

MONTGOMERY COUNTY HISTORIC PRESERVATION COMMISSION
STAFF REPORT

Address:	104 – 108 Water Street, 1 South Street, 1 – 17 North Street, 198 – 318 Market Street, 1 – 28 High Street, 19801 Georgia Avenue, 1 – 7 Church Street within the Town of Brookeville	Meeting Date:	7/28/2021
Resource:	Brookeville Historic District	Report Date:	7/21/2021
Applicant:	Town of Brookeville (Mark Davis, Agent)	Public Notice:	7/14/2021
Review:	HAWP	Tax Credit:	No
Case Number:	958509	Staff:	Michael Kyne
PROPOSAL: Street and parking area resurfacing			

STAFF RECOMMENDATION:

Staff recommends that the HPC **approve** the HAWP application.

ARCHITECTURAL DESCRIPTION

SIGNIFICANCE: Brookeville Historic District
DATE: N/A

Statement of historic significance, as summarized by staff:

The Town of Brookeville is a rural town in northeastern Montgomery County, approximately 18 miles from Washington, D.C. The Town was founded by Richard Thomas in 1794 and by the early 19th century had become a center of commerce. With the advent of the automobile in the early 20th century, the Town's commercial success declined. Despite the encroachment of later suburban development, the Town remains a unique collection of structures, which exhibit a variety of architectural styles. The houses within the Brookeville Historic District retain their historic relationship to one another and to the roadways. The historic district is accessed via Georgia Avenue (High Street) from the south and northwest and via Market Street from the east. The Brookeville Historic District was designated in 1985, with its boundaries coinciding with the Town's boundaries.

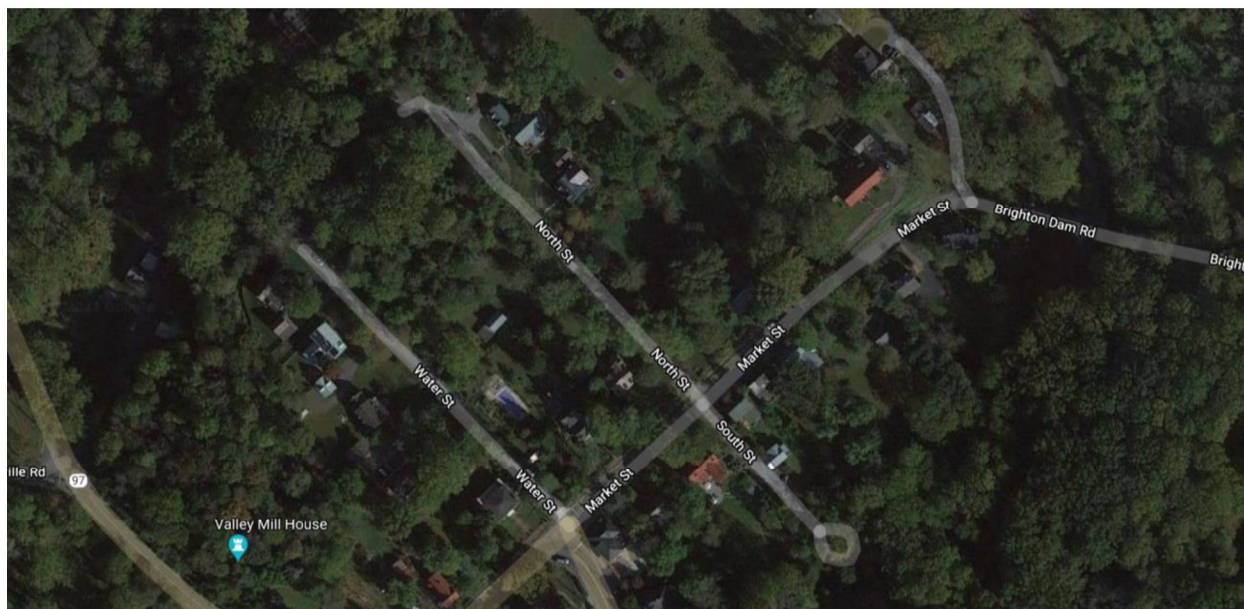


Fig. 1: Project area.

BACKGROUND

The applicant previously appeared before the Commission for a preliminary consultation at the March 11, 2020 HPC meeting.¹

PROPOSAL

The applicant proposes to resurface three (3) side streets and one parking area within the historic district.

APPLICABLE GUIDELINES

When reviewing alterations and new construction within the Brookeville Historic District several documents are to be utilized as guidelines to assist the Commission in developing their decision. These documents include the *Brookeville Historic District Master Plan Amendment*, the *Town of Brookeville Updated Comprehensive Plan*, the *Montgomery County Code Chapter 24A (Chapter 24A)*, and the *Secretary of the Interior's Standards for Rehabilitation (Standards)*. The pertinent information in these documents is outlined below.

Town of Brookeville Updated Comprehensive Plan (see attached).

Sec. 24A-8. Same-Criteria for issuance.

- (b) The commission shall instruct the director to issue a permit, or issue a permit subject to such conditions as are found to be necessary to insure conformity with the purposes and requirements of this chapter, if it finds that:

¹ Link to March 11, 2020 HPC meeting audio/video transcript: http://mncppc.granicus.com/MediaPlayer.php?publish_id=158f9cd6-6480-11ea-99b9-0050569183fa
 Link to March 11, 2020 preliminary consultation staff report: <https://montgomeryplanning.org/wp-content/uploads/2020/03/II.D-Various-Addresses-Brookeville.pdf>

- (1) The proposal will not substantially alter the exterior features of an historic site or historic resource within an historic district; or
 - (2) The proposal is compatible in character and nature with the historical, archeological, architectural or cultural features of the historic site or the historic district in which an historic resource is located and would not be detrimental thereto or to the achievement of the purposes of this chapter; or
 - (3) The proposal would enhance or aid in the protection, preservation and public or private utilization of the historic site or historic resource located within an historic district in a manner compatible with the historical, archeological, architectural or cultural value of the historic site or historic district in which an historic resource is located; or
 - (4) The proposal is necessary in order that unsafe conditions or health hazards be remedied; or
 - (5) The proposal is necessary in order that the owner of the subject property not be deprived of reasonable use of the property or suffer undue hardship; [emphasis added] or
 - (6) In balancing the interests of the public in preserving the historic site or historic resource located within an historic district, with the interests of the public from the use and benefit of the alternative proposal, the general public welfare is better served by granting the permit.
- (a) It is not the intent of this chapter to limit new construction, alteration or repairs to any 1 period or architectural style.
- (d) In the case of an application for work on an historic resource located within an historic district, the commission shall be lenient in its judgment of plans for structures of little historical or design significance or for plans involving new construction, unless such plans would seriously impair the historic or architectural value of surrounding historic resources or would impair the character of the historic district. (*Ord. No. 9-4, § 1; Ord. No. 11-59*)

Secretary of Interior's Standards for Rehabilitation

The Secretary of the Interior defines rehabilitation as “the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features, which convey its historical, cultural, or architectural values.” *Standards #2 and #9* most directly apply to the application before the commission:

#2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

#9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

STAFF DISCUSSION

The applicant proposes to resurface three (3) gravel side streets – North Street, South Street, and Water Street – within the Brookeville Historic District (the boundaries of which coincide with the boundaries of the Town of Brookeville). The applicant previously appeared before the Commission at the March 11, 2020 HPC meeting for a preliminary consultation. Staff notes that the applicant previously proposed to resurface four (4) side streets, the gravel streets included in this proposal as well as Race Street, which is currently asphalt. Additionally, two options – asphalt and tar & chip/double chip seal – were presented.

At the March 11, 2020 preliminary consultation, the Commission expressed the following:

- The Commission was unanimously supportive of the proposed tar & chip/double chip seal option.
 - The Commission recommended that the applicants work with staff and provide samples and/or photographic examples of the proposed tar & chip materials prior to submitting a formal HAWP application.
 - Items to consider include:
 - Amount of exposed aggregate.
 - Size of the exposed aggregate.
 - Color of the exposed aggregate.
- The Commission recommended that the applicants return with a formal HAWP application but offered additional preliminary consultations at the applicants' and staff's discretion.

The applicant has returned with a HAWP application, per the Commission's recommendation. The current proposal includes the following:

- The applicant proposes to resurface the gravel streets identified above with tar & chip/double chip seal, featuring a blue stone surface similar to the existing gravel.
 - As previously directed by the Commission, the applicant has provided photographic examples of the proposed resurfacing materials, which are included in the application.
- Both North and Water Street will be narrowed.
 - North Street will go from an average of 15' wide to a consistent 11' wide, with a 12" gravel shoulder on each side.
 - An approximately 12" wide strip of excess gravel on each side of the street will be replaced with 6" of topsoil, seed, and straw.
 - Water Street will go from an average of 17' wide to a consistent 11' wide, with a 12" gravel shoulder on each side.
 - All excess gravel will be replaced with 6" of topsoil, seed, and straw.
- The length of Water Street will also be reduced, stopping between the driveway entrance of 108 Water Street and a wooded path at the northwest end of the street.
 - Where the street is reduced, the gravel will be replaced with 6" of topsoil, seed, and straw, creating a greenspace.
- The parking area that serves the historic Brookeville Schoolhouse at the northwest end of North Street will be reduced to 35' x 20', with a new tar & chip /double chip seal surface applied over the existing subgrade.
 - Approximately 1,000 sf of excess gravel at the schoolhouse parking area will be replaced with 6" of topsoil, seed, and straw.
- On South Street, the proposed new tar & chip/double chip seal surface will tie into an existing tar & chip driveway at the southeast end of the street.

Staff fully supports the applicant's proposal, finding it compatible with the character of the streetscape and historic district as a whole. Staff find that the proposal will not detract from the character-defining features of the Brookeville Historic District, in accordance with *Standards #2 and #9*.

After full and fair consideration of the applicant's submission, staff finds the proposal consistent with the Criteria for Issuance in Chapter 24A-(b) 1 and 2, and (d), having found it consistent with the *Secretary of the Interior's Standards for Rehabilitation #2 and #9* as outlined above.

STAFF RECOMMENDATION

Staff recommends that the Commission **approve** the HAWP application under the Criteria for Issuance in Chapter 24A-8(b) (1), (2), and (d), having found that the proposal will not substantially alter the exterior features of the historic resource and is compatible in character with the district and the purposes of Chapter 24A;

and with the *Secretary of the Interior's Standards for Rehabilitation* #2 and #9;

and with the general condition that the applicant shall present an electronic set of drawings, if applicable, to Historic Preservation Commission (HPC) staff for review and stamping prior to submission for the Montgomery County Department of Permitting Services (DPS) building permits;

and with the general condition that final project design details, not specifically delineated by the Commission, shall be approved by HPC staff or brought back to the Commission as a revised HAWP application at staff's discretion;

and with the general condition that the applicant shall notify the Historic Preservation Staff if they propose to make **any alterations** to the approved plans. Once the work is completed the applicant will contact the staff person assigned to this application at 301-563-3400 or michael.kyne@montgomeryplanning.org to schedule a follow-up site visit.

Description of Property: Please describe the building and surrounding environment. Include information on significant structures, landscape features, or other significant features of the property:

Currently, the town of Brookeville generally utilizes a standard that town maintained side streets and parking areas as well as resident driveways shall be of a gravel surface, while the main streets (i.e. Market Street and High Street) are asphalt pavement. Gravel has been the standard to maintain the look of a historic town that the Town of Brookeville is. However, over time this consistency has not been maintained as some residents driveways incorporate tar and chip, asphalt pavement, and concrete in addition to gravel. For several of the town maintained gravel roads and resident driveways (i.e. North, South, Water, Race Street, and portions of Church Street) are in severe decay and in need of resurfacing. In particular, North, South and Water Streets are no longer safe for pedestrians to walk and hazardous to drive on. Maintaining these roads with gravel, as currently been done, is not practical as it washes out and deteriorates very quickly (requiring resurfacing at least 2 times per year). This is due to several factors to include increase vehicular traffic (more residents and delivery trucks from FedEx, Amazon, UPS, etc.) as well as changing environmental conditions with more severe weather events.

Description of Work Proposed: Please give an overview of the work to be undertaken:

The Brookeville Town Commissioners are proposing to change the Town standard for the surface of all town-maintained roads, parking areas and resident driveways from gravel and asphalt to tar and chip (note: asphalt is current surface for Market and High Streets as well as portions of Race, Church and South Streets). Requirements taken into consideration for choosing tar and chip surface include safety, maintaining the historic look, cost, maintenance, aesthetics, and performance. Other considerations include reducing dust, mud, and potholes and improving walkability, traction and drainage.

The Town Commissioners, with assistance from the Brookeville Planning Commission (BPC), have conducted multiple assessments, including evaluating other nearby area historic roads, engineering reviews and the Property Manager has obtained estimates from several potential companies to establish an order of magnitude budget. A preliminary review was presented to the Montgomery County Historic Preservation Commission in 2020, where favorable response was received with recommendation to focus on a “tar and chip” surface that would fit with the Towns character. Additionally, a town survey was conducted in March/April of 2021 that showed the vast majority of residents were in favor of converting to tar and chip, as well as utilizing a consistent surface town gravel road. It was determined that tar and chip (double chip seal) with “blue-stone,” similar to the existing gravel, would be the best surface to meet the requirements described above. The estimated maximum life of this surface is 7-10 years and requires minimum annual maintenance compared to gravel. As discussed, the Town reviewed several local area roads that utilize the tar and chip surface. One particular location that was determined to be applicable to Brookeville was Poplar Hill Road in Darnestown, MD (approximately a 1/2 mile section at the south end of the road between Pavey Terrace and the dead end). It is a Montgomery County maintained road that was changed from gravel to tar and chip and installed by American Paving Fabrics.

Work Item 1: _____	
Description of Current Condition:	Proposed Work:
Work Item 2: _____	
Description of Current Condition:	Proposed Work:
Work Item 3: _____	
Description of Current Condition:	Proposed Work:

HISTORIC AREA WORK PERMIT CHECKLIST OF APPLICATION REQUIREMENTS

	Required Attachments						
Proposed Work	I. Written Description	2. Site Plan	3. Plans/ Elevations	4. Material Specifications	5. Photographs	6. Tree Survey	7. Property Owner Addresses
New Construction	*	*	*	*	*	*	*
Additions/ Alterations	*	*	*	*	*	*	*
Demolition	*	*	*		*		*
Deck/Porch	*	*	*	*	*	*	*
Fence/Wall	*	*	*	*	*	*	*
Driveway/ Parking Area	*	*		*	*	*	*
Grading/Exc avation/Land scaing	*	*		*	*	*	*
Tree Removal	*	*		*	*	*	*
Siding/ Roof Changes	*	*	*	*	*		*
Window/ Door Changes	*	*	*	*	*		*
Masonry Repair/ Repoint	*	*	*	*	*		*
Signs	*	*	*	*	*		*



DEPARTMENT OF PERMITTING SERVICES

Marc Elrich
County Executive

Mitra Pedoeem
Director

HISTORIC AREA WORK PERMIT APPLICATION

Application Date: 7/2/2021

Application No: 958509
AP Type: HISTORIC
Customer No: 1374129

Comments

The Town Commissioners have been analyzing alternatives to gravel surfaces for town maintained roads and resident driveways. The chosen alternative is tar and chip due to durability, maintaining the historic character of the town, and provide consistency in town road surfaces.

Affidavit Acknowledgement

The Homeowner is the Primary applicant
This application does not violate any covenants and deed restrictions

Primary Applicant Information

Location	The Town of Brookeville maintained roads and parking areas (e.g. Market, High, North, South, Water, Church, Race Streets) and resident driveways and parking areas.
Homeowner	Davis (Primary)

Historic Area Work Permit Details

Work Type	ALTER
Scope of Work	Requesting approval to alter/replace the standard surface of Town maintained roads, parking areas and resident driveways from gravel to tar and chip.

First Name	Last Name	Business Name	Address			
Jennier	Roy		108 Water St	Brookeville	MD	20833
Nicholas	Roy		108 Water St	Brookeville	MD	20833
Marti	Andress		106 Water St	Brookeville	MD	20833
Jeffrey	Johnson		106 Water St	Brookeville	MD	20833
Beth	Anderson		104 Water St	Brookeville	MD	20833
Garrett	Anderson		104 Water St	Brookeville	MD	20833
Iris	Stratton		1 South St	Brookeville	MD	20833
Donald	De Wall		1 South St	Brookeville	MD	20833
Allison	Moffett		1 North St	Brookeville	MD	20833
Bryan	Moffett		1 North St	Brookeville	MD	20833
Bill	Gaskill		2 North St	Brookeville	MD	20833
Patience	Gaskill		2 North St	Brookeville	MD	20833
Teresa	Pollock		4 North St	Brookeville	MD	20833
Matt	Pollock		4 North St	Brookeville	MD	20833
Teresa	Meeks		9 North St	Brookeville	MD	20833
Fred	Teal		9 North St	Brookeville	MD	20833
Mark	Davis		13 North St	Brookeville	MD	20833
Nathalie	Davis		13 North St	Brookeville	MD	20833
Suzanne	Friis		17 North St	Brookeville	MD	20833
Mark	Friis		17 North St	Brookeville	MD	20833
Caitlin	Sherwood		198 Market St	Brookeville	MD	20833
Connie	Angiuli		200 Market St	Brookeville	MD	20833
Scott	Penland		200 Market St	Brookeville	MD	20833
Phyllis	Millard		202 Market St	Brookeville	MD	20833
Andrea	Scanlon		203 Market St	Brookeville	MD	20833
Chris	Scanlon		203 Market St	Brookeville	MD	20833
Bruce	Evans		204 Market St	Brookeville	MD	20833
Toni	Evans		204 Market St	Brookeville	MD	20833
Duane	Heiler		205 Market St	Brookeville	MD	20833

Sandra	Heiler		205 Market St	Brookeville	MD	20833
Daniel	Heyman		206 Market St	Brookeville	MD	20833
Kim	Heyman		206 Market St	Brookeville	MD	20833
Warren	Ferris		207 Market St	Brookeville	MD	20833
Renee	Moneyhun		207 Market St	Brookeville	MD	20833
Miche	Booz		208 Market St	Brookeville	MD	20833
Diane	Teague		208 Market St	Brookeville	MD	20833
Michael	Acierno		209 Market St	Brookeville	MD	20833
Harper	Pryor		209 Market St	Brookeville	MD	20833
Jessica	Schwartz		210 Market St	Brookeville	MD	20833
Geoff	Harshman		210 Market St	Brookeville	MD	20833
Harry	Montgomery		211 Market St	Brookeville	MD	20833
Karen	Montgomery		211 Market St	Brookeville	MD	20833
Todd	Van Gelder		212 Market St	Brookeville	MD	20833
Chris	Haris		301 Market St	Brookeville	MD	20833
Micole	Haris		301 Market St	Brookeville	MD	20833
Arun	Deonarain		306 Market St	Brookeville	MD	20833
Stephanie	Deonarain		306 Market St	Brookeville	MD	20833
Dee	Heritage		307 Market St	Brookeville	MD	20833
Mike	Oestreich		308 Market St	Brookeville	MD	20833
Sara	Oestreich		308 Market St	Brookeville	MD	20833
Deeds	Wells		309 Market St	Brookeville	MD	20833
Hannah	Kerr		310 Market St	Brookeville	MD	20833
Steff	Kerr		310 Market St	Brookeville	MD	20833
Deeds	Wells		311 Market St	Brookeville	MD	20833
Barbara	Achstettes		312 Market St	Brookeville	MD	20833
Jeff	Issokson		313 Market St	Brookeville	MD	20833
Margaret	Kay		313 Market St	Brookeville	MD	20833
Joanne	Keister		314 Market St	Brookeville	MD	20833
Anne	Ennes		316 Market St	Brookeville	MD	20833

Mark	Ennes		316 Market St	Brookeville	MD	20833
William	Kiniry		318 Market St	Brookeville	MD	20833
Suzanna	Moreau		318 Market St	Brookeville	MD	20833
Joseph	Bell	BFJ Financial Group	1 High St	Brookeville	MD	20833
Quinn	Anderson		2 High St	Brookeville	MD	20833
Terry	Anderson		2 High St	Brookeville	MD	20833
Robert	Johnson		3 High St	Brookeville	MD	20833
		Brookeville Academy	5 High St	Brookeville	MD	20833
Barbara	Ray		6 High St	Brookeville	MD	20833
Emily	Hart		8 High St	Brookeville	MD	20833
Chris	Hart		8 High St	Brookeville	MD	20833
Michael	Murphy		9 High St	Brookeville	MD	20833
		Ormdorff Hall	10 High St	Brookeville	MD	20833
		Salem United Methodist Church	12 High St	Brookeville	MD	20833
Mary Kay	Spagnolo		14 High St	Brookeville	MD	20833
Andrew	Spagnolo		14 High St	Brookeville	MD	20833
Julie	Hussman	Miche Booz Architect	15 High St	Brookeville	MD	20833
Lori	Laughlin		16 High St	Brookeville	MD	20833
Daniel	Laughlin		16 High St	Brookeville	MD	20833
Taddeo	Kintu		18 High St	Brookeville	MD	20833
Tiona	Kintu		18 High St	Brookeville	MD	20833
Cate	McDonald		20 High St	Brookeville	MD	20833
Roland	Bowker		22 High St	Brookeville	MD	20833
Shirley	Bowker		22 High St	Brookeville	MD	20833
Kathy	Hawkins		24 High St	Brookeville	MD	20833
Carmen	Harding		26 High St	Brookeville	MD	20833

Wayne	Harding		26 High St	Brookeville
Stefan	Syski		28 High St	Brookeville
Valerie	Syski		28 High St	Brookeville
David	Yinger		19801 Georgia Ave	Brookeville
Becky	Jackson		1 Church St	Brookeville
Mary Ellen	Eaton		1 Church St	Brookeville
Estate of	John Seibel		3 Church St	Brookeville
Buck	Bartley		5 Church St	Brookeville
Patricia	Thompson		7 Church St	Brookeville
Donald	Thompson		7 Church St	Brookeville

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TOWN OF BROOKEVILLE

ALTERATION OF TOWN STANDARD ROAD SURFACE

DRAFT WORK PLAN

**Presented By: Brookeville Town
Commissioners**

William Gaskill, President of Commissioners
Mark Davis, Town Commissioner
Garrett Anderson, Town Commissioner

July 2, 2021

Background:

The Brookeville Commissioners have been extensively researching potential alternatives for resurfacing the Town maintained gravel roads. In particular, these roads included North, South, and Water Streets, which are currently the most degraded and in need of resurfacing. The primary reason for changing surfaces of the gravel roads is to move to a more durable and longer lasting material that is safer for residents to use. Increased vehicular traffic combined with changes in weather patterns is necessitating a change in construction. Residents' complaints on the road conditions range from potholes damaging vehicles and causing tripping hazards, extreme dust when dry, muddy when wet, and icy in the winter (see survey results for Question 6 in Attachment 1.). It has been determined that the resources required to resurface with the existing gravel surface on an annual basis is ineffective as some of the roads (North/Water Streets) deteriorate within weeks of resurfacing.

In addition, given overwhelming interest by residents in converting their own driveways to a more durable surface, the Commissioners have decided to pursue changing the Brookeville Town standard for the surfaces of all town roads, parking areas and resident driveways from gravel to a new surface. The primary reason is to maintain a consistent and historical appearance of the town as well as simplify future maintenance and provide the possibility for taking advantage of potential economies of scale with work and maintenance efforts.

Requirements for consideration in choosing an alternative surface include safety, maintaining the historic look, cost, maintenance, aesthetics, and performance. Other considerations include reducing dust, mud, and potholes and improving walkability, traction and drainage.

The Town Commissioners, with assistance from the Brookeville Planning Commission (BPC), have conducted multiple assessments, including evaluating other nearby area historic roads, engineering reviews and the Property Manager has obtained estimates from several potential companies to establish an order of magnitude budget. A preliminary review was presented to the Montgomery County Historic Preservation Commission in 2020, where favorable response was received with recommendation to focus on a "tar and chip" surface that would fit with the Town's character. Additionally, a town survey was conducted in March/April of 2021 that showed the vast majority of residents were in favor of converting to tar and chip, as well as utilizing a consistent surface town gravel road (See Attachment 1).

Project Summary:

It was determined that tar and chip (double chip seal) with “blue-stone,” similar to the existing gravel, would be the best surface to meet the requirements described above. The estimated maximum life of this surface is 7-10 years and requires minimum annual maintenance compared to gravel¹. As discussed, the Town reviewed several local area roads that utilize the tar and chip surface. One particular location that was determined to be applicable to Brookeville was Poplar Hill Road in Darnestown, MD (approximately a 1/2 mile section at the south end of the road between Pavev Terrace and the dead end). It is a Montgomery County maintained road that was changed from gravel to tar and chip and installed by American Paving Fabrics. Photos of this example location surface are provided in Figure 1.



Figure 1: Example Photos of Tar and Chip Utilizing Blue Stone Surface

¹ National Center for Pavement Preservation (NCPPT) paper titled: “Chip Seal Best Practices,” by: Larry Galehouse, P.E. (NCPPT) & Tom Wood (MnDOT); “Pros and Cons of Tar and Chip Parking Lots and Roadways” by Elite Asphalt, LLC; Kent County Road Commission (Michigan) website: <https://www.kentcountyroads.net/blog/why-are-you-putting-tar-gravel-on-paved-roads>.

Brookeville Road Resurfacing

As discussed, the Commissioners are proposing to change the Town standard for the surface of all town-maintained roads, parking areas and resident driveways from gravel and asphalt to tar and chip (note: asphalt is current surface for Market and High Streets as well as portions of Race, Church and South Streets). However, the work may occur in multiple stages given several factors such as cost, road conditions, and responsibility. Therefore, the initial work effort being evaluated at this time will be targeted for North, South, and Water Streets. Race and Church streets are also being considered for this initial work scope however, responsibility and details are still being determined.

As illustrated in Attachment (2), the current proposed plan for North, Water and South streets is summarized as follows, in order of the most critical roads by condition:

- **North Street** - The gravel surface and existing subbase of North Street is in poor condition. As required by location, up to approximately 12" of the existing subbase will be removed and replaced with new compacted aggregate subbase². The road width varies but averages approximately 15' wide. The road will be narrowed to 11' wide, with a 12" gravel shoulder on each side. A strip of excess gravel, approximately 12" wide, on each side of the road will be replaced with 6" of topsoil, seed, and straw. A new tar + chip surface (double chip seal) will be applied from Market Street to the end of the road at 1 North Street. The Parking Area serving the historic Brookeville Schoolhouse will be reduced to 35' x 20' with a new tar + chip surface (double chip seal) applied over the existing subgrade. Approximately 1,000 SF of excess gravel will be removed and replaced with 6" of topsoil, seed, and straw.
- **Water Street** - The existing subgrade is in poor condition, at the entrance area up to 104 Water Street. 12" of the existing road surface and subbase will be removed and replaced with new compacted aggregate subbase. The current width of the existing road varies, but averages approximately 17' wide. Water Street will be narrowed to 11' wide, with a 12" gravel shoulder on each side. Excess gravel will be replaced with 6" of topsoil, seed, straw. The entire length of Water Street will get a new tar + chip surface (double chip seal). The length of the road is to be reduced at the far end of Water Street to stop between the driveway entrance of 108 Water Street and wooded path. The gravel will be replaced with 6" of topsoil, seed, straw.
- **South Street** - South Street has the least amount of traffic and the existing subgrade is generally in good condition compared to North and Water Streets. The width of the existing road varies, but it will not be significantly altered. The entire length of South Street will get a new tar + chip surface, with tie into the existing tar + chip driveway at the far end of South Street.

² *Note: Due to the extreme drainage issues and incline variances present with North Street, a more durable subbase to include asphalt pavement, is being considered. Viability, cost and return on investment options are currently being evaluated. Regardless of if the tar and chip resurfacing project is completed, North street will require a new subbase and grading.

Brookeville Road Resurfacing

Cost:

Given the required rate of necessary repairs (approximately every 2 months) and resurfacing of the streets (approximately 2 times per year) is not cost effective over the long term and causes too many disruptions to residents. The Town currently budgets \$10,000 per year on street maintenance for North, South and Water Streets³. However, it was decided by the Commissioners to only utilize the minimal amount of the annual maintenance budget on the town gravel roads over the last year. The rationale being to reserve as much of the town road budget towards paying for this project. Additionally, as shown in Figure 2, the town expenditures for maintenance of just North, South, and Water Streets (i.e. gravel) over the last 9 years shows the cumulative repair costs being realized exceeding \$100,000.⁴

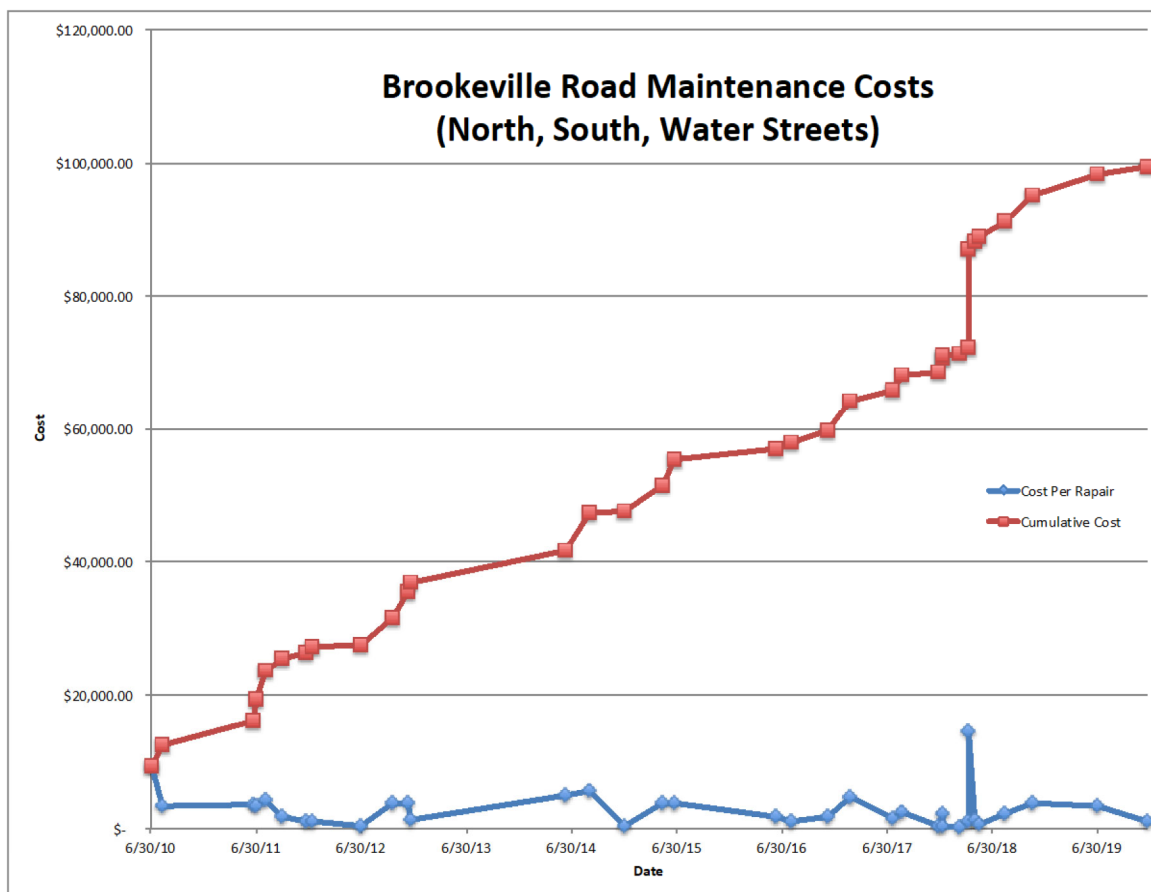


Figure 2: Brookeville Maintenance Costs for North, South, and Water Streets

³ Based on Town of Brookeville Annual Budget FY 2019-2020

⁴ Note: These costs do not take into account that North Street requires complete removal, replacement and regrading of existing base regardless of surface selected.

Brookeville Road Resurfacing

The following is a breakdown of expected costs for tar and chip resurfacing of North, Water and South Street gravel roads versus utilizing existing gravel surface:

Preliminary Estimate of Future 10-Year Life Cycle Costs by Road:

Estimated Lifecycle Cost Comparison								
	North St		Water St		South St		Total	
	Tar + Chip	Gravel	Tar + Chip	Gravel	Tar + Chip	Gravel	Tar + Chip	Gravel
Subgrade Repair / Grading / Drainage / Road Width **	\$ 59,754	\$ 59,754	\$ 34,559	\$ 34,559	\$ 4,600	\$ 4,600	\$ 98,913	\$ 98,913
Year 1	\$ 24,720	\$ 6,000	\$ 12,060	\$ 3,500	\$ 8,000	\$ 500	\$ 44,780	\$ 10,000
Year 2	\$ 24,720	\$ 6,000	\$ 12,060	\$ 3,500	\$ 8,000	\$ 500	\$ 44,780	\$ 10,000
Year 3	\$ -	\$ 6,000		\$ 3,500		\$ 500	\$ -	\$ 10,000
Year 4	\$ -	\$ 6,000		\$ 3,500		\$ 500	\$ -	\$ 10,000
Year 5	\$ -	\$ 6,000		\$ 3,500		\$ 500	\$ -	\$ 10,000
Year 6	\$ -	\$ 6,000		\$ 3,500		\$ 500	\$ -	\$ 10,000
Year 7	\$ 24,720	\$ 6,000	\$ 12,060	\$ 3,500	\$ 8,000	\$ 500	\$ 44,780	\$ 10,000
Year 8	\$ -	\$ 6,000		\$ 3,500		\$ 500	\$ -	\$ 10,000
Year 9	\$ -	\$ 6,000		\$ 3,500		\$ 500	\$ -	\$ 10,000
Year 10	\$ -	\$ 6,000		\$ 3,500		\$ 500	\$ -	\$ 10,000
Total	\$ 133,914	\$ 119,754	\$ 70,739	\$ 69,559	\$ 28,600	\$ 9,600	\$ 233,253	\$ 198,913
** required work regardless of road surface selection								

Based on the estimated data, the Commissioners feel the cost to resurface the roads with tar and chip, as described above, is not only beneficial for the residents and pedestrians who utilize the roads, but would not be a significantly higher cost than what is currently required considering the potential for a much longer service life (i.e. >10 years).

The bottom line isn't about saving money or having cost effective streets that are cheaper to manage and maintain. It is that our Government makes sure the Town has durable and safe streets that can withstand the increased vehicular traffic and extreme weather conditions, while cutting down on potholes, tripping hazards, extreme dust and mud, while maintaining the historic character of the Town.

Schedule:

Completion of this project by the Fall of 2021 is essential as the current road conditions are not suitable for long-term use without spending significant resources. The following outlines the proposed schedule to accomplish this:

- Present Preliminary Gravel Road Resurfacing Plan to BPC and collect feedback – April 6, 2021 (Complete)
- Submit survey for town residents' input – March 31, 2021 (Complete)
- Present Survey results and preliminary Brookeville Street Resurfacing plan to Town residents. Get town residents' feedback. Commissioners vote on plan to proceed including road surface type, budget, timeline, etc. – Commissioners Meeting April 12, 2021 (Complete)

Brookeville Road Resurfacing

- Prepare and submit Historic Area Work Permit application for Montgomery County HPC – July 7, 2021 (for consideration into July 21, 2021 HPC Meeting) (Complete)
- Present preliminary plans for gravel roads change to Tar and Chip for review and feedback by BPC – July 6, 2021
- Obtain final bids on preliminary Gravel Road Improvement Plan – July 7, 2021
- Prepare and submit final Gravel Road Improvement Plan to Town Residents and for approval by BPC – July 16, 2021 (for consideration on August 3, 2021 BPC Meeting)
- Finalize funding sources – July 24, 2021
- Contractor Selection July 24, 2021
- Obtain schedule of work and notify residents – September 2021
- Complete work – October 2021

Funding:

Funding sources for this project are still being evaluated and will be finalized following receipt of final bids. Based on the growth of town reserves over the last six years (currently at \$725,469), as shown below in Table 2, the current consensus by the Commissioners is to utilize 50% of the funding from the town reserves to finance the road work. Loan options are currently being evaluated and are the likely candidate to fund the additional 50%.

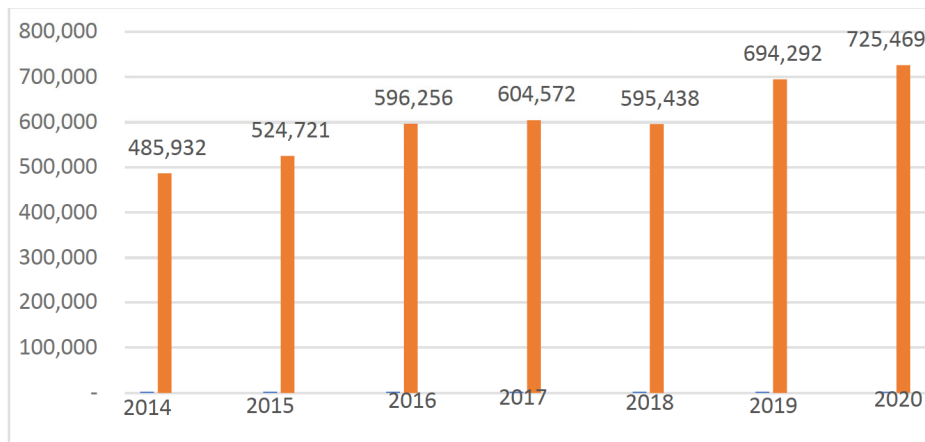


Table 2: Town of Brookeville Governmental Funds (Audited)

Attachment (1): Results of Town Survey

Gravel Roads Improvement Project

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37

Total Responses

Date Created: Tuesday, May 11, 2021

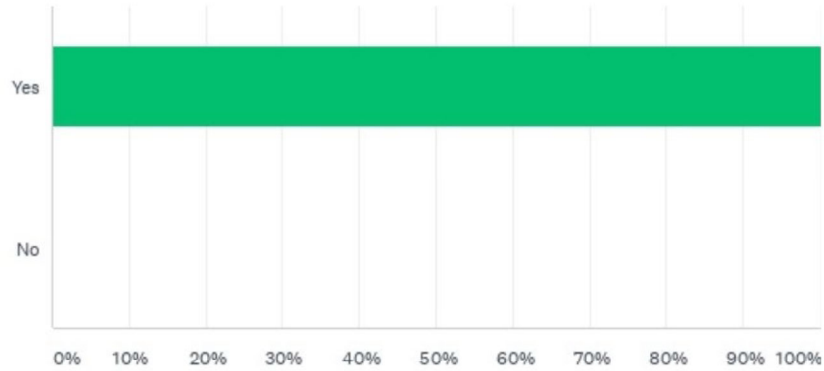
Complete Responses: 37

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Brookeville Gravel Road Resurfacing

Q1: Do you live in the municipal boundaries of the Town of Brookeville?

Answered: 37 Skipped: 0



Powered by SurveyMonkey

Q1: Do you live in the municipal boundaries of the Town of Brookeville?

Answered: 37 Skipped: 0

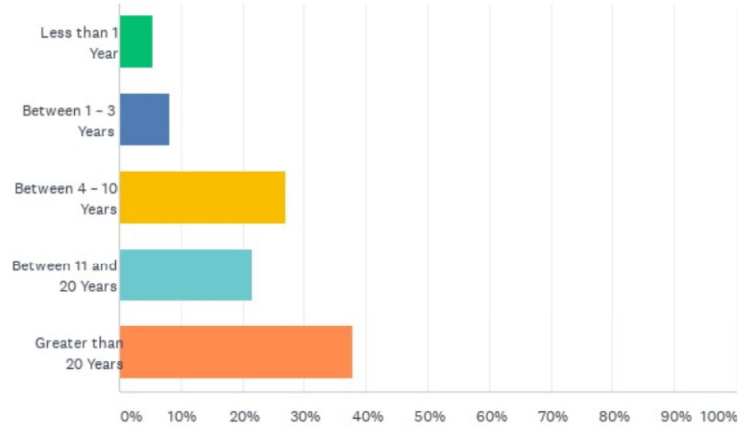
ANSWER CHOICES	RESPONSES	
Yes	100.00%	37
No	0.00%	0
Total Respondents: 37		

Powered by SurveyMonkey

Brookeville Gravel Road Resurfacing

Q2: If you answered “Yes” from question 1 above, please select the most appropriate amount of time you have lived in Brookeville?

Answered: 37 Skipped: 0



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Q2: If you answered “Yes” from question 1 above, please select the most appropriate amount of time you have lived in Brookeville?

Answered: 37 Skipped: 0

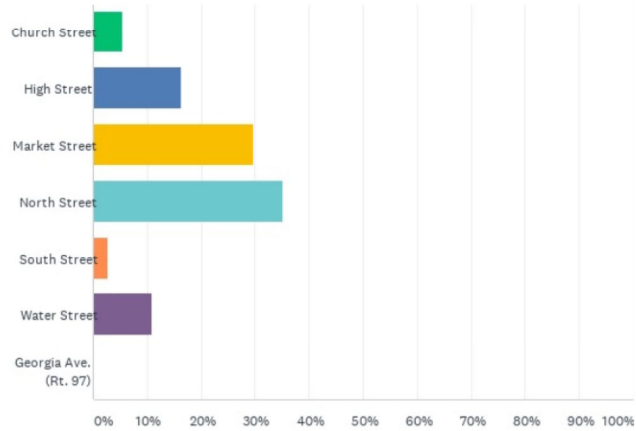
ANSWER CHOICES	RESPONSES	
Less than 1 Year	5.41%	2
Between 1 – 3 Years	8.11%	3
Between 4 – 10 Years	27.03%	10
Between 11 and 20 Years	21.62%	8
Greater than 20 Years	37.84%	14
Total Respondents: 37		

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Brookeville Gravel Road Resurfacing

Q3: If you answered “Yes” from question 1 above, please select the street location of your residence, business, or property?

Answered: 37 Skipped: 0



Powered by SurveyMonkey

Q3: If you answered “Yes” from question 1 above, please select the street location of your residence, business, or property?

Answered: 37 Skipped: 0

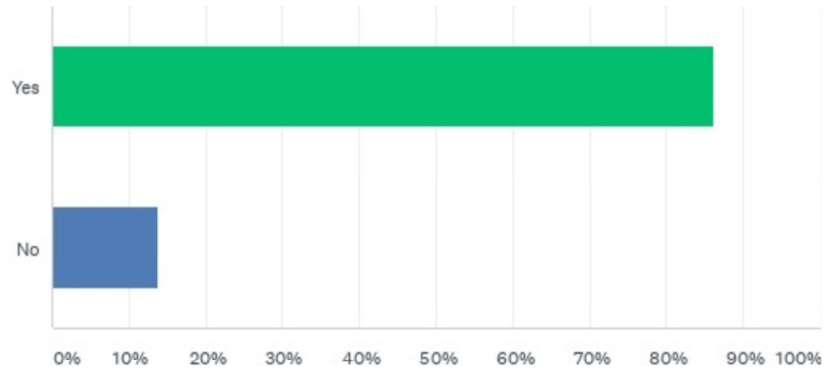
ANSWER CHOICES	RESPONSES	
Church Street	5.41%	2
High Street	16.22%	6
Market Street	29.73%	11
North Street	35.14%	13
South Street	2.70%	1
Water Street	10.81%	4
Georgia Ave. (Rt. 97)	0.00%	0
TOTAL		37

Powered by SurveyMonkey

Brookeville Gravel Road Resurfacing

Q4: Do you regularly (i.e. at least 2 times per week) drive, bike, or walk on the gravel roads referenced in the Draft Work Plan (i.e. North, South, and Water Streets)?

Answered: 36 Skipped: 1



Powered by SurveyMonkey

Q4: Do you regularly (i.e. at least 2 times per week) drive, bike, or walk on the gravel roads referenced in the Draft Work Plan (i.e. North, South, and Water Streets)?

Answered: 36 Skipped: 1

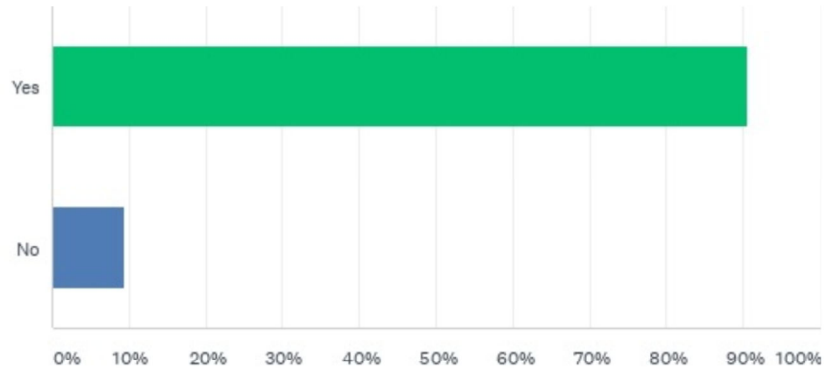
ANSWER CHOICES	RESPONSES	
Yes	86.11%	31
No	13.89%	5
TOTAL		36

Powered by SurveyMonkey

Brookeville Gravel Road Resurfacing

Q5: If you responded, Yes, to Question 4 above, does the general condition of the roads you normally use cause any concerns?

Answered: 32 Skipped: 5



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Q5: If you responded, Yes, to Question 4 above, does the general condition of the roads you normally use cause any concerns?

Answered: 32 Skipped: 5

ANSWER CHOICES	RESPONSES	
Yes	90.63%	29
No	9.38%	3
TOTAL		32

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Brookeville Gravel Road Resurfacing

Q6: If you responded, Yes, to Question 5 above, please indicate your concerns?

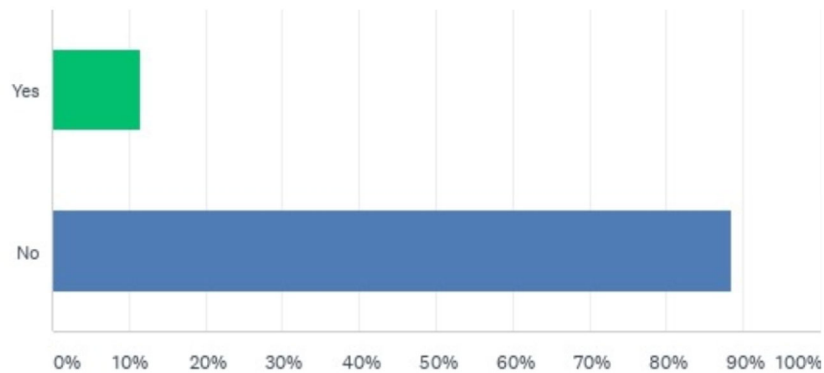
Answered: 31 Skipped: 6

safety maintenance vehicles residents pot holes snow gravel will
roads Streets potholes Water dust growing cars hazard
cause Cost maintain damage Continuous

Powered by  SurveyMonkey

Q7: Do you feel that changing the surface of the gravel roads to Tar and Chip would detract from the historic character of the Town?

Answered: 35 Skipped: 2



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Brookeville Gravel Road Resurfacing

Q7: Do you feel that changing the surface of the gravel roads to Tar and Chip would detract from the historic character of the Town?

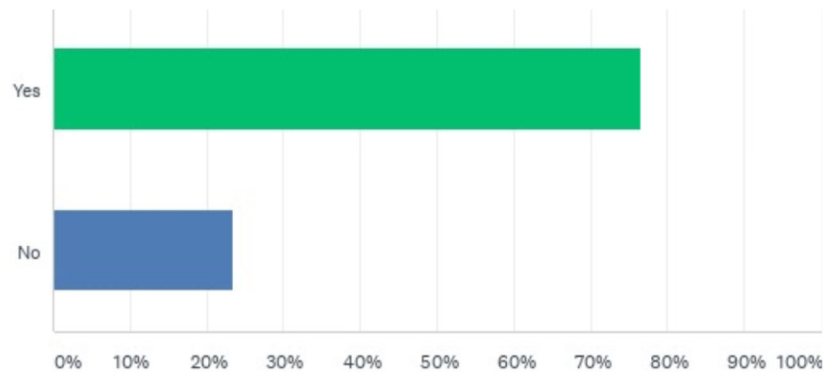
Answered: 35 Skipped: 2

ANSWER CHOICES	RESPONSES	
Yes	11.43%	4
No	88.57%	31
TOTAL		35

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Q8: Do you feel, based on the draft work plan, the estimated costs associated with the resurfacing project are justified and appropriate for the Town to budget and pay for?

Answered: 34 Skipped: 3



Powered by  SurveyMonkey

Brookeville Gravel Road Resurfacing

Q8: Do you feel, based on the draft work plan, the estimated costs associated with the resurfacing project are justified and appropriate for the Town to budget and pay for?

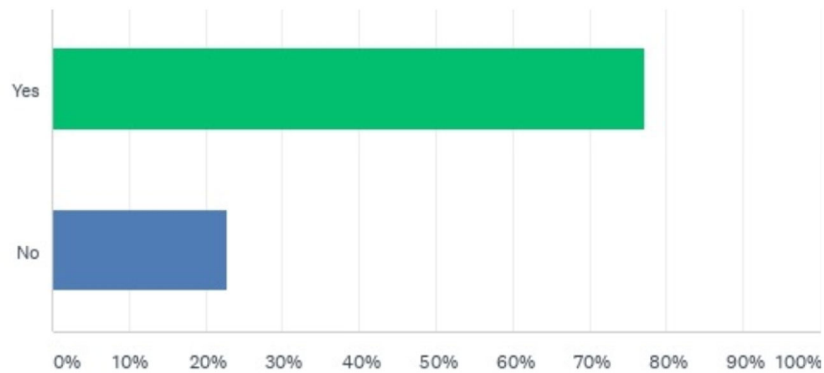
Answered: 34 Skipped: 3

ANSWER CHOICES	RESPONSES	
Yes	76.47%	26
No	23.53%	8
TOTAL		34

Powered by  SurveyMonkey

Q9: Do you support changing the surface of the gravel roads to tar and chip as presented in the Draft Work Plan for North, South and Water Streets?

Answered: 35 Skipped: 2



Powered by  SurveyMonkey

Brookeville Gravel Road Resurfacing

Q9: Do you support changing the surface of the gravel roads to tar and chip as presented in the Draft Work Plan for North, South and Water Streets?

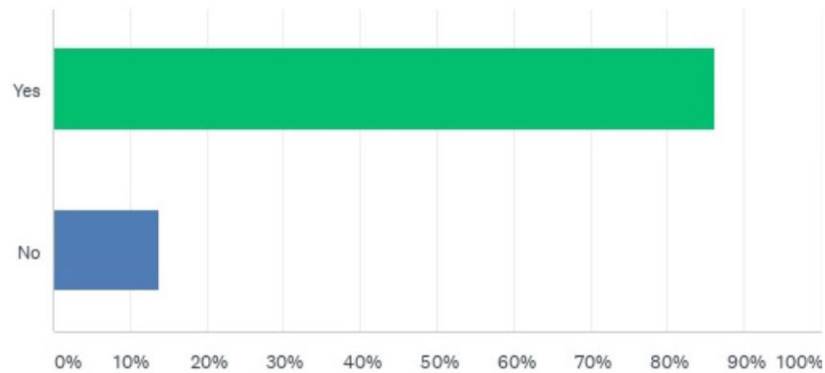
Answered: 35 Skipped: 2

ANSWER CHOICES	RESPONSES	
Yes	77.14%	27
No	22.86%	8
TOTAL		35

Powered by  SurveyMonkey

Q10: Do you feel that North, South, and Water Streets should have consistent surfaces?

Answered: 36 Skipped: 1



Powered by  SurveyMonkey

Brookeville Gravel Road Resurfacing

Q10: Do you feel that North, South, and Water Streets should have consistent surfaces?

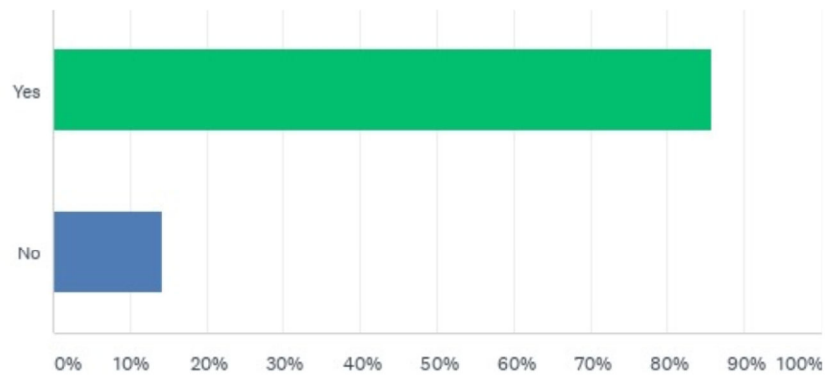
Answered: 36 Skipped: 1

ANSWER CHOICES	RESPONSES	
Yes	86.11%	31
No	13.89%	5
TOTAL		36

Powered by  SurveyMonkey

Q11: Do you support the town procuring additional professionals (i.e. road engineers, etc.) to serve as a consultant in developing the scope of work and supporting the construction work?

Answered: 35 Skipped: 2



Powered by  SurveyMonkey

Brookeville Gravel Road Resurfacing

Q11: Do you support the town procuring additional professionals (i.e. road engineers, etc.) to serve as a consultant in developing the scope of work and supporting the construction work?

Answered: 35 Skipped: 2

ANSWER CHOICES	RESPONSES	
Yes	85.71%	30
No	14.29%	5
TOTAL		35

Powered by  SurveyMonkey

**Attachment (2): Illustrations of the Proposed Draft Work Plan for
North, Water and South Streets**

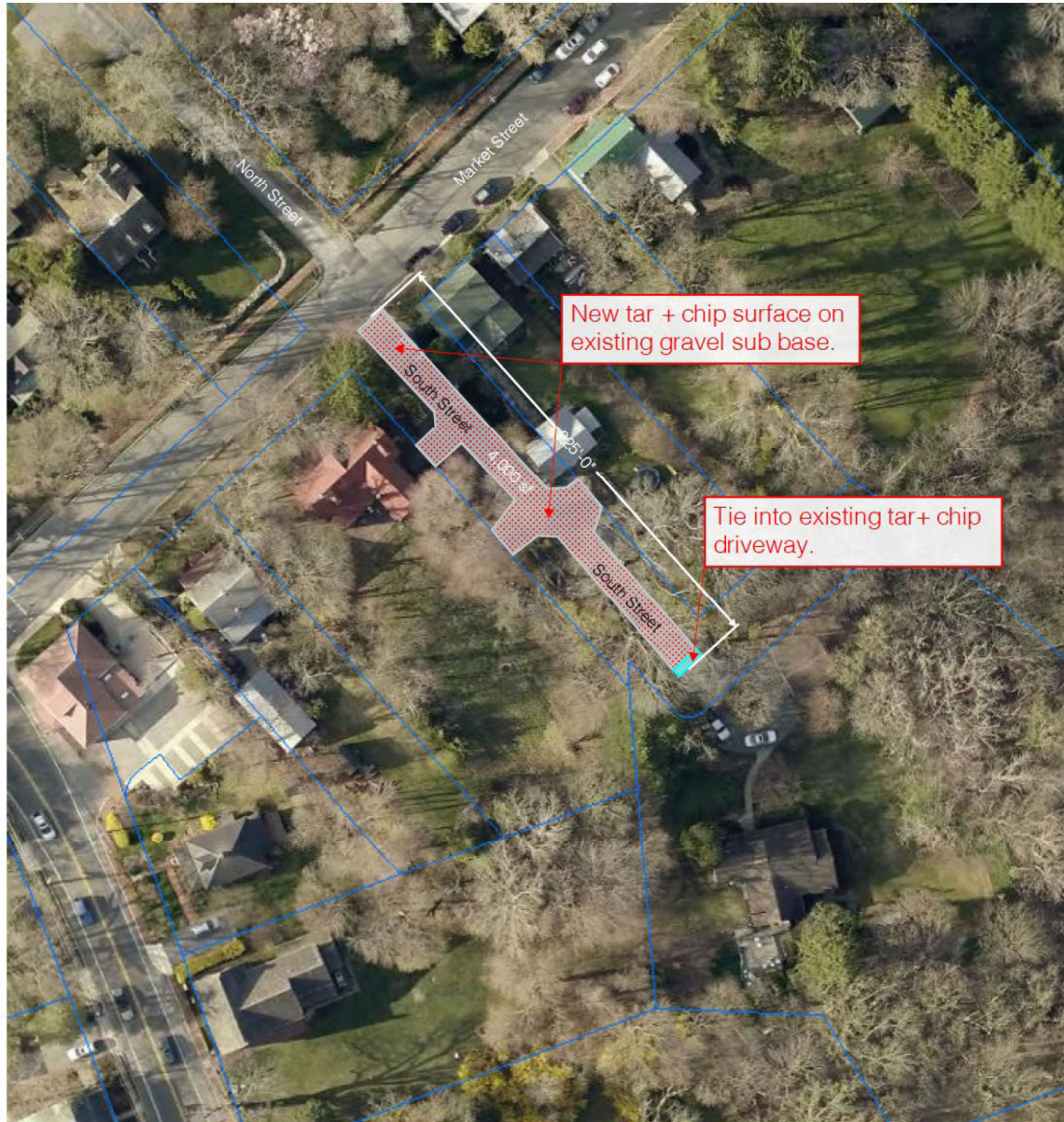
Brookeville Gravel Road Resurfacing



- 6" topsoil, seed, straw where road narrowed
- Parking lot, new tar & chip
- 11' wide road, new sub base, new tar & chip
- 6" topsoil, seed, straw
- 11' wide road, new tar & chip
- 11' wide road, new sub base, new gravel

Town of Brookeville, MD
North & Water Street Improvements
 March 29, 2021

Brookeville Gravel Road Resurfacing



-  Tie into existing tar + chip driveway
-  New tar + chip on existing sub base

Town of Brookeville, MD
South Street Improvements
March 29, 2021