

COUNCIL OF CHEVY CHASE VIEW
Monthly Meeting

Date: May 21, 2024
Place: Meeting was held at 10401 Connecticut Ave., Suite 103
Present: Ed Tarbutton, Chair; Tommy George, Nancy Somerville
Pete Marks and Helen Trybus Council members
Denise Hitt, Town Manager
Ron Bolt, Legal Counsel for Town (appearing
remotely)

Called Meeting to Order: 7:01 p.m. by Ed Tarbutton, Chair

Welcome Elected Council Members: Ed Tarbutton reported that Tommy George was re-elected, and Helen Trybus was elected, each serving a two-year term.

According to the Town Charter, Sec. 5. Election procedure: Following the election, each newly elected official shall qualify within ten days by taking oath before any officer in Montgomery County authorized by law to administer oaths, to discharge diligently and faithfully all duties of the office. All re-elected candidates met the eligibility requirements, and they took the Oath of Office.

The Council extended its sincere appreciation to the following residents who served on the 2023 **Nominating Committee:**
Mike Plantamura (Chair), Stacey Kuzma and Dawn Forsberg, Members

Election of Officers: The floor was opened for nomination of Council officers. Nancy Somerville nominated Ed Tarbutton to serve as Chair, herself to serve as Acting Chair, Pete Marks to serve as Treasurer, and Tommy George to serve as Assistant Treasurer. Tommy George seconded the motion and it passed with a 5-0 vote.

Approval of Minutes of April 20, 2024 Annual Budget Hearing and April 20, 2024 Monthly Council Meeting: Nancy Somerville moved the minutes of the April 20, 2024 Annual Budget Hearing and the April 20, 2024 Monthly Council Meeting be approved. Tommy George seconded the motion and it passed with a 5-0 vote.

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

Council Member Walk: Nancy Somerville conducted the monthly Council member walk. She reported that the seedling along Summit Avenue is starting to grow in and that the street sweeping had a noticeable impact. Nancy stated the condition of the property located at 9807 Connecticut Avenue continues to deteriorate. Council discussed that further action is necessary.

Building Permit Application - Replace Shed 9909 Connecticut Avenue (Field) - Lindsay and Aaron Field submitted a permit application for their home at 9901 Connecticut Avenue in the Town of Chevy Chase View. The application complies with all the applicable rules and restrictions of the Chevy Chase View Municipal Code.

Lance Ball's review is based upon the description of the project on the application, and a Site Plan with the proposed features drawn on by the applicant's representatives, received on 5/1/24. The Site Plan is drawn on top of a Boundary Survey prepared by Charles P. Johnson and Associates, dated 4/17/24, and certified with an accuracy of 0.1 feet. The scope of the project is to remove an existing 7'x10' shed and replace it with an 8'x16' shed, 10' high, in the rear of the lot. The new shed will be located 8.3' from the side yard property line and 23' from the rear property line. Montgomery County has issued a permit. Mr. Ball recommended the Town Council approve this building permit

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 - Outdoor Kitchen/Gazebo 9809 Summit Avenue (Phelps) - Anne and Steve Phelps submitted a permit application for their home at 9809 Summit Avenue in the Town of Chevy Chase View. The application complies with all the applicable rules and restrictions of the Chevy Chase View Municipal Code.

Lance Ball's review is based upon the description of the project on the application, a Site Plan prepared by the client, which is drawn on top of a Location Drawing, and Architectural Plans. The Location Drawing used for the Site Plan was prepared by Duley and Associates, Inc., and is dated April 19, 2024. There is a second site plan on the Front Page of the Architectural Plans that shows the setback from the side property line to the roof overhang. This setback of 10'9" corresponds with the setback of 12'0" from the side property line to the structure that is on the Site Plan. The scope of the project is to construct a 9.3'x 10.3' covered kitchen/gazebo in the side yard of the lot. The approximate height of the structure is less than 14' and

it will be located 12' from the side yard property line and approximately 54' from the rear property line. As the location of the new structure is greater than four feet away from the Setback line, the Town Code allows for a "Location Drawing" to serve as the basis of his Site Plan. Mr. Ball recommended the Town Council conditionally approve this building permit pending receipt of a corresponding Montgomery County Building Permit. Tommy George moved that the permit application be conditionally approved. Nancy Somerville seconded the motion and it passed with a 5-0 vote.

Ratify Town Permit #582-04004 - Fence - 9811 Summit Avenue

(Lodico): Pete Marks moved that Town permit #582-04004 be ratified. Helen Trybus seconded the motion and it passed with a 5-0 vote.

Ratify Town Permit #584-05002 - Dumpster - 4012 Dresden Street

(Cannard): Nancy Somerville moved that Town permit #582-04004 be ratified. Helen Trybus seconded the motion and it passed with a 5-0 vote.

Update on WSSC Project: WSSC will hold a preconstruction meeting on Thursday, May 23, 2024. The meeting includes the WSSC representatives working on this project, to include the Supervisor Pipeline Construction Division, the representatives from the awarded contractor, Flippo Construction, and representatives from the Town. The project is scheduled to begin in June, 2024, most likely starting with Glenridge Street. More specific information will be provided as the contractor updates.

Discussion Spring 2024 Street Maintenance: Town Manager, Council Member Pete Marks and the Town's consulting engineer inspected the roadways to determine the necessary annual repairs. Three streets were not included in this inspection. Everett and Glenridge Streets were not considered due to the scheduled WSSC water main replacement and subsequent street repairs. Further Glenridge and Dresden Street (west) are part of the scheduled capital improvement plan for storm water management.

Nancy Somerville moved that the proposal be approved, subject to removal of 2 items to stay within budget, as well as inclusion of the standard contract. Pete Marks seconded the motion and it passed with a 5-0 vote.

Discussion Schematic Proposal: The survey work conducted by CPJ & Associates is completed. Clark Azar & Associates submitted a proposal to include the feasibility and approximate costs of the various gray and green improvements based on the survey results. Nancy Somerville

moved that the Town accept the proposal to move forward. Helen Trybus seconded the motion and it passed with a 5-0 vote.

Adopt Charter Amendment Resolution Number 2024-1: Tommy George moved that Town adopt the Amendment of Section 6 of the Charter to delete the requirement that notice of the annual meeting be published in a newspaper and to allow notice to be issued directly to residents in a customary fashion, instead. Pete Marks seconded the motion.

Notice will be posted in the Washington Post and issued to all residents.

A copy of the Amendment is posted in the Town Office.

Annual Picnic: Mark your calendars for the annual Town picnic that will be held on Sunday, September 22, 2024 at 4:00 p.m.

Assignment of Council Member Responsibilities: The Council members discussed the numerous responsibilities of the Council. The information can be found below and on the [CCV website](#).

Assignment of Council Member Walk - June 2024 through May 2025: The Council members reviewed the calendar and selected the months in which they would conduct the monthly walks in advance of the Council meeting.

Motion to Enter Closed Session: At 7:54 p.m., Tommy George moved that the Council enter closed session pursuant to Maryland Code, General Provisions Article, Section 3-305 (b) (1) to discuss personnel matters. Nancy Somerville seconded the motion and it passed with a 5-0 vote. Present were all Council members. The Council discussed a prospective hiring. The Council voted to extend an offer letter for an Assistant to the Town Manager.

Motion to Adjourn: At 8:19 p.m., Tommy George moved the closed session be adjourned. Helen Trybus seconded the motion and it passed with a 5-0 vote.

Time and Place of Next Meeting: The Council will meet next at 10401 Connecticut Avenue, Suite 103 for its monthly meeting on **Tuesday, June 18, 2024** at 7:00 p.m.

Respectfully submitted,
Denise Hitt, Town Manager

TOWN OF CHEVY CHASE VIEW
May 2024 – May 2025
Council Members

Ed Tarbutton

E-Mail: Edtarbutton@chevychaseviewmd.gov

4108 Everett Street

Chair

Special Issues: Community Liaison, Public Safety

Nancy Somerville

E-Mail: Nancysomerville@chevychaseviewmd.gov

4409 Saul Road

Acting Chair

Special Issues: Leaf Removal, Trees, Stormwater, Composting

Peter Marks

E-Mail: Petemarks@chevychaseviewmd.gov

4213 Franklin Street

Treasurer

Special Issues: Right-of-Way Maintenance, Road Maintenance and Repair, Street Cleaning, Snow Removal

Tommy George

E-Mail: Tommygeorge@chevychaseviewmd.gov

9809 Gartrell Place

Assistant Treasurer

Special Issues: Digital Infrastructure, Emergency Management

Helen Trybus

E-Mail: Helentrybus@chevychaseviewmd.gov

4012 Cleveland Street

Special Issues: Waste Management and Recycling, Street Lighting

CCV Building Permit Summary for May 2024

New Applications for a Building Permit:

- 9909 Connecticut Avenue (Field)-shed - Applied 4/30/24, approved 5/21/24, issued 5/23/24
- 9809 Summit Avenue (Phelps) outdoor covered kitchen - Applied 5/13/24, approved/issued 5/21/24

Permits Issued after Administrative Approval:

- #582-04004 - Fence - 9811 Summit Avenue (Lodico)
- #584-05002 - Dumpster - 4012 Dresden Street (Cannard)
- #585-05003 - Dumpster - 3806 Dresden Street (Kane)

Approved applications awaiting issuance of Town permit:

- 4213 Glenrose Street (Manion)- Addition in front of the garage door, placed over the existing driveway- Applied 11/01/23, approved with conditions 02/21/24

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- extended to 8/19/24

Closed Projects since the April 2024 Council Meeting:

- 4028 Franklin Street (Haynos/Moyse) Building permit- installation of hot tub- Applied 2/08/24, approved 2/21/24, issued 2/22/24, closed 5/3/24
- 9901 Connecticut Avenue (Nix-Gomez/Keeney) Extending the rear deck and providing stairs to the ground - Applied 2/17/24, approved/issued 4/17/24, closed 5/3/24
- 4309 Saul Road (Bonavia) Fence - Applied 4/12/24, approved/issued 4/16/24, closed 5/3/24

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

REMINDERS:

- **Dog Waste** - You are reminded to clean up after your dog and place the bag in your own trash container for disposal by the 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, June 1, 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 June 18, 2024, meeting must be submitted to the Town Manager by 5:00 p.m. on June 10, 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@chevy Chaseviewmd.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.

**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