EXHIBIT 1

DEPARTMENT OF PUBLIC WORKS
AND TRANSPORTATION

Douglas M. Duncan
County Executive

Arthur Holmes, Jr.
Director

February 3, 2005

Mr. Richard Hawthorne, Chief
Transportation Planning Section
Montgomery County Department of Park and Planning
The Maryland-National Capital Park & Planning Commission
8787 Georgia Avenue
Silver Spring, MD 20910-3760

> RE: Request for Mandatory Referral
> White Oak Transit Center
> C.I.P. No. 509337

Dear Mr. Hawthorne:

This is a request for Mandatory Referral for the White Oak Transit Center project. The purpose of the White Oak Transit Center CIP is to provide bus shelters, passenger queuing areas and bus queuing areas along Lockwood Drive. The project will raise the roadway, widen sidewalks and provide enhanced bus shelters, lighting, signing, and landscaping. The project limits are 810 feet within the existing Right-of-Way along Lockwood Drive near the intersection with New Hampshire Avenue Appropriate landscaping will be included. A NRI/FSD and an FCP waiver were requested on February 3, 2005 from the M-NCPPC Environmental Planning Division based on the existing conditions.

Three sets of plans and one mandatory referral checklist are included for review. We will give due consideration to any planning board comments received within 60 days of this submission. Should you have any questions, please contact myself or Mr. Barry Fuss, Project Manager at (240) 777-7261.

Sincerely,

Bruce Johnston, P.E., Chief
Division of Capital Development

cc: Barry Fuss, DCD
Alex Hekimian, Transportation Coordinator, MNCPPC (w/o attachments) ✔
Glenn Orlin, Deputy Council Staff Director, Council Office (w/o attachments)

Division of Capital Development
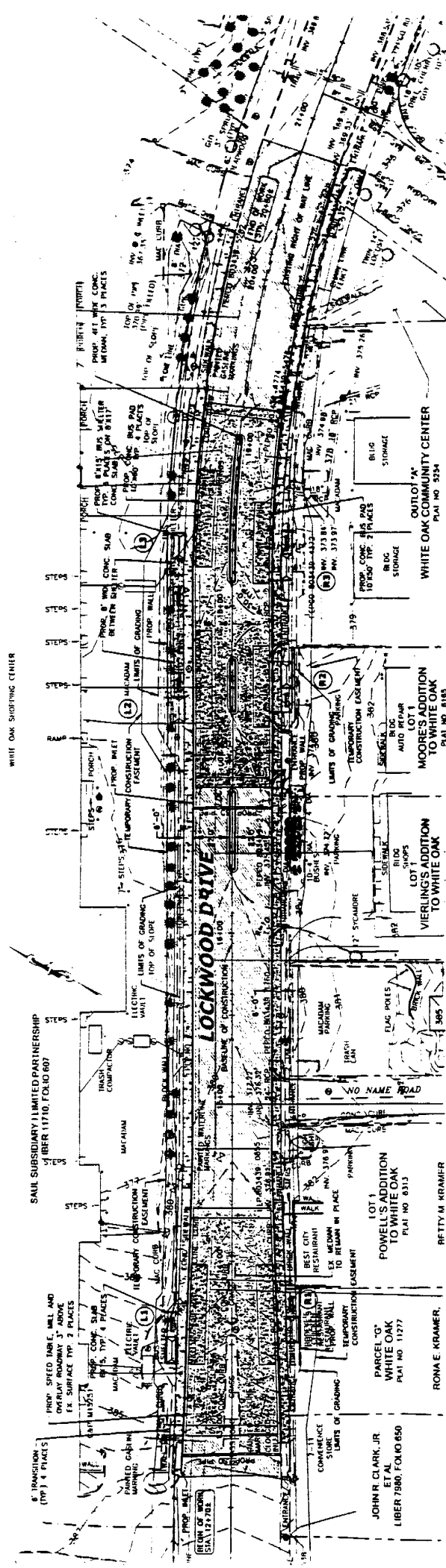
Mandatory Referral Checklist

Transmittal Date: February 3, 2005
Project Name: White Oak Transit Center
Location: Lockwood Drive, Silver Spring
Master Plan Area: White Oak
Purpose: Transit Improvements
Funding Source: Capital Improvement Project (CIP)
PDF No. and Fiscal Year: 509337 and FY06
Project Development Stage: 30% Preliminary Design

1. Description: The purpose of the White Oak Transit Center CIP is to provide bus shelters, passenger queuing areas and bus queuing areas along Lockwood Drive. The project will raise the roadway, widen sidewalks and provide enhanced bus shelters, lighting, signing, and landscaping. The project limits are 810 feet within the existing Right-of-Way along Lockwood Drive near the intersection with New Hampshire Avenue. Appropriate landscaping will be included.

2. The project is in conformance with the area Master Plan.

3. All existing pedestrian and bicycle facilities must be shown on the plans.
   a. All Master Plan sidewalks within the limits of work will be completed as part of the project.
   b. There are no proposed intersections within the project limits.

4. The road section for this project is a (non-typical) 3-inch raised section to slow traffic in the area of the bus pads and shelters in order to improve pedestrian safety. All sidewalks are standard width.

5. The project does not affect any Master Plan or Locational Atlas historic resources.

6. There is no Park property within or adjacent to project limits.

7. A NRI/FSD was submitted on February 2, 2005.

8. A FCP waiver was requested on February 2, 2005.

9. The submittal does include Stormwater Mangement Concept Approval from DPS date September 10, 2004.

10. The proposed work is not located in a Montgomery County Special Protection Area.

11. No noise analysis was performed for the project based on the existing condition that includes bus stops and the location in a commercial area.

12. The traffic analysis for the project concluded that bus stops (and raised pavement section) will not impact traffic operations. The first bus stop is located 300 feet way from the proposed STOP bar at Lockwood Drive and turning movement data collected November 2004 indicated that the future queue will not exceed 275 feet. This is based on the SHA improvement project which will result in a westbound approach of two left turn lanes, one combination thru and left turn lane and a right turn lane.

EXHIBIT 2