

COUNCIL OF CHEVY CHASE VIEW
Monthly Meeting

Date: February 21, 2018
Place: Christ Episcopal Church, Kensington, Maryland
Present: Paula Fudge, Chair; Tom Brown, Peter Marks,
and Ron Sherrow, Council members
Jana Coe, Town Manager
Ron Bolt, Legal Counsel for Town
Joseph Toomey, CCV Building Permit Administrator - Municipal
Engineer

Others Present: David Cobb, 4001 Saul Road
Paul Hurley, 4029 Franklin Street
Amy McCarthy, 4117 Saul Road

Called Meeting to Order: 7:10 p.m. by Paula Fudge, Chair

Approval of Minutes of January 17, 2018 Monthly Meeting Minutes: Tom Brown moved the minutes of the January 17, 2018 Monthly Meeting be approved. Ron Sherrow seconded the motion, and it passed by a vote of 4-0.

Financial Report for Period January 1, 2018 to January 31, 2018:
Paula Fudge moved that the financial report for the period January 1, 2018 to January 31, 2018 be accepted. Ron Sherrow 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 Council.

Report Issuance of CCV Permit 414-01003 - Portable Storage Unit - 9811 Connecticut Avenue (Wilson/Ferguson): Application Received January 16, 2018 - Permit Issued January 18, 2018. 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.

Application for Building Permit - Demolition of Existing Home/New Home, Driveway and Driveway Apron - 4100 Glenridge Street (Amorin/Stipp):
Mario Amorim and Ed C. Stipp, owners of the property at 4100 Glenridge Street submitted a building permit application to demolish an existing home and construct a new two-story home. 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 on the application, the Boundary & EBL Survey by Leslie C. Schermann revised February 6, 2018, and the Site Plan and Architectural Plans by Re: New Architecture, LLC, dated February 12, 2018. The scope of the project calls for the demolition of the existing one-story home built in 1949,

and the construction of a new two-story home with a finished basement, and a new driveway and driveway apron.

The Established Building Line (EBL) setback for the Glenridge Street front yard for this property is 35.9 feet. The proposed front wall of the house will be set back 36.0 feet from the Glenridge Street front property line. A bay window will project into the front setback by 1.5 feet, and an open porch will project into the front setback by 4.5 feet, meeting the required setback and allowable projections into the setback. The EBL setback for the Gartrell Place front yard is 35.0 feet. The proposed wall of the house will be setback 35.1 feet. The proposed setback from the right (west) side property line will be 15.7 feet, meeting the 15-foot side setback requirement. The rear yard setback will be 25.1 feet, meeting the 25-foot requirement. The cornices and eaves at the front, rear, and side will extend 1'-0" from each face of the main structure of the house and screened porch, and 6" from the open front porch, meeting the allowable projections into the required setbacks.

The proposed driveway will be 12 feet wide at the Gartrell Place front property line, widening to 22 feet at the roadway pavement. The new apron must be in compliance with the Montgomery County Department of Public Works & Transportation Residential Driveway with Curb Radius Standard No. MC-301.05. Mr. Toomey recommended that this permit application be approved.

Applications have been submitted to the Montgomery County Department of Permitting Services on December 12, 2017 for demolition of the existing structure and to construct a new home. The County permits are being reviewed and have not yet been issued. Pete Marks moved this building permit application be approved. Ron Sherrow seconded the motion, and it passed by a vote of 4-0.

Application for Building Permit - Additions/Front Porch Cover - 9808 Summit Avenue (Manfreda): Brendan and Lisa Manfreda, owners of the property at 9808 Summit Avenue submitted a building permit application to construct a two-story addition at the rear of their home, a one-story addition on the side, and an open porch roof over the existing front stoop. 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 on the application, the site plan produced by Charles P. Johnson & Associates, Inc., dated December 2017, and the architectural drawings by Franke Architects, dated February 7, 2018. The scope of the project is the construction of a two-story addition at the rear of their home, a one-story addition on the side, an open porch roof over the existing front stoop, and interior renovations.

The addition at the rear of the house will be setback 26.1 feet from the rear property line. Bay windows, at the rear, will project 3.0 feet from the rear wall of the house, or 1.9 feet into the allowable 3-foot projection into the 25-foot setback requirement. The addition on the side of the house will be setback 23.5 feet right (north) side property line, with a stoop that will be setback 19.5 feet. The side yard setback requirement is 15 feet. The front entry porch roof will project 4.5 feet into the allowable 5-foot projection into the front

setback requirement of 35 feet. Mr. Toomey recommended that this permit application be approved.

A building permit for this project will also be required by the Montgomery County Department of Permitting Services. Paula Fudge moved this building permit application be approved. Pete Marks seconded the motion and it passed by a vote of 4-0.

Application for Shed Permit - 4001 Saul Road (Cobb): David and Donna Cobb, owners of the property at 4001 Saul Road, submitted a building permit application to install a shed. 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 on the application, the Location Drawing by Snider & Associates dated November 31, 2017, with the proposed shed location added to the drawing and a catalog cut sheet of the shed. The scope of the project is to place a prefabricated, site-assembled plastic shed in the side yard of the property. The shed will be located seven feet from the side property line, meeting the required side yard setback requirement for an accessory structure. Mr. Toomey recommended that this permit application be approved.

A building permit for this project will also be required by the Montgomery County Department of Permitting Services. Ron Sherrow moved this building permit application be approved. Pete Marks seconded the motion and it passed by a vote of 4-0.

CCV Building Permit Summary for February 2018

New applications for a Building Permit

- 4100 Glenridge Street (Amorim/Stipp) Demolition of an existing home, and construction of a new home, driveway, and apron - applied 2/2/18
- 4001 Saul Road (Cobb) Shed - applied 1/16/18
- 9808 Summit Avenue (Manfreda) Addition - applied 2/7/18

Applications for Dumpster and Storage Unit Permits

- 9811 Connecticut Avenue (Wilson/Ferguson) Portable storage unit - applied 1/15/18, issued 1/18/18

Approved Applications Awaiting Issuance of Town of CCV Permit

- 4216 Everett Street (Adams and Metzger) Major addition - applied 3/1/17, approved 4/19/17 - **withdrawn 2/20/18**
- 4217 Glenridge Street (Michele M. Dombo Construction Management, LLC) Major addition - applied 12/6/17
- 4013 Glenrose Street (Gonella) Side entry door and roof overhang - applied 12/12/17, approved 12/13/17

Active and open permit construction projects:

- 9811 Connecticut Avenue (Ferguson/Wilson) Portable storage unit

- applied 1/15/18, issued 1/18/18
- 3800 Dresden Street (Jacobs) Screen Porch - applied 1/2/18, approved 1/17/18, issued 1/17/18
- 4220 Everett Street (Collins and Miller) Addition and detached garage - applied 6/7/15, approved 6/21/17, issued 7/28/17
- 4201 Franklin Street (Scarff) Portable storage unit - applied 9/7/17, issued 9/8/17
- 4221 Franklin Street (Saylor) Dumpster - applied 12/4/17, issued 12/4/17
- 4018 Glenridge Street (Egan) Major addition - applied 1/10/17, approved 1/18/17, issued 3/20/17
- 4018 Glenridge Street (Egan) Driveway apron - applied 10/19/17, interim approval 11/25/17, issued 11/25/17
- 4102 Glenridge Street (DeSarno) New house - applied 6/1/17, interim approval 10/15/17, issued 10/16/17
- 4301 Glenridge Street (Walters) New house construction - applied 6/13/16, application revised 8/5/16, approved 9/21/16, issued 1/5/17, revised 2/15/17
- 4301 Glenridge Street (Walters) Walkway to the curb - applied 11/16/17, approved 11/30/17, issued 11/30/17
- 3901 Saul Road (Sartain) Addition - applied 8/10/17, variance approved 9/20/17, application approved 9/20/17, issued 11/20/17
- 4317 Saul Road (Crisafulli) Addition and detached garage - applied 8/28/17, approved 9/20/17, issued 10/19/17

Completed projects since the January 2018 Council meeting

- 3819 Everett Street (Hamilton and Chen) Construction of a new home- applied 2/23/17, approved 3/15/17, issued 5/23/17, completed 2/2/18

Update on Summit Avenue Sidewalk Maintenance/Improvement Project:

Joe Toomey and Jana Coe presented a progress report on their meetings with contractors and the necessary engineering design element of this sidewalk rebuild.

Update on Montgomery County Department of Transportation Study of Safety Issues on Cedar Lane North of Dresden Street toward Summit Avenue/Cedar Lane Intersection:

Montgomery County Traffic Engineering Studies Section has advised that their evaluation did include the two-tenths of a mile portion of Cedar Lane between Dresden and Summit Avenue and determined that there were no collisions related to the Council concerns expressed. The County did implement the 11' through-lane strategy to calm traffic along this portion of Cedar Lane. The Town will continue to independently monitor the speed and traffic volumes on Cedar Lane and will share findings with the County.

Update on Proposed Subdivision Plan - 4201/4205 Saul Road: On Monday, February 12, 2018, Jana Coe and Joe Toomey met with Michael Norton of Norton Land Design and Dan Demeria of Potomac Heritage Homes.

Mr. Norton advised staff that they intend to file the subdivision plans with Maryland-National Capital Park and Planning by the end of February, 2018. Attendees of the November 29, 2017 hearing sponsored by Norton Land Design will receive notice of this filing as well as directives as to how to participate in the hearing process. Upon affirmation that Maryland-National Capitol Park and Planning has received the application and named a case reviewer, the Council will notify Town residents and share this information.

SHA Safety Study of Connecticut Avenue between Saul Road/Washington Street: SHA officials have not yet set a date for a meeting to present and discuss their findings with the local officials.

Closed Session. At 8:25 p.m., in open session, Paula Fudge made a motion to enter closed session, pursuant to Maryland Code, General Provisions Article § 3-305(b) (1) to discuss the employment, compensation, and performance evaluation of the Town Manager. Ron Sherrow seconded the motion and it passed by a vote of 4-0.

After discussion, the Council agreed by a vote of 4-0, that based on the performance evaluation, that the Council would offer Jana Coe an extension of her employment as Town Manager with a increase in salary for FY19 as well as a bonus for the current fiscal year.

At 9:10 p.m., hearing no objection, Paula Fudge adjourned the closed session.

Time and Place of Next Meeting: The Council will meet next for its budget work session on Tuesday, March 13, 2018, at 6:00 p.m. The work session is open to the public. The next monthly Council meeting will be held on Wednesday, March 21, 2018, at 7:00 p.m. the Christ Episcopal Church, Kensington, Maryland.

Respectfully submitted,
Jana Coe, Town Manager

Important Reminder When Filing Your 2017 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 2017 MD State income tax return.

For tax returns for Tax Year 2017, 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: Physical address as of December 31, 2017 or last day of the taxable year for fiscal year taxpayers.
See Instruction 6. Part-year residents see Instruction 26.

1617
4 Digit Political Subdivision Code (See Instruction 6)

Chevy Chase View*
Maryland Political Subdivision (See Instruction 6)

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

Physical Street Address Line 2 (Apt No., Suite No., Floor No.) (No PO Box)

City MD State ZIP Code Maryland County

***Note: if filing electronically there may be a character limit, and if so, use the abbreviation Ch Ch View.**

NOTES AND REMINDERS -

Bulk Pick-Up - The next monthly bulk pick-up is scheduled on **Saturday, April 7, 2018**. 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 21, 2018, meeting must be submitted to the Town Manager by 5:00 p.m. on March 7, 2018. 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 ccviewmanager@verizon.net or 301-949-9274.

Maintenance of Shrubbery between Curb and Private Property: This is a friendly reminder to clear or trim shrubbery growing over sidewalks and maintain the area between your property and the street curb.

**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@yahoogroups.com. **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 ccviewmanager@verizon.net or by calling 301-949-9274.**

Website - Please visit our website at www.chevychaseview.org

Storm Drains - If there is a storm drain adjacent to your property, would you mind helping us out? If you could clear the accumulated debris from the grates occasionally, it will be better to add this debris to the weekly yard pickup as opposed to ending up in the Chesapeake Bay! Thank you.