

**VILLAGE of NORTH CHEVY CHASE**  
**Proposed Procedures for the Installation of a New Sidewalk on Village Streets That Do Not**  
**Have a Sidewalk on at Least One Side of the Street**

In light of recent interest expressed by some residents of the Village of North Chevy Chase for installation of a sidewalk on one side of the street for blocks within the Village that do not currently have a sidewalk on either side of the street, the Village Council has decided to establish a procedure for the submission of such requests and their consideration. Going forward, such requests would need to be submitted during a specified time period in the year prior to the adoption of a 10-year capital plan by the Village. However, given that the current 10-year capital plan has already been adopted, the Village Council will consider requests submitted consistent with the arrangements described below (and the process described below will apply in the case of subsequent 10-year capital budget plans as well).

**Eligibility:** Requests may be submitted by property owners with residences on blocks in the Village which do not have a sidewalk on at least one side of the street. The following five blocks in the Village have been identified as falling into this category:

- 3700 block of Stewart Driveway
- 8900 block of Clifford Avenue
- 9000 block of Clifford Avenue
- 9000 block of Montgomery Avenue
- 3600 and 3700 blocks of Husted Driveway

**Initial Submission:**

- For requests to be considered in conjunction with the current 10-year capital plan, such requests must be submitted in writing to the Village Manager by no later than May 31, 2021.
- To be further considered by the Village Council, those requests must have the written affirmative support of a minimum of 60% of the property owners on the block (properties on both sides of the block count in calculation) in order for it to be considered. This request should take the form of a letter submitted by those property owners to the Village Manager requesting the installation of a sidewalk on that block. The letter should provide clear evidence of property owner concurrence (i.e. signatures, attached emails). The properties to be considered for this process would include properties with street numbers on either side of the block, as well as any corner lots with a side yard facing the street.

**Subsequent Consideration:**

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- The Village Council will then arrange a demonstration of where the sidewalk would likely be installed (chalk paint markings) on either side of the street,
- If the Council believes it to be necessary, it will obtain at this time a fully-loaded cost estimate of the installation of a sidewalk on either side of the street.
- If after the demonstration of where the sidewalk would be installed, a minimum of 80% of the property owners on both sides of the block have, by September 1, 2021, confirmed in writing that they want a sidewalk installed, taking account of the impact on affected properties (as shown by chalk paint markings) and of any cost estimates obtained, a final decision would be taken at the September 2021 Council Meeting regarding the installation, including a decision as to which side of the street the sidewalk will be placed and the timeframe for installation (which normally would be no later than 24 months after the decision has been taken).

**Final Decision:** In taking the final decision as to which side of the street the sidewalk will be installed on and the timeframe for installation, the Village Council will take into account the following considerations:

- The fully loaded cost estimate in each instance for the installation a sidewalk, including the costs of laying the sidewalk; removal or relocation of Village or property-owner owned trees, shrubs or other landscaping features; relocation of utility poles or other utilities (such as fire hydrants, gas lines, drainage grates, etc.); modification or relocation of existing structures (walls, fences etc.); surface regrading; and construction of any required retention walls.
- Applicable State and Montgomery County guidelines regarding sidewalk installation, including those related to disability accessibility, storm water management, environmental considerations and other related matters.
- Optimum sequencing of the installation of sidewalks in the event of a decision to install sidewalks on more than one block.

Any questions regarding this process should be directed to the Village Manager at 301-654-7084 or [nccinfo@northchevyCHASE.org](mailto:nccinfo@northchevyCHASE.org).