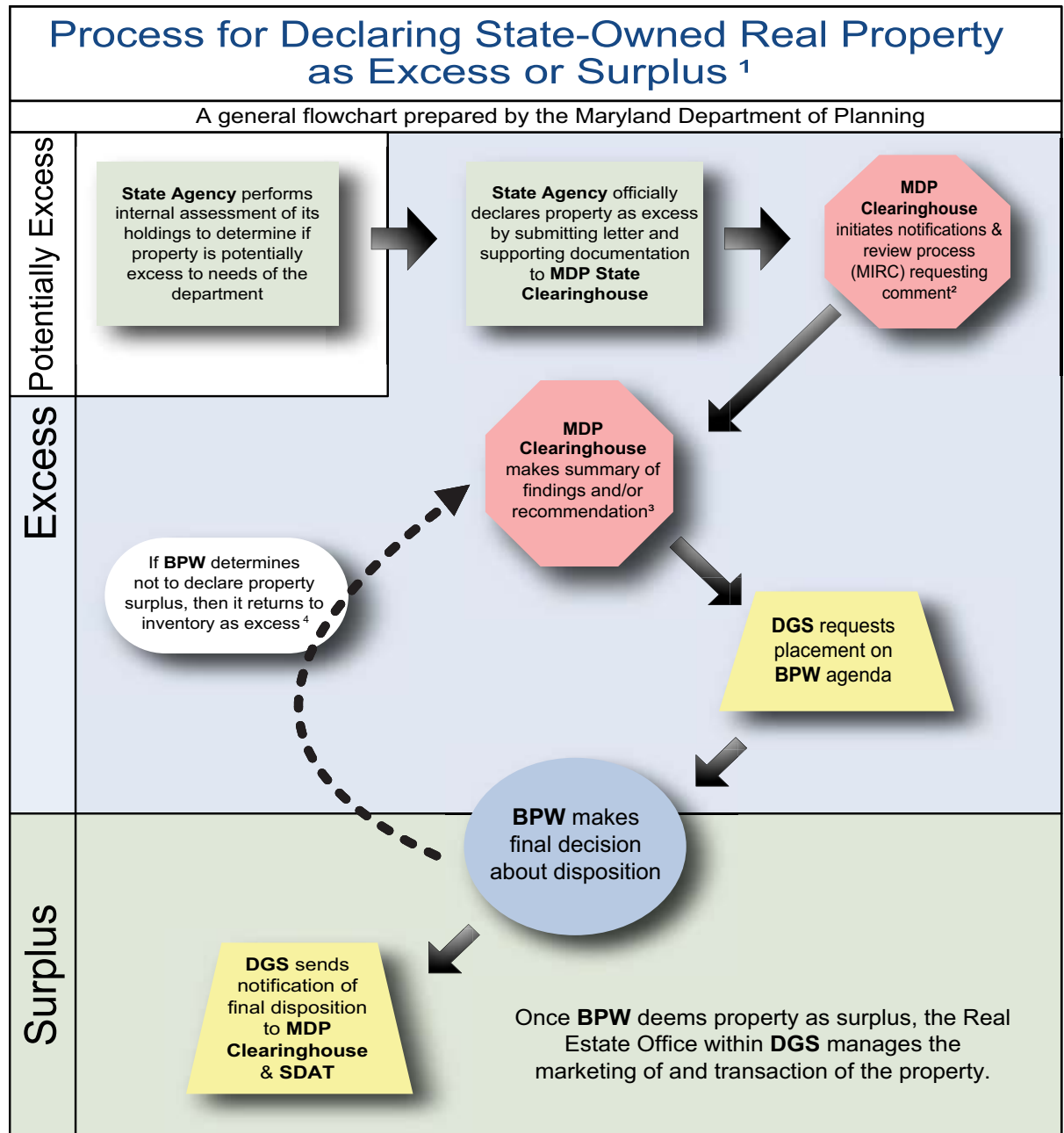


Maryland state government agencies often own and manage a huge portfolio of real property. In some cases, this portfolio consists of a large number of parcels. When these holdings no longer prove to be productive assets for the state, it becomes necessary to declare them surplus property – a designation that can lead to transfer or disposition. When this occurs, the State Clearinghouse for Intergovernmental Assistance, or the “Clearinghouse,” steps in to administer a process that protects Maryland’s natural resources and its investments in real property by applying Smart Growth principles.

This process involves extensive oversight by the Clearinghouse, a division of the Maryland Department of Planning (MDP). The goal of the process is to preserve the quality of Maryland’s built and natural environment while protecting its investments in real property. This is done by applying criteria consistent with Smart Growth principles when property is designated as surplus. The Clearinghouse employs an extensive review network of state, regional, county and local government officials to collect and transmit the views of all affected parties.

Maryland defines Surplus Property as any real property, determined by the State Board of Public Works, that is not required for current or projected needs or necessary to discharge the responsibilities of the state or its political subdivisions, and which will be disposed of under certain conditions as the Board may require.



Notes:

- ¹ This process is applicable to all State-Owned Real Property **except** for: Residential property acquired by foreclosure, DNR property to be sold to an electric company under the Power Plant Siting and Research Program, & all SHA properties which are subject to provisions of the Transportation Article, Section 8-309.
- ² The role of the MDP Clearinghouse is to “examine the proper disposition of the property, ascertain the interest of State agencies and local governments in the property, and make appropriate recommendation to the using State agency and to the Board of Public Works” as part of the Maryland Intergovernmental Review & Coordination (MIRC) process. The Clearinghouse solicits comments and input from State & local governments and elected officials.
- ³ The aforementioned comments gathered during the MIRC process are strongly considered by the MDP Clearinghouse before submitting a recommendation or a summary of findings to the BPW.
- ⁴ Clearinghouse comments, summaries of findings, and recommendations are valid for three years. After three years, the property returns to the original State Agency and must begin the process anew.

The Clearinghouse oversees regulations and procedures for managing the process for:

Reporting and processing of excess state-owned real property;

Reviewing a *substantial change** in the use of the property; and

Requests for granting of right-of-way and easements across state-owned real property

* Substantial change is defined as any change in the use of real property that would:

- Result in major alternation in the function or services being provided
- Require physical alteration to a structure that costs \$50,000 or more
- Require demolition or removal of a usable structure that costs \$15,000 or more

e-MIRC

The Maryland Intergovernmental Review and Coordination process, or MIRC, is the process used to facilitate these reviews. Electronic MIRC, or e-MIRC, is the web-based mechanism for delivering faster and more efficient service by enabling project reviewers to enter comments electronically into a shared database. This speeds up the entire review process.



The Clearinghouse works to ensure maximum consistency of proposed action between all affected parties: state, regional and local plans, programs and objectives. The goal is to reduce or eliminate the spending of public funds to acquire or maintain real property that is not needed. Ensuring that property uses are compatible with the plans and programs of state and local agencies is also a major goal and responsibility of the Clearinghouse. This extensive review process helps the state serve as a good steward of its assets by maximizing public investments; eliminating duplicative or wasteful spending and ensuring the integrity of the process for managing or disposing of state-owned real property.



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A Smart Growth Approach to Managing State Surplus Property



Maryland State Clearinghouse for Intergovernmental Assistance



Maryland Department of Planning

Martin O'Malley, Governor

Anthony G. Brown, Lt. Governor

Richard Eberhart Hall, AICF Secretary

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