

TOWN OF CHEVY CHASE
COUNCIL MEETING
December 10, 2025

OPEN SESSION TO VOTE TO ENTER CLOSED SESSION (6:00 p.m.)

The Town Council will meet in open session for the purpose of voting to enter a closed session pursuant to the Open Meetings Act, Maryland Code, General Provisions Article, Section 3-305(b)(1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

REGULAR COUNCIL SESSION

- I. GENERAL BUSINESS (7:00-7:30 p.m.)
 - A. Call to Order
 - B. November 2025 Financial Report
 - C. Town Manager's Report
 - D. Appointment of Council Liaisons to Committees
 - E. Public Comments

- II. VARIANCE HEARING (7:30-7:45 p.m.)
 - A. [6801 West Avenue, Front Yard Fence and Front Yard/Right-of-Way Hedge](#)

- III. COUNCIL DISCUSSIONS (7:45-8:45 p.m.)
 - A. [Speed Hump Request \(6700/6800 Blocks of East Avenue\)](#)
 - B. Speed Camera Contract

- IV. OTHER BUSINESS/UPDATES (8:45-9:00 p.m.)
 - A. Bethesda Market Park

- V. ADJOURNMENT (9:00 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

STAFF REPORT

II-A

TO: Town Council
FR: Todd Hoffman, Town Manager
RE: 6801 West Avenue, Front Yard Fence and Front Yard and Right-of-Way Hedge Variance
DATE: December 10, 2025

6801 West Avenue, LLC proposes to make improvements in the front yard of the property and in the public right-of-way that require variances, as follows:

- The applicant proposes to install a 3-foot-tall picket fence in the front yards adjacent to Ridge Street and West Avenue as shown on the attached site plan. The Town prohibits the installation of fences in front yards; therefore, a variance is required.

Staff Note: The application materials identify the proposed fence as a white vinyl fence. Since submitting the application, the applicant has indicated that the fence's color and material may change following consultation with the eventual purchaser.

- The applicant proposes to install an 8-foot-tall arborvitae (Emerald Green) hedge on the West Avenue property line as shown on the attached site plan. The plantings will project partially into the front yard of the property and partially into the Town right-of-way. Town building regulations prohibit hedges in the public right-of-way and prohibit hedges taller than 3 feet in a front yard; therefore, a variance is required.

Background:

As of December 5, 2025, the Town has not received any correspondence related to the variance request.

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

Applicant's Claims for the Variance Requests:

1. The variance is requested because the property is exceptionally shallow and subject to extraordinary conditions. The property has a very small rear yard. The proposed fence and hedge would significantly help to maximize the usable outdoor space. The property is also adjacent to commercial properties on the west side of West Avenue, so the additional screening would be a benefit to the occupants' privacy and safety.
2. Approval of the variance is requested because conforming to the Town's building ordinance would cause undue hardship. Because the rear yard is too small to provide usable or safe outdoor space, compliance with the Town's fence regulations would prevent reasonable

enjoyment of the property. The hedge is requested to provide necessary screening and safety from the commercial district.

3. Approval of the variance would not be detrimental to the use and enjoyment of neighboring properties. The proposed fence is designed to complement the character of the neighborhood. It is low in height and will not block sunlight, views, or access to neighboring properties. The fence will enhance the appearance and safety of the property. The hedge does not impact adjacent properties and will provide screening for the subject property.
4. The request is the minimum necessary to overcome the exceptional condition that is causing the hardship. The property is a small corner lot next to the commercial district. The proposed fence placement and height are the minimum necessary to provide adequate enclosure and security. The proposed hedge is the minimum necessary to provide needed screening.
5. The improvements do not impair the general plan of the Town. The proposed plan is designed to complement the home's design and neighborhood character. The fence is of open construction as preferred by the Town. The hedge enhances aesthetics, privacy, and the safe use of the front yards while remaining consistent with the Town's goals for attractive cohesive streetscapes.

The supporting documents for this agenda item have been omitted in order to protect personally identifiable information. If you would like to review the supporting documents, please contact the Town office at townoffice@townofchevy Chase.org.

MEMORANDUM

III-A

TO: Town Council
FR: Todd Hoffman, Town Manager
RE: East Avenue Speed Hump Discussion
DATE: December 10, 2025

The Council will discuss a resident request to install speed humps on East Avenue between Bradley Lane and Stanford Street. In November, the Town received a qualifying petition from a majority of households along this street segment supporting the installation of speed humps. The Council has received a copy of the request and petition.

In accordance with the Town's speed hump policy, the Town traffic engineer reviewed the block and found that the length, alignment, and slope of the street segment would support the installation of two humps. If approved, he would recommend them to be placed in the locations shown on the attached map, which meet the necessary spacing requirements. As part of any speed hump installation, advisory "Speed Hump" signs are also required.

Following the feasibility study, the Town Manager commissioned a week-long traffic study to measure traffic speeds and volumes. Under the policy, the street segment must generally meet either of the following criteria to qualify for the installation of the speed hump:

- A minimum of 120 vehicles per day exceeding 25 mph, or
- A minimum of 20 vehicles exceeding 25 mph during any hour of the day.

If the street segment does not meet the requirements above, the Council may still approve the installation of a speed hump if they find significant mitigating factors in support of the request.

In all cases, a public hearing is required before a speed hump can be approved.

The speed study (attached) did not find that traffic in the block meets the required speed/volume thresholds. Following review of the record, the Council is asked to discuss how/if it wishes to proceed with further consideration of the request.

Staff Note: The petitioners have also asked the Town to review options to reduce traffic volumes on East Avenue. This request has been sent to the Town's Public Services Committee for review and recommendation.

Attachments:

- Map showing the proposed speed humps
- Speed and volume study information
- Speed Hump policy



East Avenue Traffic Volumes							
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2025 - November 14 - November 20	591	1072	1318*	1148	1138	1165	785
2017 - November 9 - November 15	589	1128	1473	1372	1201	1202	764

East Avenue Speeds		
	Mean	85%ile
2025 - Week	19	23.2
2017 - Week	21.4	25.4

2025 - Highest 3 Days	Mean	85%ile	Exceeding 25 (Day)	Exceeding 25 (highest hour)	Exceeding 20 (Day)	Exceeding 20 (highest hour)
2025 - Tuesday, November 16	17.8	22.0	48	7	378	80
2025 - Friday, November 14	18.7	23.0	85	11	465	67
2025 - Wednesday, November 19	18.8	23.3	80	16	485	94

2017 - Highest 3 Days	Mean	85%ile	Exceeding 25 (Day)	Exceeding 25 (highest hour)
2017 - Tuesday, November 14	21.1	25.0	220	46
2017 - Wednesday, November 15	21.4	25.6	248	45
2017 - Friday, November 10	21.6	25.6	229	38

East Avenue, Between Bradley Lane and Stanford Street
Friday, November 14 - Thursday, November 20
Count location - Just South of Ridge Street

Two-Way Traffic Count

Vehicles = 7217

Posted speed limit = 20 mph, Exceeding = 2895 (40.1%), Mean Exceeding = 23.03 mph

Maximum = 38.9 mph, Minimum = 6.3 mph, Mean = 18.7 mph

85% Speed = 23.21 mph, 95% Speed = 25.79 mph, Median = 18.96 mph

10 mph Pace = 14 - 24, Number in Pace = 5296 (73.38%)

Variance = 20.41, Standard Deviation = 4.52 mph

Time	# of Vehicles	% of Total	Min Speed	Max Speed	Mean	Median	85%	95%	>20 mph	%>20 mph	>25 mph	%>25 mph
0000	31	0.4%	9.4	26.3	17	15.2	23	26.2	8	25.8%	3	9.7%
0100	24	0.3%	10.4	27.8	16.1	14.5	21.9	27.1	5	20.8%	2	8.3%
0200	9	0.1%	7.1	26.3	16	13.9	25.3	26.3	3	33.3%	1	11.1%
0300	1	0.0%	23.7	23.7	23.7	23.7	23.7	23.7	1	100.0%	0	0.0%
0400	18	0.2%	10.6	25.9	16.8	15.6	23.6	25.9	5	27.8%	1	5.6%
0500	20	0.3%	11.9	23.5	19	20.4	21.9	23.5	11	55.0%	0	0.0%
0600	69	1.0%	7.8	32.3	19.8	19.3	24.7	27.6	31	44.9%	8	11.6%
0700	170	2.4%	6.4	38.9	18.4	18.3	22.9	26.3	57	33.5%	11	6.5%
0800	341	4.7%	6.3	31.3	17.4	17.3	22.5	25.1	97	28.5%	18	5.3%
0900	324	4.5%	7.7	30.2	18.2	18	23	25.4	119	36.7%	23	7.1%
1000	322	4.5%	7.4	30.6	18.4	18.2	22.9	27.1	122	37.9%	26	8.1%
1100	390	5.4%	7.5	35.4	18.5	19	23.6	26.3	152	39.0%	29	7.4%
1200	417	5.8%	6.5	33.3	18.8	19.2	23.3	25.5	184	44.1%	29	7.0%
1300	351	4.9%	6.5	35.3	19	19.3	23.7	26.4	152	43.3%	33	9.4%
1400	460	6.4%	6.5	38.5	19.3	19.7	23.9	27.2	219	47.6%	50	10.9%
1500	700	9.7%	6.4	32.6	18.7	18.8	23.3	25.6	269	38.4%	46	6.6%
1600	1109	15.4%	6.5	38	18.6	18.8	22.6	24.9	417	37.6%	53	4.8%
1700	1099	15.2%	6.4	33	19.2	19.4	23.3	25.4	482	43.9%	65	5.9%
1800	526	7.3%	6.7	35	19.3	19.4	23.4	26.4	235	44.7%	44	8.4%
1900	263	3.6%	7.6	29.8	19.3	19.3	23.8	26.3	120	45.6%	19	7.2%
2000	175	2.4%	8.2	33.1	20.1	20.1	24.5	27.4	89	50.9%	22	12.6%
2100	157	2.2%	8.7	34.9	19.1	18.5	24.6	26.6	64	40.8%	18	11.5%
2200	168	2.3%	7.4	30.4	16.3	15.7	21.1	25.2	32	19.1%	8	4.8%
2300	73	1.0%	7.9	36.7	18.3	17.8	24	26.5	21	28.8%	6	8.2%
Totals	7217	100.0%	6.3	38.9	18.7	19	23.2	25.8	2895	40.1%	515	7.1%

TOWN OF CHEVY CHASE SPEED HUMP POLICY

Under the provisions of the Town Charter, the Town Manager is authorized to construct, maintain, or remove speed humps on Town streets as directed by the Town Council. This document describes the decision process and lists the general standards followed by the Town in considering the construction or removal of speed humps.

REQUESTS FOR SPEED HUMPS

Requests for speed humps to be installed may be originated by petition of Town residents; by the management of public facilities adjacent to Town streets; or by the Town Council.

- **PETITION FOR SPEED HUMP CONSTRUCTION BY RESIDENTS:**
Town residents residing within a street segment or multiple contiguous street segments (a street segment is a section of street between two intersections) may petition the Town to consider the installation of one or more speed humps within that street segment or multiple segments. The petition should contain signatures from a majority of the households residing within the street segment or multiple segments.
- **REQUESTS FOR SPEED HUMPS ADJACENT TO PUBLIC FACILITIES**
Requests for speed humps on streets associated with or adjacent to public facilities such as parks and schools may be made in writing to the Town Council by the official responsible for the management of the facilities. The Town Council will decide whether to consider such requests.
- **COUNCIL DIRECTED REQUESTS FOR SPEED HUMPS**
The Town Council may direct the Town Manager to perform a feasibility analysis for the installation of a speed hump on any street segment within the Town.

ENGINEERING REVIEW AND EVALUATION

FEASIBILITY ANALYSIS OF SPEED HUMP REQUESTS

Upon receipt of a qualifying petition by Town residents, or if directed by the Town Council, the Town Manager will evaluate the street segment(s) to identify and recommend appropriate locations, if any, for the potential speed hump(s).

The Town has adopted the following standards to determine whether a speed hump is feasible:

- Humps will not be installed within 150 feet of a STOP sign, traffic signal, or small-radius curve.
- Humps will not be installed within 50 feet of an intersection without a STOP sign or traffic signal.
- Humps will not be installed, partially or wholly, within the projection of a private

driveway entrance.

- Humps will not be installed atop any utility manhole, valve enclosure, or other underground utility access point.
- Humps will not be installed near a hill crest that would obstruct a driver's view of a hump or pedestrians from less than 200 feet, or on slopes having grades exceeding eight percent.
- The minimum spacing between humps is 200 feet.
- Traffic safety, on-street parking, emergency service access, other proposed improvements, and traffic engineering best practices will also be considered.

The Town Manager shall provide a report to the Town Council detailing the findings and recommendations regarding the placement of new speed humps.

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

TRAFFIC ANALYSIS REVIEW

If the Town Manager determines that there is a feasible location for speed humps, the Town Manager will commission a traffic study, no less than a week in duration, to determine traffic volume and speed at the location of the requested hump(s).

The street segment in question must generally meet either of the following criteria to qualify for the installation of the speed hump; however, the Council may approve installation of a speed hump that does not meet these requirements if they find significant mitigating factors in support of the request:

- A minimum of 120 vehicles per day exceeding 25 mph, or
- A minimum of 20 vehicles exceeding 25 mph during any hour of the day.

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

COUNCIL CONSIDERATION

Following review of the record of the request, the Council may:

- Decide to not proceed with further consideration of the request; or
- Schedule the request for public hearing.

If the speed hump has been requested by petition of residents, all households within the street segment will be provided with an update of the Council's decision.

PUBLIC HEARING

Prior to the installation of any speed hump, the Council will hold a public hearing. The Town shall provide sufficient written notice of the public hearing to those residents on the street segment(s) of the speed hump request and will use other available communication

means to also inform all Town residents.

Following the public hearing and consideration of the record of the request, the Town Council will make a final decision as to the construction of the speed hump(s). The Town will notify residents residing in the street segment of the Council's decision.

PROCEDURE FOR SPEED HUMP REMOVAL

This process may be initiated by the same parties listed above. A petition containing signatures from a majority of the households within a street segment should be submitted to the Town, specifying the speed hump(s) to be considered for removal and state the reason(s) for the request.

Removal of speed humps should be considered only after a review to determine its impact on surrounding streets. Recently constructed speed hump(s) should remain in place for a reasonable period before removal is considered.

If the Town Council determines that removal of a speed hump may be warranted, then the Town will hold a public hearing to consider the removal. The Town will provide sufficient written notice of the public hearing to those residents on the street segment subject to the speed hump request and will use other available communication means to inform all Town residents.

Following the public hearing and consideration of the record of the request, the Town Council will make a final decision regarding the removal of the speed hump(s). The Town will notify residents residing in the street segment of the Council's decision.

If unforeseen safety considerations arise following the installation of a speed hump, the Council may remove a speed hump without following this process. Involving residents in the decision is strongly recommended.

Adopted April 14, 2021