

**COUNCIL OF CHEVY CHASE VIEW**  
**Monthly Meeting**

Date: July 18, 2018  
Place: Christ Episcopal Church, Kensington, Maryland  
Present: Paula Fudge, Chair; Tom Brown, Nancy Kehne, Carlos  
Molina and Ron Sherrow, Council members  
Jana Coe, Town Manager  
Ron Bolt, Legal Counsel for Town  
Joseph Toomey, CCV Building Permit Administrator  
Others Present: Harold Green, Chamberlain Contractors  
Will McConarty, 4200 Glenridge Street

The Town Council met in open session at 6:30 PM to conduct a work session and discuss the administration of a contract for sidewalk engineering services. Harold Green of Chamberlain Contractors spoke in detail of the pros/cons of material options and applications that can be considered for the Summit Avenue sidewalk improvement project.

Called Meeting to Order: 7:15 p.m. by Paula Fudge, Chair

**Approval of Minutes of the June 20, 2018 Monthly Council meeting and July 13, 2018 Work Session to Discuss Summit Avenue Sidewalk Design**

**Services:** Nancy Kehne moved the minutes of the June 20, 2018 Monthly Council meeting and July 13, 2018 Work Session to Discuss Summit Avenue Sidewalk Design Services be approved. Carlos Molina seconded the motion by a vote of 5-0.

**Financial Report for Period June 1, 2018 to June 30, 2018:** Ron Sherrow moved that the financial report for the period June 1, 2018 to June 30, 2018 be accepted. Nancy Kehne seconded the motion and it passed by a vote of 5-0.

**Council Member Walk:** Ron Sherrow conducted the monthly Council member walk and submitted his report for follow-up by the Town Manager.

**Building Permit Application - Demolition and New Home - 4221 Franklin Street (Cross):** Alex and Meghan Cross, owners of the property at 4221 Franklin Street in the Town of Chevy Chase View, applied for a building permit to demolish an existing home and to construct a new home at 4221 Franklin Street. 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 by Benning & Associates, Inc., dated June 11, 2018, and the architectural plans by GTM Architects, dated July 2, 2018. The scope of the project calls for the demolition of the existing one-story home built in 1938, and the construction of a new 2-1/2 story home with an unfinished basement. The existing rear yard detached garage will remain in place with no alterations to the footprint of the building, or the exterior three-dimensional boundaries of the structure. The existing driveway and driveway apron will remain in place.

The Established Building Line (EBL) setback for the property is 49.8 feet. The proposed front wall of the house will be set back 50.6 feet from the front property line. The front entry porch and roof will project the allowable 5 feet into the front setback.

The proposed left (west) side property line setback will be 28.0 feet. A side entry porch will project 5'-2" from the side of the house, set back 23.8 feet from the property line. The proposed right (east) side property line setback will be 15.3 feet. A basement egress well will project 2.1 feet into the 15-foot required side setback, meeting the allowable 5-foot projection. The rear yard setback of the screened porch will be 72.7 feet, meeting the 25-foot requirement. The roof cornices will extend 10 inches, and eaves will extend 1'-9" from each face of the main structure of the house, meeting the allowable projections into the required setbacks. Mr. Toomey recommended approval of the application.

Applications have been submitted to the Montgomery County Department of Permitting Services, on 07/03/2018, for demolition of the existing structure (number 843597), and on 07/02/2018 to construct a new home (number 843563.) The County permits are being reviewed and have not yet been issued.

Ron Sherrow moved this permit application for the demolition of the existing home and construction of a new home be approved. Tom Brown seconded the motion and it passed by a vote of 5-0.

**Building Permit Application - Screened Porch - 4301 Glenrose Street**

**(Rienzo):** Matt and Julie Rienzo, owners of the property at 4301 Glenrose Street in the Town of Chevy Chase View, applied for a building permit to demolish an existing rear screen porch and construct a larger screen porch with a fireplace and a second-story open deck. 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 Potomac Valley Surveys, dated November 11, 2011, and the architectural drawings by Thomson & Cooke, Architects, dated June 4, 2018.

The porch addition will be set back from the right (east) side property line by 18.3 feet and 95.5 feet from the rear property line. The required side and rear setbacks are 15 feet and 25 feet. Mr. Toomey recommended approval of the application.

A building permit for this project has been issued by the Montgomery County Department of Permitting Services, number 840660, on July 6, 2018.

Paula Fudge moved this permit application be approved. Nancy Kehne seconded the motion and it passed by a vote of 5-0.

**Building Permit Application - Two-Story Addition - 4016 Cleveland Street**

**(Garayta):** Patrick and Natasha Garayta, owners of the property at 4016 Cleveland Street in the Town of Chevy Chase View, applied for a building permit to construct a two-story rear addition, a bay window in the rear of the existing family room, a covered rear entry stoop, and

repairs to the existing front entry portico. 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 Property Exhibit by Charles P. Johnson & Associates, Inc., dated July 10, 2018, and the architectural drawings by J. Kent Williams, of JKDCA, dated July 3, 2018.

The addition at the rear of the house will be set back 25.3 feet from the property line. The second-story bay window at the rear of the addition will project 2.0 feet from the rear wall of the house, or 1.7 feet into the allowable 3-foot projection into the 25-foot setback requirement. The rear entry covered stoop will project 2.6 feet from the rear wall of the house, or 2.2 feet into the allowable 3-foot projection into the setback requirement. The basement rear egress well will extend 3'-8" from the rear of the foundation, meeting the allowable 5-foot projection into a rear setback requirement. Mr. Toomey recommended approval of the application.

A building permit from the Montgomery County Department of Permitting Services is also required for this project.

Tom Brown moved this permit application be approved. Paula Fudge seconded the motion and it passed by a vote of 5-0.

**Building Permit Application - Fence - 4020 Franklin Street (Hodgson):**

Richard Hodgson and Kathleen Malloy owners of the property at 4024 Franklin Street in the Town of Chevy Chase View, applied for a building permit to construct a fence at their home at 4024 Franklin 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 description of the project on the application, the site plan produced by Snider & Associates, dated June 6, 2007, and a site visit to the property to further review the work to be undertaken. The scope of the project includes replacement of two sections of fence on their property. The first section is the replacement of 88 feet of a chain link fence with a 4-foot tall wood picket fence. The fence runs from the right-rear property corner towards the front of the house, ending with a return to the front corner of the detached garage. The second section is for the replacement of an existing 6-foot wide, 5-foot tall double door fence gate, in the left side yard. Mr. Toomey recommended approval of the application.

A building permit from the Montgomery County Department of Permitting Services is also required for this project.

Ron Sherrow moved this permit application be approved. Nancy Kehne seconded the motion and it passed by a vote of 5-0.

**Revised Building Permit Application - CCV Permit No. 415-02001 - Correct Retaining Wall - 4100 Glenridge Street (Amorim/Stipp):**

Mario Amorim and Ed Stipp, owners of the property at 4100 Glenridge Street, in the Town of Chevy Chase View, applied for a revision to CCV Permit No. 415-02001. 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 description of the revision on the application and the revised site plan submitted with it. The revision includes moving the stairway connecting the front porch to the driveway and incorporating a retaining wall to adequately handle the grade change that exists. The change will result in the removal of a section of a retaining wall that improperly projected into the required Gartrell Place front yard setback. The new retaining wall will meet the required setback. Mr. Toomey recommended approval of this application.

Paula Fudge moved this revised permit application for the retaining wall correction be approved. Carlos Molina seconded the motion and it passed by a vote of 5-0.

**Revised Building Permit Application - CCV Permit No. 415-02001 - At-grade Patio, Seating Bench and Fire Pit - 4100 Glenridge Street (Amorim/Stipp):**

Mario Amorim and Ed Stipp, owners of the property at 4100 Glenridge Street, in the Town of Chevy Chase View, applied for a revision to CCV Permit No. 415-02001. 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 description of the revision on the application, and the revised plans submitted with it. The revision includes adding an at-grade patio, a masonry seating bench, and fire pit in the rear yard of the property. The seating bench will have a 36-inch height, and it will be located seven feet from the rear property line and 21 feet from the side property line. A permit from the County is not required for this revision. Joe Toomey recommended that the Town Council should approve this application revision.

Nancy Kehne moved this revised permit application for the at-grade patio, seating bench and fire pit be approved. Carlos Molina seconded the motion and it passed by a vote of 5-0.

**CCV Building Permit Summary for July 2018**

**New applications for a Building Permit**

- 4016 Cleveland Street (Garayta) Addition - applied 7/4/18
- 4024 Franklin Street (Hodgson) Fence - applied 6/28/18
- 4221 Franklin Street (Cross) Demolition of existing house and new house construction - applied 7/3/18
- 4301 Glenrose Street (Rienzo) Screen porch addition - applied 6/27/18

**Applications for a Revision to a Building Permit:**

- 4100 Glenridge Street (Amorim/Stipp) Grading slope at driveway - applied 7/13/18; patio and seating bench - applied 7/18/18

**Applications on hold pending additional information on the application:**

- 4217 Glenridge Street (Dombo) Fence - applied 4/25/18

**Approved applications awaiting issuance of permit**

- 9814 Connecticut Avenue (Peters) Fence - applied 5/23/18, interim approval 6/4/18
- 4104 Glenridge Street (Hastings) Front portico and side entry stoop - applied 5/2/18, approved 5/16/18
- 4013 Glenrose Street (Gonella) Side entry door and roof overhang - applied 12/12/17, approved 12/13/17

**Active and open permit construction projects**

- 4000 Cleveland Street (Lucas) Fence - applied 3/14/18, approved 3/21/18, issued 4/4/18
- 3800 Dresden Street (Jacobs) Screen Porch - applied 1/2/18, approved 1/17/18, issued 1/17/18
- 4108 Dresden Street (Di Martino) Addition and detached garage - applied 5/2/18, approved 5/16/18, issued 7/18/18
- 4017 Everett Street (Farkas/Benjamin) Demolition of existing house - applied 5/2/18, approved 6/20/18, issued 7/18/18
- 4017 Everett Street (Farkas/Benjamin) New house construction - applied 5/2/18, approved 6/20/18, issued 7/18/18
- 4112 Franklin Street (Swartz) Dumpster - applied 6/7/18, issued 6/7/18
- 4100 Glenridge Street (Amorim/Stipp) Construction of a new home, driveway, and apron - applied 2/2/18, approved 2/21/18, issued 3/15/18
- 4217 Glenridge Street (Michele M. Dombo Construction Management, LLC) Major addition - applied 12/6/17, issued 3/16/18
- 3901 Saul Road (Sartain) Addition - applied 8/10/17, variance approved 9/20/17, application approved 9/20/17, issued 11/20/17
- 9808 Summit Avenue (Manfreda) Addition - applied 2/7/18, approved 2/51/18, issued 3/5/18

**Completed projects since the June 2018 Council meeting**

- 4220 Everett Street (Collins/Miller) Addition and detached garage - applied 6/7/15, approved 6/21/17, issued 7/28/17, completed, 6/21/18
- 4220 Everett Street (Collins/Miller) Driveway and apron - applied 2/22/18, interim approval 2/27/18, issued 3/1/18, completed 6/21/18
- 4018 Glenridge Street (Egan) Major addition - applied 1/10/17, approved 1/18/17, issued 3/20/17, completed 6/21/18
- 4018 Glenridge Street (Egan) Driveway apron - applied 10/19/17, interim approval 11/25/17, issued 11/25/17, completed 6/21/18
- 4102 Glenridge Street (DeSarno) New house - applied 6/1/17, interim approval 10/15/17, issued 10/16/17, completed 6/21/18
- 4102 Glenridge Street (DeSarno) Deck and seating wall - applied 3/19/18, interim approval 3/20/18, issued 3/21/18, completed 6/21/18
- 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, completed 6/21/18
- 4301 Glenridge Street (Walters) Walkway to the curb - applied 11/16/17, approved 11/30/17, issued 11/30/17, completed 6/21/18

**Report on Summit Avenue Sidewalk Improvement Project:** On July 13, 2018, the Council held an open work session to discuss the Clark-Azar & Associates proposal to provide engineering and design services for the Summit Avenue sidewalk improvement project. Jason Azar, Vice President, discussed the scope of work, preliminary schedule and total cost given in Clark-Azar's proposal to the Town, following the Town's recent RFP for this project. The Council voted and approved the award of the engineering-design contract to Clark-Azar & Associates in the amount of \$49,997.00.

The Town received a total of seven (7) proposals in response to the RFP. The Council concluded that Clark-Azar & Associates has a strong grasp of the scope of work required, best pricing and outstanding references. The survey/data gathering work, including an inventory of trees within the Summit Avenue corridor, will begin this month, with this portion of the work projected to conclude within approximately six (6) weeks.

**Update on Small Cell Tower Legislation:** Ron Bolt reported that the County Executive reached out to some interested parties and invited them to two separate meetings to discuss amendments to the County regulations concerning small cell deployments in residential areas. Municipalities were not among those invited. An amendment to the County Code is anticipated to be introduced this month.\*

\*NOTE: Following the Council meeting, ZTA 18-11 was introduced. It can be reviewed here:

[http://montgomerycountymd.granicus.com/MetaViewer.php?view\\_id=169&event\\_id=8011&meta\\_id=160195](http://montgomerycountymd.granicus.com/MetaViewer.php?view_id=169&event_id=8011&meta_id=160195)

**Continued Discussion and Review of Ordinance No. 76 to Regulate Non-Vegetative Surface Coverage in the Front Yard:** On June 6, 2018, the Council held a work session to discuss trends in building and resultant impervious front-yard coverage, including driveways. Following discussions, the Council directed the Town Attorney to prepare an ordinance for further review, limiting front-yard non-vegetative surface coverage to 30%. The Council discussed the proposed ordinance and directed Ron Bolt to make revisions to the draft ordinance that will exclude Connecticut Avenue and Cedar Lane. Paula Fudge moved that Ordinance No. 76 be introduced. Carlos Molina seconded the motion and it passed by a vote of 5-0. The public hearing on this Ordinance No. 76 will be held at the September 19, 2018 Council meeting. Here is link: [http://www.chevy Chaseview.org/docs/TownofCCVOrdinance76\(non-vegetativesurfacecoverage\).pdf](http://www.chevy Chaseview.org/docs/TownofCCVOrdinance76(non-vegetativesurfacecoverage).pdf).

**Report on Tree Maintenance Report:** The Town arborist has assessed and identified summer tree maintenance/removal; clearance of sidewalks, lights and signage along Summit Avenue, Cedar Lane and Connecticut Avenue; and removal of four (4) small dead trees. Myers and Laws Tree Service will be working in the Town beginning August 2, 2018, with the work estimated to take no more than seven days.

**Report on Street Maintenance Schedule for Summer 2018:** The street maintenance work approved by the Council has been scheduled to begin, weather permitting, on August 14, 2018. Residents directly impacted by this work will be notified by letter in early August.

**CCV Directory for 2018 - 2019:** The 2018-2019 Resident Directory is scheduled for issuance early October 2018. Residents, please check your listing in the 2017 directory and let Jana Coe, Town Manager, know if there are any changes. Residents who have registered on the Town Website can also double-check your information through the Town's online directory via this link - <http://www.chevy Chaseview.org/wp/residents/town-directory/>

**Closed Session.** At 8:15 p.m., in open session, Paula Fudge made a motion to enter closed session pursuant to Maryland Code, General Provisions Article Sec. 3-305(b) (7) to consult with counsel to obtain legal advice on a legal matter, namely the application of the Town building regulations with respect to bay windows. Nancy Kehne seconded the motion and it passed by a vote of 5-0. Those present included all Council members, Jana Coe, Ron Bolt, and Joe Toomey. The Council obtained legal advice regarding the application of the Town setbacks to bay windows. No action was taken.

At 9:05 p.m., Paula Fudge moved that the Council adjourn the closed session. Ron Sherrow seconded the motion and it passed by a vote of 5-0. Returning to open session, the Council discussed whether the Town Code should be amended, concerning the application of the Town setbacks to bay windows. Currently, the Town allows certain bay windows to encroach into required setbacks, provided the bay windows project from a wall, and are cantilevered. The Council discussed whether the County definition of "bay window" should be adopted in the Town, which allows such encroaching bay windows to have a foundation, and does not require that they be cantilevered. Following discussion, Carlos Molina moved to introduce Ordinance No. 77 which would add a definition of "bay window" to the Town Code, allowing encroaching bay windows of a certain size to have a foundation. Nancy Kehne seconded the motion and it passed by a vote of 5-0. The public hearing on this Ordinance No. 77 will be held at the September 19, 2018 Council meeting. Here is link: [http://www.chevy Chaseview.org/docs/TownofCCVOrdinance77\(baywindows\).pdf](http://www.chevy Chaseview.org/docs/TownofCCVOrdinance77(baywindows).pdf)

**Motion to Adjourn:** At 9:55 p.m., Tom Brown moved the meeting be adjourned. Nancy Kehne 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, September 19, 2018, at the Christ Episcopal Church, Kensington, Maryland. The Council will not hold a regular meeting in the month of August, 2018.

Respectfully submitted,  
Jana Coe, Town Manager

**NOTES AND REMINDERS -**

**Bulk Pick-Up** - The next monthly bulk pick-up is scheduled on **Saturday, August 4, 2018**. 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.

**Application for Building Permit** - Building Permit Applications for consideration at the September 19, 2018, meeting must be submitted to the Town Manager by 5:00 p.m. on September 5, 2018. 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](mailto:ccviewmanager@verizon.net) or by calling 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, when 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. Then, when the annual directory is reprinted in the Fall, your information will be included in the printed version as well. The Town Manager administers online access accounts and formally activates 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@yahoogroups.com](mailto:ChevyChaseViewNet-subscribe@yahoogroups.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](mailto:ccviewmanager@verizon.net) or by calling 301-949-9274.**

**Website** - Please visit our website at [www.chevychaseview.org](http://www.chevychaseview.org)