



Lardner/Klein Landscape Architects, P.C.

Memorandum:

To: Cate McDonald, Town of Brookeville
From: Jim Klein
Cc:
Date: 1 April 2021
Subject: **Kick off Meeting:** Comprehensive Plan Update to Transportation, Pedestrian Networks & Streetscaping Elements

Purpose of the Meeting

Kick-off and Brainstorming Work Session #1 and Town Tour

Draft Agenda

1. Conduct sidewalk walking tour with Town representatives (outdoor, socially distant, rush hour safe) – three stops for discussion (20-30 minutes at each stop)
 - a. **Brookeville Academy**
 - discuss overall vision for transportation/pedestrian networks and streetscaping elements
 - discuss opportunities and challenges to implement vision (core area issues/traffic calming concepts and ideas for Georgia Avenue south approach into Town)
 - b. **Market Street**
 - discuss character defining features of historic district/desired character for Market Street
 - discuss opportunities and challenges to implement vision (e. g. all-way stop? reduce MD 97 turning radii to create more space for pedestrians, etc.)
 - c. **Georgia Avenue** (at end of sidewalk)
 - discuss character defining features of historic district/desired character
 - discuss opportunities and challenges to implement vision (e.g. how to create more space for safe walking/traffic calming for Georgia Avenue north of town)
2. Return to Brookeville Academy (30 minutes)
 - Review the project scope and schedule, public process, logistics, etc.
 - Discuss project web page (draft)
 - Discuss town survey