

COUNCIL OF CHEVY CHASE VIEW
Monthly Meeting

Date: March 21, 2018
Place: Christ Episcopal Church, Kensington, Maryland
Present: Paula Fudge, Chair; Tom Brown, Nancy Kehne, Peter Marks,
and Ron Sherrow, Council members
Jana Coe, Town Manager
Others Present: Michael and Owen Kirvan, 4020 Glenrose Street
Patrick O'Donnell, 4208 Glenrose Street
Paul Hurley, 4029 Franklin Street
Marcia Keppel, 4030 Glenridge Street
Amy and Kevin McCarthy, 4117 Saul Road

Called Meeting to Order: 7:03 p.m. by Paula Fudge, Chair

Approval of Minutes of February 21, 2018 Work Session on At-Grade Paving in Front Yards and Monthly Meeting Minutes: Peter Marks moved the minutes of the February 21, 2018 Work Session on At-Grade Paving in Front Yards and the Monthly Meeting be approved. Ron Sherrow seconded the motion and the motion passed by a vote of 5-0.

Financial Report for Period February 1, 2018 to February 28, 2018:

Nancy Kehne moved that the financial report for the period February 1, 2018 to February 28, 2018 be accepted. Paula Fudge seconded the motion and the motion passed by a vote of 5-0.

Council Member Walk: Ron Sherrow conducted the monthly Council member walk and submitted his report to the Council.

Ratify Issuance of Permit 418-03001 - Driveway Apron - 4220 Everett Street (Collins/Miller): Kevin Collins and Julie Miller submitted a permit application for a new driveway and driveway apron for their home at 4220 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.

Mr. Toomey's review is based upon the description of the project on the application and a drawing of the driveway apron location overlaid onto the Site and Grading Plan produced by Total Engineering Services, dated June 9, 2017. The scope of the project includes the removal of the existing driveway and driveway apron, and the construction of a new driveway and driveway apron. The driveway apron, in the right-of-way area, will be 12-feet wide, increasing with a five-foot radius curve at each side where it meets the street pavement. The new apron will be constructed in compliance with the Montgomery County Department of Public Works & Transportation Residential Driveway with Curb Radius Standard No. MC-301.05. Right-of-way trees, in the adjacent area should not be impacted, as the new apron will be located in the same location as the existing one. A permit with the Montgomery County is not required as Chevy Chase View is responsible for the maintenance within the right-of-way.

Mr. Toomey recommended on February 27, 2018, that the Council should approve the application. The Council unanimously approved the permit application via email on February 28, 2018.

Nancy Kehne moved that the permit for the new driveway and driveway apron be ratified. Paula Fudge seconded the motion and the motion passed by a vote of 5-0.

Application for Building Permit - Addition - 4017 Cleveland Street

(Chiancone): Giancarlo and Antonietta Chiancone submitted a building permit application for an addition for their home at 4017 Cleveland 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.

Mr. Toomey's review is based upon the description of the project on the application, the site plan produced by Capitol Surveys, Inc., dated February 6, 2015, with the addition location added, and the construction drawings by Patio Enclosures, dated January 3, 2018. The scope of the project is the construction of a one-story sunroom enclosure addition on an existing deck, at the rear of their home.

The sunroom addition will be set back from the left (west) side property line by 24 feet and 58 feet from the rear property line. The required side and rear setbacks are 15 feet and 25 feet. Mr. Toomey recommended that this permit application be approved.

A building permit for this project has been issued by the Montgomery County Department of Permitting Services, number 826837, on February 2, 2018. Ron Sherrow moved this building permit application be approved. Nancy Kehne seconded the motion and the motion passed by a vote of 5-0.

Ratify Issuance of Permit 420-03003 - Deck and Patio Seating Wall -

4102 Glenridge Street (DeSarno): Nicholas and Lauren DeSarno submitted a permit application for a rear deck and patio seating wall for their home at 4102 Glenridge 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.

Mr. Toomey's review is based upon the description of the project in their application, the Final Survey site plan by Meridian Surveys, Inc., dated January 15, 2018, with the location of the new work overlaid on it, and a site visit to verify the information.

The scope of the project is to finish the work started prior to obtaining a Town permit for the construction of an 11- by 13-foot exterior deck and a 2-foot tall patio seating wall in the side and rear yards of their house. The deck will be setback from the left (east) side property line by 15.21 feet, meeting the 15-foot setback requirement, and 27.72 feet from the rear property line, meeting the 25-foot setback requirement. The 2-foot tall seating wall will be located 5 feet from the rear property line. A fence or free standing wall of 6.5 feet tall, or less, can be located at the property line.

The deck construction is included in the existing Montgomery County Department of Permitting Services permit, and a wall of 2 feet tall does not require a County permit.

Mr. Toomey recommended on March 19, 2018, that the Council should approve the application. The Council unanimously approved the permit application via email on March 20, 2018. Paula Fudge moved that the permit for the new deck and patio seating wall be ratified. Peter Marks seconded the motion and it passed by a vote of 5-0.

CCV Building Permit Summary for March 2018

New applications for a Building Permit

- 4000 Cleveland Street (Lucas) Fence - applied 3/14/18
- 4017 Cleveland Street (Chiacone) Addition - applied 3/7/18

New Applications for a Building Permit granted interim approval:

- 4220 Everett Street (Collins/Miller) Driveway and apron - applied 2/22/18, interim approval 2/27/18, issued 3/1/18
- 4102 Glenridge Street (DeSarno) Deck and seating wall - applied 3/19/18, interim approval 3/20/18

Approved applications awaiting issuance of the Chevy Chase View permit:

- 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
- 4220 Everett Street (Collins/Miller) Driveway and apron - applied 2/22/18, interim approval 2/27/18, issued 3/1/18
- 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
- 4100 Glenridge Street (Amorim/Stipp) Demolition of an existing home - applied 2/2/18, approved 2/21/18, issued 3/15/18
- 4100 Glenridge Street (Amorim/Stipp) Construction of a new home, driveway, and apron - applied 2/2/18, approved 2/21/18, issued 3/15/18
- 4102 Glenridge Street (DeSarno) New house - applied 6/1/17, interim approval 10/15/17, issued 10/16/17
- 4217 Glenridge Street (Michele M. Dombo Construction Management, LLC) Major addition - applied 12/6/17, issued 3/16/18
- 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
- 4001 Saul Road (Cobb) Shed - applied 1/16/18, approved 2/21/18, issued 02/22/18
- 4317 Saul Road (Crisafulli) Addition and detached garage - applied 8/28/17, approved 9/20/17, issued 10/19/17
- 9808 Summit Avenue (Manfreda) Addition - applied 2/7/18, approved 2/51/18, issued 3/5/18

Completed projects since the February 2018 Council meeting:

- 4216 Everett Street (Adams/Metzger) Major addition - applied 3/1/17, approved 4/19/17, abandoned 2/28/18
- 4201 Franklin Street (Scarff) Portable storage unit - applied 9/7/17, issued 9/8/17, completed 02/28/18

Update on Proposed Subdivision Plan - 4201/4205 Saul Road: Paula Fudge reported that on February 23, 2018, the CCV Council received word from Michael Norton of Norton Land Design that a re-subdivision application for 4201 and 4205 Saul Road had been submitted to Maryland National Capital Park and Planning (M-NCPP). For planning purposes, the Town Council reviewed the Subdivision Protocol adopted by the Town, according to the requirements of State law (Md. Code Land Use Art. Sec. 23-202). If the Town is to submit a recommendation, it must submit the same within 45 days of Park and Planning's notice that such re-subdivision plan had been assigned a reviewer (that process still pending). A Town Council's recommendation must be accompanied by a transcript of the Town's hearing. Thus, the Council needs to make certain the selected hearing date falls within the available time frame, and the hearing is recorded by a vendor who can prepare a transcript for us.

Via email beginning on March 2, 2018, the Council discussed the next steps in the Park and Planning approval process and determined, largely based upon interest expressed by residents in the preliminary hearing held by the developer in November 2017, the Council would hold a public hearing sometime in early April. A tentative date was selected, but we await confirmation that Park and Planning has assigned a reviewer to this application. As of March 25, 2018, a reviewer has not yet been assigned.

Several residents inquired as to what the Council wanted to hear from residents. The Council encourages all residents interested in testifying to become familiar with the criteria and protocol used by Park and Planning to review such applications, and the standards upon which any recommendation by the Town may be made.

M-NCPP offers the following explanatory brochure:

http://www.montgomeryplanning.org/info/resident_guides/subdivison_proces/intro.shtm#montgomery

The link to Chevy Chase View's Subdivision Protocol, for any potential recommendation to Park and Planning, is included.

<http://www.chevychaseview.org/docs/Subdivision%20protocol%203.21.18.pdf>

In the interim, residents are free to submit comments to the Council and Town Manager.

Review of Draft RFP for Engineering Design - Summit Avenue Sidewalk Maintenance/Improvement Project: The Council discussed the draft RFP for the Engineering design for the Summit Avenue Sidewalk Improvement Project. Council members will be reviewing this draft during the week of March 26, 2018, with the goal to release the RFP during the first week of April, 2018.

Request to Amend AA Refuse, Inc. Recycling and Refuse Contract: The Town Council was receptive to AA Refuse's request to amend our existing contract to allow for adjustments following changes in tipping fees for both our single-stream recycling and trash collections. Paula Fudge moved that the following modifications be made to the AA Refuse, Inc. Refuse and Recycling contracts in effect through June 30, 2020.

- Increase the value of the Refuse contract in FY19 and FY20, by \$135.00 per month to cover the cost of processing the Town's collected refuse. New monthly rate set at \$4,630.91.
- Increase the value of the Recycling contract by \$439.53 in FY18, and by \$1,530 in FY19 and FY20 to cover the increased cost of processing the Town's recyclables.
- Add a provision to both contracts to allow for fee adjustments in contract years FY19 and FY20 to cover future *documented reasonable* tipping fee increases or decreases, and increase number of homes serviced to 309 homes.

Peter Marks seconded the motion and it passed by a vote of 5-0.

Formal Acceptance of the FY19 Budget: The Council held a two-hour work session on March 13, 2018, to develop the FY19 budget. Paula Fudge presented the proposed budget to the Council.

Paula Fudge made a motion to accept the proposed budget for presentation to the Town residents for comments and a public hearing. Nancy Kehne seconded the motion and it passed by a vote of 5-0.

The annual budget meeting (including a public hearing on the proposed budget) has been scheduled for Wednesday, April 18, 2018, 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 17-20, 2018. Myers & Laws Tree Service will be performing this cleanup for the Town.

Appointment of Nominating Committee for May 10, 2018 Election: Jana Coe advised Council members that Mike Plantamura has agreed to serve as chairman of the Nominating Committee for the upcoming May 10, 2018 election. Dawn Forsberg and Stacey Kuzma will serve as members to this committee. Notice will be mailed via regular postal mailings announcing the nomination and election process. Ron Sherrow moved the Nominating Committee members be approved. Peter Marks seconded the motion and it passed by a vote of 5-0.

Small Cell Tower Regulation: On March 19, 2018, the hearing on the statewide small cell tower bill scheduled for March 20th in the Senate Finance Committee was cancelled due to the bill's late introduction and complex nature. This issue is anticipated to be discussed over the summer. This occurred likely in very large part to all the work of the Maryland Municipal League and the Maryland Association of Counties.

The Montgomery County Council is still moving ahead with its consideration of a new zoning ordinance ZTA - 18-02. The hearing is scheduled for April 3, 2018.

The County proposed ZTA to amend the regulations applicable to small cell towers in certain zones. Executive Leggett's states that the ZTA does not at this time propose to alter the current rules for R60 and R90 residential zones (and that he plans to do so at a later date). That language, imposing certain limitations, including a 60-foot setback for a tower from certain residences, would be deleted and replaced with a less-restrictive provision.

The Council will begin review of ordinances adopted by other municipalities. The Maryland Municipal League recommends reasonable local ordinances be adopted in order to help convince the State that State legislation is not necessary.

Develop Information for Residents Regarding Proposed Subdivision Plan - 4201/4205 Saul Road: The Council discussed the development of a written communication to Town residents that would provide information regarding the complete details of the proposed subdivision application filed with Maryland-National Capital Park and Planning Commission (M-NCPPC) as well as an assessment of subdivision criteria for M-NCPPC and the Town.
<http://www.chevy Chaseview.org/docs/4201and4205SubdivisionQandA#1PDFMarch282018.pdf>

Monthly Street Sweeping Resumes: The monthly street sweeping resumes on Wednesday, April 25, 2018. While the Town does not post "No Parking" signs prior to this service, residents are encouraged to not park cars on the streets on this particular day. If a car remains parked on the street in front of your home, it also affects the quality of the sweep in front of your neighbor's homes.

Motion to Adjourn: At 9:15 p.m., Peter Marks moved the meeting be adjourned. Nancy Kehne seconded the motion and it passed by a vote of 5-0.

Time and Place of Next Meeting: The Council will meet next for its FY19 annual budget meeting on Wednesday, April 18, 2018, 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 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 April 18, 2018, meeting must be submitted to the Town Manager by 5:00 p.m. on April 4, 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