



**Work Program**  
**May 2008 through April 2010**  
Olney Town Center Advisory Committee  
Adopted: June 24, 2008

The purpose of this document is to outline a clear description of the goals for the Olney Town Center Advisory Committee proposed by the Executive Committee during the second term for officers—May 2008 through April 2010.

Below are four high-level goals comprising twelve specific activities that are designed to address the core objectives of our charter. These goals were presented to the committee in the May 2008 meeting for discussion. They were revised per discussion and are being presented for approval at the June 2008 meeting.

**Goal I. Education of Committee (May 2008 – April 2010)**

Activity 1: Orient new members to the information resources needed to accomplish our goals. Maintain a core set of materials that will be delivered to new members in the future. (Executive Subcommittee and Planning Staff)

Activity 2: Continue to improve the committee’s understanding of development issues required to make informed decisions on upcoming development proposals. (Executive Subcommittee and Planning Staff)

- Invite guest speakers to committee meetings.
- Seek written resources on relevant topics.
- Identify additional nearby locations that offer relevant examples of mixed-use urban planning forms and other styles of urban design.
- Develop a review template to use as a guide when reviewing development proposals.

**Goal II. Complete the Illustrative Concept of the Master Plan and the Concept Plan for a Civic Center/Town Commons (May 2008 – June 2009)**

Activity 3: Complete the Illustrative Concept of the Master Plan to provide 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. Deliver the document to the Planning Board. (Illustrative Concept Plan Subcommittee, September 2008)

Activity 4: Create a Concept Plan for a civic center and town commons that will specify functional requirements and explore opportunities for public/private partnerships. (Executive Subcommittee, June 2009)

### **Goal III. Review Development Proposals (Ongoing)**

Activity 5: Review development proposals that are slated to go to the Planning Board and formulate our committee's recommendation. Appear before the Planning Board for all development proposals in the town center to present our recommendation. Form a new subcommittee to lead this activity. (New subcommittee, Ongoing)

Activity 6: Monitor development proposals for neighboring developments and provide input related to design and functional use as appropriate. (Executive Subcommittee, Ongoing)

Activity 7: Develop recommendations for capital improvement projects that support the realization of the master plan goals. Identify a point person or new subcommittee for this activity. (New subcommittee, Ongoing)

Activity 8: Maintain contact with MD State Highway Administration and M. Co. DPW&T. Develop specific recommendations to increase pedestrian safety and to further identify and improve high-priority pedestrian crossings. (Pedestrian Safety Subcommittee, Ongoing)

### **Goal IV. Maintain a Level of Outreach to the Community (Ongoing)**

Activity 9: Maintain [www.olneytowncenter.org](http://www.olneytowncenter.org) so that it is current and accurate and provides useful information to the public, to members, and to developers. (Website Subcommittee, Ongoing)

Activity 10: Develop and implement an effective outreach plan for the Concept Plan for the civic center/town commons and for the Development Guidelines. (Outreach Subcommittee, June 2009)

Activity 11: Develop and implement an effective plan to collect input from and facilitate communication among property owners in the town center and disseminate information relevant to their interests such as the opportunities afforded by mixed-use zone. Form a new Property Owners Subcommittee. (Property Owners Subcommittee, Ongoing)

Activity 12: Participate in any county-wide visioning exercises or planning activities (including the Georgia Avenue Concept Study) that impact the Olney Town Center that occur during the period of this work plan. (All members, Ongoing)