

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

Date: April 15, 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  
Jana Coe, Town Manager  
Ron Bolt, Legal Counsel for Town  
Joseph Toomey, CCV Building Permit Administrator  
Others Present: Will Ansah, 10001 Connecticut Avenue  
Michael Cavey, 9811 Connecticut Avenue

Called Meeting to Order: 6:50 p.m. by Paula Fudge, Chair

**Approval of Minutes of the March 18, 2020 Monthly Council Meeting:**

Ron Sherrow moved the minutes of the March 18, 2020 Monthly Council Meeting be approved. Carlos Molina seconded the motion and it passed with a 5-0 vote.

**Financial Report for Period March 1, 2020 to March 31, 2020:** Peter Marks moved that the financial report for the period March 1, 2020 to March 31, 2020 be accepted. Lisa Fair seconded the motion and it passed with a 5-0 vote.

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

**Building Permit Application - Enclose Existing Porch and Entry Stoop/Stairs - 4209 Everett Street (Crisafulli):** Tony and Nancy Crisafulli submitted a building permit application to enclose an existing porch and add an entry stoop/stairs at their home at 4209 Everett 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.

Joe Toomey's review is based upon the description of the project in the application, the Location Drawing by Gary Dean Simpson, and the construction drawings by Maryland Residential Design & Construction, dated February 24, 2020. The scope of the project is the enclosure of an existing 10 by 10-foot side entry porch and construction of a new entry stoop and stairs to the enclosed area.

The existing side entry porch is offset 42.3 feet from the left (west) side property line, and 51 feet from the front property line. The entry stoop will project 3 feet from the face of the enclosed porch, with stairs that extend to the ground. Mr. Toomey

recommended that this permit application be approved.

A building permit from the Montgomery County Department of Permitting Services is also required for this project. Paula Fudge moved that the building permit application be approved. Lisa Fair seconded the motion it passed with a 5-0 vote.

**Building Permit Application - Fence - 9910 Kensington Parkway (Noce/Lucas):** Elfin Noce and Tiffany Lucas submitted a building permit application to install a fence at their home at 9910 Kensington Parkway, 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 property survey by Landtech Associates, Inc., dated May 6, 2019, and a sketch of the fence to be installed. The scope of the project is to install a six-foot tall, 1x6 vertical board fencing, to enclose the rear and side yards. The project includes the removal of existing old chain link fences that are on, or partially on, neighboring property. The applicant has obtained permission from each neighbor for this project. Mr. Toomey recommended that this permit application be approved.

A fence permit from the Montgomery County Department of Permitting Services (number 908348) was issued on March 5, 2020. Carlos Molina moved that the building permit application be approved. Peter Marks seconded the motion and it passed with a 5-0 vote.

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

**Applications for Chevy Chase View permit:**

- 9910 Kensington Parkway (Noce/Lucas) Fence - applied 3/18/20
- 4209 Everett Street (Crisafulli) Side porch enclosure - applied 4/1/20

**Approved Applications awaiting issuance of Town permit:**

- 9817 Connecticut Ave (Tansil/Vaz De Carvalho) Addition - applied 1/31/20

**Active and open permit construction projects:**

- 10111 Cedar Lane (Hacking/Fabin) Fence - applied 2/5/20
- 10001 Connecticut Avenue (Ansah) Major addition - applied 12/10/19, approved 12/18/19, issued 1/10/20
- 10001 Connecticut Avenue (Ansah) Fence - applied 1/27/20

- 10001 Connecticut Avenue (Ansah) Pool - applied 2/3/20
- 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
- 3815 Everett Street (Blank) Outside patio - applied 2/5/19, approved 2/20/19, issued 6/18/19
- 4216 Everett Street (Petry) Porch addition and rear yard garage - applied 8/29/19, approved 9/30/19, issued 12/5/19
- 4201 Franklin Street (Scarff) Storage pod - applied 8/30/19, issued 8/31/19
- 4304 Glenridge Street (McConarty) New house construction - applied 12/11/18, approved 1/16/19, issued 4/29/19
- 4205 Saul Road (4205 Saul Road LLC) - New house applied 12/9/19, approved 12/18/19, issued 3/2/20

**Summit Avenue Sidewalk Improvement Project Update:** The project is 98% complete; however, there are miscellaneous weather-related punch list items that require consistent temperature above 50 degrees and dry conditions. The Town issued a partial payment of \$150,000.00 to ECM Corporation, and will release a second payment of \$70,938.29 when ECM delivers a satisfactory Release of Lien from each supplier and subcontractor that delivered material to/worked on the project, as well as fully executed Change Order in the amount of \$3,440.00. The retention amount of \$45,697.70 (10% of total contract amount) will be released upon final satisfaction that all punch list items have been remedied.

**Resident Concerns and Contribution:** Mr. Ansah addressed the Council regarding his fence project. He explained that he perceived the Town's enforcement of the fence height regulations with respect to his project to be unfair, given the height of existing fences at other properties. Discussion followed. The Council thanked Mr. Ansah for raising his concerns. The Council assured him that its enforcement has been consistent, most notably since the fence height regulations were reviewed and the Town Code amended in 2015.

**Charter Amendment #13/Resolution No. 136-04-20 to Amend Section 5 of the Charter to Allow Council to Authorize Passage of Ordinance to Implement Such Emergency Election Procedures as May Be Deemed Necessary as Result of State of Emergency:** On March 30, 2020, the Governor issued Order No. 20-03-30-03 to assist municipal governments with their elections. The order allows a municipal government to adopt a charter amendment as an emergency measure (with an immediate effective date and without complying with

other requirements of law), provided notice is given to the Governor. Thus, this Order can be used to amend the charter to: (1) change the date of the election (and add, e.g., a statement that the election may take place on an alternative date selected by the council); and/or (2) change the voting method of the election to, e.g., allow voting by mail.

Due to the COVID-19 emergency, the Council wishes to adopt Charter Amendment #13 that authorizes the Council to pass an ordinance to implement such emergency election procedures as may be deemed necessary as a result of the state of emergency. Paula Fudge moved Charter Amendment #13 (Resolution No. 136-04-20) be approved. Carlos Molina seconded the motion and it passed with a 5-0 vote.

**Ordinance No. 85 - Declaration of a State of Emergency and Ordinance to Activate an Emergency Plan for Town**

**Election/Emergency Plan for 2020 Election:** The Governor of Maryland has declared a state of emergency, and as a result of the state of emergency, the Council finds that the temporary amendment, on an emergency basis, of the election rules and regulations would help control and prevent the spread of COVID-19. Ordinance No. 85 will assure the good government of the municipality, protect and preserve the municipality's rights, property, and privileges, preserve peace and good order, secure persons and property from danger and destruction, and protect the health, comfort and convenience of the citizens of the Town, and is necessary for the public health, safety and welfare, and government of the Town.

Paula Fudge moved that the Council adopt Ordinance No. 85 and the Emergency Plan for the 2020 Town Election. Any provision of the Chevy Chase View Charter or the election rules and regulations that is inconsistent with the provisions of the Emergency Plan for Town Election is hereby suspended. The Emergency Plan for Town Election establishes that polling stations will not be used and there will be no in-person voting. Balloting will be undertaken by mail only. The Emergency Plan for Town Election shall be implemented for the 2020 election, only. Lisa Fair seconded the motion and it passed with a 5-0 vote.

**Other New Business:** Michael Cavey inquired about the status of the SHA report on Connecticut Avenue safety issues. Jana Coe advised that the Covid-19 pandemic has slowed responses from state and county departments, and does not expect a report for several months.

**Motion to Adjourn:** At 7:40 p.m. Paula Fudge moved that the meeting be adjourned. Peter Marks seconded the motion and it passed with a 5-0 vote.

**Time and Place of Next Meeting:** The Council will meet next for its monthly meeting on Wednesday, May 20, 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 U.S. census (done every 10 years) continues to take place and participation is important. The data collected determines the number of seats Maryland has in the U.S. House of Representatives and is also used in distributing federal funds to local communities. Every Marylander not counted costs the state approximately \$18,250 over 10 years. The census will be electronic. Additional information can be found at the following site:  
<https://census.maryland.gov/Pages/default.aspx>

**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).

**Bulk Pick-Up** - The next monthly bulk pick-up is scheduled on **Saturday, June 6, 2020**. 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 May 20, 2020 meeting must be submitted to the Town Manager by 5:00 p.m. on May 6, 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@chevy Chaseview.org](mailto:janacoe@chevy Chaseview.org) or by calling 301-949-9274.

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