

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

Date: November 20, 2019  
Place: Christ Episcopal Church, Kensington, Maryland  
Present: Paula Fudge, Chair; Lisa Fair, Peter Marks and  
Ron Sherrow, Council members  
Jana Coe, Town Manager  
Ron Bolt, Legal Counsel for Town  
Joseph Toomey, CCV Building Permit Administrator

Others Present: Robert Diss, Lindsey & Associates  
Paul Gaiser, 9814 Summit Avenue  
Michael Cavey, 9811 Connecticut Avenue  
Called Meeting to Order: 7:05 p.m. by Paula Fudge, Chair

**FY19 Audit Report:** Robert Diss of Lindsey & Associates, CCV's auditing firm, presented to the Council the State-mandated municipal audit for FY19, as completed and filed with the Department of Legislative Services.

The following statement was issued by Lindsey & Associates: "In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Town of Chevy Chase View as of June 30, 2019, and the respective changes in financial position, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America". Paula Fudge moved that the Council accept the FY19 Audit by Lindsey & Associates. Ron Sherrow seconded the motion and it passed by a vote of 4-0.

**Approval of Minutes of the October 16, 2019 Monthly Council Meeting:** Paula Fudge moved the minutes of the October 16, 2019 Monthly Council Meeting be approved. Ron Sherrow seconded the motion and it passed by a vote of 4-0.

**Financial Report for Period October 1, 2019 to October 31, 2019:** Ron Sherrow moved that the financial report for the period October 1, 2019 to October 31, 2019 be accepted. Peter Marks seconded the motion and it passed by a vote of 4-0.

**Council Member Walk:** Paula Fudge conducted the monthly Council member walk and submitted her report to the Town Manager for follow-up on right-of-way concerns.

**Ratify Building Permit 472-11001 - Dumpster - 4016 Franklin Street (Barnes):** Application Received November 4, 2019 - Permit Issued November 4, 2019. 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. 472-11001 be ratified. Ron Sherrow seconded the motion and it passed by a vote of 4-0.

**Ratify Building Permit 473-11002 - Dumpster - 4028 Franklin Street (Strittmatter):** Application Received November 5, 2019 - Permit Issued November 5, 2019. 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. Ron Sherrow moved that Permit No. 473-11002 be ratified. Lisa Fair seconded the motion and it passed by a vote of 4-0.

**CCV Building Permit Summary for November 2019**

**New applications for a Building Permit:**

- 3810 Dresden Street (Ford) Fence - applied 10/23/19

**Applications for dumpster and storage unit permits:**

- 4016 Franklin Street (Barnes) Dumpster - applied, 11/4/19, issued 11/4/19
- 4028 Franklin Street (Strittmatter) Dumpster - applied, 11/5/19, issued 11/5/19

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

- 3810 Dresden Street (Ford) Fence - applied 10/23/19

**Approved applications awaiting issuance of permit:**

- 4216 Everett Street (Petry) Porch addition and rear yard garage - applied 8/29/19, approved 9/30/19

**Active and open permit construction projects:**

- 9909 Cedar Lane (Vorhis) Additions and entry roof - applied 5/6/19, approved 5/15/19, issued 5-31-19
- 10101 Connecticut Avenue (Temple Emanuel) Fence - applied 9/5/19, approved 9/18/19, issued 9/19/19
- 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 (Gelsuso) Dumpster - applied 6/27/19, issued 7/1/19
- 3815 Everett Street (Blank) Outside patio - applied 2/5/19, approved 2/20/19, issued 6/18/19
- 4201 Franklin Street (Scarff) Storage pod - applied 8/30/19, issued 8/31/19
- 4104 Glenridge Street (Hastings) Front portico and side entry stoop - applied 5/2/18, approved 5/16/18, extension of time approved 11/14/18, revision of plans approved 2/20/19, issued 2/26/19
- 4304 Glenridge Street (McConarty) New house construction - applied 12/11/18, approved 1/16/19, issued 4/29/19
- 4309 Glenrose Street (Covell) Dumpster - Applied 2/22/19, issued 2/25/19

**Completed projects since the October 2019 Council meeting:**

- 4221 Franklin Street (Cross) New house construction - applied 7/3/18, approved 7/18/18, issued 9/10/18, completed 11/04/19.
- 4105 Glenrose Street (Sommer) Addition, screen porch, deck, and portico - applied 2/4/19, approved 2/20/19, issued 3/13/19, completed 10/15/19.

**Summit Avenue Sidewalk Improvement Project Update:** Joe

Toomey reported that ECM crew members are being monitored daily until the Summit Avenue sidewalk project is completed at the end of November 2019. A punch list has been maintained throughout the project's commencement in July. These outstanding issues will be addressed after the stamped concrete sidewalk has been installed in its entirety.

**Introduce Ordinance No. 81 to Regulate Accessory Dwelling**

**Units:** The Council introduced the Ordinance No. 81 to Regulate Accessory Dwelling Units. Ordinance No. 81, which was discussed at the last Council meeting on October 16, 2019, addresses the impact that Montgomery County ZTA 19-01 will have on Town residents. After considerable discussion and feedback from attendees, Paula Fudge moved that Ordinance No. 81, as amended, be introduced for a public comment and a hearing to be held on December 18, 2019. Peter Marks seconded the motion and it passed by a vote of 4-0.

**Small Cell/5G Update:** On October 1, 2019, the Montgomery County Council introduced a bill to amend the Montgomery County Zoning Text Amendment (ZTA 19-07) to "incentivize" the (telecommunications) industry to use existing infrastructure when installing small cell towers. The proposed legislation would allow existing utility poles that are 60 feet from residences to be replaced with new towers, as a limited use without a hearing, subject to certain limitations on height increases. Tower deployments that are 30 to 60 feet from residences would be allowed as a conditional use, subject to a hearing, and as well as a recommendation from the County Transmission Facility Coordinating Group. No equipment would be allowed closer than 30 feet to a residence. The legislation is an effort to adopt reasonable regulations in an effort to prevent Federal or State preemption. The Town has its own permit requirements for telecommunications facilities in its right-of-way. You can review the County ZTA 19-07 here: <https://www.montgomerycountymd.gov/COUNCIL/Resources/Files/zta/2019/ZTA%2019-07.pdf>

**Update on Connecticut Avenue Safety Issues Following District 18 Delegation Community Meeting on November 5, 2019:**

On November 5, 2019, the District 18 State delegation held a community meeting with the objective of State and County officials to hear Town residents' concerns and firsthand observations about Connecticut Avenue safety. Members of the community voiced their concerns, and provided suggestions to make this area safer for pedestrians, cyclists, and motorists. The District 18 delegation is currently compiling all of the suggestions raised during and after the meeting, and a summary of the community's input will be presented to SHA and County officials in the near future. The Town will be following up

to determine what options we have to increase safety, both short and long term.

**Introduce Ordinance No. 82 to Add Provisions for Reasonable Accommodations Requests:** The Council introduced Ordinance No. 82 to add provisions to the variance process in the Town Code for reasonable accommodation requests, which would allow such requests to be processed administratively to avoid the need for a hearing. The Town Code currently provides, "If the alteration is required mainly as an aid to a disabled person and no other reasonably-feasible alternative is available, the Council may grant the variance" - Sec. 13-608(c)(4). Thus, there is a mechanism already in place to address reasonable accommodation requests. However, the proposed ordinance would allow administrative approval. A notice would be issued to adjoining and adjacent neighbors and, if no objection is raised, the variance could be granted without a hearing. If an objection is raised, a hearing would be held. Peter Marks moved that Ordinance No. 82 to Add Provisions for Reasonable Accommodations Requests be introduced for public comment and a hearing to be held at the December 18, 2019 Council meeting. Lisa Fair seconded the motion and it passed by a vote of 4-0.

Ron Bolt will prepare the Resolution and Policy regarding ADA Accommodations for the Council's review.

**Approval of Records Inventory and Retention Schedule No. M306A:** Consistent with the discussion at the June 2019 Council meeting, the Town Manager prepared an amendment to the Town's Document Retention Schedule and the draft has been reviewed by the State Archivist. The amendment lowers the required time period to maintain written correspondence, including e-mails, from 7 years to 1 year. Ron Bolt noted that most municipalities apply a 1-year retention period, as having a 7-year requirement may impose an unnecessary burden. Even if the time period requirement is lowered, correspondence may be kept longer, as desired. Paula Fudge moved the amendment to Town's Document Retention Schedule be approved. Lisa Fair seconded the motion and it passed by a vote of 4-0.

**Resolution No. 132-11-19 to Enter into MOU with Montgomery County for Participation in Emergency Debris Management Plan 2019:** The Town of Chevy Chase View has participated in the Montgomery County Emergency Debris Management Plan

since June 2011. In 2019, Montgomery County has updated the Federal Emergency Management Agency (FEMA) approved debris management plan that identifies the procedures, resources and facilities involved in performing the debris clean-up after a severe weather event. For administrative purposes, FEMA requires that all plan participants sign a new MOU.

By entering into this new MOU with Montgomery County, it ensures the Town will have FEMA-approved contractors for monitoring and cleanup in the event of a disaster. Paula Fudge moved that Resolution No. 132-11-19 be approved, whereby the CCV Council would agree to enter into the MOU effective November 21, 2019. Ron Sherrow seconded the motion and it passed by a vote of 3-0, with Peter Marks abstaining from the vote. Ron Bolt and Jana Coe were authorized to execute the Emergency Debris Management MOU.

**Motion to Adjourn:** At 9:05 p.m., Paula Fudge moved the meeting be adjourned. Lisa Fair seconded the motion and it passed by a vote of 4-0.

**Time and Place of Next Meeting:** The Council will meet next for its monthly Council meeting on Wednesday, December 18, 2019, at 7:00 pm at Christ Episcopal Church, Kensington, Maryland.

Respectfully submitted,  
Jana Coe, Town Manager

***NOTES AND REMINDERS -***

**Leaf Removal Ends December 31, 2019:** Hughes Landscaping, Inc. will remove all leaves on a weekly basis, weather permitting, until December 31, 2019. **Please do not mix your grass clippings with the leaves at the curb.**

Leaves are to be placed at curbside and made accessible for truck pickup. Sticks, trash, rocks and other rubbish will not be collected and should be bagged for normal trash pickup. Leaves should not be shredded or bagged. For the residents on Connecticut Avenue, Cedar Lane, Kensington Parkway and Saul Road, your leaves also will be picked up weekly. Please rake your leaves to the sidewalk. For liability reasons, do not place leaves on our sidewalks.

In the event that you do not have a sidewalk, please rake your leaves as close to the street as possible.

**Bulk Pick-Up** - The next monthly bulk pick-up is scheduled on **Saturday, December 7, 2019**. 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 December 18, 2019, meeting must be submitted to the Town Manager by 5:00 p.m. on December 4, 2019. 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@chevy Chaseview.org](mailto:janacoe@chevy Chaseview.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. Send an email to [ChevyChaseViewNet+subscribe@group.io](mailto:ChevyChaseViewNet+subscribe@group.io). **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 [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)