



VILLAGE OF MARTIN'S ADDITIONS

7013 Brookville Road (Second Floor, Suite B)

Chevy Chase, MD 20815-3263

Phone (301) 656-4112

www.martinsadditions.org

Agenda for Council Meeting Thursday, September 22, 2022, 7:30 PM

The Council may entertain a motion in open session to enter into a closed session, in accordance with Section 3-305(b) of the Open Meetings Act (Maryland Code, General Provisions Article).

7:30 PM Call to Order: Kauders

7:31 PM Building Administrator's Report: Lohmeyer **(Pages 3-4)**

7:35 PM Opportunity for Council to Hear Residents' Comments: Kauders

8:06 PM Discussion of The Village's 2022 Annual Survey Questions **(Pages 5-9)**

8:26 PM Financial Matters, including Treasurer's Report: Alexander **(Page 10)**

8:31 PM Manager's Report: Anderegg **(Page 11)**

8:36 PM Opportunity for Council to Hear Residents' Comments: Kauders

8:46 PM Adjournment: Kauders

*Please note: Listed times are approximate.



VILLAGE OF MARTIN'S ADDITIONS

7013 Brookville Road (Second Floor, Suite B)

Chevy Chase, MD 20815-3263

Phone (301) 656-4112

www.martinsadditions.org

Virtual Meeting Information

Below is the information for those residents who wish to dial in remotely or video in to the Council meeting.

1. Dial-In Option

Call: 1 301 715 8592

When prompted, enter the Meeting ID: **883 3117 5094#** (you must enter the "#")

Passcode: **525784**

2. Web/Video Option:

a. Go to the Zoom meeting

link: <https://us02web.zoom.us/j/88331175094?pwd=OFNvZkFzbnA4c0ovdWI4KzA1Q2JjUT09>

b. It will take you to Zoom to download, which is free. Then the meeting will launch. You can view the meeting or just listen in and talk when prompted.

Meeting ID: **883 3117 5094**

Passcode: **525784**

Topic: VMA Council Meeting

Time: Sept. 22, 2022 07:30 PM Eastern Time

TO: The Council at the Village of Martin's Additions
FROM: Doug Lohmeyer
DATE OF MEMO: Sept. 15, 2022
SUBJECT: Building Administrator's Report

3506 Bradley Lane.

Demolition and building permit applications were submitted to the Village office. The Village issued the building permit on Dec. 9, 2021. The Wall Check indicates the walls comply with the approved Site Plan and Village Code. Work is progressing.

3419 Cummings La.

The staff has had discussions with the applicant's engineer about removing the existing house and constructing two new houses. The property is two lots, 6 and 7, recorded in 1919. The staff has sent some basic comments to the engineer.

7200 Delfield St.

The new homeowners propose to add a porch, with steps and a patio on the eastern side of the new house. The staff has met with homeowner and their designers. The homeowners have submitted plans to the Village. The staff has reviewed the non-vegetative analysis and the proposed plans. The contractor is addressing the Village's comments. They have also installed new plants along Delfield and Taylor St. and added an arbor along Delfield. A right of way licenses agreement is being processed.

120 Quincy St.

The homeowner submitted plans to the County and the Village for review. The application proposes to construct several additions at the side and rear of the existing house. MCDPS issued their building permit on Jan. 5, 2022. The Village issued their permits on Feb. 6, 2022. Exterior work has begun.

151 Quincy St.

The existing house appears empty and the Village believes the existing house will be torn down and replaced. The property owner submitted a concept plan that is being reviewed by the staff.

162 Quincy St.

The new homeowner is making interior improvements to the existing house and has said the existing house footprint will not increase. They have recently regraded the lawn along Quincy St., which caused erosion to collect in the Village St. The sediment has since been removed and sediment control measures are in place. The County MCDPS inspector is monitoring the situation. The homeowner is planning on building an 8 inch high retaining wall along the front of the property and is discussing the location with the staff. A Village right of way license may be required.

3500 Raymond St.

The homeowners are considering several additions to the existing house. They have applied to the MCDPS and to the Village. The staff has completed the initial review of the application and sent comments to the applicant.

3511 Raymond St.

The homeowner plans to build a patio at the rear of the house and to enlarge the ex. walkway at the front of the house. A non-vegetative variance may be required for the front yard improvements. They have not submitted an application to the Village.

3504 Shepherd St.

The homeowner plans on constructing an addition at the rear of the ex. house. They have not submitted an application to the MCDPS or the Village.

7200 Summit Ave.

The homeowners submitted a Variance Application for additions to the existing house. The variance was approved by the Council on July 16, 2020. The MCDPS issued their permit on April 12th. The Village issued their building permit on April 26, 2022. Work has begun.

3507 Turner St.

The homeowner plans to build a new addition at the rear of the existing house. The existing house is exempt from the Village Code. However, the addition must comply with the Code's minimum side yard setback. The Village approved the variance for the side yard setback on April 6, 2022. The applicant submitted a building permit application to the County on June 22, 2022 but has not applied for a permit from the Village.

**Village of Martin's Additions
Annual Survey, 2022 (Draft)**

The Village Council is seeking resident input on Village services and operations. We use this feedback to inform the Council's choices, decisions, and priorities. The survey should take less than 10 minutes to complete. Please participate! Each question has space for an open response, which we value because it adds context to your choices.

Please submit the survey only once for each resident. The survey will be open from Monday, October 10, 2022, at 5:30 PM until Friday, October 21, 2022, at 11:59 PM. Survey results will be presented at the Thursday, November 17, 2022 VMA Council meeting.

We start off with questions about current operations and activities.

1. Overall, how satisfied are you with Village operations?

- Extremely satisfied
- Somewhat satisfied
- Neither satisfied nor dissatisfied
- Somewhat dissatisfied
- Extremely dissatisfied
- Comment

2. If you have contacted the Village Office within the past six months, how quickly did the Village Office staff respond to your request?

- Within the same day
- Within 3 business days
- Within one week
- Never received a response
- N/A
- Comment

3. If you have contacted a Village Council member within the past six months, how quickly did the Council member respond to your request?

- Within the same day
- Within 3 business days
- Within one week
- Never received a response
- N/A
- Comment

4. Council and committee meetings have been held remotely since the start of the pandemic in March 2020. If you have remotely attended one or more Council meetings via Zoom, did you find the meetings effective?

- Yes
- No
- Comment

5. How informative do you find the current forms of Village communication: Martin's Edition monthly newsletter, Weekly Wrap-up, and email alerts?

- Very informative

Informative
Not informative
Useless
Comment

6. The Village staff sends regular email alerts to residents about such things as upcoming events, issues under consideration by the Council, and possible parking and traffic disruptions. What else would you like to hear from the Village office?
Comment

8. Do you find the current Village website to be user-friendly?
Yes
No
Comment

11. Do you believe the 2022 Village election was conducted in a fair and open manner?
Yes
No
Comment

12. Did you get the information you needed to make an informed decision in the 2022 Village election?
Yes
No
Comment

13. The 2022 Village election was conducted entirely by mail. Was the process of voting by mail easy?
Yes
No
Comment

14. In which Village events have you participated in the past year?
Monthly Council Meeting
Candidate Forum (April 2022)
Shred Event (June 2022)
Independence Day (July 2022)
Movie Night (September 2022)
I have not participated in any Village events
Comment

Most of the Village budget is spent providing services to residents. Please indicate how you value these services:

15. Twice-weekly trash pickup:
Highly valued
Valued
Neutral
Not valued
Comment

16. Weekly yard waste pickup:
Highly valued

Valued
Neutral
Not valued
Comment

17. Weekly recyclables pickup:

Highly valued
Valued
Neutral
Not valued
Comment

18. Bi-monthly bulk trash:

Highly valued
Valued
Neutral
Not valued
Comment

19. Autumn curbside leaf vacuuming:

Highly valued
Valued
Neutral
Not valued
Comment

20. Police patrols (10 hours weekly):

Highly valued
Valued
Neutral
Not valued
Comment

21. Planting, maintenance of Village trees in public right of way:

Highly valued
Valued
Neutral
Not valued
Comment

22. Village support of private tree planting:

Highly valued
Valued
Neutral
Not valued
Comment

Now, we want to hear from you about possible future services and activities. To assist your evaluation, the Village's total annual spending in 2021 was \$650,000.

23. Composting is a service that is facilitated by the Village, but the Village does not pay for it. Should this service be made available to all households at Village expense at an annual cost of approximately \$190 per household?

Yes

No

Comment

24. If composting service is offered at Village expense, would you subscribe?

Yes

No

Comment

25. Should the Village expand its street snow removal service to include shoveling the public sidewalks in front of residents' homes on request? The estimated cost would be \$15,000 if half of all households request the service.

Yes

No

Comment

26. If snow shoveling is offered at Village expense, would you request this service?

Yes

No

Comment

27. Should the Village support ageing in place of older residents needing financial support by covering their dues to the nonprofit organization Chevy Chase at Home? An experimental program for up to ten families would cost \$6,000.

Yes

No

Comment

28. If dues to Chevy Chase at Home were covered by the Village, would you apply for needs-based support?

Yes

No

Comment

29. Community engagement events such as the Independence Day celebration were suspended during the Covid-19 pandemic. We currently budget \$35,000 for all events over the year. Should community engagement activities now be expanded to include more social activities? Any suggestions?

Yes

No

Comment

30. Do you have anything else you would like to say to the Village Council? Are there other services that should be considered (or eliminated)?

Please select your street below.

Bradley Ln
Brookville Rd
Chestnut St
Cummings Ln
Delfield St
Melville Pl
Oxford St
Quincy St
Raymond St
Shepherd St
Summit Ave
Taylor St
Thornapple St
Turner Ln

Draft

**Village of Martin's Additions
Financial Report for August 2022
Arthur Alexander, Treasurer
September 22, 2022**

	<u>Actual</u>	<u>Budgeted</u>
July 2022-August 2022		
Revenues	\$ 18,221	140,149
Expenses (excluding capital projects)	124,311	128,617
Net Income (regular revenues minus current expenses)	-106,090	11,532
Capital investment expenses	\$ 0	
Federal grant: American Rescue Plan	489,547	0
Investment reserves (less expenditures)	2,500,000	
Emergency reserves	1,000,000	
Current assets less designated reserves:	\$ 2,194,305	

In the current month, September 2022, we transferred \$55,000 from the Village's savings account in the Maryland Local Government Investment Pool (MLGIP) to the checking account to cover projected expenses, the same as last month.

At this early stage of the fiscal year, the Village has not yet received its revenues from property taxes or the state income tax. Therefore, there is a large difference between spending and income. As the year progresses, these revenues will arrive in a lumpy fashion and catch up with the budgeted amounts. Spending also does not proceed regularly throughout the year; street plowing and leaf collection, for example, are seasonal. Expenditures are proceeding as expected

From: Niles Anderegg, Village Manager
To: Village Council
Subject: Village Office Update
Date:9/22/2022

Overview

The Village Office provided support to the Community Engagement Committee in arranging for Movie Night, the Labor Day event. Thank you to everyone who came out. It was very well attended, and the feedback has been quite positive. Also, the Village Office is still working on procuring a vendor for the shred event and will try to get an update on that as soon as possible.

Village Resident Directory

The Village Office has completed the updates to the Directory, and it is scheduled to be sent to the printer tomorrow. If you have any last-minute changes to the Directory, please let the Office know ASAP.

Office Changes

A new security system has been installed in the building which requires a buzzer for after hour access, especially for those attending lessons at the Chevy Chase Arts Academy. However, the Office will be open during normal business hours as usual. My last day as Village Manager will be next Friday, September 30. The Village Council is currently working on filling openings for the Manager and the Assistant Manager.

Walkability Improvements

Speed bumps have been installed on Shepherd, Cummings, and Summit, and another one will be added on Thornapple within the coming weeks. Also, please note that all the signage for the speed bumps will be updated over the coming weeks to make clear where the bumps are on Village streets.

The Village is having continuing conversations with the State of Maryland regarding improvements to Brookville Road. I talked to both the Division Planning Chief for SHA (State Highway Administration) and the Deputy Secretary of Transportation regarding this project and received positive feedback about expanding the sidewalk on Brookville Road. However, after a conversation with the contractor of the WSSC project on Brookville Road, it seems likely that the section of the road in the Village of Martin's Additions will not be worked on until next spring, which means that the sidewalk won't be expanded until that time to save on costs and so that the sidewalk doesn't have to be torn up twice.