SUMMARY:
The masterplan is intended to broaden the impact and utilization of the museum and its campus, enhance the quality and broaden the range of the visitor experiences and the efficient operation of the museum. The plan constitutes a 10-year vision, which would be implemented in phases. The plan is a consolidation of discrete elements, most of which can be executed independently. Each element is scalable and tunable to adapt to evolving requirements, budgets, and schedules. Key elements and issues addressed include:

- Provide additional parking
- Clarify the extent of the museum’s grounds as seen from Route 108.
- Create gathering areas of various sizes
- Increasing the number of studios available to artists.
- Replace stand-alone storage sheds that are unattractive and impede foot traffic flow.
- Attract people to explore the property.

This plan has been prepared by the members of the Sandy Spring Museum Buildings and Grounds Committee. A fundraising campaign will be undertaken, and we will start to implement elements as budgets permit. When appropriate, we will seek a Site Plan Amendment form Montgomery County for those portions of the plan that so require.
EXISTING CONDITIONS:

Context: The site is positioned at the edge of the Sandy Spring community along Route 108, effectively positioned as a gateway to Sandy Spring for westward-bound travelers. The deep setbacks and forested front lawn begin the transition to an open space buffer between Sandy Spring and Ashton to the east. Immediately to the east is Cloverly, an historic Greek Revival house and property with an expansive front lawn. To the southeast is Sherwood High School, which offers a supportive relationship by providing parking for large events at the museum. Across Route 108 to the south a new church is under construction. To the west is a service station and small commercial building on the corner; directly behind that facility is a vacant 3-acre lot with development opportunities; the Housing Opportunities Commission has considered developing affordable housing on that site. To the north are secluded residential properties.

Property: The property was originally 2 parcels, which were consolidated through a subdivision process in the early 2000s. There are several structures on the property.
1. The main building, including the exhibit hall, the octagonal gathering space, the office wing, and what is now a Pottery Studio were built in 1996. It is about 8,800 square feet.
2. The library and collections storage wing was added in 2006. It is roughly 3,400 square feet.
3. The barn at the north end was converted into artist studios in 2016. It is roughly 1,500 square feet.
4. The residential house, which was originally on its own lot. Improvements were made in 2016 to make it rentable.

These projects were developed under a Site Plan approved by M-NCPCC, which limits development to 12,500 square feet (since the barn existed prior to the Site Plan approval, it may not have been considered “development”). In addition, there are:
5. A storage shed used by the Garden Club.
6. A storage shed used by the Museum to store tents and chairs.

There are several restrictions on the property including:
1. A Public Utility Easement that runs along the north side of the public multi-modal sidewalk along Route 108.
2. Three Stormwater Management Easements (1 east of the Library, 2 west of the Parking Lot).
3. Forest Conservation Easements:
   a. A Type II easement at the front of the site near the end of the pergola protects existing large trees, but permits mowing and clearing of understory. However, construction, paving and grading of land are prohibited.
   b. Another Type II easement at the rear of the site.
   c. A Type I easement covers the majority of the forest at the rear of the site. Type I easements prohibit clearing of any tree, bush, or vegetation. They prohibit construction, paving or grading of the ground. They also prohibit the dumping of unsightly materials (trash, ash, non-biodegradable materials, etc). Diseased or hazardous trees or tree limbs may be removed to prevent possible property damage or personal injury, but only after a reasonable notice is given to the Planning Board.

See the Existing Conditions Site Plan on the following page.
EXISTING CONDITIONS

SITE PLAN

1. Forest Conservation Easement, Category 1
2. Forest Conservation Easement, Category 2
3. Public Utility Easement
4. Stormwater Management Easement
5. Zoning Setback line

Sandy Spring Museum Masterplan

adopted 01.13.2020

Revised 02.09.2022

1" = 100' +/-
01.13.2020

NORTH
ACTIVITIES:
Current uses and their effectiveness include:

Highly effective:
• Small and large outdoor events like the Strawberry Festival and beer gardens
• Mid-sized formal events like the gala
• Folklife programs
• Lectures & Performances
• Social Dance Classes
• Jam Sessions / Sing-Alongs
• Community Meetings
• Management of the museum’s Collection & Archives
• Historical Research
• Small private rentals (up to 120 people)

Reasonably Effective:
• Exhibits

Moderately Effective:
• Artists in Residence

NEEDS:
• Improve flow during festivals (and in general)
• Change the sense that the site still feels like two separate parcels.
• Provide indoor and outdoor space for folklife activities
• Better integration of artists into the mission and general activities
• Increase the number of artist studios
• Accommodate larger private events such as weddings
• Improve visibility, presence, appearance, and wayfinding from street – create gorgeous grounds that attract visitors.
• Better utilization of grounds
• Create walking opportunities around the site
• Create covered outdoor gathering spaces

DESIGN PRINCIPLES:
The design principles for future changes include:
• Design solutions should integrate landscape, history, architecture, and art.
• In keeping with the existing building and the Quaker history of the community, the materials and forms used in new designs should utilize natural materials with integrity, simplicity, and honesty in their tectonic expression.
• Interventions should reinforce and extend the clear delineation of circulation axes between building masses and across the site.
• Use simple shapes except at limited focal elements. New structures, where appropriate, may take on new expressive forms while additions should reinforce and continue the existing architectural forms, materials, and color.
• Placement and massing of new elements should continue the established language of clustering discrete forms to creates outdoor spaces and articulate circulation patterns.
• Landscape elements should be native species, low-maintenance, and informal in character / not overly manicured.

PROPOSED ELEMENTS:
The conceptual masterplan for the improvement of Sandy Spring Museum includes several discrete elements. Most items are autonomous; their scope, design and the timing of their implementation can be modified with minimal impact on other elements. Following is the Proposed Site Concept and a description of each element, and in some cases the outline of one possible design solution, which is used for illustrative purposes and to establish an order-of-magnitude construction budget for fundraising purposes.
1. Walkways
   1a paved
   1b gravel or shell
   1c natural surface
   1d paved plaza
2. Artists’ Studios
3. Additions
   3a storage
   3b garden club
   3c restrooms
   3d FolkLife Hub
4. The Commons / Amphitheater
5. Demolish House
6. Increase On-Site Parking
7. Overlook Perch
8. Streetscape Landscaping
9. Picnic Cluster
10. Add Off-Site Parking
11. Alterations
    11a Entry Lobby Expansion
    11b WonderRoom
    11c Pottery Studio windows

Proposed Plan
1. **Folklife Hub**

**Objectives:**
- Expand our visibility as Regional Folklife Center of Montgomery County
- Meet space demands of folk artists
- Increase level of activity on site

**Description:**
Create a multipurpose space that is primarily intended for use by regional folk artists for rehearsal, classes, meetings, and recording digital programming. The space can be accessed without going through the main entrance.

A. Create indoor space by repurposing the "kitchen" in the exhibit hall, and building an addition that fills the area between the exhibit hall and library wing.

B. Create outdoor performance and informal gathering space by constructing a covered porch and taking advantage of the terraced lawn for seating.

C. Add restrooms that can be accessed directly from the outdoors in order to provide new facilities for outdoor events, and make alterations such that existing indoor restrooms are available to after-hours users of the space.

2. **Increase On-Site Parking**

**Objectives:**
Provide additional parking to accommodate all visitors during high-demand regularly-scheduled events, reducing the frequency of parking on the grass. This would not increase parking during major festivals, which would utilize the parking areas for booths and activities.

**Description:**
A three-prong approach to adding parking:

1. **Restripe** the existing parking lot to maximize the number of parked cars, which can be inefficient in an unstriped situation.
   a. Mill and overlay existing asphalt.
   b. Use artistic or colored paving paint at circular area – just for the lines, the access aisles, or for selected parking spaces.
   c. Regrade existing accessible spaces to be ADA-compliant; provide new concrete paving and signage.

2. **Expand western parking lot** to add approximately 16 additional spaces.
   a. Use PaveDrain, Grasscrete, or similar pervious paving systems.
   Provide new shrubbery at edges of new parking & trees at islands.

3. **At eastern entrance**, provide new driveway, turn-around, and approximately parking spaces (including 1 accessible). In addition to providing additional parking, this entrance will make it clear to new visitors driving along Route 108 how to approach the museum. The driveway would be across Route 108 from Sherwood High School's driveway.

   **Implementation of a relocated and widened curb cut** (versus keeping the existing single driveway curb cut where it is) is subject to the review of Maryland State Highway, which can be a "thorough" process. The museum will work with the state to create a crosswalk from the high school parking lot to the museum parking lot.

   a. Relocate curb cut, with State Highway review/approval.
   b. Driving surface to be pervious and ornamental paver system, or crushed stone/oyster shells.
   c. Develop center of circular turn-around as a landscaped area, potentially a fire pit.
   d. Provide new shrubbery and trees at edges & islands of new parking and ornamental plantings at island in turn-around.
   e. Work may require removal of 3 large Silver Maples and measures to trim roots of a fourth.
   f. **Modify existing driveway around back of Library to be a Grasscrete lane**, not pervious and ADA.

3. **Walkways & Trails (including Sculpture Path)**

**Objectives:**
- Fully utilize entire property
- Enhance & diversify the visitor experience
- Support the work of local or resident artists

**Description:**
Create a series of pathways around the site, some of which could be used both for pedestrian and equestrian visitors, with sculptures located at various intervals.

A. Create paved walkways at primary traffic locations

B. Create stabilized crushed gravel or shell paths at secondary areas.

C. In forest conservation easements, enhance existing and add additional natural-surface paths, as a community volunteer project.

Develop a sculpture program; general intent is that three-dimensional installations in a range of media, artistic philosophy, style, and scale be dispersed around the property, reinforcing the route around the site by defining gateways, edges, and focal points. These can be a mixture of permanent, semi-permanent or rotating-display sculptures.
4. Existing Space Alterations

Objective: Address specific shortcomings with existing spaces.

Descriptions:

Main Entry / Front Desk:
- Make main entry location clearer from the street and parking lot(s). This may involve ground surface materials, construction of a tall portal, signage, and/or other elements.
- Reconfigure lobby and sales desk so that a staff person is visible from the front door, even if at a mobile desk.

WondeRoom:
- Replace doors with glazed doors.
- Add windows in exterior wall, potentially high on wall between existing studs.
- Remove plank flooring and provide new smooth surface flooring.

Pottery Studio North Wall:
Given the planned removal of the storage shed and increased use of that lawn for public circulation, add windows in north wall of Pottery Studio to both provide improved daylighting in studio and increase public awareness of artist activity.

5. Demolish House

Objectives:
- Remove perception of residential character.
- Visually clarify extent of museum property and public access.
- Improve circulation around site during festivals.
- Create opportunities for new mission-based activities on site.

Description:
Full demolition of house including footings and capping of utilities. This newly-opened space can accommodate Gathering Areas or establish a formal lawn. The removal of the house and its associated driveway will reduce the impervious area for stormwater management considerations, reducing the cost of new stormwater systems required for other plan elements if done as part of the same permit application.

6. Streetscape Landscaping:

Objectives:
- Improve the curb appeal of the museum.
- Articulate the extent of the museum property as seen from Route 108.
- Enhance the entrance experience, including the driveway and the route from the circular parking to the front door.
- Capture storm runoff.

Description:
Create a series of landscape beds along the Route 108 promenade and at the Bentley Road entrance. Each garden to be 2-300 sf; anticipate (18) 200 sf gardens, constructed in phases. Provide plaques and signage to identify garden themes and plan species, including labelling existing trees and shrubs in front yard.

At Bentley Road entrance, create Conservation landscaping planting beds flanking the driveway.

At existing concrete-paved accessible parking, cut back the excessive amount of concrete and add a landscaping bed between the parking spaces and the trellised walkway to emphasize the main entrance to the museum.

Add landscaping beds at main entrance at currently-oversized accessible parking spaces.

The landscaping will be executed as a series of smaller projects, incrementally over time. Some may be opportunities for supplemental stormwater management, for which grant funding is available for a portion of the cost.

7. Artists’ Studios

Objectives:
- Support the local visual, performing and literary artists’ community.
- Increase level of activity on site.
- Increased earned income potential.

Description:
Expand the large 19th century barn so it is double in size.

Requirements: Studios will enjoy natural light, high ceilings, heating & cooling, and have wifi service and service sinks with hot & cold water. They will utilize restrooms already installed in the barn on the upper level. A new accessible restroom will be created on the lower level.

The addition of more studios in this area creates a concentration of studios, an artist cluster, rather than randomly placed structures. It will also help with centrally-locating utilities and shared amenities (like bathrooms)

Outdoor lighting, walkways, utility connections and Stormwater Management systems will be required for this work.
8. Storage Additions

Objectives:
- Meet functional storage needs for folk artists, the Museum and the Garden Club
- Improve circulation patterns around site by relocating shed functions.
- Improve appearance of grounds by replacing existing storage sheds and enhancing the east façade of the library wing
- Remove garden club shed from the forest conservation easement.

Description: Replace the large storage shed on the north side of the pottery barn with an addition on the east side of the Library Wing, approx. 500 sf. It is for tents (which have poles up to 20’ long), tables, & chairs. Provide deep overhangs and a long “porch” with quality-grade doors, windows, siding, trim, and simple landscaping to create an inviting façade with depth, facing the public grounds around the East Lawn.

On the north side of the library, the exterior flight of stairs going to the utility room would be enclosed by an addition with 100 sf to be used by the Garden Club, visually clarifying and improving the appearance of this area which will have a shelter for gatherings and attract more members of the public than currently visit that area of the site.

The water cistern at the end of the Pottery Barn would be cleaned up and the space improved to become a circulation link from the courtyard to the rest of the site walks.

Storage rooms will be wood-framed on concrete slabs, with no insulation or heating/cooling systems but with natural ventilation. Outdoor lighting should be provided. Utilities would be extended from adjacent buildings. Stormwater Management systems will be required for this work.

9. Amphitheater

Objectives:
- Install a permanent outdoor theater for performances, films, and folklife gatherings.
- Support existing and create new opportunities for performances
- Increase level of activity on grounds
- Increase earned income potential

Description:
Create an amphitheater at the far north end of the east lawn. The amphitheater will be the focal element at the end of the commons, which will run diagonally throughout the property.

A. Provide grass seating for about 120 people.
B. The center stage will be grass (FF) so as not to look out of place on days when not in use
C. Installation of curved Corten Steel wall panels to serve as demarcations for the theater, art pieces, and view/sound buffers between the stage and the neighboring property.

10. The Commons

Objectives:
- Accommodate community-gathering events such as farmer’s markets, yoga/exercise classes, fireside storytelling, partner events
- Multiple simultaneous meeting, activity, relaxation, and play activities, possibly encouraged by lawn furniture
- Create a focal point visible from Route 108 to attract visitors.

Description:
The design of these areas is flexible and pre-formative at this time; we anticipate conducting a community charrette to engage the public in the process of refining the concept. The intent is to create an interconnected series of outdoor spaces that establish a sense of separated togetherness.

Some of these spaces may be defined lawns and plazas, stepping down taking advantage of existing topography on the East Lawn. The surface material will vary based on use, and may include grass, pea gravel, pavers, dyed concrete, or PVC decking. Some may include tiered bench seating set into the grade. In key locations, shade structures such as tensile fabric canopies or pergolas will be provided.

Selected spaces will focus on more- or less-formal stages, potentially with temporary or permanent coverings and backdrops. The edges of spaces will consist of landscape beds, sloped grade, shrubs/hedges, low stone walls, etc.

Depending on ground surface materials and potential partial shelters, Stormwater Management may be required; outdoor lighting should be provided.
11. Overlook Perch

Objective: Create a sheltered outdoor activity zone suitable for a range of uses from personal reflection to lectures to outdoor dining, including rental potential.

Description: In the hillside just west of the boardwalk between the administrative offices and the "Barn," construct a new 2-level structure. The ground floor will be a storage room. The upper level will be an open-sided shelter that could accommodate approximately 16-20 people seated at tables. Stairs would wrap around the structure to connect the parking lot with the pergola/boardwalk.

Electricity would be extended from the Main Administration building. Building-mounted lighting of the gathering space, the stairs, and the lower level entry (and interior) is required. Stormwater Manager will be required.

12. Picnic Groves

Objectives:
- Increase use of the property by encouraging picnicking at various points on the property.
- Engage partner organizations in the community to design the tables.
- Increase visual interest for visitors.
- Generate publicity.

Description: Replace existing picnic tables with new, unique outdoor dining experiences. These could be custom-designed custom-built functional sculptures, and/or standard tables that are painted, augmented, or otherwise decorated. Perform minor regrading and mulching work. A primary cluster will be located in the front yard along the trellised axis. Secondary clusters will be located in more private areas of the site with different views. The need for additional outdoor lighting will be evaluated as part of the design effort.

As an option, bar-b-que grilles could be added at select locations.

It is anticipated that the process for developing the tables will be an interactive one with the community. That may take the form of a competition for artistic tables, a charrette process with representatives from partner organizations such as area schools, or be a one-at-a-time collaborative/commissioning process.

13. Off-Site Parking

Objectives: Provide additional overflow parking for regularly-scheduled events, in the event that the added on-site spaces prove to be insufficient. It is not anticipated that this will be enough parking to accommodate special events such as the Strawberry Festival.

Description: Purchase land or enter into an agreement with landowner of adjacent parcel(s) and construct new parking facilities including:
- Pole lighting.
- Electric car charging ports.
- Stormwater bioretention pond.
- Construct pedestrian walkway to museum, with bollard lighting.

The number of parking spaces and their cost will depend on negotiations with the neighboring landowners.
PHASING:
It is anticipated that the plan would be constructed in several phases over a period of 5 or more years. The specific phasing sequence is not yet determined, but it is anticipated that the Folklife Hub will be the first phase.

One possible timeline of the projects shown below is based on the concept of breaking the project up into several smaller phases in response to the evolving status of potential grant awards and other funding sources, although it is more expensive to do several small projects than one larger project.

IMPLEMENTATION PROCESS:
This is a multi-stage process:

1. Masterplan – draft is complete, pending approval/modification by the Board.
2. Site Plan Amendment – Masterplan will be flushed out in more detail showing all plan elements which involve additional building area or otherwise require M-NCPPC approval. This is an extensive process which includes community input and defines the parameters of what we can build.
3. Fundraising & Financing – anticipated to be a long-term effort; based on financial circumstances, some plan elements will begin implementation prior to completion of fundraising campaign. We will begin seeking grants immediately, and as we shift into requesting private donations, it may be useful to develop conceptual designs and renderings for each element – and potentially create virtual- or augmented-reality experiences – to facilitate communication of the vision.
4. Programming – for each element, prior to hiring a design team we will prepare a more detailed Program of Requirements spelling out the specific functional needs and other aspirations, and defining a construction budget. In the case of some elements, a pro-forma business plan will also be developed.
5. Design – Schematic Design will consider various design options and result in a specific solution with design imagery. Design Development will integrate engineering and construction systems. Construction Documents will detail and specify all aspects of the project. As part of the design phase, detailed Stormwater management plans will be developed and submitted to the County for approval
6. Confirmation – (Value Engineering if necessary, Bidding, Funding approvals, and Building Permitting)
7. Construction

BUDGET:
The overall order-of-magnitude cost of approvals, design, permitting, and construction is anticipated to be in the $8-9 million realm. More detailed and accurate budgets will be developed as the plan progresses and specific elements move into the design phase. At this time, we have made high-level order-of-magnitude estimates of current construction costs and added the following:
• 15% design contingency.
• 5% per year escalation.
• 10% construction contingency.
• 10% design fees
• 3% permitting fees
• 1% utility fees (for some elements)
• 2% other soft costs
• FF&E: a modest sum has been included in some line items for owner-provided items.