



City of Bowie

Regular City Council Meeting

Monday, March 3, 2025
Council Chambers - 8 p.m.

AGENDA

- I. CALL MEETING TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. QUORUM
- IV. AGENDA ADDITIONS/DELETIONS/AMENDMENTS
- V. CITIZEN PARTICIPATION
- VI. PRESENTATIONS
- VII. CITY BOARDS AND COMMITTEES
- VIII. COUNCIL ANNOUNCEMENTS
- IX. CITY MANAGER'S REPORT
- X. CONSENT AGENDA
 - A. Adoption of Resolution R-16-25 Waiving by Two-Thirds Vote the Bidding Requirements of Section 61 "Purchasing and Contracting" of the City Charter, to Allow the City to Enter into a Contract with Emergency Services Consulting International, Inc. (ESCI) for Police Department Testing Services
- XI. OLD BUSINESS
 - A. Adoption of Ordinance O-3-25 Amending the Adopted Budget for the Fiscal Year Beginning July 1, 2024 and Ending June 30, 2025, As Embodied in Ordinance O-4-24, Amended by Ordinance O-7-24, and O-2-25 To Appropriate Funds for the Following Projects: \$214,500 for Water Main Replacement and \$40,100 to Fund the Replacement of a Public Works Vehicle - **Public Hearing/Eligible for Action**
- XII. NEW BUSINESS
 - A. Detailed Site Plan DSP-20003-04, Inline Retail at Mill Branch Crossing - Edward Gibbs, an attorney for Green Branch LLC, will present to Council the Detailed Site Plan DSP-20003-04, Inline Retail at Mill Branch Crossing, for evaluation and approval. - **Public Hearing/Eligible for Action**
 - B. City of Bowie Wayfinding Plan - Consultants Guide Studio, Inc. will brief the City Council on the Wayfinding Plan's concepts and strategies.
- XIII. ADJOURNMENT AND MOVE TO CLOSE SESSION
 - A. To adjourn to closed session under the statutory authority of the Md. Annotated Code, General Provisions Article §3-305(b)(7): "To consult with counsel to obtain legal advice" and §3-305(b)(14) "To discuss, before a contract is awarded or

bids are opened, a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process."

Note: The Ethics Commission has advised that under certain circumstances, members of the public may qualify as lobbyists when they testify before the City Council. If so, the Bowie Ethics Ordinance requires that certain information be filed with the Ethics Commission. Please review the information about lobbying that is provided with the City Clerk. If you have any questions about lobbying, please contact the Ethics Commission or the Assistant City Manager.

This meeting will be televised live on Verizon Channel 10 and Comcast Channel 71 and 996, repeated on 3/5/2025 and 3/8/2025 at 7:00 p.m., and [web-streamed live](#).

For a closed-captioned version of the meeting video, please go to <https://www.youtube.com/user/cityofbowiemd/playlists> and select the 2025 Council Meetings list. Once the meeting video opens, be sure to click on "CC" button to turn on closed captioning.

**NEXT REGULAR MEETING OF THE BOWIE CITY COUNCIL - MONDAY, MARCH 17, 2025
- COUNCIL CHAMBERS - 8:00 P.M.**



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Award a Contract for Police Testing Services to Emergency Services Consulting International, Inc. - Resolution R-16-25

DATE: 02/27/2025

The City of Bowie Police Department requires the services of a consultant to prepare job analyses, develop advancement tests and conduct testing of candidates for the positions of Police Officer First Class, Master Police Officer, Corporal, Sergeant, and Lieutenant. These services are necessary to maintain staffing levels of the City of Bowie Police Department. The City's contract for these services lapsed. City staff found a cooperative contract through the Metropolitan Washington Airport Authority ("MWAA") on which the City could piggyback. The pricing under the MWAA contract is \$30,150 for Corporal, \$81,150 for Sergeant, \$81,150 for Lieutenant.

However, when discussing the piggyback opportunity with the consultant hired under the MWAA contract, Emergency Services Consulting International, Inc. ("ESCI"), the consultant agreed to provide the City more favorable pricing than the pricing established in the MWAA contract due to the size of the City and because the City does not require certain services contained in the MWAA contract. The price for the Corporal exam is \$6,000, Sergeant - \$18,000, and Lieutenant - \$15,000. Police Officer 1st Class - \$6,000 and Master Police Officer - \$6,000. Since a term of the contract, the pricing offered the City, is different than that established in the MWAA contract, the City cannot piggyback on the contract. However, since MWAA awarded the ESCI contract as a result of a competitive solicitation, as the lowest responsible and responsive bidder, the Police Department does not believe that the City will be able to obtain a better price and given current staffing, the Police Department does not want to delay testing.

The Police Department believes that the above establishes good cause for waiving the bidding requirements of the City Charter and recommends a waiver from Section 61 of the City of Bowie Charter for the Police Testing Services.

I concur with the recommendation of the Police Department and request your approval of Resolution R-16-25.

ATTACHMENTS: 1. 20250303 - Resolution R-16-25

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
WAIVING BY TWO-THIRDS VOTE THE BIDDING REQUIREMENTS OF
SECTION 61 "PURCHASING AND CONTRACTING" OF THE CITY CHARTER,
TO ALLOW THE CITY TO ENTER INTO A CONTRACT WITH
EMERGENCY SERVICES CONSULTING INTERNATIONAL, INC. (ESCI) FOR
POLICE DEPARTMENT TESTING SERVICES

WHEREAS, the Charter of the City of Bowie, Maryland (hereinafter, "the City") requires, in Section 61, that all expenditures for, *inter alia*, materials, construction of public improvements or contractual services involving more than Twenty-Five Thousand Dollars (\$25,000) be made by written contract upon sealed bids to the lowest responsive bid, except where the City Council by two-thirds vote waives the bidding requirements for good cause shown; and

WHEREAS, the Bowie Police Department uses testing services for promotions to Police Officer 1st Class, Master Police Officer, Corporal, Sergeant and Lieutenant; and

WHEREAS, the Metropolitan Washington Airport Authority had a cooperative contract for such services with Emergency Services Consulting International, Inc. that was available for the City of Bowie to use; and

WHEREAS, given the size of the City and that the City does not require all of the services set forth in the MWAA contract, Emergency Services Consulting has agreed to provide the same services to the City of Bowie at a lower price than established in the Metropolitan Washington Airport Authority contract; and

WHEREAS, the value of the contract exceeds Twenty-Five Thousand Dollars (\$25,000); and

WHEREAS, the City Council deems the aforestated economic efficiencies and performance history to constitute good cause to waive the bidding requirements otherwise required by Section 61 of the Charter.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland, upon a two-thirds vote, that the bidding requirements of Section 61(b)(1) of the City Charter are hereby waived with respect to the City entering into a contract with Emergency Services Consulting International, Inc., for the Police Department promotional testing services and the City Manager is authorized to enter into an agreement with said company in an amount not to exceed Fifty-One Thousand Dollars (\$51,000).

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a Regular Meeting on March 3, 2025.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez, MMC
City Clerk

Timothy J. Adams
Mayor



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: An Ordinance Approving Supplemental Appropriations for the Annual Budget for Fiscal Year 2025 - Ordinance O-3-25

DATE: 02/27/2025

Ordinance O-3-25 proposes to amend the City's Fiscal Year 2025 Annual Budget to provide additional appropriations for the following purposes:

The Water Main Rehabilitation project for the Water Division has experienced a cost increase due to higher-than-expected expenses for concrete and asphalt restoration pay items, arising from unforeseeable conditions in the field, which were not budgeted in FY2025. \$214,500 is requested to complete the project.

Vehicle #7 was deemed a total loss in an accident; the replacement vehicle will cost \$40,100. Therefore, it is requested that an additional amount of \$36,000 be appropriated from the General Fund balance for this vehicle to make the FY2025 total \$40,100.

The insurance recovery for the vehicle was \$34,000. Insurance proceeds are credited to the General Fund when received. Thus, that portion of the requested \$41,100 has been covered by funds received and is simply being reallocated.

CITY OF BOWIE
SUPPLEMENTAL BUDGET APPROPRIATION O-3-25
FOR FISCAL YEAR JULY 1, 2024 - JUNE 30, 2025

Water and Sewer Fund

<u>Revenues</u>				
20	48015	Appropriated Retained Earnings	\$	214,500
		Total Revenues	\$	214,500
<u>Expenditure Appropriation</u>				
20350	57015	21026 Improvements Other Than Buildings - Water Main	\$	214,500
		Total Appropriations	\$	214,500

General Fund

<u>Revenues</u>				
01	48005	Appropriated Fund Balance	\$	36,000
		Total Revenues	\$	36,000
<u>Expenditure Appropriation</u>				
01920	59015	Equipment Acquisition and Replacement Fund		36,000
		Total Appropriations	\$	36,000

Equipment Acquisition and Replacement Fund

<u>Revenues</u>				
03	48005	Appropriated Fund Balance	\$	4,100
03	49010	Transfer From General Fund		36,000
		Total Revenues	\$	40,100
<u>Expenditure Appropriation</u>				
03301	57020	Public Works - Machinery and Equipment	\$	40,100
		Total Appropriations	\$	40,100

Council's adoption of Ordinance O-3-25 providing supplemental appropriations for the annual budget for the fiscal year ending June 30, 2025, is requested.

ATTACHMENTS: 1. 20250303 - Ordinance O-3-25

ORDINANCE
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AMENDING THE ADOPTED BUDGET FOR THE FISCAL YEAR
BEGINNING JULY 1, 2024 AND ENDING JUNE 30, 2025, AS
EMBODIED IN ORDINANCE O-4-24, AMENDED BY ORDINANCES
O-7-24, AND O-2-25 TO APPROPRIATE FUNDS FOR THE
FOLLOWING PROJECTS: \$214,500 FOR WATER MAIN
REPLACEMENT AND \$40,100 TO FUND THE REPLACEMENT OF A
PUBLIC WORKS VEHICLE

WHEREAS, as required by the Local Government Article of the Annotated Code of Maryland and the Charter of the City of Bowie, the City Council of the City of Bowie, Maryland (hereinafter, “the City”) adopted Ordinance No. O-4-24 to appropriate funds for the several objects and purposes for which the City intended to provide for the Fiscal Year beginning July 1, 2024, and ending June 30, 2025; and

WHEREAS, in accordance with Section 45 of the City Charter, no public money may be expended without having been appropriated by the City Council; and

WHEREAS, supplemental appropriations are necessary to reflect additional expenditures that were not included in Ordinances O-4-24, amended by O-7-24 and O-2-24; and

WHEREAS, it has become necessary, for the reasons set forth herein, to appropriate additional funding for the General Fund, Equipment Acquisition and Replacement Fund and Water and Sewer Fund; and

WHEREAS, an additional appropriation of \$214,500 for the Water Main Replacement Project, because additional materials were required to complete the work due to unforeseen conditions in the field, and a total of \$40,100 to replace a public works vehicle (#7), which was totaled in an accident; and

WHEREAS, pursuant to Md. Code Ann., Local Gov’t Article, § 5-205, the City may spend money for a purpose different from the purpose for which the money was appropriated or spend money not appropriated at the time of the annual levy if approved by a two-thirds vote of all the individuals elected to the Council; and

WHEREAS, City Charter, Sec. 12 “Procedure for enacting ordinances” requires that ordinances become effective at the expiration of thirty (30) calendar days following their passage by the Council.

Section 1: NOW, THEREFORE, BE IT ORDAINED AND ENACTED, by the Council of the City of Bowie, that the Budget for the Fiscal Year beginning July 1, 2024, ending June 30, 2025, as adopted by Ordinance O-4-24, and amended by Ordinances O-7-24 and O-2-25; is further amended as follows:

GENERAL FUND

ESTIMATED REVENUES

Appropriated Fund Balance	[\$19,761,700]	\$ 19,797,700
TOTAL REVENUES	[\$85,094,100]	\$ 85,130,100

APPROPRIATION BY ACTIVITY

Nondepartmental- Equipment Acquisition And Replacement Fund	[2,377,400]	\$ 2,413,400
TOTAL APPROPRIATIONS	[\$85,094,100]	\$ 85,130,100

EQUIPMENT ACQUISITION AND REPLACEMENT FUND

ESTIMATED REVENUES

Appropriated Fund Balance	[\$2,842,100]	\$ 2,846,200
Transfer from General Fund	[2,377,400]	2,413,400
TOTAL REVENUES	[\$5,694,600]	\$ 5,734,700

APPROPRIATIONS

Public Works	[\$1,724,300]	\$ 1,764,400
TOTAL APPROPRIATIONS	[\$5,694,600]	\$ 5,734,700

WATER AND SEWER FUND**ESTIMATED REVENUES**

Appropriated Retained Earnings	[<u>\$1,978,800</u>]	<u>\$ 2,193,300</u>
TOTAL REVENUES	[<u>\$17,867,500</u>]	<u>\$ 18,082,000</u>

APPROPRIATIONS

Water Division	[<u>\$9,017,300</u>]	<u>\$ 9,231,800</u>
TOTAL APPROPRIATIONS	[<u>\$17,867,500</u>]	<u>\$ 18,082,000</u>

Section 2: **BE IT FURTHER ORDAINED BY THE COUNCIL OF THE CITY OF BOWIE**, that, this Ordinance shall become effective thirty (30) days after its enactment by the Council of the City of Bowie, provided that it is adopted by a 2/3 vote of the members of the City Council and further provided that a fair summary of this Ordinance is published at least once prior to the date of passage and at least once within ten (10) days after the date of passage in a newspaper having general circulation in the City.

INTRODUCED by the Council of the City of Bowie, Maryland, at a Regular Meeting on _____, 2025.

PASSED by the Council of the City of Bowie, Maryland, at a Regular Meeting on _____, 2025.

ATTEST:

CITY OF BOWIE, MARYLAND

Awilda Hernandez, MMC
City Clerk

Timothy J. Adams
Mayor

**Approved as to Form and
Legal Sufficiency:**

Elissa D. Levan
City Attorney

Asterisks * * *
[Brackets]

: Indicate matter retained in existing law but omitted herein
: [Indicate matter deleted from existing law]



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: Detailed Site Plan DSP-20003-04, Inline Retail at Mill Branch Crossing

DATE: 02/27/2025

I. Background and Proposal

The property forming the subject matter of this Detailed Site Plan application consists of approximately 1.36± acres of land located on the west side of Saint Lola Lane, south of its intersection with Saint Chesley Avenue. The property bears a street address of 3500- 3520 Saint Lola Lane, Bowie, Maryland 20716. It is also known as part of Outlots 7 and 8 as depicted on a plat of subdivision entitled Mill Branch Crossing and recorded among the Land Records of Prince George's County, Maryland in Plat Book ME262, Plat 52. This property is also depicted on Tax Map 55, Grid E- 3.

The property is part of a larger development known as Mill Branch Crossing which is located in the northeast quadrant of the intersection of US 301 and Mill Branch Road. It is currently zoned CGO (Commercial, General Office) and it was previously zoned C-S-C (Commercial Shopping Center) under the prior Zoning Ordinance. This Detailed Site Plan proposes the development and construction of an inline retail establishment utilizing the provisions of the prior Zoning Ordinance. The owner is Green Branch LLC.

The applicant, Green Branch, LLC has filed an application for Detailed Site Plan approval under the prior Commercial Shopping Center (C-S-C) zoning for the 1.36-acre subject property. The Mill Branch Crossing property is located on the east side of US 301, approximately 1,500 feet north of Mill Branch Road, and the subject site is located on a portion of Outlots 7-8 (see Attachment #1). The development proposal includes a 10,237 square foot inline retail building (see Attachment #1). The current zoning is Commercial General Office (CGO).

A Statement of Justification was submitted for this application (see Attachment #1).

II. Analysis of Detailed Site Plan DSP-20003-03

Section 27-285(b)(1) of the County Zoning Ordinance requires that the following finding be made for a Detailed Site Plan to be approved by the County Planning Board:

The Planning Board may approve a Detailed Site Plan if it finds that the Plan represents a most reasonable alternative for satisfying the site design guidelines without requiring unreasonable

costs and without detracting substantially from the utility of the proposed development for its intended use. If it cannot make this finding, the Planning Board may disapprove the Plan.

Site design guidelines are set forth in Section 27-283 of the Zoning Ordinance and include parking, loading and circulation; lighting; grading; service areas; and, architecture. The DSP may be approved since it represents a reasonable alternative without requiring unreasonable costs and without detracting substantially from the utility of the proposed development for its intended use. Additionally, the use is permitted by right.

The Subdivision and Development Review Committee raised several comments with which City staff agrees. The Transportation Section of The Maryland-National Capital Park and Planning Commission (M-NCPPC) recommends a submission of a trip generation matrix detailing the approved and proposed development in comparison to the established trip cap. They also recommend two bike racks near the entrance to the building along with a detailed showing the inverted U-shaped design and a pedestrian and bicycle circulation plan for the site. Another recommendation is to submit a truck turning exhibit demonstrating circulation through the site and parking schedule. The Urban Design Section of the Development Review Division recommends photometric plan updated to show the proposed building mounted lighting. Additionally, the Urban Design Section recommends providing wheel stops along the parking space. Also recommended is the rear façade of the building should be broken up by providing either transparency via windows or variation of building materials in addition to the currently proposed brick façade. Recommend the landscape plan be updated to depict the boundaries of the applicable landscape schedule. Lastly, would like to recommend SOJ be updated to have an indication of the proposed loading times for the site. Staff recommends the following conditions for DSP-20003-04:

1. Revise the parking schedule to reflect a calculation utilizing the rate for the “Normal Parking Generation Group”.
2. Clarify the Shopping Center pm trip rate (6.21) utilized for the trip generation table. The rate is not consistent with the average as used in the am rate.

III. Outstanding Issues

- The proposed loading space is collocated with a parking lot drive aisle, impacting vehicular and pedestrian traffic through the site. Revise the plans such that the loading space does not impact movement through the site.

IV. Recommendation

With the conditions set forth below, staff finds the Detailed Site Plan proposed for the Inline Retail site at Mill Branch Crossing will meet the findings for approval set forth in Section 27-285(b).

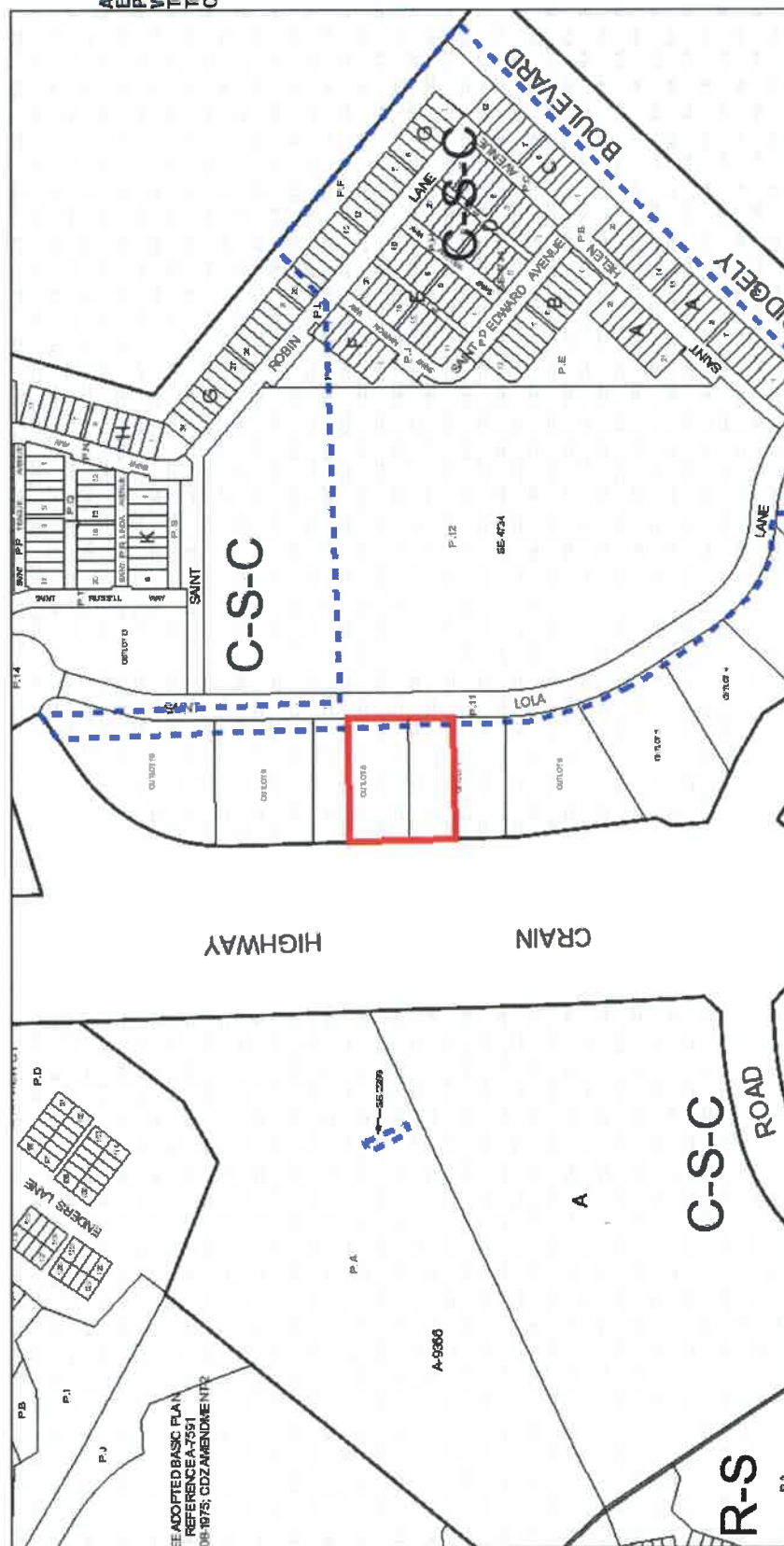
Specifically, the proposed Detailed Site Plan represents a reasonable alternative for satisfying the site design guidelines, without requiring unreasonable costs and without detracting substantially from the utility of the proposed development for its intended use. Therefore, staff recommends

APPROVAL of Detailed Site Plan DSP-20003-04, with the following conditions, which are intended to improve the site design and address conformance with the County Zoning Ordinance and City Development Review Guidelines:

1. Revise the parking schedule to reflect a calculation utilizing the rate for the “Normal Parking Generation Group”.
2. Clarify the Shopping Center pm trip rate (6.21) utilized for the trip generation table. The rate is not consistent with the average as used in the am rate.

ATTACHMENTS: 1. 20250303 - Inline Retail Package

APP NO: DSE-20003-04
EXISTING ZONE:
PLANNING AREA: 71B
WSSC GRID: 205NE14
TAX MAP: 55
TAX GRID: E3
COUNCIL DISTRICT: 4



Created: 12/10/2024

STATEMENT OF JUSTIFICATION

DETAILED SITE PLAN - DSP-20003-04

MILL BRANCH CROSSING
RETAIL BUILDING

OWNER/APPLICANT: GREEN BRANCH, LLC

Green Branch LLC
2191 Defense Highway, Suite 400
Crofton, Maryland 21114
Attn: William F. Chesley
Owner/Applicant

Edward C. Gibbs, Jr.
Gibbs and Haller
1300 Caraway Court, Suite 102
Largo, Maryland 20774
(301) 306-0033
egibbs@gibbshaller.com
Attorney for Applicant

Landtech Corporation
201 Defense Highway, Suite 200
Annapolis, MD 21401
Attn: Kim Morgan
Civil Engineer

STATEMENT OF JUSTIFICATION IN SUPPORT OF DETAILED SITE PLAN
DSP-20003-04

APPLICANTS/OWNERS

The Applicant for this Detailed Site Plan and the Owner of the property forming the subject matter of this application is Green Branch, LLC ("Applicant" or "Owner"). Green Branch, LLC is a Maryland Limited Liability Company. Its owner and member is William F. Chesley. William F. Chesley is the owner of WF Chesley Real Estate, Inc. Mr. Chesley has extensive experience in the development, construction, sale and operation of both residential, commercial and mixed-use projects. Mr. Chesley's involvement in the real estate development and sales field in Prince George's County has been longstanding and successful.

THE PROPERTY

The property is located within the Mill Branch Crossing development. The overall Mill Branch Crossing property contains 70.11 acres of land in total. This 70.11 acres is located generally in the northeast quadrant of the intersection of US Route 301 and Mill Branch Road in Bowie. An aerial photograph outlining the Mill Branch Crossing project area in blue is marked Exhibit "A" and attached hereto.

The property forming the subject matter of this application is designated as part of Outlot 7 on a Final Plat of Subdivision entitled "Plat One, Outlots 2 thru 7 & part of Parcel 11, Mill

Branch Crossing, a Resubdivision of Parcel A" and recorded among the Land Records of Prince George's County in Plat Book ME 262, Plat 51. The property also consists of part of Outlot 8 as depicted on a Final Plat of Subdivision entitled "Plat 2, Outlots 8, 9, 10, 13, 15, 16 & 17, Parcel 14 & Part of Parcel 11, Mill Branch Crossing, a Resubdivision of Part of Parcel A" and recorded among the Land Records of Prince George's County in Plat Book ME 262, Plat 52. Copies of the aforementioned Final Plats of Subdivision are marked collectively Exhibit "B" and attached hereto. The Property is also depicted on Tax Map 55, Grid E-3. Outlot 7 and Outlot 8 comprise a combined total of approximately 2.2005 acres. However, the portion of those Outlots forming the subject matter of this Site Plan comprises 1.36± acres (the "Property").

When the Preliminary Subdivision Plan for Mill Branch Crossing was filed, the entirety of the project was included. As approved, Mill Branch Crossing included multifamily residential units, residential townhomes, commercial retail space and a hotel. When the project went to Final Record Plat, it was not known how exactly the commercial lots would be laid out in final form. For that reason, all of the commercial lots were designated as Outlots. This allows the configuration and area of what will ultimately be the final iteration of the commercial lots to be revised at the time of Detailed Site Plan for those lots. In this instance, the proposed retail building will be located on part of Outlot 7 and

part of Outlot 8. After approval of this Detailed Site Plan, a new Final Plat of Subdivision will be recorded and a new parcel number will be assigned. For that reason, and at the recommendation of Urban Design staff, only the area which will be included in the revised Final Plat is included in this Detailed Site Plan application.

An aerial photograph outlining the Property in blue is marked Exhibit "C" and attached hereto. As can be seen, the Property is unimproved but grading has commenced pursuant to validly issued grading permits.

Under the prior Zoning Ordinance, the Property was zoned C-S-C (Commercial Shopping Center). Under the new Zoning Ordinance, the Property is zoned CGO (Commercial, General Office). Copies of the prior and current Zoning Maps are marked Exhibits "D" and "E" respectively and attached hereto.¹

Directly to the north of the Property is a parcel of land zoned CS (previously C-M) which is improved with a restaurant known familiarly as Rips. To the east is an approximate 63.7-acre parcel of land zoned AG (previously O-S) and owned by the Maryland-National Capital Park and Planning Commission. This property is the site of the future Green Branch Regional Park. To the southeast is a parcel of land owned by Ample Grange Farm LLC and

¹As explained *infra*, the Property will be developed pursuant to the provisions of the prior Zoning Ordinance.

comprising approximately 40.17± acres. This land is zoned AR (previously R-A) and was recently developed with a solar electrical generation facility. To the south across Mill Branch Road is a parcel of land owned by the Dorothy A. Chiaramonte Revocable Trust. It is zoned AR (previously R-A) and is undeveloped. To the west across US 301 is an approximate 12.8 acre parcel of land zoned CGO (previously C-S-C). That property is improved with a WalMart. Immediately north of that property and also on the west side of US 301 is the Collington Plaza Shopping Center comprising approximately 12.71± acres and also zoned CGO (previously C-S-C). Farther to the north are the Covington townhomes, comprising approximately 4.30± acres and zoned LCD (previously R-U).

US 301 is a dualized major interstate highway consisting of a variable right-of-way width. Abutting the Property, US 301 consists of two through lanes both north and south divided by a median. There are also turn lanes and acceleration/deceleration lanes at the US 301/Mill Branch Road intersection. The intersection of Mill Branch Road and US 301 is signalized. The area may generally be said to be extensively developed along the west (southbound) lanes of US 301 as well as directly north of the Property. In general, the areas east and southeast are sparsely developed with the exception of the Mill Branch Estates subdivision located farther southwest on the south side of Mill Branch Road.

DEVELOPMENT ENTITLEMENT HISTORY

PRELIMINARY SUBDIVISION PLAN 4-08052

A portion of the overall Mill Branch Crossing property was the subject of a previously approved Preliminary Subdivision Plan (4-08052). This Preliminary Subdivision Plan was approved in May of 2009 and was reconsidered in March of 2017. At the time, Preliminary Plan 4-08052 consolidated eight individual parcels into a single parcel. Preliminary Subdivision Plan 4-08052 approved the construction of 619,000 square feet of commercial space and a 150-room hotel on Parcel A. A copy of the Planning Board Resolution (PGCPB No. 09-85) is filed with this application. Subsequent to the approval of that Preliminary Subdivision Plan, a Special Exception for 24.90 acres was approved (SE-4734) which authorized a 186,933 square foot department or variety store including a food and beverage store. This would have been the site of a WalMart super center. The plan had been for the WalMart located directly across US 301 from the Property to be relocated and expanded. That never occurred. Ultimately, a Final Plat of Subdivision was approved by the Planning Board as authorized by Preliminary Plan 4-08052. That Final Plat was recorded in Plat Book SJH 248, Plat No. 58. This recording occurred in November of 2016. A copy of this Final Plat is marked Exhibit "F" and attached hereto.

CB-45-2019

Despite the approval of large scale commercial development in Preliminary Plan 4-08052, the market demand for commercial retail space had changed dramatically. It became obvious that commercial development of that scale would not be feasible. Concurrent with the changing commercial retail climate, the County Council was considering the adoption of a new Zoning Ordinance. At the time, the Mill Branch Crossing property had been recommended to be placed in the CGO Zone. That zone permits a wide array of commercial uses. In addition, it permits residential townhomes at a density of up to 20 units per acre and multifamily residential units at a density of up to 48 units per acre.

In anticipation of this zoning reclassification, the owner approached the County Council with a request for it to consider a Zoning Text Amendment which would effectively allow the same uses to be permitted in the C-S-C Zone as were proposed to be permitted in the CGO Zone. As a result, the County Council adopted CB-45-2019 in November of 2019, a copy of which is filed with this application. That bill amends the Use Table in the C-S-C Zone to permit residential townhomes at a density not to exceed 20 units per acre and multifamily residential units at a density not to exceed 48 units per acre. A condition precedent to the use of the Text Amendment is that the property in question must comprise a minimum of 50 acres at the time of Preliminary Subdivision Plan

approval. The Property, along with the overall Mill Branch Crossing property, was ultimately reclassified to the CGO Zone when the new Zoning Ordinance took effect on April 1, 2022.

PRELIMINARY SUBDIVISION PLAN 4-19050

In reliance upon CB-45-2019, the owner filed Preliminary Subdivision Plan 4-19050 for the entire Mill Branch Crossing property. This Preliminary Plan was approved by the Planning Board on March 18, 2021. The Planning Board Resolution of approval (PGCPB No. 2021-42) was adopted by the Planning Board on April 8, 2021. As approved, the Preliminary Plan of Subdivision authorizes the development of 408 multifamily units, 190 residential townhomes, 77,635 square feet of commercial retail space and a 150-room hotel. A copy of this Resolution is filed with this application.

DETAILED SITE PLAN - DSP-20003

The overall Mill Branch Crossing project is the subject of two previously approved Detailed Site Plans. The first, DSP-20003, was approved by the Prince George's County Planning Board on April 7, 2022. A copy of PGCPB Resolution No. 2022-35, which adopted and approved DSP-20003, is submitted with this application. Although the entire Mill Branch Crossing project was included in DSP-20003, development was proposed on only 52.18 acres out of the total 70.11

acres. As approved, DSP-20003 authorized development of 408 multifamily residential units and 190 townhouse units. Infrastructure to serve those residential units was also approved in DSP-20003, to include access points and internal private roadways, some of which will eventually serve the Property.

Subsequently, the Planning Board approved DSP-20003-01 on September 7, 2023, upon its adoption of PGCPB Resolution No. 2023-88. A copy of this approval Resolution is included in this submission. DSP-20003-01 had as its subject matter Outlot 15 as depicted on Exhibit "B" attached hereto. The applicant in DSP-20003-01 was Dash-In Food Stores, Inc., which operates gas stations with food and beverage stores around the country. Pursuant to DSP-20003-01, this land area was approved for a gas station and food and beverage store comprising 4,809 square feet. Dash-In also proposes a car wash at this site. However, a car wash is permitted by Special Exception in the C-S-C Zone and so it was not included in DSP-20003-01. A separate Special Exception application (SE-22006) is being processed for the proposed car wash.

DSP-20003-02 & DSP-20003-03

Two additional Detailed Site Plans are being filed concurrently with the instant application. Specifically, DSP-20003-02 proposes the development of a Popeye's eating and drinking establishment with drive-through service on part of Outlot 9 and

part of Outlot 10. DSP-20003-03 proposes the construction of Chipotle eating and drinking establishment with drive-thru service on part of Outlot 8 and part of Outlot 9. As noted above, the commercial lots within Mill Branch Crossing were recorded as Outlots to allow for future changes to individual lot boundaries to accommodate future development plans. The orientation of the lots in question for these Detailed Site Plans will ultimately be finalized through the recording of new Final Plats of Subdivision.

DEVELOPMENT PROPOSAL

The instant development application represents the fourth revision to DSP-20003. The Applicant proposes to develop the Property with an inline retail building which will comprise approximately 10,237 square feet of gross floor area. As noted above, the Applicant has elected to process this application pursuant to the provisions of the prior Zoning Ordinance as expressly authorized by Section 27-1700 et. seq. of the new Zoning Ordinance.

The overall Mill Branch Crossing project will be accessed via an internal system of private roads. Use of private roads was approved by the Planning Board at the time of the approval of the Preliminary Subdivision Plan (4-19050) pursuant to Section 24-128 of the prior Subdivision Regulations. The Mill Branch Crossing project will have two access points. The first access point will

be a right-in/right-out access from US 301. This access point will intersect with a traffic circle within the development which connects to an internal private road to be known as Saint Chesley Avenue. The second point of access will come from Mill Branch Road at a circle and onto a private road to be known as Saint Ridgely Boulevard. Saint Ridgely Boulevard will run in a northeast direction from Mill Branch Road. Within the development, private roads will provide access to the lots. There will be two access points off of Saint Ridgely Boulevard. One will be known as Saint Lola Lane. Saint Lola Lane will act as a spine road running through the Mill Branch Crossing property and will essentially separate the commercial development to the west from the residential development to the east. Access to the Property will be gained via Saint Lola Lane, which is a 52-foot private roadway. A total of 59 parking spaces will be provided. This includes 39 standard parking spaces, 16 compact parking spaces and 4 handicapped parking spaces.

As noted above, access into the Property will be accessed from either Mill Branch Road or from the right turn lane into the Mill Branch Crossing project from US 301. Utilizing either access point, vehicles will turn onto Saint Lola Lane. If proceeding from Mill Branch Road, cars will go around the traffic circle and turn left on Saint Ridgely Boulevard. After proceeding in an easterly direction, cars will again turn left on Lola Lane and proceed to turn left into the Popeye's restaurant site. If

accessing from US 301, cars will turn right from the northbound lanes of US 301 onto Saint Chesley Lane. At the circle, cars will turn right and proceed in a southbound direction on Lola Lane and thereafter turn right into the Popeye's restaurant.

The retail building is in general proposed to be located roughly in the center of the Property. It will be accessed via a shared driveway on the east side of Saint Lola Lane which will be located on the portion of current Outlot 8 which is the subject of the instant application. Patrons entering the access drive from Saint Lola Lane can either turn right (north) into the future Chipotle site (DSP-20003-03), continue straight (west) toward the rear of the retail building, or they may turn left (south) toward the front of the retail building.

The access driveway will be 30 feet in width near its intersection with Saint Lola Lane. Internally, a drive aisle will circulate around the building. The drive aisle will be 22 feet in width. Two-way traffic is permitted on the north, east and west side of the building. However, only one way traffic is permitted on the south side of the building. This is due to the fact that a drive-through service window is proposed on the south side of the building to accommodate a future tenant which may require drive-through/pick-up service.

COMPLIANCE WITH ZONING ORDINANCE STANDARDS

General retail uses are permitted by right in the prior C-S-C Zone. As noted above, a portion of the Property was also subject to CB-45-2019. However, CB-45-2019 applied only to residential development in the C-S-C Zone. As this application proposes only commercial development, the Applicant submits the criteria listed in CB-45-2019 are inapplicable to the instant application. Moreover, conformance with the criteria in CB-45-2019 was already found to have been met in DSP-20003.

DETAILED SITE PLANS - GENERAL PURPOSES

The purposes of Detailed Site Plans are set forth in Section 27-281. The General Purposes for Detailed Site Plans are set forth in Section 27-281(b). That section provides as follows:

(b) General purposes.

(1) The general purposes of Detailed Site Plans are:

- (A) To provide for development in accordance with the principles for the orderly, planned, efficient and economical development contained in the General Plan, Master Plan, or other approved plan;**

The Property is subject to the Bowie, Mitchellville & Vicinity Master Plan, most recently adopted and approved on March 8, 2022. The Future Land Use Map, found on page 50 of the Master Plan text document, recommends commercial land use for the Property. It is also important to emphasize that conformance with the Master Plan

has been established as part of previous development approvals for the Mill Branch Crossing project. This includes the overall Preliminary Subdivision Plan (4-19050); the Detailed Site Plan for the residential component (DSP-20003); and the Detailed Site Plan for the Dash-In project (DSP-20003-01). The Property was likewise recommended for commercial land use in the prior Bowie and Vicinity Master Plan. Further support for commercial development of the Property may be found in the Generalized Future Land Use Map on page 101 of the 2035 General Plan. The General Plan also places the Property within the Established Communities Area, which recommends and supports immediate development. Given these recommendations, the Applicant submits that this proposal is consistent with the applicable planning documents.

B. To help fulfill the purposes of the zone in which the land is located;

The purposes of the C-S-C Zone are set forth in Section 27-454(a) of the Zoning Ordinance. That section provides as follows:

(a) Purposes.

(1) The purposes of the C-S-C Zone are:

(A) To provide locations for predominantly retail commercial shopping facilities;

The overall Mill Branch Crossing project will provide locations for retail shopping facilities. The Preliminary Subdivision Plan has approved almost 80,000 square feet of commercial retail space and a 150-room hotel. Pursuant to CB-45-

2019 and DSP-20003, the residential uses being proposed are also expressly permitted of right. The instant proposal, for an inline retail building, will serve local residents as well as visitors who will patronize the future commercial/retail offerings within the Mill Branch Crossing project.

(B) To provide locations for compatible institutional, recreational and service uses;

It is important to view the instant proposal within the context of the overall Mill Branch Crossing project. As noted above, the overall project will incorporate a mix of residential and commercial uses. Recreational amenities are provided within the residential component of the project. The need for any other compatible institutional, recreational or service uses will be considered when subsequent Detailed Site Plans are filed for the retail commercial uses and the hotel.

(C) To exclude uses incompatible with general retail shopping centers and institutions; and

As noted above, general retail uses are expressly permitted in the C-S-C Zone. Thus, the Applicant submits that the proposed use is presumed to be compatible in the C-S-C Zone and with retail commercial centers such as Mill Branch Crossing.

(D) For the C-S-C Zone to take the place of the C-1, C-2, C-C, and C-G Zones.

This provision is inapplicable.

- E. To provide for development in accordance with the site design guidelines established in this Division; and**

In general, the site design guidelines for detailed site plans are set forth in Section 27-282 of the Zoning Ordinance. The Applicant submits that all of those submittal requirements are provided on the Detailed Site Plan and attached exhibits being filed with this application. In addition, the Applicant submits that this Detailed Site Plan conforms to the development regulations as established in the Preliminary Subdivision Plan (4-19050) approved by the Planning Board for this project.

- F. To provide approval procedures that are easy to understand and consistent for all types of Detailed Site Plans.**

The approval procedures as set forth in the Zoning Ordinance and which are applicable to this Detailed Site Plan are in fact easily understood and consistent.

DETAILED SITE PLANS - SPECIFIC PURPOSES

The Specific Purposes of Detailed Site Plans are set forth in Section 27-281(c) of the Zoning Ordinance. That section provides as follows:

- (c) Specific Purposes.**

- (1) The specific purposes of Detailed Site Plans are:**

- (A) To show the specific location and delineation of buildings and structures, parking facilities, streets, green areas, and other physical features and land uses proposed for the site;**

The locations of the proposed retail building and all other improvements are in fact shown depicted on the various sheets of the Detailed Site Plan submittal package. This would also include architecture, parking facilities, access points, green areas, landscaping, recreational amenities and signage.

- (B) To show specific grading, planting, sediment control, woodland conservation areas, regulated environmental features and storm water management features proposed for the site;**

Again, all of this information is shown on the Sheets included within the Detailed Site Plan package. In addition, a copy of the approved Stormwater Management Concept Plan (#01-0614-205NE14) has been filed with this application package.

- (C) To locate and describe the specific recreation facilities proposed, architectural form of buildings, and street furniture (such as lamps, signs, and benches) proposed for the site; and**

As noted above, it is necessary to view this proposal in the context of the overall Mill Branch Crossing project. Recreational amenities associated with the residential component have been approved and will be provided. Additional recreational amenities, if any, will be considered, reviewed and approved as part of future Detailed Site Plan applications for the remaining commercial uses. Architectural form and building materials for all proposed

improvements are also shown depicted within the Detailed Site Plan package.

- (D) To describe any maintenance agreements, covenants, or construction contract documents that are necessary to assure that the Plan is implemented in accordance with the requirements of this Subtitle.

A homeowners association has been established to provide governance and financial responsibility for the residential multifamily units and residential townhomes. Assessments by residents will be required in order to provide maintenance for such things as private infrastructure, recreational amenities, etc. In addition, all roads within Mill Branch Crossing are private and must be maintained by property owners and tenants. Accordingly, a separate association has been established which is also governed by covenants and which will ensure maintenance of private roads and onsite utilities. Finally, an access easement was previously granted to the Maryland-National Capital Park and Planning Commission in order to provide vehicular access into the Green Branch Regional Park which is not yet constructed. That agreement provides certain construction financial responsibilities on the part of M-NCPPC as well as maintenance responsibilities for use of Ridgely Boulevard.

DETAILED SITE PLANS - REQUIRED FINDINGS

This Detailed Site Plan must be approved by the Prince George's County Planning Board of the Maryland-National Capital

plane for the front of the building. Awnings cover the front glazed area of each individual inline unit. The upper, mid and low parapets will consist of dryvit construction in varying colors. Other building materials will include stone veneer and fiber cement siding. The rear and sides of the building mimic the architectural treatments provided on the front thus presenting an overall appealing architectural style. The construction will utilize durable and attractive building materials. The proposed building does not exceed any established height requirements. In short, the proposal does in fact represent a reasonable and viable alternative for satisfying site design guidelines while allowing for the construction of a development which will serve its intended purpose and use.

- (2) The Planning Board shall also find that the Detailed Site Plan is in general conformance with the approved Conceptual Site Plan (if one was required).

No Conceptual Site Plan was required in this instance and therefore this provision is inapplicable.

- (3) The Planning Board may approve a Detailed Site Plan for Infrastructure if it finds that the plan satisfies the site design guidelines as contained in Section 27-274, prevents offsite property damage, and prevents environmental degradation to safeguard the public's health, safety, welfare, and economic well-being for grading, reforestation, woodland conservation, drainage, erosion and pollution discharge.

This Detailed Site Plan is not a Detailed Site Plan for Infrastructure. Infrastructure elements for the overall Mill Branch Crossing project were approved as part of DSP-20003. Thus, the Applicant submits this provision is inapplicable to the instant application.

- (4) The Planning Board may approve a Detailed Site Plan if it finds that the regulated environmental features have been preserved and/or restored in a natural state to the fullest extent possible in accordance with the requirement of Subtitle 24-130(b)(5).**

A Natural Resources Inventory (NRI-029-07/04) was approved on June 5, 2020 for the overall Mill Branch Crossing property. In addition, a Tree Conservation Plan (TCP-022-07) was approved on January 25, 2010 and TCP II-016-10 was approved on April 10, 2017. The Property does not contain any wetlands of special State concern. Further, the Property is not located within the Chesapeake Bay Critical Area. Non-tidal wetlands do exist on the Property and some impacts to these wetlands are proposed.² However, the impacts have previously been approved by the U.S. Army Corps of Engineers and the Maryland Department of the Environment. The review and approval by those agencies has authorized the proposed impacts and they have authorized 2.6 acres of wetland mitigation to be provided offsite. In view of the above, the Applicant

² See PPS, General Note 14.

submits that environmental features have been and will be preserved and/or restored to the fullest extent possible.

PRIOR CONDITIONS OF APPROVAL

As noted above, the Property is the subject of certain prior development approvals, including a Preliminary Plan of Subdivision (4-19050), and two Detailed Site Plans (DSP-20003 and DSP-20003-01). The Applicant submits that the conditions of approval for both Detailed Site Plans are inapplicable to this proposal. However, Preliminary Subdivision Plan 4-19050 remains relevant and certain conditions of approval thereto may potentially be deemed applicable to this project. Preliminary Plan 4-19050 was approved by the Planning Board on March 18, 2021 as evidenced by the adoption of Resolution PGCPB No. 2021-42 on April 8, 2021. Those conditions which may potentially be deemed relevant are discussed below:

- 3. A substantial revision to the mix of uses on the subject property that affects Subtitle 24 adequacy findings, as set forth in this resolution of approval, shall require the approval of a new preliminary plan of subdivision, prior to approval of any building permits.**

This Detailed Site Plan does not propose any revision to the mix of uses. The proposed 10,237 square foot inline retail building is permitted by right in the C-S-C Zone and is included within the 77,635 square feet of commercial/retail space which was approved in Preliminary Plan 4-19050. Therefore, the proposed use does not trigger any requirement for a new Preliminary Subdivision Plan.

4. Development of this site shall be in conformance with the stormwater management concept plan for this project (01-0614-205NE14, once reapproved by the City of Bowie), and any subsequent revisions.

All development will be in strict conformance with the approved Stormwater Management Concept Plan as approved by the City of Bowie.

5. Prior to approval of a final plat, in accordance with the approved preliminary plan of subdivision, the final plat shall include the dedication of public utility easements (PUEs) along all public and private rights-of-way, unless a variation from the PUE requirement is obtained.

A variation was approved as part of Preliminary Plan 4-19050 to exclude the 10' PUE which was required to be provided along the frontage of US Route 301 and Mill Branch Road. Instead, a 10' PUE is provided along one side of all internal roads. As can be seen on the Final Plat of Subdivision (Exhibit "B"), the 10' PUE is shown along the Property's frontage with Saint Lola Lane. This PUE is reflected on the Detailed Site Plan. Given that the Property is designated as an Outlot, a new Final Plat of Subdivision will need to be recorded following approval of this Detailed Site Plan. The new Final Plat will reflect the location of the 10' PUE in accordance with the Preliminary Plan and this Detailed Site Plan.

7. At the time of detailed site plan, private on-site recreational facilities shall be provided to meet mandatory parkland dedication requirements, with one or more of the following to be provided; at the election of the applicant:

- a. A guarantee that the recreational facilities for the townhomes and the multifamily residences will be available to all residents of both communities, with the guarantee to be provided in writing and confirmed with appropriate covenants, prior to approval of a final plat.
- b. Additional recreational facilities for the townhomes to serve the residents of the northern cluster in the community, with the amenities to be reviewed by the Urban Design Section of the Development Review Division.
- c. A prominent, accessible connection between the townhomes and the stormwater management facility, and redesign of the amenity locations and site grading in this area, as necessary, to create usable facilities for the townhouse residents. The parcel boundaries shown on the preliminary plan of subdivision may be adjusted in this area to accommodate the redesign.

This Condition applies to the residential component of Mill Branch Crossing and satisfaction of this Condition was determined through the review and approval of DSP-20003 which approved the residential component. Thus, the Applicant submits this Condition has been met and satisfied and that it is inapplicable to this application.

8. The applicant, and the applicant's heirs, successors, and/or assignees, shall provide adequate, private recreational facilities on-site, in accordance with the standards outlined in the *Prince George's County Park and Recreation Facilities Guidelines*. The private recreational facilities shall be reviewed by the Urban Design Section of the Development Review Division for adequacy, in accordance with the approved preliminary plan of subdivision, and be approved by the Prince George's County Planning Board with the detailed site plan (DSP). Triggers for construction shall also be established at the time of DSP.

See above response to Condition 7.

18. Total development within the subject property shall be limited to uses which generate no more than 909 AM peak-hour trips and 1,231 PM peak-hour vehicle trips. Any development generating an impact greater than that identified herein above shall require a new preliminary plan of subdivision with a new determination of the adequacy of transportation facilities.

As noted above, the development being proposed in this Detailed Site Plan is in strict conformance with the development density approved in Preliminary Subdivision Plan 4-19050. The trip cap is not being exceeded and uses are not being proposed which would generate more trips than those which were approved.

20. In conformance with the 2009 Approved Countywide Master Plan of Transportation, and the 2006 Approved Master Plan for Bowie and Vicinity and Sectional Map Amendment for Planning Areas 71A, 71B, 74A, and 74B, the applicant and the applicant's heirs, successors, and/or assignees shall provide the following improvements, and provide an exhibit that depicts the following improvements, prior to acceptance of any detailed site plan:

- a. Bikeway signage and shared lane markings (e.g., "sharrow"), within the right-of-way, along the subject site's frontage of Mill Branch Road, unless modified with written correspondence by the Prince George's County Department of Permitting, Inspections and Enforcement, and/or the Maryland State Highway Administration, as appropriate.
- b. Minimum 5-foot-wide sidewalks along both sides of all internal roadways, public or private, excluding alleyways.
- c. Minimum 5-foot-wide sidewalks along the full lengths of proposed Roads A, D, and F.
- d. A wide crosswalk with a pedestrian island crossing US 301 at Mill Branch Road, unless modified by the Maryland State Highway Administration, with written correspondence.

- e. Continental style crosswalk crossing all access points along Private Road A and Chesley Avenue.
- f. Long- and short-term bicycle parking, consistent with the 2012 AASHTO Guide for the Development of Bicycle Facilities, to accommodate residents and visitors at the proposed multifamily building, hotel, and commercial spaces.
- g. Parallel or perpendicular ADA curb ramps at all intersections within the subject site.

These improvements were reviewed and approved in DSP-20003. Thus, the Applicant submits they are inapplicable to this application.

24. Prior to issuance of a use and occupancy permit for the development, the applicant and the applicant's heirs, successors, and/or assignees shall:

- a. Contact the Prince George's County Fire/EMS Department to request a pre-incident emergency plan for the facility.
- b. Install and maintain automated external defibrillators (AEDs), in accordance with the Code of Maryland Regulations (COMAR) requirements (COMAR 30.06.01-05), so that any employee is no more than 500 feet from an AED.
- c. Install and maintain bleeding control kits next to fire extinguisher installation and no more than 75 feet from any employee.

Each of these requirements will be complied with prior to issuance of use and occupancy permits. See General Note 41 on Sheet 1 of the Detailed Site Plan package.

CONCLUSION

In view of all of the above, the Applicant submits that all relevant criteria for the approval of Detailed Site Plan DSP-

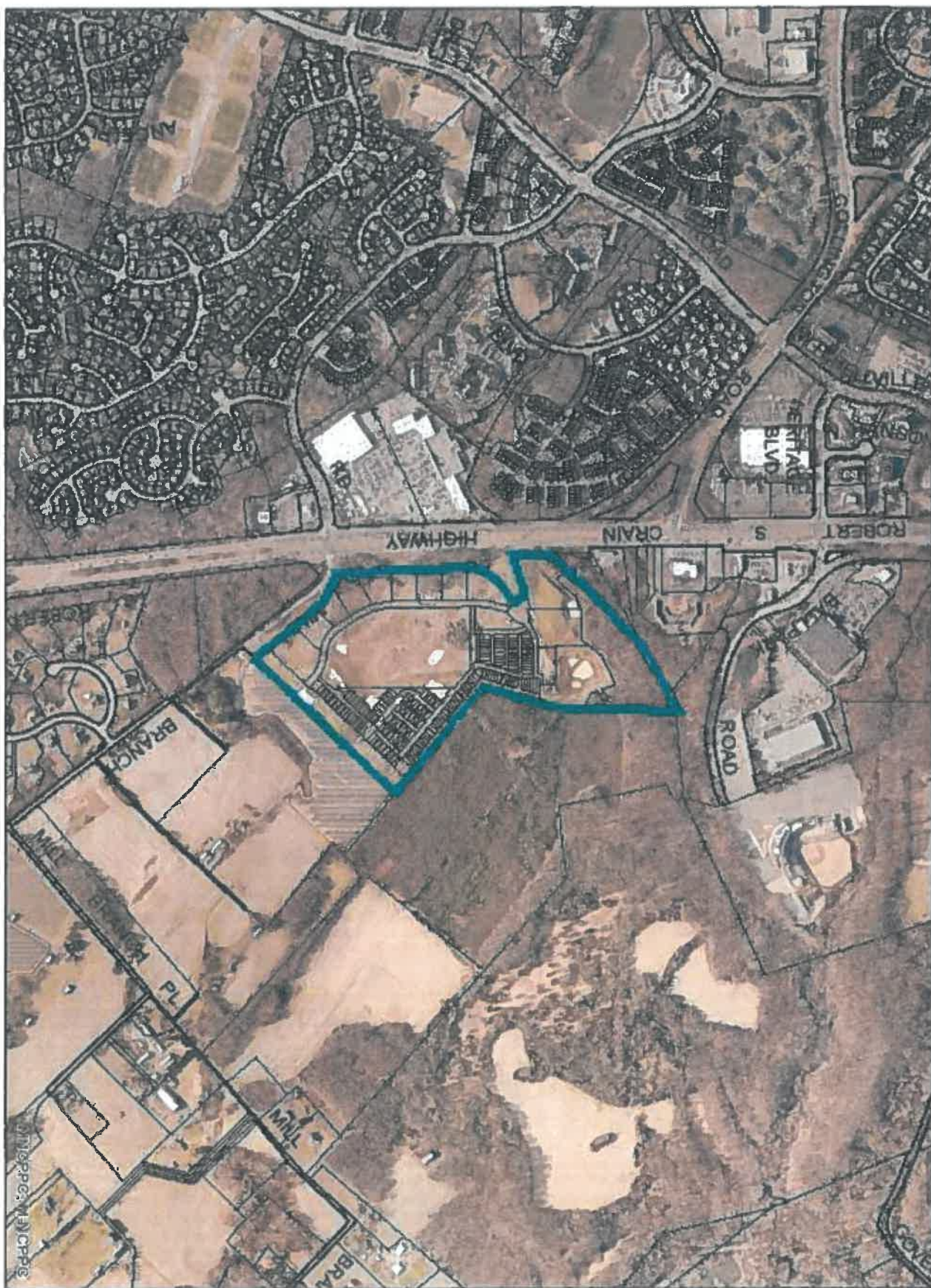
20003-04 have been met and satisfied. The Applicant therefore requests that this Detailed Site Plan be approved as submitted.

A handwritten signature in blue ink, appearing to read 'E. Gibbs, Jr.', is positioned above a horizontal line.

Edward C. Gibbs, Jr., Esquire
Gibbs and Haller
1300 Caraway Court, Suite 102
Largo, Maryland 20774
(301) 306-0033
egibbs@gibbshaller.com
Attorney for the Applicant



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ROBERT S. GRANT-HIGHWAY (US 301)
WALKER-TOWN NORTH OF WAY
344 PLAT 102, TRIM, & 18185
PLAT 102, TRIM, & 18185

Owner	Length	Width	Area	Owner	Length	Width	Area
1	100.00	100.00	10000.00	1	100.00	100.00	10000.00
2	100.00	100.00	10000.00	2	100.00	100.00	10000.00
3	100.00	100.00	10000.00	3	100.00	100.00	10000.00
4	100.00	100.00	10000.00	4	100.00	100.00	10000.00
5	100.00	100.00	10000.00	5	100.00	100.00	10000.00
6	100.00	100.00	10000.00	6	100.00	100.00	10000.00
7	100.00	100.00	10000.00	7	100.00	100.00	10000.00
8	100.00	100.00	10000.00	8	100.00	100.00	10000.00
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10	100.00	100.00	10000.00	10	100.00	100.00	10000.00

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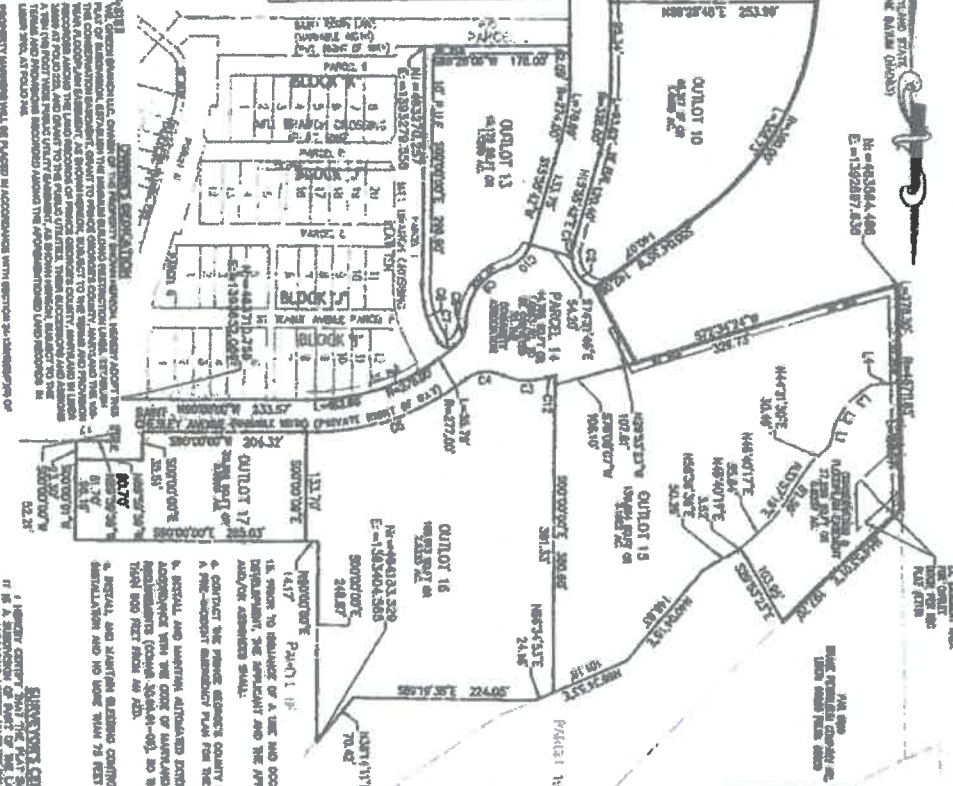
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Line of Boundary	Length
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2	100.00
3	100.00
4	100.00

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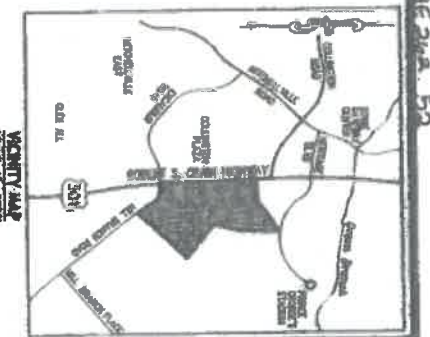
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Charles F. Young
9/12/22

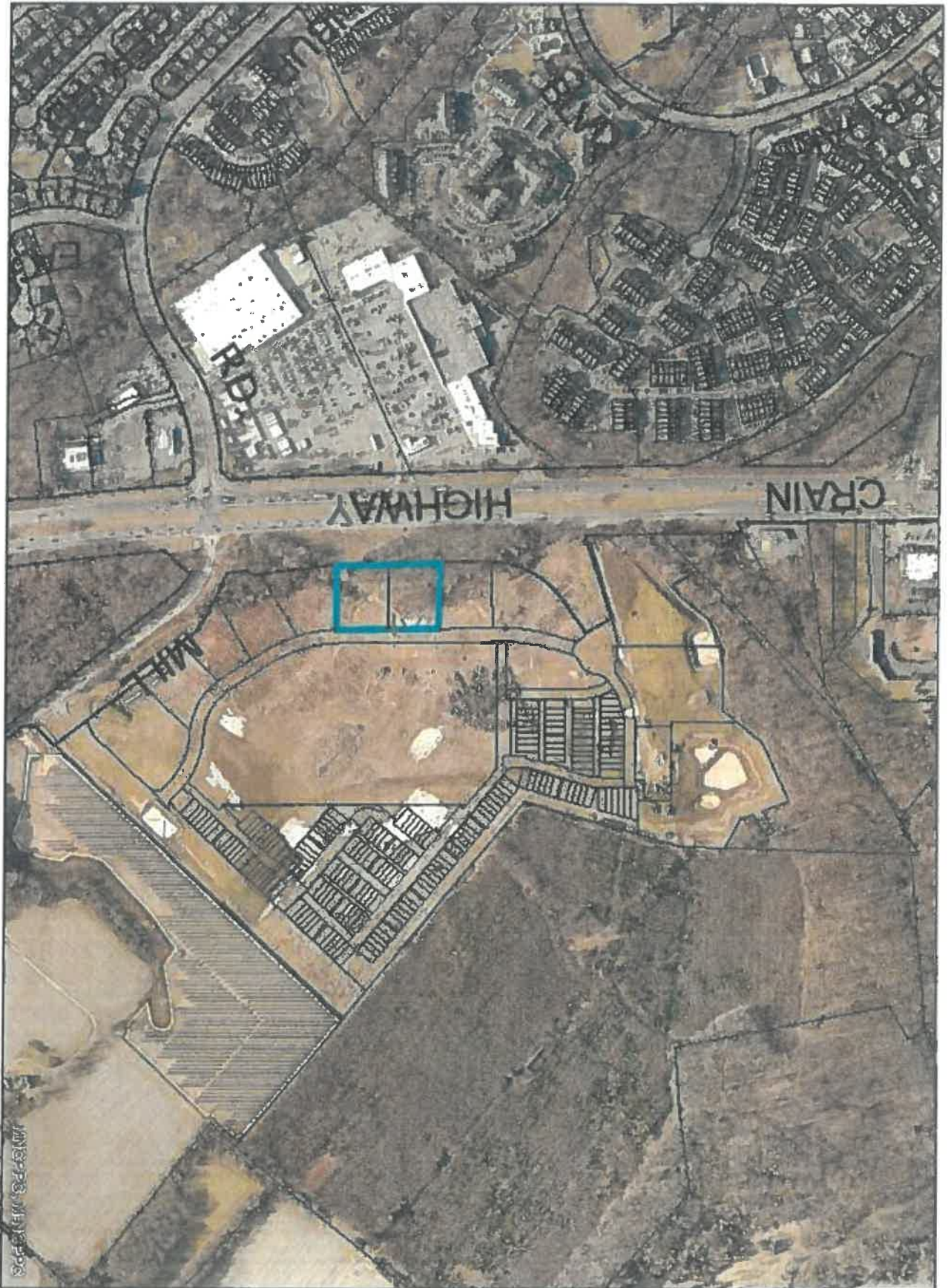
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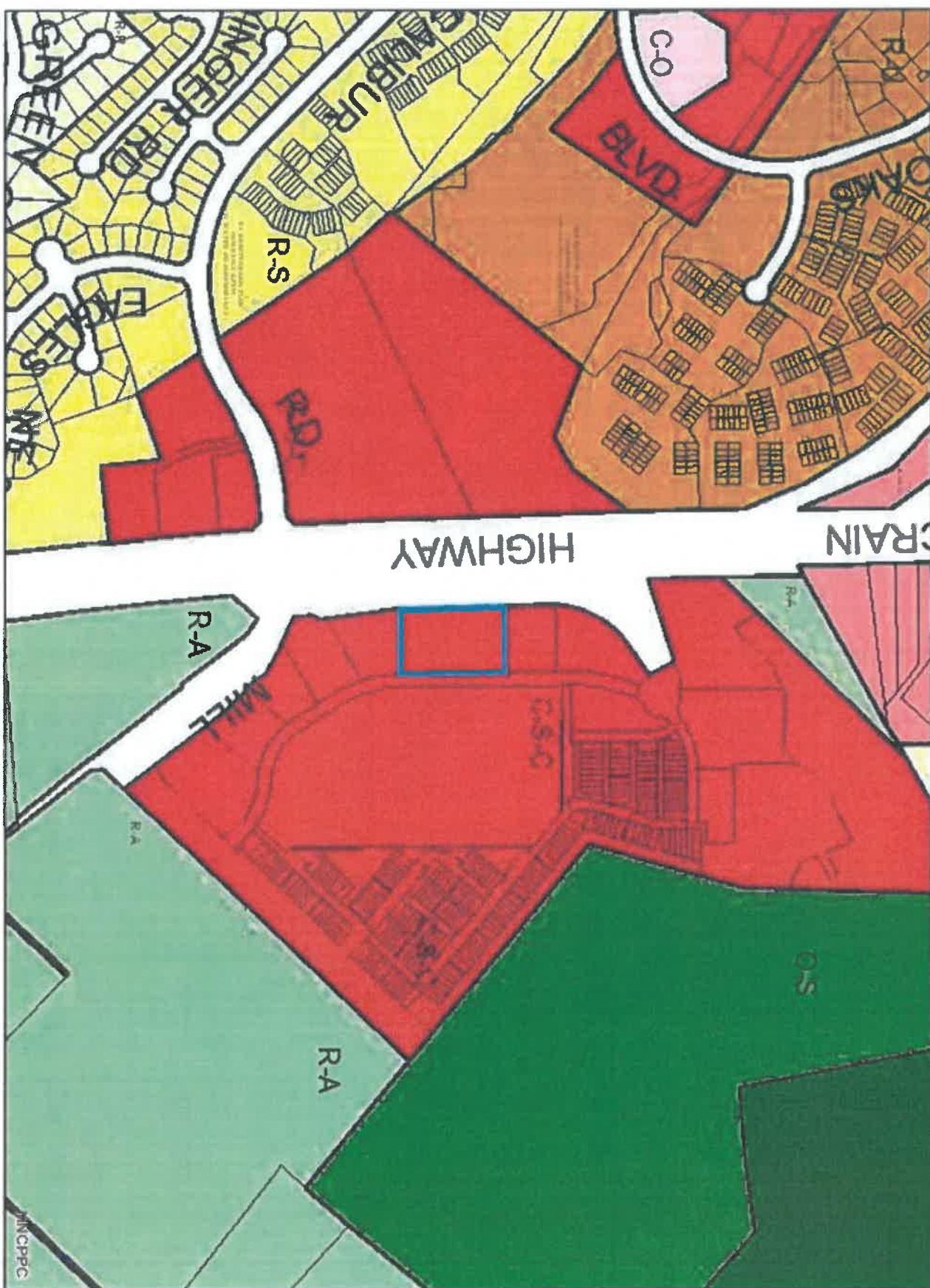


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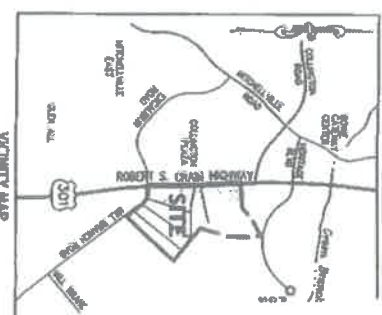
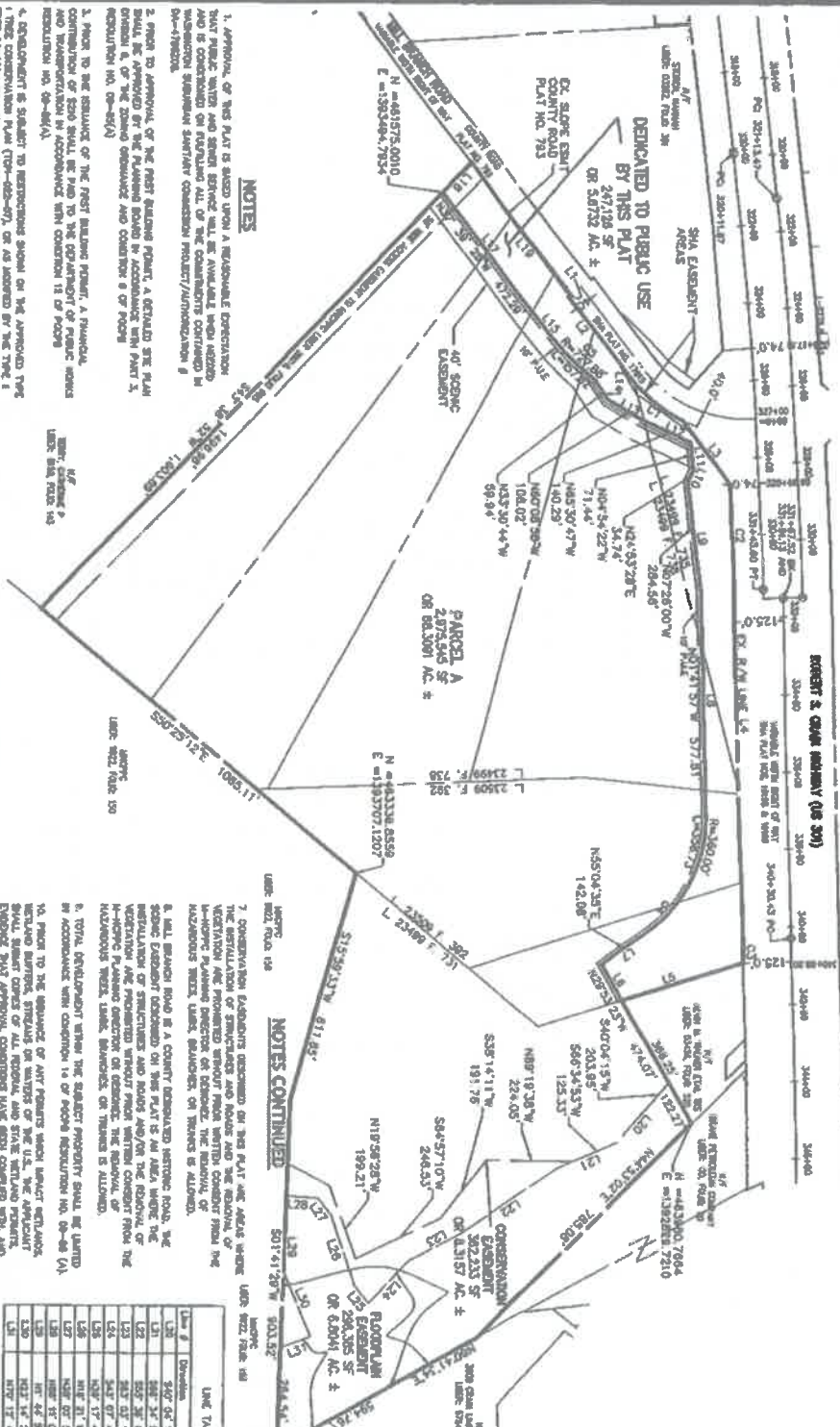




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CLERK OF THE COMMISSIONER
OF THE WASHINGTON STATE DEPARTMENT OF REVENUE AND TAXATION

LINE TABLE

Line #	From Station	To Station	Bearing	Length
1	0+00	1+00	N 89° 57' 27" E	100.00
2	1+00	2+00	N 89° 57' 27" E	100.00
3	2+00	3+00	N 89° 57' 27" E	100.00
4	3+00	4+00	N 89° 57' 27" E	100.00
5	4+00	5+00	N 89° 57' 27" E	100.00
6	5+00	6+00	N 89° 57' 27" E	100.00
7	6+00	7+00	N 89° 57' 27" E	100.00
8	7+00	8+00	N 89° 57' 27" E	100.00
9	8+00	9+00	N 89° 57' 27" E	100.00
10	9+00	10+00	N 89° 57' 27" E	100.00

CORNER TABLE

Corner #	From Station	To Station	Bearing	Length
1	0+00	1+00	N 89° 57' 27" E	100.00
2	1+00	2+00	N 89° 57' 27" E	100.00
3	2+00	3+00	N 89° 57' 27" E	100.00
4	3+00	4+00	N 89° 57' 27" E	100.00
5	4+00	5+00	N 89° 57' 27" E	100.00
6	5+00	6+00	N 89° 57' 27" E	100.00
7	6+00	7+00	N 89° 57' 27" E	100.00
8	7+00	8+00	N 89° 57' 27" E	100.00
9	8+00	9+00	N 89° 57' 27" E	100.00
10	9+00	10+00	N 89° 57' 27" E	100.00



Chloe E. Young
9/18/17

THE HARTLAND-NATIONAL CENTRAL PARK AND PLANNING COMMISSION
PRINCE GEORGE'S COUNTY PLANNING BOARD
APPROVED: **November 21, 2007**
CLERK: *[Signature]*
PLANNING BOARD NO. 5-11725

DEPARTMENT OF PERMITTING, INSPECTIONS & ENFORCEMENT
PRINCE GEORGE'S COUNTY, MARYLAND
APPROVED: **October 19, 2007**
CLERK: *[Signature]*
PLANNING BOARD NO. 5-11725

RECORDED
PLAT BOOK **SPR 28**
PLAT NO. **58**
C-S-C
4-08052
20N01E14215

DATE: APRIL 2017
SCALE: 1" = 200'
ORDER ARE DISTRICT NO. 7
PRINCE GEORGE'S COUNTY, MARYLAND
PARCEL A
BRANCH CROSSING

HILANDTECH CORPORATION
201 Delfino Highway
Suite 200
Farmingdale, NY 11735
Tel: (516) 274-1233
Fax: (516) 274-1233

MSA C-381-20039



Memorandum

TO: City Council

FROM: Alfred Lott, City Manager

SUBJECT: City of Bowie Wayfinding Plan

DATE: 02/27/2025

Council will be updated on the City's Wayfinding Plan, which the Planning Department has been working on alongside our consultant Guide Studio. The purpose of this project is to help implement a comprehensive, user-friendly wayfinding system that identifies logical routes and ensures users can easily find their way along the trail system and to nearby destinations. The project area is consistent with the plan area of the full Trails Master Plan which highlights the City of Bowie's trail system and how we can better serve our community. The required services include existing conditions analysis, multimodal transportation analysis, graphic and map design, brand development, and community engagement, all with an emphasis on pedestrian- and transit-oriented development.

ATTACHMENTS: 1. 20250303 - Wayfinding Plan Presentation



Wayfinding Assessment and Schematic Design

Bowie Byway

BOBY1845 | MARCH 3, 2025

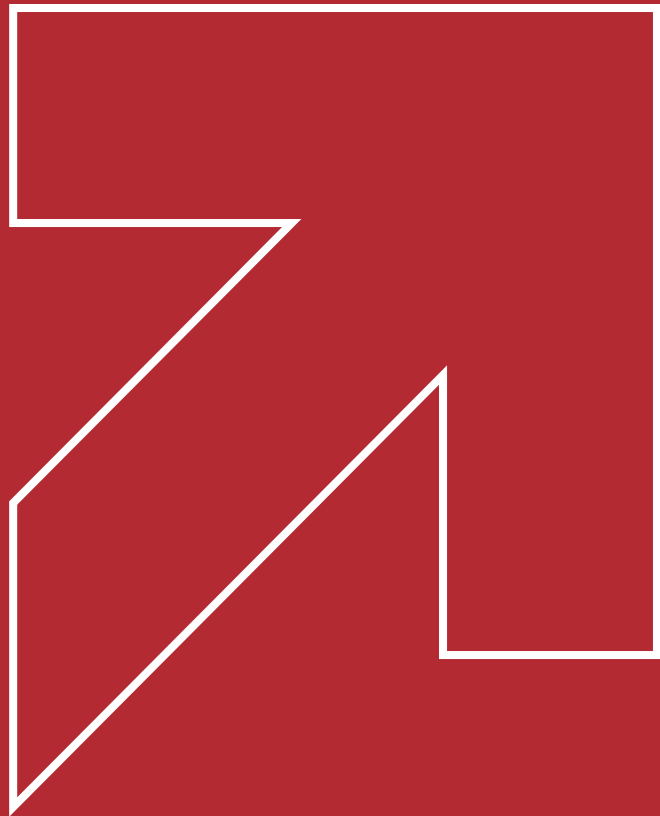


The Process

Guide Studio has gone through the following steps to develop this framework for your Wayfinding Program:

THE PROCESS TO DATE

- > Discussion with the client core team
- > Discovery session with the steering committee
- > Driving tour of the city
- > Internal strategy workshop
- > Review session with client core team
- > Positioning strategy development
- > Wayfinding Assessment development
- > Schematic Design



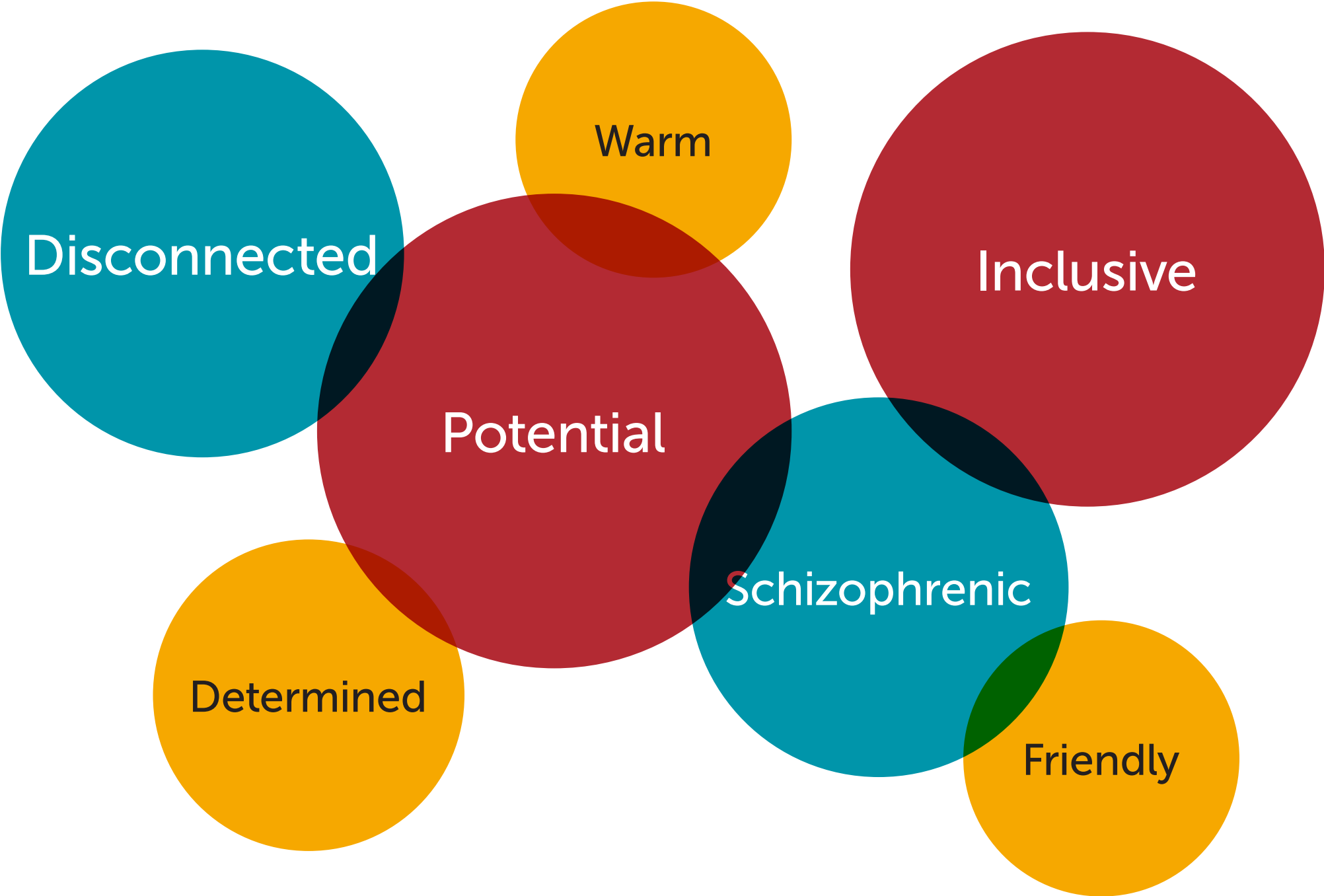
Discovery Recap



Project Goals

- Brand cohesion
- Connecting residents with City amenities and assets
- Informing visitors of City amenities and assets
- Ensuring users have a sense of community when using the Byway
- Connecting to other communities and regional/national destinations

ONE WORD DESCRIPTION



AN IDEAL DAY



IDEAL DAY EXCERPTS

“We would definitely take our guests to our trails and parks”

“Check out the art and architecture”

“I see a lot of young people coming and planting roots to start their families.”

“A walk at Allen Pond Park is a must!”

“Tour of the first HBCU in Maryland”

The Steering Committee was asked to show off Bowie. If you had someone in from out of town for the day, what would you do? Where would you take them?

Your Ideal Day

Describe your Ideal Day in your City. If you had a friend visiting from out of town, what would you do? Take us on a journey through your place.

o Breakfast - First watch or miss Shrek's?
o Tour of the first HBCU in Maryland - BSN, share sto my time on campus
o Lunch - California (light), Kebab (flavor)
o Take a walk around Allen Pond to walk off lunch
o Dinner - ? Kebab
o then a play at Bowie Playhouse

Bowie is an aged city. I see a lot of young people coming and planting roots to start their families. The art and fine architecture.

Your Ideal Day

Describe your Ideal Day in your City. If you had a friend visiting from out of town, what would you do, where would you go? Take us on a journey through your place.

Walking or biking to local parks and eateries.

Sites
Belair Mansion & Stables
Old town
Allen Pond

I really a guest would be a cyclist and we would ride a day loop visiting each site with a stop for lunch at a local eatery.

If guests are walkers then a walk to White Marsh Park or around Allen Pond

JOURNEY MAPPING

EXERCISES

1. Destinations

Mark the major visitor destinations. Star the top 5.

2. Vehicular Paths

Mark what you would consider to be roads that offer the BEST experience driving around town.

3. Arrival

Mark what you would consider to be the PERCEIVED points of arrival into town.

4. Public Parking

Mark public parking lots. Note any restrictions/hours, etc.

5. Pedestrian Traffic

Mark areas you would consider to have high pedestrian concentration.

6. Bike Paths

Mark what you would consider key connection points or points of interaction between bike paths and the city.



TOP VISITOR DESTINATIONS

Based on data collected from the Steering Committee, the following destinations were the most commonly marked and determined to be the top destinations in Bowie.

TIER 1 (starred as a top 5 destination by both groups)

- Allen Pond Park
- Patuxent Wildlife Refuge
- Bowie State University

TIER 2 (starred as a top 5 destination by one of the groups, but not both)

- Baysox Stadium
- WB&A Trail
- Whitemarsh Park
- Belair Mansion/Stables
- Bowie Town Center
- Bowie Museums

TIER 3 (listed but not starred by either group)

- Six Flags
- NASA
- Golf Course
- Market Place
- Hilltop Plaza
- Free State
- Melford
- Old Bowie
- Bowie Plaza

Distinct Advantages

Distinct Advantages are the unique mix of authentic qualities and attributes that make your community stand out from other communities. These formulate the backbone of any external facing key messages.



Bowie First

The Bowie Byway is designed with Bowie residents in mind, with a route that connects people to the resources and amenities they need. Sometimes, the route is more scenic, sometimes on an existing road, sometimes a roadside trail, but it's always about utility and ease of use for the people of Bowie. It creates opportunities for the businesses and attractions that are located (or will be located) along the route.



Park Your Car

It's easy to be clean and green on the Bowie Byway. With more and more Bowie citizens looking for ways to be more environmentally conscious, the Bowie Byway offers a great resource to get all your errands done and have a good (and healthy) time doing it. From commutes to work to picking up something for dinner, Bowie Byway gets you there.



Bowie and Beyond

While Bowie offers almost everything you need daily, sometimes getting away is nice. The Bowie Byway makes that easy, with a route that intersects regional trails that connect you to Baltimore, DC, and the entire eastern seaboard. You can take a trip to get ice cream or the trip of a lifetime, all just minutes from your front door.



Broaden Your Horizons

Head to school, see a play, attend an amazing community event, or start a new career with classes at Bowie State University – it's all within reach of the Bowie Byway, with a route that connects all of these great amenities and more to the people of Bowie.

Key Audiences

It starts with people. We begin to define who will be your initial target for brand communications. These will be your priority players, the ones you believe will benefit the most and will be the earliest adopters. This doesn't mean your brand message won't reach broader audiences, it means your efforts (and energy) will be focused and targeted for quicker results.

Residents seasoned cyclists

Who are they

Bowie residents who bike regularly and are familiar with the Byway

What they want

- Better amenities, including bike parking
- Regional route maps
- Bike repair and air stations
- Connections to places and daily amenities

Residents infrequent or non-cyclists

Who are they

Bowie residents who cycle infrequently, typically for recreational purposes

What they want

- Safe and easy infrastructure
- Wayfinding signage
- Connections to attractions and amenities
- A reason to bike more often

Small Business Owners

Who are they

Existing or prospective
business owners in Bowie

What they want

- A robust biking community of residents and visitors to drive traffic to their own and other Bowie businesses

Visitors

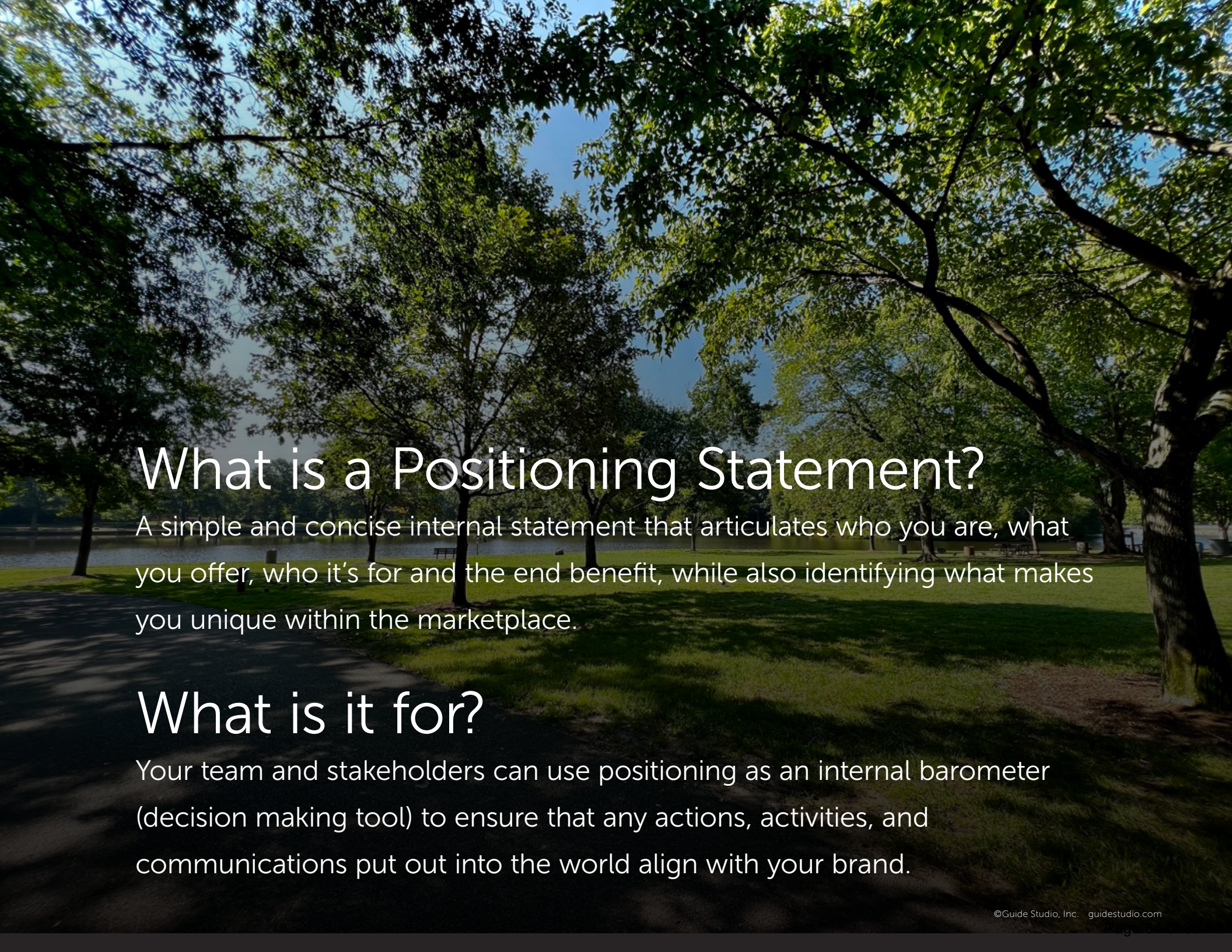
Who are they

Folks looking for an off-the-beaten-path place as a home base to visit Baltimore, Annapolis, and DC (and Bowie)

What they want

- Places to stay
- Easy and clear access to the Bowie Byway and regional trails
- Comprehensive wayfinding
- Access to everyday essentials and amenities

Positioning

The background image is a lush park scene. A paved path leads from the bottom left towards the center. On the right, a large, mature tree with dense green foliage dominates the foreground. In the background, a calm lake is visible under a clear blue sky, with more trees lining the opposite shore. The overall atmosphere is peaceful and natural.

What is a Positioning Statement?

A simple and concise internal statement that articulates who you are, what you offer, who it's for and the end benefit, while also identifying what makes you unique within the marketplace.

What is it for?

Your team and stakeholders can use positioning as an internal barometer (decision making tool) to ensure that any actions, activities, and communications put out into the world align with your brand.

Designed with residents' needs in mind, The Bowie Byway
provides an excellent alternative to car travel for navigating
Bowie and its surroundings. Residents can conveniently
commute to work, complete daily errands, and discover
numerous local amenities, all while saving gas and helping
the environment. Meanwhile, visitors can easily
access dining, shopping, and entertainment options,
contributing to a more eco-friendly travel experience.

Audience: residents (old and new) and visitors to Bowie

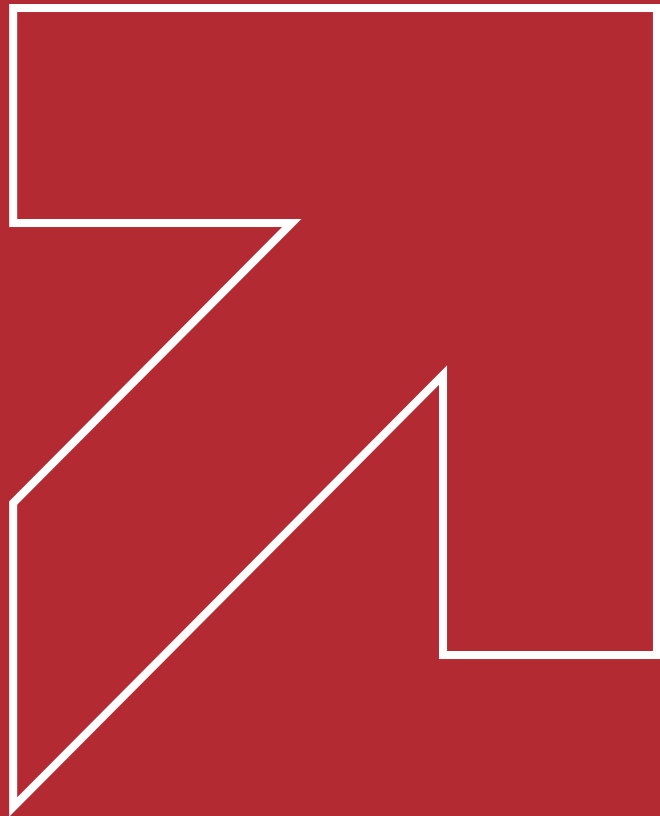
Distinct Advantages: alternative to car travel, commute to work, run errands, find entertainment, and places to eat and shop

Guiding Principles: resident's needs in mind

End Benefit: saving gas, eco-friendly travel



Bowie has everything you need – great housing options, convenience amenities, plenty of places to shop and dine, and some truly amazing parks and recreational opportunities. Most folks think a car is essential to enjoy the bounty that Bowie offers, but there's a hidden gem that is begging to change the narrative: The Bowie Byway. Connecting residents and visitors to all the great things Bowie has to offer, the Byway is a great way to lower your carbon footprint, get healthy, tackle all your daily chores, commute, AND have fun while doing it. Some people already know, and many more soon will: ***It's always better to skip the highway – take the Byway.***

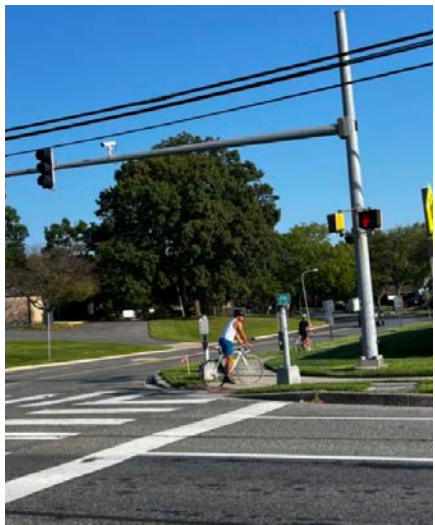
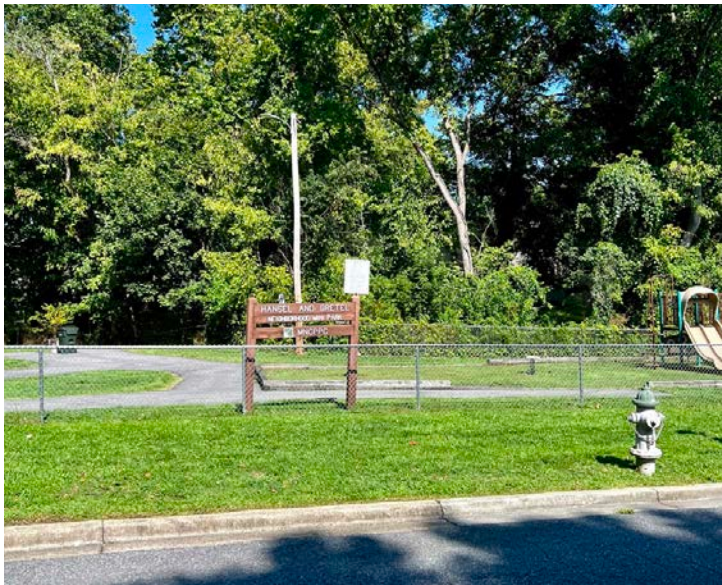


Analysis & Recommendations

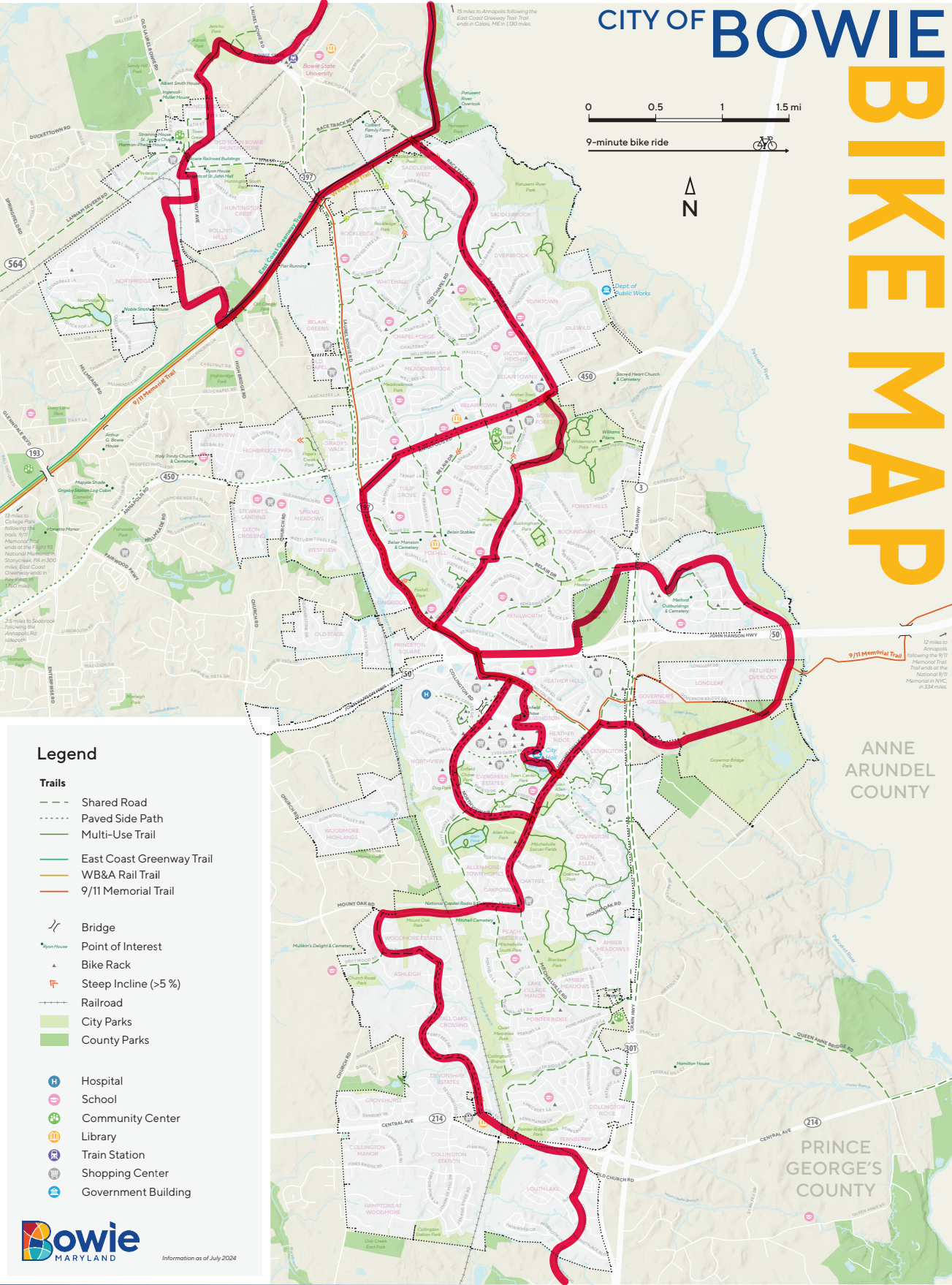
Current Challenges

Signage is one of the **first physical interactions** a person has with a place and will make an **impression**—either positive or negative—to visitors, residents, & potential business owners.

- Lack of signage
- Inconsistent signage and visual cues
- Lack of knowledge/understanding the trail network
- Not fully connected
- Perceived distances & difficulty (high level of cycling experience needed)
- Perceived safety issues/traffic
- Lack of bike parking & bike amenities



The Bowie Byway

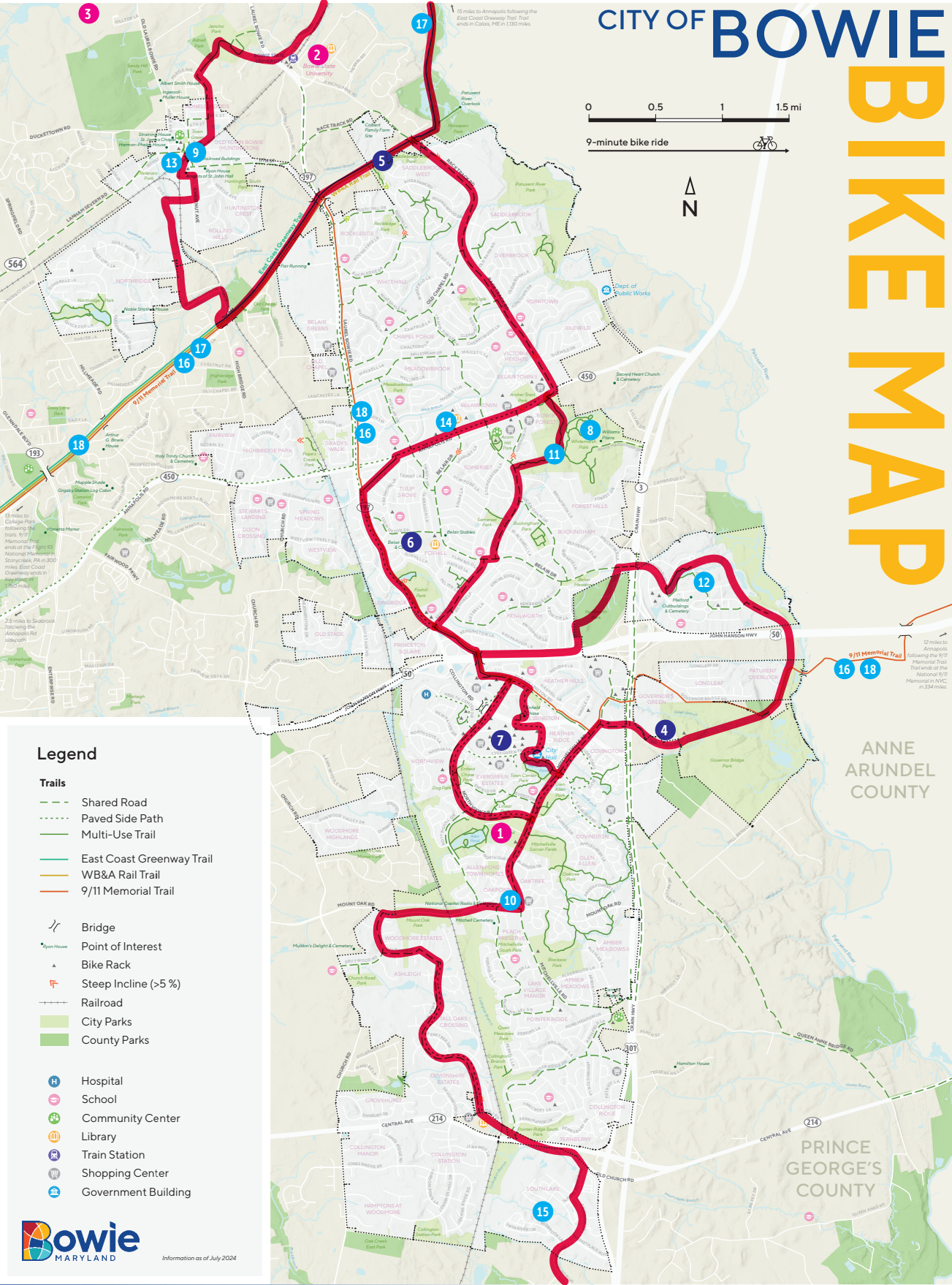


What is the “Bowie Byway?”

The Bowie Byway is a North–South travel corridor where bicycle and pedestrian users will be given priority to the extent practical, and would be reinforced by signage, pavement markings, environmental design, street design (e.g. bump outs and pedestrian crossings). The purpose of the Byway is to connect the facilities, establish a strong community image, and increase the safety and connectivity of Bowie’s trail system, while emphasizing Bowie’s parks, shopping malls and centers, universities and more.

- KEY**
- City Border
 - Bowie Byway

Top Destinations



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What is a “Top Destination?”

Only highly visited public destinations should be included on wayfinding signage. Not only are these the destinations that visitors are looking for the most, but are also the least likely to change. Symbols & general messaging may be used on signs (for example, shopping & dining) to direct to areas containg large concentration of private businesses. Private businesses may be included in more detail on information kiosks where information can be changed more frequently and less expensively.

*Top Destinations and tier designations are based on data collected from the Steering Committee and discussion with the City of Bowie Client Team.

TOP DESTINATIONS

Tier 1

- 1 Allen Pond Park
- 2 Bowie State University
- 3 Patuxent Wildlife Refuge

Tier 2

- 4 Prince George’s Stadium (Baysox)
- 5 WB & A Trail
- 6 Belair Mansion & Stables
- 7 Bowie Town Center

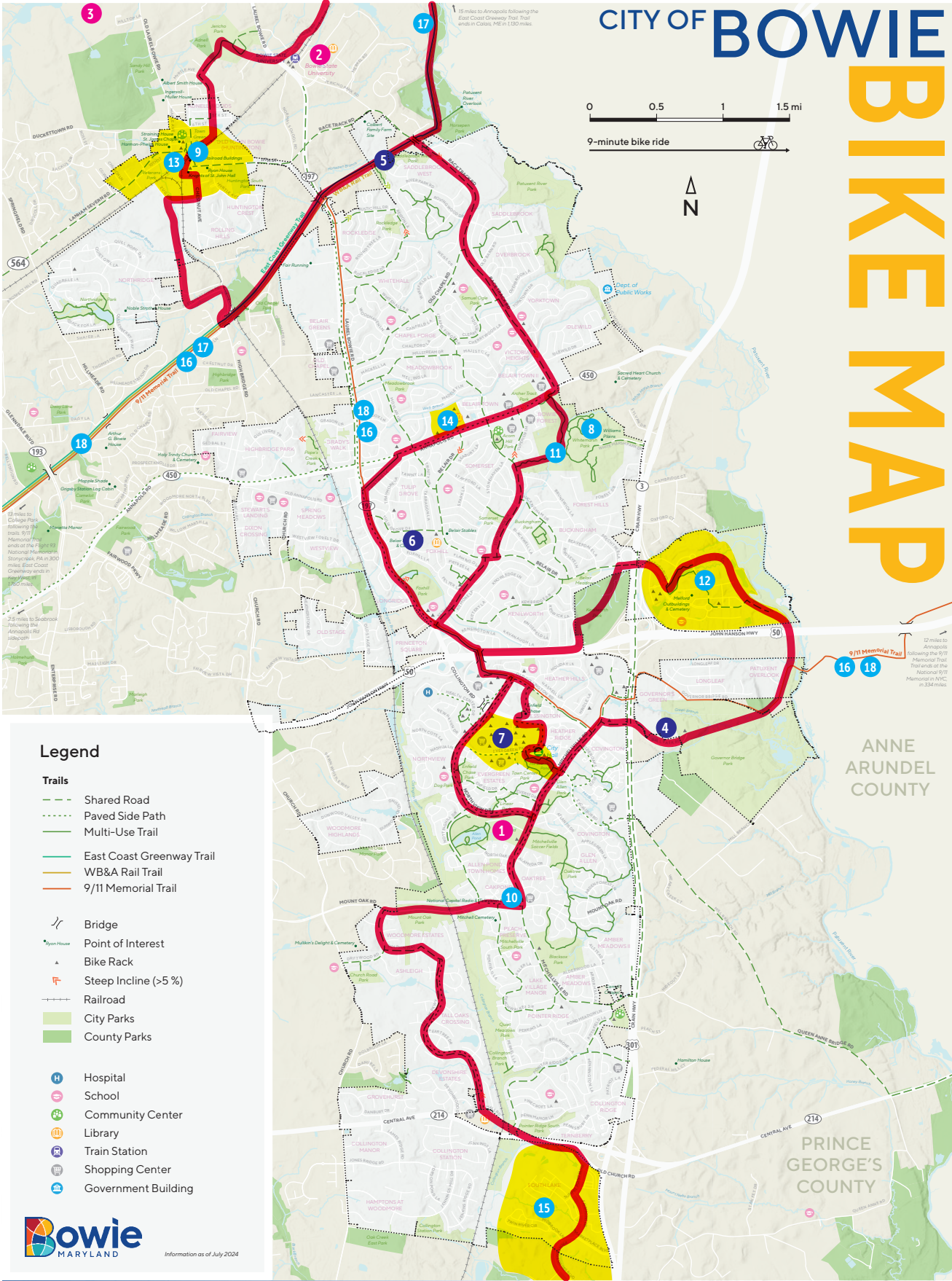
Tier 3

- 8 Bowie Playhouse
- 9 Railroad Museum
- 10 Radio & TV Museum
- 11 White Marsh Park
- 12 Melford
- 13 Old Bowie
- 14 High School/Performing Arts Center/ Library
- 15 South Lake
- 16 9/11 Memorial Trail
- 17 East Coast Greenway
- 18 American Discovery Trail

KEY

- City Border
- Bowie Byway

Activity Hubs



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What is an “Activity Hub?”

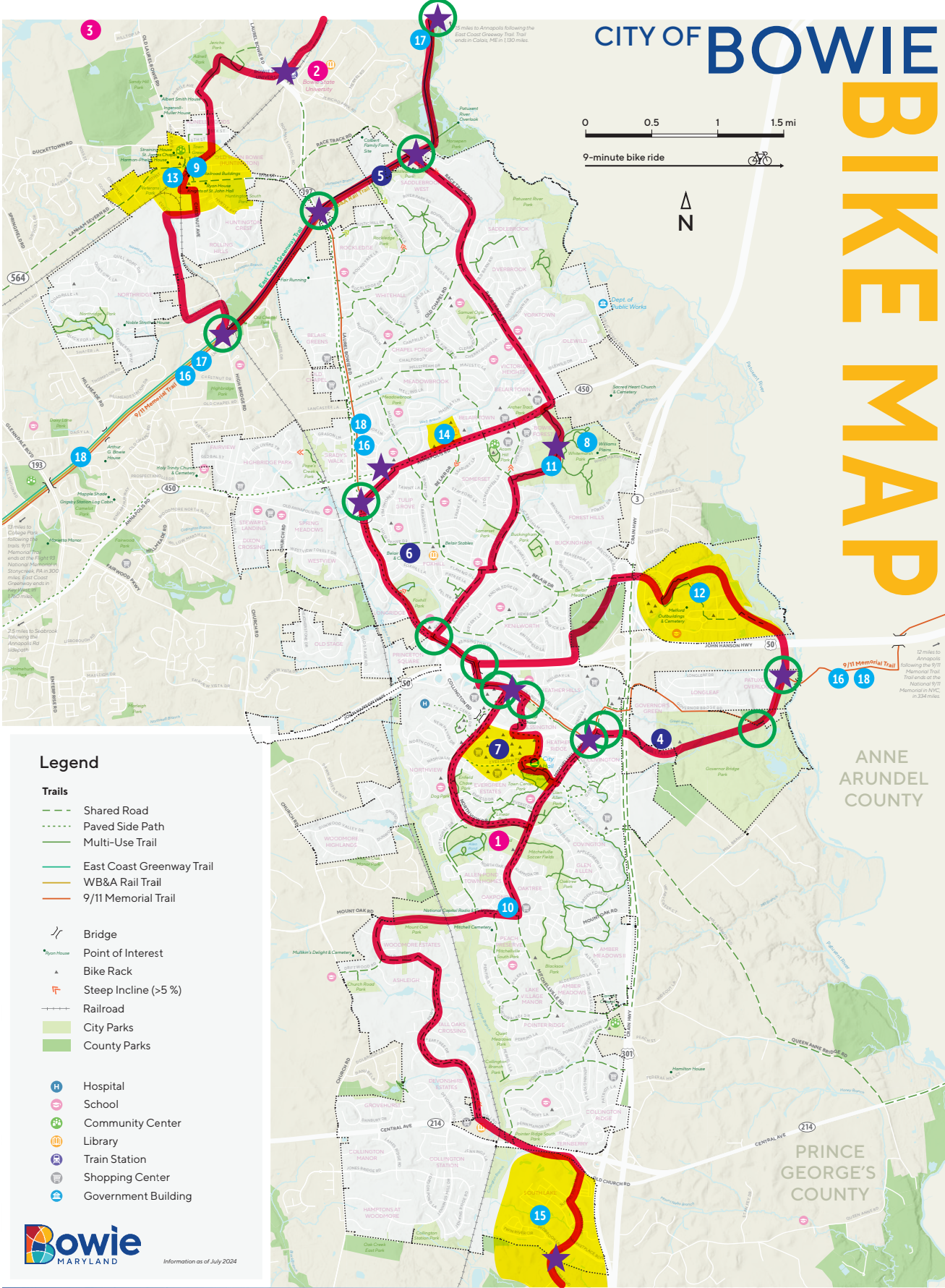
For the purposes of this project, an “Activity Hub” is defined as a larger area or district that contains a mix of amenities (may contain residences, shopping and dining, entertainment, recreation, etc.) “Activity Hubs” may be directed to by name because they are critical points along the Bowie Byway. Once inside that area, more specific signage may be implemented (either by the City or Owner) to direct to individual destinations. **We recommend that the City implement a Content Policy to clearly define what is considered an “Activity Hub” to manage what will be allowed on Byway signage.**

- KEY**
- City Border
 - Bowie Byway
 - Activity Hub

TOP DESTINATIONS

- Tier 1**
- 1 Allen Pond Park
 - 2 Bowie State University
 - 3 Patuxent Wildlife Refuge
- Tier 2**
- 4 Prince George’s Stadium (Baysox)
 - 5 WB & A Trail
 - 6 Belair Mansion & Stables
 - 7 **Bowie Town Center**
- Tier 3**
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Trail Connections



TOP DESTINATIONS

Tier 1

- 1 Allen Pond Park
- 2 Bowie State University
- 3 Patuxent Wildlife Refuge

Tier 2

- 4 Prince George's Stadium (Baysox)
- 5 WB & A Trail
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7 Bowie Town Center

Tier 3

- 8 Bowie Playhouse
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Sign Program Guiding Principles

1. Primary focus of the Byway (and its wayfinding) is **connecting Bowie residents to amenities**.
2. Use “**segments**” to help manage the amount of information to comprehend for a user. Prioritize **Tier 1 destinations** and destinations within a **1/4 - 1/2 mile radius**.
3. Place a **network map at every trailhead/trail junction location and large gathering area(parks, activity hubs, etc.)** One side could be a local map, other side could be more regional or national – did you know you can get to...
4. Directionals should be placed at **key decision points and at “gaps”** in the Byway and between trails. Signage should include **mileage and time**.
5. Signage must be **promote safety** and be clearly understood. Special care should be taken where vehicular traffic and bike/pedestrian traffic merge.
6. Use **placemaking elements** along with signage to clearly identify the Byway. Placemaking elements may also be used as to not compete with DOT signage.
7. Direct to **major “activity hubs” by name**, all other retail/dining areas will be directed to by function (for example, “shopping & dining”). The City should **develop a content policy** to manage what can appear on signs.
8. Include **cardinal directions** on signage to help people orient themselves on the trails.
9. Create a **system that is flexible** and that can be implemented as sections of the Byway are being completed. Signs should be **easily changeable/updateable**.
10. The Byway needs to be **marketed and known an amenity**. A goal is that it becomes a standard alternative to driving.

Content Policy

The key to a successful wayfinding system is providing relevant information at the proper time and location. Signs that contain too much information are confusing, overwhelming, unsafe, and often ignored. Information should be presented to a cyclist along their journey in a general to specific manner as they get closer to the destination. For example, a cyclist traveling from South Lake to the Old Town Bowie Welcome Center, does not need the Welcome Center specifically listed on signage until they reach Old Bowie. They simply need to be directed to Old Bowie. Once in Old Bowie, content can become more specific to direct to the Welcome Center (along with the Railroad Museum and other amenities within the area).

Messaging should be simple and clear, which may require shortening of names. Only highly recognized abbreviations should be used. A Sign Content Policy should be instituted that standardizes who and what can appear on signage. This policy will help manage and simplify information so that it can be easily comprehended by users.

There may be instances where nonstandard content is necessary. The City should establish a process/review body, so that any custom requests or deviations can be managed and approved objectively and consistently.

GENERAL CONTENT POLICY

In general, only civic/public destinations should be listed on directional signs and maps. Private organizations and businesses change too frequently to ensure accuracy of information and ease of maintaining the system.

Other considerations include:

- » Open to the public
- » Have significant visitor interest
- » Open year-round
- » Give the local area a distinct identity
- » Reached by an easily identifiable and safe route

It is important to identify locations of comfort amenities such as places to eat, restrooms, stores, etc. However, since many of these types of amenities are privately owned and often exist in larger groupings, only general terminology such as "Shopping/Dining" is to be used. **For the Bowie Byways certain "Activity Hubs" have been identified as exceptions to the rule because they are critical points along the Bowie Byway that contain mixed-use amenities.** "Activity Hubs" can be thought of as anchors along the Byway.

Universally recognized symbols can also aid in quick recognition and are beneficial for foreign-speaking users.

DESTINTION TYPES

Destination types that are appropriate for inclusion as messages on signs include:

Places

- | | |
|--|--|
| » Cities | » Shopping/Dining Areas (No Specific business names) |
| » Neighborhoods/Districts/Downtowns | » Public Restrooms |
| » Central Business Districts/designated "Activity Hubs") | |

Civic and Cultural Destinations

- | | |
|-------------------------------------|--|
| » Highly-visited government offices | » High Schools/Colleges |
| » Libraries | » K-12 Schools (should be limited to signs within .5 miles or one-turn away) |
| » Museums | |
| » Performance Art Venues | |

Parks and Trails

- | | |
|------------------------------------|------------------------------|
| » Individual Parks | » Parking Emergency Services |
| » Park Systems | » Hospitals/First Aid |
| » Adjoining Trails/Network Transit | » Police/Fire stations |
| » Rail/Bus Stations | » Bike "Fix-it" Facilities |
| » Bikeshare/Rental locations | |

Schematic Design



SIGNAGE FAMILY HIERARCHY
SCALE: NTS

ON ROAD

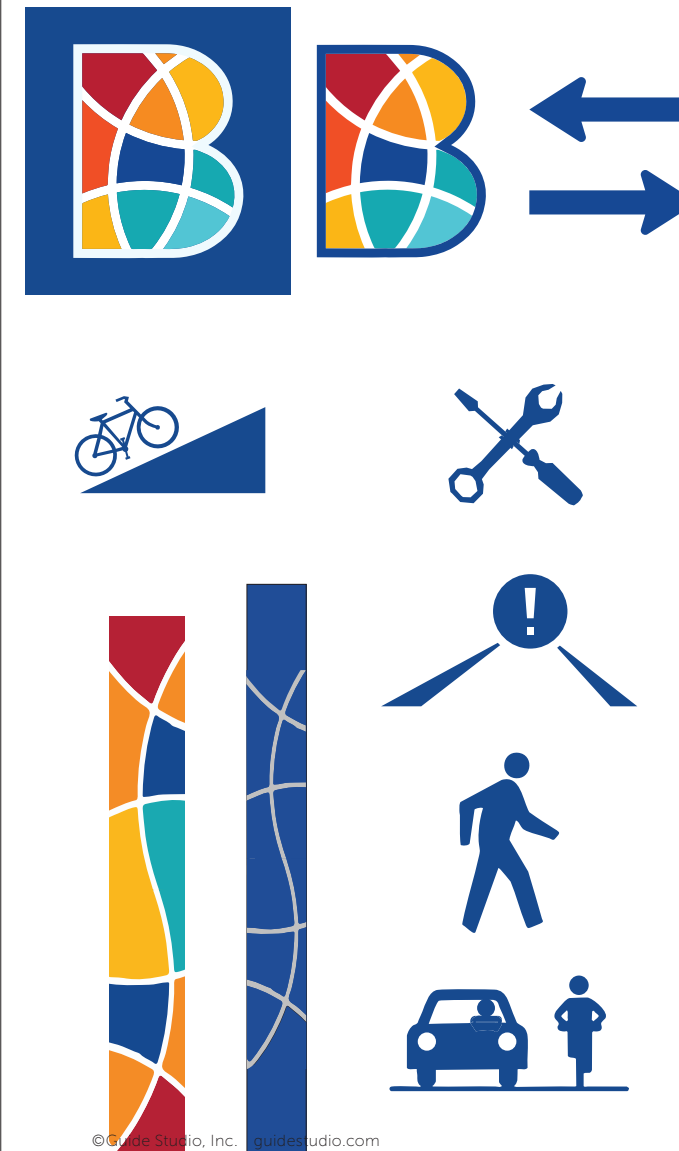


MAIN COMPONENTS OF ENTIRE SIGNAGE SYSTEM
NTS

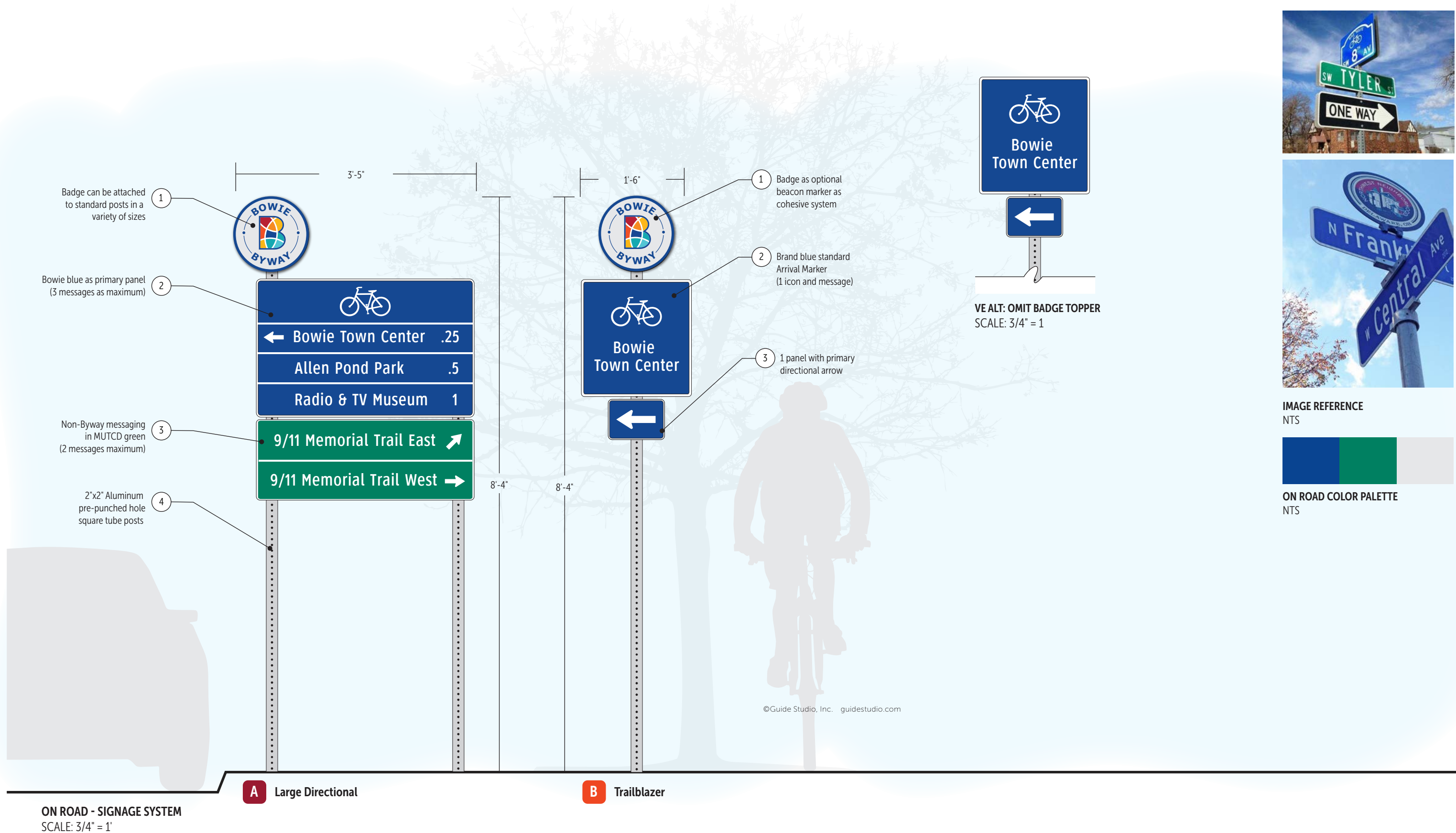
NON-BYWAY/OFF ROAD

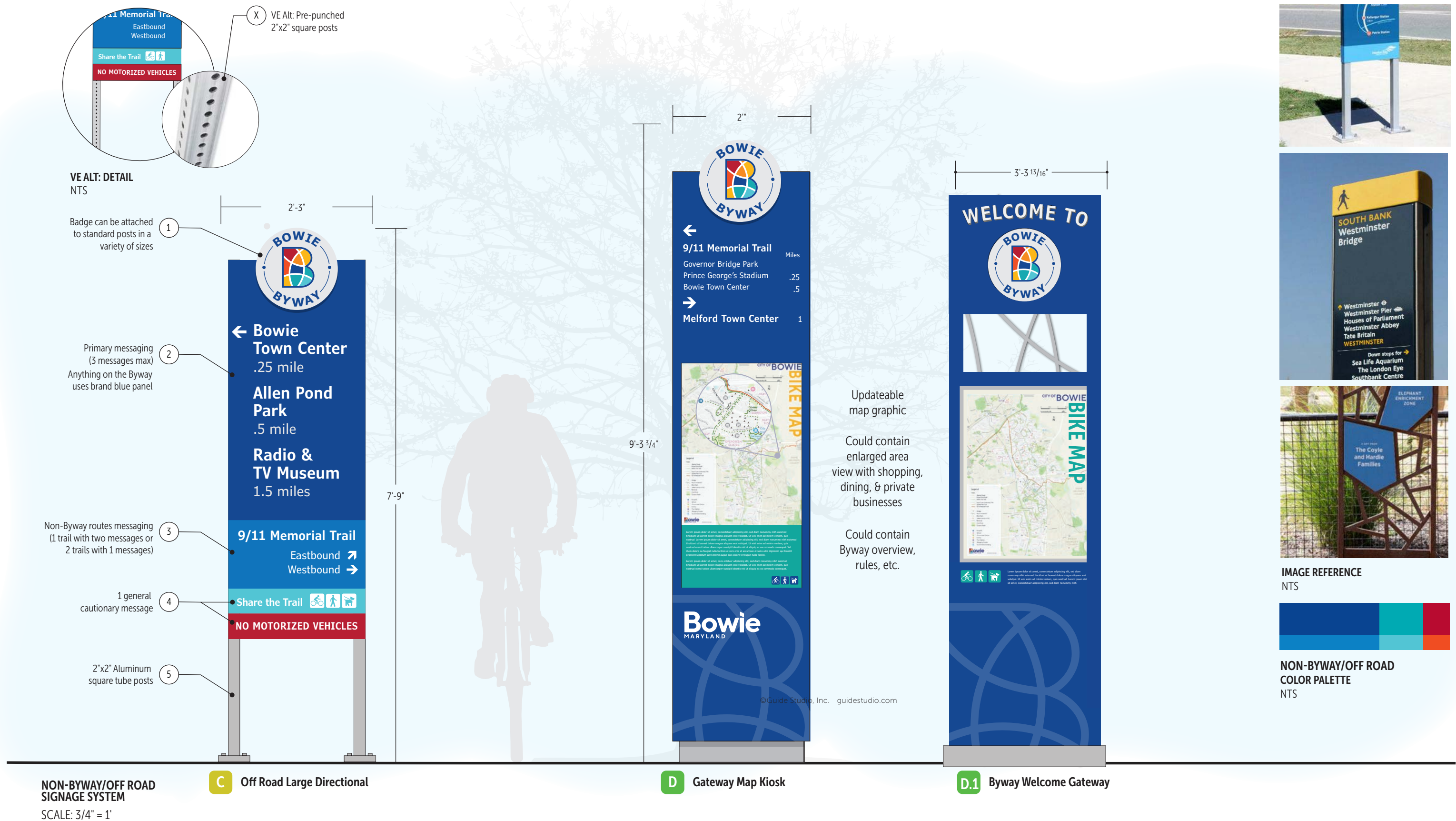


BYWAY SPECIFIC PLACEMAKING

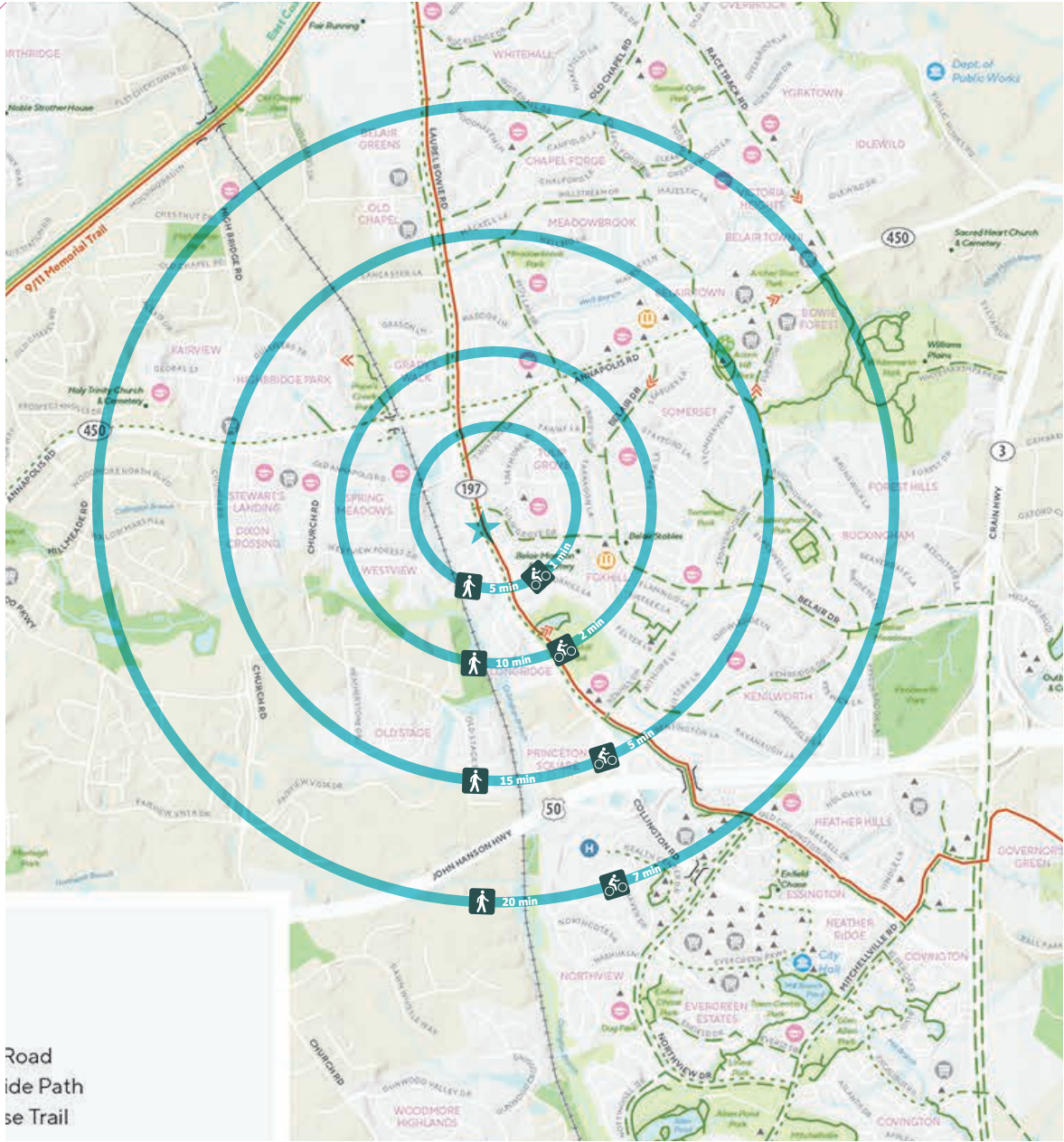
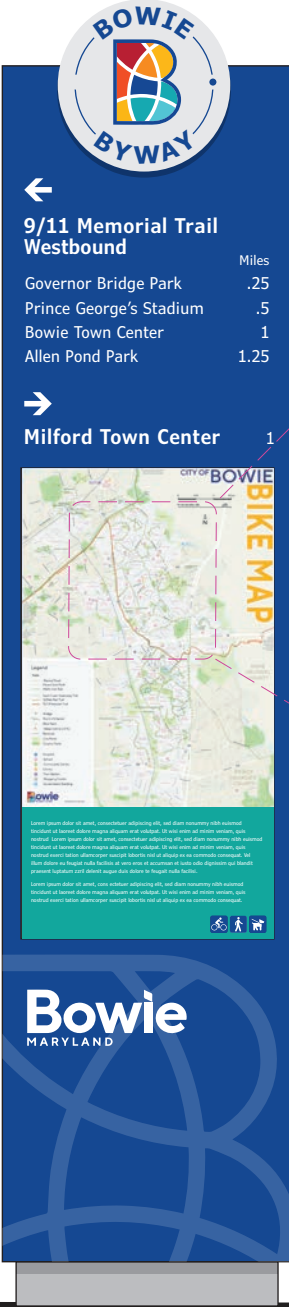


SIGN TYPE LIST	
ON ROAD	A Large Directional
	B Trailblazer
OFF ROAD	C Off Road Large Directional
	D Gateway Map Kiosk
BYWAY SPECIFIC	E.1 Pole Badge
	E.2 Pole Banner
	F Street Toppers
	G Mile Markers
	G.1 Multi-Trail Mile Markers
	H.1 Iconography Messaging
	H.2 Placemaking Opportunities





RECOMMENDED MAP CALLOUT SOLUTION



Since MUTCD does not recommend placing time on signage, travel times (walking & biking) could be added to map using rings

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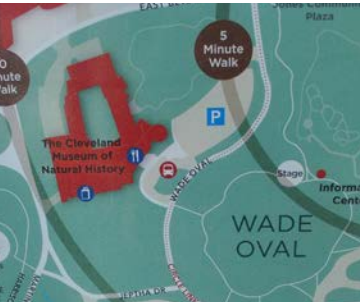


IMAGE REFERENCE
NTS



NON-BYWAY/OFF ROAD
COLOR PALETTE
NTS

NON-BYWAY/OFF ROAD
SIGN TYPE: D - MAP DETAIL
SCALE: 6" = 1'

D Gateway Map Kiosk - Detail

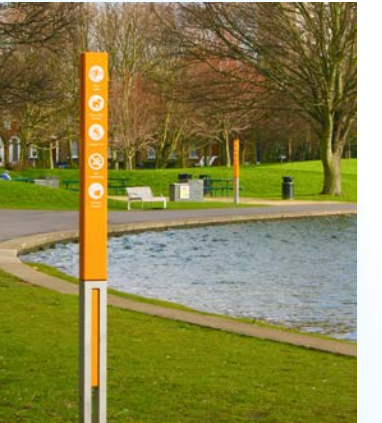


IMAGE REFERENCE
NTS



BYWAY PLACEMAKING COLOR PALETTE
NTS

BYWAY ONLY
SIGNAGE SYSTEM
SCALE: 3/4" = 1'

E.1 Pole Badge

E.3 Pole Badge Directional

F Street Toppers

G.1 Byway Specific Mile Marker
Front & Side

G.2 Multi-Use Trail Mile Marker - Multiple Sides

H.2 Placemaking Markers (2 Options)



PERMENANT CONDITION-BASED SIGNAGE
SCALE: 3/4" = 1'

1.1 Iconography Messaging



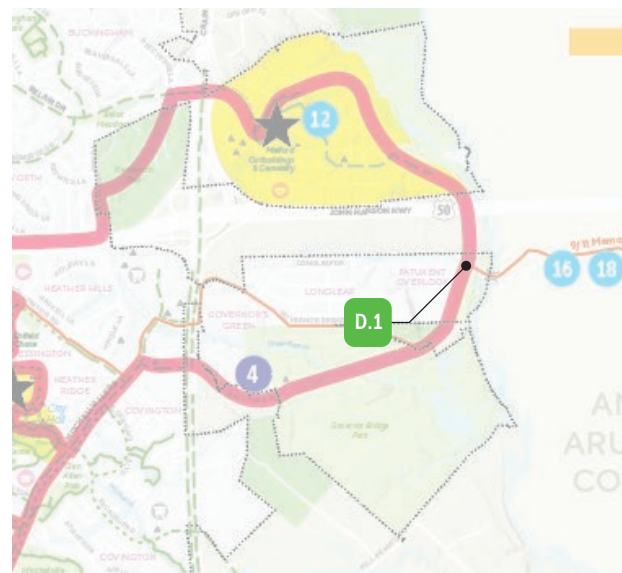
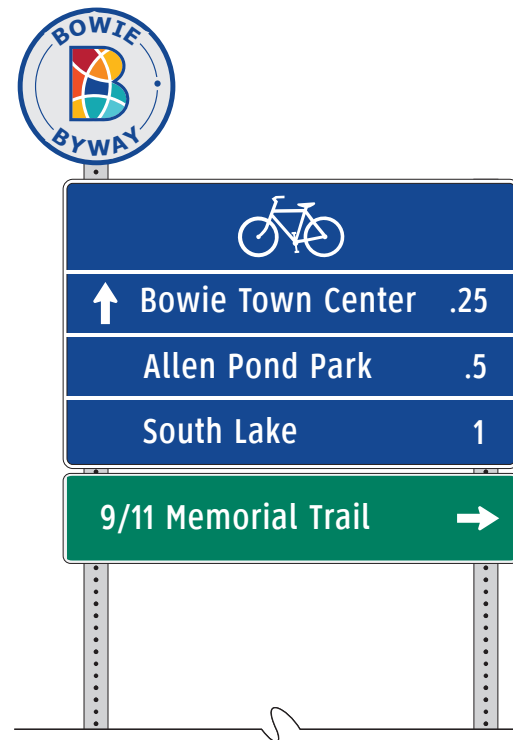
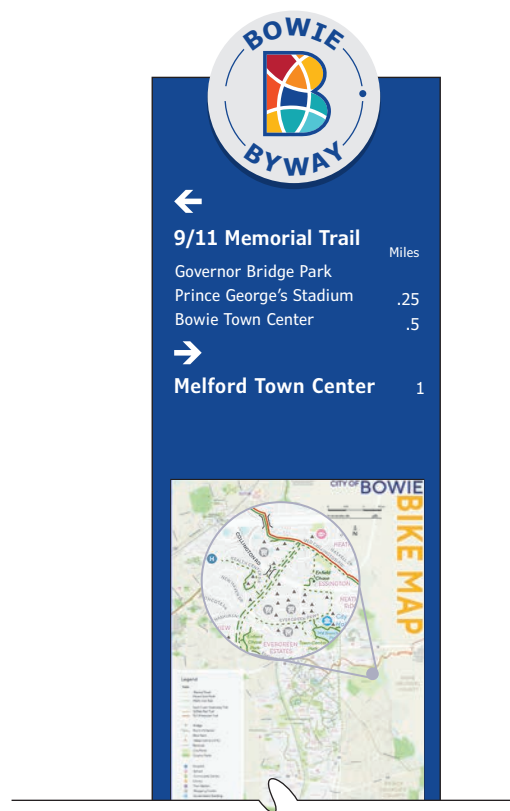
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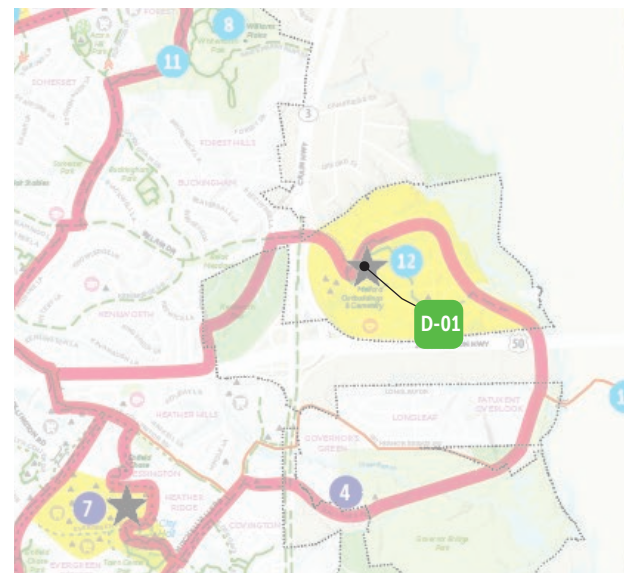
TEMPORARY CONDITION-BASED SIGNAGE - LAYOUT TEMPLATES
SCALE: 3/4" = 1'

TEMPORARY CONDITION-BASED SIGNAGE - LAYOUT APPLIED
SCALE: 3/4" = 1'

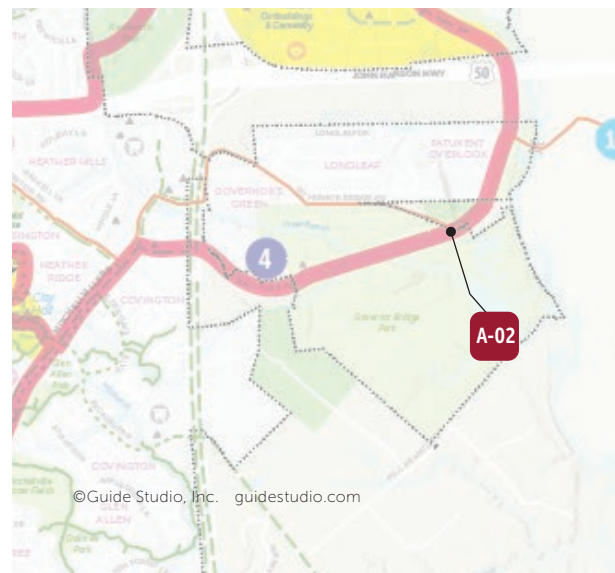
Wayfinding Programming Layouts



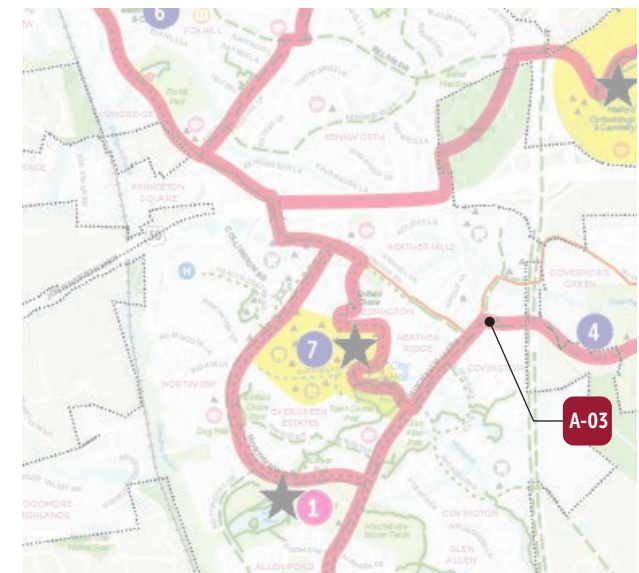
D.1 Byway Welcome Gateway



D Gateway Kiosk

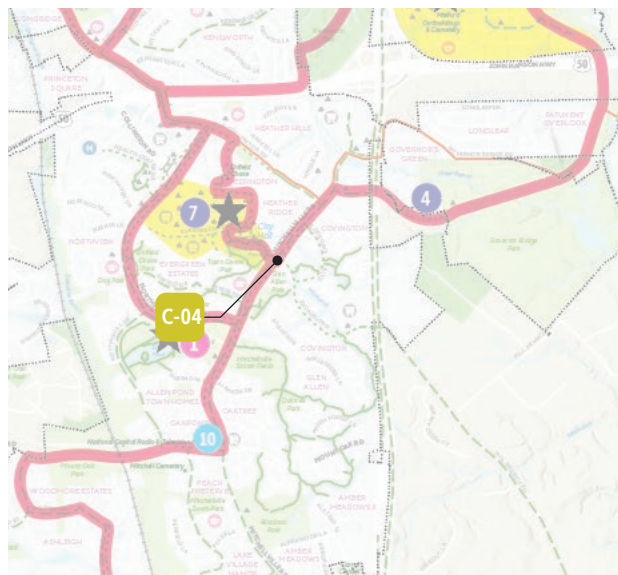
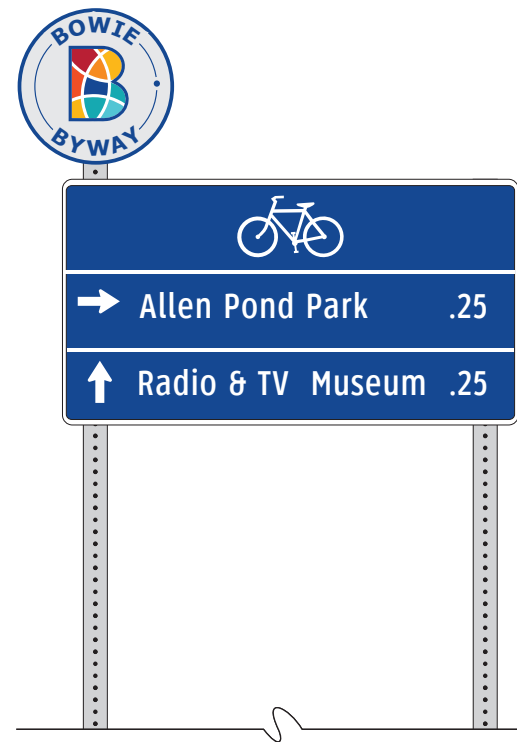
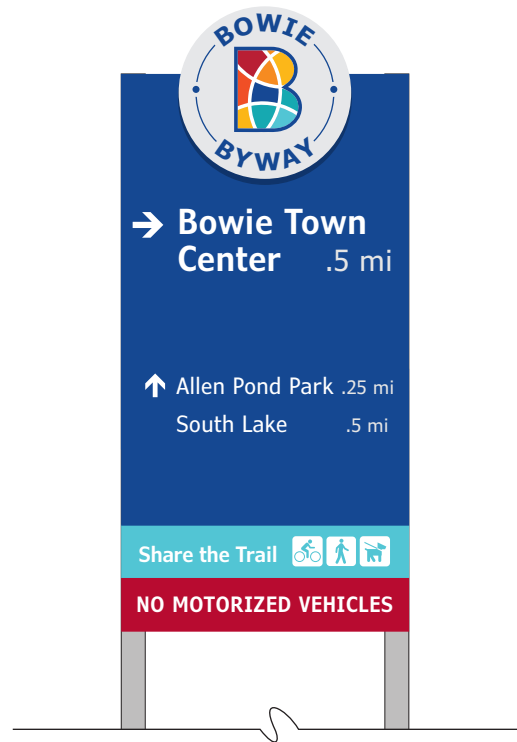


A On Road - Large Directional

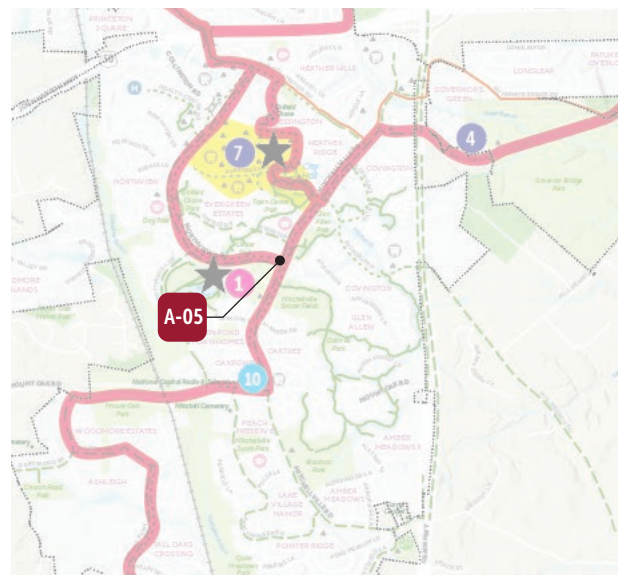


A On Road - Large Directional

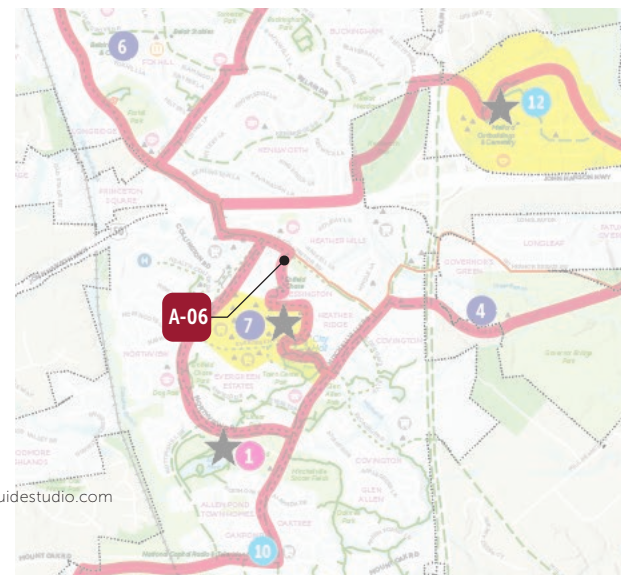
WAYFINDING LAYOUTS
SCALE: 3/4" = 1'



C Off Road - Large Directional

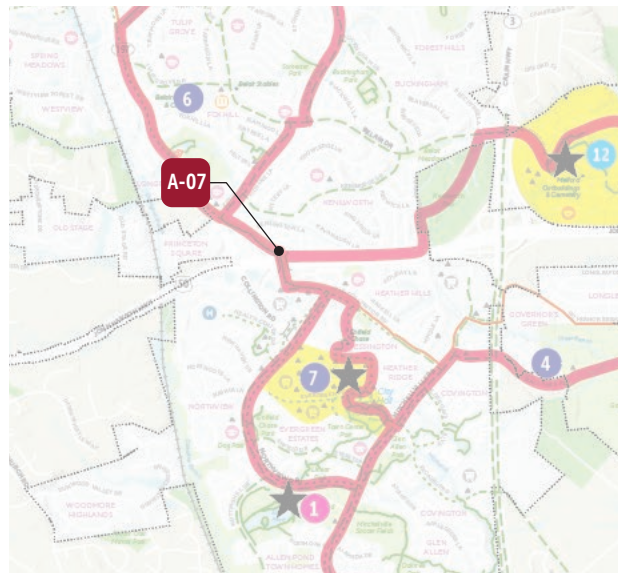
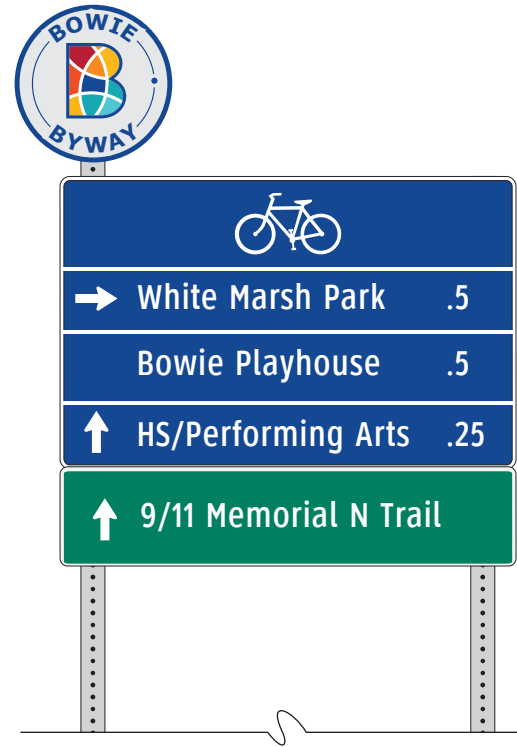
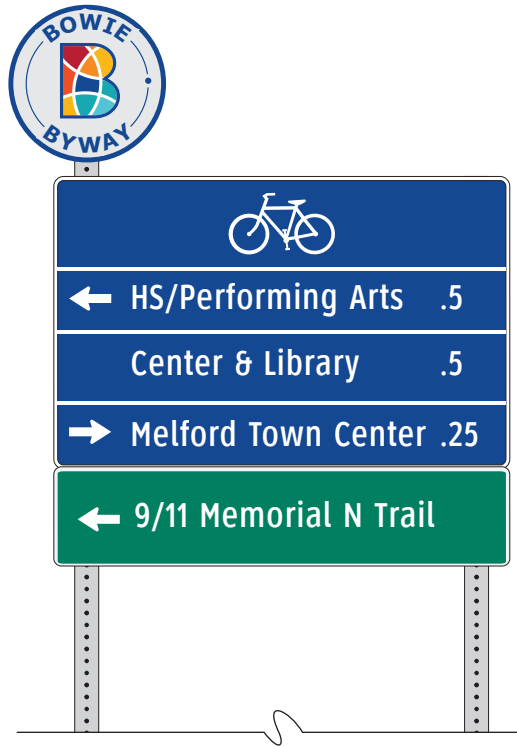


A On Road - Large Directional

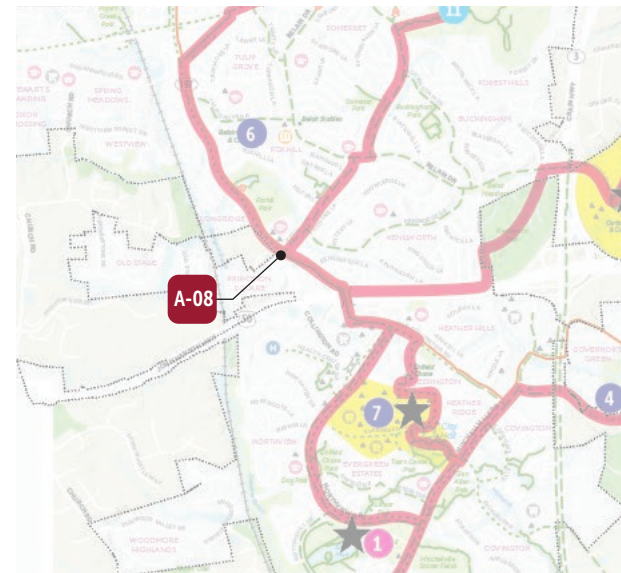


A On Road - Large Directional

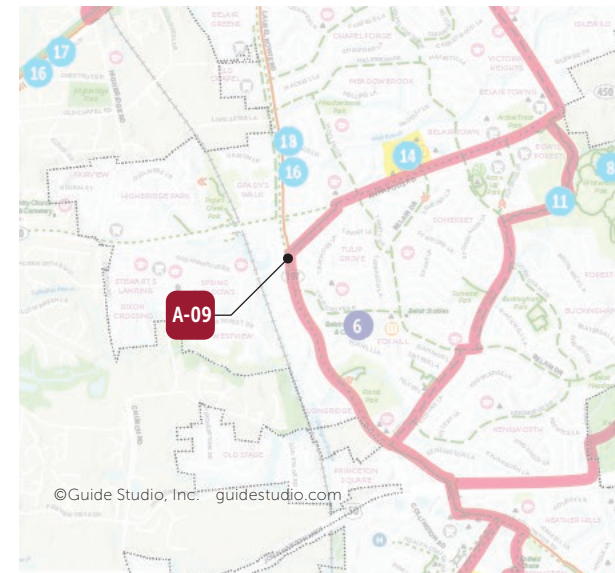
WAYFINDING LAYOUTS
SCALE: 3/4" = 1'



A On Road -Large Directional



A On Road - Large Directional



A On Road - Large Directional

WAYFINDING LAYOUTS
SCALE: 3/4" = 1'