

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

Date: September 20, 2017  
Place: Christ Episcopal Church, Kensington, Maryland  
Present: Paula Fudge, Chair; Tom Brown, Nancy Kehne,  
Peter Marks, Ron Sherrow, Council members  
Ron Bolt, Legal Counsel for Town  
Joseph Toomey, CCV Building Permit Administrator

Called Hearing to Order: 6:45 p.m. by Paula Fudge, Chair

**Approval of Minutes of the July 19, 2017 Monthly Meeting:**

Paula Fudge moved the minutes of the July 19, 2017 Monthly Meeting be approved. Nancy Kehne seconded the motion and it passed with a 5-0 vote.

**Financial Report for Period July 1, 2017 to August 31, 2017:**

Ron Sherrow moved that the financial report for the period July 1, 2017 to August 31, 2017 be accepted. Peter Marks seconded the motion and it passed with a 5-0 vote.

**Council Member Walk:** Ron Sherrow submitted the monthly Council member walk report. The report included comments about overgrowth of vegetation in various areas including the intersection at Glenrose Street and Gartrell Place, Summit Avenue near Dresden Street, and the fire hydrant at 4309 Glenrose Street.

**Report Issuance of CCV Permit 391-08001 - Dumpster - 9809 Connecticut Avenue (Matthews, agent for Key):**

Application Received July 24, 2017 - Permit Issued July 25, 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 394-09001 - Portable Storage Unit - 4201 Franklin Street - Scarff):**

Application Received September 7, 2017 - Permit Issued September 8, 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 CCV Permit 392-08002 - New Deck - 9809 Connecticut Avenue (Matthews, agent for Key):** Robert Matthews, of Matthews General Contracting, Inc., agent for the owners, Kenneth Key and Louisa Hoyt-Key, submitted an Application for a Building Permit for the property at 9809 Connecticut 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 in the application, the demolition and construction plans submitted with the application, and the House Location Survey drawn by Snider & Associates, dated August 19, 1994. The scope of the project is the demolition of the existing rear exterior deck, and the construction of a new, smaller deck, with a stairway from the deck to the ground. A dumpster will also be placed on the driveway to facilitate removal of debris from the old deck. The new deck will be attached to the rear of the house, and it will be located 28 feet from the left (north) side property line, 24 feet from the right (south) side property line, and more than 140 feet from the rear property line.

A Montgomery County permit, No. 810770, was issued by the on August 21, 2017 for this project. Mr. Toomey recommended on August 27, 2017, that the Council should approve the application. The Council unanimously approved the application via email on August 30, 2017.

**Ratify CCV Permit 393-08003 - Retaining wall - 4004 Dresden Street (Moreas):** Anaximandro D. Moraes submitted an Application for a Building Permit for the property recently purchased by his company, A/X Carpenters, LLC, to construct a retaining wall for a driveway at 4004 Dresden Street in the Town of Chevy Chase View. The plans and specifications submitted with the application comply with the applicable regulations of the Chevy Chase View Municipal Code.

Mr. Toomey's review is based upon the description of the project in the application, a boundary survey produced by

Potomac Valley Surveys, dated June 26, 2017, with the retaining wall location overlaid on it, and two construction detail pages from the Montgomery County Department of Permitting Services approved permit plans. The purpose of the retaining wall construction is to level the area for an 18 by 20-foot driveway on the steeply sloping property. The plans specify that the height of the wall will not exceed 24 inches. A permit from Montgomery County, No. 808937, was issued on August 3, 2017.

Mr. Toomey recommended on August 27, 2017, that the Council should approve the application. The Council unanimously approved the application via email on August 30, 2017.

**Ratify CCV Permit 395-09002 - Front Entry Portico - 4021**

**Glenridge Street (Matan):** James and Elizabeth Matan submitted an Application for a Building Permit, for their home at 4021 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, the Building Location Plat produced by Allen and Koenig when the house was constructed in 1965, and the construction drawings drawn by Archive Design Services, Inc., dated August 17, 2017. The scope of the project is to construct a 6 foot by 11-foot front entry portico roof over the existing stoop.

The new roof will be setback approximately 64 feet from the front property line, which is 14 feet greater than the required front setback. The Established Building Line front setback for this property is 49.6 feet.

A Montgomery County permit was issued, No. 812148, on September 5, 2017, for the addition of an entry portico.

Mr. Toomey recommended on September 5, 2017, that the Council should approve the application. The Council unanimously approved the application via email on September 7, 2017.

Peter Marks moved that the approval for the Dumpster and 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. Paula Fudge seconded the motion and it passed by a 5-0 vote.

**Building Permit Application - Addition and Detached Garage - 4317 Saul Road (Crisafulli):** Benjamin and Sarah Crisafulli submitted an Application for a Building Permit for their home at 4317 Saul Road 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 Charles P. Johnson & Associates, Inc., and the construction drawings by Maryland Residential Design & Construction, LLC, dated June 8, 2017, with revisions through July 18, 2017. The scope of the project includes a 14 by 11-foot, two-story addition at the rear of the house, a 22 by 23-foot detached garage in the rear yard, and a new driveway from the existing apron to the new garage.

The two-story addition will be located more than 29 feet from the closest side property line, meeting the 15-foot setback requirement, and more than 54 feet from the rear property line, meeting the required 25-foot setback requirement. The detached garage will be located 7.1 feet from the left (west) side property line, and 29.5 feet from the rear property line, meeting the 7-foot rear and side setback requirements for an accessory structure. The mean roof height of 13'-8", and the building length of 23 feet, do not require any additional property line setback.

An application submitted September 6, 2017, for a building permit from the Montgomery County Department of Permitting Services is pending (number 812287) for additions to an existing home.

Mr. Toomey recommended that the Council should approve the application. Peter Marks moved that the building permit application be approved. Nancy Kehne seconded the motion and it passed by a vote of 5-0.

**Building Permit Application - Addition - 3901 Saul Road (Sartain):** Brandon and Kara Sartain submitted an Application for a Building Permit for their home at 3901 Saul Road in the Town of Chevy Chase View. As the proposed plans include the construction of a second-story over an existing structure that does not meet the required side yard setback, the application required a Variance from the existing Regulations. Mr. and

Mrs. Sartain's Application for a Variance was approved at a Hearing prior to this meeting.

The scope of the project, as described in their permit application, is to construct an addition that will increase the living space of their home, to include a mud room, powder room, laundry/pantry, master bedroom and closet. Part of the addition will include an expansion of the footprint of the home at the rear of the existing garage, and a second-story addition over the new footprint and existing garage. The new construction will be offset from the left (west) side property line by 12.9 feet, less than the required 15 feet.

Mr. Toomey recommended that, with the prior approval of the Variance Application, the Council should approve the application. Paula Fudge moved that the building permit application be approved, pending the finalized written Decision approving the request for the Variance. Tom Brown seconded the motion and it passed by a vote of 5-0.

### **CCV Building Permit Summary for September 2017**

#### **New applications for a Building Permit**

- 4317 Saul Road (Crisafulli) Addition and detached garage - applied 8/28/17
- 3901 Saul Road (Sartain) Addition - applied 8/10/17

#### **Applications for Building Permit granted interim approval**

- 9809 Connecticut Avenue (Key) Dumpster - applied 8/24/17, interim approval 8/30/17, issued 8/25/17
- 9809 Connecticut Avenue (Key) Deck - applied 8/24/17, interim approval 8/30/17, issued 8/30/17
- 4004 Dresden Street (Moraes) Driveway apron - applied 7/28/17, interim approval 8/25/17, withdrawn 9/5/17
- 4004 Dresden Street (Moraes) Driveway and retaining wall - applied 8/2/17, interim approval 8/25/17
- 4201 Franklin Street (Scarff) Portatable storage unit - applied 9/7/17, issued 9/8/17
- 4021 Glenridge Street (Matan) Entry portico - applied 9/5/17, approved 9/7/17, issued 9/7/17

#### **Applications withdrawn by the applicant**

- 4004 Dresden Street (Moraes) Driveway apron - applied 7/28/17, interim approval 8/25/17, withdrawn 9/5/17

**Approved applications awaiting issuance of the 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

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

- 4102 Glenridge Street (DeSarno) New house - applied 6/1/17

**Active and open permit construction projects**

- 3910 Dresden Street (O'Rourke) Retaining walls - applied 4/22/17, approved 5/17/17, issued 6/12/17
- 3910 Dresden Street (O'Rourke) Deck stairway - applied 4/22/17, approved 5/17/17, issued 6/12/17
- 3819 Everett Street (Hamilton and Chen) Construction of a new home - applied 2/23/17, approved 3/15/17, issued 5/23/17
- 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
- 4217 Glenridge Street (Sullivan) Dumpster - applied 7/13/17, approved 7/13/17, issued 7/14/17
- 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
- 3905 Saul Road (Springer) Addition - applied 4/19/17, interim approval 4/25/17, issued 4/25/17
- 4101 Saul Road (Shklyar) In-ground pool - applied 3/29/17, approved 4/19/17, issued 4/19/17, revised 6/28/17
- 10010 Summit Avenue (Bowen/Muldonian) Major Addition - applied 8/6/16, interim approval 8/20/16, issued 9/15/16

**Completed projects since the July 2017 Council meeting**

- 9814 Connecticut Avenue (Terrier Development, LLC) Dumpster - applied 1/26/17, issued 1/27/17, completed 9/7/17

- 10010 Summit Avenue (Bowen/Muldonian) Driveway apron - applied 7/3/17, approved 7/19/17, issued 7/20/17, completed 8/4/17
- 10010 Summit Avenue (Bowen/Muldonian) Fence - applied 7/3/17, approved 7/19/17, issued 7/20/17, completed 8/22/17

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

The WSSC contractor, Utilicon, has reported that all of the water main line has been installed, and all of the connections to the existing service is complete. No additional excavation is expected, other than for the permanent base repair of the roadway. The permanent repair has been completed up to approximately 200 feet north of Cedar Lane/Summit Avenue intersection. The remaining base repair work, north of Summit Avenue, will require about two weeks to complete. The concrete curb and gutter, and sidewalk repair work, starting at Saul Road, and moving north, will commence at that time. In three to four weeks, depending on the weather, the mill and pave work should start in the section from Saul Road to Summit Avenue. The remainder of the work, from Summit Avenue to Howard Avenue will continue after that.

**Update on Proposed County Zoning Amendment ZTA 16-03**

**(short-term rentals)**: The County Council held a hearing on September 12, 2017 and indicated that there will be further committee hearings through October. It appears the County Council is likely to vote on the matter prior to the end of the year.

**Summary of meeting of Parkwood Residents Association and Chevy Chase View representatives with MC DOT, August 17, 2017, concerning traffic management on Cedar Lane:**

Ron Sherrow distributed new "concept" drawings prepared by the Montgomery County Department of Transportation that disclose proposed locations and dimensions of six center-of-the-road traffic islands on Cedar Lane at Franklin, Glenrose and Glenridge intersections, and removal of all current near-curb traffic islands at those intersections. (If MCDOT posts the drawings online, a link will appear on CCV's website.)

MCDOT is requesting interested parties to comment on the concept, suggest alternate or additional measures to keep

vehicles on Cedar Lane traveling no faster than the posted speed limit—currently 30 mph.

The newest MCDOT traffic calming recommendations for Cedar Lane are a follow-up to the August 17th on-site meeting at the intersection of Cedar Lane and Franklin Street with officials of the Parkwood Residents Association (PRA) and CCV councilmember Sherrow. PRA initiated this meeting and invited CCV to attend.

At this evening's Council meeting, there was apparent consensus to attempt to post these drawings on the CCV website to prompt community input and feedback. Accompanying text will inform residents that MCDOT says that the engineers' plans are not set in stone; however, the window of opportunity to influence Cedar Lane traffic patterns exists only for a few weeks. Time is of the essence, as WSSC has nearly completed its work on/under Cedar Lane, and the final phase of Cedar Lane milling and paving is set to begin in time for that work to end before Thanksgiving.

Ron recommended that, if possible, we should coordinate CCV's response to MCDOT with PRA, as PRA initiated Cedar Lane dialogue with MCDOT. Ron reported that, like CCV, PRA had just received the drawings, so did not have time to study and respond. Ron stated that PRA officials share CCV's objective to improve pedestrian and driver/passenger safety on Cedar Lane.

Jeff Griffith, PRA vice president, summed up the August 17<sup>th</sup> meeting, in part:

"We all share the goal of improving safety through measures that can reduce the speed at which vehicles travel on Cedar Lane.

"However, a significant concern of many residents is that the current pairs of side islands at Dresden, Franklin, and Glenridge are wider than the parking zone lines and tend to push on-coming vehicles toward each other as they pass between the islands. As we all observed today, many vehicles even cross over the double center lines as they maneuver to ensure that they pass clear of the islands.

"A second concern is that some drivers of smaller cars turning right onto Cedar from side streets report difficulty seeing the edge of the islands. This often causes them to make a wider turn than necessary, thereby pushing them closer to oncoming traffic.

"A third concern is the positioning of the islands so closely to the intersection effectively eliminates any room for cars turning right onto a side road to move safely out of the way of cars behind them.

"Addressing these issues may require consideration of some design alternatives that can alleviate at least some of these problems. One option to be considered would be to replace the side islands with center islands, set back from the intersection. If the parking zone lines were also redrawn away from the intersection, this might address all three concerns.

"In the matter of timing, it would be good if the acceptable alternatives could be implemented in conjunction with the repaving of Cedar by WSSC. We believe that is likely to start soon.

"It is our understanding that you [MCDOT] will consider various options and meet us again to review the possibilities. We are prepared to meet with you whenever you are ready."

**Resident Concerns and Contributions:**

**Prospective Subdivision of Property within the Town on Saul Road:**

In response to comments received from residents, the Town Council offers the following information regarding the prospective subdivision of property within the Town, on Saul Road. Please note that, according to State law, the subdivision of land within the Town is regulated by the Maryland-National Capital Park and Planning Commission (M-NCPPC), and not the Town. However, State law provides that, before the M-NCPPC Planning Board approves a subdivision plan, a municipal government may provide a recommendation. The recommendation is not binding, but a two-thirds majority vote of the Planning Board would be required to override the Town's recommendation.

In order to submit a recommendation, the municipal government must conduct a public hearing, provide a transcript of the hearing, and a written basis for the recommendation, based on the County's subdivision regulations found in County Code, Chapter 50. To assist in the exercise of this authority, Chevy Chase View adopted

review standards in 2007. They can be found here:  
<http://www.chevy Chaseview.org/docs/SubdivisionStandards.pdf>

The Town's review can be undertaken once a proposed subdivision plan is submitted to M-NCPPC. Upon filing of an application, M-NCPPC will notify the Town of the submission and the Town would have 45 days to exercise the option to conduct a hearing and submit a recommendation. If such a hearing takes place, Town residents will be informed in advance and provided the opportunity to provide comments at the hearing, and/or in writing. Residents can also participate directly in M-NCPPC's review process.

**CCV Directory for 2017 - 2018:** Jana Coe previously reported that the 2017-2018 Resident Directory is scheduled for issuance early October 2017. Residents, please check your listing in the 2016 directory and let Jana Coe, Town Manager, know if there are any changes. You can also double-check your information through the Town's online directory via this link -  
<http://www.chevy Chaseview.org/wp/residents/town-directory/>

**Other New Business:** Peter Marks and Ron Sherrow reported on the Montgomery County Department of Transportation "Summit Avenue Extension, Facility Planning Phase 1 Study, Workshop #2" that they, along with several other CCV residents, and approximately 50 Kensington residents attended at the Kensington Armory on September 14, 2017. At this second "workshop," MC-DOT presented citizens' feedback and took questions about MC-DOT developing plans to:

- Improve mobility on Connecticut Ave. and University Boulevard
- Provide alternative routes for Southwest Northeast Travel, and
- Maintain and enhance community character.

MC-DOT strongly encourages residents to give feedback about the Summit Ave Extension project. Visit the MC-DOT project website (<https://www.montgomerycountymd.gov/dot-dte/projects/summitave/index.html>) to view the project description, budget/schedule, project documents (including the most recent 16-page handout) and access their "Contact Us" page.

MCDOT has extended the public comment deadline until October 16, 2017. A Study Summary Report is planned for Spring 2018.

**Motion to Adjourn:**

At 7:55 p.m., Nancy Kehne moved the meeting be adjourned. Ron Sherrow 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, October 18, 2017, at the Christ Episcopal Church, Kensington, Maryland.

Respectfully submitted,  
Jana Coe, Town Manager

***NOTES AND REMINDERS -***

**Leaf Removal Begins October 1, 2017:** 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, October 7, 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 October 18, 2017, 2017, meeting must be submitted to the Town Manager by 5:00 p.m. on October 4, 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, 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@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.