

COUNCIL OF CHEVY CHASE VIEW
Monthly Meeting

Date: February 21, 2024
Place: Hybrid Meeting held at 10401 Connecticut Avenue,
Suite 103
Present: Ed Tarbutton, Chair; Paula Fudge, Tommy George,
Peter Marks, and Nancy Somerville, Council Members
Denise Hitt, Town Manager
Ron Bolt, Legal Counsel for the Town (appearing
remotely)
Others Present: Ron Sherrow, 4013 Glenridge Street

Call Meeting to Order: 7:00 p.m. by Ed Tarbutton, Chair

Approval of Minutes of January 17, 2024, Monthly Council Meeting:

Paula Fudge moved the minutes of the January 17, 2024, Monthly Council Meeting be approved. Nancy Somerville seconded the motion and it passed with a 5-0 vote.

Financial Report for Period January 1, 2024 - January 30, 2024: Nancy Somerville moved that the financial report for the period January 1, 2024, to January 31, 2024, be accepted. Pete Marks seconded the motion and it passed with a 5-0 vote.

Council Member Walk: Nancy Somerville conducted the monthly Council member walk and found no major issues to report. She did note some areas in the right-of-way that needed reseeding to be addressed this spring. It was recommended that the green plastic netting visible in the right-of-way should not be used by the Town's contractors.

Building Permit Application - 4028 Franklin Street (Haynos/Moyse)
Install hot tub on concrete pad in the rear yard: Elizabeth Haynos and David Moyse submitted a permit application for their home at 4028 Franklin Street in the Town of Chevy Chase View. The application complies with all the applicable rules and restrictions of the Chevy Chase View Municipal Code.

Mr. Ball's review is based upon the description of the project on the application, the Special Purpose Survey Property Line Exhibit, prepared by CPJ, dated May 11, 2023, with the proposed features and building restriction lines drawn in red by the architect, Claude Lapp, revised on May 17, 2023. The project's scope is to provide a hot tub on an 8'x8' concrete pad off the inner corner of the newly constructed screened porch and deck in the rear yard. The outer edge

of the concrete pad is 36.2 feet from the rear property line which meets the rear setback requirement of 25'. The distance to the left side property line is 30'+ which meets the side setback requirement of 15'. The concrete pad was in place and measured at the final inspection for the previous (2023) building permit. The homeowner filed for and obtained a building permit with Montgomery County.

Tommy George moved that the permit application be approved. Nancy Somerville seconded the motion and it passed with a 5-0 vote.

Building Permit Application - 4213 Glenrose Street (Manion) Front

Addition: Mike and Susan Manion submitted a permit application for their home at 4213 Glenrose Street in the Town of Chevy Chase View. The proposed addition is in front of the garage door and is to be placed over the existing driveway, so the non-vegetative surface area is not changed.

The application complies with all the applicable rules and restrictions of the Chevy Chase View Municipal Code. Mr. Ball recommended that the Town Council conditionally approve this building permit application pending the issuance of a Montgomery County permit. Mr. Ball's review is based upon the description of the project on the application, the Location Survey, prepared by Capitol Surveys, Inc. dated 11/17/2005, with the proposed 4' x 11' front addition (44 square feet) drawn on the plan by the homeowner, a Surveyor's Certificate drawing, prepared by Loiederman and Associates, Inc. dated 3/17/1994 showing the front and side setbacks are met. The front and side setbacks are unchanged at 68' and 30' +/-, respectively.

Tommy George moved that the permit application be approved conditioned on the Montgomery County permit. Paula Fudge seconded the motion and it passed with a 5-0 vote.

Ratify Town Permit #574-02001 - Fence - 4001 Glenrose Street

(Porter): Per Town Code, permits for dumpsters, portable storage units and fences are processed by administrative approval.

Nancy Somerville moved that the approval for a CCV Town permit be ratified. Paula Fudge seconded the motion and it passed with a 5-0 vote.

MDOT PILOT Program MD185/Connecticut Ave at Franklin Street: The Council discussed MDOT's recommendation to implement a pilot program, which typically lasts six (6) months. MDOT will install temporary flex posts in the design of an "S" curve, bringing some type of physical delineation at the intersection. These flex posts physically prohibit left turns from Franklin Street

onto Connecticut Avenue and cross traffic. Left turns and U-turns will still be permitted from Connecticut Avenue at the Franklin Street intersection. While this pilot program is underway, MDOT will monitor the intersection observing the operational impacts on Connecticut Avenue and within the streets in the neighborhood. If the temporary flex posts have a significant safety impact without significant neighborhood impact, MDOT will consider installing a permanent fixture, such as a concrete serpentine.

MDOT will not only monitor the traffic on all the residential streets to note the impact but welcomes residential input as part of the pilot program. Before the program's implementation, MDOT will hold a virtual public meeting to review it and answer questions.

The Council recognized residents' concerns around the timing of the lights at the intersection of Saul Road and Connecticut Avenue, specifically the designated left turn signals and the potential impact of the Pilot Program.

MDOT has confirmed that the traffic lights and all related equipment are fully functional and based on a vehicle detection system (cameras). The left turn arrow is only activated when the camera detects your car in the left turn lane. If the car is not close enough to the intersection or gets to the intersection right before the light cycle changes, the left turn signal will not activate.

The Council wishes to pursue further discussions with MDOT about the left turn signal's timing.

Tommy George moved that the Town support MDOT's Pilot Program. Paula Fudge seconded the motion and it passed with a 5-0 vote.

Building Permit Records Retention: Council discussed the building permit records retention plan. Town's consultant, Julie Sparacino, recommended further defining what should be retained in the revised permanent files for building records. Paula Fudge moved that the list of building permit documents to be retained for code enforcement be approved and kept on file. Pete Marks seconded the motion and it passed with a 5-0 vote.

Stormwater Management: The Council discussed the need to obtain surveys for the recommended streets included in the DNR Climate and Resilience Study Report and the capital improvement plans. The street surveys will dictate what recommendations are

feasible. Once the surveys are complete, the preliminary designs will be created, and cost estimates procured. The work will take place in the next fiscal year.

Members of the Council will continue their review of the recommendations of the building regulations and draft proposed revisions to the code.

WSSC Kensington Parkwood II Water Main Replacement Project:

Darcy Male of WSSC, the Project Supervisor for this project, indicated to the Town Manager, that the construction contract for the project is awaiting approval by the Commissioners. It is slated for the March 22, 2024, Commission Meeting. It is now estimated that the contractor will be ready to start construction sometime in **June 2024**.

Once final approval is received, WSSC, along with the chosen contractor, will hold a hybrid community meeting to explain the process in greater detail and to answer questions.

As a reminder, this project will replace/repair 4.9 miles of water mains on roads in Chevy Chase View and Parkwood. **The two streets affected in CCV are Everett and Glenridge from Connecticut Avenue to Cedar Lane** for a combined 4,910 feet of water main replacement. Residents on Everett Street and Glenridge Street should have received informational mailings directly from WSSC this past week. The fact sheets ask that residents questions be directed to Project Manager, Darcy Male 301.206.7141 or by e-mail at Darcy.Male@wsscwater.com. Please refer to Project No. BR7271A22.

WSSC estimates 90-120 days to complete the work in Chevy Chase View. The water service may be interrupted for a few hours while the new main is being connected. Residents will receive notice from WSSC at least 48 hours prior to any planned interruption. Upon completion of the project, both roads will be repaved.

Stop Work Order Update - 9807 Connecticut Ave: The Town is currently waiting for revised building permit plans to be submitted to the Town and the County. The owner plans to replace the tarp.

Discuss authorization of extension of Rolling Acres snow removal contract for FY25 Option year 2 of three one-year contract options: Under its current contract with Rolling Acres Landscaping Services, our snow removal and road brining services provider, the Town has an option to extend this contract for the

FY25 services, through and including June 30, 2025. This extension represents the second year of three one-year options.

Paula Fudge moved that the Council exercise the second-year option to extend the Rolling Acres Landscaping snow removal/brining services contract for the FY25, through June 30, 2025. Tommy George seconded the motion and it passed with a 5-0 vote.

Discuss authorization of extension of Hughes Landscaping leaf removal contract for FY25 - Option year 2 of three one-year contract options:

Under its current contract with Hughes Landscaping, our leaf removal provider, the Town has an option to extend this contract for the FY25 services, through and including December 31, 2024. This extension constitutes the second year of three one-year options.

Tommy George moved that the Council exercise the second-year option to extend the Hughes Landscaping contract for leaf removal services through December 31, 2024. Nancy Somerville seconded the motion and it passed with a 5-0 vote.

Work Session for FY25 Budget Planning: The Council will hold its budget work session to develop the FY25 budget on Tuesday, March 5, 2024, at 6:00 pm at the Town Office. The work session is open to the public. At the monthly Council meeting on March 19, 2024, the Council will accept the proposed FY25 budget for presentation to Town residents asking for comments prior to the Annual Budget Meeting on Wednesday, April 17, 2024.

Motion to Adjourn: At 8:11 p.m., Paula Fudge moved that the meeting be adjourned. Tommy George seconded the motion and it passed with a 5-0 vote.

Time and Place of Next Meeting: The Council will meet next at the Town office for its FY25 budget work session at 6:00 p.m. on Tuesday, March 5, 2024. The work session is open to the public. NOTE: The next hybrid monthly meeting is at 7:00 p.m. on Wednesday, March 20, 2024, at 10401 Connecticut Avenue, Suite 103, Kensington, MD 20895.

Respectfully submitted,
Denise Hitt, Town Manager

CCV Building Permit Summary for February 2024

Applications on hold pending further information on the application:

- 9807 Connecticut Avenue (Guzman) Second-story addition, rear addition, fence - Applied 1/11/24
Town of CCV Stop Work Order Still in Effect Posted - 3/21/23
Montgomery County Permit issued 12/4/23

New Applications for a Town permit:

- 4213 Glenrose Street (Manion) Building permit addition - Applied 11/1/23, Conditionally Approved 2/21/24
- 4028 Franklin Street (Haynos/Moyse) Building permit- installation of hot tub- Applied 2/08/24, approved 2/21/24

Permits Issued after Administrative Approval:

- #574-02001 - Fence - 4001 Glenrose Street (Porter) Applied 1/12/24, approved/issued 2/07/24, ratified 2/21/24

Active and Open Permit Construction Projects:

- 9819 Connecticut Avenue (Spry) Rear addition including basement - Applied 6/1/22, approved 6/15/22, issued 7/12/22, extended to 2/19/24-under review
- 9901 Connecticut Avenue (Nix-Gomez) - Sunroom, mudroom entry, expand second floor bedroom, raise roof of third-floor level attic space - Applied 12/24/21, approved 2/26/22, issued 8/30/22, extended to 2/19/24-under review
- 4003 Everett Street (Prince) - Extending attic roof to create shed dormer and add new bathroom- Applied 9/1/23, approved 9/25/23, issued 1/5/24
- 4001 Glenrose Street (Porter) Fence - Applied 1/12/24, Approved/Issued 2/07/24
- 4028 Franklin Street (Haynos/Moyse) Building permit- installation of hot tub- Applied 2/08/24, approved 2/21/24, issued 2/22/24

Closed Projects since the January 2024 Council Meeting:

- 9910 Kensington Parkway (Noce/Lucas) - Driveway expansion - Applied 11/26/23, approved 12/20/23, closed 2/06/24

- 4028 Franklin Street Glenrose Street (Haynos/Moyse) Screen porch with gas fireplace and deck - Applied 3/16/23, approved 5/17/23, issued 6/05/23. closed 2/02/24

REMINDERS:

- **Dog Waste** - You are reminded to clean up after your dog and place the bag in your own trash container for disposal by Ecology Services' crew. Please make all family members aware of this responsibility.
- **Bulk Pick-Up** - The next monthly bulk pick-up is scheduled on **Saturday, March 2, 2024**. 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 March 20, 2024, meeting must be submitted to the Town Manager by 5:00 p.m. on March 6, 2024. Please note that the review may take several days, and an application is not considered completed until the Town Permit Administrator-Municipal Engineer, Lance Ball, completes his review. Please contact Denise Hitt, Town Manager, at Townmanager@chevyCHASEVIEWMD.gov or by calling 301-949-9274.
- **Recycling of Cardboard Boxes:** Ecology Services, the Town's recycling contractor, has again asked us to remind **residents to break down cardboard boxes and place them in a pile next to your recycling Toter on Tuesdays**. If residents can take the time to break these boxes down, there is more capacity for collection and the crew members do not need to spend extra minutes in front of a home chucking boxes into the back of recycling truck. Thank you.
- **Find Your Home's Flood Factor:** Residents can enter their address at the following website <https://riskfactor.com/> to ascertain the address's susceptibility to flooding based on past floods, current risks, and future projections. Please note that this data

does not incorporate individual property drainage systems but looks at the broader geographical area's susceptibility to flooding. More information can be found at <https://chevychaseviewmd.gov/2022/09/23/montgomery-county-has-a-new-flood-website/>.

Important Reminder When Filing Your 2023 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 MD State income tax return.

For tax returns for Tax Year 2022, 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 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.

The image shows a sample of the first page of MD Form 502. It includes a required section for 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. The form has fields for 4 Digit Political Subdivision Code (See Instruction 6) and Maryland Political Subdivision (See Instruction 6). The 4 Digit Political Subdivision Code is filled with 1617. The Maryland Political Subdivision is filled with Chevy Chase View. Below these are fields for Maryland Physical Address Line 1 (Street No. and Street Name) (No PO Box) and Maryland Physical Address Line 2 (Apt No., Suite No., Floor No.) (No PO Box). At the bottom are fields for City, State (MD), ZIP Code + 4, and Maryland County. Two red arrows point to the 1617 and Chevy Chase View fields.

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	MD	ZIP Code + 4	Maryland County
	State		

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

1. Sign Up for eTown Mailings: You can 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 click "For Residents" - choose the box that says "e-Town Mailings." Add your address in the space at the bottom of the page and click "Go." This will take you to the website of our partner, Constant Contact. Follow the directions on the screen to complete your registration. After you have completed these steps, you will receive an email confirming your registration.

You can register as many email addresses as you like for your household, but you must use the link on the website page and enter each recipient individually.

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 sign up for "Members Only" access to the Resident Directory. Go to <https://chevychaseviewmd.gov/registration/> to sign up. When you register 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