

Where to Forward Requests.....

Department of Transportation
Division of Transportation Engineering

Annual Sidewalk Program
100 Edison Park Dr. 4th Floor
Gaithersburg, MD 20878

Phone #: (240) 777-7270

Fax #: (240) 777-7277

mcdot.dte.sidewalk@montgomerycountymd.gov

Online application form may be
submitted at:

<http://www.montgomerycountymd.gov/dot-dte/sidewalk/SWapp.html>



- Are residents required to clear snow from their sidewalks?

Yes, residential property owners are required to clear snow and ice from sidewalks adjacent to their property

- Is there any additional cost or property tax assessment with the installation of a new sidewalk?

No, there is no assessment or cost when a new sidewalk is installed

- Is installation of a sidewalk contingent upon approval of the adjacent property owners?

No, the decision is made based on a public use and need for the community-at-large

- Who can request installation of a sidewalk?

A sidewalk can originate from an individual, resident elected official or an association

- Does the Annual Sidewalk Program install curbs and gutters?

No, installation of a curb or gutter is only the responsibility of the Division of Highway Services.

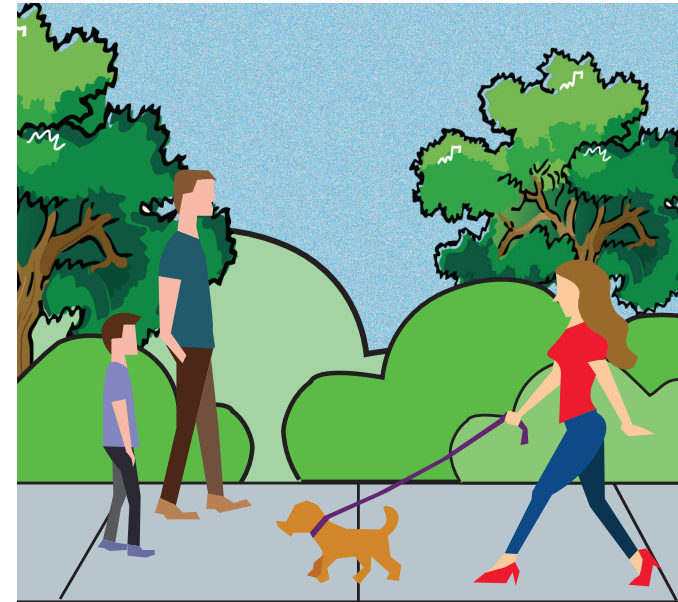
That phone number is: (240) 777-0311

- Does the Annual Sidewalk Program repair and maintain sidewalks?

No, repairs and maintenance of sidewalk is the responsibility of the Division of Highway Services

Montgomery County

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Guidelines for Requesting Sidewalk Construction

Working to provide a safer pedestrian access and greater mobility throughout Montgomery County

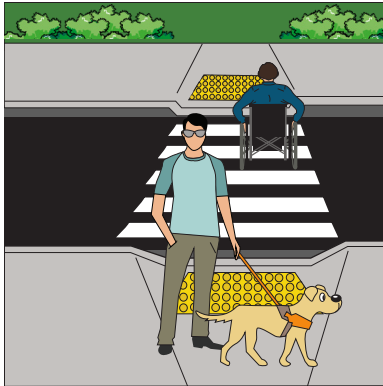
www.montgomerycountymd.gov



Program Description

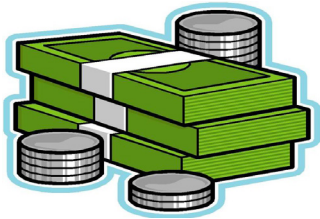
Purpose and Goal:

- To provide safer access throughout Montgomery County for pedestrians and the handicapped by retro-fitting new sidewalks in communities and other areas that have already been developed



Budget:

- The Annual Sidewalk Program is an ongoing Capital Improvement Project currently funded at approximately \$2.35 million dollars per year



Request a Sidewalk

Application Procedures:

- Submit written requests and include the following information:
 - **Road/Street Name**
 - **Preferred side of the road/street**
 - **The limits of the requested sidewalk**
 - **Will it provide walking access to schools or school bus stops?**
 - **Will it provide access for the handicapped?**
 - **Will it provide access to public facilities such as transit stops/parks/places of worship/ect.?**
 - **Will it connect to an existing network of sidewalks?**

Contact residing Homeowners/Civic Association to obtain support for the sidewalk is strongly recommended prior to submitting a request

Evaluation Process:

- DOT evaluates all requests and conducts an on-site investigation to determine the following factors:
 - **Is there available public right-of-way?**
 - **Will a sidewalk provide safer access to schools, public transportation and near by public facilities?**
 - **Will the sidewalk meet a purpose?**

Final Decision

Coordination Process:

- A public hearing may be required. DOT will determine whether conducting a public hearing is necessary or if the potential project is a candidate for waiving the public hearing phase
 - *DOT notifies residents and HOA/CA (if applicable) of a scheduled public hearing date/time/location*
 - *The hearing allows residents an opportunity to present oral and written testimony to a public hearing officer for support or opposition to the proposed project. The Hearing Officer considers all the information presented and determines whether or not the project should be authorized for construction*
- DOT notifies residents regarding the hearing officer's final decision of whether or not the project is authorized to construct
- Coordinating sidewalk installation with adjacent property owners
 - *DOT notifies adjacent property owners of the scheduled sidewalk construction*
 - *Upcoming construction notices are posted on-site*
 - *An on-site construction inspection is made available throughout the construction phase to address any concerns that may arise*