

COUNCIL OF CHEVY CHASE VIEW
Monthly Meeting

Date: April 19, 2017
Place: Christ Episcopal Church, Kensington, Maryland
Present: Paula Fudge, Chair; Coral Bell, Peter Marks,
Ron Sherrow, Council members
Jana Coe, Town Manager
Ron Bolt, Legal Counsel for Town
Joseph Toomey, CCV Permit Administrator-Municipal
Engineer

Called Meeting to Order: 7:16 p.m. by Paula Fudge, Chair

Approval of Minutes of March 15, 2017 Monthly Meeting, March 21, 2017 Driveway Apron Policy Work Session and April 4, 2017 Driveway Apron Policy Work Session: Paula Fudge moved the minutes of the March 15, 2017 Monthly Meeting, March 21, 2017 Driveway Apron Policy Work Session and April 4, 2017 Driveway Apron Policy Work Session be approved. Coral Bell seconded the motion. The motion passed by a vote of 3-0.

Financial Report for Period March 1, 2017 to March 31, 2017: Coral Bell moved that the financial report for the period March 1, 2017 to March 31, 2017 be accepted. Ron Sherrow seconded the motion and it passed by a vote of 3-0.

Council Member Walk: Ron Sherrow conducted the Council member walk and noted several right-of-way issues that will be handled by the Town Manager.

Report Issuance of CCV Permit 381-004001 - Portable Storage Unit - 4305 Glenridge Street (Tinsley): Application Received April 12, 2017 - Permit Issued April 17, 2017. Permits for dumpsters or portable storage units, for projects that do not require a construction permit from the Town, are processed the day in which the application is received, signed by the Council Chairperson, and delivered to the applicant with instructions for the right-of-way care and protection requirements.

Permit Application - Pool and Retaining Wall - 4101 Saul Road (Shkyllar): Aleksandr and Oksana Shkyllar applied for

a building permit for their home at 4101 Saul Road, in the Town of Chevy Chase View. The application complies with all of the applicable rules and restrictions of the Chevy Chase View Municipal Code.

Mr. Toomey's review is based upon the description of the project on the application, the site plan produced by W. L. Meekins, Inc., dated March 8, 2017, and revised April 5, 2017, and the pool construction plans by Latham Pool Products, Inc., dated March 4, 2017. The scope of the project includes the construction of an in-ground pool, pool deck and retaining wall in the rear yard of their property. The existing shed will also be relocated within the rear yard.

The dimensions of the pool are shown as 16 x 33 feet. The pool will be located in the right rear corner of their property, 16 feet from both the rear and side property lines. A 3-foot wide pool deck will surround the pool. The setback requirement for a pool is 15 feet, and 10 feet for a pool deck. The 3-foot high retaining walls are to accommodate the pool construction on the sloping grade of the property. Mr. Toomey recommended that the Council approve the building permit application. The Montgomery County Department of Permitting Services (DPS) issued permit number 794033 on March 28, 2017.

Ron Sherrow moved the building permit application be approved. Coral Bell seconded the motion and it passed by a vote of 3-0.

Permit Application - Partial Demolition, Additions - 4216 Everett Street - Adams/Metzger): Cecelia Adams and David Metzger applied for building permit for their home at 4216 Everett Street, in the Town of Chevy Chase View. The application complies with all of the applicable rules and restrictions of the Chevy Chase View Municipal Code.

Mr. Toomey's review is based upon the description of the project on the application, the Site Plan and the Right-of-way Tree Plan, both by Total Engineering Services, and both dated April 5, 2017, and the architectural plans by Flanagan Architects, dated February 27, 2017. The scope of the project includes the partial demolition, additions, and renovation of the existing house, to include a family room, kitchen, garage, master suite, attic, open front porch and rear screen porch.

The Established Building Line (EBL) for the property is 56.6 feet from the front property line. The front face of the existing house is set back 59.5 feet. The proposed garage section of the new addition will be setback 58.7 feet from the front property line. The proposed front porch and its roof will extend 7 feet from the front face of the house, which is 4.1 feet into the allowable 5 foot projection into the EBL.

The proposed setback from the left (east) side property line will be 15.4 feet, and the existing setback from the right (west) side property line will be 15.0 feet, both meeting the 15 foot side setback requirement. The cornices and eaves will project 1'-1" into the left side setback, and 1'-8" into the right side setback, meeting the allowable 2 foot projection. The rear yard setback will be 74 feet, meeting the 25-foot requirement.

The site plan indicates that the existing driveway apron will be retained. A new front walk will be located 15 feet from the 30-inch caliper maple tree, meeting the recommendation of the Town Arborist. Mr. Toomey recommended that the Council approve the building permit application. Paula Fudge moved the building permit application be approved with condition that the approval does not include any change to the Town right-of-way (including the size of the driveway existing apron) except for the installation of the new front walk. Coral Bell seconded the motion and it passed by a vote of 3-0. A Montgomery County Department of Permitting Services application for a building permit for alterations to an existing building has been filed and is pending.

Report Issuance of CCV Permit 384-04004 - Portable Storage Unit and Dumpster - 4100 Franklin Street (Costa):

Application Received April 14, 2017 - Permit Issued April 18, 2017. Permits for dumpsters or portable storage units, for projects that do not require a construction permit from the Town, are processed the day in which the application is received, signed by the Council Chairperson, and delivered to the applicant with instructions for the right-of-way care and protection requirements.

At 7:25 p.m. David Albright joined the meeting via telephone.

CCV Building Permit Summary for April 2017

New Applications for building permit:

- 4305 Glenridge Street (Tinsley) Storage unit - applied 4/11/17, issued 4/17/17
- 4101 Saul Road (Shklyar) In-ground pool/pool deck - applied 3/29/17
- 4216 Everett Street (Adams and Metzger) Major addition - applied 3/1/17
- 4101 Franklin Street (Costa) Portable Storage Unit and Dumpster - applied 4/14/17, issued 4/18/17

Approved applications awaiting issuance of the Chevy

Chase View permit:

- 3819 Everett Street (Hamilton and Chen) Demolition of an existing home and construction of a new home - applied 2/23/17, approved 3/15/17

Active and open permit construction projects:

- 9814 Connecticut Avenue (Terrier Development, LLC) Dumpster - applied 1/26/17, issued 1/27/17
- 4117 Franklin Street (Barr) Fence - applied 11/20/16, interim approval 12/4/16, issued 3/31/17
- 4018 Glenridge Street (Egan) Major addition - applied 1/10/17, approved 1/18/17, issued 3/20/17
- 4301 Glenridge Street (Walters) Dumpster - applied 12/1/16, interim approval 12/2/16, issued 12/2/16
- 4301 Glenridge Street (Walters) New house construction - applied 6/13/16, application revised 8/5/16, approved 9/21/16, issued 1/5/17, revised 2/15/17
- 4413 Saul Road (Greene) Portable storage unit - applied 1/27/17, issued 1/28/17
- 10010 Summit Avenue (Bowen/Muldonian) Major Addition - applied 8/6/16, interim approval 8/20/16, issued 9/15/16
- 10106 Summit Avenue (Smith) Fence - applied 3/1/17, approved 3/15/17, issued 4/3/17

Completed projects since the March 2017 Council meeting:

- None -

Update of the WSSC Project BT/CR5424A12, for the Summit Avenue and Cedar Lane Transmission Water Main Replacement and Relocation: The WSSC contractor, Utilicon, is nearly finished with the tie-on work at each of the Town's Cedar Lane intersections. The tie-in work will now proceed north toward Howard Avenue. Once completed, the surfacing of the Cedar Lane roadway will be planned.

At 7:32 p.m. Peter Marks joined the meeting.

Update on Proposed County Zoning Amendment ZTA 16-03 (short-term rentals) - Maryland-National Capital Park and Planning staff has issued a proposed ZTA that will be reviewed by the Planning Board on May 11 (and public testimony and comments may be submitted). Find details at <http://montgomeryplanning.org/wp-content/uploads/2017/04/STTR-draft-ZTA 4.6.17.pdf>

Discuss/Possible Introduction of Ordinance No. 72 to Regulate Driveway Aprons: The Council held two work sessions for the purpose of discussing the current Chevy Chase View *Driveway and Driveway Apron Policy* and what amendments, if any, should be made to the applicable standards for driveway apron and curb construction.

The Council members discussed a draft ordinance prepared by the Town attorney. The Council discussed whether further regulations on driveway aprons were necessary in order to preserve street parking and street trees; to preserve green space and the character of the Town; and to confirm that curb cuts and aprons to be maintained by the Town are properly constructed. The draft ordinance, as written, restricts a lot to one curb cut and limits an apron width to 12 feet, with an additional turning radius of 5 feet on each side, for a total width of 22 feet at the curb cut. Under the draft discussed, existing aprons would be grandfathered. The draft ordinance can be reviewed at [http://www.chevychaseview.org/docs/Draft%20Ordinance%2072%20\(driveway%20aprons\).pdf](http://www.chevychaseview.org/docs/Draft%20Ordinance%2072%20(driveway%20aprons).pdf).

Paula Fudge moved to introduce Ordinance No. 72 for discussion at the May 17, 2017, Council meeting. Coral Bell seconded the motion and it passed 5-0.

Approval of Snow Central Proposal for Snow Removal: The Council reviewed the two-year snow removal proposal submitted by Snow Central. Paula Fudge moved the proposal

be approved. Coral Bell seconded the motion and it passed by a vote of 5-0. Jana Coe will purchase markers for the fire hydrants prior to winter 2017.

Approval of Chamberlain Contractor Proposals for

Curb/Apron/Road Repairs: The Council reviewed six proposals submitted by Chamberlain Contractors, Inc., which include the repair needs of the Chevy Chase View right-of-way roadway, curb, sidewalk, and driveway aprons, as surveyed by Harold Greene and Joe Toomey, on March 29, 2017. These proposed areas were reviewed by Paula Fudge, Coral Bell and Jana Coe on April 14, 2017. The total of the proposals is \$42,800.00, with an offset of \$8,075.61 which represents utility reimbursements to the Town for construction projects that required work in the right-of-way. Ron Sherrow moved that these proposals be approved as submitted. Peter Marks seconded the motion and is passed by a vote of 5-0.

Report on Right-of-Way Tree Review with State Forester:

Paula Fudge, Jana Coe and Tom Laws of Myers and Laws Tree Service reviewed the Town right-of-way trees recently with the State Forester. There are four trees permitted for removal and the current watch list was expanded to include more maple trees on Everett Street, Franklin Street and Glenrose Street.

Maintenance of Shrubbery between Curb and Private Property:

Now that summer is here, this is a friendly reminder to clear or trim shrubbery growing over sidewalks and maintain the area between your property and the street curb.

Town of Chevy Chase View Elections: According to Sec.5.B. of the Chevy Chase View Charter, as amended by Resolution No. 63-12-05 and adopted by the CCV Council on December 14, 2005, "If the number of nominees for the Council so reported does not exceed the number of Council positions to be filled in that election, the nominees so reported shall be deemed elected as of the second Tuesday of May of said year and no balloting shall take place."

There are three candidates for three open Council positions, NO balloting will occur on Thursday, May 11, 2017. Tom Brown, Nancy Kehne and Ron Sherrow will be sworn in as Council members at the May 17, 2017, Council meeting.

Washington Gas Franchise Agreement:

The Council discussed a draft ordinance to grant Washington Gas a franchise to continue operations in CCV. Coral Bell moved to introduce Ordinance No. 73 for discussion at the May 17, 2017, Council meeting. Peter Marks seconded the motion and it passed 5-0. The Ordinance can be reviewed at [http://www.chevy Chase View.org/docs/No73\(WashingtonGasfranchise\).pdf](http://www.chevy Chase View.org/docs/No73(WashingtonGasfranchise).pdf).

Motion to Adjourn: At 8:50 p.m., Ron Sherrow moved the meeting be adjourned. David Albright seconded the motion and it passed by a vote of 5-0.

Time and Place of Next Meeting: The Council will meet next for its monthly Council meeting on Wednesday, May 17, 2017, at 7 p.m., at the Christ Episcopal Church, Kensington, Maryland.

Respectfully submitted,
Jana Coe, Town Manager

NOTES AND REMINDERS -

Bulk Pick-Up - The next monthly bulk pick-up is scheduled on **Saturday, May 6, 2017**. As a reminder, heavy refuse includes major appliances (must have Freon removed), furniture, large toys, bicycles, and plumbing fixtures. Excluded are batteries, propane tanks, bricks, general construction debris and iron pipes. Please have your items at the curb by 7:00 AM on Saturday as the truck comes through early.

Partnership with Wider Circle to Redirect Useable Items Prior to Monthly Bulk Collections: A Wider Circle (AWC), a wonderful organization whose goal is to collect re-usable furniture as well as many other household items, teamed up with the Town of Chevy Chase View to collect and redistribute items to people and families in need.

AWC thanks the CCV community for its generous donations and looks forward to the next quarterly pickup scheduled for **Thursday, June 1, 2017**.

Application for Building Permit - Building Permit Applications for consideration at the May 17, 2017, meeting must be submitted to the Town Manager by 5:00 p.m. on

May 3, 2017. Please note that the review may take several days and an application is not considered perfected until the Town Permit Administrator-Municipal Engineer completes his review. Please contact Jana Coe, Town Manager, at ccviewmanager@verizon.net or 301-949-9274.

PLEASE TAKE ADVANTAGE OF THE FOLLOWING THREE COMMUNICATION OPTIONS FOR TOWN RESIDENTS ONLY

1. Sign Up for eTownMailings: You can now receive the monthly CCV Council meeting minutes and other Council messages and important announcements from the Town Manager. This does not replace the CCV listserv. Go to the CCV website - on the front page under "Quick Links" - you will find the box that says "eTown Mailings". Enter your mail address in the white field, then hit "Go". This will take you to the website of our partner, Constant Contact. Re-type your email address in the box that says "Confirm your email address". Enter your first name, last name and street address in the section titled "Your Information". Finally click the button at the bottom left that says "Save Profile Changes". After you have completed these steps, you will receive an email confirming your registration. Please note that when one member of your household registers for our electronic mailing list, we will discontinue mailing hard copies of these documents to your household.

2. Town Directory and Members Only Access: The Town publishes a Resident Directory in early Fall each year. In addition, this Resident Directory is available online, which allows you to sign up for "Members Only" (link) access to the Resident Directory. When you sign up for access, the online Resident Directory will be updated to include the information you provide. If you are new to the Town, we would like to add you to the Town's online Resident Directory. When the annual directory is next printed in the Fall, your information will be included in the printed version as well. The Town Manager will review all online access accounts and will formally activate residents' accounts. You will receive an email with instructions once approved. We take your privacy seriously and have done everything possible to bring this useful content to you in a secure manner.

3. Listserv - Please consider becoming a member of the CCV listserv. Send an email to ChevyChaseViewNet-subscribe@yahogroups.com. As a reminder, the ChevyChaseViewNet listserv is not intended to be used by residents to contact the Town Manager or Council members. For the latter, please use the appropriate telephone number or email address for the Town Manager or Town Council member(s). To ensure the timeliest response on matters related to Town business or the Chevy Chase View Council, your inquiries are best directed to the Town Manager at ccviewmanager@verizon.net or by calling 301-949-9274.

Website - Please visit our website at www.chevychaseview.org.