

**COUNCIL OF CHEVY CHASE VIEW
Monthly Meeting**

Date: November 15, 2017
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
Ron Bolt, Legal Counsel for Town
Joseph Toomey, CCV Building Permit Administrator
Others Present: Robert Diss, Lindsey and Associates

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

Approval of Minutes of October 18, 2017 Monthly Meeting Minutes: Nancy Kehne moved the minutes of the October 18, 2017 Monthly Meeting be approved. Ron Sherrow seconded the motion and it passed by a vote of 4-0. Paula Fudge abstained from the vote as she was not in attendance at this meeting.

Financial Report for Period October 1, 2017 to October 31, 2017: Peter Marks moved that the financial report for the period October 1, 2017 to October 31, 2017 be accepted. Nancy Kehne seconded the motion and it passed by a vote of 5-0.

Council Member Walk: Nancy Kehne conducted the monthly Council member walk and the WSSC permanent patch on Connecticut Avenue north of Everett Street is once again failing.

Ratify Issuance of CCV Permit No. 401-10003 - Right-of-Way -10010 Summit Avenue (Bowen/Muldonian): David Bowen and Patricia Muldonian submitted a revision to their existing Town permit for permission to work in the Town right-of-way at 10010 Summit Avenue, 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 the notes added to the June 28, 2017 new Concrete Apron and Driveway site plan. The scope of the project includes excavation in the right-of-way area between the roadway curb and the Everett Street property line in order to install and connect a new water service line to the water main lateral previously installed by WSSC. The new water service line was a requirement of the construction of the new addition and must be completed in order to close out the County building permits. Work is being performed on the right-of-way side of the property line in order to save the large tree just inside the private property.

A building permit from the Montgomery County Department of Permitting Services is not needed. Mr. Toomey recommended on October 19, 2017, that the Council should approve the application. The Council unanimously approved the permit application via email on October 21, 2017.

Report Issuance of CCV Permit 402-10004 - Portable Storage Unit - 4105 Everett Street (Schmitz/Held): Application Received October 22, 2017 - Permit Issued October 23, 2017. 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.

Ratify Issuance of CCV Permit No. 403-10005 - Driveway Apron/Remove Existing Apron - 4018 Glenridge Street (Egan): John Egan and Josephine Egan submitted a permit application to install a new driveway apron and remove the existing apron in the Town right-of-way at 4018 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 on the application and the landscape plan by Backyard Bounty dated October 18, 2017 (based upon the Improvement Survey produced by Leslie C. Schuermann dated January 5, 2017). The scope of the project includes the construction of a new driveway and driveway apron, the removal of the existing driveway and driveway apron, and restoration of the asphalt curb where the existing driveway apron will be removed.

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 Montgomery County Department of Public Works and Transportation Residential Driveway with Curb Radius Standard No. MC-301.05.

A right-of-way dogwood tree within the area where the new apron will be located has been identified by the Town Arborist as having limited remaining lifespan and can be removed. The new apron will be located an adequate distance away from the two large right-of-way oak trees to insure they will not to be harmed by the construction. A building permit from the Montgomery County Department of Permitting Services is not needed.

Mr. Toomey recommended on October 19, 2017, that the Council should approve the application. The Council unanimously approved the permit application via email on October 25, 2017.

Report Issuance of CCV Permit 404-10006 - Dumpster - 4200 Dresden Street (Whisman): Application Received October 30, 2017 - Permit Issued October 31, 2017. 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.

Ratify Issuance of CCV Permit No. 405-11001 - Fence - 3819 Everett Street (Hamilton/I-Ling Chen): Matthew B. Hamilton and I-Ling S. Chen submitted a permit application to install a fence on their property at 3819 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 description of the project on the application, the CAS Engineering Wall Check Drawing, dated June 2, 2017, with the fence locations overlaid, and photographs of the fence styles to be installed. The scope of the project is to install 110 linear feet of a six-foot tall vertical board fence from the rear corner of the property at the left (west) side property line, and 75 linear feet of a three-foot tall paddock style fence at the rear property line. The Montgomery County Department of Permitting Services issued a fence permit (Number 817537) on October 27, 2017.

Mr. Toomey recommended on November 4, 2017, that the Council should approve the application. The Council unanimously approved the permit application via email on November 6, 2017.

Report Issuance of CCV Permit 406-11002 - Portable Storage Unit - 4301 Glenridge Street (Walters): Application Received November 6, 2017 - Permit Issued November 7, 2017. 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.

Report Issuance of CCV Permit 407-11003 - Portable Storage Unit - 4113 Glenridge Street (Dunn): Application Received November 6, 2017 - Permit Issued November 7, 2017. 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.

Peter Marks moved that the permit approvals be ratified for the following: Right-of-Way at 10010 Summit Avenue; the Portable Storage Unit/Dumpster at 4105 Everett Street, 4200 Dresden Street, 4301 Glenridge Street and 4111 Glenridge Street; the new Driveway Apron/Removal of Existing Apron at 4018 Glenridge Street; Fence at 3819 Everett Street; New Deck at 9809 Connecticut Avenue, the Retaining wall at 4004 Dresden Street, and the Front Entry Portico at 4021 Glenridge Street permits be ratified. Nancy Kehne seconded the motion it passed by a vote of 5-0.

Application for Building Permit - Deck - 4014 Glenridge Street (Dombo): Michele Dombo of Michele M. Dombo Construction Management, LLC, submitted a permit application to construct a deck at 4014 Glenridge Street in the Town of Chevy Chase View. The applicant owns the property and 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 drawn by Snider & Associates, dated September 6, 2017, with the deck location overlaid onto it, and the architectural plans drawn by Upton Architecture, dated November 3, 2017. The scope of the project is the construction of a new 16- by 16-foot deck located off of the rear of the house.

The deck will be setback 35.3 feet from the left (east) side property line, 48.7 feet from the right (west) side property line and 62 feet from the rear property line. Mr. Toomey recommended approval of this deck permit application. A building permit from the Montgomery County Department of Permitting Services will be needed, for the construction of a deck.

Ron Sherrow moved this deck permit application be approved. Nancy Kehne seconded the motion and it passed by a 5-0 vote.

CCV Building Permit Summary for November 2017

New applications for a Building Permit

- 4014 Glenridge Street (Michele M. Dombo Construction Management, LLC) Deck - applied 11/3/17

Applications for Building Permit granted interim approval

- 3819 Everett Street (Hamilton and Chen) Fence - applied 10/28/17, interim approval 11/6/17, issued 11/6/17
- 4018 Glenridge Street (Egan) Driveway apron - applied 10/19/17, interim approval 10/25/17, issued 10/25/17
- 10010 Summit Avenue (Bowen/Muldonian) Right-of-way - applied 10/19/17, interim approval 10/21/17, issued 10/23/17, completed 10/30/17

Applications for Dumpster/Storage Unit Permits granted interim approval

- 4200 Dresden Street (Whisman) Dumpster - applied 10/30/17, issued 10/31/17
- 4105 Everett Street (Schmitz/Held) Storage units - applied 10/22/17, issued 10/23/17
- 4113 Glenridge Street (Dunn) Storage unit - applied 11/6/17 issued 11/7/17
- 4301 Glenridge Street (Walters) Storage unit - applied 11/6/17 issued 11/7/17

Approved applications awaiting issuance of Chevy Chase View permit:

- 3910 Dresden Street (O'Rourke) Pergola - applied 4/22/17, approved 5/17/17
- 4216 Everett Street (Adams and Metzger) Major addition - applied 3/1/17, approved 4/15/17
- 3901 Saul Road (Sartain) Addition - applied 8/10/17, variance approved 9/20/17, application approved 9/20/17

Active and open permit construction projects

- 4105 Everett Street (Schmitz/Held) Storage units - applied 10/22/17, issued 10/23/17
- 3819 Everett Street (Hamilton and Chen) Construction of a new home- applied 2/23/17, approved 3/15/17, issued 5/23/17
- 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
- 4018 Glenridge Street (Egan) Major addition - applied 1/10/17, approved 1/18/17, issued 3/20/17

- 4102 Glenridge Street (DeSarno) New house - applied 6/1/17, interim approval 10/15/17, issued 10/16/17
- 4113 Glenridge Street (Dunn) Storage unit - applied 11/6/17, issued 11/7/17
- 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
- 4301 Glenridge Street (Walters) Storage unit - applied 11/6/17, issued 11/7/17
- 4317 Saul Road (Crisafulli) Addition and detached garage - applied 8/28/17, approved 9/20/17, issued 10/19/17

Completed projects since the October 2017 Council meeting

- 3910 Dresden Street (O'Rourke) Deck stairway - applied 4/22/17, approved 5/17/17, issued 6/12/17, completed 10/30/17
- 4004 Dresden Street (Moraes) Driveway and retaining wall - applied 8/2/17, interim approval 8/25/17, ratified 9/20/17, completed 11/1/17
- 4200 Dresden Street (Whisman) Dumpster - applied 10/30/17, issued 10/31/17
- 4001 Everett Street (Wratney) Dumpster - applied 9/25/17, issued 9/27/17, completed 10/20/17
- 4021 Glenridge Street (Matan) Entry portico - applied 9/5/17, approved 9/7/17, issued 9/7/17, ratified 9/20/17, completed 11/1/17
- 4017 Saul Road (Tarbutton) Fence - applied 10/12/17, approved 10/18/17, issued 10/19/17, completed 10/31/17
- 10010 Summit Avenue (Bowen/Muldonian) Major Addition - applied 8/6/16, interim approval 8/20/16, issued 9/15/16, completed 10/30/17
- 10010 Summit Avenue (Bowen/Muldonian) Right-of-way - applied 10/19/17, interim approval 10/21/17, issued 10/23/17, completed 10/30/17

FY17 Audit Presentation by Lindsey & Associates: Robert Diss of Lindsey & Associates, CCV's auditing firm, reported to the Council that the State-mandated municipal audit for FY17 has been completed and filed with the Department of Legislative Services.

The following statement was issued by Lindsey & Associates: "In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Town of Chevy Chase View as of June 30, 2017, and the respective changes in financial position, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America". Paula Fudge moved that the Council accept the FY17 Audit by Lindsey & Associates. Nancy Kehne seconded the motion and it passed by a vote of 5-0.

Progress Report on WSSC Cedar Lane Roadway Restoration and Removal of Existing Side Islands and Installation Center Islands: WSSC has advised the Town that D & F Construction has begun work on Cedar Lane

this week. This first phase of the rehabilitation work, which follows the completion of the WSSC Cedar Lane Water Main Replacement, includes the removal of existing side islands, installation of new center islands at Glenridge, Franklin and Dresden Streets, curb/gutter repair and sidewalk repair.

Montgomery County Department of Transportation has agreed to review and address the Summit Avenue serious safety issues regarding vehicles traveling north of Dresden Street toward Summit Avenue/Cedar Lane intersection. These issues were identified by residents living on Cedar Lane. The Council will continue working with MCDOT until Summit Avenue (north of Dresden Street) and bus stop safety concerns are resolved.

Update on SHA Safety Study of Connecticut Avenue between Saul Road and Washington Street: SHA officials will be conducting a meeting in mid-November to share preliminary assessments of the ongoing 90-day study. This study is a result of the Town's request that SHA study operational and multi-modal safety impacts along MD 185 between Saul Road and Washington Street. The study began in early September when normal traffic patterns resumed.

Town Logo and Seal Design Discussion: The Town Council reviewed and considered options for soliciting Town logo and seal designs.

Pre-Application Meeting Subdivision Plan Details: The Maryland-National Capital Park and Planning Commission (M-NCPPC) considers large and small scale plans for new development. As a prerequisite to filing subdivision plans with M-NCPPC, the applicant is required to hold a Pre-Application Meeting to introduce the subdivision plan and answer attendees' questions.

Applicant: Potomac Heritage Homes
Properties: 4201 Saul Road and 4205 Saul Road, Kensington, Maryland
When: Thursday, November 30, 2017, at 7:00 PM
Where: Christ Episcopal Church, 4001 Franklin Street, Kensington,
Signs will be posted directing you to the Undercroft)
Contact: For information about this meeting, contact Norton Land
Design,
Consultants

Please plan to attend this meeting where the consultants will share details of the subdivision plan and address your questions.

Motion to Adjourn: At 8:13 p.m., Paula Fudge 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 monthly Council meeting on Wednesday, December 13, 2017, at 7:00 p.m., at the Christ Episcopal Church, Kensington, Maryland. Please note this meeting is on the second Wednesday of December.

Respectfully submitted,
Jana Coe, Town Manager

NOTES AND REMINDERS -

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. The next quarterly pickup is scheduled for **Thursday, November 30, 2017**. **To schedule a donation, please contact A Wider Circle no later than Monday, November 27th, by phone at 301-608-3504 or via email at furnish@awidercircle.org**

Leaf Removal is Underway: Hughes Landscaping, Inc. will remove all leaves on a weekly basis, weather permitting, until December 31, 2017. **Please do not mix your grass clippings with the leaves at the curb.**

Leaves are to be placed at curbside and made accessible for truck pickup. Sticks, trash, rocks and other rubbish will not be collected and should be bagged for normal trash pickup. Leaves should not be shredded or bagged. For the residents on Connecticut Avenue, Cedar Lane, Kensington Parkway and Saul Road, your leaves also will be picked up weekly. Please rake your leaves to the sidewalk. For liability reasons, do not place leaves on our sidewalks. In the event that you do not have a sidewalk, please rake your leaves as close to the street as possible.

Bulk Pick-Up - The next monthly bulk pick-up is scheduled on **Saturday, December 2, 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.

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 December 13, 2017, meeting must be submitted to the Town Manager by 5:00 p.m. on November 29, 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 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, 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.