

COUNCIL OF CHEVY CHASE VIEW
Monthly Meeting

Date: May 20, 2020
Place: Meeting was held via an open conference call
Present: Paula Fudge, Chair; 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: Stuart Plank, 4221 Everett Street
Karen Smith, 10106 Summit Avenue

Called Meeting to Order: 7:00 p.m. by Paula Fudge, Chair

2020 Town Election Results: Ron Bolt reported that Paula Fudge and Carlos Molina were re-elected to two-year terms. 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. Paula Fudge and Carlos Molina each met the eligibility requirements and the Town's attorney administered the Oath of Office to the two nominees.

Election of Chairman: Peter Marks nominated Paula Fudge to serve as Chair of the CCV Council. Carlos Molina seconded the motion and it passed by a vote of 3-0 with Paula Fudge abstaining from the vote.

Election of Officers: The floor was opened for nomination of other Council officers. Carlos Molina nominated Peter Marks to serve as Acting Chair, Ron Sherrow to serve as Treasurer, and Lisa Fair to serve as Assistant Treasurer. Paula Fudge seconded the motion and it passed with a 4-0 vote.

Approval of Minutes of the April 15, 2020 Annual Budget Meeting and April 15, 2020 Monthly Meeting: Paula Fudge moved that the minutes of the April 15, 2020 Annual Budget Meeting and April 15, 2020 Monthly Meeting be approved. Peter Marks seconded the motion and it passed with a 4-0 vote.

Financial Report for Period April 1, 2020 to April 30, 2020:
Ron Sherrow moved that the financial report for the period April 1, 2020 to April 30, 2020 be accepted. Carlos Molina seconded the motion it passed with a 4-0 vote.

Council Member Walk: Paula Fudge conducted the monthly Council member walk and reported a few areas where tree debris should be addressed.

Ratify Issuance of CCV Building Permit 485-05001 - Fence - 4012

Franklin Street (Chalbaud): Anabella and Carlos R. Chalbaud submitted a building permit application for their home at 4112 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 in the application, the property survey by Snider & Associates, dated March 20, 2019, with the proposed fence location highlighted in yellow, a photo of the proposed fence style, and a copy of the fence company proposal. The applicants have also obtained approval from their adjacent neighbor. The scope of the project is to install a six-foot tall, 1x6 vertical wood board-on-board fencing, along the side property line in their rear and side yards.

Mr. Toomey recommended on May 8, 2020, that the Council should approve the application. The Council approved the permit application via email on May 14, 2020 by a vote of 5-0.

The permit was issued with the conditions that the fence and the fence post tops cannot be any taller than 6.5 feet, as measured from the ground, and if the fence extends beyond the front face of the house, that section of fence can be no taller than 4 feet, including the fence post tops. A fence permit from the Montgomery County Department of Permitting Services (number 911341) was issued on April 22, 2020.

Ratify Issuance of CCV Building Permit 486-05002 - Fence -

(Harvey/Pinkus): Ruth Harvey and Lawrence Pinkus submitted a building permit application for their home at 4106 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 the application, the applicants' proposal from Potomac Fences, Inc., a foundation wall check survey produced when the house was constructed and showing the proposed fence location, and a photograph of the proposed fence type. The scope of the project is to remove the existing chain link fence, and install in the same location, a four-foot tall wood picket fence with two gates and a trash enclosure, enclosing their rear yard and their Summit Avenue front yard.

Mr. Toomey recommended on May 8, 2020, that the Council should approve the application. The Council approved the permit application via email on May 11, 2020 by a vote of 5-0.

The permit was issued with the conditions that the fence and the fence post tops cannot be any taller than 4 feet, as measured from the ground, in the area of the yard that is between Summit Avenue and the adjacent face of the house, and that the new fence must be installed in the same exact location as the existing fence to be removed. A fence permit from the Montgomery County Department of Permitting Services (number 912355) was issued on May 4, 2020.

Ratify Issuance of CCV Building Permit 487-05003 - Bay Addition - (Prince): Kevin and Karen Prince submitted a building permit application for their home at 4003 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 in their application, the Location Drawing by Central Maryland Surveyors, Inc., dated September 11, 1997, and the architectural drawings by Upton Architecture, dated April 13, 2020. The scope of the project is to construct a 3'-6" by 10'-4' bay addition, on the side of the house, to enlarge their kitchen. The new addition will be set back approximately 29 feet from the right (east) side property line, 47 feet from the front property line, and 143 feet from the rear property line. A permit application has been submitted to the Montgomery County Department of Permitting Services (number 913083) for this project.

Mr. Toomey recommended on May 13 2020, that the Council should approve the application. The Council approved the permit application via email on May 18, 2020, by a vote of 5-0.

Peter Marks moved that the approval CCV Permit Nos. 485-05001 (Chalbaud), 486-05002 (Harvey/Pinkus) and 487-50003 (Prince) be ratified. Paula Fudge seconded the motion and it passed with a 4-0 vote.

Building Permit Application - Pool - 4112 Everett Street (Koutromanos): Pete Koutromanos submitted a building permit application to install an in-ground swimming pool at his home at 4112 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, the House Location Drawing by Exacta Maryland Surveyors, dated November 29, 2018, with the recently constructed pergola, shed, and fences, and the proposed pool location

overlaid on the survey, and the Hydra Pools construction drawings. The scope of the project is to construct a 16 x 32-foot in-ground swimming pool in the rear yard of his property. The pool will be set back approximately 22 feet from the left (east) side property line and 23 feet from the rear property line. The 3-foot wide pool deck will be set back 19 feet from the left (east) side property line and 20 feet from the rear property line. The side and rear setback requirement for a pool is 15 feet. The side and rear setback requirement for a pool deck is 10 feet. Mr. Toomey recommends approval of this application.

Conditions of the permit must include: The applicant must make a request to the Town for an inspection of the property line setbacks prior to the permanent setting of the pool structure. A full two-work day notice must be given for the request of an inspection. An application for a building permit was submitted to the Montgomery County Department of Permitting Services (number 913198) on May 11, 2020, to construct a swimming pool. Ron Sherrow moved that the building permit application be approved, with the conditions. Carlos Molina seconded the motion and it passed with a 4-0 vote.

Building Permit Application - Demolition/New Home - 4016 Dresden Street (Plank): Stuart and Laura Plank submitted a building permit application at their home at 4016 Dresden 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 by Potomac Valley Surveys, dated April 6, 2020, and the architectural plans by GTM Architects, dated April 6, 2020. The scope of the project calls for the demolition of the existing 2-story home, built in 1921, and the rear yard shed. The new work will include the construction of a new 2-story, six-bedroom home, with a finished basement, and a rear yard detached garage. Also included in this project is the construction of a new driveway and driveway apron, a new front walk, with 4-foot tall masonry privacy walls (not structurally attached to the house) at the front entry porch area. In addition the rear yard will have a pool and spa, and pool equipment, a patio, landscaping and decorative walls surrounding the patio, and an outdoor kitchen with a built-in grill.

The front wall of the house will be set back 56.3 feet from the front property line, 3.6 feet greater than the 52.6-foot Established Building Line (EBL) setback requirement. The front entry porch and stairway wing walls will project 8.6 feet from the front face of the house, meeting the allowable 5-foot projection into the EBL.

The proposed right (west) side property line setback will be 24.3 feet, and the proposed left (east) side setback will be 15.1 feet, with both meeting the required 15-foot setback requirement. The rear property line setback will be 73.9 feet. The rear yard pool will be setback 23.2 feet from the rear property line.

The proposed single-story detached garage will be located in the rear yard and will meet the required side and rear setbacks.

Permit applications were submitted to the Montgomery County Department of Permitting Services on April 7, 2020, to demolish the existing home (number 910274), and for the construction of a single-family dwelling (number 910278.) Both permits are in review and have not yet been issued.

Mr. Toomey recommended approval of this building permit application, with the following conditions: (1) submission documents must be corrected to indicate the pre-development grade and the proposed height of the garage, and that the Town staff shall confirm that the setback of the garage conforms to Town regulations, based on the proposed height, prior to the commencement of construction of the garage; (2) the retaining wall along the side of the driveway must meet the 7-foot side property line setback, (3) upon completion of the construction project, the Council reserves the right to replace right-of-way trees that were removed without Town permission and without a DNR permit. Carlos Molina moved that the demolition/construction permits be approved subject to the conditions stated above. Paula Fudge seconded the motion and it passed with a 4-0 vote.

CCV Building Permit Summary for May 2020 meeting

New Applications for Chevy Chase View permit:

- 4016 Dresden Street (Plank) Demolish existing structure and construct a new home - applied 4/14/20
- 4112 Everett Street (Koutromanos) In-ground pool - applied 5/12/20

New Applications for a Building Permit and granted interim approval:

- 4003 Everett Street (Prince) Bay window addition - applied 5/6/20
- 4012 Franklin Street (Chalbaud) Fence - applied 5/1/20
- 4106 Glenridge Street (Harvey/Pinkus) Fence - applied 5/2/20

Approved applications awaiting issuance of the Chevy Chase View permit:

- 9817 Connecticut Avenue (Tansil/Vas de Carvalho) Addition - applied 1/31/20, approved 2/19/20
- 4209 Everett Street (Crisafulli) Side porch enclosure - applied 4/1/20, approved 4/15/20

Active and open permit construction projects:

- 10001 Connecticut Avenue (Ansah) Major addition - applied 12/10/19, approved 12/18/19, issued 1/10/20
- 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
- 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
- 9910 Kensington Parkway (Noce and Lucas) Fence - applied 3/18/20, approved 4/15/20, issued 04/16/20
- 4205 Saul Road (4205 Saul Road LLC) - New house applied 12/9/19, approved 12/18/19, issued 3/2/20

Completed projects since the April 2020 Council meeting:

- 10111 Cedar Lane (Hacking/Fabin) Fence - applied 2/5/20, approved 2/19/20, issued 3/4/20, completed 4/30/20
- 10001 Connecticut Avenue (Ansah) Fence - applied 1/27/20, approved 2/19/20, issued 2/20/20, completed 5/8/20
- 3815 Everett Street (Blank) Outside patio - applied 2/5/19, approved 2/20/19, issued 6/18/19, completed 5/8/20

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. ECM has presented the Town with the Release of Lien from each supplier and subcontractor that delivered material to/worked on the project which will be reviewed by Clark/Azar. Payment will

be released upon final satisfaction that all punch list items have been remedied.

Discussion on Street Maintenance Projects for Summer 2020:

The summer 2020 maintenance work on Town streets and right-of-way areas will be finalized shortly.

Appreciation to Nominating Committee: On behalf of the Council, Chair Paula Fudge extended its appreciation to Mike Plantamura (Chair), Stacey Kuzma and Dawn Forsberg serving on the Nominating Committee for the May 2020 election.

Assignment of Council Member Responsibilities: The Council members discussed the numerous responsibilities of the Council. The information can be found on the CCV website at <http://www.chevy Chaseview.org/wp/government/town-council/>

Assignment of Council Member Monthly Walk: The Council members selected the months in which they will conduct the Council member walk.

Building Permit Approval by Council: Carlos Molina asked the Council to consider an amendment to the Town Code that would allow a building permit application for a fence to be approved administratively by the Building Permit Administrator and Town Manager. Mr. Toomey noted that instances where fences have been installed in deviation to approved plans have been rare. Mr. Bolt noted that many jurisdictions approve permits administratively, by requiring the approval of the manager and council chair/mayor. He noted that, as an alternative, the Council could consider a process where the Council members receive notice of applications and have the option of allowing an application to be processed administratively, or requesting the matter to be placed on the next meeting agenda if a concern arises after reviewing the application. The Council discussed the recommendation and will place this matter on the June 2020 agenda. Mr. Toomey was asked to prepare a draft for consideration.

Motion to Adjourn: At 7:55 p.m. Peter Marks moved that the meeting be adjourned. Carlos Molina seconded the motion and it passed by a 4-0 vote.

Time and Place of Next Meeting: The Council will meet next for its monthly meeting on Wednesday, June 17, 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
4 Digit Political Subdivision Code (See Instruction 6)

Chevy Chase View
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

MD
State

ZIP Code + 4

Maryland County

U.S. Census: The Census, like so many other key dates on our calendar, has pushed back its deadline—so if you haven't answered their very simple questions, take a moment, it's very important. Chevy Chase View had fantastic participation in 2000 and 2010. Check and make sure no one else in your home already filled out the

survey as it's one per household. If not, go to Census2020.gov and fill out the questions online in a few minutes.

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).

You are reminded to clean up after your dog and place the bag in your own trash container for disposal by Ecology Services' crew.

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 June 17, 2020 meeting must be submitted to the Town Manager by 5:00 p.m. on June 3, 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@chevy Chaseview.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.

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@chevychaseview.org or by calling 301-949-9274.

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