

**County Executive  
of  
Howard County, Maryland**

**Executive Order: 2020-16  
Dated: October 6, 2020  
Subject: Howard County Sidewalk  
Expansion Policy – Process for Public  
Input on Sidewalk Construction**

**WHEREAS**, when Howard County adds new sidewalk segments on public property along County roads the community benefits from improved safety and walkability, as do the adjacent property owners; and

**WHEREAS**, the current Howard County policy guiding the procedures for communication to adjacent property owners regarding new sidewalk segments on public property along County roads was adopted in 1999 through a County report entitled “sidewalk extensions in established residential neighborhoods policy”; and

**WHEREAS**, the vision and goals of the Howard County General Plan, the Howard County Pedestrian Master Plan and the Howard County Complete Streets Policy have superseded the 1999 policy and are intended to result in more positive outcomes in terms of communication to property owners, improved walkability, pedestrian safety, and quality of life in Howard County; and

**WHEREAS**, adjacent property owners need to be adequately notified and informed of their rights and responsibilities as they were under the previous sidewalk extension policy; and

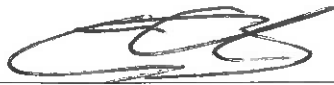
**WHEREAS**, the County has identified five different scenarios by which sidewalk extensions may be identified and/or recommended for construction and whereas slightly different notification and/or approval processes are needed for each situation; and

**WHEREAS**, the Complete Streets Implementation Team (CSIT) formed by the County Administration in compliance with Council Resolution No. 121-2019 and the Howard County Multimodal Transportation Board have reviewed and approved a new policy for community notification or approval of new sidewalks on public property along county roads.

**NOW, THEREFORE, BE IT ORDERED** that the policy of Howard County is to follow the process for public input on sidewalk construction as described in the Attachment A– “Howard County Sidewalk Expansion Policy – Process for Public Input on Sidewalk Construction” to this Executive Order.

**IN WITNESS WHEREOF**, I, Calvin Ball, as County Executive of Howard County, Maryland have hereunto set my hand and caused the seal of Howard County to be affixed this 6 th day of October, 2020.



  
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Calvin Ball  
County Executive

## HOWARD COUNTY SIDEWALK EXPANSION POLICY – PROCESS FOR PUBLIC INPUT ON SIDEWALK CONSTRUCTION

**Introduction**

When Howard County adds new sidewalk segments on public property along county roads the community benefits from improved safety and walkability. Adjacent property owners also benefit from the infrastructure improvements, however, they should also be aware of the maintenance responsibilities.

These guidelines provide the procedure for communication with adjacent property owners regarding new sidewalk segments on public property along county roads, replacing the 1999 report “Sidewalk Extensions in Established Residential Neighborhoods Policy”. The new guidelines support the vision and goals of the [Howard County General Plan](#), the [Howard County Pedestrian Master Plan](#) and the [Howard County Complete Streets Policy](#) and are intended to result in more positive outcomes in terms of communication to property owners, improved walkability, pedestrian safety, and quality of life in Howard County.

**Process For Community Notification or Approval**

The chart below will be used for new sidewalks on public property along county roads.

Scenario		Process
1	Sidewalk segment is identified in current Pedestrian Master Plan.	Adjacent property owners are <b>notified</b> of the new sidewalk segment, but their approval is not required. Project description, community benefit and adjacent property owner maintenance responsibilities must all be included in the notification.
2	Sidewalk segment is within walking distance of a Howard County Public School, as defined by <a href="#">Howard County Public School System Policy 5200</a> .	
3	Sidewalk segment is an extension requested by Howard County Government as part of a development project.	For scenarios 1, 2 and 4, Howard County Department of Public Works will send notification by certified mail to adjacent property owners at least 5 weeks before construction. Notice of construction to the public is generally 2 weeks before construction. Additional communication with adjacent property owners earlier in the process will be conducted as appropriate to ensure adequate awareness of County activity.
4	Sidewalk segment has been identified by the Office of Transportation as required for safe access to a transit stop, commercial or institutional use, use, park, sidewalk, pathway, or other public facility. The Office of Transportation will update this list on an annual basis by July 1 of each year.	
5	Sidewalk segment does not meet any of the criteria in 1 through 4 above.	Property owner <b>approval</b> by the following process is required. Local community must express their support through a community vote to be administered by Howard County. There will be one vote per property on the affected street. All property owners on the affected street within one quarter mile of the new sidewalk will be provided the opportunity to vote. Two-thirds support of the households that submit a vote is required as expression of community support.

**NOTES:**

- 1) Sidewalk segments in scenario 5 with community support will be considered through a prioritization process for the annual capital budget. The Prioritization Process is being developed as part of Complete Streets Implementation in 2020. The Office of Transportation and the Department of Public Works will work together to identify the properties to be included in the vote based on the parameters above and make adjustments based on the location of each project.
- 2) For all scenarios, sidewalk segments proposed on private property, or requiring disturbance to adjacent private property for its construction, will go through the existing easement process.
- 3) Sidewalk segments that are part of capital projects for roadway improvements are excluded from this process and will continue to go through the community engagement process for capital projects.