

COUNCIL OF CHEVY CHASE VIEW

Work Session on Construction Issues

Date: February 12, 2009
Place: Christ Episcopal Church, Kensington, Maryland
Present: Michael Plantamura, Chairman; Coral Bell, Lulu Gonella, Martie Mitchell, Peter Roman and Jana Coe, Town Manager
Alan Beal, CCV Building Permit Administrator
David Podolsky, Legal Counsel to Chevy Chase View
Ron Bolt, Legal Counsel to Chevy Chase View
Called to Order: 7:05 p.m. by Michael Plantamura, Chairman

The Chevy Chase View Council held a work session to discuss the issues related to major construction projects in CCV. Alan Beal presented recommendations for procedural changes that would create continuity in the permitting process and increased construction site management. These recommendations include a mandatory pre-construction meeting with the property owner and contractor; changes to the Building Permit Application to include a new Building Permit Conditions form; implementation of online communication correspondence during the construction process; and providing residents with more information about the costs associated with right-of-way utility work so that property owners will have a better sense at the beginning of their project of how much of the performance bond may be retained upon completion of the project.

The goal of these changes would be to provide more inspection consistency, increased oversight of the projects, clear communications as to the Town's procedures, rules and expectations, and to establish online recordkeeping.

The Council discussed Mr. Beal's new proposed fee structure which would better serve the needs of the Town, its residents and the Council. It further discussed how to structure compensation for the additional administrative and consultation time and the field work required to adequately manage residential construction projects in CCV. Mr. Beal would charge CCV \$85 per hour for administrative time and \$60 for field work time.

The following permit fee structure was agreed upon by the Council:

- \$ 500 for demolition
- \$1000 for any project with an estimated value over \$10,000
- \$ 500 for any project with an estimated value of less than \$10,000
- \$ 125 for fences and sheds
- \$ 75 for decks

The Council asked Mr. Beal and Jana to review the language for the bond release protocol which was drafted in January 2008. Ron Bolt will review the CCV Building Regulations to ensure they address the proposed changes.

Adjournment: At 8:20 p.m., Mike Plantamura moved that the meeting be adjourned and the Council meet in executive session, pursuant to the Annotated Code of Maryland, State Government Article Section 10-508(a)(7), to consult with Counsel to obtain advice on a legal matter. Lulu Gonella seconded the motion and it passed unanimously.

Time and Place of Next Meeting: The next regular monthly meeting will be held on Wednesday, February 18, 2009, at 7:30 p.m. This meeting will be at Christ Episcopal Church, Kensington, Maryland.

Respectfully submitted,
Jana S. Coe, Town Manager