

TOWN OF CHEVY CHASE
COUNCIL MEETING
May 12, 2021

- I. GENERAL BUSINESS (7:00-7:30 p.m.)
 - A. Call to Order
 - B. Swearing-In of Newly Elected Council Members
 - C. Election of Council Officers & Committee Liaisons
 - D. Approval of Meeting Minutes
 - E. Acceptance of April 2021 Financial Report
 - F. [Town Manager's Report](#)
 - G. Public Comments

- II. VARIANCE HEARINGS (7:30-8:00 p.m.)
 - A. [Williams, 7404 Meadow Lane, Driveway Width and Right-of-Way Hedge](#)

- III. COUNCIL DISCUSSIONS (8:00-9:00 p.m.)
 - A. 4-H Center Sale
 - B. Thrive Montgomery 2050/Coalition Statement
 - C. Discussion of a Proclamation for National Gun Violence Awareness Day

- IV. ADJOURNMENT (9:00 p.m.)
 - [Join Online](#)
 - https://us02web.zoom.us/j/3016547144?pwd=NnJvS1BpM3ZkSFA4bXBwbWZhWVM2_UT09
 - Meeting ID: 301 654 7144
 - Passcode: 6547144

Join by Phone
(301) 715-8592 US
Meeting ID: 301 654 7144
Passcode: 6547144

MEMORANDUM

I-F

TO: Town Council
FR: Todd Hoffman, Town Manager
RE: Town Manager's Report
DATE: May 12, 2021

This report highlights some of the initiatives undertaken by Town staff over the past month. In the interest of brevity, I have not included ongoing staff functions. Please let me know if you have any questions or need additional information.

- Assisted with responding to prospective sale of 4-H Center property. Retained real estate advisor. Scheduled and attended multiple meetings related to the matter.
- Managed the 2021 Town Council election and organized Candidates' Forum.
- Finalized FY22 budget and certified tax rates to the County.
- Organized and attended annual meeting.
- Organized and participated in new Councilmember orientation.
- Continued discussion with SHA officials regarding proposed intersection improvements at East West Highway and Meadow Lane and regarding anticipated crosswalk improvements at East West Highway and Maple Avenue.
- Continued administration of Battery-Powered Blower and Equipment Rebate Program.
- Assisted the Long-Range Planning Committee with tracking Bethesda redevelopment projects.
- Assisted the Public Services Committee with responding to resident requests and inquiries regarding public safety, traffic, and street lighting.
- Assisted the Community Relations Committee with special events.

STAFF REPORT

II-A

TO: Town Council
FR: Todd Hoffman, Town Manager
RE: Williams, 7404 Meadow Lane, Driveway Width and Right-of-Way Hedge
Variance Requests
DATE: May 12, 2021

Emily and Jon Williams, 7404 Meadow Lane, propose to make improvements in the front yard of their property and in the public right-of-way adjacent to their property. The proposed improvements require the approval of variances, as follows:

- The applicants propose to install a cobble detail around a portion of the driveway as shown on the attached site plan. This detail will create a driveway width of 12.5 feet. Town building regulations limit the total width of a driveway in a front yard to not more than 10 feet; therefore, a variance is required.
- The applicants propose to install a series of boxwood hedges in the public right-of-way on the house side of the sidewalk. Town building regulations prohibit the installation of hedges in a public right-of-way; therefore, a variance is required.

Background:

As of May 7, 2021, the Town has not received any correspondence related to the requested variances.

Staff note: The following assertions summarize materials provided by the applicants in support of the variance requests. Their inclusion in the Staff Report does not intend to convey staff support for the approval or denial of the variance request. The applicants should indicate to the Council if any arguments have been misrepresented. The Council should consider the entire record in considering the variance request.

Applicants' Claims for the Variance Requests:

Driveway Width

1. The applicants' property has a front yard that is unusually deep. This results in a very long driveway which is very narrow compared with the scale of the property.
2. Approval of the variance is requested because conforming to the Town's building ordinance would be impractical. The cobble detail around a portion of the driveway will provide a wider surface to make it easier to park/get out of cars without stepping onto the grass.
3. Approval of the variance would not be detrimental to the use and enjoyment of neighboring properties. The driveway expansion is minimal and does not impact neighboring properties.

4. The request is the minimum necessary to overcome the exceptional condition that is causing the hardship.
5. The driveway expansion does not impair the general plan of the Town. The request is minimal and will improve the curb appeal of the property.

Right-of-Way Hedges

1. The applicants' property is subject to unusual conditions. Meadow Lane has an extremely wide right-of-way compared to other streets in the Town resulting in the need for a variance even though the hedge is set well behind the sidewalk. *(Staff note: Meadow Lane has a recorded right-of-way that is 80 feet in width; most streets in Town have rights-of-way that measure 50 feet).*
2. Approval of the variance is requested because conforming to the Town's building ordinance would be impractical. The proposed hedge in the right-of-way helps to optimize the landscape design.
3. Approval of the variance would not be detrimental to the use and enjoyment of neighboring properties. The hedge does not impact neighboring properties and will add to the overall appearance of the property.
4. The request is the minimum necessary to overcome the exceptional condition that is causing the hardship. Boxwoods are not tall plants, and the hedge is in character with surrounding properties. If necessary, the hedge could be removed to accommodate public improvements in the public right-of-way. *(Staff Note: If approved, the Town would generally condition the approval on the execution of a revocable right-of-way usage license/agreement).*
5. The proposed hedges do not impair the general plan of the Town. They will be attractive and in keeping with the character of the Town.