time during the meeting. Should the Council retire to executive or closed session; the mayor will announce the reasons and a report will be issued at a future meeting disclosing the reasons for such session.

## Zoom Information:

Topic: Cheverly Mayor \& Council Work session
Please click the link below to join the webinar:
https://us02web.zoom.us/i/82551558763?pwd=SkUOMDI5TmNWYVBMNXIFVk8vNEp OUT09

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US: +1 3017158592


## STATE HIGHWAY ADMINISTRATION

## Draft

## Shared Use Path Route Comparison and Recommendation

Connectivity of Cheverly neighborhood to the Anacostia River Trail Option 1 - MD 450 and MD 202

Option 2 - MD 201
Prince George's County

June 2023

Prepared By JMT
For MDOT SHA
Office of Highway Development

## Background

Studies were conducted in two corridors with the goal of connecting the Cheverly neighborhood to Bladensburg Waterfront Park, the Anacostia River Trail, and surrounding commercial/retail destinations.

The study locations are as follows:

1. MD 450 (Annapolis Road) and MD 202 (Landover Road) from $46^{\text {th }}$ Street to Kilmer Street
2. MD 201 (Kenilworth Avenue) from the Anacostia River Trail to Craftsman Circle

## MD 450 (Annapolis Road) and MD 202 (Landover Road) from 46 ${ }^{\text {th }}$ Street to Kilmer Street

The MD 450 proposed design from $46^{\text {th }}$ Street to MD 202 replaces all existing sidewalk along MD 450 Eastbound with a shared use path by reducing the outside travel lane by 2 feet, going from 14 feet to 12 feet. Due to commercial properties adjacent to MD 450, the lane width reduction allows for a minimum 8 -foot width shared use path, and 10 -foot shared use path in less restricted areas.

The MD 202 proposed design from MD 450 to Kilmer Street utilizes a lane reduction from 3 lanes to 2 lanes along MD 202 SB from MD 450 to 58 ${ }^{\text {th }}$ Place and along MD 202 NB from $58^{\text {th }}$ place to Kilmer Street in order to provide a 10-foot shared use path with a grass buffer varying from 4 feet to 8 feet wide throughout the entire segment.

## MD 201 (Kenilworth Avenue) from the Anacostia River Trail to Craftsman Circle

The MD 201 proposed design involves installation of a shared use path along Lloyd Street, Newton Street, 52 ${ }^{\text {nd }}$ Avenue, MD 201 Northbound, Lydell Road and Schuster Drive. The proposed shared use path is 10 feet wide, narrowing to 8 feet wide in heavily constrained locations.

This memorandum is intended to compare the two study locations, highlight the significant differences and risks, and provide a recommendation. For detailed information of the two studies, refer to their respective Shared Use Path Feasibility Study Reports.

## Connectivity

Both study locations and proposed designs connect the Cheverly neighborhood with the Anacostia River Trail, however the MD 450/MD 202 shared use path would also connect the Cheverly neighborhood to Kilmer Street. The connection to Kilmer Street provides the
neighborhood with bicycle access to the shopping center containing a Walgreens, CVS, Aldi, among other shopping destinations.

The MD 450/MD 202 proposed shared use path runs adjacent to commercial, retail, and residential areas. There are several pedestrian and bicyclist generators along the path, including but not limited to:

- Bladensburg Waterfront Park
- Bladensburg Shopping Center
- Bladensburg Elementary School
- International High School at Langley Park
- Kilmer Street Shopping Center

The MD 201 shared use path travels along mostly industrial roads without any significant pedestrian or bicyclist generators on the path between the Cheverly neighborhood and Anacostia River Trail.

The MD 450/MD 202 shared use path would connect 13 bus stops, while the MD 201 path would only connect to 1 bus stop.

## Safety

With the significant amount of pedestrian and bicyclist generators along the MD 450/MD 202 corridor, providing an off-road shared use path would increase safety for users, likely increasing the number of potential users. This is especially important due to the fact there are schools along the route, and the potential for younger users.

The industrial nature of the MD 201 corridor causes concern from a safety standpoint, as introducing pedestrians and bicyclists to an area with a significant amount of large truck traffic is not consistent with the context of this industrial area and could result in poor usage of the shared use path.

## Stormwater Management and Drainage

The MD 450/MD 202 proposed study design impacts the existing drainage system and existing pavement. The MD 450 segment proposes an outside lane width reduction from 14 feet to 12 feet along MD 450 Eastbound. Moving the curb and gutter results in the need for 15 new inlets in this segment, along with the necessary pipes to connect back to the main system. The MD 202 segment proposes a full lane reduction from three 12 -foot lanes to two 12 -foot lanes along MD 202 SB from MD 450 to $58^{\text {th }}$ Place and along MD 202 NB from $58^{\text {th }}$ place to Kilmer Street. The shift of the curb results in the need for another 15 new inlets with necessary piping. The change in the closed storm drain system may result in utility impacts.

The MD 201 proposed study design has 2 locations that impact the existing drainage system, along Lloyd Street and MD 201 Northbound from Lydell Road to $52^{\text {nd }}$ Avenue.

Along westbound Lloyd Street, the proposed curb and gutter will require new inlets to be tied into the existing drainage system. MD 201 northbound will be changed from open section to closed section. The proposed design assumes 10 COG inlets and 5 manholes along MD 201 northbound due to the closed section condition. The change in the closed storm drain system may result in utility impacts.

The table below summarizes the approximate stormwater management anticipated for each study location.

| Study Location | New <br> Pavement | Redevelopment | Pavement <br> Removal | Impervious Area <br> Requiring Treatment |
| :---: | :---: | :---: | :---: | :---: |
| MD 450/MD 202 | 14,050 SF | 95,000 SF | 39,200 SF | 41,950 SF; 0.97AC |
| MD 201 | 34,800 SF | 37,300 SF | 0 SF | 53,450 SF; 1.23AC |

## Permitting and Other Notable Risks

MD 201

1. CSX crossing near existing Anacostia Trail entrance

Extensive coordination, agreements and permitting will be required to provide the shared use path connection to the existing Anacostia River Trail entrance. The CSX Public Projects Manual dictates that no crossing is allowed outside of existing highway easements, pathways should be no wider than 5', and that CSX prefers grade-separated crossings. There is high risk to the overall project schedule and additional costs including replacement and additional crossing signals. All feasible shared use path connections to the trail within the study area involve crossing the CSX railroad tracks.
2. Bike Waiver for MD 201

The removal of the existing shoulder along MD 201 Northbound between Lydell Road and $52^{\text {nd }}$ Avenue would require a bike waiver. Shoulder removal is needed to avoid significant utility and right of way impacts. Therefore, if a bike waiver cannot be obtained, then those impacts would increase the cost and affect the schedule significantly.
3. Coordination between SHA, Prince George's County, and Cheverly municipality

The proposed shared use path travels along state, county, and municipal roadways, meaning additional coordination will be necessary between the three entities.
4. Potential underground utility impacts

Due to the shift in curbline proposed and the resultant closed drainage system modifications, there is a potential for underground utility impacts. During final design, a detailed utility impact analysis will need to be performed to determine the extent of impacts.

## MD 202

1. FEMA Floodplain Impact

A portion of the proposed shared use path at the western study limit falls within the $1 \%$ Annual Chance Flood Hazard area and 0.2\% Annual Chance Flood Hazard area based on FEMA Flood Insurance Rate Map number 24033C0129E. Additional analysis will be required to determine impacts to the floodplain and required permitting.
2. Lane Reduction Impacts to Vehicular Traffic

A detailed traffic analysis will need to be performed to confirm the lane reductions proposed will result in acceptable operations in the proposed condition.
3. Potential underground utility impacts

Due to the shift in curbline proposed and the resultant closed drainage system modifications, there is a potential for underground utility impacts. During final design, a detailed utility impact analysis will need to be performed to determine the extent of impacts.

## Recommendation

Based on the information presented in this document, the recommendation is to move forward with the proposed shared us path along MD 450 and MD 202. The high number of destinations and pedestrian/bicyclist generators along the route compared to MD 201 corridor makes this a more logical route from a connectivity, context, and safety standpoint. The residential and retail environment of MD 450 and MD 202 makes it a more desirable route to utilize as opposed to the heavily industrial nature of the route along MD 201. Additionally, the significant risks involved in the MD 201 route, mainly the CSX railroad crossing, pose a higher risk to budget and schedule as compared to the MD 450/MD 202 route.

For more information on the shared use path studies, including plans, estimates, and site pictures, please refer to the Shared Use Path Feasibility Study Reports.


## STATE HIGHWAY ADMINISTRATION

# Shared Use Path Feasibility Study 

## Report

MD 201 (Kenilworth Avenue)
From The Anacostia River Trail To Craftsman Circle Prince George’s County

June 2023

> Prepared By JMT
> For MDOT SHA

Office of Highway Development

## Executive Summary

This feasibility study is being performed for the MDOT SHA Office of Highway Development for consideration under the Bicycle Retrofit Program (Fund 88). The limits of study extend along MD MD 201 (Kenilworth Avenue) from the Anacostia River Trail to Craftsman Circle to increase connectivity between the Bladensburg Waterfront, Anacostia River Parks and the Cheverly neighborhood. Within these limits are industrial/commercial businesses and residential properties. This section of MD 201 is defined as Context Zone C- Suburban Activity Center.

The proposed study design will evaluate the installation of a shared use path along Lloyd Street, Newton Street, $52^{\text {nd }}$ Avenue, MD 201 Northbound, Lydell Road and Schuster Drive. The limits of the proposed design begin at the Anacostia River Trail entrance at the Washington Suburban Sanitary Commission (WSSC) and end at Craftsman Circle.

The shared use path travels along both industrial and residential properties, involving shoulder reductions where necessary to provide the required shared use path width.

Notable risks include a CSX railroad crossing, retaining wall construction adjacent to commercial property lines, local utility pole impacts, potential right of way impacts to both commercial and residential properties, and potential underground utility impacts.

Alternatives were considered, however the significant impacts to existing Right of Way and major utility pole relocations made these alternatives unfeasible.

## Background

The project study area is along MD 201 (Kenilworth Avenue) from the Anacostia River Trail to Craftsman Circle. The length of the study is approximately 1.43 miles ( 7,550 feet). This Feasibility Study was requested by MDOT SHA Office of Highway Development to improve bicyclist safety, enhance network connectivity, and serve future demand.

## Purpose and Need

The purpose of the proposed shared use path is to provide and enhance pedestrian and bicyclist connectivity along MD 201 from Bladensburg Waterfront Park to the Cheverly neighborhood. Improving connectivity within the study limits would improve pedestrian and bicyclist safety. The addition of a new shared use path would provide pedestrians and bicyclists a well-defined and safer route to utilize.

The intent of this study is to provide a bicyclist accommodation solution that meets the Fund 88 MDOT Programmatic Purpose and Need (August 2018) for the least cost. The Programmatic Purpose and Need requires that projects be prioritized based on the criteria that incorporates corridor information related to demand, connectivity and safety.

## Level of Service and Demand

The performance criteria for Fund 88 is determined based on the Level of Service (LOS) of the on-road and off-road bicycle facilities. The FHWA considers " $C$ " to be the minimum acceptable LOS.

There are no existing bicycle facilities within the study limits, therefore the existing bicycle LOS cannot be calculated.

The proposed shared use path is an off-road facility. Therefore, the Shared-Use Path Level of Service Calculator, developed by FHWA, was utilized. This calculator takes the volume of users, types of users, and path width into consideration to determine both the user perception and shared use path LOS. Based on the Shared-Use Path Level of Service Calculator, the following LOS values were determined at two locations along the study corridor:

## MD 201 at $52^{\text {nd }}$ Avenue

| Segment Name <br> Name | Path Width <br> Closest 0.5 ft <br> Width (ft) | Centerfine <br> athoCertelire <br> 1mCenterine | Volume (users per hour in 1 direction) and Mode Split |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  | Volume |  |  | de Spilt (\% |  |  |  |
|  |  |  | One-way (per hour) | Adat Bicydists | Pedestrians | Runners | ancine shaters | Ohid nichatits | All Modes |
| MD 201 at 52nd Ave | 10.0 | 1 | 10.0 | 30.0\% | 60.0\% | 5.0\% | 0.0\% | 5.0\% | 100.0\% |


| User Perception |  |  | Delayed Passings Adjustment |  |  | Prelim tos Score | Trail Level of Service |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | Adj. Factor (subtract from User Percep. score) |  |  |  |  |  |  |
| Score | Grade | Percent | \# Per Hr | Pre Adj Fac | Fin Adj Fac | Prelim Los Score | LOS Score | LOS Grade |
| $\mathbf{3 . 5 4}$ | B | $\mathbf{1 7 . 2 8} \%$ | $\mathbf{3 . 0 6}$ | $\mathbf{0 . 0 3}$ | $\mathbf{0 . 0 3}$ | $\mathbf{3 . 5 2}$ | $\mathbf{4 . 0 0}$ | A |

The input volume is the highest hour volume from the ITMS traffic counts (see Appendix C), and the Mode Split was determined by the future anticipated use of the facility.

Future demand for bicycle ridership cannot be accurately measured since there are no highquality bicycle facilities present today in the study area. As a result, potential users shift to other travel modes. Based on the Short-Trip Opportunity Area model within the Statewide Bicycle Master Plan, the study area is identified as a Very High Opportunity area. This signifies an increase in future volumes, and based on the LOS calculator, the following are the volume limits for the range of LOS scores:

| LOS | 10 Foot Shared Use Path <br> Volume (Users per Hour) | 8 Foot Shared Use Path <br> Volume (Users per Hour) |
| :---: | :---: | :---: |
| A | 0 to 11 | 0 to 11 |
| B | 12 to 34 | 12 to 23 |
| C | 35 to 63 | 24 to 41 |
| D | 64 to 89 | 42 to 68 |
| E | 90 to 114 | 69 to 94 |
| F | Over 114 | Over 94 |

One element not taken into consideration in the LOS calculator is the buffer and landscaping between the curb and the shared use path. Due to the narrow corridor lined with utility poles and other restrictions, there is only one location where buffer is provided in the proposed study design, at the $52^{\text {nd }}$ Avenue and MD 201 intersection. Future design will further analyze any locations that could potentially have a buffer space. Any buffer with a minimum width of 5 feet would provide space for trees. These aspects of the proposed study provide additional comfort for future pedestrians and bicyclists.

## Connectivity

One of the primary purposes of Fund 88 is to provide connections between completed segments of the bicycle network. The MD 201 corridor being examined in this study would connect the Cheverly neighborhood, as well as the residences between MD 201 and 52 ${ }^{\text {nd }}$ Avenue, with

Bladensburg Waterfront Park to the west. Within the park is a section of the Anacostia River Trail, which extends from the confluence Anacostia River and the Potomac River to the south and continues north beyond the divergence of the Anacostia River to the Northeast and Northwest branches.

## Safety

Since 2020, there has been one bicycle accident. The accident occurred at the intersection of MD 201 and Lydell Road and was a property damage crash. While providing an off-road shared use path will create a safer route for pedestrians and bicyclists, this study area does not allow for buffer space between the curb and shared use path. This lack of buffer lessens the safety compared to paths with a buffer and trees along the route.

## Existing Conditions

The following information was gathered through a site visit on January 5, 2023, and desktop research. The project study area is located along Lloyd Street, Newton Street, $52^{\text {nd }}$ Avenue, MD 201 Northbound, Lydell Road and Schuster Drive, between the Anacostia River Trail and Craftsman Circle. The study area is within a Priority Funding Area (PFA). MD 201 has a posted speed of 35 mph . MD 201 is a part of the National Highway System (NHS), while the other roadways incorporated into the proposed design are local roadways not a part of the NHS. The study area is within a heavily industrial corridor, where there is a high percentage of large trucks.

Pedestrian and bicycle counts were taken at the following locations:
2019 Counts:

- MD 201 at Lloyd Street
- MD 201 at Lawrence Street
- MD 201 at $52^{\text {nd }}$ Avenue
- MD 201 at Lydell Street

This information was taken from the Internet Traffic Monitoring System (I-TMS), where pedestrian and bike counts were broken down into total counts, counts during the AM vehicle peak, and counts during the PM vehicle peak. These counts are provided in Appendix C.

The proposed design runs along six different roadways, each with a unique typical section. MD 201 and $52^{\text {nd }}$ Avenue are State Routes, Lloyd Street and Newton Street are County Routes, and Lydell Road and Schuster Drive are Municipal Routes (Cheverly). The following typical section descriptions begin at the Anacostia River Trail entrance on the west end of the study and continue eastward ending at Schuster Drive.

Lloyd Street consists of approximately a 22 foot wide asphalt pavement section with concrete pads that collect drainage on both sides of the roadway. There are no striped shoulders, however commercial vehicles were observed using the concrete pads as a holding area during the site visit. On the westbound side, the concrete pad is 14 feet wide to the west, then
transitions down to 6 feet wide, turning into asphalt as it approaches the intersection with MD 201. On the eastbound side the concrete pad is 5 feet wide through the entire section.


Lloyd Street Looking West.
Newton Street is a 24 foot wide closed section roadway with curb and gutter on both sides. There is residential parking on both sides of the roadway, as well as 3 foot existing sidewalks. Fences line the fronts of the residential properties, set back approximately 11.5 feet from the back of curb on the north side of the road, and set back approximately 8 to 10 feet from the back of existing curb on the south side or the road. Utility poles run along Newton Street in the eastbound direction.


Newton Street Looking West
$52^{\text {nd }}$ Avenue varies in width from approximately 42 to 46 feet wide. It is closed section on the northbound side with curb and gutter, and is closed section on the southbound side from MD 201 to Lawrence Place, then becomes open section to the north. There is a varying shoulder northbound up to 13 feet wide which is used for parking, and southbound varying up to 10 feet wide. There is existing sidewalk on the northbound side from MD 201 to just north of Kilmer Place. There is no existing sidewalk in the southbound direction. Utility poles run along both sides of the roadway. Truck parking is prevalent throughout the entire study segment of northbound and southbound $52^{\text {nd }}$ Avenue.

$52^{\text {nd }}$ Avenue Looking North
MD 201 consists of two 12-foot through lanes in both the northbound and southbound directions, divided by a curbed grass median with closed drainage. There are 12 foot outside shoulders in both directions. The northbound direction has dense vegetation beyond the existing pavement. There is no existing sidewalk in either direction. Utility poles run along the northbound side.


MD 201 Looking North

Lydell Road is approximately 48 feet wide with one lane in each direction and no discernable pavement markings. It is closed section with curb and gutter on both sides of the roadway. There are no existing sidewalks on either side of the roadway, and a fence that is set back 13 feet from the back of curb in the eastbound direction. Utility poles run along the westbound side.


Lydell Road Looking East
Schuster Drive is approximately 44 feet wide with one lane in each direction and no discernable pavement markings, and parking occurs on both sides of the roadway. It is closed section with curb and gutter on both sides of the roadway. There are no existing sidewalks on either side, and utility poles run along the southbound side of Schuster Drive.


Schuster Drive Looking South

The combination of commercial and residential properties throughout the study area results in multiple pedestrian traffic generators within a half-mile radius of the study limits. Within this radius, there are:

- Bladensburg Waterfront Park
- Bladensburg Neighborhood Park
- Cheverly Euclid Street Neighborhood Park
- Cheverly Swim and Racquet Club

There is 1 bus stop located within the proposed design in the study area at the southeast corner of MD 201 and Lydell Road intersection. There are no crossings along the proposed shared use path with existing crosswalk striping or existing pedestrian signals. Existing pedestrian signals are located at the southeast and southwest corners of MD 201 and Lydell Road intersection, utilized for crossing MD 201, and at the four corners MD 201 and 52 ${ }^{\text {nd }}$ Avenue intersection, also utilized for crossing MD 201.

## Environmental Compliance and Permitting

There are no anticipated environmental impacts within the study area needing permitting.
A significant aspect of the proposed study needing permitting is the CSX railroad crossing at the western limit of the study area, where the proposed shared use path will ultimately connect to
the Anacostia River Trail entrance. This will involve extensive coordination and agreements with CSX. Requirements at this crossing would include, but is not limited to, working within the CSX Right of Way and replacing and/or adding additional crossing signals. This will introduce a major schedule risk.

## Wetlands and Waterways

At Craftsman Circle, near the proposed shared use path tie in limit, there is a freshwater emergent wetland. The wetland runs from the existing railroad tracks to the south, through the Cheverly Local Park to the north. The proposed design is not within the FEMA Flood Hazard Area. Additional analysis will be required to determine impacts to wetlands and any required permitting.

## Stormwater Management and Drainage

Lloyd Street has concrete pads on both sides of the roadway with inlets that collect drainage into a closed system. Newton Street is closed section with curb and gutter on both sides of the roadway, however there are no existing inlets on either side of Newton Street. $52^{\text {nd }}$ Avenue is closed section along northbound, and a partially closed and partially open section along southbound. MD 201 is open section along the outside edges of roadway, with a closed section median with drainage. Lydell Road and Schuster Drive are both closed section with curb and gutter on both sides of the roadway.

Lloyd Street, MD 201 north of $52^{\text {nd }}$ Avenue and 52 ${ }^{\text {nd }}$ Avenue south of Jackson Street have closed drainage systems that appear to flow to a R5UBH riverine just north of the WSSC property and ultimately into the Anacostia River. Newton Street and $52^{\text {nd }}$ Avenue North of Jackson Street have closed drainage systems that flow north to a pond just north of Newton Street. The ownership of this pond is not clear but most likely belongs to Prince George's County or Bladensburg municipality. MD 201 south of $52^{\text {nd }}$ Avenue has an open drainage system to the outside that flows to 2 culverts that run beneath MD 201, with one being just west of the Baltimore Washington Parkway bridge ( $48^{\prime \prime}$ pipe) and one being just east of the bridge ( 24 " pipe). Both of these pipes flow to the south along Baltimore Washington Parkway into open ditches. The closed median drainage has inlets that drop the median drainage into those same culvert pipes.

The proposed study design has 3 locations that impact the existing drainage system, along Lloyd Street, $52^{\text {nd }}$ Avenue from Jackson Street to Kilmer Place, and MD 201 Northbound from Lydell Road to $52^{\text {nd }}$ Avenue.

Along westbound Lloyd Street, curb and gutter will be introduced and new inlets will need to be tied into the existing drainage system. Along northbound $52^{\text {nd }}$ Avenue, the curb and gutter is proposed to be shifted 2 feet towards the roadway to allow for the necessary shared use path width. There are no existing inlets in this section of $52^{\text {nd }}$ Avenue, so no new inlets will be needed. MD 201 northbound will be changed from open section to closed section. The
proposed design and estimate assume 10 COG inlets and 5 manholes along MD 201 northbound due to the closed section condition. Further analysis will be required to determine the necessary inlet locations, but it is anticipated that the drainage captured by these inlets will flow to the existing culverts present in the existing condition.

One stormwater facility was identified in the vicinity of the proposed improvements. The facility is a filtering facility inside the WSSC Anacostia Service Facility adjacent to MD 201 (SWMFAC \#160613). There is an existing pond north of Newton Street and West of $52^{\text {nd }}$ Avenue, however the ownership cannot be determined at this point.

There are limited areas to provide Storm Water Management (SWM) within project limits. One potential opportunity could be adjacent to Baltimore Washington Parkway south of where it crosses over MD 201. All opportunities will be exhausted within the project scope. However, given the Impervious Area Requiring Treatment (IART), it will be required to go beyond the present scope to investigate other areas within the MDOT SHA ROW to treat existing impervious areas as mitigation for the new impervious areas (that are also within the same watershed) to meet all the SWM quantity and quality management for the project.

| New <br> Pavement | Redevelopment | Pavement <br> Removal | Impervious Area <br> Requiring Treatment |
| :---: | :---: | :---: | :---: |
| 34,800 SF | 37,300 SF | 0 SF | 53,450 SF; 1.23AC |

Note that the above values were determined using GIS data and aerial imagery.

## Utilities

Utility poles are present throughout the entire study area. They are located along Newton Street eastbound, $52^{\text {nd }}$ Avenue northbound and southbound, MD 201 northbound, Lydell Road westbound and Schuster Drive southbound. Most of the poles along 52 ${ }^{\text {nd }}$ Avenue and MD 201 appear to be within MDOT SHA Right of Way. Utility poles in the other locations appear to be within Prince George's County or Municipal Right of Way. A utility designation quality level B will be necessary to locate any underground utilities.

It is anticipated that approximately 11 local utility poles will be impacted. The relocation of utility poles will potentially involve property easements among other impacts.

## Right of Way

Based on preliminary Right of Way (ROW) information, the existing MDOT SHA ROW varies in width as follows.

| Location | ROW Width (FT) |
| :---: | :---: |
| MD 201 from Lydell Road to Lloyd Street | Approx. 90-120 |
| 52 ${ }^{\text {nd }}$ Avenue from MD 201 to Newton Street | Approx. 50-75 |

Right of Way information along Lloyd Street, Newton Street, Lydell Road and Schuster Drive are not shown in the provided plans as this study only includes MDOT SHA Right of Way information. The Prince George's County and Municipal Right of Way information will be needed to provide the anticipated impacts along those roadways.

Locations where the proposed design extends beyond the existing back of sidewalk, and potentially impacts right of way are as follows:

1. MD 201 NB between Lloyd Street and Monroe Street

Further investigation will need to occur in preliminary engineering to determine all right of way impacts, including those along the County and Municipal roadways.

## Proposed Design

The proposed design adds a new shared use path for a majority of the study area and replaces existing sidewalk where applicable. The proposed shared use path is 10 feet wide, narrowing to 8 feet wide in heavily constrained locations. Curb and gutter is proposed at all shared use path locations. The curb and gutter will replace existing curb and gutter in kind and in the same location at the edge of pavement except for the following locations:

1. Lloyd Street - New curb and gutter is proposed at the existing edge of asphalt pavement, eliminating the existing concrete pad.
2. $52^{\text {nd }}$ Avenue north of Kilmer Place - proposed bump out to avoid Right of Way impacts and tie into the existing driveway.
3. $52^{\text {nd }}$ Avenue between Jackson Street and Kilmer Place - proposed curb and gutter moved 2 feet towards travel lane to avoid significant Right of Way impacts.
4. $52^{\text {nd }}$ Avenue south of Jackson Street - proposed bump out to avoid parking lot and Right of Way impacts.
5. MD 201 Northbound - proposed curb and gutter where there is no curb and gutter today.

The proposed curb and gutter on Lloyd Street would eliminate the concrete pad waiting area used by commercial vehicles. The proposed curb bump outs along $52^{\text {nd }}$ Avenue will eliminate parking in those locations. Along MD 201 northbound, the proposed curb and gutter will be placed at the existing edge of travel lane, eliminating the existing 12-foot shoulder. MD 201 is
classified as a Principal Arterial Other, therefore it is acceptable per AASHTO guidelines to remove this shoulder, but a bike waiver would be required.

Retaining walls are proposed due to proximity of existing Right of Way and steep slopes adjacent to the shared use path. Three retaining walls are proposed at the following locations:

1. Lloyd Street - from MD 201 intersection to approximately 250 feet west of intersection.
2. MD 201 Northbound - between Lloyd Street and Monroe Street
3. Schuster Drive - In front of MY-A \& Co. property.

Along Newton Street there is a potential need for steps to be provided at residences where the proposed option introduces a significant change in elevation.

As noted in the stormwater management section, new inlets will be required along the new proposed curb and gutter locations along Lloyd Street and MD 201 northbound and will connect to the main drainage system. Impacted driveway connections and the bus stop at the southeast corner of Lydell Road and MD 201 intersection will be replaced.

Crossings are proposed at all locations where they do not exist today. This includes a proposed crossing on MD 201 just south of $52^{\text {nd }}$ Avenue. There are existing pedestrian crossing signals and crosswalk striping, however no existing sidewalk.

The major risk to this project, as mentioned in the permitting section, is the proposed CSX railroad crossing. Extensive coordination, agreements and permitting will be required to provide the shared use path connection to the existing Anacostia River Trail entrance. There is high risk to the overall project schedule and additional costs including replacement and additional crossing signals. All feasible shared use path connections to the trail within the study area involve crossing the CSX railroad tracks.

The eastern study limit at Craftsman Circle ties into the proposed trail easement as shown in the Craftsman Circle Development Plan (See Appendix E).

Maintenance of traffic will involve at a minimum an outside lane closure during construction.
The estimate for the proposed study design is estimated to cost $\$ 5.4 \mathrm{M}$ excluding right of way acquisitions and utility impacts other than utility pole relocation. This project resides in a Priority Funding Area, and an agreement will need to be made as to the cost sharing of this project between MDOT SHA, Prince George's County, and the Cheverly Municipality.

## Design Considerations

While analyzing the study, four design considerations were identified that are not shown in the proposed study design:

1. 10-foot Shared Use Path on Lloyd Street

The proposed study design shows a 10-foot shared use path along the west portion of Lloyd Street, then narrowing to 8 feet wide where the existing fence shifts closer to the road. Impacting the fence can be considered to maintain a continuous 10 -foot-wide shared use path, which would result in fence relocation, a potential retaining wall, and potential right of way impact.
2. Shared Use Path on North Side of $49^{\text {th }}$ Avenue

The proposed study design shows the shared use path running along the south side of $49^{\text {th }}$ Avenue, between MD 201 and Newton Street. There is a combination of residential properties and utility poles that could cause challenges. Along the north side of $49^{\text {th }}$ Avenue is guardrail, trees and thick vegetation. However, moving the shared use path could become an option if the residential properties lead to insurmountable difficulties.
3. Relocating $52^{\text {nd }}$ Avenue Curb and Gutter

Locations were noted in the previous section where relocating the existing curb and gutter was necessary to provide a shared use path. In addition to these locations, there are other locations in this section of $52^{\text {nd }}$ Avenue where the curb and gutter can be moved closer to the travel lane, narrowing the existing shoulder, or removing it altogether. This would potentially provide a 10 -foot shared use path where only an 8 -foot path is provided in the proposed study design, as well as buffer space between the curb and shared use path.
4. Cheverly Hospital Site Redevelopment

The redevelopment of the existing Cheverly hospital site is in the planning stage currently and would potentially provide an alternative endpoint for the proposed shared use path. The site plans include residential, retail and dining facilities and is located just east of Baltimore Washington Parkway on Hospital Drive. Additional information on the site redevelopment can be found on Prince George's County website.

## Conclusions and Recommendations

## Benefits:

- Improves bicyclist and pedestrian safety by moving bicyclists off the roadway.
- Provides bicycle facilities where there are none today.
- Increases connectivity between the Anacostia River Trail, commercial destinations, and the surrounding neighborhoods.
- Most of the proposed shared use path will be within existing ROW.


## Concerns:

- CSX railroad crossing introduces a major risk to schedule and cost.
- There is minimal opportunity to provide Storm Water Management within the study area to compensate for the additional and redeveloped impervious surface.
- Proposed retaining walls are required to avoid significant right-of-way impacts.
- Proposed work falls within SHA, County, and Municipal Right of Ways, which will require coordination from all parties.
- Impacts to existing utilities including impacts to existing utility poles and potential utility impacts in the areas where proposed storm drain systems will be required.


## Recommendation:

There is a need for shared use path connectivity between the Cheverly neighborhood and the surrounding destinations. The lack of adequate existing facilities creates safety concerns and forces potential bicyclists to use an alternative mode of transportation. The proposed alternative is recommended as it creates a safe bicycle and pedestrian environment with minimal impacts on the surrounding community, while providing an enhanced off-road experience.

## Appendices

Appendix A: Proposed Shared Use Path (9 Plan Sheets)
Appendix B: Cost Estimate

Appendix C: Pedestrian Counts
Appendix D: Photos of Existing Conditions
Appendix E: Craftsman Circle Development Plan


-PROPOSED BUFFER
PROPOSED SIDEWALK

- PROPOSED DRIVEWAY


JMTT











Notes:

1. Cost estimate does not include Right-of-Way costs, utility costs other than those listed, or CSX railroad crossing costs


$\underbrace{}_{\substack{\text { MARYAAND DEPARTMENT } \\ \text { OF TRANSPORTATION. }}}$ STATE HIGHWAY
ADMINISTRATION
Station ID: S2000160126

Maryland Department of Transportation
State Highway Administration

## Turning Movement Summary Report

Date: 11/13/2019 12.00:00 AM County
Town:
Prince Georges
Comments:

Location: MD 201 at 52nd Ave (Eastbound)

| Interval: | 60 Min | PEAK | AM PERIOD | Start | End | Volume | LOS | V/C | PM PERIOD | Start | End | Volume | LOS | V/C |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | Hours | 6:00AM-12:00PM | 07:00 | 08:00 | 2633 | A | 0.5 | 12:00PM-19:00PM | 17:00 | 18:00 | 2861 | A | 0.48 |


|  |  | MD 201 |  |  | MD 201 |  |  | 52nd Ave |  | Salvatio | my Store |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | From North |  |  | From South |  |  | from East |  |  | West |  |
| Begin Hour | School Children | Pedestrians | Bicycles | School Children | Pedestrians | Bicycles | School Children | Pedestrians | Bicycles | School Children | Pedestrians | Bicycles |
| 00:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 01:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 02:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 03:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 04:00 | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 05:00 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 06:00 | 0 | 9 | 0 | 0 | 4 | 0 | 0 | 1 | 0 | 0 | 4 | 0 |
| 07:00 | 0 | 7 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 5 | 0 |
| 08:00 | 0 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 |
| 09:00 | 0 | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 0 |
| 10:00 | 0 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 11:00 | 0 | 8 | 0 | 0 | 0 | 0 | 0 | 4 | 0 | 0 | 0 | 0 |
| 12:00 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 |
| 13:00 | 0 | 10 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | 0 |
| 14:00 | 0 | 3 | 0 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 3 | 0 |
| 15:00 | 0 | 7 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 2 | 0 |
| 16:00 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 4 | 0 |
| 17:00 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 |
| 18:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 19:00 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 13 | 0 |
| 20:00 | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 | 0 |
| 21:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 22:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 23:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL | 0 | 72 | 0 | 0 | 5 | 0 | 0 | 9 | 0 | 0 | 44 | 0 |
| AMPEAK | 0 | 7 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 5 | 0 |
| PMPEAK | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 |
| DAYPEAK | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 |


STATE HIGHWAY
ADMINISTRATION
Station ID: S2000160125
Date: $\quad 11 / 13 / 2019$ 12:00:00 AM
Location: MD 201 at Lydell Rd
Interval: 60 Min

Maryland Department of Transportation
State Highway Administration

## Turning Movement Summary Report



| From North |  |  |  | From South |  |  | From East |  |  | From West |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Begin Hour | School Children | Pedestrians | Bicycles | School Children | Pedestrians | Bicycles | School Children | Pedestrians | Bicycles | School Children | Pedestrians | Bicycles |
| 00:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 01:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 02:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 03:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 04:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 05:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 06:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 07:00 | 0 | 0 | 0 | 0 | 3 | 0 | 0 | 2 | 0 | 0 | 0 | 0 |
| 08:00 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 09:00 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 10:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 11:00 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 |
| 12:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 13:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 14:00 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 2 | 0 | 0 | 0 | 0 |
| 15:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 |
| 16:00 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 17:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 18:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 19:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 |
| 20:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 21:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 22:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 23:00 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL | 0 | 2 | 0 | 0 | 7 | 0 | 0 | 7 | 0 | 0 | 0 | 0 |
| AMPEAK | 0 | 0 | 0 | 0 | 3 | 0 | 0 | 2 | 0 | 0 | 0 | 0 |
| PMPEAK | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 |
| DAYPEAK | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 |

Appendix D: Photos of Existing Conditions












MD 201 Northbound Looking North


MD 201 Northbound Looking North
Existing 48 Inch Culvert West of Baltimore Washington Parkway


MD 201 Northbound Under Baltimore Washington Parkway Bridge


Existing 24 Inch Culvert at MD 201 Northbound East of Baltimore Washington Parkway Bridge





# M MARYLAND DEPARTMENT OF TRANSPORTATION <br> <br> STATE HIGHWAY <br> <br> STATE HIGHWAY ADMINISTRATION 

 ADMINISTRATION}

## Draft

# Shared Use Path Feasibility Study 

## Report

MD 450 (Annapolis Road) and MD 202 (Landover Road)

From 46 ${ }^{\text {th }}$ Street To Kilmer Street<br>Prince George's County

June 2023

> Prepared By JMT
> For MDOT SHA

Office of Highway Development

## Executive Summary

This feasibility study is being performed for the MDOT SHA Office of Highway Development for consideration under the Bicycle Retrofit Program (Fund 88). The limits of study extend along MD 450 (Annapolis Road) and MD 202 (Landover Road) from 46th Street to Kilmer Street to increase connectivity between the Bladensburg Waterfront, Anacostia River Parks and the surrounding neighborhoods. Within these limits are commercial businesses, residential properties, Bladensburg Elementary School, and International High School at Langley Park. This section of MD 450 and MD 202 is defined as Context Zone C- Suburban Activity Center. Two options will be presented, Alternative 1: Segment 1 and Segment 2.

Alternative 1 will evaluate the installation of a shared use path along MD 450 Eastbound and MD 202 Southbound. The limits of Alternative 1 begin at the intersection of MD 450 and $46^{\text {th }}$ Street and end at the intersection of MD 202 and Kilmer Street. The study area has been split into two segments:

- Alternative 1 Segment 1: MD 450 from $46^{\text {th }}$ Street to the MD 202 intersection
- Alternative 1 Segment 2: MD 202 from the MD 450 intersection to Kilmer Street

Due to the limited space within the corridor, both segments require impacts to the existing roadway footprint. Segment 1 introduces a lane width reduction from the existing 14 -foot lane width to a 12 -foot lane width, providing extra width to install a shared use path with a minimum width of 8 feet. Segment 2 utilizes a lane reduction, reducing the existing 3 lane typical section in the Southbound direction to a 2-lane typical section to create the necessary width for a shared use path. The shared use path within Segment 2 is along SB MD 202 from MD 450 to $58^{\text {Th }}$ Place and the shifts to NB MD 202 from $58^{\text {th }}$ Place to Kilmer Street.

Notable risks include retaining wall construction adjacent to commercial property lines, local utility pole impacts, potential right of way impacts to both commercial and residential properties, and potential underground utility impacts.

An alternative was considered to provide a shared use path along MD 450 Westbound and MD 202 without a lane reduction, however this alternative was dismissed because of significant utility pole, right of way, and existing retaining wall impacts that would deem the project unfeasible.

## Background

The project study area is along MD 450 (Annapolis Road) and MD 202 (Landover Road) from 46 ${ }^{\text {th }}$ Street to Kilmer Street. The length of the study is approximately 2.13 miles ( 11,200 feet). This Feasibility Study was requested by MDOT SHA Office of Highway Development to improve bicyclist safety, enhance network connectivity, and serve future demand.

## Purpose and Need

The purpose of the proposed shared use path is to provide and enhance pedestrian and bicyclist connectivity along MD 450 and MD 202 from Bladensburg Waterfront Park to the Cheverly neighborhood and the shopping center at Kilmer Street. Improving connectivity within the study limits would improve pedestrian and bicyclist safety. The addition of a new shared use path would provide pedestrians and bicyclists a well-defined and safe route to utilize.

The intent of this study is to provide a bicyclist accommodation solution that meets the Fund 88 MDOT Programmatic Purpose and Need (August 2018) for the least cost. The Programmatic Purpose and Need requires that projects be prioritized based on the criteria that incorporates corridor information related to demand, connectivity and safety.

## Level of Service and Demand

The performance criteria for Fund 88 is determined based on the Level of Service (LOS) of the on-road and off-road bicycle facilities. The FHWA considers " C " to be the minimum acceptable LOS.

The existing bicycle LOS within the study area can only be calculated in Segment 1 along MD 450, since there is a 14 -foot outside lane with shared lane markings ("sharrows") and Segment 2 does not have existing bicycle facilities. For this study the Ride Illinois Pedestrian Level of Service Calculator, developed by the League of Illinois Bicyclists, was used to determine the BLOS. Below is the input data and resultant BLOS for Segment 1:

## MD 450 at Bladensburg Elementary School

## BLOS and PLOS for the following road segment

| Lanes per direction: | 2 |  |  |  |
| :--- | :--- | :---: | :---: | :---: |
| Outside lane width: | 14 ft |  |  |  |
| Paved shoulder/bike lane/marked parking width: | 0 ft |  |  |  |
| Bidirectional ADT traffic volume: | 32992 (veh/day) |  |  |  |
| Posted speed limit: | 30 mph |  |  |  |
| Heavy vehicle percentage: | $2 \%$ |  |  |  |
| FHWA's pavement condition rating: | 4 |  |  |  |
| \% of segment with occupied parking: | $0 \%$ |  |  |  |
| \% of segment with sidewalks: | $100 \%$ |  |  |  |
| Sidewalk width: | 5 ft |  |  |  |
| Sidewalk buffer/parkway width: | 2 ft |  |  |  |
| Score |  |  | Level-of-service | Compatibility Level |
| BLOS: 3.92 <br> PLOS: D (3.51-4.50) <br> 3.83 D (3.51-4.50)$\quad$ Moderately Low |  |  |  |  |

The existing BLOS of " D " is not acceptable and is improved upon in this study.
The proposed shared use path is an off-road facility. Therefore, the Shared-Use Path Level of Service Calculator, developed by FHWA, was utilized. This calculator takes the volume of users, types of users, and path width into consideration to determine both the user perception and shared use path LOS. Based on the Shared-Use Path Level of Service Calculator, the following LOS values were determined at two locations along the study corridor:

## MD 450 at Edmonston Road

| Segment Name | Path Width | Centerline | Volume (users per hour in 1 direction) and Mode Split |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Closest 0.5 ft . | 0 - Mo Conterline | Volume | Mode Split (\%)* |  |  |  |  |  |
| Name | Width (ft) | 1=Centerline | One-way (per hour) | Adult Bicyclista | Pedestrians | Runners | 1n-LinoSkators | Child Eicyeliste | All Modes |
| MD 450 at Edmonston | 10.0 | 0 | 18.0 | 30.0\% | 60.0\% | 5.0\% | 0.0\% | 5.0\% | 100.0\% |


| User Perception |  | Delayed Passings Adjustment |  |  |  |  | Trail Level of Service |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |  |  |  |
| Score | Grade | Percent | \# Per Hr | Pre Adi Fac | Fin Adi Fac | P..1:- 108 s..... | LOS Score | LOS Grade |
| 3.80 | B | 28.84\% | 9.19 | 0.08 | 0.08 | 3.73 | 3.73 | B |

MD 202 at $56^{\text {th }}$ Avenue

| Segment Name <br> Name | Path Width <br> Closest 0.5 ft <br> Width $(\mathrm{ft})$ | Centerline <br> 0-Hocenterline <br> $1=$ Centerline | Volume (users per hour in 1 direction) and Mode Split |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  | Volume |  |  | de Split (\%) |  |  |  |
|  |  |  | One-w/ay (per hour) | Adult Bicyclizte | Pedestrians | Runners | 1n-Line Skatern | Child Bicycliste | All Modes |
| MD 202 at 56th Ave | 10.0 | 0 | 14.0 | 30.0\% | 60.0\% | 5.0\% | 0.0\% | 5.0\% | 100.0\% |


| User Perception |  | Delayed Passings Adjustment |  |  |  | ..1.-10s ..... | Trail Level of Service |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |  |  |  |  |
| Score | Grade | Percent | \# Per Hr | PreAdi Fac | Fin Adj Fac | -..1-1-1*s $\times$.... | LOS Score | LOS Grade |
| 3.82 | B | 23.29\% | 5.77 | 0.05 | 0.05 | 3.77 | 3.77 | B |

The input volumes are the highest hour volumes from the ITMS traffic counts (see Appendix C), and the Mode Split was determined by the future anticipated use of the facility.

Future demand for bicycle ridership cannot be accurately measured since there are no highquality bicycle facilities present today in the study area. As a result, potential users shift to other travel modes. Based on the Short-Trip Opportunity Area model within the Statewide Bicycle Master Plan, the study area is identified as a Very High Opportunity area. This signifies an increase in future volumes, and based on the LOS calculator, the following are the volume limits for the range of LOS scores:

LOS A - 0 to 11 users per hour
LOS B - 12 to 34 users per hour
LOS C - 35 to 63 users per hour
LOS D - 64 to 89 users per hour
LOS E - 90 to 114 users per hour
LOS F - Over 114 users per hour
One element not taken into consideration in the LOS calculator is the buffer and landscaping between the curb and the shared use path. In the proposed study design, a buffer was provided in all possible locations, with the largest buffer being 8 -foot wide. Any buffer with a minimum width of 5 feet would provide space for trees. These aspects of the proposed study provide additional comfort for future pedestrians and bicyclists.

## Connectivity

One of the primary purposes of Fund 88 is to provide connections between completed segments of the bicycle network. The MD 450 and MD 202 corridor being examined in this study would connect the Cheverly neighborhood with Bladensburg Waterfront Park to the west and Kilmer Street to the east. Within the park is a section of the Anacostia River Trail, which extends from the confluence Anacostia River and the Potomac River to the south and continues north beyond the divergence of the Anacostia River to the Northeast and Northwest branches. The connection to Kilmer Street provides the neighborhood with bicycle access to the shopping center containing a Walgreens, CVS, Aldi, among other shopping destinations.

## Safety

Since 2020, there have been 11 accidents along the study corridor. Pedestrians accounted for 10 crashes, and bicyclists accounted for 1 . Of the crashes, 9 involved injuries while 2 involved property damage. Providing an off-road shared use path with a buffer will ensure a safer route for pedestrians and bicyclists.

## Existing Conditions

The following information was gathered through a site visit on January 5, 2023, and desktop research. The project study area is located along MD 450 and MD 202, both classified as Principal Arterial Other, between $46^{\text {th }}$ Street and Kilmer Street. The study area is within a Priority Funding Area (PFA). MD 450 has a posted speed of 30 mph , and the posted speed increases to 35 mph east of the MD 450 intersection with MD 202. The study area is located on the National Highway System (NHS).

Pedestrian and bicycle counts were taken at the following locations:
2018 Counts:

- MD 450 at $47^{\text {th }}$ Street

2019 Counts:

- MD 450 at MD 202
- MD 202 at $56^{\text {th }}$ Avenue


## 2022 Counts:

- MD 450 at Edmonston Road

This information was taken from the Internet Traffic Monitoring System (I-TMS), where pedestrian and bike counts were broken down into total counts, counts during the AM vehicle peak, and counts during the PM vehicle peak. These counts are provided in Appendix C.

Two existing typical sections are present along the study corridor. The first typical section runs along MD 450 from the western study limit at $46^{\text {th }}$ Street to the intersection of MD 450 and MD 202, and the second continues from the intersection to the eastern study limit at Kilmer Street.

MD 450 consists of two through lanes in both the eastbound and westbound directions and a center left turn lane. The interior lanes are 12 feet wide, and the outside lanes are 14 feet wide with shared use lane markings. There are no shoulders or parking lanes along this segment and transit vehicles use the outside lanes to load/unload passengers. The roadway utilizes a closed drainage system with curb and gutter running along the entire segment. There is existing sidewalk on both sides of the roadway. The majority of existing sidewalk is flush with the back of existing curb, however there are sections of sidewalk along this segment that include a grass strip buffer. The properties along this segment are mostly commercial, including the Bladensburg Elementary School.

MD 202 consists of three 12-foot through lanes in both the southbound and northbound directions, divided by a varying width (4' minimum) concrete and brick raised median. There are no shoulders or parking lanes along this segment and transit vehicles use the outside lanes to load/unload passengers. The roadway utilizes a closed drainage system with curb and gutter running along the entire segment. There is existing sidewalk on both sides of the roadway, with the exception of northbound MD 202 from the Baltimore Washington Parkway ramps to just west of Neighbor Lane. The majority of existing sidewalk is flush with the back of existing curb, however there are sections of sidewalk along this segment that include a grass strip buffer. Retaining walls exist along the northbound side of the roadway abutting both commercial and residential properties. The properties along this segment are a combination of residential and commercial properties.

There are several locations within the study area where the existing sidewalk is significantly damaged.

The combination of commercial and residential properties throughout the study area results in multiple pedestrian traffic generators within a half-mile radius of the study limits. Within this radius, there are:

- Bladensburg Waterfront Park
- Bladensburg Shopping Center
- Bladensburg Elementary School
- International High School at Langley Park
- Varnum Park
- Bladensburg High School
- Cheverly Nature Park
- Gladys Noon Spellman Elementary School
- Kilmer Park and Arboretum
- Kilmer Street Shopping Center

There are 13 bus stops located in the study area along MD 450 Eastbound and MD 202 Southbound. Additionally, there is one marked midblock crossing at MD 202 and $55^{\text {th }}$ Avenue. This midblock crossing is not signalized.

There are multiple safety devices within the study limits. The breakdown of Countdown Pedestrian Signals (CPS), Accessible Pedestrian Signals (APS), and Crosswalk Markings at each intersection is shown below:

| Existing Safety Devices |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: |
| Intersection <br> (with MD 450) | Legs With CPS | Legs With APS | Legs With Crosswalk Markings | Total Legs in Intersection |
| $48^{\text {th }}$ Street | 4 | 4 | 4 | 4 |
| Edmonston Road | 3 | 3 | 3 | 3 |
| Bladensburg Elementary School | 3 | 3 | 3 | 4 |
| MD 202 | 2 | 2 | 2 | 3 |
| Total | 12 | 12 | 12 | 14 |


| Existing Safety Devices |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: |
| Intersection (with MD 202) | Legs With CPS | Legs With APS | Legs With Crosswalk Markings | Total Legs in Intersection |
| $57^{\text {th }}$ Avenue | 4 | 4 | 4 | 4 |
| Baltimore <br> Washington Parkway Ramps (West side of bridge) | 1 | 1 | 1 | 3 |
| Baltimore Washington Parkway Ramps (East side of bridge) | 1 | 1 | 1 | 3 |
| Cheverly Avenue | 1 | 0 | 1 | 3 |
| Neighbor Lane | 4 | 4 | 4 | 4 |
| Kilmer Street | 4 | 4 | 4 | 4 |
| Total | 15 | 15 | 15 | 21 |

## Environmental Compliance and Permitting

There are no anticipated environmental impacts within the study area needing permitting. Additional investigation in future design will be needed to confirm this.

## Wetlands and Waterways

The Anacostia River runs North to South to the west of the study area. It is classified as a R2UBH Riverine per the National Wetlands Inventory. A portion of the proposed shared use path at the western study limit falls within the 1\% Annual Chance Flood Hazard area and 0.2\% Annual Chance Flood Hazard area based on FEMA Flood Insurance Rate Map number 24033C0129E. Additional analysis will be required to determine impacts to the floodplain and required permitting.

## Stormwater Management and Drainage

MD 450 and MD 202 are curbed, and closed drainage roadways for the entire project limits. Closed drainage is provided on the outer edge of pavement via COG and COS inlets. Segment 2 has a raided median. There is no drainage within the median, with the roadway sloped towards the outside edge.

The proposed study alternative impacts the existing drainage system and existing pavement. Segment 1 proposes an outside lane width reduction from 14 feet to 12 feet along MD 450 Eastbound. Moving the curb and gutter results in the need for 15 new inlets in this segment, along with the necessary pipes to connect back to the main system. Segment 2 proposes a full lane reduction from three 12 -foot lanes to two 12 -foot lanes along MD 202 Southbound. As in Segment 1, the shift of the curb results in the need for 15 new inlets with necessary piping in Segment 2.

The proposed alternative assumes no changes to existing drainage patterns, nor changes to drainage at all points of interest.

Two stormwater facilities were identified in the vicinity of the proposed improvements. The first facility is an open channel system owned by CSX and runs along the CSX railroad just south of MD 450 between $46^{\text {th }}$ and $47^{\text {th }}$ Streets (SWMFAC \#160617). The second is a filtering system also owned by CSX and continues South of the first (SWMFAC \#160618).

There are limited areas to provide storm water management (SWM) within project limits. The project will explore all available options to provide stormwater quantity management [ESDv, $\mathrm{Qp}_{10} / \mathrm{Qp}_{100}$, etc.] at each point of investigation (Poi) / line of investigation (Loi). After all options within the project limit are exhausted and environmental site design (ESD) to maximum extent practicable (MEP) has been implemented, variances/waivers will be requested for Poi/Loi where quantity requirements are not met. The project will also explore options within the project limit
to provide water quality treatment. Any remaining water quality treatment that cannot be achieved within the project limit will be satisfied offsite as compensatory treatment.

| Option | New <br> Pavement | Redevelopment | Pavement <br> Removal | Impervious Area <br> Requiring Treatment |
| :---: | :---: | :---: | :---: | :---: |
| Alternative1, Segment 1 | $13,600 \mathrm{SF}$ | $24,000 \mathrm{SF}$ | $6,200 \mathrm{SF}$ | $22,500 \mathrm{SF} ; 0.52 \mathrm{AC}$ |
| Alternative 1, Segment 2 | 450 SF | $71,000 \mathrm{SF}$ | $33,000 \mathrm{SF}$ | $19,450 \mathrm{SF} ; 0.45 \mathrm{AC}$ |

Note that the above values were determined using GIS data and aerial imagery.

## Utilities

Utility poles are present throughout the entire study area. They are located along MD 450 Westbound in Segment 1 and move to the opposite side of the roadway and follow MD 202 Eastbound in Segment 2. Most of the poles appear to be within MDOT SHA Right of Way and are located within 10 feet of the back of curb. During the field visit, multiple sewer manholes, hand boxes, water, sewer lines, overhead electric, fiber lines, and other utilities were identified within the study area. A utility designation quality level B will be necessary to locate any underground utilities.

In Segment 1 just west of the MD 450 and MD 202 intersection, there are 6 smaller utility poles that will potentially be impacted.

## Right of Way

Based on preliminary Right of Way (ROW) information, the existing MDOT SHA ROW varies in width as follows.

| Location | ROW Width (FT) |
| :---: | :---: |
| MD 450 from 46th Street to MD 202 | Approx. 75-90 |
| MD 202 from MD 450 to Baltimore Washington <br> Parkway | Approx. 80-95 |
| MD 202 from Baltimore Washington Parkway to <br> Kilmer Street | Approx. 120-200 |

Locations where the proposed design extends beyond the existing back of sidewalk, and potentially impacts right of way are as follows:

1. MD 450 EB at Bladensburg Elementary School
2. MD 450 EB between Bladensburg Elementary School Entrance and 52 ${ }^{\text {nd }}$ Street
3. MD 450 EB between $53^{\text {rd }}$ Street and $53^{\text {rd }}$ Place

Further investigation will need to occur in preliminary engineering to determine all right of way impacts.

## Proposed Designs

## Alternative 1 Segment 1:

The proposed design replaces all existing sidewalk along MD 450 Eastbound and MD 202 Southbound with a shared use path by reducing the outside travel lane by 2 feet, going from 14 feet to 12 feet. Due to commercial properties adjacent to MD 450, the lane width reduction allows for a minimum 8 -foot width shared use path, and 10 -foot shared use path in less restricted areas. The shared use path is proposed to be 8 feet wide between $47^{\text {th }}$ Street and $48^{\text {th }}$ Street, and east of $53^{\text {rd }}$ Place. As noted in the stormwater management section, new inlets will be required along the proposed curb and gutter and will connect to the main drainage system. Additionally, all existing driveway connections and bus stops will be replaced. Retaining walls are proposed due to commercial parking lots and steep slopes adjacent to the shared use path. There are existing steps leading to residential properties that will be impacted and need to be replaced/relocated in the segment of MD 450 between $52^{\text {nd }}$ Street and $53^{\text {rd }}$ Street.

A majority of the shared use path in Segment 1 is adjacent to the proposed back of curb. However, where there is available space, a buffer of up to 8 feet is provided to allow for tree planting and additional bicyclist and pedestrian comfort.

Maintenance of traffic for Segment 1 will involve at a minimum an outside lane closure during construction.

The estimate for Alternative 1 Segment 1 is estimated to cost $\$ 3.4 \mathrm{M}$. As this project resides in a priority funding area, this project is subject to a $75 / 25$ construction cost sharing between MDOT SHA and Prince George's County respectively.

## Alternative 1 Segment 2:

Segment 2 utilizes a lane reduction from 3 lanes to 2 lanes along MD 202 SB in order to provide a 10 -foot shared use path with a grass buffer varying from 4 feet to 8 feet wide throughout the entire segment. As in Segment 1, the lane reduction results in a need for new inlets to replace impacted existing inlets, as well as the replacement of all driveway connections and bus stops. There are no proposed retaining walls or utility pole impacts anticipated in Segment 2.

Maintenance of traffic for Segment 2 will involve the permanent closure of the outside lane, along with reduced lane widths of the remaining two lanes. The existing middle lane will need to be closed as necessary to complete construction.

The estimate for Alternative 1 Segment 2 is estimated to cost $\$ 4.1 \mathrm{M}$. As this project resides in a priority funding area, this project is subject to a $75 / 25$ construction cost sharing between MDOT SHA and Prince George's County respectively.

## Conclusions and Recommendations

## Benefits:

- Improves bicyclist and pedestrian safety by moving bicyclists off the roadway and providing buffer between existing curb and shared use path.
- Provides bicycle facilities where there are none today.
- Increases connectivity between the Anacostia River Trail, commercial destinations, and the surrounding neighborhoods.
- Most of the proposed shared use path will be within existing ROW.
- Minimal utility relocation is anticipated.
- Lane width reduction and lane reduction "road diet" will calm existing traffic, increasing safety.


## Concerns:

- There is minimal opportunity to provide SWM Management within the study area to compensate for additional and redeveloped impervious surface.
- Proposed retaining walls are required to avoid significant right-of-way impacts.
- Impacts to existing utilities including impacts to existing utility poles and potential utility impacts in the area where the existing storm drain system will need to be replaced.


## Recommendation:

There is a need for shared use path connectivity between the Cheverly neighborhood and the surrounding destinations. The lack of adequate existing facilities creates safety concerns and forces potential bicyclists to use an alternative mode of transportation. The proposed alternative is recommended as it creates a safe bicycle and pedestrian environment with minimal impacts on the surrounding community, while providing an enhanced off-road experience.

## Appendices

Appendix A: Proposed Sidewalk Alternative 1: Segment 1 \& Segment 2 (13 Plan Sheets)
Appendix B: Cost Estimates
Appendix C: Pedestrian Counts
Appendix D: Photos of Existing Conditions

- Appendix A: Proposed Sidewalk Alternative 1 Segment 1



$\square$
$\square$
$\square$

- PROPOSED BUFFER
- PROPOSED SIDEWALK

$\square$- PROPOSED DRIVEWAY

\author{

-     - EXISTING RIGHT OF WAY
}


-     - EXISTING RIGHT OF WAY






Mix

Appendix A: Proposed Sidewalk Alternative 1 Segment 2





- PROPOSED SIDEWALK



-PROPOSED BUFFER
- PROPOSED SIDEWALK

| $\stackrel{30}{ }=$ |  | $\square^{60}$ |  |  |
| :---: | :---: | :---: | :---: | :---: |
|  | HIGHWAY DESIGN DIVISION <br> MD 450 /MD 202 SHARED USE PATH FEASIBILITY STUDY FEASIBILITY STUDY |  |  |  |
| SCALE_ ADEETISED DATE |  |  |  |  |
| $\qquad$ |  |  |  |  |
| doamng no. | ${ }_{0}$ | steer no. | 9 |  |

Appendix A: Proposed Sidewalk Alternative 1 Segment 2


Mive



PROPOSED BUFFER

- PROPOSED SIDEWALK
- PROPOSED DRIVEWAY
-_ - EXISting RIght of WAY


Appendix A: Proposed Sidewalk Alternative 1 Segment 2
 - PROPOSED BUFFER

- PROPOSED SIDEWALK
- PROPOSED DRIVEWAY
_- - EXISTING RIGHT OF WAY
EMT.
Mive


Appendix A: Proposed Sidewalk Alternative 1 Segment 2



Emin.
Mind

| SCALE | - AVERISED DATE | - contract no. $\quad$ becs 2055 osid |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| designed by <br> DRAWN B $\qquad$ MDE/PRD $\qquad$ |  |  |  |  |  |  |  |
| drammg no. | - | OF |  | Shet no. | 15 | of |  |


| DATE: | 6/21/2023 <br> MD 450/MD 202 from 46th Street to Kilmer Street <br> ALTERNATE 1 SEGMENT 1: MD 450 FROM 46TH STREET TO MD 202 |
| :--- | :--- |
| JOB DESCRP: |  |
| IMPROV TYPE: | SHARED USE PATH CONSTRUCTION |
| TYPICAL SEC: | 5-Lane Undivided with Center Left Turn Lane |
| PREPARED BY: | JMT |

\(\left.\begin{array}{ll}PROJECT \#: \& BCS 2015-05J <br>

COUNTY: \& PRINCE GEORGE'S\end{array}\right]\)| PRJ LENGTH: |
| :--- |
| DIVISION: |
| 2.13 Miles |
| MDOT SHA- OFFICE OF HIGHWAY |
| DEVELEOPMENT |


| [CAT 1] |  |  |  | 415,000.00 |
| :---: | :---: | :---: | :---: | :---: |
| 1 | LS | 20,000.00 | 20,000.00 |  |
| 1 | LS | 145,000.00 | 145,000.00 | 8\% of Cat. 2-8 |
| 1 | LS | 45,000.00 | 45,000.00 | $2 \%$ of Cat. 1-8 |
| 1 | LS | 200,000.00 | 200,000.00 | $10 \%$ of Cat. 1-8 |
| 1.0 | AC | 5,000.00 | 5,000.00 |  |
|  |  |  |  | 66,900.00 |
| 240 | CY | 60.00 | 14,400.00 |  |
| 1,500 | CY | 35.00 | 52,500.00 |  |
| 15\% [\% OF CAT 2,4,5,6]+ Items below |  |  |  | 225,000.00 |
| 15 | EA | 5000 | 75000 |  |
|  |  |  |  | 298,000.00 |
| 2980 | SF | 100 | 298000 |  |
|  |  |  |  | 137,572.08 |
| 56 | TON | 85.00 | 4,738.75 |  |
| $\begin{aligned} & 496 \\ & 390 \end{aligned}$ | SY | 150.00 | 74,333.33 |  |
|  | SY | 150.00 | 58,500.00 |  |
| $\begin{gathered} 4,500 \\ 34,100 \end{gathered}$ |  |  |  | 498,500.00 |
|  | LF | 35.00 | 157,500.00 |  |
|  | SF | 10.00 | 341,000.00 |  |
| 12\% [\% OF CAT $2,4,5,6]+$ Items below |  |  |  | 125,900.00 |
| 700 | SY | $5.00\lceil$ | $\overline{3,500}$ |  |
| 15\% [\% OF CAT 2,4,5,6] + Items below |  |  |  | 455,000.000 |
| 6 | EA. | 50000 | 300,000 |  |
| SUBTOTAL OF CATEGORIES 2,4, 5,6 |  |  |  | 1,000,972.08 |
| SUbTOTAL Roadway cost |  |  |  | 2,221,872.08 |
| Continge | \% ] | 40\% |  | 888,748.83 |
| SUbTOTAL- NEAT CONSTRUCTION |  |  |  | \$3,111,000.00 |
| overhead and admins |  | 14.4\% |  | \$447,984.00 |
| TOTAL PROJECT COST |  |  |  | \$3,558,984.00 |
| SHA SHARE- PROJECT COST COUNTY SHARE- PROJECT COST |  |  | 75\% | \$2,669,238.00 |
|  |  |  | 25\% | \$889,746.00 |

[^0]1. Cost estimate does not include Right-of-Way costs or utility costs other than those listed


Notes:

1. Cost estimate does not include Right-of-Way costs or utility costs other than those listed.





Appendix D: Photos of Existing Conditions





MD 450 Eastbound East of Bladensburg Elementary Looking East
MD 450 Eastbound Looking East at $53^{\text {rd }}$ Place



MD 202 Southbound Looking South at $55^{\text {th }}$ Avenue


MD 202 Southbound Near 55 ${ }^{\text {th }}$ Avenue Damaged Sidewalk



MD 202 Southbound Looking South at $56^{\text {th }}$ Place
Damaged Sidewalk


MD 202 Southbound Looking South at $57^{\text {th }}$ Avenue





## Advisory Committee Rules and Guidelines

Advisory Committees do extremely important work in the Town of Cheverly. The Board of Election Supervisors, Building Usage Committee, Economic Development Committee, Ethics Commission, Property Maintenance Review Board, Recreation Council, Planning Board, Cheverly Green Infrastructure Committee, Redistricting Commission, and Tree Commission are all advisory committees that serve as resources for the Mayor and Council. Advisory Committees differ from other town organizations; their creation and maintenance is guided by legal documents and actions, and they are expected to be accountable to the town as outlined below.

## Membership:

Given the importance of these advisory committees, members should be selected based on their skills, expertise, leadership acumen, and relationship-building ability. All advisory committee members are subject to approval and formal appointment by Mayor and Council at a regularly scheduled public meeting. Candidates for membership should be submitted to their respective Council Member or to the Council Liaison for the committee. Council Members shall from time to time recommend members of each committee, and will work to recruit representatives from each ward. The size of each standing committee shall be mandated in the committee's bylaws.

## Committee Boards:

Members shall serve aterm of 24 months. Each committee shall elect from its appointed membership a chair, to serve for a term of one year, as well as a vice chair. Committees shall elect additional board
members as outlined in their bylaws. Board members shall be Cheverly residents and registered voters in the town of Cheverly. Board members cannot hold political office in the town of Cheverly.

## Council Liaisons:

At the May or June worksession following town elections, Council Liaisons will be appointed for advisory committees, with the exception of the Ethics Commission and Board of Elections Supervisors. Council Liaisons are not voting members of advisory committees; their role is to facilitate communication between Mayor/Council and the committee. Council Liaisons should make every effort to attend the meetings of their advisory committee and may be asked to report on the work of the committee during town meetings.

## Representation, Transparency, and Open Meetings:

Chairs and members serve in an advisory capacity to the Mayor and Council and do not formally represent the town on official business. Advisory committee members should always be clear in any communications, oral or written, that the views, opinions, and decisions of the individual or committee are not representative of the Town itself. Committee members should not make directives to town staff or external stakeholders. Any communication with external stakeholders should copy the Town Administrator, Mayor, and Council Liaison. Appropriate disclaimers must be included in all written and oral communications. Engagement with new external stakeholders should be coordinated in conjunction with town staff.

All advisory committees are required to submit updated bylaws annually to the Town Clerk. They must also submit meeting information and agendas at least 10 days prior to their meetings, and to submit
zoom recordings and minutes within two weeks following their meetings. Committee leadership should ensure the town website has updated information for the leadership, contact information, and upcoming events for each advisory committee.

## Bylaws:

Bylaws for each committee should include how often a committee meets, financial procedures, membership, and officers. Each committee should annually submit final financial statements and insurance claims and documentation to the Town Clerk. Bylaws should not be written in direct opposition to rules provided by the Town Clerk for bylaw drafts and submissions. All other rules and bylaws effective for advisory committees remain the same as delineated in their initiating and revised resolutions.

## Committee Reports during Regular Town Meetings:

Town Advisory Committees such as the Planning Board, Green Infrastructure Committee, Recreation Council, Cheverly Day, and Board of Election Supervisors shall provide monthly updates to the Mayor \& Council at the Regular town meetings. Reports should be provided by the chair or committee designee. Reports can be submitted at least forty-eight hours in advance of a meeting to be read into the record by the Town Clerk if no one is able to attend ths meeting. Reports should include updates, announcements, meeting information, contact information and should not exceed five minutes. If the committee is providing an update that requires Mayor \& Council discussion, approval, vote, or feedback, the Committee can request that an agenda item be added at the discretion of the Mayor and Town Administrator at least five days in advance of the meeting.

## Scope of Advisory Committees:

The Mayor and Council will set aside time annually during a work session to discuss advisory committee priorities and objectives for the year (aligned with the Strategic Plan). Council may ask committees to follow up and make recommendations on development projects, provide proposals or options for addressing town issues, and/or convene smaller working groups to explore specific emergent topics. This guidance is intended to provide direction for the work of the committee and does not preclude additional work of the advisory committee.

Requests for formal recommendations from committees can be made in meetings and in writing, and will be made to allow for sufficient time for committees to prepare their report (no less than one month). Recommendations from advisory committees can be adopted in full, in part, or not be included in final determinations of the Mayor and Council in their entirety. The Town will share final determinations with the relevant advisory committees as soon as is practicable.

## RESOLUTION R-6-23

Appointment of Members of the Ethics Commission

WHEREAS, the Mayor and Council of the Town of Cheverly, Maryland desire to make appointments to the Ethics Commission.

NOW, THEREFORE, BE IT RESOLVED that in accordance with the provisions of Section § C-3-2 of the Charter of the Town of Cheverly, Maryland, the following persons are appointed as Board of Ethics members for a tenure of three (3) years [or until a successor is appointed, whichever is longer]:

| Name: | Ward: |
| :--- | :--- |
| David LaVoy | Ward 1 |
| Ed Terry | Ward 2 |
| Dione Dobbins | Ward 3 |
| Thomas Ruyle | Ward 4 |
|  | Ward 5 |
| Veta Richardson | Ward 6 |
|  | Mayor |

These appointments are effective on the date of this resolution.
Adopted: October 12, 2023

Attest: $\qquad$
Kayce Munyeneh
Mayor

Christopher R. Wade
Councilmember

## Micah Watson

Councilmember

## Nicole Bryner

Councilmember

Joseph Dalaker
Councilmember

Charly Garces
Councilmember

Amy Jean Chung Fry
Councilmember

# THE CHEVERLY YOUTHTOWN COUNCIL AND THE YOUTH ADVISORY BOARD 

Mobilizing youth, empowering voices, and shaping Cheverly's tomorrow

## The Purpose

## - Representation and Inclusivity

- Ensures that the diverse voices of the younger generation are heard and represented in local decision-making processes
- Provides a platform for youth from various backgrounds, experiences and perspectives
- Youth Empowerment and Leadership Development
- Opportunity to develop skills in leadership and civic engagement
- Serves as a practical learning ground where youth can hold a meaningful position
- Building a Sustainable Future
- Involves youth in decisions contributing to the long-term sustainability of the community


## The Structure

- The Youth Town Council
- Grades 10, 11, and 12
- Composed of a total of six youth
- One to represent each ward
- The Youth Advisory Board
- Ages 18-22
- Composed of two youth
- Senior Youth Advisor and a Junior Youth Advisor


## The Process

- October 15, 2023
- Application Release
- November 15, 2023
- Application Deadline
- December 14, 2023
- Mayor and Council make official recommendations


## Advertising the Positions

- This positions will be sent out via...
- News and Announcements
- Published in the Newsletter
- Posted Online
- Cheverly Youth Text Notification
- Social Media
- Posted at local schools
- Email to Mayor and Council requesting distribution


## Once Established...

- The Youth Town Council, led by the Youth Advisory Board will:
- Complete trainings
- Attend monthly meetings
- Plan monthly youth events
- Advocate for young residents in their wards
- Create new ways to engage with the community
- Present their concerns in Town Meetings and Worksessions


## THANK YOU!

## The Cheverly Youth Town Council and Youth Advisory Board:

Mobilizing youth, empowering voices, and shaping Cheverly's tomorrow
$\qquad$

## GRANT ACQUISITION AGREEMENT

All grants issued by the Mayor and Cheverly Town Council are from appropriated funds of the Town of Cheverly and must be accounted for to specified auditing standards.

Name: David Kneipp Phone: 301-772-3946

Address: 6215 Inwood Street
Cheverly, MD 20785
Organization: Cheverly Native Planting Project

- I hereby agree NOT to expend funds allocated to the designated organization for salaries, stipends and/or personal income.
- As duly authorized by the above named organization to accept this grant, I assume full responsibility for the proper expenditure of funds for the requested expenses and will report to the town staff the manner in which expended.
- Receipts and a full accounting of all grant funds are required by the end of the given Fiscal Year ending June $30^{\text {th }}$.
- I also understand that the funds provided are not for my own personal use, and that violation of this agreement will result in the reimbursement to the Town of Cheverly of any/all funds spent outside the parameters as denoted in the grant application.

Date: $\qquad$


Signature of Grant Recipient
PLEASE ATTACH THE FOLLOWING:

* THE PURPOSE OF THE GRANT REQUEST.
* A DETAILED DESCRIPTION OF THE PROJECT/PROGRAM YOU WISH TO EXECUTE WITH THE CHEVERLY GRANT PROGRAM FUNDING.
* A DETAILED ACCOUNTING OF AMOUNTS AND ACTIVITIES/ITEMS FOR WHICH THE GRANT FUNDS SHALL BE UTILIZED.
* A DETAILED TIMELINE FOR THE EXPENDITURE OF FUNDS.
* THE OVERALL BENEFIT TO THE COMMUNITY.


## Cheverly Native Planting Project Grant Request

1. The purpose of the grant request. This grant is to fund the Directors and Officers Insurance policy for the CNPP Board of Directors (estimated cost is $\$ 1,200$ ). Additional funds will be used for signage at the seven sites CNPP currently maintains in Cheverly - Hummingbird Hill behind the Town Park track, Cheverly Village Pollinator Plot on the southwest side of the Community Center, Cheverly Nature Park, American Legion meadow, Sweetgum Grove in the old $4^{\text {th }}$ ward, Cheverly Community Center - various sites, and the Cheverly Meadow on $63^{\text {rd }}$ place and Cheverly Oaks Court. Any remaining funds will be used to print promotional flyers and brochures.
2. A detailed description of the project/program you wish to execute with the Cheverly Grant program funding. The Director and Officers Insurance policy was recommended for the CNPP Board of Directors when they gained non-profit status. (A Directors and Officers liability insurance is insurance coverage intended to protect individuals from personal losses if they are sued as a result of serving as a director or an officer of a business or other type of organization. It can also cover the legal fees and other costs the organization may incur as a result of such a suit).
Signage of the seven sites is intended to better explain the need for preserving native species, the effects of pollinators for insect and bird species, and the need to minimize non-native, invasive plant species.
3. A detailed accounting of amounts and activities/items for which the grant funds shall be utilized. The Cheverly Native Planting Project will track the costs and materials for the above-mentioned items and submit a detailed report on costs. The CNPP requests a grant of $\$ \mathbf{2 , 0 0 0}$ for these purchases.
4. A detailed timeline of the expenditure of funds. Funds will be used to purchase the D\&O Insurance policy and signage by December 31, 2023. A detailed report of expenditures will be submitted to the Mayor and Council by January 31, 2024.
5. The overall benefit to the community. If the Cheverly Native Planting Project Board of Directors obtains Director and Officers insurance, they would be able to continue the work of the non-profit without the worry of suffering personal losses in case of a lawsuit. Additional signage at the seven sites within Cheverly would help better communicate the need to preserve native plant species and would serve as points of communication regarding better uses of green spaces.

Submitted August 14, 2023
Dave Kneipp, Treasurer
Cheverly Native Planting Project


[^0]:    Notes:

