



**VILLAGE OF MARTIN'S ADDITIONS**  
**7013 Brookville Road (Second Floor, Suite B)**  
**Chevy Chase, MD 20815-3263**  
**Phone (301) 656-4112**  
[www.martinsadditions.org](http://www.martinsadditions.org)

**Agenda for Council Meeting**  
**Tuesday, July 19, 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

7:31PM Officer Election

7:36 PM Building Administrator's Report: Lohmeyer **(Pages 3-4)**

7:41 PM Opportunity for Council to hear residents' comments: TBD

7:51 PM Financial Matters, including Treasurer's Report: Alexander **(Page 5)**

8:01 PM Manager's Report: Anderegg **(Page 6)**

8:06 PM Opportunity for Council to Hear Residents' Comments: TBD

8:16 PM Adjournment: TBD

\*Please note: Listed times are approximate.



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**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=OFNvZkFzbnA4coovdWI4KzA1Q2JjUTo9>
- 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: July 21, 2022 07:30 PM Eastern Time

TO: The Council at the Village of Martin's Additions

FROM: Doug Lohmeyer

DATE OF MEMO: July 18, 2022

SUBJECT: Building Administrator's Report

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**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 engineer has submitted a concept plan to remove the existing house and to construct two new houses. The property is two lots, 6 and 7, recorded in 1919. The staff has sent the engineer the Village's comments.

**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.**

It is the staff's understanding that the property is for sale and is vacant. No plans have been submitted to the Village.

### **159 Quincy St.**

The homeowners submitted an application to build a new deck at the rear of the existing house. The Village building permit was issued. The project appears to be nearing completion and MCDPS has not closed their building permit.

### **3500 Raymond St.**

The homeowners are considering several additions to the existing house. They have applied to the MCDPS and to the Village.

### **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 12<sup>th</sup>. The Village issued their building permit on April 26, 2022. Work has not begun yet.

### **3404 Turner St.**

The applicants submitted an application for a variance of the Village's minimum side yard setbacks, so they can add a second floor to the existing, non-conforming house. The Village Council approved the variance on Sept. 23, 2021. The MCDPS issued their building permit on April 17, 2021. The Village has issued the building permit on Nov. 19, 2021.

### **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 has not applied for a permit from the County or the Village.

**Village of Martin's Additions  
Financial Report for June 2022  
Arthur Alexander, Treasurer  
July 19, 2022**

|  | <u>Actual</u> | <u>Budgeted</u> |
|--|---------------|-----------------|
| July 2021-June 2022                                  |               |                 |
| Revenues   | \$ 1,234,668  | 793,300         |
| Expenses (excluding capital projects)                | 635,587       | 756,594         |
| Net Income (regular revenues minus current expenses) | 599,081       | 36,706          |
| Capital investment expenses                          | \$ 35,800     |                 |
| Federal grant: American Rescue Plan                  | 489,181       | 0               |
| Investment reserves (less expenditures)              | 2,456,170     |                 |
| Emergency reserves                                   | 1,000,000     |                 |
| Current assets less designated reserves:             | \$ 1,832,442  |                 |

In the current month, July 2022, we plan to transfer \$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.

The revenues and expenses reported above are for the entire 2022 fiscal year. A few additional transactions will trickle in and our annual audit will present the final amounts. However, these figures are close to the final. Actual income was double the original projections when we first compiled a budget 15 months ago; expenditures in total were about 15% less. The unexpected revenues came from the Village share of the state income tax and does not include the Federal grant from the American Rescue Plan. Planning for the Federal grant is focused on storm sewer improvements in concert with adjoining municipalities and the responsible utilities.

A single account, Salaries and Benefits, is \$2,680 higher than budgeted, for which a budget amendment will be required; the funds can be re-allocated from the Professional Fees account, which is \$60,000 under budget.

Looking forward to the coming year, Village reserves should carry us through any recession that may be looming.

From: Niles Anderegg, Village Manager  
To: Village Council  
Subject: Village Office Update  
Date: 7/18/2022

### **Overview**

The Village Office provided support to the Community Engagement Committee and the Public Safety Task Force, most recently assisting the Community Engagement Committee with the 4th of July event. Thank you to everyone who attended and for the especially positive feedback. In addition, the Office is planning for a shredding event with Section 3 and Section 5 (the scheduling of which has been delayed due to some difficulty finding a vendor). We will update you once we have a firm date for this event. Also, the call for volunteers was issued last week—if you are interested in serving on a Village committee, please fill out the survey found in that email.

### **Village Resident Directory**

The Village Office is currently updating the Village Directory to release a new version targeted for approximately August 1. All residents should have received an email asking their permission for their information to be included in the Directory and confirming what information they would like included. If you have any questions about your information in the Directory or did not respond to the survey, please reach out to the office.

### **Office Changes**

Martha Fessenden has decided to move on from the Village and her last day will be August 5. I want to personally thank Martha for all that she's done for the Village over the last two years. The Village will be posting a job listing for this position soon. The Village office is in discussion with our next-door neighbor, Chevy Chase Arts Academy, for the purpose of installing a new security system for the shared door on Brookville Road. This will include a buzzer system that will be primarily used after hours when students are attending lessons at the Academy.

### **Walkability Improvements**

The Village has been in conversation 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. We are waiting for the official go ahead from the State on this project. In the meantime, the Village will within the next week mark out the new speed bumps on Shepherd, Cummings, Summit, and Thornapple. Expected installation of these speed bumps will be some time in August.

### **Utilities**

WSSC is continuing its work on the water main replacement on Brookville Road in Section 3 and Section 5. Today and tomorrow, WSSC will be continuing their work on Brookville Road before taking a short break and will resume work next week.