

TOWN OF CHEVY CHASE
COUNCIL MEETING
June 11, 2025

COUNCIL WORK SESSION (6:30 p.m.)

The Town Council will meet with Montgomery County Department of Transportation officials to discuss plans for the Capital Crescent Surface Trail Phase 2 project.

REGULAR MEETING (7 p.m.)

- I. GENERAL BUSINESS (7:00-7:15 p.m.)
 - A. Call to Order
 - B. May 2025 Financial Report
 - C. Town Manager's Report
 - D. Public Comments

- II. PUBLIC HEARINGS (7:15-7:30 p.m.)
 - A. [Financial Contribution -- Rosemary Hills Elementary School Outdoor Classroom](#)

- III. COUNCIL DISCUSSIONS (7:30-8:30 p.m.)
 - A. Contribution Request -- Wonders Playground Improvement Project
 - B. Discussion and Possible Approval of a Memorandum of Understanding for the Use of Town Right-of-Way for the Capital Crescent Surface Trail Phase 2 Project
 - C. [Ridge Street and West Avenue Improvements](#)
 - D. MCPS Boundary Study

- IV. OTHER BUSINESS/UPDATES (8:30-8:45 p.m.)
 - A. Bradley Lane Safety

- V. ADJOURNMENT (8:45 p.m.)

How to Join the Council Meeting

1. In-Person
4301 Willow Lane, Chevy Chase, MD 20815

2. [Online via Zoom](#)

3. By Phone via Zoom
(301) 715-8592
Meeting ID: 301 654 7144
Passcode: 6547144

MEMORANDUM

II-A

TO: Town Council
FR: Todd Hoffman, Town Manager
RE: Financial Contribution -- Rosemary Hills Elementary School Outdoor Classroom
DATE: June 11, 2025

At its June 11 meeting, the Council will hold a public hearing on a \$10,000 contribution and a \$10,000 maximum matching contribution for an outdoor classroom project at Rosemary Hills Elementary School. Attached are a project description and a proposed resolution for the Council's consideration.

About Rosemary Hills

Rosemary Hills Elementary School is a Pre-K through 2nd grade elementary school in the BCC Cluster serving almost 600 children from Chevy Chase, Bethesda, Silver Spring, and Kensington. We are a majority-minority community and 41.9 percent of our students receive free- or reduced-lunch. Our school also qualifies for free-breakfast-for-all through a Maryland State Grant and receives a grant from Nourishing Bethesda that sends food home with children each Friday. The top three languages spoken in our community are English, Amharic, and Spanish.

The Rosemary Hills (RHES) PTA is an all-volunteer, non-profit organization dedicated to enhancing the quality of public-school education and enriching the educational experiences for our students. Throughout the year, the PTA provides support to our community through instructional support grants to teachers, food and grocery gift cards at the holidays for our school families in need, free community events, funding assemblies, and much more.

About the Outdoor Classroom



The outdoor classroom is situated in one of the exterior courtyards in the rear of the building. It consists of a teaching space with benches for children, picnic tables, a path through the plantings that surround the perimeter. The school does not have the means or the manpower to upkeep the space because of the space design. Mulch is the main material under the teaching space and picnic areas, which has been labor and cost intensive to maintain. During the pandemic, the space became overrun with both plants and snakes and became unusable. Since school reopened, the PTA spent money and many volunteer hours to

bring the space back to baseline. Now, the PTA spends about \$5,000 annually to maintain the space, but this does not cover the full cost of how many times it needs maintenance to remain functional for classes.

Uses of the classroom include: observations of plants and insects as part of science lessons, where students record observations in their notebooks; story time; walkabouts with students with language delays to encourage conversation about flowers and what they see; plantings in the garden; using sidewalk chalk to practice writing and spelling; and an outdoor space for lunch for teachers and as a special treat for classes throughout the year.

Scope of The Project

The main purpose of this project is to make the space less labor-intensive to maintain and more vibrant as an outdoor teaching space.

Part I: Teaching Space

The teaching space hosts angled benches allowing children to focus on an instructor, adjacent to a beautiful mature Japanese weeping maple tree. There is a circular path

leading from the teaching space, around the tree and plants, back to the main concrete walk. This phase is for installing a concrete paver area under the benches, flush with the existing concrete walks, and continuing on with the path around. The teaching area with benches now slopes up gently into the tree bed. In order to create a level paved area, a low matching paver stone retaining wall is necessary. In addition, there will be a teaching board installed so that teachers have access to a white board to conduct lessons. Currently, there is only a stone bench for the teacher to sit on with no space to set materials or to present to the class. Existing benches will be replaced. There will also be a shade sail installed to provide protection from the sun as the space receives sunlight for the majority of the day.

Part II: Picnic Area

Replace existing picnic tables with wooden picnic tables that will be better workstations for students (the current perforated metal tabletops are not conducive for students to write). Install a concrete paver area under the benches, flush with the existing concrete walks. This area now slopes up gently to the school wall, so in order to create a level paved area, a low matching paver stone retaining wall is necessary. The work is to excavate the soil down below grade and install a 3-4" base foundation of CR6 crushed stone for the pavers and wall. Construct a straight the wall with cap placed about 4-5' away from the building. Construct a paver area under the benches up to the wall and flush with the concrete. Sweep polymeric sand into the narrow joints between the pavers, for the purpose of preventing weeds and to give better long-term stability.

Part III: Raised Timber Teaching Planter

Construct a raised timber planter would measure 16'x3'x2', filled with topsoil for children and teachers to use for planting seeds or small starter plants such as vegetables, perennials, flowers, etc. the space between Area B and the school wall will have space to construct this planter (or simply be a planting bed). The timbers would be permanent 6"x6" size, and secured to the ground with 2' rebar and the timbers fastened together with 12" spikes.

Part IV: Garden Bed and Drainage Area

Excavate the gravel and soil down to below grade and install a 3-4" base foundation of CR6 crushed stone for a matching paver walk. Install concrete pavers secured with a paver edge on both sides, then sweep polymeric sand into the joints. Add native perennials to assist with drainage and maintain visual interest for plant life throughout the year. Add butterfly house, a weather station, and other educational equipment to enhance the space.

Requested Amount: \$65,000.00

Project-by-Project Breakdown	Projected Cost (Including Materials and Labor)
Teaching Space with Pavers and Retaining Wall	\$11,250
Shade Sail	\$9,000
Outdoor Lesson Board	\$6,000
Picnic Area Pavers and Retaining Wall	\$14,000
Garden Bed/Drainage Area Fixes	\$5,000
Weather Station (analog outdoor thermometer, hygrometer, rain gauge on a post)	\$500
Magnifying stations (3)	\$860
Ant Farm	\$580
Worm Farm	\$580
Butterfly House	\$180
Child Gardening Supplies	\$600
Storage Cabinet with Shelves	\$450
Side table for teacher's materials	\$50
Slab bench for teacher	\$350
Log benches for students	\$4,600
Picnic Benches (4)	\$2,500
Planters and Native Plantings	\$2,000
Contingency Funds	\$6,500
Total Requested	\$65,000

Outdoor Lesson Board



Ant and Worm Farms



Magnifying Stations



Log Benches



Resolution of the Town of Chevy Chase
Regarding Support for the Outdoor Classroom Project at
Rosemary Hills Elementary School

WHEREAS, the Town of Chevy Chase has been asked to support the redevelopment of an outdoor classroom (the “Project”) at Rosemary Hills Elementary School; and

WHEREAS, young children living in our Town attend this school and would benefit from improvement of this classroom space; and

WHEREAS, Chevy Chase Section 3 has committed \$13,000 to the Project that has an estimated budget of \$65,000,

NOW, THEREFORE, BE IT RESOLVED that the Town of Chevy Chase hereby commits to providing support for this project as follows:

The Town will provide \$10,000 and up to an additional \$10,000, subject to the latter amount being matched dollar for dollar by non-governmental funding sources.

Funding of the Town’s commitment is subject to the following conditions:

- Review and approval by the Town of the final plans and budget for the Project; and
- Approval of the Project by the Montgomery County School District; and
- Binding commitments from the other funding sources that ensure complete funding for the Project; and
- Complete funding of the Project must be secured by September 1, 2026.

Barney Rush, Mayor

Date

MEMORANDUM

III-C

TO: Town Council
FR: Todd Hoffman, Town Manager
RE: Ridge Street and West Avenue Improvements
DATE: June 11, 2025

On June 11, 2025, the Council is scheduled to discuss whether to proceed with further consideration of three proposals near Ridge Street and West Avenue:

- Installation of a sidewalk on Ridge Street between 4421 Ridge Street and 6801 West Avenue (Proposal #1);
- Widening a portion of West Avenue by removing an unimproved median on the west side of the street (Proposal #2); and,
- Modifying the current “No Parking” signage on the east side of West Avenue between the driveway for 4428 Ridge Street and Bradley Lane to be “No Parking Stopping or Standing.” (Proposal #3).

Proposal #1

The Town has received a request to extend a sidewalk on Ridge Street to West Avenue and the Council has agreed to undertake a feasibility study of the request. The current sidewalks on each side of Ridge Street terminate several hundred feet east of West Avenue.

Staff has evaluated the request with the assistance of the Town’s Consulting Engineer and Traffic Engineer, and there is sufficient right-of-way to install a sidewalk on either side of the street; however, there are topographical limitations, tree impacts, utility conflicts, and impacts to private improvements that impact the ability to place a sidewalk in a traditional alignment behind an existing curb. The tree and topographic issues are more impactful on the south side of Ridge Street, so the feasibility study suggests that a sidewalk on the north side of the street is preferable. A sidewalk on the north side of Ridge Street also connects better to the existing sidewalk network on West Avenue.

If approved, the sidewalk would be placed in front of four houses, two of which are vacant and under construction. The Town’s traffic engineer has evaluated the block feels that the existing pavement width and “No Parking” restriction provide an opportunity to install a new sidewalk adjacent to a relocated curb partially within the area of the existing roadway. Three options were considered: (i) Placing the entire sidewalk on the street, which would narrow the street to 20 feet; (ii) placing the sidewalk on the ROW, adjacent to the existing curb; and (iii) an alignment that would put the sidewalk partially on the ROW, and partially on the street, narrowing the street by approximately 1.5’. Staff recommends this third option. This road narrowing (to +/- 22’) will avoid conflicts with utility poles and minimizes the impacts to trees and private improvements that have been installed in the right-of-way but will maintain an appropriate width for traffic safety. Due to the existing pavement width of less than 24 feet, parking is already prohibited on the north side of the block. Twenty-two feet of pavement width is consistent with other streets in the Town that have two-way traffic and parking allowed on one side.

If sidewalk installation is ultimately approved following a public hearing, Staff would also recommend installing a new marked crosswalk across West Avenue to access an existing

sidewalk on the west side of West Avenue for use by pedestrians travelling to the Church/Oneness School/Trader Joes, etc.

Proposal #2

In the 6800 block of West Avenue, the street narrows from about 26 feet to a width of about 23.3 feet for no apparent engineering/design reason. In this block, the west side of the street (while signed as a “No Parking” zone) serves as a pick-up/drop off queue lane for the Oneness School (per agreement and plan). Parking is allowed on the east side of the street just north of Ridge Street, so the block has intensive two-sided parking during school drop-off and pick-up. Staff have observed and received complaints about vehicles not being able to get through the block when there are cars on both sides of the street where the road is narrowest. The Town’s traffic engineer has reviewed the traffic pattern and road alignment of the block and recommends widening this section of West Avenue to +/- 26 feet by removing an unimproved grass median on the west side of the street. A new curb would be installed adjacent to the sidewalk, creating a more consistent street width between Ridge Street and Stanford Street. The additional pavement width will create a clear center travel lane at all times in the block when vehicles are parked across from each other on the street with little impact/downside.

Proposal #3

The resident of 4428 Ridge Street has a driveway on West Avenue. The area to the south of the driveway is posted as a “No Parking” zone. Vehicles will often stop or park briefly in the area just to the south of the driveway to do business at the church or school. When vehicles are stopped in the area, they impede visibility necessary for the resident to see vehicles turning onto West Avenue from Bradley Lane when exiting the driveway. The resident has requested that the current “No Parking” signage on the east side of West Avenue between the driveway for 4428 Ridge Street and Bradley Lane be signed “No Parking Stopping or Standing.”

Action:

The Council is asked whether they wish to proceed with further consideration of the sidewalk installation on Ridge Street (and which sidewalk alignment they prefer) and the road widening on West Avenue. Under the Town’s policies, a public hearing would need to be held for each proposal.

For the parking signage clarification/change on West Avenue, the Council could either hold a public hearing or decide that the change is not significant enough to warrant a hearing and direct staff to install the modified signage (or leave the existing signage as-is).

TOWN OF CHEVY CHASE SIDEWALK POLICY

Under the provisions of the Town Charter, the Town may construct sidewalks on Town property along any public way or part thereof. This policy delineates the decision process to be followed by the Town in considering the construction of new sidewalks.

All sidewalks constructed by the Town comply with Federal Law under the Americans with Disabilities Act.

REQUEST FOR SIDEWALK CONSTRUCTION

A request for sidewalk construction may originate with

1. an individual
2. the Public Services Committee
3. the Town Council

Requests from individuals should be submitted to the Town. Petitions from multiple individuals are not required. The request should specify the street(s) on which sidewalk construction is requested and state the reason(s) for requesting sidewalk construction. The individual may provide an opinion as to which side(s) of the street the sidewalk should be installed. Any existing roadway conditions which support sidewalk installation should be noted, including, but not limited to, the following:

- provide access for walking to schools
- provide access to pedestrian destinations, such as the Leland Center, transit stops, parks, places of worship
- provide access for the disabled
- connect to an existing network of sidewalks
- show evidence of a worn path
- history of vehicular/pedestrian crashes

EVALUATION OF SIDEWALK REQUESTS

The Town Council may refer the request to the Town's Public Services Committee for its consideration and recommendation. If the Town Council determines that a sidewalk may be warranted, then it may commission an engineering study to evaluate feasibility, considering factors such as:

- Available right-of-way or Town easement for installation;
- Terrain;
- Existing obstructions, utility poles, landscaping, etc.;
- Existing trees and the impact on trees
- Drainage conditions;
- Cost estimates

The results of the study will be available to the public.

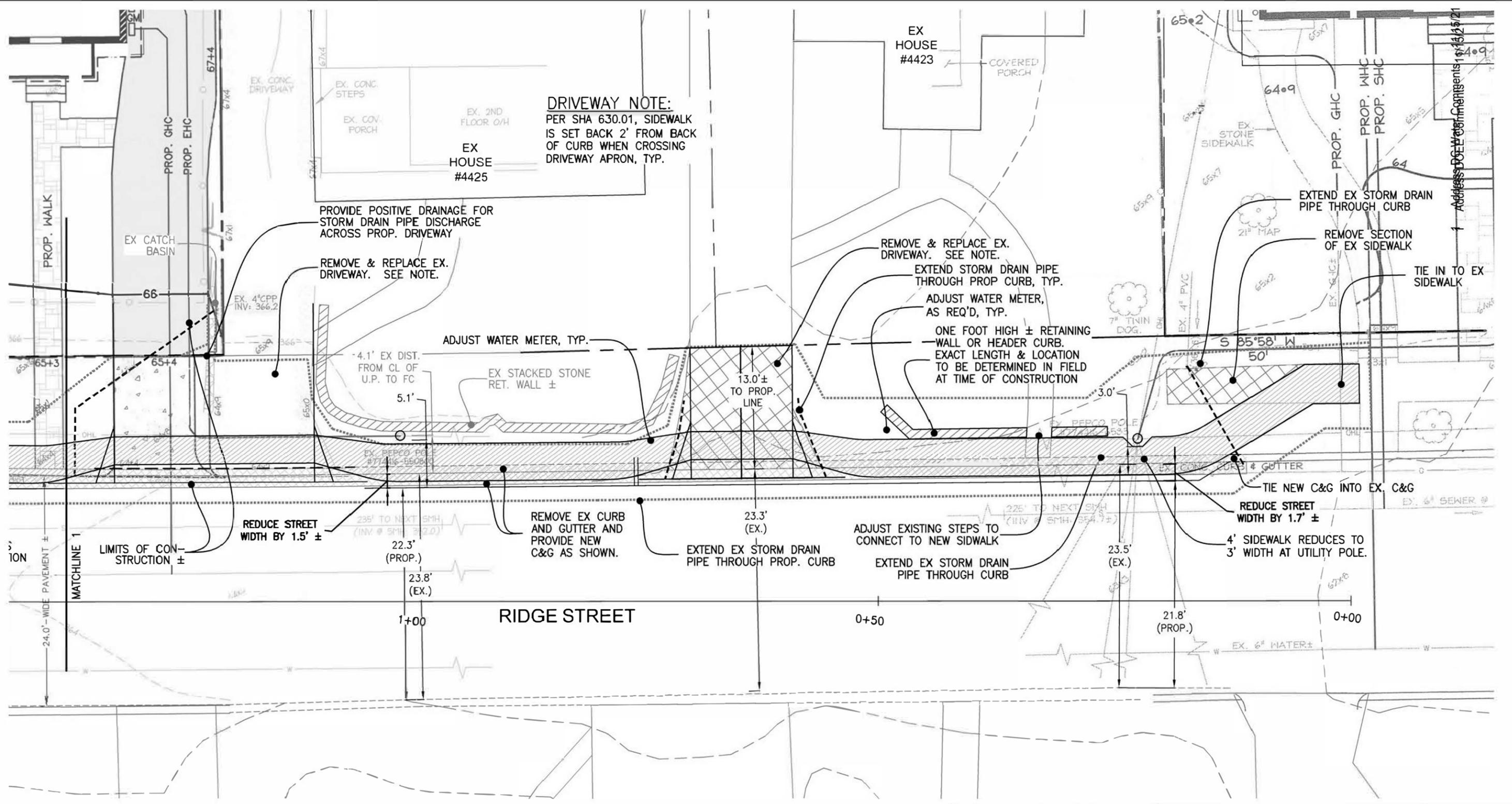
CITIZEN INPUT AND FINAL DECISION

If the engineering study concludes that the construction of the requested sidewalk is feasible, and there is sufficient right-of-way, then the Town will hold a public hearing to consider the construction of the proposed sidewalk. The Town will provide sufficient written notice of the public hearing to those residents on the block subject to the sidewalk request and will use other available communication means to inform all Town residents of the same. Any resident may attend the public hearing and testify.

Following the public hearing and consideration of any written comments provided in response to the public hearing, the Town Council will make a final decision as to the construction of the sidewalk.

Adopted by Council 6/13/2007

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PROJECT NARRATIVE:

This project (1) extends the sidewalk on the north side of Ridge Street approximately 215' from its current terminus in the front left corner of 4421 Ridge Street to the intersection with West Avenue, (2) provides accessible ramps and a crosswalk for the same sidewalk that traverses West Avenue, and (3) expands the width of West Avenue by 2.5' ± for a distance of 110' in the vicinity of the intersection with Ridge Street as shown on this plan.

NOTES:

1. Topography from (1) MNCPPC - Montgomery County Catalog - <https://data-mcplanning.hub.arcgis.com/pages/data-download>, (2) topographic data prepared by CAS Engineering, and provided to OIP Engineering by the Town of Chevy Chase, (3), site measurements by OIP on 3-18 and 3-26-2025.



I hereby certify that these documents were prepared or approved by me, and that I am a duly licensed professional engineer under the laws of the State of Maryland, License No. 22144, Expiration Date 10/26/26.

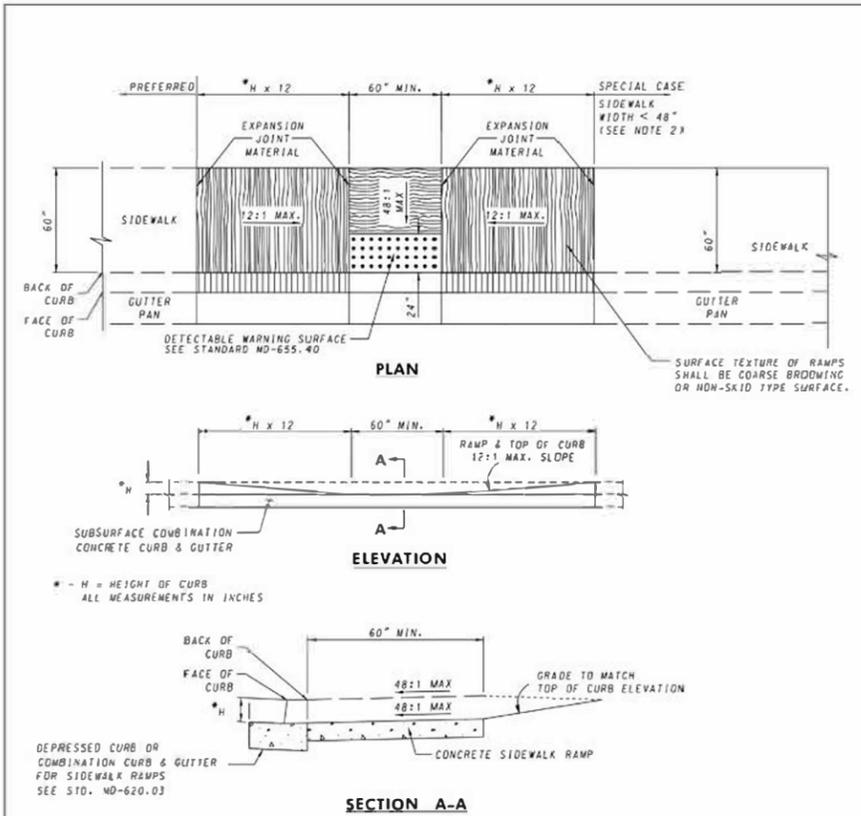
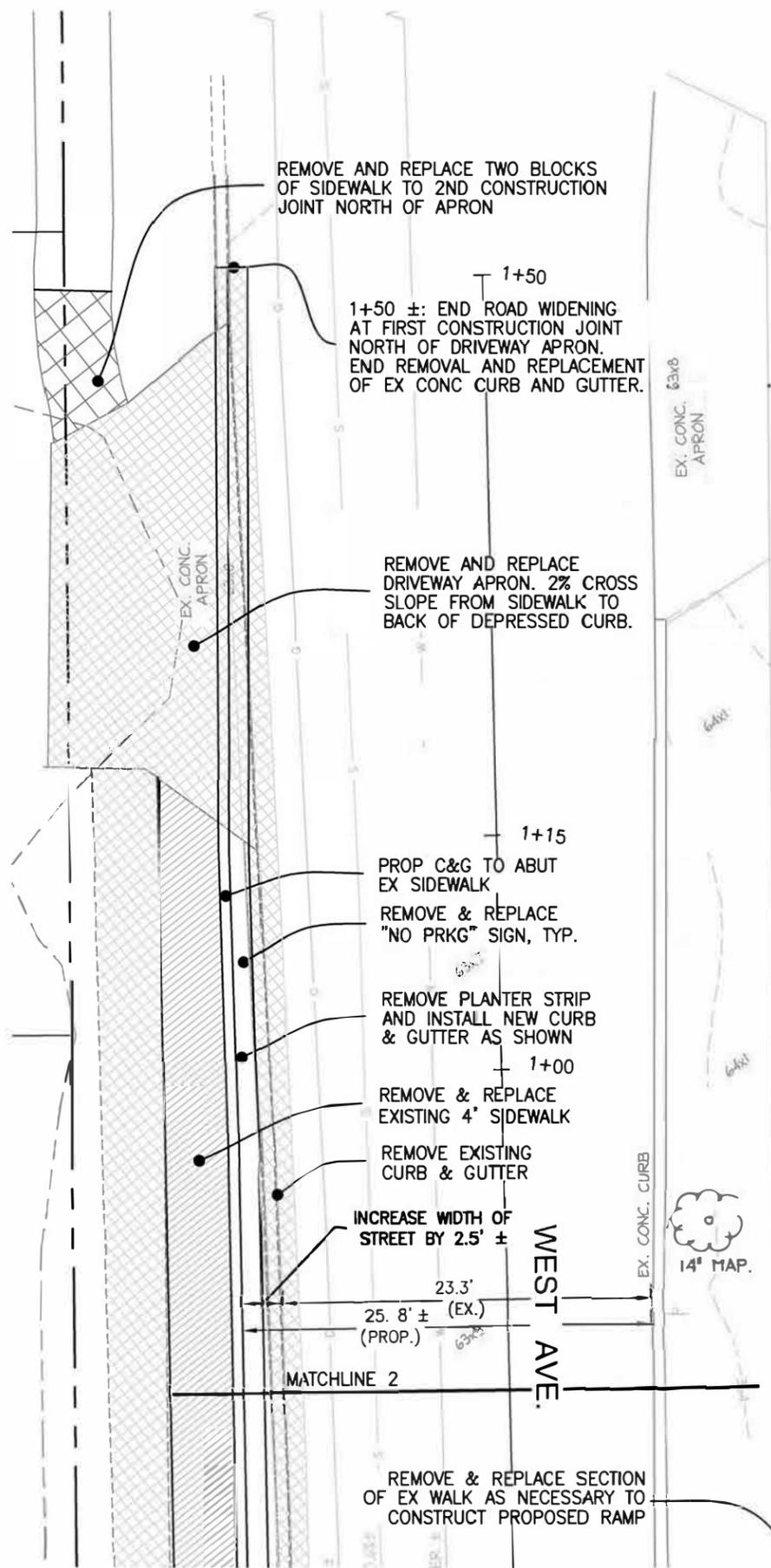
Client	Town of Chevy Chase 4301 Willow Lane Chevy Chase, MD 20815
Contact	David Walton 301.654.7144
Revision:	Date:

OIP Engineering www.oipengineering.com
 11327 Amherst Ave.
 Wheaton, MD 20902
 301-949-2011

**RIDGE STREET
 SIDEWALK EXTENSION
 WITH 22' ± PAVEMENT WIDTH**
 SHEET 1 OF 4

OIPA Job #:	2728-A1-2025
Date:	MAY 2025
Scale:	1" = 10'

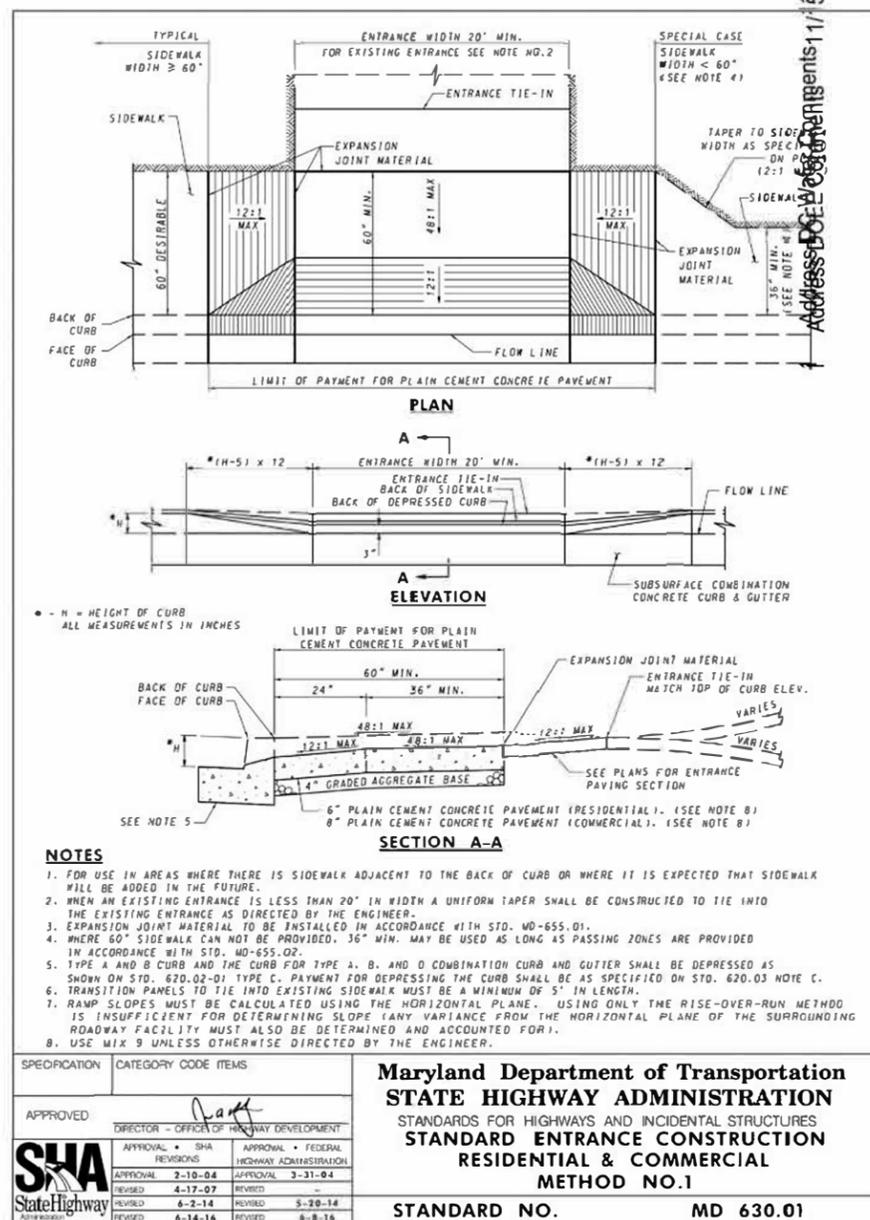
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NOTES

- TO BE USED WHERE SIDEWALK IS ADJACENT TO THE CURB. THIS STANDARD MAY BE MODIFIED TO SUIT A PARTICULAR LOCATION.
- WHERE 60" SIDEWALK CAN NOT BE PROVIDED, A DESIGN WAIVER MUST BE REQUESTED.
- NO TRAVERSABLE SLOPE ON THE RAMP OR SIDEWALK SHALL EXCEED 12:1 IN THE DIRECTION OF PEDESTRIAN TRAVEL, OR 48:1 PERPENDICULAR TO THE DIRECTION OF PEDESTRIAN TRAVEL. THE CROSS-SLOPE OF THE LANDING AREA CANNOT EXCEED GRADE OF ROADWAY.
- EXPANSION JOINT MATERIAL SHALL BE INSTALLED IN ACCORDANCE WITH STD. MD-655.01.
- SIDEWALK RAMPS TO BE SHOWN ON PLANS SYMBOLICALLY AND REFERENCED WITH THE CENTER OF THE RAMP ALIGNED TO A STATION ON THE CONSTRUCTION CENTERLINE. SEPARATE DETAILS SHALL BE SHOWN WHERE PROPOSED RAMP VARIES FROM STANDARD CASES.
- TRANSITION PANELS TO TIE INTO EXISTING SIDEWALK MUST BE A MINIMUM OF 5' IN LENGTH.

SPECIFICATION 603 & 611	CATEGORY CODE ITEMS	Maryland Department of Transportation STATE HIGHWAY ADMINISTRATION STANDARDS FOR HIGHWAYS AND INCIDENTAL STRUCTURES SIDEWALK RAMPS PARALLEL STANDARD NO. MD 655.12
APPROVED	DIRECTOR - OFFICE OF HIGHWAY DEVELOPMENT	
APPROVAL - SHA REVISIONS HIGHWAY ADMINISTRATION APPROVAL 2-10-04 APPROVAL 3-31-04 REVISION 3-25-08 REVISION 4-5-06 REVISION 6-2-14 REVISION 5-20-14		



I hereby certify that these documents were prepared or approved by me, and that I am a duly licensed professional engineer under the laws of the State of Maryland, License No. 22144, Expiration Date 10/26/26.

Client	Town of Chevy Chase 4301 Willow Lane Chevy Chase, MD 20815
Contact	David Walton 240.354.6637
Revision:	Date:

OIP Engineering
www.oipengineering.com

11327 Amherst Ave.
Wheaton, MD 20902
301-949-2011

**RIDGE STREET
SIDEWALK EXTENSION
WITH 22' ± PAVEMENT WIDTH**
SHEET 3 OF 4

OIPA Job #:	2728-A1-2025
Date:	MAY 2025
Scale:	1" = 10'

Address Book Entries 11/15/21