



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, November 17, 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: Katie Filipczyk Howard
- 7:36 PM Building Administrator's Report: Lohmeyer
- 7:41 PM Opportunity for Council to Hear Residents' Comments: Katie Filipczyk Howard
- 7:47 PM Committee Updates
- 7:51 PM Financial Matters, including Treasurer's Report: Alexander
- 8:01 PM Manager's Report: Michael Silliman
- 8:06 PM Opportunity for Council to Hear Residents' Comments: Katie Filipczyk Howard
- 8:16 PM Adjournment: Katie Filipczyk Howard

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

Dial-In Option:

Call: **1 301 715 8592**

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

Passcode: **525784**

Web/Video Option:

Go to the Zoom meeting

link: <https://us02web.zoom.us/j/88331175094?pwd=OFNvZkFzbnA4coovdWI4KzA1Q2JjUT09>

Meeting ID: **883 3117 5094**

Passcode: **525784**

*Please note: Listed times are approximate.



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

FROM: Doug Lohmeyer

DATE OF MEMO: Nov. 15, 2022

SUBJECT: Building Administrator's Report

3506 Bradley La.

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.

3508 Bradley La.

The property owner has submitted a building permit application to add a two-story addition at the rear of the ex. house. The staff has completed the initial review and sent comments to the architect.

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. Staff has requested an update on the project.

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 reviewed the non-vegetative analysis and the proposed plans. 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 prepared.

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. Work is ongoing.

151 Quincy St.

The property owner submitted a building permit application to remove the ex. house and to construct a new house. The County and the Village staff are reviewing the plans. A zoom residents information meeting was held on Tues. Oct. 25th. The staff is reviewing the final construction plans.



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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.

162 Quincy St.

The new homeowner is making interior improvements to the existing house and has said the existing house footprint will not increase. The homeowner is building a 10-inch-high retaining wall along the front of the property on Quincy, next to the public sidewalk. A Village right of way license agreement is being prepared.

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.

3504 Shepherd St.

The homeowner plans to construct an addition at the rear of the ex. house. The staff has completed the initial review of the building permit plans and provided comments to the architect.

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.

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. The construction has been completed and the Village is closing the building permit.



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Financial Report for October 2022

Arthur Alexander, Treasurer

November 17, 2022

Since the Village was without a manager for the past six weeks, we have not performed the usual bookkeeping updates of payments and receipts to the accounts. The new manager, together with our accountant, will be entering the accumulated transactions in the coming weeks and the customary report on finances should be available in next month's report.

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

At this stage of the fiscal year, the Village has not yet received significant revenues from our major income source, the Village's share of the state income tax. The first major income receipt will occur at the end of November, which will provide insight into the year's total revenues.

The one major payment from the Village's designated capital account was \$73,000 for the installation of speed bumps and other improvements in line with the plan to improve walkability. The next major installation will occur with new sidewalks when utility work resumes on Brookville Road in the spring.



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Manager's Report

Michael Silliman, Village Manager

Overview

Thank you to the Village Council for giving me the opportunity to become the Village of Martin's Additions newest Village Manager and thank you to everyone that has offered me such a warm welcome. I have spent my first few days in the office familiarizing myself with the Village operations and meeting volunteers, staff, contractors, and VMA residents. The Ethics Committee's training on Tuesday evening for Village volunteers and staff was a perfect way to start my tenure here. I am excited about getting to work, and I am especially looking forward to getting out into the community and meeting everyone. Please feel free to stop by the Village office during business hours to say hello.

Village Resident Directory

The highly anticipated 2022 Resident Directories are here! The printing company Ironmark has mailed each resident a copy. Those should be arriving soon.

Leaf Vacuuming

Rolling Acres was busy this week vacuuming leaves, and there was a delay due to the rain on Tuesday. The Village Office received a high volume of calls regarding their schedule. We will try to improve on the communicating of their schedule for the next street cleaning cycle in two weeks.

Shredding Event

Reminder that the annual paper shredding event can help you dispose of sensitive documents safely and in an environmentally responsible way. It will be held in cooperation with Section 3 and Section 5, on Sunday, December 4 from 9 AM to Noon.



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Village Office Operations

A special thank you to Susan Fattig, Andrew Kauders, Martha Fessenden, and others for keeping the office running during the Village Manager transition. Now that I am in place and getting up to speed on office procedures, we will be organizing and modernizing our office equipment and files, starting with our computer and software updates and backups. Lastly, the Village Office wants to wish everyone a happy Thanksgiving and remind everyone that the Village office will be closed Thursday and Friday, November 24th and 25th.