

# **Chevy Chase Village Board of Managers' Meeting**

## **February 10, 2020**

*Note: These minutes reflect the Board's actions only, and do not include remarks made by members of the Board of Managers, Legal Counsel, Village Staff or others in attendance.*

### **BOARD OF MANAGERS**

Elissa A. Leonard, Chair	Present
Robert C. Goodwin, Jr., Vice Chair	Present
David L. Winstead, Secretary	Present
Richard M. Ruda, Assistant Secretary	Present
Gary Crockett, Treasurer	Present
Nancy E. Watters, Assistant Treasurer	Present
Linda Willard, Member	Present

### **STAFF**

Shana R. Davis-Cook, Village Manager	Present
John M. Fitzgerald, Police Chief	Present
Ellen Sands, Director of Municipal Operations	Present
Jessica Gebhart, Permitting & Code Enforcement Coordinator	Present
Demetri Protos, Finance Director	Present

### **COUNSEL**

Suellen M. Ferguson, Village Counsel	Present
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Elissa A. Leonard, Chair of the Board of Managers, called the meeting to order at 7:30 p.m.

### **Approval of Minutes from the Board's Previous Meeting**

Minutes of the Board's Regular Meeting held on January 13, 2020 were circulated to the Board prior to the meeting.

*Mr. Winstead moved to approve the minutes of the Board's Regular Meeting held on January 13, 2020, as drafted. Mr. Crockett seconded the motion. Ms. Leonard, Mr. Goodwin, Ms. Watters, Mr. Crockett, Mr. Ruda, Mr. Winstead and Ms. Willard voted in favor of the motion. The motion passed.*

### **Special Permit & Variance Requests**

#### **A-7661 (Special Permit) Mr. Colin Dowling & Ms. Nicola Dowling 9 West Irving Street**

Construct a compliant driveway, expanded by a parking pad which would exceed the maximum allowed driveway width on private property by nineteen feet, seven and three quarter inches (19'-7.75") for a length of twenty feet, eight inches (20'-8").

*Mr. Goodwin moved to approve the special permit application in Case A-7661 on the basis that the evidence presented, including the Staff Report and Case Synopsis, demonstrates that the applicable requirements for approval of the special permit have been met. Staff is directed to*

*draft a decision based on this evidence, including findings of fact and conclusions, approving the special permit application.* Mr. Crockett seconded the motion. Ms. Leonard, Mr. Goodwin, Ms. Watters, Mr. Crockett, Mr. Ruda, Mr. Winstead and Ms. Willard voted in favor of the motion. The motion passed.

**A-7662 (Variance) Mr. Justin W. Bausch & Ms. Elizabeth Bausch  
12 East Lenox Street**

Construct a balustrade over an existing non-conforming front porch roof. The front porch is being rebuilt and repaired and the proposed balustrade would expand the height of the nonconformity by two feet, four inches (2'-4").

*Ms. Willard moved to approve the variance application in Case A-7662 on the basis that the evidence presented, including the Staff Report and Case Synopsis, demonstrates that the applicable requirements for approval of the variance have been met. Staff is directed to draft a decision based on this evidence, including findings of fact and conclusions, approving the variance application.* Ms. Watters seconded the motion. Ms. Leonard, Mr. Goodwin, Ms. Watters, Mr. Crockett, Mr. Ruda, Mr. Winstead and Ms. Willard voted in favor of the motion. The motion passed.

**Treasurer's Report**

The Treasurer's Report was distributed to the Board and posted to the Village website prior to the meeting. *No formal action was taken by the Board.*

**Matters for Board Discussion, Consideration & Possible Adoption**

**Resolution No. 02-01-20:** An Ordinance to amend Chapter 25, "Public Rights-of-Way" Article I, "General Provisions" to repeal, reenact, and amend Sec. 25-8, "Trees in the public right-of-way"; Sec. Chapter 6, "Penalties, Fees And Fines", Sec. 6-2, "Fees and charges for permits and services" and Sec. 6-3, "Municipal Infraction Fines"; Chapter 8, "Buildings and Building Regulations", Sec. 8-10, "Review procedures"; and Chapter 17, "Urban Forest", Sec. 17-4, "Appeals"; to provide a procedure for removal of trees in the Village rights-of-way to accommodate private improvements on adjoining properties, to set fees for application, reforestation, and conservation, to set a fine for non-compliance, to require that decisions be issued promptly for appeals filed under Chapters 8, 17 and 25, and to make conforming changes.

*Mr. Goodwin moved to adopt Resolution No. 02-01-20, as drafted.* Mr. Crockett seconded the motion. Ms. Leonard, Mr. Goodwin, Ms. Watters, Mr. Crockett, Mr. Ruda, Mr. Winstead and Ms. Willard voted in favor of the motion. The motion passed.

**Resolution No. 02-02-20:** An Ordinance to adopt traffic and parking controls as authorized by Chapter 13 "Traffic Control Generally", Sec. 13-3. "Restriction of Traffic and Parking" on Oxford Street. (*Installation of a "No Parking Here to Corner" sign on eastbound Oxford Street, east of its intersection with Broad Branch Road.*)

*Mr. Crockett moved to adopt Resolution No. 02-02-20, as drafted. Ms. Watters seconded the motion. Ms. Leonard, Mr. Goodwin, Ms. Watters, Mr. Crockett, Mr. Ruda, Mr. Winstead and Ms. Willard voted in favor of the motion. The motion passed.*

### **Contract Authorization Request**

- Second of two one-year contract extensions for Street Paving: *A.B. Veirs & Sons, Inc.*

*Mr. Crockett moved to authorize the Village Manager to execute the second of two one-year contract extension options for street paving with A.B. Veirs & Sons, Inc. Mr. Winstead seconded the motion. Ms. Leonard, Mr. Goodwin, Ms. Watters, Mr. Crockett, Mr. Ruda, Mr. Winstead and Ms. Willard voted in favor of the motion. The motion passed.*

### **Commission & Committee Matters**

#### **Ethics Commission**

- Board reappointment of Robert Brewer (Grafton Street) as a member, term exp. 2/2023

*Mr. Crockett moved to reappoint Robert Brewer (Grafton Street) as a member, term exp. 2/2023. Ms. Watters seconded the motion. Ms. Leonard, Mr. Goodwin, Ms. Watters, Mr. Crockett, Mr. Ruda, Mr. Winstead and Ms. Willard voted in favor of the motion. The motion passed.*

- Board reappointment of Frank (Scot) McCulloch (Kirkside Drive) as Chair, term exp. 2/2021

*Mr. Crockett moved to reappoint Frank (Scot) McCulloch (Kirkside Drive) as Chair, term exp. 2/2021. Ms. Watters seconded the motion. Ms. Leonard, Mr. Goodwin, Ms. Watters, Mr. Crockett, Mr. Ruda, Mr. Winstead and Ms. Willard voted in favor of the motion. The motion passed.*

#### **Police Report**

The Police Report was distributed to the Board and posted on the Village website prior to the meeting. *No formal action was taken by the Board.*

#### **Manager's Report**

The Manager's Report was circulated to the Board prior to the meeting. *No formal action was taken by the Board.*

#### **Adjournment**

*Mr. Crockett moved to adjourn the meeting. Mr. Winstead seconded the motion. Ms. Leonard, Mr. Goodwin, Ms. Watters, Mr. Crockett, Mr. Ruda, Mr. Winstead and Ms. Willard voted in favor of the motion. The motion passed. The meeting adjourned at 8:29 p.m.*

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Attested by: Shana Davis-Cook, Village Manager

*FINAL.*