

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

Date: June 17, 2020  
Place: Meeting was held via an open conference call  
Present: Paula Fudge, Chair; Lisa Fair; Peter Marks; Carlos  
Molina; and Ron Sherrow, Council members  
Ron Bolt, Legal Counsel for Town  
Joseph Toomey, CCV Building Permit Administrator  
Julie Sparacino, Consultant

Others Present: Erin Aslan and Keith Graham, 3904 Dresden  
Street (both departed meeting at 7:35 p.m.)

Called Meeting to Order: 7:00 p.m. by Paula Fudge, Chair

**Approval of Minutes of May 20, 2020 Monthly Meeting:** Paula Fudge moved the minutes of the May 20, 2020 monthly Meeting be approved. Peter Marks seconded the motion and it passed with a 4-0 vote. Lisa Fair abstained as she was not present at the May meeting.

**Financial Report for Period May 1, 2020 to May 31, 2020:** Ron Sherrow moved that the financial report for the period May 1, 2020 to May 31, 2020 be accepted. Carlos Molina seconded the motion and it passed with a 5-0 vote.

**Council Member Walk:** Carlos Molina conducted the monthly Council member walk and asked about the black marks on the Summit Avenue sidewalk. It was speculated that the marks may have been caused by bicyclists, skaters and/or skateboarders applying the brakes.

**Ratify Building Permit 490-05006 - Storage Pod - 10111 Cedar Lane - (Hacking/Francis):** Application Received May 28, 2020 - Permit Issued May 28, 2020. 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.

Paula Fudge moved that Permit No. 490-05006 be ratified. Carlos Molina seconded the motion and it passed with a vote of 5-0.

**Ratify Issuance of CCV Building Permit 491-06001 - Fence - 9910 Summit Avenue (D'Albora):** William and Jacqueline D'Albora submitted a building permit application for their home at 9910 Summit Avenue 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 in the application, the applicants' proposal from Builders Fence Company, a schematic drawing of the proposed fence, and a site plan of the property showing the proposed location of the fence. The scope of the project is to install a 42-inch tall picket fence, with three gates, in the Summit Avenue front yard and the Franklin Street side yard to enclose the rear area of their property. The fence post tops, which will extend above the fence sections, will be 48 inches tall.

The site plan included with this review is based upon an older survey, of undetermined age, but because the fence will be located ten feet or more from the front property line, a new or more accurate survey is not required.

A condition of the permit should include that the owners must request a final inspection of the project to assure that the work was installed in accordance with the permit. A fence permit from the Montgomery County Department of Permitting Services (number 913647) was issued on 05/18/2020. Mr. Toomey recommended on May 29, 2020, that the Council should approve the application. The Council approved the permit application via email on May 31, 2020 by a vote of 3-0.

Peter Marks moved that Permit No. 491-06001 be ratified. Ron Sherrow seconded the motion and it passed with a vote of 5-0.

**Revision to Building Permit 489-05005 - Revised Site Plan Meeting Garage Height Requirement and Retaining Wall Setback - 4016**

**Dresden Street - (Plank):** Douglas Roberts of GTM Architects provided a revised site plan and garage plans/elevations that meet the garage height requirement and the retaining wall setback for proposed construction at 4016 Dresden Street. Mr. Toomey reviewed the site plan and the garage plans/elevations with revision date of May 28, 2020.

The site plan shows the dimensions of the garage have been reduced by 0.8 feet, to 24.0 by 24.0 feet. The offset from the side property line has been increased from 8.1 feet to 8.5 feet. The retaining wall has been moved from approximately 6 feet, to 7.2 feet off of the property line.

The garage plan shows the framed wall height as being reduced 3 inches from the original plans, to 8'-7" tall. Measuring the mean roof height, as a value between the lower edge of the roof slope (not the bottom of the fascia board) and the peak of the roof, calculates to a height of approximately 14'-11" above the pre-existing grade, meeting the required 15-foot limitation before additional side setback is required. The actual height from the

finished grade to the peak of the roof, at the front of the garage will be approximately 12'-10". Mr. Toomey recommended approval of these revisions.

Paula Fudge moved that the revisions to CCV Building Permit No. 489-05005 be approved. Carlos Molina seconded the motion and it passed with a vote of 5-0.

**Building Permit Application - Fence - 4101 Franklin Street**

**(Turgeon):** Mark and Ann Turgeon submitted a building permit application at their home at 4101 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 the description of the project in the application, the site plan drawn by Benning & Associates, Inc., dated January 27, 2014, an enlargement of a section of that site plan showing the location of the proposed fence, and a photograph of the proposed fence style. The scope of the project is to install a 48-inch tall vertical board fence to enclose the back yard at the rear and side property lines. Mr. Toomey recommends approval of this permit application. A condition of the permit should include that the owners must request a final inspection of the project to assure that the work was installed in accordance with the permit. A fence permit from the Montgomery County Department of Permitting Services must also be obtained for this work.

Peter Marks moved that the permit application be approved. Paula Fudge seconded the motion and it passed with a vote of 5-0.

**CCV Building Permit Summary for June 2020 meeting**

**New Applications for Chevy Chase View permit:**

- 9910 Summit Avenue (D'Albora) Fence - applied 5/18/2020
- 10111 Cedar Lane (Hacking/Francis) Storage Pod - applied 5/28/20

**New Applications for a Building Permit and granted interim approval:**

- 4016 Dresden Street (Plank) Demolish existing structure and construct a new home - applied 4/14/20

**Approved applications awaiting issuance of the Chevy Chase View permit:**

- 4016 Dresden Street (Plank) Demolish existing structure and construct a new home - applied 4/14/20, approved 5/20/20
- 4003 Everett Street (Prince) Bay window addition - applied 5/6/20, approved 5/16/20

**Active and open permit construction projects:**

- 9817 Connecticut Avenue (Tansil/Vas de Carvalho) Addition - applied 1/31/20, approved 2/19/20, issued 5/22/20
- 10001 Connecticut Avenue (Ansah) Major addition - applied 12/10/19, approved 12/18/19, issued 1/10/20
- 10001 Connecticut Avenue (Ansah) Pool - applied 2/3/20, approved 2/19/20, issued 2/24/20
- 3904 Dresden Street (Graham/Aslan) Major addition - applied 6/4/19, approved 8/22/19, issued 8/23/19
- 4011 Dresden Street (Quinn) New house construction - applied 12/4/18, approved 1/16/19, issued 6/24/19
- 3803 Everett Street (Gelfuso) Dumpster - applied 6/27/19, issued 7/1/19
- 4112 Everett Street (Koutromanos) In-ground pool - applied 5/12/20, approved 5/20/20, issued 5/28/20
- 4209 Everett Street (Crisafulli) Side porch enclosure - applied 4/1/20, approved 4/15/20, issued 5/22/20
- 4216 Everett Street (Petry) Porch addition and rear yard garage - applied 8/29/19, approved 9/30/19, issued 12/5/19
- 4012 Franklin Street (Chalbaud) Fence - applied 5/1/20, approved 5/11/20, issued 5/14/20
- 4201 Franklin Street (Scarff) Storage pod - applied 8/30/19, issued 8/31/19
- 9910 Kensington Parkway (Noce and Lucas) Fence - applied 3/18/20, approved 4/15/20, issued 4/16/20
- 4201 Saul Road (4205 Saul Road, LLC) New house - applied 12/9/19, approved 12/18/19, issued 3/2/20

**Completed projects since the May 2020 Council meeting:**

- 4106 Glenridge Street (Harvey/Pinkus) Fence - applied 5/2/20, approved 5/12/20, issued 5/15/20, completed 6/1/20
- 4304 Glenridge Street (McConarty) New house construction - applied 12/11/18, approved 1/16/19, issued 4/29/19, completed 6/15/20
- 9910 Summit Avenue (D'Albora) Fence - Applied 5/18/20, approved 5/30/20, issued 6/3/20, completed 6/11/20

**Summit Avenue Sidewalk Improvement Project Update:** The final punch list has been developed and will be monitored by Joe Toomey. Upon satisfactory completion of these items, the Town will release a full payment, including the retention amount of \$45,697.70 (10% of total contract amount). The Council agreed that final payment can be made subject to Clark/Azar's confirmation that all subcontractor releases have been received.

**Report on Chamberlain Contractor Proposals for Summer 2020 Curb, Utility and Road Repairs:** The Council reviewed the Chamberlain Contractors, Inc. Proposal #J77506 in the amount of \$27,800.00. The proposal includes right-of-way repairs associated with construction and repair projects (\$20,127.54) and general maintenance items (\$7,672.46). The work will be scheduled for July 2020.

Paula Fudge moved the Chamberlain Proposal #J77506 be approved. Lisa Fair seconded the motion and it passed with a vote of 5-0.

**Draft Ordinance for Administrative Approval of Fences and Retaining Walls:** At the May 20, 2020 Council meeting, Carlos Molina asked the Council to consider an amendment to the Town Code that would allow a building permit application for a fence to be approved administratively. Mr. Toomey noted that instances where fences have been installed in deviation to approved plans have been rare. The Council reviewed the draft ordinance prepared by Ron Bolt.

The intent of the Ordinance is to eliminate Council involvement in the approval process to expedite fence and free-standing wall permits. The Council agreed that the draft ordinance should be revised to reflect that no information need be submitted to the Council on such applications unless their involvement was deemed necessary by the Chair or Manager. The Ordinance was revised at the meeting. The Ordinance would allow standard fence and free-standing wall permit applications to be processed administratively by the Chair and Town Manager. Please follow this link to view the ordinance <http://www.chevy Chaseview.org/docs/OrdinanceNo.86.pdf>.

Carlos Molina moved to introduce this Ordinance, as revised. Lisa Fair seconded the motion and it passed with a vote of 5-0.

**Pepco Permit Application - 3904 Dresden Street:** Ms. Erin Aslan presented a summary of the Pepco permit issue encountered during the renovation of her property. The electrical service at this home requires an increase from 200 to 400 amps. Pepco requires a heavier-gauge wire to deliver 400 amps from the existing pole to the house. Running that wire overhead, PEPCO says, requires placing a post on the resident's side of the street. No post is required if the wire is bored beneath the roadway.

The Town's policy for underground installation increases reliability, reduces clutter and increases the opportunity to plant more right-of way trees.

State law provides that the Town holds the right-of-way under its control. The Town Code directs residents and utilities to seek approval from the Town Council for any construction in, on or over the right-of-way. The Council has broad discretion when granting approval.

The residents inquired about placing the pole on their property. A utility pole is a structure that is required by the Town Code to be placed behind the Established Building Line. The Council unanimously agreed the best interests of the Town are served by requiring the electrical wiring to be run underground.

**Recognition to Christ Episcopal Church:** Christ Episcopal Church provides the Town with the space needed for Town work sessions and multiple meetings over the course of the past twelve months. The Church's staff accommodates requests for special equipment and use of the undercroft, when necessary. The Town generally contributes \$1,000.00 as a gesture of appreciation.

Paula Fudge moved that the Town donate \$1,000.00 to Christ Episcopal church. Lisa Fair seconded the motion, and it passed with a vote of 4-0. Peter Marks abstained as he felt his membership in Christ Episcopal Church may constitute a conflict of interest.

**Covid-19 Effect on Annual CCV Picnic:** The Council discussed the merits of hosting the annual picnic in September. In light of safety concerns related to Covid-19, it is uncertain if adequate space is available to ensure safe social distancing during the event. There was discussion of staging a food truck for carry-out service, but it was noted that the picnic's draw is its social aspect and the opportunity to get to know your neighbors, which would not be provided with staggered food pickup from the food truck.

The Town attorney advised that liability for the Town, if all guidelines are followed, is minimal; however, most insurance companies exclude coverage for viruses, which would place a burden on the Town in the event that a lawsuit was filed. The Council regretfully agreed to cancel the annual picnic out of an abundance of caution.

**Clark/Azar Asset Survey and Capital Improvements Plan:** The Town Council included \$11,000 in the FY20 budget to engage Clark/Azar to provide a 5- to 10-year infrastructure roadmap by identifying right-of-way maintenance issues and budgeting for these capital improvements. Clark-Azar has concluded its field work and

provided a draft report of its initial assessment. The Council will review this draft and meet with Jason Azar of Clark/Azar via conference call on Monday, July 6, 2020, to discuss yearly budgets and consider other improvements to be included in the plan.

It was agreed that the stairs at the end of East Dresden Street cul-de-sac, Connecticut Avenue and Cedar Lane sidewalks, drainage issues at several street intersections and the Town's storm water management system will be discussed with Jason Azar. Residents will receive meeting notice reminder with sign-in instructions.

**Other New Business:**

**Building Permit for Ron Sherrow:** Mr. Sherrow inquired about the necessity of a Town permit to construct three retaining walls on his property. The retaining walls would be used to control erosion, enclose a raised garden and provide seating. The request will be reviewed and addressed following the usual review process and timelines.

**Motion to Adjourn:** At 8:35 p.m. Peter Marks moved that the meeting be adjourned. Lisa Fair seconded the motion and it passed with a 5-0 vote.

**Time and Place of Next Meeting:** The Council will meet for its monthly meeting on Wednesday, July 15, 2020, at 7:00 pm. Location will be announced at later date.

Respectfully submitted,  
Jana Coe, Town Manager

**NOTES AND REMINDERS -**

**Important Reminder When Filing Your  
2019 Maryland State Tax Return**

By law, as a municipality, the Town of Chevy Chase View receives a portion of the Maryland state income tax the Town's residents pay each year. This revenue represents the most significant source of the Town's overall income and goes directly toward paying for services that the Town delivers to its residents in lieu of the county-provided services. Town residents DO NOT pay any additional State income taxes to live in Chevy Chase View.

To ensure that the Town of Chevy Chase View receives all State income tax revenues due to the Town, we ask you to please take special care when completing your 2019 MD State income tax return.

For tax returns for Tax Year 2019, please be aware that MD Form 502 has been updated to require specific information to identify the return filer as a resident of the Town of Chevy Chase View. **See below a sample of the first page of MD Form 502.** This required information is located in the box directly under your mailing address.

1. Enter number **1617** (the 4-digit political subdivision code assigned to Chevy Chase View). Please see the left red arrow below.
2. Under "Maryland Political Subdivision", include **Chevy Chase View** (if filing electronically there may be a character limit, and if so, use the abbreviation **Ch Ch View**). Please see the right red arrow as well as the note shown below.

**REQUIRED:** Maryland Physical address of taxing area as of December 31, 2019 or last day of the taxable year for fiscal year taxpayers. **See Instruction 6. Part-year residents see Instruction 26.**

**1617** **Chevy Chase View**

4 Digit Political Subdivision Code (See Instruction 6) Maryland Political Subdivision (See Instruction 6)

\_\_\_\_\_  
 Maryland Physical Address Line 1 (Street No. and Street Name) (No PO Box)

\_\_\_\_\_  
 Maryland Physical Address Line 2 (Apt No., Suite No., Floor No.) (No PO Box)

\_\_\_\_\_  
 City State ZIP Code + 4 Maryland County

**U.S. Census:** The Census, like so many other key dates on our calendar, has pushed back its deadline—so if you haven't answered their very simple questions, take a moment, it's very important. Chevy Chase View had fantastic participation in 2000 and 2010. Check and make sure no one else in your home already filled out the survey as it's one per household. If not, go to [Census2020.gov](https://www.census.gov) and fill out the questions online in a few minutes.

**Unleashed Dogs:** Many residents are expressing increasing concern about unleashed dogs in the Town. Dog owners are reminded of the following provisions in the Montgomery County Code, Chapter 5, related to Animals and Public Nuisance:

Animal Trespass (Montgomery County Code, Sec. 5-203(a)(3)) - "An owner must not allow an animal to enter private property without the property owner's permission. (\$100 fine). Any dog is at large if it is outside the owner's premises and not leashed, unless it is a service dog, is in a dog exercise area designated by the Maryland National Capital Park and Planning Commission, or is participating in an approved activity." (\$100 fine for first offense; \$500 fine for each subsequent violation).



Unwanted Contact - "The pet owner must prevent unwelcome or unsolicited threatening physical contact or close proximity to a person or a domestic animal that occurs outside the owner's property that may cause alarm in a reasonable person, such as biting, chasing, tracking, inhibiting movement, or jumping." (\$500 fine).

**You are reminded to clean up after your dog and place the bag in your own trash container for disposal by Ecology Services' crew.**

**Bulk Pick-Up** - The next monthly bulk pick-up is scheduled on **Saturday, July 11, 2020** (moved due to July 4th holiday). 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 July 15, 2020 meeting must be submitted to the Town Manager by 5:00 p.m. on July 1, 2020. 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 [janacoe@chevychaseview.org](mailto:janacoe@chevychaseview.org) 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 by emailing [ChevyChaseViewNet+subscribe@groups.io](mailto:ChevyChaseViewNet+subscribe@groups.io).

**The 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 [janacoe@chevychaseview.org](mailto:janacoe@chevychaseview.org) or by calling 301-949-9274.**

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