

**A Planning Report
for a**

Town Commons in Olney, MD



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Montgomery County Maryland
Department of General Services
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**A Planning Report for a
Town Commons in Olney, MD**

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Executive Summary

The 2005 Olney Master Plan (Master Plan) identified a goal to “Create a Civic Center in the Town Center through redevelopment of a major shopping center or a public-private partnership.” The Olney Town Center Advisory Committee (OTCAC) was chartered by the Maryland-National Capital Park and Planning Commission (M-NCPPC) to create a common community-based vision of what the future town center could look like and how it might function in relation to the surrounding neighborhoods. To do that OTCAC was charged with three tasks:

1. Create an *Illustrative Concept and Design Guidelines* for developers – completed 2013;
2. Review development proposals for parcels within the town center before they are presented to the Montgomery County Planning Board – ongoing as development proposals are presented; and
3. Create a *Concept for a Civic Center/Town Commons* - completed November 2016.

OTCAC volunteers worked to understand the needs of different community groups that would utilize a civic center building and an outdoor town commons, and have identified some potential opportunities to realize the vision. These recommendations are included in the *Concept Plan for a Civic Center and Town Commons for Olney, Maryland* (Concept Plan), which was approved by OTCAC at their November 2016 meeting and posted to their website for access by the public. Copies of the Concept Plan were sent to representatives from M-NCPPC, Councilmember Nancy Navarro’s office, and County Executive branch staff. Hyperlinks to the Concept Plan and the Master Plan can be found in Appendix A.

Subsequent to OTCAC’s approval of the Concept Plan in November 2016, Montgomery County government devoted resources in its Capital Improvements Program for fiscal year 2017 to begin facility planning for an outdoor town commons in Olney. Facility planning exercises included interviews with key community stakeholders, a community planning forum, and an online survey. This Planning Report addresses findings from these efforts and provides the scope and design standards for creating a new outdoor town commons in Olney in order to aid the next phase of the planning process, site selection.

The most popular programming and amenities requested by the Olney community for the town commons include: open space, bandshell/stage/pavilion, multigenerational playground, seating, shade/covering, landscape/hardscape, historic feel through art and architecture, public art, and food/access to food trucks. To accommodate these programs and amenities, it is recommended that the County find a site of approximately 0.75 acre to one acre in size that is located within the Town Center as defined by the Master Plan.

1. Project Background

1.1. Statement of Need

The Master Plan states that “the Town Center lacks a major open space, a place for the community to gather and to celebrate its festivals and events. It needs an outdoor public space that would accommodate the many civic functions and annual events that take place in Olney. Currently, they are held in parking lots or playgrounds. The Master Plan further states that, “the Town Center lacks a strong visual identity... the physical form of the Town Center is too scattered and needs an identifiable physical feature... that would help create a sense of place.” The town commons would provide an appropriate setting for outdoor civic functions, provide a focal point, and help create a sense of place for the Town Center and ultimately the greater Olney community

Interviews with Olney residents and community activists indicate that the current “center” of Olney is most often considered to be either the intersection of two major Maryland state thoroughfares, Georgia Avenue and MD 108, or a fountain located in the corner of the Fair Hill Shopping Center, which is near that street intersection. Having the intersection being the major identifying element of the town is an indicator that the Olney community is in need of a major public focal point. A town commons can do just that.

The existing outdoor public space in Olney is scattered around the periphery of the Town Center and located in residential neighborhoods. Existing festivals and concerts occurring in the Town Center are relegated to large privately-owned surface parking lots, not an ideal location especially during the hot summer months. Yet the success of festivals like Olney Days, a weekend long festival in May, and Olney’s National Night Out held in August and the weekly Farmers’ and Artists’ Market shows that the demand for a centralized, permanent public space exists.

In addition to providing much needed space for existing public festivals and concerts, a town commons will allow for the addition of new events, as well as informal leisure and recreational activities, becoming a central focal point of the Olney community and establishing a sense of place and identity.

1.2. Historical Background

The Master Plan identified the need to “create a civic center with a major public open space... designed to accommodate a variety of functions including a place for public gathering and events.” The Master Plan

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recommended the center of Olney be rezoned as mixed-use town center zoning (MXTC).¹ It also recommended the creation of a committee that would act as a voice for the Olney community and help define the community's vision for a Town Center.

Following the recommendation from the Master Plan, the M-NCPPC chartered OTCAC in 2006, to act as a link between the Montgomery County Planning Board and the Olney community. The 12 member OTCAC pulls from a broad range of local Olney groups with members from local advisory boards, homeowners and civic associations, businesses, non-profits, and the M-NCPPC. In addition to being tasked with creating a vision of a future Town Center, OTCAC would work with Montgomery County's Planning Board by reviewing and making recommendations on development proposals occurring within the Olney Town Center.

Over the next decade, OTCAC moved forward with its given tasks, first creating an *Illustrated Concept and Design Guidelines* booklet for a Town Center. Published in 2008 and updated in 2013, the booklet presented an illustrated example of how to develop the Town Center using mixed-use town center zoning. Additionally, the document also establishes design guidelines for future development within the Town Center.

In 2016, OTCAC completed its second task - the Concept Plan that "articulate[d] the community's needs and vision for the facilities." The Concept Plan describes the need for a town commons with facilities that include public open space and a performance facility. The Concept Plan also suggests possibilities for how a town commons could be realized, including the use of public private partnerships.

In 2016, Montgomery County Government allocated funding in the County's Capital Improvements Program to begin facility planning for an Olney Town Commons. Subsequently, the County's Department of General Services (DGS) engaged Delta Engineers, Architects, & Land Surveyors (Delta) to help implement the facility planning for an Olney Town Commons. With previous experience in planning studies and developing facility programs, and researching other town commons in Maryland and around the country, DGS and Delta developed three planning exercises to gain input from the community in order to identify specific uses for a town commons. In the first exercise, DGS and Delta interviewed focus groups representing key community user groups who would use the town commons. From these interviews, nine amenities were identified as being essential. The second exercise was a day-long

¹ Montgomery County's zoning code was rewritten in 2014. As part of the zoning code rewrite many properties were rezoned to new, but similar zones. Properties in Olney's Town Center were rezoned from the MXTC zone to the Commercial Residential Town (CRT) zone.

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community forum, or charrette; the third and final exercise was an online survey designed to reach Olney residents who were not at the forum, further broadening the scope of input from community members.

1.3. Focus Group Interviews

In 2017, DGS and Delta interviewed seven community organizations, identified by OTCAC as key potential users of a future town commons, to gather input. DGS contacted leaders of these organizations, who then recommended additional interview participants from their group. Members of the following Olney organizations were interviewed in March and April 2017 to gather information on how they and the Olney community might use a town commons and what specific amenities they would like to have for this space. The interview questions from these focus groups can be found in Appendix B.

- **Greater Olney Civic Association (GOCA)**
An umbrella organization including over 30 member associations whose mission is to study, plan, coordinate and promote the overall civic, economic, ecological and cultural welfare of the community within the Olney Master Plan area.
- **Olney Home for Life**
An organization that facilitates neighbor-to-neighbor assistance on a voluntary basis for local area seniors. They provide services associated with transportation, communication and socialization that enhance the quality of life for seniors by helping them maintain their mobility, health and social connections as they age in place.
- **Project Change**
A youth/adult partnership organization dedicated to promoting positive youth development through leadership experiences, meaningful community service, the performing arts, and safe social activities.
- **Olney Farmers & Artists Market**
A homegrown, seasonal farmers and artists market inspired by the Farmers Market in Charleston, South Carolina that occurs every Sunday from Mother's Day through November.
- **Olney Concert Band / Olney Big Band**
The Olney Concert Band strives to foster a lifelong love of music among its musicians and audiences. OCB accomplishes this through inclusive membership in a collegial and meaningful

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musical environment, a varied repertoire, and participation in community events, providing accessible, educational performances for diverse audiences.

The Olney Big Band is a traditional big band dedicated to preserving and promoting the heritage of classic big band music. The band's primary objective is to encourage new generations to listen and dance to music played by the big bands of past and present.

- **Olney Civic Fund / Olney Days Planning Committee**

The Olney Civic Fund (OCF) was established in June, 2013 and its mission is to raise public awareness of Olney charitable, educational, civic, and cultural activities and to raise funds to support Olney charitable projects and civic events through the involvement of volunteers and business sponsors including the annual Olney Days celebration.

- **Olney Chamber of Commerce**

The mission of the Olney Chamber of Commerce is to support, promote, and represent the business interests of its members.

The following amenities were identified by the interviewees:

- A large green/open space
- A bandshell or stage
- Playground for various ages including active seniors
- Seating
- Shade/covering
- Variety of landscaping and hardscaping
- Creating a historic atmosphere through art and architecture
- Installation of public art
- Food/access for food trucks

These amenities became the focal point around which the next planning phase, the Community Planning Forum, was organized.

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1.4. Community Planning Forum

During Olney Days 2017, a Community Planning Forum at the Olney Library was held on Saturday, May 20, 2017 to gather input from the larger community on a future outdoor town commons. Choosing the Saturday of Olney Days at the Library was intentional in hopes of maximizing participants, including those attending Olney Days events as well as library patrons. The event was advertised on DGS' website, through the Mid-County Regional Services Center, homeowner/community associations, flyers in area shopping centers and an advertisement in the Greater Olney News.

Each of the nine amenities identified through the focus group interviews had its own visual board that contained photographs showing a broad spectrum of examples of that amenity that exist in Montgomery County as well as elsewhere in Maryland, the U.S., and other countries. Images of the amenity display boards used at the Community Planning Forum can be found in Appendix E at the end of this report.

Attendees of the Planning Forum were first given a brief overview of the history of the project, the purpose of the forum, and next steps. Each attendee was then given four sticky dots labeled 1 through 4. After reviewing the nine amenity boards, the attendee could "vote" for and comment on the top four amenities they wanted in the town commons by leaving a dot on oversized notepads in front the visual boards. An amenity's score was determined by giving a first choice vote 4 points, second choice vote 3 points, third choice vote 2 points, and fourth choice vote 1 point.

BAND SHELL | STAGE



OLNEY TOWN COMMONS COMMUNITY PLANNING FORUM MAY 20, 2017



Figure 1: Forum amenity visual board example

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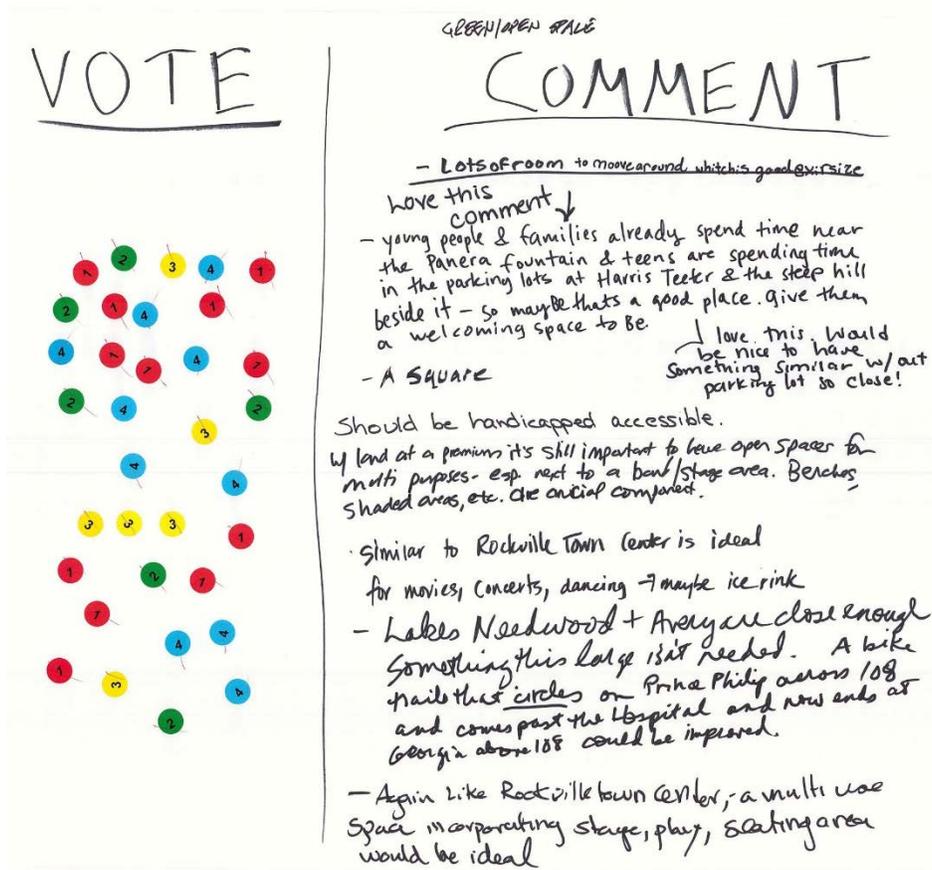


Figure 2: Forum vote & comment board example

1.4.1. Forum Results

The following Forum results are in order of preference:

<u>Amenity</u>	<u>Total Votes</u>	<u>Total Score</u>
1. Green/Open space Frequent comment - Would give teens that currently hang out at Harris Teeter and Panera a designated place to spend time.	67	179
2. Bandshell/Stage Frequent comment – Should be multi-use: family movie showings, local artists, concerts, etc.	47	153
3. Playground Frequent comment - Include programmed areas for all ages.	34	120
4. Seating Frequent comment - Seating should also include shade.	48	117

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5. Shade/Covering	43	105
Frequent comment - Combine with seating, bandshell, or historic ideas.		
6. Landscape/Hardscape	38	86
Frequent comment - Could be used to connect the existing attractions in Olney.		
7. Historic/Art/Architecture	44	81
Frequent comment - Should be educational.		
8. Public Art	30	63
Frequent comment - Art should tie into the other ideas (historic, landscape/hardscape, etc.).		
9. Food/Access for Food Trucks	22	49
Frequent comment - Healthy options / health concerns.		

While the aforementioned nine amenities were repeatedly brought up in interviews with local organizations, a main goal of the forum was to hear from the broader Olney community who may have different ideas of what the town commons should include. A tenth notepad was labeled “What did we miss?” to allow attendees to leave comments regarding items or ideas they felt were not included and should be considered. Below is a sampling of the “What did we miss?” comments. A full list of comments can be found in Appendix D.

- Should fit well with the surrounding residential scale
- Preserve the small town feel of Olney
- All options should evaluate ways to cut down vehicular traffic and increase pedestrian traffic and safety (Bike and Pedestrian paths)
- A site would help better decide which option to vote for
- Teens are the group with the least amount of amenities geared towards them in Olney
- Central location
- Pedestrian crossings at Georgia Ave and RT. 108 feel unsafe, prevent Olney from being a pedestrian oriented town

1.5. Community Planning Online Survey

Seeking to maximize community input, the third planning exercise was an online survey posted on the Survey Monkey website. The survey was advertised through the same media as the Forum, and was advertised at the Forum itself. The survey opened the same day as the Community Planning Forum, May 20, 2017, and closed on June 12, 2017. At the end of this 24-day open period, a total of 52 respondents provided additional feedback on their thoughts on Olney and a future town commons.

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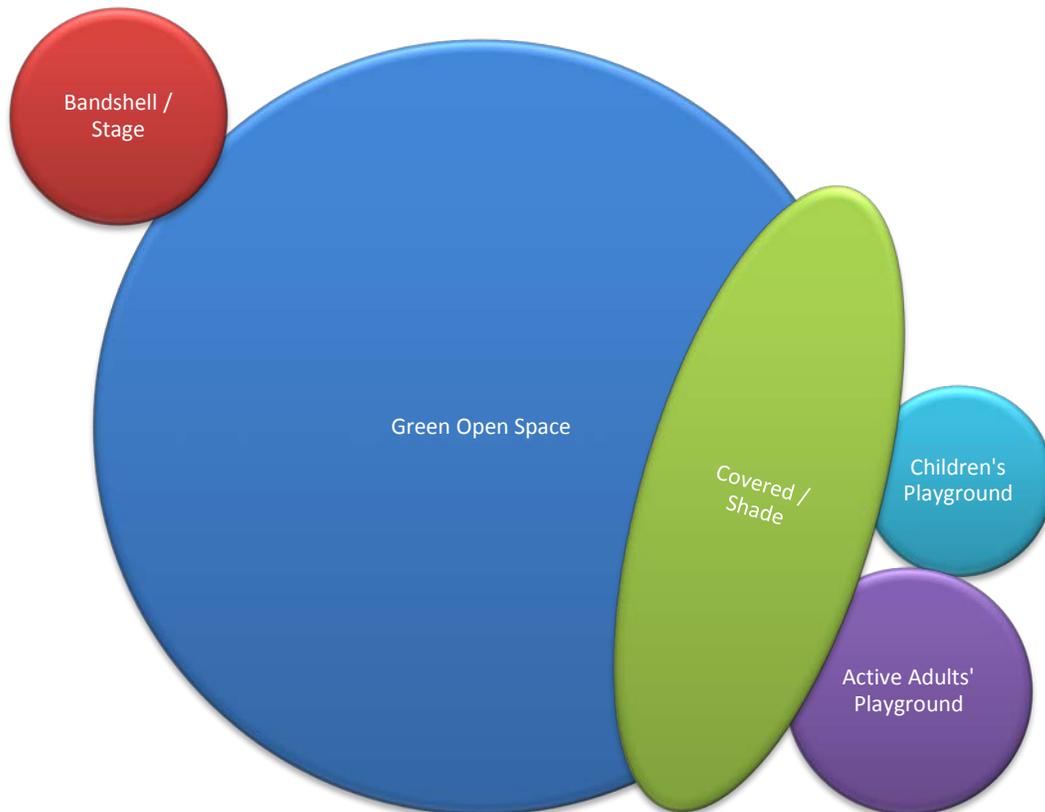
The results of the online survey were in line with the outcomes of the focus group interviews and the Community Planning Forum. Comments emphasized Olney being a small, family oriented town and that the town commons should help maintain and serve that identity. Top amenities included green open space, and a bandshell or stage for various community events and performances, and general opportunities for leisure and recreational activities. Shading and seating were also important. There was consensus among survey responses that potential negative impacts, such as parking issues, increased traffic, crime, and noise and light pollution should be evaluated during design.

A copy of the online survey questions and responses can be found in Appendix F at the end of this report.

2. General Site Template

2.1 Site Adjacency Diagram

The diagram below is of the town common's programmatic spaces and shows their necessary adjacencies to one another. It is for planning purposes only and does not depict the design of the town commons, which will occur after a site has been selected.



3. General Programmatic Spaces

3.1 Open Space (Green and Hardscape)

Total Size: 18,000 SF - 20,000 SF

Suggest ratio of green space to hardscape be 2/3 to 1/3 of total size, respectively.

The central feature of the town commons and the highest voted amenity from the Community Planning Forum, the open space will be the main focal point along with the bandshell/stage. All other amenities should be located around the open space.

The open space is anticipated to be a large, low slope lawn that will allow for a variety of activities by the Olney community. Whether gathering for a concert, shopping at the farmer's market, or spending a leisurely afternoon with family, the open space will be central to many large and small events. The open space will have hardscaping in the form walkways and plazas. The project team shall use both landscaping and hardscaping to help define different areas of the open space to promote its use for various activities while also creating a cohesive feel.

The project team shall also review if it is advantageous to use existing topography or create small hills to aid in defining areas of use which could also be configured as seating for the bandshell/stage. The Olney community has used the existing large sloped hill separating the Fair Hill Shopping Center and Olney Village Center in the past for seating during festivals and events.

3.2 Bandshell / Stage / Pavilion

Total Size: 900 SF – 1,000 SF

The bandshell/stage/pavilion shall be located adjacent to the open space

Along with the open space, the bandshell/stage will be the driving force in the design. Located adjacent to the open space, it should be a focus point for not only the town commons but for the Olney community at large while also being an appropriate scale to the surrounding area and architectural styles. This multi-function space shall be open air. It shall not have mechanical or plumbing systems and will not provide storage of any kind. It shall have electrical and data outlets. It shall not have its own lighting but shall be designed so that lighting can be hung for events. It shall provide temporary shelter and shall be designed to provide optimal acoustics for concerts and other entertainment events. Design shall look into various

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materials, but ultimately it should fit an Olney aesthetic and be of high quality to last for several decades with minimal need of maintenance. The bandshell/stage floor shall be skid and UV resistant.

The bandshell/stage should be located either immediate to or within easy access to area parking and drop-off zone areas to allow for easy movement of staging materials and equipment. Depending on property size, the design team may consider providing a small, dedicated access road or drop-off zone to the bandshell/stage which would allow for direct access and minimize disruption to the regular parking and drop off areas for normal use.

3.3 Multigenerational Playground

Total Size: 2,000 SF

Children's size: 500 SF

Active Adult size: 1,500 SF

The town commons playground shall be a multigenerational playground catering to users of a variety of ages. Since the Olney community has many parks already dedicated to youthful users, this playground will have emphasis on active adults living in the community who currently have limited options for outdoor fitness. This adult playground, also known as an outdoor fitness park, shall have a variety of equipment and games to exercise both the mind and body. The design team shall review what types of equipment and games are most appropriate but examples include stationary bikes, walking paths that include changes in elevation such as ramps and stairs, and games like shuffleboard or bocce. The design team shall also design areas for seating and provide partial shading to protect users during the warmer months.

The children's playground shall have play structures that may be a closed system or a conventional open system. The play structures can include swing sets, climbing stations, overhead ladders, slides, bridges, tube tunnels, and transfer platforms.

Playground equipment shall be of durable materials designed to withstand weather and UV, designed for safety (e.g. minimizing chances of snagging of clothing and skin), meet the Consumer Product Safety Commission Standards for Community Playgrounds, and is vandal resistant.

The playgrounds shall be located close to the open space and any parking, but shall be as far from the bandshell/stage as possible. This will limit noise interference and allow both to be used at the same time.

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3.4 Seating

Total Size: N/A

Various types of seating should be provided throughout the town commons. Design team shall consider using some seating elements as a contribution to the public art portion or the landscaping and hardscaping. Design team shall explore seating materials and arrangements. Materials shall be of high durability, low maintenance, and add to the overall aesthetic of the town commons. Seating shall be for both individuals as well as groups to promote socializing. A mix of chairs, lounge chairs, and benches should be considered.



Figure 3: Examples of seating contributing as public art.

3.5 Shade / Covering

Total Size: N/A

Shade/covering shall be provided by natural landscaping, constructed elements, or a mix of both. Shade canopy trees shall be a mix of native deciduous and evergreen that are not fruit bearing. Constructed shading devices such as outdoor umbrellas, pergolas, shade shelters and sails shall be made from wood, steel, and fabric. The design team shall design constructed shading devices to meet all applicable structural codes and standards including wind.

Shading elements should be located to minimize blocking of sightlines to the bandshell/stage.

3.6 Landscape / Hardscape

The design team will create a cohesive design using landscaping elements ranging from grass, shrubs, bushes, ornamental trees, to shade trees and hardscaping elements such as brick pavers and stone benches. The mix of landscaping and hardscaping shall be used to define the different programmatic uses of the site and be of materials appropriate for those uses. The design shall minimize storm water runoff by maximizing the use of pervious surface, rain gardens, and bio-retention and bio-filtration gardens.

3.7 Historic / Art / Architecture

Working with the Olney community, the project team shall design and create a sense of place. The design should draw from the past while looking to the future. Since the town commons will be the central focal point of the community, the design character of the town commons will set the precedent for Olney's future town center.

3.8 Public Art

Public art shall be incorporated into the town commons in several ways. One method is for art to be a focal point along pathways or as a destination on a path. Another method is for the art to be incorporated into the other amenities. For example, lighting fixtures, signage and seating can be integrated into sculptures or architectural features.



Figure 4: Examples of art functioning as other amenities.

3.9 Food/Access to Food Trucks

Besides the weekly farmer's market, food access can also be provided at the town commons by allowing food trucks to park either on the hardscaping plaza within the open space or along the town commons with areas reserved in a surface parking lot if one is included as part of the project.

4. Project Requirements

4.1 General Site Requirements

No site has been identified for the Olney Town Commons. The following section discusses general site requirements necessary for the town commons regardless of the site selected.

4.1.1 Vehicular Access

The site should be prominently located and accessible from an existing major street. Traffic patterning analysis shall be included in the project scope and shall be undertaken by the future design team.

4.1.2 Pedestrian Safety

The site layout should aim to achieve a separation of pedestrian and vehicular space and minimize areas where pedestrian and vehicular traffic pathways cross on the site. Methods such as separating features primarily used for vehicles from high traffic pedestrian thoroughfares will help maximize pedestrian safety throughout the site. When pedestrian and vehicular traffic pathways do cross, methods of clearly identifying these locations such as signage and lighting will help maximize pedestrian safety.

4.1.3 Parking Spaces & Basis of Calculations

The specific parking requirements will be determined once the site is selected. The entity managing the town commons should expect to make parking arrangements with nearby property owners for shared parking.

4.1.4 Drop-off Zones

The use of drop-off areas is anticipated near the town commons for cars and shuttle buses. Preferably, the bandshell/stage shall have a dedicated drop-off zone for primary delivery of equipment and materials to allow for unloading and loading without disrupting normal parking and drop-off zone use.

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4.1.5 Utilities

Electrical

Power: Electrical service will be provided by PEPCO. Service requirements will be coordinated with PEPCO. Power receptacles shall be a minimum of 24" above the ground, GFCI, preferably recessed in a wall, with weatherproof casketed covers and weather proof boxes.

Grounding: Grounding and bonding as required by the code will be provided. Any building steel structure will be grounded.

Conduits and Cable: Copper conductors, solid conductors for No 10 AWG and smaller, Stranded for No. 8 AWG and above. Main feeders 100 Amp and above will be aluminum.

Lightning Protection: Lightning protection system will be provided as required by NFPA 780 for the protection of any structures from lightning. Lightning protection system will be Master UL labeled.

Water and Storm Drainage

Water: Water service shall be provided by a connection to the existing public water supply main. Depending on the site selected, the connection may be new or existing. Locating the public water main and pressure testing shall be conducted by the design team prior to commencement of design work. Exterior water supply system piping shall be installed a minimum of 30" below final grade to prevent freezing. For system components that have a seasonal use, such as irrigation systems and decorative fountains, a means for winterization shall be provided. The design shall meet the design criteria of the local water and sewer authority, Washington Suburban Sanitary Commission (WSSC).

Storm Drainage: Storm drain design shall be developed in a manner to provide positive drainage away from improvements, eliminate ponding and allow for overland relief if flooding was to occur. The design shall take into consideration pedestrian and vehicular routes as well as points of access. All systems and components shall be designed in accordance with standards developed by Montgomery County's Department of Environmental Protection.

4.1.6 Stormwater Management Regulations

Montgomery County regulations require the control of both quantity and quality of stormwater run-off entering our streams and rivers. Impervious surfaces, such as sidewalks and rooftops, prevent the absorption of moisture and enable the washing of pollutants into the storm system. Not only is it important to incorporate environmentally intelligent and sensitive materials into this project's composition, but it is an extremely important message to the general public that the County incorporates what it requires of the

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residents. As promoted on the website, the Department of Environmental Protection (DEP) discusses Environmentally Sensitive Design (ESD) as a means of retaining, detaining, and/or infiltrating rainfall and snowmelt to promote responsible ecological preservation. There are many ESD systems that can be used to assist in making an on-site natural water balance. These various systems should be incorporated in the future development of the site.

4.1.7 Landscaping

Landscaping shall be developed using native species of plants that contribute to the identity and function of the programmed areas and the site. Landscaping is discussed further under the General Programmatic Spaces section of this report.

4.1.8 Fencing

Fencing may be used to help define programmed areas, for security purposes, pedestrian safety, or for decorative purposes. The design team shall study and present various fencing designs for community evaluation and input. All fencing shall be durable, low maintenance, vandal resistant, and meet County codes and regulations.

4.1.9 Site Lighting

Minimum foot-candle levels required by applicable codes shall be met, while minimizing the light pollution impacts on surrounding neighborhoods and roads. Lighting will be Full Cut Off or Fully Shielded LED fixtures to limit glare and light trespass. LEED requirements for light pollution must be observed. Exterior lighting will be controlled by photo cell and time clock. However, manual control overrides shall be designed to allow for control of lighting during special events.

4.1.10 Exterior Signage / Way Finding / Graphics

Applicable County standards for signage shall be investigated. The town commons will have large numbers of visitors, so it is crucial that vehicles and pedestrians do not come into conflict with one another or other incompatible activities on site. Clear and logical way-finding signage is required within and around the site. The design team should explore creating signage as part of the public art.

Exterior signage to include but not be limited to safety, directional, visual communication boards, and informational signs, such as pavement markings, traffic signs, site service signs, and address. Emblems

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and logos to be incorporated into the signage plan. Additionally, all signage must meet guidelines as established by Montgomery County and other applicable regulations.

4.1.11 Site Security

Pedestrian safety, crime prevention, and facility security is an important consideration of this development. The design shall include adequate lighting, signage and access control to facilitate these goals. The site shall be designed to prevent crime through use of the guidelines in Design Manual, Section H, Crime Prevention Through Environmental Design (CPTED). These guidelines include natural surveillance, territorial reinforcement, natural access control and target hardening. Controlled access of pedestrians and vehicles is not in the design scope. CCTV monitoring is not in the design scope.

4.1.12 Topography

The site overall would probably be best served to being relatively flat or low slope. However, natural features such as hills or large slopes can be purposed for seating for events at the bandshell / stage. The project design team will need to address any drainage requirements based on the topography and project design.

4.1.13 Geotechnical Information

The project design team will engage a geotechnical engineer to determine the soil characteristics of the site and whether any type of soil modification will be required to meet any of the design elements of the project.

4.2 General Design Requirements

All materials, products & systems proposed in the design phase must meet the following requirements regarding all materials, products, and systems:

- Highest level of durability – for extreme/severe use
- Easy to clean – without special knowledge, products or equipment and with limited regular maintenance
- Easy to repair or replace – parts readily available and able to be used in multiple applications

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- Tamper resistant – stands up to poking and prodding; can be cleaned if defaced
- Compartmentalize design - layout finishes with periodic breaks or random patterns to minimize area of disruption should replacement of a portion be required

The following exterior construction requirements are to be provided through further specification in the design phase:

- Any structure is to be constructed of materials and systems proven to endure the passage of time with an expected lifespan of 30 years.
- Divisions 7 and 8: Provide established manufacturers and approved contractors with established quality control programs, technical support and local representation that can respond to County's desire for highest quality of building envelope and systems.

4.2.1 Code Design and Standards Compliance

Analysis of current applicable codes and standards shall be required commencing with the design phase. At the time of this writing, the following Montgomery County Standards shall include the following, but not limited to:

- Montgomery County Green Buildings Law
- Montgomery County Manual for Planning, Design, and Construction of Sustainable Buildings
- LEED NC: Leadership in Energy and Environmental Design, New Construction
- IGCC: International Green Construction Code
- International Building Code (IBC)
- Manual of Exterior Sign Standards for County Facilities
- Maryland Building Performance Standards (MBPS)
- All applicable National Fire Protection Association (NFPA) codes
- OSHA: Occupational Safety & Health Administration
- Maryland Accessibility Code (COMAR 05.02.02), and the 2010 ADA Standards for Accessible Design.
- MOSH: Maryland Occupational Safety and Health

The below information was obtained from the following Montgomery County Department of Permitting Services web page:

<http://permittingservices.montgomerycountymd.gov/DPS/building/BuildingCodes.aspx>

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CODE	CODE/EDITION	EXECUTIVE REGULATIONS
Accessibility	2010 (or latest applicable) ADA	State Adoption
Commercial Building	<u>ICC</u> International Building Code	<u>ER 8-12</u>
	<u>MBRC</u> Maryland Building Rehabilitation Code	State Adoption
Commercial Fuel Gas	<u>ICC</u> International Fuel Gas Code	<u>ER 8-12</u>
Commercial Mechanical	<u>ICC</u> International Mechanical Code	<u>ER 8-12</u>
Electrical	<u>NFPA</u> National Electrical Code	<u>ER15-09</u>
Energy Conservation	<u>ICC</u> International Energy Conservation Code	<u>ER 8-12</u>
Fire Alarm	<u>NFPA</u> 72	<u>ER 9-12AM</u>
	COMAR <u>NFPA</u> 72	State Adoption Fire Prevention Code
Life-Safety	<u>NFPA</u> 101	<u>ER 10-12AM</u>
	COMAR <u>NFPA</u> 101	State Adoption Fire Prevention Code
Plumbing & Gas	WSSC Plumbing Code	NA
	<u>MBRC</u> Maryland Building Rehabilitation Code	State Adoption
	COMAR <u>NFPA</u> 13D	State Adoption Fire Prevention Code
Commercial Sprinkler	<u>NFPA</u> 13R <u>NFPA</u> 13	<u>ER 9-12AM</u>

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	COMAR <u>NFPA</u> 13R	State Adoption Fire
	COMAR <u>NFPA</u> 13	Prevention Code

Verify all applicable codes and standards are current, both listed and not within this document, at the beginning of project development.

4.2.2 Structure

The following codes and standards will apply to the design, construction, quality control, and safety of all work performed on this project:

- American Society of Civil Engineers (ASCE) Minimum Load Requirements for Buildings and Other Structures (ASCE 7- latest edition)
- American Concrete Institute (ACI) Building Code Requirements for Reinforced Concrete (ACI 318- latest edition)
- Concrete Reinforcing Steel Institute (CRSI) Manual of Standard Practice, 28th Edition (latest edition)
- American Institute of Steel Construction (AISC), Steel Construction Manual, latest edition
- American Institute of Steel Construction (AISC) Specification for Structural Steel Buildings (ANSI/AISC 360- latest edition)
- American Welding Society (AWS) Structural Welding Code (AWS D1.1- latest edition)
- Building Code Requirements for Masonry Structures (ACI 530/ ASCE 5/ TMS 402 – latest editions) and the Specification for Masonry Structures (ACI 530.1/ ASCE 6/ TMS 602 – latest editions)

4.2.3 Mechanical, Electrical, & Plumbing

HVAC Systems are not a part of the design scope. If HVAC Systems are added to the scope in the future, they shall be designed in accordance with the latest edition of the applicable code currently in effect:

- International Fuel Gas Code.
- International Mechanical Code.
- International Energy Code.

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Plumbing Systems are not a part of the design scope. If Plumbing Systems are added to the scope in the future, they shall be designed in accordance with the latest edition of the applicable code currently in effect:

- WSSC Plumbing Code
- International Plumbing Code, as adopted by WSSC
- International Fuel Gas Code, as adopted by WSSC
- COMAR 05.02.02 for accessibility.
- Final Fair Housing Accessibility Guidelines (FFHAG).

Electrical Systems shall be designed in accordance with the latest edition of the applicable code currently in effect:

- NFPA 70: National Electrical Code with Montgomery County amendments
- NFPA 101: Life Safety Code
- NFPA 72: National Fire Code
- NEMA: National Electrical Manufacturers Association
- IECC: International Energy Conservation Code
- LEED NC: Leadership in Energy and Environmental Design for New Construction
- ASHRAE 90.1: Energy Standard for Buildings Except Low-Rise Residential Buildings
- ASTM: American Society of Testing Material.
- IESNA: Illuminating Engineering Society of North America.
- ANSI: American National Standards Institute.
- Electric Service - Rules and Regulations of Potomac Electric Power Co.
- MDE: Maryland Department of the Environment
- COMAR: Code of Maryland Regulations
- Other required codes
 - IEEE: Institute of Electrical and Electronics Engineers
 - FM: Factory Mutual
 - UL: Underwriters Laboratories

County Standards

The design shall comply with the latest version of Montgomery County Standards including the following:

- Design Quality Control – Process and Deliverables.

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- Montgomery County Manual for Planning, Design, and Construction of Sustainable Buildings.

4.2.4 Fire

Fire Protection Systems are not anticipated to be required due to the size and occupancy of the bandshell/stage which is the only area of the project that may need it. The design team shall confirm the need for Fire Protections Systems at the beginning of the design process. If Fire Protection Systems are required, they shall be designed with the latest applicable model building codes and standards. All studies, analyses and designs must comply with the latest issues of all construction codes and standards which govern and have jurisdiction, including:

- *International Code Council*
 - *International Building Code (IBC)*
 - *National Fire Protection Association (NFPA)*
 - *NFPA 70: National Electric Code*
 - *NFPA 101: Life Safety Code*
 - *NFPA 13: Standard for the Installation of Sprinkler Systems*
 - *NFPA 14: Standard for the Installation of Standpipe and Hose Systems*
 - *NFPA 72: National Fire Alarm Code*
 - *NFPA 90A: Standard for the Installation of Air-Conditioning and Ventilating Systems*
 - *NFPA 10: Portable Fire Extinguishers*
 - *NFPA 110: Standard for Emergency and Standby Power Systems*
 - *NFPA 780: Standard for the Installation of Lightning Protection Systems*
 - *NFPA 75: Standard for the Fire Protection of Information Technology Equipment, if there is a true computer room*

4.2.5 Accessibility/Inclusion

In order to ensure that the town commons serves the whole community, its design should go beyond the minimum requirements of the ADA Standards. To be as inclusive, welcoming, and accessible as practicable, the design team should review other published recommendations (such as U.S. Department of Transportation's, "Accessible Shared Streets – October 2017" or the U.S. Access Board's "Special Report: Accessible Public Rights-of-Way Planning and Design for Alterations" – July 2007), and look at literature on incorporating Universal Design principles in outdoor areas. In addition, the design team should look at the literature of manufacturers of accessible exterior furniture, play, and exercise equipment for assistance with creative solutions.

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Accessible design is more inclusive. When designing facilities, consider that creating accessible routes and spaces allows people of all abilities to actively participate and watch. A wheelchair accessible drinking fountain or a wheelchair accessible chin-up bar is also more easily used by a child. Providing seating areas and wheelchair spaces near an activity area provides places where parents, or grandparents with limited mobility, may watch a child or other family member play.

General

All work must comply with the Maryland Accessibility Code (COMAR 05.02.02) and the 2010 ADA Standards for Accessible Design: Title II and III as applicable.

Design Tolerances

Construction tolerances should be incorporated within all accessible design solutions. Typically, accessible features should be designed well within the maximum, or minimum (as appropriate), ranges given in the 2010 ADA Standards. Anything constructed even slightly outside these ranges is not considered accessible.

Accessible Routes

Provide accessible paths of travel from streets and parking areas to the town common entrances. From the entrances into and throughout the site, provide accessible routes to all programmed areas including the open space and bandshell.

Onsite Parking

If onsite parking is included in the project, provide accessible parking spaces and signs as required by the Maryland Accessibility Code (COMAR 05.02.02). Do not use the 2010 ADA Standards; the Maryland Accessibility Code is more restrictive. All accessible routes through parking areas are to be separated (protected) from vehicular traffic except where crossing traffic lanes.

Public Right-of-Way

All public right-of way features, including; furnishings, accessible parking, passenger drop-off zones, and development, are to comply with the U.S. Access Board's, "Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way (July 11, 2011)".

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Children's Playground

The Children's portion of the Multigenerational Playground must be accessible as required by the 2010 ADA Standards (Refer to the U.S. Access Board's Guide on Play Areas – October 2005). Provide access to ground level and elevated play components as required by the Guide. Provide seating areas and spaces for wheelchairs that allow people with limited mobility to watch their children, grandchildren, and/or family members play.

Adult Play/Fitness Area

At least one of each type of fitness equipment must be located on an accessible route and provide a 30-inch by 54-inch clear space to allow wheelchair users to use and/or transfer to the equipment. Outdoor game areas and courts must be wheelchair accessible. Additionally, they are to be provided with seating areas with adjacent spaces for people who use wheelchairs.

Benches and Tables

At least 5% of benches shall be provided with 30-inch by 54-inch clear space adjacent to the one end of the bench for wheelchair companion seating. At least 5% of the total seating at tables shall be made accessible for people using wheelchairs. This standard should apply to each area individually; not applied to the Commons as a whole.

Bandshell/Stage and Seating/Viewing Area

The Bandshell/Stage must be made wheelchair accessible. Per the 2010 ADA Standards: Title II, scoping requirements, and the Chapter 8 technical requirements, Seating and Viewing Areas must be made accessible, providing wheelchair spaces in at least the number required per Section 221.2, "Wheelchair Spaces". Accessible seating and wheelchair spaces are to be located on accessible routes, dispersed horizontally and vertically, and comply with the line of sight requirements of Chapter 8.

4.2.6 Green Building / Sustainability Goals

IGCC & LEED certification in Montgomery County is compulsory for any new construction and renovation project of at least 5,000 square feet of floor area for IGCC and at least 10,000 square feet of gross floor area for LEED. Since no structure for this project is above either square footage, this project is not required to achieve a LEED rating or meet the requirements of the IGCC as of the date of this report. However, the design shall maximize all opportunities to achieve a high green construction standard to the extent feasible within the budget and goals established. DGS and the design team should review IGCC,

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LEED, and Sustainable Sites Initiative (SITES) requirements that can be applicable to the project and set them as sustainability goals.

5. Conclusion

5.1 Next Steps

This report will be delivered to stakeholders for review. Following stakeholder review, the report will circulate to County departments for review and consideration for inclusion in the County's Capital Improvements Program. The report would also be available for M-NCPPC review and consideration in future development applications filed with the agency. If included in a future Capital Improvements Program, the project would proceed to site selection, design and ultimately construction. As part of design development, multiple community design reviews will be included. Site selection and acquisition may require a privately-owned site and entail a Public Private Partnership

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APPENDICIES

Appendix A – Resources

Concept Plan for Civic Center and Town Commons:

<https://olneytowncenter.files.wordpress.com/2012/06/concept-plan-adopted-nov-30-2016.pdf>

Olney Illustrative Concept and Design Guidelines:

https://olneytowncenter.files.wordpress.com/2012/06/olney_illus-concept-final-merge-07192013.pdf

Olney Town Center Advisory Committee Website: <https://olneytowncenter.wordpress.com/>

2005 Approved and Adopted Olney Master Plan: <http://montgomeryplanning.org/wp-content/uploads/2016/09/OlneyMasterPlan2005.pdf>

END OF APPENDIX A

Appendix B – Focus Group Interview Questions

1. What one or two-word combination comes to mind to describe Olney, MD?
2. What is your favorite thing about Olney?
3. In your mind, where do you see the current center of Olney located?
4. Is this where you would like a town commons to be developed? If not, what other locations would you suggest?
5. Name a town or small city you have visited that you liked? (does not need to be in MD or U.S.)
 - a. What made its town center memorable?
 - b. Did it have a town commons?
 - c. Do you think this would be applicable to a town commons in Olney?
6. What is your favorite public/civic space (can be anywhere in the world) and why?
7. What is your favorite public/civic space in Montgomery County?
8. What one or two-word combination comes to mind to describe what you want in a town commons?
9. A town commons will have the capability to provide space for varying activities.
 - a. What amenities and capabilities do you see being needed in a town commons?
 - b. What are 3 critical needs that should be included in the Town Commons, in order if possible?
10. Do you have any concerns regarding a town commons? If so, what?
11. Would your group be interested in using a town commons?
 - a. If yes, what specific needs would your group have for this space both now and in the future?
 - b. If no, why not? Is there a space that already meets this need?
12. Where does your group hold events now?
 - a. What is good about that space?
 - b. What do you wish you could change about that space?
13. Can we contact you in the future with additional questions?
14. Can your group help advertise our community forum on May 20th?

END OF APPENDIX B

Appendix C – Olney Town Commons Community Planning Forum: Results

Forum open on May 20, 2017 from 10:30am to 4:30pm at the Olney Library

Note:

- A. An amenity's score was determined by giving a first choice vote 4 points, second choice vote 3 points, third choice vote 2 points, and fourth choice vote 1 point.
- B. Bold comments indicate comments made by multiple participants.

1. Green/ open space

Total Votes: 67

Total Score: 179

Comments:

- Creates more pedestrian traffic and cuts down on vehicular traffic
- ADA
- The idea with the most uses/ potential activities
- **Would give teens that currently hang out at Harris- Teeter and Panera a designated place to spend time**
- Similar to Rockville Town Center

2. Bandshell/ Stage

Total Votes: 47

Total Score: 153

Comments:

- Will attract more vehicular traffic
- Worries that scale would be too grand and will not serve enough uses
- **Should be multi-use:** family movie showings, local artist, etc. (Freeman Stage in Delaware)
- There are already places that host outdoor live music

3. Playground

Total Votes: 34

Total Score: 120

Comments:

- Should this cause concern for raised taxes due to insurance cost?
- Separate areas for younger children, teens, and adults
- **Include programed areas for all ages**
- ADA access
- Not a traditional playground, maybe something with a water feature
- Basketball courts are a need in the area

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4. Seating

Total Votes: 48

Total Score: 117

Comments:

- **Seating should also include shade**
- Movable seating would be best, no concrete
- Unconventional/ unique seating would give Olney an identity
- Suitable for all ages

5. Shade/ Covering

Total Votes: 43

Total Score: 105

Comments:

- Could compliment surrounding businesses
- ADA access
- Could incorporate art from local artist or historic structures
- **Combine with seating, bandshell, or historic ideas**

6. Landscape/Hardscape

Total Votes: 38

Total Score: 86

Comments:

- Could benefit businesses in the area and create more pedestrian traffic
- Minimal concrete
- Pond Idea would fit best in Olney (Brooksville Gardens)
- Concern of upkeep of any new landscaping
- **Could be used to connect the existing attractions in Olney**

7. Historic/ Art/ Architecture

Total Votes: 44

Total Score: 81

Comments:

- Would create an identity for Olney
- **Should be educational**
- Historic Spring house near Ricciuti's that is hard to notice
- Lots of pre/ post-civil war era history in Olney

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8. Public Art

Total Votes: 30

Total Score: 63

Comments:

- Should complement existing destinations and not create a new one
- Only feature local artist
- **Art should tie into any of the other ideas (historic, landscape/hardscape, etc.)**
- Should allow for interaction with children

9. Food/ Access for Food Trucks

Total Votes: 22

Total Score: 49

Comments:

- Could attract more vehicular traffic
- Should be a multi-use area
- **Healthy options/ health concerns**

END OF APPENDIX C

Appendix D – Olney Town Commons Community Planning Forum: “What Did We Miss?” Comments

Page 1 –

1. No Town Center
2. Height of structures to surrounding residential should be same scale.
3. Concepts that will/may increase the need for driving (traffic) should be avoided/
4. Agree with 2 and 3, also could some of Town Square be pedestrian only space to minimize adjacent traffic/ambient noise? Sound mitigation? Also – can shopping be in lowest levels of redevelopment in future, to create potential larger space for Town Center?
5. Olney is starting to lose its “small town” feel. Please do not add to the problem. Less is sometimes more! Traffic is a huge issue.
6. Agree traffic is a major concern.
7. Movie theater / nothing for teens here!
8. Walking/running paths in park like setting, like Brookside Gardens in Wheaton, or Centennial Lake in Howard County. They have nice cook-out pavilions you can rent at nominal fee! Very nice and accessible. (*NOTE: this comment received one #2 choice vote sticker*)
9. Where would this be? What sites are you considering?
10. Need activities for “kids” – movie theaters, roller rinks, ice rinks (no more restaurants). Be mindful of our traffic issues, please! My daughter would like to “see more nature” and less buildings.
11. I love what they’ve done in Germantown behind the library.

Page 2 –

1. A community outdoor pool (don’t have to pay to get in).
2. Go visit downtown Syskeville, MD (in Carroll County) – great programs, downtown feel.
3. Maybe a place for camping and groups to do stuff.
4. Teens need some places to be (and be welcomed).
5. I hope the location can be central, where people tend to go and that they aren’t expected to purchase anything.
6. Engage the space with MD State Highway Administration properties by requesting from them: BPPA, Bicycle Pedestrian Priority Area... unsuck 108, 97.
7. Bike and Pedestrian accessible is a key attribute.
8. Need amenity that is not just restaurant... lot of people miss movie theater where Harris Teeter is now.

Page 3 –

1. Come up with ways to make pedestrian crossings at Georgia Avenue and Route 108 more “user friendly”.
 - a. Maybe a bridge for theater goers to get across to Good Counsel.
2. Hopefully, this Town Commons area will help to alleviate the crowded feel of the Fair Hill Shopping Center by giving families a place to congregate for concerts and leisure activities.
3. Crosswalk on 108 just to the west of commons area at Post Office or Heritage Hills and Headwaters.
4. Being able to cross 108 or Georgia easily is essential. Currently it is very dangerous due to traffic. This prevents Olney from really being a community.
5. Transformative vision for connecting Olney across central Olney 108 and 97. Many cities, especially European, have broad plazas under or above major city thoroughfares, providing community and park space with broad pedestrian access, not narrow tunnels or bridges, connecting pedestrians across the center of town. This would create new space, centrally located, for any of the functions/uses prioritized, and would remove pedestrians from this major intersection and connect all 4 quadrants of Olney.

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1. Plan with timelines and funding to convert to reality, otherwise we can talk about this for 30 years with nothing much actually happening

END OF APPENDIX D

Appendix E – Olney Town Commons Community Planning Forum: Amenity Visual Boards

PAGE INTENTIONALLY BLANK – SEE FOLLOWING PAGES FOR VISUAL BOARDS USED AT THE
OLNEY TOWN COMMONS FORUM HELD ON MAY 20, 2017 FROM 10:30 AM TO 4:30 PM AT THE
OLNEY LIBRARY

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GREEN | OPEN SPACE



OLNEY TOWN COMMONS COMMUNITY PLANNING FORUM MAY 20, 2017



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BAND SHELL | STAGE



OLNEY TOWN COMMONS COMMUNITY PLANNING FORUM MAY 20, 2017



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PLAYGROUND



OLNEY TOWN COMMONS COMMUNITY PLANNING FORUM MAY 20, 2017



SEATING



OLNEY TOWN COMMONS COMMUNITY PLANNING FORUM MAY 20, 2017



SHADE | COVERING



OLNEY TOWN COMMONS COMMUNITY PLANNING FORUM MAY 20, 2017



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LANDSCAPE | HARDSCAPE



OLNEY TOWN COMMONS COMMUNITY PLANNING FORUM MAY 20, 2017



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HISTORIC | ART | ARCHITECTURE



OLNEY TOWN COMMONS COMMUNITY PLANNING FORUM MAY 20, 2017



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PUBLIC ART



OLNEY TOWN COMMONS COMMUNITY PLANNING FORUM MAY 20, 2017



FOOD-ACCESS FOR FOOD TRUCKS



OLNEY TOWN COMMONS COMMUNITY PLANNING FORUM MAY 20, 2017



Appendix F – Olney Town Commons Online Survey Questions and Responses

Survey open from May 20, 2017 to June 12, 2017.
52 respondents total.

Q1: What one or two-word combination comes to mind to describe Olney, MD?

52 answered, 0 skipped

1. family community
2. illegal immigration
3. family friendly
4. Community life
5. bedroom community
6. suburban living
7. Small town
8. Small-town Community
9. Great community
10. family community
11. family strong
12. Over priced
13. Overcrowded
14. bedroom community
15. small yet sophisticated
16. Peaceful, friendly
17. N/S E/W Crossroads
18. growing, suburbia
19. Friendly
20. Tight knit community
21. Entitled
22. Great Community
23. town and traffic
24. Fun place
25. too much too quickly
26. neighbor friendly
27. Family- oriented
28. NIMBYs
29. No downtown
30. Community
31. small town
32. Small town
33. Community-oriented
34. Family and Community
35. Far
36. community spirit
37. Disorganized. Congested.
38. Small town
39. Generic, well-meaning quiet
40. Welcoming
41. Community
42. More potential
43. Family community

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44. Quaint suburban
45. Remanso de paz
46. Not Rockville, not silver spring
47. family friendly
48. Family oriented
49. Family-friendly town
50. small town
51. Town
52. Family friendly

Q2: What is your favorite thing about Olney?

50 answered, 2 skipped

1. small-town feel but close to everything that is needed
2. quiet
3. that it is a safe place for me and my family
4. The farmers' market
5. Away from the crowds. Space!
6. Still a small town feel
7. The friendly people, sense of community
8. It's a place where kids return as adults to raise their kids
9. close knit small town feel
10. the people
11. Schools
12. walkability (provided drivers aren't running stop signs and red lights and actively trying to kill you crossing the street)
13. the local businesses and diverse residents
14. It's small town feel.
15. stable real estate values/minimal gang activities/ i.o.w. no direct connection to Gaithersburg and 270
16. Community feel and beauty of the neighborhoods
17. good neighbors
18. I can walk to stores or restaurants. No traffic jams.
19. Nothing
20. Most services are available within 5 miles.
21. sense of community
22. Smallness
23. Reasonable, but not great, walk-ability. Sidewalks need to be connected in MANY places. Its like no one thinks about walking anymore
24. the library & its staff
25. Small town feel
26. nothing
27. Smallish
28. Community spirit
29. It's family-oriented.
30. Community
31. Feels small, safe, focused on community
32. Home town feeling in larger county
33. Feels like a town, family friendly
34. manageable size - not too much sprawl or traffic
35. Nothing
36. Restaurants shops close together
37. Proximity to school
38. Small town atmosphere

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39. Walkability
40. Closeness to farms and open space
41. It is a safe and friendly community.
42. Small town feel and values with convenience
43. Es un vecindario muy tranquilo.
44. Away from the hustle of silver spring and Potomac/rockville
45. modern shopping/retail, community vibe
46. How dramatically the town shopping center has evolved over the last 10 years
47. The sense of community
48. sense of community
49. That daily commercial and community needs are conveniently and centrally located to housing
50. Quiet and safe

Q3: In your mind, where do you see the current center of Olney located?

50 answered, 2 skipped

1. 108 & Georgia Ave.
2. route 108 & route 97
3. The shopping center where Harris Teeter is located
4. The crossroads of 108 and 97
5. Intersection of MD 108 and MD 97
6. Don't put anything else in downtown Olney. it is starting to get congested and this is a main intersection of two long state routes.
7. Two blocks either way E/W and N/S from 108 and Georgia
8. Georgia Ave and 108 intersection Or Olney Town Center
9. The block bounded by Georgia Avenue 108 and Beuhler
10. 108 and georgia
11. getting crowded and lack of amenities
12. The two connecting shopping centers
13. intersection of 108 and 97
14. at the intersection of 108 and 97
15. 108 & Georgia Ave
16. water fountain in front of Pannera..need to make more of a square shady green park in the parking lot with a parking garage behind HT
17. The intersection of 108 and Georgia Ave.
18. the shopping center with the green turtle
19. 108 and Georgia Ave
20. Georgia and 108
21. I don't
22. The shopping center with the Harris Teeter.
23. Olney Town Center fountain.
24. Harris Teeter
25. the big shopping area that goes from Shoppers inclusive of the Harris Teeter area
26. Fairhill shopping center
27. obviously the "center" of olney is the intersection of 108 and 97
28. Intersection of 97 and 108; Olney has no downtown area: it is, unfortunately, several shopping centers with expanding neighborhoods
29. Trap 108 and Georgia Ave
30. Fairhill Shopping Center
31. 97 & 108, fair hill shopping center
32. The commercial district - kind of the circle that includes the CVS, Harris Teeter, and Shoppers plazas
33. Fairhill Shopping Center
34. 108 and Georgia

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35. corner of Georgia Ave and 108
36. Georgia and 108
37. Ga and 108
38. Along 108, Harris Teeter shopping center
39. Intersection of 108 & 97
40. 97 and 108
41. Fairhill Shopping Center (Harris Teeter, GrillMarx, Panera) and the Olney Town Center (TJ Maxx, Mamma Lucia)
42. Fair hill fountain area
43. En el cruce de Georgia Ave y Ruta 108.
44. 108 and 97
45. Fair Hill shopping center
46. The intersection of Georgia and 108, or the Olney shopping center
47. 108 & Georgia Ave
48. Intersection of Georgia Ave. and 108
49. The intersection of Georgia Ave and Route 108
50. Fair Hill Shopping Center

Q4: Think of a town or small city you have visited that you liked (does not need to be in MD or U.S.). What made its town center memorable? Did it have a town commons? Do you think this would be applicable to a town commons in Olney?

45 Answered, 7 skipped

1. Town center consists of local businesses and restaurants with outdoor space like parks and fountains -- walkable once you park your car (with ample parking)
2. No
3. Pedestrian strolling areas of shops and restaurants
4. I love the Lake Kittamaquidi waterfront in Columbia, MD. How about moving the Olney town center to Lake Hallowell? But seriously, the Columbia town center has a nice green space for concerts and movies, lots of nearby restaurants where sidewalk diners become part of that green space, and a beautiful trail where you can walk off your dinner. And a lake. My spouse and I sometimes go there just to take a long walk and a nice meal.
5. The town commons shouldn't be in the center of town to add to the congestion. Longwood would be a better place.
6. ??
7. Old Town Fairfax VA
8. yes
9. Yes - a great idea - a town commons with a covered band stand and sloped seating
10. I can't imagine where it would be located in Olney
11. town commons aren't anything I particularly pay attention to; I like visiting historic districts in old cities and towns, but that usually isn't where the town commons (if they have one) is.
12. What is memorial about small towns in Europe is a town square where not vehicle traffic is allowed. It is meeting place, a shopping place, and a cultural place. In the US, small towns have a main street and maybe a town green adjacent to it. This becomes the social and commercial center.
13. Possibly, depending on execution.
14. yes, we need a family-oriented town center park
15. Memorable town centers to me possess the quality of a genuine meeting / gathering place for the community. Often times there are businesses (coffee shops, markets, restaurants, etc.) there to facilitate meeting your neighbors or holding town-wide events. However, it should not be over-commercialized. I like the idea of small businesses being present and other culturally-stimulating entities, e.g. library, independent book shop, antique store. The idea of a large town green (with actual grass and benches) to promote outdoor activities is also appealing.

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16. it didn't have a specific town center but it had a few areas where there were nice shops and restaurants all located within a few blocks. Olney would need a better flow for pedestrian traffic. it has great shops and restaurants but you would have to cross heavy traffic on georgia and 108 to get to it all.
17. It had the history of the town, pictures of how the town looked before all the development took over. It had a senior center, teen center and kids center. Also had a movie theater that seemed to be the center of the area.
18. Reston, or Columbia. A place to walk around without traffic constrictions, close to shopping, strolling, and peaceful parks and light recreation.
19. trees, cobblestone walkways, historic architecture, lack of box stores, mom and pop stores
20. A town commons with a fountain or statue.
21. We had a park where I grew up where we all met up on bigger holidays. It was EXCELLENT. However we had something that Olney does not. Community. I don' t actually see very much community here as opposed to NJ where I grew up. People in Olney only like other people like themselves. It makes many of us feel really bullied at places such as when I was pregnant and was showing my tattoos at the Farmers Market to a vendor who has asked about them. This lady actually walked up into our conversation and started admonishing me, saying rude things about my perceived parenting of my unborn child and then got offended when I told her off! I also do not see the neighborly love being shared with the immigrant and non-christian community. You can build all the town squares you want with all the cool stuff you want, but if people are going to hassle those they consider "different" it will NEVER matter what you put there.
22. a green area for people to meet, interact, have public events (concerts, movies)
23. Copenhagen- I believe it had town commons- lots of shops and restaurants with no cars permitted- accessible by walking
24. It is in England so unlike the United States, the town is clean, well-maintained, beautiful town center park.
25. Milford, MI; pretty much ANY small town in New England. All have town commons. The way Olney is set up, not sure how a commons would fit. Normalky, town commons are in the center of the downtown area.
26. It had a space that was conducive to activities, both planned and spontaneous.
27. Walkable, lack of chain stores
28. A town center that felt safe and walkable, with activities/spots for families and others to participate in/hang out at (e.g. fountains, benches, art, etc).
29. Kindness of people and small businesses is what I think of and remember of small towns.
30. I believe a memorable town commons includes gathering spaces and green space set up for events (music, performance, rallies, food fests) and just hanging out. Public art can provide a focus and a unique identity to a town center. I think of downtown Silver Spring or Rockville Town Center but with more green space.
31. Town hall and gathering space Yes
32. Pedestrian piazza, Yes
33. Quiet, friendly people, slow paced, not overcrowded. No, Olney used Ronnie this way but now it is getting too big.
34. Outdoor seating. Local shops.
35. Walkable active streets with good mixture of common open space, retail, and residential. Cars were not the focus and a sense of calmness Ana community is pervasive
36. Not sure
37. A Town Commons makes a town great. Olney is a town begging for a central location.
38. Arica, Chile
39. It is hard because of 108 And 97 are the center of olney, this is where a town commons makes sense but where can you let kids run and play safely near this big intersection.
40. There is barely any gathering space in Olney. There is also a lack of public parks/playground space. Fair Hill is a strip mall and parking lot - it needs to be more walkable and have more green space

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41. Charleston SC. I loved the way the seating and open spaces in the "public domain" seemed to compliment the nearby restaurants and stores, it all worked together
42. I enjoy historic towns with Main Streets that are still vibrant, like in Frederick, but Olney was historically a more of a country crossroads than a larger town
43. Nothing comes to mind.
44. A pedestrian oriented commercial street with a mix of commercial uses and community amenities surrounding a multi-use public space. Yes, it would be applicable to Olney but would require commercial redevelopment.
45. No cars, lots of shops that were walkable, and the space was large enough to host a lot of different events. There were lots of places to sit, eat, read, etc. This would be applicable to Olney.

Q5: What is your favorite public/civic space (can be anywhere in the world) and why?

40 Answered, 12 Skipped

1. Washington Mall because it's open space in the middle of monuments
2. Just about any town square in any European city. Like the Old Town Square in Prague. Plenty of places to sit, eat, drink, and people-watch. If we could attract more visitors to Olney we might get a more diverse cast of people to watch!
3. n/a
4. ??
5. Bourbon Street New Orleans entertainment and human scale las ramblas Barcelona culture and history
6. walkability and open space to linger
7. Main Street in Farmingdale, NY. Has that old, small town feel.
8. rehoboth beach boardwalk
9. The center of Gettysburg, PA, Cardiff, UK city center - no vehicular traffic allowed, Erlangen Germany city center
10. I don't care for artificial public spaces. I prefer old downtowns that have been preserved or renovated.
11. The center of the town of Ponce Puerto Rico. Shady, welcoming and central to all the restaurants, museums and attractions with small busses to take tourists around to see the town.
12. I am very fond of town that my college resides in in Amherst, MA which has many of the characteristics I described in #4 above.
13. Downtown Seattle. Basically the same reasons as above. Nice place to go for a walk
14. Venice, Italy (wandering through piazzas) because of the way it makes me feel. It's unique and unexpected things are at every turn.
15. US Mall
16. Washington Square Park in NYC
17. Hermann Park in Houston, TX. The zoo is there, virtually all the museums are contiguous or within a short walk, and of course Miller Theatre which is THE place to go for free public concerts/events.
18. Really like downtown Chapel Hill, NC
19. not good at answering such broad questions
20. Do not have one
21. Love Rockefeller Center in NYC
22. Telluride, CO because it has a good balance of retail and dining as well as the space to host community events.
23. Area for music
24. Parks with green space, well maintained, encourage people to congregate, have regular events
25. West Side Park, Champaign, IL. This college-town park is small but consistently hosts successful food, arts, and performance events thanks to its proximity to downtown businesses and residential areas. Walking paths make the area accessible both as a pedestrian path for people working downtown and also for events (less trampling of grass due to permanent sidewalks and paths). A fountain is the central gathering space with a small bandstand and a playground area

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- providing additional gathering places. Public art is placed strategically throughout the park. The playground is used daily by area preschools.
26. Pearl street in Boulder. Pedestrian mall, great shops and restaurants.
 27. Reggio Emilia, Italy Piazzas have art but feel everyday. Markets are there, but ringed by bars/restaurants, fountain (not for water play) sophisticated yet pedestrian, no chains retail!
 28. Kailua Beach Park, Oahu, Hawaii because it is beautiful with lots of activities and friendly people but not overcrowded.
 29. Eastern market, D.C.
 30. Boston common because it's not too large like Central Park so it really feels like an oasis. The skating rink the Public Garden is wonderful in the winter
 31. The plaza in Sienna, Italy because of the design.
 32. My favorite places have all had plenty of green space to lay out blankets etc. Walking paths from neighborhoods to get there so there's not much need for parking. And plenty of get togethers to enjoy the space.
 33. El espacio existente en el cruce de Georgia Ave y Ruta 108 puede ser aprovechado para construir un gran memorial y un edificio administrativo del Condado.
 34. A space for the kids to safely play while parents have a coffee or beer. Think European cafe
 35. Central Park - green space, trails, gathering space, etc
 36. Central Park. Just a neat way it's within, but separated from the chaos of NYC
 37. Hard question!
 38. In many towns and communities, I have enjoyed park-like settings with open areas, trees, play equipment, benches, and sometimes fountains.
 39. Market Square, Knoxville, TN. It is surrounded by small scale (two story), well designed, commercial buildings, has both hardscape and landscaping, is pedestrian only, and has an amphitheater for performances. It is scaled properly for the city is located in and the uses it provides.
 40. A lot come to mind that are located down south - Charlotte, Charleston - these places have shops, frequent special activities, lots of areas to hang out, shade trees, etc.

Q6: What is your favorite public/civic space in Montgomery County and why?

42 Answered, 10 skipped

1. Don't have one
2. Ellsworth Drive pedestrian mall in downtown Silver Spring. Lots of bustle, places to shop, eat, sit. Lots of events both outdoors and in the neighboring establishments.
3. ?
4. I have none as MoCo has been and continues to be overdeveloped with too many congested buildings and shopping centers.
5. Rockville town center pedestrian friendly
6. rockville town center....mix of retail and community space that incorporates places to longer
7. Veterans Plaza in Silver Spring and Blackrock in Germantown
8. Don't have one
9. brookside gardens
10. Not in Montgomery County, but nearby, I love Old Ellicott City and Frederick city center.
11. By default, Rockville town center.
12. Poolesville, park next to White's Ferry. The key to the effect is water nearby.
13. I really enjoy Bethesda Row for some of the reasons I list in #4 above. I also like that there is the Capital Crescent trail that feeds into this area and allows for Bethesda Row to be a destination for others as they 'discover' it via cycling.
14. Bethesda. Same as above.
15. Actually, here in Olney. I like the fountain at Fair Hill in between Harris Teeter and GrillMarx. It's very pleasant to sit and watch the children having so much fun. I also love libraries.
16. Rockville Town Center. Easy to walk and eat and sit.

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17. Brookside Gardens. It feels removed from all the hustle and bustle. It's relaxing and beautiful, offering respite from the normal congestion and craziness of life in the DC area.
18. Gaithersburg Rio area
19. Rockville Town Square because of the library and VisArts - which I have found to be an EXCELLENT resource
20. Rockville Towne Center: convenience of library, shopping, eating, family events (concerts, movies). Parking is the pits and really limits my going there.
21. Rockville Town Square- like fountain, ice skating, place to sit, eat, listen to concerts etc
22. see #5
23. Do not have one
24. None
25. Downtown Bethesda for the dining options.
26. Downtown Silver Spring for its vibrant, cosmopolitan feel.
27. Great Falls. Hiking. Beautiful scenery
28. Rockville town square
29. Silver Spring: not perfect but works as a community gathering place, proximity to library, theater, outdoor concert space
30. Woodley Gardens Park on a weekday. Great park, plenty to do, dinner and Carmens across the street. Weekend is too crowded, weekdays are the best.
31. Rockville town square
32. Rockville town center
33. Rockville because of the design and there are a lot of restaurants and shops within walking distance.
34. Rockville town center. Everything is walking distance with activities for all ages and plenty of activities planned there.
35. Washingtonian place ... El Río porque es un lugar maravilloso para pasear, descansar y meditar.
36. The Rio has really come up in the last 10 years...
37. There really aren't any good ones, honestly. Maybe rockville town center with the green space for concerts, gatherings, etc?
38. Rockville town center. Compliments the area without overtaking it
39. Rockville Town Center - love that the green space and fountain are surrounded by stores, it keeps my children relatively contained when watching outdoor concerts.
40. The lake at Rio, because it is a family gathering spot, beautifully landscaped, with many things to do.
41. Rockville Town Square, for many of the same reasons listed above for Market Square. The Post Office Building in Garrett Park with green space and park next to it could be a good precedent for a town of Olney's size.
42. I like Silver Spring's town center a lot... just a little too far and busy to go there a lot.

Q7: A town commons will have the capability to provide space for varying activities. What are 3 critical needs that should be included in the Town Commons, in order if possible?

48 answered, 4 skipped

#1 Priority

1. shopping with a variety of stores and restaurants
2. live music
3. Green area
4. Farmers' market
5. Place for some entertainment
6. Ease of parking
7. Open green space
8. No vehicles
9. stage/performance
10. band stand

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11. Gazebo
12. Picnicking and hanging out
13. Open space
14. water (fountain or play area)
15. decently sized grass space for children to run and play
16. safety
17. Movie theater
18. No pesticides/herbicides
19. Farmers market and fairs
20. community festivals
21. Sitting in the shade
22. Art/Music classes (think Glen Echo Park)
23. accessibility & safety for young, old and those with limited mobility
24. Sit and relatable- preferably with green space and shade
25. no Town Commons
26. Green space
27. Movie theater
28. Band Stand
29. Events
30. Safe spot for little kid play
31. Place for teenagers
32. outdoor event space
33. Concerts
34. Entertainment
35. Movies
36. Green fields for sports
37. Outdoor space/lawn
38. Open space like a town green
39. Restaurants
40. Green space
41. Un sitio de recreacion
42. Community gathering
43. Walkable areas - parking behind buildings or away from retail/restaurants
44. Seating
45. Common green space
46. Green area with shade trees
47. Mix of uses, including commercial and community
48. Movie theater

#2 Priority (47 responses)

1. a place for residents to congregate and enjoy activities (like outdoor concerts)
2. water of some sort
3. Stage area for movies and concerts
4. Live music
5. Green space
6. Playground facilities
7. Inviting streetscape
8. play area for young children
9. picnic seating
10. Seating
11. Walkable shopping
12. Perhaps a performance stage
13. seating for conversation and snacks
14. fountain for children

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15. ease of access (parking, walking etc)
 16. Somewhere for teens to go so they don't hangout in front of Baskin Robbins
 17. Animal friendly
 18. Local art shows
 19. arts of varying kinds - music, theater, general performances
 20. Place for families
 21. Meeting spaces/BBQ areas for families/residents to spend time outside together
 22. green space
 23. Walkability
 24. no Town Commons
 25. Accessible to all
 26. Skating rink
 27. Unobstructed space
 28. Music
 29. Safe, visible spot for teen hangouts
 30. Cultural programs (music, arts)
 31. meeting space (gov't, non-profit)
 32. Meetings
 33. Restaurants
 34. Small performance/festival venuevenue
 35. Water (pond, fountain, etc)
 36. Movie theater
 37. Activity space with multi season functionality
 38. Green space/park for kids
 39. Everyday activities for all ages. Playgrounds, outdoor exercise center.
 40. Un sitio que nos mantenga en contacto con la naturaleza
 41. Relaxing
 42. Green space - area to gather and hold events
 43. Open space/greenspace
 44. Stage/amphitheater
 45. Benches
 46. Stage/amphitheater
 47. Meeting space
- #3 Priority (45 responses)**
1. meeting space
 2. easy parking
 3. Food
 4. Seating for picnics
 5. Doesn't create more traffic issues and congestion
 6. Stage area for entertainment
 7. Family friendly programming
 8. Bandstand
 9. Live music or other performance
 10. Movie theater
 11. a center for family concerts or entertainment/celebration
 12. small stage for concerts by local performers
 13. family friendly
 14. A place where all ages could find activities
 15. Recycling stations
 16. Recreation without traffic
 17. community markets
 18. Food
 19. Safe spaces for teens and adults experiencing abuse or neglect

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20. aesthetically pleasing and environmentally friendly (adequate rest rooms)
21. Attractive shops and restaurants
22. no Town Commons
23. In the center
24. Outdoor gazebo for entertainment
25. Parking, parking, parking
26. Common room for multi use purpose
27. Safe place for community to come together on ad hoc or planned basis
28. Place to ride bikes safely
29. playground, benches
30. Hanging out
31. Recreation
32. Movies
33. Playground equipment
34. Enough space for farmers market
35. Very walkable NO CARS
36. Space for events
37. Walking paths to get there safely
38. Un sitio que mantenga unida a la comunidad
39. Easy parking
40. mixed use development
41. Food truck access
42. Seating
43. Play areas, such as playground and/or fountain
44. Good connectivity to neighborhoods and commercial buildings
45. Concert venue

Q8: What other amenities and capabilities do you see being needed in a town commons?

37 answered, 15 skipped

1. parking, possibly lodging, connection to public transit for visitors
2. Library, area for dancing, playing, festivities
3. Accessibility by bicycle and foot. Community bulletin boards. Connection to a community web site where events can be publicized.
4. Refreshments.
5. Community room for meetings and events
6. Playroom, covered tables, water fountain, restroom
7. Restaurants, sprinklers for kids.
8. eateries/coffee shops nearby and play areas for children of all ages
9. adequate benches, trash/recycling cans, security* (see below) etc.
10. a place for movies/music. somewhere to sit and people watch.
11. I think Olney needs a movie theater.
12. Dog poop stations. No impact on environment.
13. Food, trails for walking, music, picnic seats
14. Activities for children (teenagers included). Most "activities" in Olney seem to revolve around restaurants. What about a bowling alley, roller rink, etc.?
15. Open space with grass and trees
16. A Fountain like Harris Teeter has, RESTROOMS that are clean and accessible, safe place for kids and teens to play
17. accessible restrooms; play area for children; seating that those with limited mobility can sit on & then get up from; good lighting
18. see #7
19. N/a
20. Public restrooms

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21. Public bathrooms, bike lockers
22. Space for planned and ad hoc events Fountains for kids Ample seating area Arts works
23. Dog park, bike locks, covered area, seating, toilets, trash cans, parking, green space. Would be great to have mixed-use housing/community space like Rockville Town Center.
24. Ample bike racks and connection to bike paths and sidewalks to encourage non-car access.
25. Shops
26. Pedestrian only, green space, provide teen activity
27. Summer movies, winter ice skating or local bands, public bathrooms.
28. Public restrooms.
29. Parking on the perimeter to eliminate cars. Space needs to be flexible for changing wants and needs
30. N/A
31. I would love to see an outdoor fitness facility
32. Un lago, juegos, pista de caminata y ciclo, concha acústica.
33. Unique Shopping After school activities
34. playground space/park, outdoor seating for cafes/restaurants
35. An amphitheater
36. Well-planned landscaping; an artificial lake of any size; a performance area.
37. A building where people can meets and events can be held.

Q9: Do you have any concerns regarding a town commons? If so, what?

41 answered, 11 skipped

1. That it draws people who do not live in Olney into Olney. Roads are too crowded now, both weekdays and weekends. Don't want this to be a place that draws in outsiders, but a place that Olney area residents will use to engage with other neighbors and enjoy each other's company.
2. I don't feel it is necessary. We are a spread out community and don't need a common meeting area
3. Congestion if put anywhere near 97/108.
4. Yes, that existing business owners aren't forced out business for this. Long wood Rec Center could be used for a Town Commons as it is a large underutilized space and wouldn't force existing businesses to have to close involuntarily
5. Ease of accessibility
6. Should be used to restructure some of the original Olney street grid
7. Thinking it would be too far out of town.
8. traffic
9. Parking, vehicular traffic, noise, pollution, crime
10. Many concerns. It seems like a project we don't really need. Unless it's privately funded, citizens will have to pay for a project that will no doubt go to the politically connected. Feels like a boondoggle to me.
11. Gang activity, teen fighting and noise or beggars
12. We lived in the Rockville Town Center and enjoyed it very much with the one exception of the overwhelming presence of high-school aged children lingering about and - often times but not all - being quite belligerent. I worry that without adequate activities for such kids there then an Olney town center too would eventually have this issue. It's not entirely the town planning committee's job to impart good manners on children but it will nonetheless be a destination for kids of this age to congregate and without supervision there will always be 'bad apples' that will have little regard for others and ruin their enjoyment of such a place. It already happens to an extent at the Panera and Harris Teeter located in town. Perhaps some sort of 'security' presence would deter this but I am certain that other such town centers have this issue.
13. I want it to be a safe place for everyone. No rifraf hanging out. Quiet beautiful place with gardens and fountains and maybe picnic area for families. Also, a beautiful banquet space to rent out for weddings, bday parties.
14. It will attract bored teenagers

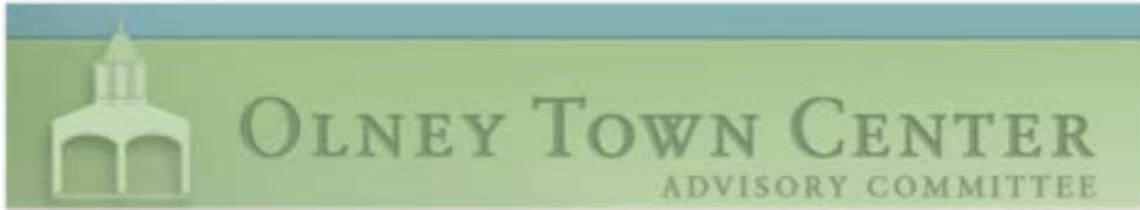
A Planning Report for a Town Commons in Olney, MD

15. keep the traffic to a minimum with parking a few blocks away
16. traffic and responsible use of space
17. That police will hassle teenagers for hanging out there when, in fact, that is what it is there for. That has been a VERY common issue in many places I have lived. You put together a place for teens to hang out and then the cops come hassle the fudge out of them for being there. That's how you end up with very bad kids. I should know.
18. keeping it clean and safe.
19. Hangout for unsupervised kids and teenagers who may intimidate others
20. Olney is NOT a community; no one will respect, nor maintain, a "town commons"
21. Only that it be well maintained and accessible to all.
22. Security issues
23. Parking, traffic patterns, oh...parking!
24. No
25. Noise, light, other pollution Traffic/congestion Safety
26. Where to put it - There is no place in center of Olney, Longwood or Boys and Girls Club might be best site.
27. Make sure it is truly central - walkability and public transit access should be a strong consideration to cut down on traffic and parking issues.
28. Crime. Loitering. Littering.
29. Move REC center into town so kids seniors can walk to from other spaces
30. Avoid chain retail! Keep cars out!
31. Adequate FREE parking, overcrowding,
32. Traffic flow. Timeframe of construction. Too-modern a vibe. Traditional/unique is better than suburban cookie-cutter. Too high a rent for local shops.
33. Will not be pedestrian friendly enough or large enough
34. It should be well lit and safe.
35. None. It's a must!
36. La labor del Condado es muy buena, espero hagan realidad los sueños y necesidades de la comunidad de Olney.
37. Traffic, MoCo tends to build and then figure out the roads
38. none, it is much needed!
39. I like that we currently have the fountain & concerts at Fairhill shopping center, but it is too close to the parking lot. I am in favor of building a parking garage to accommodate a town square, perhaps a smaller version (with lower building heights) but similar to what we have in Rockville.
40. Pedestrian safety; parking.
41. Reducing the amount of unsupervised loitering teenagers.

End of survey results

END OF APPENDIX F

Appendix G – Olney Town Center Advisory Committee Comments



March 15, 2018

Amy Donin
Redevelopment Program Manager
Office of Planning and Development
Montgomery County Department of General Services
101 Monroe Street, 9th Floor, Rockville, MD 20850

Hello Amy,

Thank you for delivering *A Planning Report for a Town Commons in Olney, MD* at our January 2018 meeting.

We are very pleased with progress on the plan for the town commons and sincerely appreciate your efforts of you and your team. Having reviewed the report, we have some recommendations for inclusion. In the pages attached to this letter, we provide track changes with suggested revisions for various sections. It will be easiest to follow in “All Markup” mode found under the Tracking section of the Review tab. The following is a summary of our recommendations:

- The report needs to define more clearly the two major components—the civic center (building) and the outdoor town commons—and more clearly state that the community’s civic center requirement, while not addressed by the planning report (due to limited budget), remains an objective and should be noted by the County.
- Further to the above, the report needs to incorporate language as to how the planning for the town commons should address the intent to accommodate a future adjacent indoor civic center facility, such that potential opportunities to collocate the two are not overlooked.
- The report should specify the capacity for its suggested 0.75 to 1 acre open space if programmed with likely events (e.g., public festival, farmers’ market) or provide a comparison to well-known venues of comparable size. We are concerned that the suggested size may not adequately accommodate attendance.
- This report should address the consultant’s thinking about public restrooms. Most readers would assume that such a facility would provide them.

- Additional miscellaneous clarifications and requirements are also made in the track changes.

We look forward to continuing to work with you to make this project a reality.

Thank you,

A handwritten signature in black ink that reads "Lydia C. Rappolt". The signature is written in a cursive style with a large, prominent "L" and "R".

Lydia Rappolt, Chair
Olney Town Center Advisory Committee

Page 1, after the second paragraph:

Subsequent to OTCAC's approval of the Concept Plan in November 2016, Montgomery County government devoted resources in its Capital Improvements Program for fiscal year 2017 to begin facility planning for an outdoor town commons in Olney. [The town commons includes the outdoor elements needed by the community. The essential indoor elements would be met in a civic center building that, while not yet supported by county facility planning funding, remain and integral part of the overall community vision. This report acknowledges the merit of considering a future civic center at certain key stages of the town center project so that the town commons project takes advantage of strategic opportunities to collocate and coordinate the two facilities. The key stages include the program of requirements, site selection, and site design.](#)

[Subsequent to November 2016](#), facility planning exercises [for the town commons](#) included interviews with key community stakeholders, a community planning forum, and an online survey. This Planning Report addresses findings from these efforts and provides the scope and design standards for creating a new outdoor town commons in Olney in order to aid the next phase of the planning process, site selection.

The most popular programming and amenities requested by the Olney community for the town commons include: open space, bandshell/stage/pavilion, multigenerational playground, seating, shade/covering, landscape/hardscape, historic feel through art and architecture, public art, and food/access to food trucks. To accommodate these programs and amenities, it is recommended that the County find a site of approximately 0.75 acre to one acre in size that is located within the Town Center as defined by the Master Plan. [For comparison purposes, the Rockville Town Square pavilion area in front of the library is approximately 0.5 acres.](#)

Page 3, after 2nd full paragraph:

In 2016, OTCAC completed its second task - the Concept Plan that "articulate[d] the community's needs and vision for the facilities." The Concept Plan describes the need for a [civic center with indoor facilities and a town commons with facilities that include public open space and a performance facility](#). The Concept Plan also suggests possibilities for how a [civic center and town commons](#) could be realized, including the use of public private partnerships.

Page 5, Olney Civic Fund / Olney Days Planning Committee:

The Olney Civic Fund (OCF) was established in June, 2013 and its mission is to raise public awareness of Olney charitable, educational, civic, and cultural activities and to raise funds to support Olney charitable projects and civic events through the involvement of volunteers and business sponsors including the annual Olney Days celebration. [The Olney Days Planning Committee is an unaffiliated committee composed of the primary organizers of the seven main Olney Days events.](#)

Page 5, bulleted list on lower half of page:

The following amenities [for the outdoor town commons](#) were identified by the interviewees:

- A large green/open space
- A [covered](#) bandshell or stage [with supportive utilities and storage](#)
- Playground for various ages including active seniors
- Seating
- Shade/covering
- Variety of landscaping and hardscaping
- Creating a historic atmosphere through art and architecture
- Installation of public art
- Food/access for food trucks

Page 11, section 3.1 Open Space (Green and Hardscape)

Total Size: 18,000 SF - 20,000 SF. [NOTE: prior descriptions of area were in terms of acres. We suggest converting this to acres. Areas below are much smaller and, we agree, probably best left in SF.]

Page 11-12, section 3.2 Bandshell /Stage / Pavilion

Along with the open space, the bandshell/stage will be the driving force in the design. Located adjacent to the open space, it should be a focus point for not only the town commons but for the Olney community at large while also being an appropriate scale to the surrounding area and architectural styles. This multi-function covered space shall be open air. It shall not have mechanical ~~or plumbing~~ systems, ~~and it shall will not~~ provide built in storage ~~of any kind that makes optimal use of the inherent design features of this type of facility (e.g., storage under a raised stage floor or behind back walls)~~. It shall have electrical and data outlets. ~~It shall not have its own lighting but shall~~ and be designed so that lighting can be hung for events. It shall provide temporary shelter and shall be designed to provide optimal acoustics for concerts and other entertainment events. Design shall look into various materials, but ultimately ~~its~~ should fit an Olney aesthetic and be of high quality to last for several decades with minimal need of maintenance. The bandshell/stage floor should be sufficiently large to accommodate a group such as the Olney Concert Band (a medium-sized community concert band of 50-60 people); it shall be skid and UV resistant.

Page 13-14, sections 3.4 Seating and 3.5 Shade / Covering

Total Size: ~~N/A~~ These facilities are features of the open space playgrounds

Add a new section 3.10 Public Restrooms

[The OTCAC believes that a public facility of this size should have public restrooms and recommends language similar to that noted below. If the consultant or County does not agree that public restrooms are necessary, then we feel that the rationale should be documented in this section.]

The town commons will attract users that stay for varying periods. Some of the planned uses include activities that go on for several hours and will require that the participants have access to restrooms. Additionally, many uses will attract young families with children and elderly residents needing to use restrooms on short notice. The bandshell is a permanent structure that should incorporate restroom facilities, or other options for public restrooms should be provided.

Page 28, section 5.1 Next Steps

[It would be helpful to indicate who is responsible for each of the next steps mentioned in this section.]