

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

Date: March 15, 2017  
Place: Christ Episcopal Church, Kensington, Maryland  
Present: Paula Fudge, Chair; Coral Bell, Peter Marks,  
Ron Sherrow, Council members  
Jana Coe, Town Manager  
Ron Bolt, Legal Counsel for Town  
Joseph Toomey, CCV Building Permit Administrator  
Others Present:  
Jared Solomon, 8303 Ellingson Drive, Chevy Chase  
Josh Adrian, 9707 Cedar Lane  
Shelby Kestler, representing Delegate Carr

Called Meeting to Order: 7:35 p.m. by Paula Fudge, Chair

**Approval of Minutes of February 15, 2017 Monthly Meeting and March 9, 2017 Budget Work Session:** Peter Marks moved the minutes of the February 15, 2017 monthly meeting and the March 9, 2017 budget work session be approved. Coral Bell seconded the motion. The motion passed by a vote of 4-0.

**Financial Report for Period February 1, 2017 to February 28, 2017:** Ron Sherrow moved that the financial report for the period February 1, 2017 to February 28, 2017 be accepted. Paula Fudge seconded the motion and it passed by a vote of 4-0.

**Council Member Walk:** Peter Marks conducted the monthly Council member walk on Saturday and Sunday, March 11th and 12th. The overall appearance and condition of the Town are excellent. Considering we are near the end of the winter season, there is relatively little debris or trash in the streets or right-of-way area.

**Permit Application - Demolition, New Home and Driveway Apron - 3819 Everett Street - (Hamilton/Chen):** Matthew B. Hamilton and I-Ling S. Chen, owners of the property at 3819 Everett Street, submitted an application for the demolition of an existing home, a new home and driveway/driveway apron at 3819 Everett Street, in the Town of Chevy Chase View. The site plan and the architectural plans submitted with the application comply with all of the applicable rules and restrictions of the Chevy Chase View Municipal Code. Mr. Toomey's review is based upon the Site Plan by CAS

Engineering, dated February 1, 2017, and the architectural plans by Claude C. Lapp Architects, LLC, dated February 21, 2017. The scope of the project calls for the demolition of the existing two-story wood frame home built in 1936, construction of a new two-story home with a finished basement, and a new driveway and driveway apron.

The Established Building Line (EBL) front yard setback for this property is 43.8 feet. The proposed front wall of the garage and porch will be set back 44.0 feet from the front property line. The roof over the garage and front porch will extend 1'-4" further, or 1 foot into the allowable 2.5 foot projection into the EBL.

The proposed setback from both side property lines will be 15.5 feet, meeting the 15-foot side setback requirement. The cornices and eaves at each side will extend 1'-4" from the face of the building, or 10" into the side setback, meeting the allowable 2-foot projection. An entry stoop on the left (west) side will project the allowable 2 feet into the side setback, and an entry stairwell on the right (east) side will project the allowable 2 feet into the side setback. The rear yard setback will be 62 feet, meeting the 25-foot requirement.

The proposed driveway will be 18 feet wide at the front property line, where it meets the right-of-way, widening to 28 feet at the roadway pavement. The driveway width at the property line is much greater than the typical driveway width. An additional concern is that this lot, with a 75-foot width, is narrower than the typical width.

Applications have been submitted on February 6, 2017, to the Montgomery County Department of Permitting Services for demolition of the existing structure, and on February 22, 2017, to construct a new home. The County permits are pending and have not yet been issued.

Mr. Toomey recommended that the Council should approve the application. Peter Marks moved that the building permit application be approved, with several members expressing reservations concerning the width of the proposed driveway apron. Mr. Toomey will ask the applicant if the driveway can be narrowed. Ron Sherrow seconded the motion and it passed by a vote of 4-0.

**Permit Application - Fence - 10106 Summit Avenue (Smith):**

Karen Smith submitted an application for a fence for her property located at 10106 Summit Avenue. 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 her application, the Boundary Survey by Snider & Associates, dated July 22, 2016, and drawings by the contractor, Potomac Fences, Inc.

The scope of the project is to replace the existing fence sections along her left (south) property line, in the rear, side and front yard areas. The new fence will be a wood board and batten style, 4 feet tall in the front yard section, and 6 feet tall in the side and rear yard sections. A front yard fence is limited to four feet tall, as measured from the top of the fence to the ground below. A side and rear yard fence is limited to 6.5 feet tall. An additional 4-foot tall fence will run from the new side yard fence to the corner of the side porch in the side yard.

A fence permit, number 790441, was issued by the Montgomery County Department of Permitting Services on February 27, 2017.

Mr. Toomey recommended that the Council should approve the application. Coral Bell moved that the fence permit application be approved. Peter Marks seconded the motion and it passed by a vote of 4-0.

**CCV Building Permit Summary for March 2017**

**New Applications for building permit:**

- 3819 Everett Street (Hamilton and Chen) Demolition of an existing home and construction of a new home - applied 2/23/17
- 10106 Summit Avenue (Smith) Fence - applied 3/1/17

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

- 4216 Everett Street (Adams and Metzger) Major addition with new driveway apron - applied 3/1/17

**Approved applications awaiting issuance of the Chevy Chase View permit:**

- 4117 Franklin Street (Barr) Fence - applied 11/20/16, interim approval 12/4/16
- 4018 Glenridge Street (Egan) Major addition - applied 1/10/17, approved 1/18/17

**Active and open permit construction projects:**

- 9814 Connecticut Avenue (Terrier Development, LLC) Dumpster - applied 1/26/17, issued 1/27/17
- 4301 Glenridge Street (Walters) Dumpster - applied 12/1/16, interim approval 12/2/16, issued 12/2/16
- 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
- 4413 Saul Road (Greene) Portable storage unit - applied 1/27/17, issued 1/28/17
- 10010 Summit Avenue (Bowen/Muldonian) Major Addition - applied 8/6/16, interim approval 8/20/16, issued 9/15/16

**Completed projects since the February 2017 Council meeting:**

- 4205 Glenrose Street (Erasmus Haven BV) Construction of a new home and rear yard garage - applied 12/22/15, approved 2/17/16, issued 3/11/16, completed 3/10/17
- 4205 Glenrose Street (Erasmus Haven BV) Driveway apron - applied 1/24/17, interim approval 1/26/17, issued 1/30/17, completed 3/10/17

**Update of the WSSC Project BT/CR5424A12, for the Summit Avenue and Cedar Lane Transmission Water Main Replacement and Relocation:**

The WSSC contractor, Utilicon, is currently in the second stage of the project, namely they are pressurizing, testing and flushing the new main line and branches. Only then will the new branch lines be connected to the existing branch lines at each street. This activity will partially block each Cedar Lane intersection when the final tie-in is made.

**Update on Proposed County Zoning Amendment ZTA 16-03 (short-term rentals)**

- Ron Bolt, attorney for CCV, reported that Park and Planning staff have not yet provided a recommendation to the County Council concerning the proposed County Zoning Text Amendment.

**Report on WSSC Rock Creek Hills Water Main Replacement:**

**WSSC will be hosting a public workshop for the Rock Creek Hills Water Main Replacement Project on Monday, March 27<sup>th</sup>, at 7:00 p.m. at the Kensington Park Community Library.**

The purpose of this workshop is to inform the public about this large and important project. The water mains in the Rock Creek Hills area will be replaced with new ductile iron pipe, which will reduce the frequency of water main breaks. The current water mains were installed from the 1920's through the 1950's and are nearing the end of their life cycle.

WSSC will rehabilitate 2.0 miles of water mains and the affected streets include: **East Everett Street**, Littledale Road, Haverhill Drive, Old Spring Road, East Bexhill Drive and Calvend Lane. The design for the Rock Creek Hills water main replacement project is currently underway. The anticipated start date is the Summer 2017 with the estimated construction completion date of Fall 2018.

**Report on Montgomery County New MOU for Speed Cameras within Municipal Limits:** Paula Fudge, Ron Sherrow and Jana Coe attended the meeting hosted by the Montgomery County Police Department - Automatic Traffic Enforcement Unit Division to discuss changes made to the existing Memorandum of Understanding (MOU) concerning speed cameras.

The new MOU reflects recent changes in the law that govern how traffic camera vendors are paid for automated enforcement services, namely, the basis for all vendor pricing must be a flat fee or a lease fee. Payments to vendors are no longer based on the number of paid speed limit violations. On behalf of CCV, Chair Paula Fudge has signed the new MOU and delivered it to the appropriate Montgomery County officials.

**Formal Acceptance of the FY 2018 Budget:** The Council held a two-hour work session on March 9, 2017, to develop the FY 2018 budget. Paula Fudge presented the proposed budget to the Council. Coral Bell made a motion to accept the proposed budget for presentation to the Town residents for comments and a public hearing. Ron Sherrow seconded the motion and it passed by a vote of 4-0.

The annual budget meeting (including a public hearing on the proposed budget) has been scheduled for Wednesday, April 19,

2017, at 7:00 pm, prior to the regular monthly meeting scheduled start time of 7:30 pm on that date.

**Spring Bulk Yard Waste Cleanup:** The annual Spring Bulk Yard Waste Cleanup is scheduled for April 10-14, 2017. Myers & Laws Tree Service will be performing this cleanup for the Town.

**Appointment of Nominating Committee for May 11, 2017**

**Election:** Jana Coe advised Council members the May 11, 2017 election notice will be mailed via regular postal mailings announcing the nomination and election process.

**Review and Discussion of CCV Driveway Apron Policy:** The recent review of a permit application for a new driveway apron prompted the request from a Council member, recommending that the Town's current driveway apron policy be reviewed.

Most of the driveways in the Town are 10 to 14 feet wide, at the property line, widening out in varying amounts where the driveway meets the street. Several older driveways are only 8 feet wide. There appears to be a trend to include much wider driveways in new house and major addition construction projects. The Council reviewed the summary of driveway and driveway apron regulations of neighboring municipalities and Montgomery County.

On Tuesday, March 21, 2017, the Council will hold its first work session on this matter. The work session will be held at Christ Episcopal Church, 4001 Franklin Street, Kensington, at 6:30 p.m. It is open to the public.

**Discuss Potential Washington Gas Franchise Agreement:**

Ron Bolt advised the Council that it may wish to have the Town of Chevy Chase View issue a written franchise agreement to Washington Gas (if it is confirmed that one does not exist). The Council will review a draft ordinance at the March 21<sup>st</sup> work session detailed in the paragraph above.

**Motion to Adjourn:** At 8:45 p.m., Paula Fudge moved the meeting be adjourned. Coral Bell 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 FY 2018 annual budget meeting on Wednesday, April 19, 2017, at 7:00 p.m. at Christ Episcopal Church. The next monthly Council meeting will be held at 7:30 p.m., directly following the budget meeting, at the Christ Episcopal Church, Kensington, Maryland.

Respectfully submitted,  
Jana Coe, Town Manager

## Important Reminder When Filing Your 2016 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 2016 MD State income tax return.

For tax returns for Tax Year 2016, 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, 2016 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)

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 1, 2017**. 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.

**Partnership with Wider Circle to Redirect Useable Items Prior to Monthly Bulk Collections:** A Wider Circle (AWC), a wonderful organization whose goal is to collect re-usable furniture as well as many other household items, teamed up with the Town of Chevy Chase View to collect and redistribute items to people and families in need.

AWC thanks the CCV community for its generous donations and looks forward to the next quarterly pickup scheduled for **Thursday, June 1, 2017**.

**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.

**Application for Building Permit** - Building Permit Applications for consideration at the April 19, 2017, meeting must be submitted to the Town Manager by 5:00 p.m. on April 5, 2017. 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](mailto:ccviewmanager@verizon.net) or 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, which allows 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. When the annual directory is next printed in the Fall, your information will be included in the printed version as well. The Town Manager will review all online access accounts and will formally activate 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@yahogroups.com](mailto:ChevyChaseViewNet-subscribe@yahogroups.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](mailto:ccviewmanager@verizon.net) or by calling 301-949-9274.**

**Website** - Please visit our website at [www.chevychaseview.org](http://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.