Chevy Chase Village
Board of Managers

1. Meeting Called To Order
   Mr. Michael L. Denger, Chair

2. Approval Of Minutes From The Previous Board Of Managers' Meetings
   Closed Session-September 12, 2016 - ***Approved***
   Regular Monthly Meeting-September 12, 2016 - ***Approved***

3. Treasurer's Report
   Mr. Gary Crockett, Board Treasurer

   Documents:

   TREASURER REPORT - SEPTEMBER 2016.PDF

4. Consent Agenda- Tree Removal Consent Agreement
   A-2771: Mr & Mrs. Robert Nichols, 5918 Cedar Parkway: Removal of one 10-inch and one 12-inch diameter Japanese Maple tree located in the front (Cedar Parkway) yard of the property. - ***Approved***

   Documents:

   TREE REMOVAL APPEAL CASE A-2271.PDF

5. Committee Matters
   Financial Review Committee

   - Presentation of the draft audited financial statements for FY2016 prepared by the independent auditing firm, *Lindsey & Associates, LLC*

   Mr. Louis Morsberger, Financial Review Committee Chair
   Mr. Robert Diss, CPA, Vice President, Lindsey & Associates, LLC

6. Matters Presented For Board Discussion And Possible Action (Where Required)

   - **Proposed Redevelopment Plans for the Brookville Road Park - *Continued***

   Ms. Lila Fendrick, Lila Fendrick Landscape Design & Architecture

   - **Resolution No. 10-01-16**: An Ordinance to amend Chapter 24, "Procurement and Disposition" by adding Sec. 24-30, "Disposal of Police Department Firearms" -

Approved

Purchase Authorization Request:

- Police Department-Purchase of replacement handguns in the amount of $4,908: *The Cop Shop, Inc.* - ***Approved***

Contract/Agreement Authorization Request:

- Holiday Party Caterer: *Provisions (Catering), LLC* - ***Approved***

Board Discussion RE: Withdrawing the Village's Representative to the Bethesda Fire Board - *Approved*

Park Use Consideration and Potential Authorization - *Approved*

Documents:

PROPOSED PLANS FOR BROOKVILLE RD PARK.PDF
RESOLUTION NO. 10-01-16.PDF
PROCUREMENT OF NEW DUTY HANDGUNS.PDF
HOLIDAY PARTY CATERER.PDF

7. Police Report
   Mr. John M. Fitzgerald, Police Chief

   Documents:

   POLICE REPORT - SEPTEMBER 2016.PDF

8. Manager's Report

   - Building and Tree Permits and Code Enforcement Report
   - Capital and Infrastructure Upgrade Projects Report
   - Village Hall Activity Report
   - Legal Counsel Report

   Documents:

   BUILDING AND TREE REMOVAL PERMITS AND ACTIVITY SEPT 2016.PDF
   CAPITAL AND INFRASTRUCTURE UPGRADE PROJECTS - SEPT 2016.PDF
   VILLAGE HALL ACTIVITY REPORT - SEPTEMBER 2016.PDF

Treasurer's Report
July-September (3 months of FY 2017)

Overall:

This report is a three month snapshot of FY 2017. The Village receives little revenue in the first three months of the fiscal year with the most prominent being the tax duplication payment that comes from the county in the amount of $100,524. We have a budgeted deficit of 46,117, and it is still too early to project how we will end up in relation to this number by the end of the year. Our FY 2016 audit is not officially completed yet and the final 2016 audited numbers will be available when it becomes finalized.

Income Tax Revenue:

We will not have any significant income tax information until the end of November.

Property Tax Revenue:

We project this to come in at budget since the Village approved the constant yield for FY 2017.

Safe Speed Net Revenue:

So far this year it is trending about 17% below budget for the first three months. There has some been construction during these three months which has had an impact on safe speed citations.

Miscellaneous Revenue:

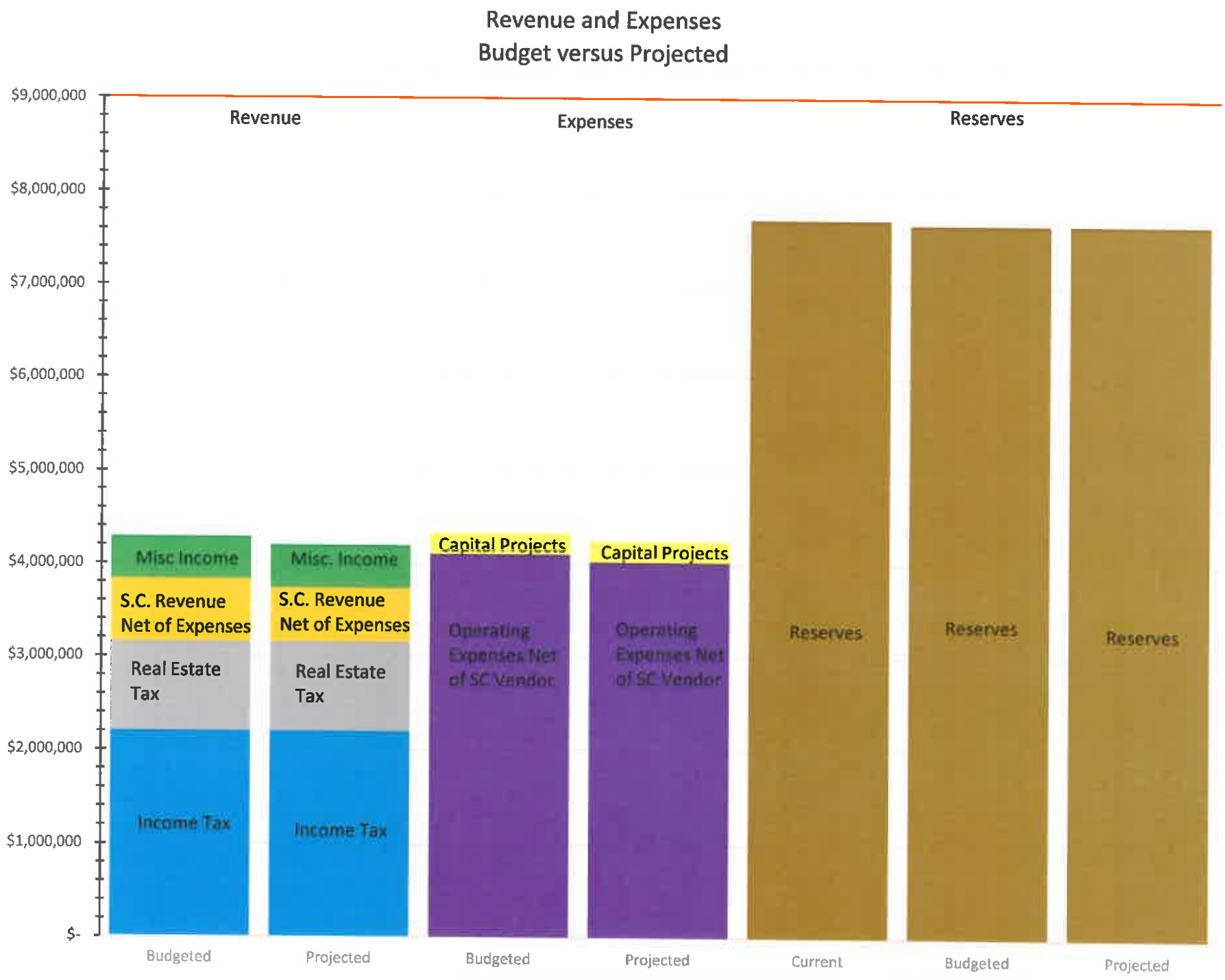
As of now it is tracking slightly above budget. We received a tax duplication payment of $100, 524, which was about $15,000 above the budgeted amount.

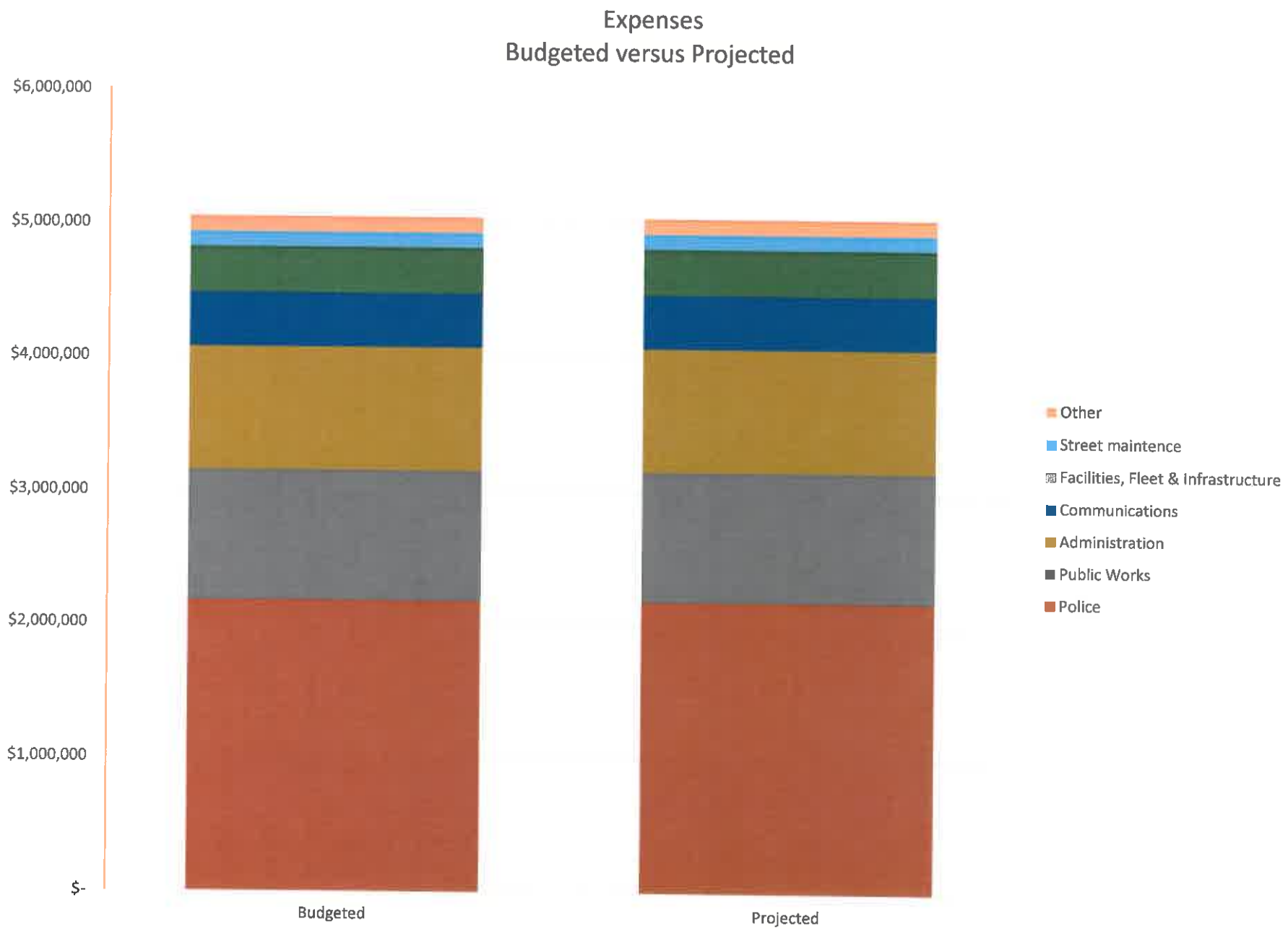
Capital Expense:

Our expenses are projected to be $227,500 and so far the one project we have begun is street maintenence.

Operating Expense:

We project this will be 2-3%% below budget.


Revenue and Expenses
Budget versus Projected
$9,000,000
$8,000,000
$7,000,000
$6,000,000
$5,000,000
$4,000,000
$3,000,000
$2,000,000
$1,000,000
$-
Revenue
Expenses
Reserves
Misc Income
S.C. Revenue Net of Expenses
Real Estate Tax
Income Tax
Misc. Income
S.C. Revenue Net of Expenses
Real Estate Tax
Income Tax
Capital Projects
Operating Expenses Net of SC Vendor
Capital Projects
Operating Expenses Net of SC Vendor
Reserves
Reserves
Reserves
Budgeted
Projected
Budgeted
Projected
Current
Budgeted
Projected


Expenses
Budgeted versus Projected
$6,000,000
$5,000,000
$4,000,000
$3,000,000
$2,000,000
$1,000,000
$-
Budgeted
Projected
Other
Street maintence
Facilities, Fleet & Infrastructure
Communications
Administration
Public Works
Police

Consent Agenda
Tree Removal Appeal Case A-2271

Removal of one 10-inch and one 12-inch diameter Japanese Maple tree located in the front (Cedar Parkway) yard of the property.

Ms. Rebecca Nichols &
Mr. Robert Nichols
5918 Cedar Parkway

Figure 1: *Looking south toward the 10"-diameter Japanese Maple tree.*

Figure 2: Looking north toward the 12"-diameter *Japanese Maple tree*

To: Chevy Chase Village Board of Managers
From: Laura Billings, Chair, Tree Ordinance Board
Date: October 1, 2016
Re: **TOB Report Regarding Case A-2271**
Mr. & Mrs. Rob Nichols, 5918 Cedar Parkway
Removal of one 10-inch and one 12-inch diameter Japanese Maple tree from the front (Cedar Parkway) yard.

Mr. and Mrs. Nichols wish to remove one 10-inch and one 12-inch diameter Japanese Maple tree from the front (Cedar Parkway) yard of the property as part of a proposed landscape project at their property. The Village Consulting Arborist determined that the trees do not meet any of the criteria which would allow them to be approved for removal by an administratively issued Tree Removal Permit. Mr. and Mrs. Nichols duly filed an appeal of the Village Manager's decision to deny removal of the trees and were referred to the Tree Ordinance Board. The applicants have expressed a willingness to reforest.

I contacted the closest neighbors (where possible) about the proposed removals. No neighbor opposed the proposed removals.

Two members of the TOB inspected the trees and determined that, pursuant to Chapter 17-4 (2) (c) of the Village Code, the trees do not have "such outstanding qualities that [they] should not be removed" and that they are candidates for removal. We also discussed with the Applicants potential sites for reforestation. Said tree will be chosen from the Village's approved list of canopy trees, and will be a hardwood deciduous tree of at least 2 ½" caliper at installation which will grow to a mature height of 45 feet.

I believe that the foregoing reflects a reasonable resolution of the issues in a manner consistent with Village Board policies.

Submitted by:
Laura Billings
Chairperson
Tree Ordinance Board

To:	Chevy Chase Village Board of Managers
From:	Laura Billings, Chair, Tree Ordinance Board
Date:	October 1, 2016
Re:	**TOB Report Regarding Case A-2271** Mr. & Mrs. Rob Nichols, 5918 Cedar Parkway Removal of one 10-inch and one 12-inch diameter Japanese Maple tree from the front (Cedar Parkway) yard.

Mr. and Mrs. Nichols wish to remove one 10-inch and one 12-inch diameter Japanese Maple tree from the front (Cedar Parkway) yard of the property as part of a proposed landscape project at their property. The Village Consulting Arborist determined that the trees do not meet any of the criteria which would allow them to be approved for removal by an administratively issued Tree Removal Permit. Mr. and Mrs. Nichols duly filed an appeal of the Village Manager's decision to deny removal of the trees and were referred to the Tree Ordinance Board. The applicants have expressed a willingness to reforest.

I contacted the closest neighbors (where possible) about the proposed removals. No neighbor opposed the proposed removals.

Two members of the TOB inspected the trees and determined that, pursuant to Chapter 17-4 (2) (c) of the Village Code, the trees do not have "such outstanding qualities that [they] should not be removed" and that they are candidates for removal. We also discussed with the Applicants potential sites for reforestation. Said trees will be chosen from the Village's approved list of canopy trees, and will be hardwood deciduous trees of at least 2 ½" caliper at installation which will grow to a mature height of 45 feet.

I believe that the foregoing reflects a reasonable resolution of the issues in a manner consistent with Village Board policies.

Submitted by:
Laura Billings
Chairperson
Tree Ordinance Board

Property Address: **5918 Cedar Parkway**

REFORESTATION CONSENT AGREEMENT

RECITALS

This Consent Agreement ("Agreement") is entered into by CHEVY CHASE VILLAGE, ("Village"), a Maryland municipal corporation and Ms. Rebecca Nichols and Mr. Robert Nichols, (collectively "OWNER"), the owners of an unsubdivided tract of land lying west of and adjoining Section numbered Two (2) of the Chevy Chase Land Company's subdivision of land at Chevy Chase, the improvements thereon being known as 5918 Cedar Parkway, among the Land Records of Montgomery County, Maryland (the "Property").

The Owner has requested a permit from the Village Manager under Section 17-3 of the Village Code to remove one 10-inch and one 12-inch diameter Japanese Maple tree, hereinafter referred to as the "Subject Trees," (the trunks of which measure more than 24 inches in circumference at 4-½ feet above ground and therefore requires a permit for removal) located in the front (Cedar Parkway) yard of the Property as indicated on the plan attached hereto as Exhibit A. The Owner seeks to remove the Subject Trees in order to implement a landscape plan, hereinafter referred to as the "Proposed Work". The Village Manager denied the permit for failure to meet any of the conditions set forth in Section 17-3.

DRAFT

The Owner has appealed the denial of the permit. The appeal was considered under the criteria set by Section 17-5 of the Village Code, by the Tree Ordinance Board ("TOB"), which has issued its recommendation.

The TOB, after following the requirements for notice to confronting and abutting owners concluded that the Proposed Work was a legitimate reason for removing the Subject Trees, that it was necessary to remove the trees to construct the Proposed Work, and that the trees proposed to be removed were not by

reason of their age, size or outstanding qualities, including uniqueness, rarity or species specimen, of such nature as to require their preservation.

Based on the foregoing, the TOB provided its recommendation, which has been accepted by the Board of Managers. The Board has decided that it is in the public interest to grant the Owner's appeal, on condition that the Owner first obtain all applicable Montgomery County and Chevy Chase Village Building Permits for the proposed work and sign this Agreement.

NOW, THEREFORE, in consideration of the mutual undertakings and obligations herein contained, One Dollar ($1.00) in hand paid, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Village and the Owner hereby agree and covenant as follows:

DRAFT

1. The Owner will obtain any applicable permit(s) to construct the Proposed Work and submit to the Village Manager a construction contract for the same prior to issuance of the Tree Removal Permit.
2. The Village, after the issuance of the aforesaid permit and receipt of the aforesaid construction contract for the Proposed Work, will grant a permit to the Owner for the purpose of removing the Subject Trees described above and located as indicated on Exhibit A promptly after the effective date of this Agreement.
3. The Owner agrees to reforest within six months from the close-out date of the Chevy Chase Village Building Permit(s) associated with the proposed work by planting one (1) Reforestation Tree (or variety thereof) of at least 2-½ inches in caliper in a location on the Property to be determined in consultation with the Tree Ordinance Board and to replace such tree(s) if it becomes diseased or dies within two years of the effective date of this Agreement. The Owner further agrees to notify the Village Manager when the tree has been planted.
4. Any changes or modifications to the Reforestation Plan shall require the further written consent of the Village, which may be withheld in the Village's sole discretion.

5. The Owner acknowledges that compliance with this Consent Agreement is necessary for the protection of the public health, safety and welfare of the residents of the Village and acknowledge and agree, in the event of Owner's breach of this Agreement, that the Village would not have an adequate remedy at law, and the Village shall be entitled to specific performance of the Owner's obligations and to injunctive relief related thereto without posting a bond or proving actual damages, in addition to any other remedies which may be available. The Owner further agrees that the costs incurred by the Village to enforce the Agreement, including legal expenses, shall be charged to the Owner and may be assessed against the Owner's property along with property taxes. The Owner further agrees not to contest any action brought by the Village to obtain specific performance and injunctive relief under this Agreement.

6. The Owner also acknowledges that the Village and the public residing in the Village would incur substantial damages in the event of Owner's breach of the requirements of this Agreement, including, but not limited to, the costs of staff time, arborist time, and other expenses incurred in enforcing this Agreement and the diminution of the Village's tree canopy. The parties recognize the difficulty in computing actual damages and, accordingly, agree to liquidated damages for the aforesaid costs, delay, and harm to the public. The parties acknowledges that liquidated damages of $1,000.00 are a reasonable estimate, at the time of the execution of this Agreement, of the damages to the Village and the public that will likely occur as a result of the Owner's failure to perform their obligations under this Agreement. The Owner acknowledges that the liquidated damages agreed to are not a penalty and that they, along with any costs incurred by the Village, including legal expenses, may be assessed against the Property along with property taxes.

DRAFT

7. The Owner shall be jointly and severally liable for their obligations hereunder and expressly waive any right to a jury trial.

8. The effective date of this Consent Agreement is the date the Village Manager signs the Agreement signifying that she has been informed by the Village Board of Managers that the Consent Agreement has been approved.

OWNER:

CHEVY CHASE VILLAGE

_____
Rebecca Nichols

By: _____
Shana R. Davis-Cook, Village Manager

_____
Robert Nichols

Date: _____

DRAFT

Chevy Chase Village

Statement of Appeal for Tree Removal Permit

Subject Property:

5918 Cedar Parkway Chevy Chase MD 20815

Briefly Describe the Proposed Tree Removal (provide additional detail on following pages):

2 Japanese maples →

Applicant Name(s) (List all property owners):

Rob + Rebecca Nichols

Daytime telephone: 301 656 2010 Cell: 202 236 4093

E-mail: rebecca1nichols@yahoo.com, rnichols@aba.com

Address (if different from property address):

XX

For Village staff use:

Date this form received: 9/16/16 Tree Removal Permit Appeal No: A-2271

Filing Requirements:

(Application will not be accepted or reviewed until the application is complete.)

- [x] Completed *Chevy Chase Village Statement of Appeal for Tree Removal Permit* (this form)
- [ ] Denied *Chevy Chase Village Tree Removal Permit Application*
- [ ] *Chevy Chase Village* Tree Inspection Report from Village Arborist
- [ ] Surveys, plats, landscaping plans/specifications, or other accurate drawings showing boundaries, dimensions, and area of the property, as well as the location and dimensions of all structures/fences/walls/etc. and the tree(s) sought to be removed.
- [ ] Appeal fee (See fee schedule in Chapter 6 of the Village Code).

Affidavit

I hereby certify that I have the authority to submit the foregoing appeal, that all owners of the property have signed below, that I have read and understand all requirements and that I or an authorized representative will appear at the scheduled public hearing in this matter. I hereby authorize the Village Manager, or the Manager's designee, the Board of Managers, and members of the Village Tree Committee, to enter onto the subject property for the purposes of assessing the site in relation to this appeal. I hereby declare and affirm, under penalty of perjury, that all matters and facts set forth in the foregoing statement are true and correct to the best of my knowledge, information and belief.

Applicant's Signature: Rob N Knolf **Date:** 9/14/16

Applicant's Signature: [signature] **Date:** 9/14/16

Describe the basis for the appeal (attach additional pages as needed)

Describe the reasons why the tree removal would not adversely affect the public health, safety or welfare nor the reasonable use of adjoining properties:

The two Japanese Maples that were denied a removal permit are in the center of the property hidden by many other trees, not visible to any adjoining properties

Describe the reasons why the tree removal would not substantially impair the intent and purpose of Chapter 17 of the Chevy Chase Village Code, entitled *Urban Forest*:

The trees in question are only ornamental in value - removing them, along with all the other trees permitted by the village, will allow us to remove a concrete structure they are disguising and reforest the property accordingly.

Describe whether the tree exhibits any of the following criteria: (i) is diseased beyond restoration, insect infested beyond restoration, or injured beyond restoration; (ii) is dead or dying, or in danger of falling; (iii) constitutes a hazard to the safety of persons; (iv) constitutes a hazard to the safety of property; (v) constitutes a hazard and threatens injury to, or would have a negative effect on the health of other trees; (vi) is injurious to or creates a condition injurious to the health of a person, certified to by a qualified medical practitioner:

These two Japanese maples were planted to disguise a raised concrete bunker that was built to connect to what is now a non-functioning ventilation system. This "hump" is man-made, artificial, and now a useless condition on the property

Describe the reasons for wanting to remove or destroy the tree(s):

By removing these Japanese maples, we can demolish this concrete structure, regrade the area to the original surrounding elevation, and return it to green space and no forest.

Describe the reasons, if any, cited by residents who are either in favor of or in opposition to the issuance of the requested tree removal permit:

If the desired tree clearing is necessary to achieve proposed development, construction or land use otherwise permitted under the Village Code, describe the proposed project and/or land use and any reason(s) why there is no reasonable alternative to the tree removal:

The trees exist to disguise this hump and concrete structure - there is no way to remove it unless we remove the trees. We are returning the land to

the original condition, making it flat lawn planted with more trees.

Describe any proposed reforestation and whether the proposed reforestation includes any trees that meet the Village standards for reforestation (i.e., deciduous hardwood trees that are least 2 ½ inches in caliper at the time of installation and of a species that achieves a mature height of at least 45 feet):

Reforestation plans include a 2 1/2 c. American Elm, a scarlet oak, and a sugar maple.

Describe any hardship that would result if the requested tree removal is denied:

The remaining, exposed "hump" is unsightly, a visual barrier, and an unnecessary permanent feature and fixture in the landscape.

Describe the reasons why preserving the tree(s) is not desirable because of the age, size or outstanding qualities, including uniqueness, rarity or species specimen, of the tree(s):

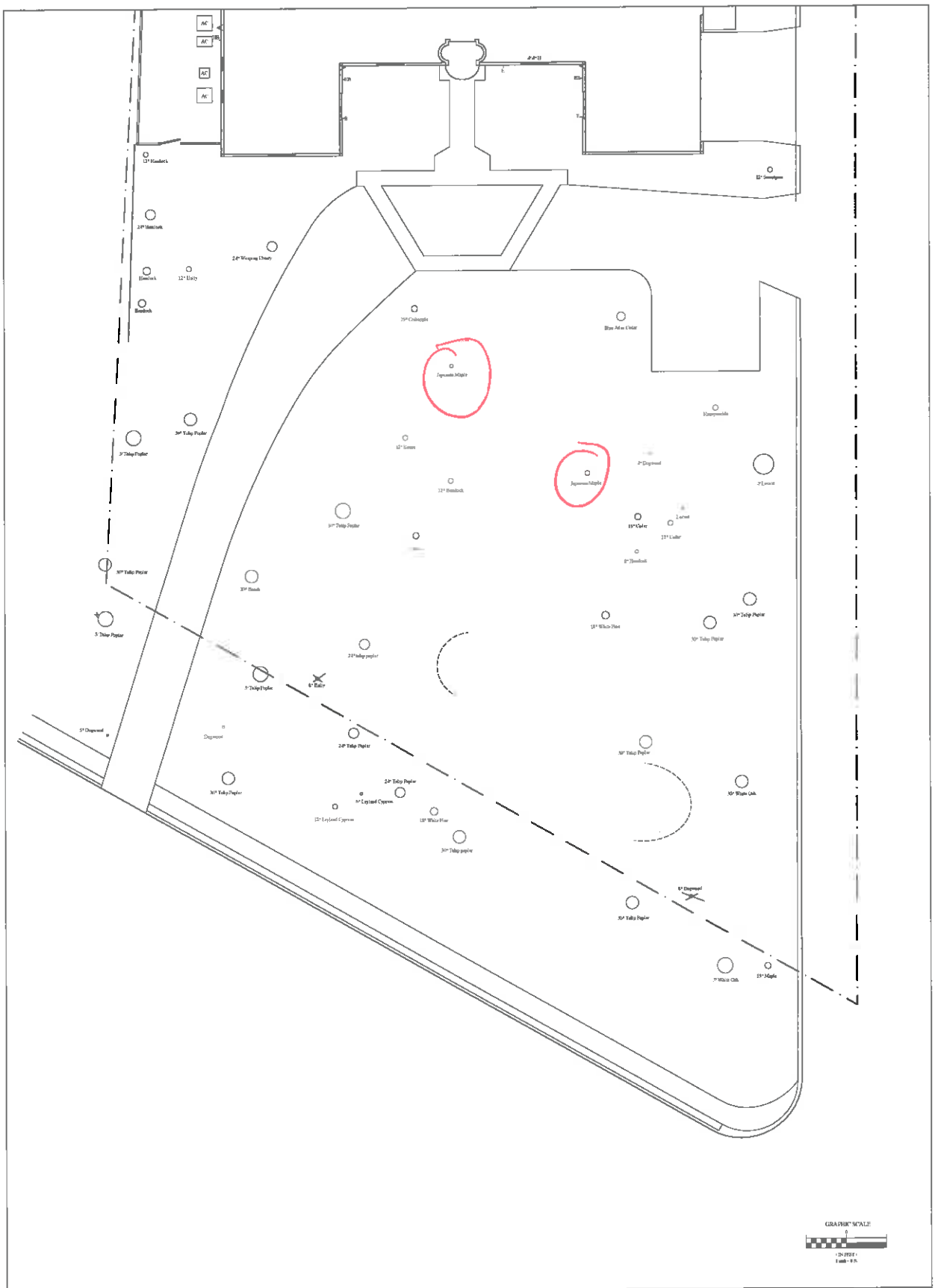
These Japanese maples have grown around their existing neighboring canopy — once these trees are removed, their form will be considered unsightly

Describe any other relevant matters that you believe would promote fairness and justice in deciding this appeal:

Reforestation plans call for a larger increase in canopy than what already exists, ~~with make the property more~~ ~~appealing~~, the removal of the "hump" will make the property more open, visible and attractive from the street.

In authorizing a Tree Removal Permit as a result of this appeal, the Chevy Chase Village Board of Managers may require such conditions, terms or restrictions as it deems necessary in order to protect the public, health, safety or welfare, the reasonable use of adjoining properties and that will substantially effectuate the purpose and intent of Chapter 17 of the Chevy Chase Village Code.

Appeal Fee: $250.00	**Checks Payable To:**	**Chevy Chase Village** **5906 Connecticut Ave.** **Chevy Chase, MD 20815**
Fee Paid: **Date Paid:**	**Staff Signature:** **Date:**	



EVERETT GARDEN DESIGNS LLC 202.464.5740 www.everettgardendesigns.com	TITLE: MASTER PLAN Sheet 1 of DATE: 7-25-16	NICHOLS RESIDENCE 5918 Cedar Parkway Chevy Chase, MD	SCALE: 1/8" = 1' NORTH:

Chevy Chase Village

Tree Removal Permit Application

Permit No. 2264

All trees on private property with trunks that measure at least twenty-four (24) inches in circumference (or 7.7 inches in diameter) at four and one-half (4½) feet above ground level require a Village permit to be removed.

Property Address: 5918 Cedar Parkway, Chevy Chase

Resident: Rob + Rebecca Nichols

Telephone: 202 236-4093 Hers His 202 526 8141

E-mail: rebeccalnichols@yahoo.com nichols@oha.com

Tree Removal Contractor (***required and must be a Maryland Licensed Tree Expert***):

Business Name: Bartlett Tree Experts

Owner: /Contact: Nick Scaletta

Address: 1 Metropolitan Court Gaithersburg, MD 20878

Telephone: 301 881 8550 Fax:

E-mail: nscaletta@bartlett.com

MD Dept. of Natural Resources (DNR) Licensed Tree Expert (LTE) No. (*required*): 1329

For Village office staff use:

Is this property located within the historic district? Yes ☑ No ☐ Staff initials RB

Verification of species pursuant to Sec. 17-3(a)(7): Dw form Staff initials RB

Date application submitted to Village Office: 8/29/16 Date approved or denied: 9/6/16

Village Code Chapter 17. Urban Forest §17-1 and 17-2. Permit Required.
"No person shall remove or destroy, or cause the removal or destruction, of a tree or undertake any action that will substantially impair the health or growth of a tree without first obtaining a permit from the Village Manager. No permit shall be required for normal and reasonable trimming or other tree care designed to maintain the health, shape, or balance of a tree."

Village Code §17-3. Permit Standards.
The Village Manager may issue a permit *only* if at least one (1) of the following conditions applies:

- The tree is diseased beyond restoration, insect infected beyond restoration, or injured beyond restoration;
- The tree is dead or dying, or is in danger of falling;
- The tree constitutes a hazard to the safety of persons;
- The tree constitutes a hazard and threatens injury to property;
- The tree constitutes a hazard and threatens injury to, or would have a negative effect on the health of other trees;
- The tree is injurious to or creates a condition injurious to the health of a person, certified to by a qualified medical practitioner;
- The tree is on a list of tree species of little value, as determined by the Board of Managers after consultation with the Village arborist and Village Tree Committee.

An applicant who is denied a tree removal permit by the Village Manager may appeal that decision to the Board of Managers. Any appeal must be in writing and made within ten (10) days of the permit denial.

Filing Requirements

- Copy of the findings and recommendations report from the Village Arborist or, pursuant to Sec. 17-3(a)(7), Village staff.
- This completed application, including the tree contractor's name, phone number and MD-DNR License No.
- Payment of $25.00 per tree filing fee for a Village Tree Removal Permit application, up to a max. of $175. The fee is waived for trees approved subject to Sec. 17-3(a)(7).

Do you intend to reforest on your property? Yes

REFORESTATION INCENTIVE

Under the new Tree Incentive Program, the Village will reimburse residents for up to half of the total costs to a maximum of $175 for the purchase and planting of qualifying canopy trees on privately owned properties. Additionally, applicants for Tree Removal Permits will be refunded their permit filing fee if they plant a canopy tree within six months of receiving a Village Tree Removal Permit.

By signing below, I understand that no work may be performed until the Village permit is issued and posted to be visible from the street.

Applicant's Signature: ROB NICHOLS **Date:** 8/29/16

Tree Removal Plans (including reforestation plan, if any)	
Phase 1: Remove dead magnolia in rear, small holly in front, 2 Eastern Red Cedars Phase 2: Remove tagged yellow trees in center yard to demolish convention structure and flatten grade. Replace trees with some deciduous hardwood + native evergreens.	
For Use By Village Manager APPROVED SEP 06 2016	Approved with the following conditions: Trees #1, 2, 3, 6, 7, 13, 14, 15, 16 in the Arborist's report dated 8/31/16
DENIED For Use By Village Manager SEP 6 2016 Chevy Chase Village Manager	Denied for the following reasons: Trees #4, 11 in the Arborist's report dated 8/31/16; trees are healthy

Check # 2046

Filing Fee: Over 75 $25.00/tree x 4 trees = $ 100 (up to $175 max. per application)	**Checks Payable to:** **Chevy Chase Village** **5906 Connecticut Avenue** **Chevy Chase, MD 20815**
Damage Deposit ☐ $_____ ☐ Waived by Village Manager.	Village Manager Signature: Date:
Total Fees + Deposit: $175.00	Staff Signature: Date: 9/6/16

Chevy Chase Village

Tree Inspection Request Form

Property Address: 5918 Cedar Parkway

Date this form submitted to Village office: 8/25/16

Resident Name: Rob Nichols

Phone:

E-mail:

This request initiated by: ☐ Village office staff. ☑ Resident/property owner

☑ Inspect tree(s)[1] requested for removal -- are any of conditions in Village Code Sec. 17-3(a) met?
☐ Inspect trees[1] on property to determine if a Tree Protection Plan (TPP) is needed for proposed project[2].
☐ Pursuant to a Village Bldg Permit application[2], prepare TPP for trees[1] on property [$250 fee]
☐ Verify that a TPP has been implemented for Village Building Permit #_____.
☐ Follow up on an existing TPP -- is it OK to remove TPP?
☐ Village right-of-way/park
☐ Other:_____

[1] Show location of tree(s) on a plat or site plan (or on diagram on reverse, but only if plat unavailable).
[2] Attach full description of proposed project.

Sections below must be completed by Village Arborist:

Tree #1: ☑ Private Property ☐ Village right-of-way
Location: ☐ Rear ☐ Front ☐ Side-L ☐ Side-R
DBH*= 24" Species: Cedar Tag#:_____ ☐ n/a: no tag.
Assessment: Dying will not revive, remove

Tree #2: ☑ Private Property ☐ Village right-of-way
Location: ☐ Rear ☐ Front ☐ Side-L ☐ Side-R
DBH*= 12 Species: Crabapple Tag#:_____ ☐ n/a: no tag.
Assessment: Dying will not revive, remove

Tree #3: ☑ Private Property ☐ Village right-of-way
Location: ☐ Rear ☐ Front ☐ Side-L ☐ Side-R
DBH*= 12 Species: Koura Dogwood Tag#:_____ ☐ n/a: no tag.
Assessment: Dying will not revive, remove

(For more trees, please check here ☐ and attach pages: # of extra trees___; # of extra pages___.)

Arborist assessment: Does tree meet any of the conditions in Village Code 17-3 to qualify for removal?

Removal	Approved	Denied
Tree #1	☑	☐
Tree #2	☑	☐
Tree #3	☑	☐

*Is permit required? (i.e, trunk circumference ≥24"?)	Y	N
Tree #1	☑	☐
Tree #2	☑	☐
Tree #3	☑	☐

Arborist/Staff Signature _____ **Date** 8/31/16

Tree #4: ☑ Private Property ☐ Village right-of-way
Location: ☐ Rear ☐ Front ☐ Side-L ☐ Side-R
DBH*= 12" Species: Japanese Maple Tag#: _____ ☐ n/a: no tag.
Assessment: Healthy

Tree #5: ☑ Private Property ☐ Village right-of-way
Location: ☐ Rear ☐ Front ☐ Side-L ☐ Side-R
DBH*= 6" Species: Holly Tag#: _____ ☐ n/a: no tag.
Assessment: under 24" circumference

Tree #6: ☑ Private Property ☐ Village right-of-way
Location: ☐ Rear ☐ Front ☐ Side-L ☐ Side-R
DBH*= 12 Species: False Cypress Tag#: _____ ☐ n/a: no tag.
Assessment: "undesirable" tree

Tree #7: ☑ Private Property ☐ Village right-of-way
Location: ☐ Rear ☐ Front ☐ Side-L ☐ Side-R
DBH*= 18 Species: False Cypress Tag#: _____ ☐ n/a: no tag.
Assessment: "undesirable" tree

Tree #8: ☑ Private Property ☐ Village right-of-way
Location: ☐ Rear ☐ Front ☐ Side-L ☐ Side-R
DBH*= 6" Species: False Cypress Tag#: _____ ☐ n/a: no tag.
Assessment: under 24" circumference

Tree #9: ☑ Private Property ☐ Village right-of-way
Location: ☐ Rear ☐ Front ☐ Side-L ☐ Side-R
DBH*= _____ Species: Photinia Tag#: _____ ☐ n/a: no tag.
Assessment: Not a tree

Tree #10: ☐ Private Property ☐ Village right-of-way

Location: ☐ Rear ☐ Front ☐ Side-L ☐ Side-R
DBH*= 6 Species: Flowering Dogwood Tag#: _____ ☐ n/a: no tag.
Assessment: Under 24" circumference

(For more trees, please check here ☒ and attach pages: # of extra trees 5; # of extra pages 1.)

Arborist assessment: Does tree meet any of the conditions in Village Code 17-3 to qualify for removal?

Removal	Approved	Denied
Tree #4	☐	☒
Tree #5	☐	☐
Tree #6	☒	☐
Tree #7	☒	☐
Tree #8	☐	☐
Tree #9	☐	☐
Tree #10	☐	☐

*Is permit required? (i.e, trunk circumference ≥24"?)

	Y	N
Tree #4	☒	☐
Tree #5	☐	☒
Tree #6	☒	☐
Tree #7	☒	☐
Tree #8	☐	☒
Tree #9	☐	☒ Not a tree
Tree #10	☐	☒

Arborist/Staff Signature _____ **Date** 8/31/16

Tree #~~4~~ 11: ☑ Private Property ☐ Village right-of-way
Location: ☐ Rear ☐ Front ☐ Side-L ☐ Side-R
DBH*= 10 Species: Japanese Maple Tag#: _____ ☐ n/a: no tag.
Assessment: Healthy

Tree #~~5~~ 12: ☐ Private Property ☐ Village right-of-way
Location: ☐ Rear ☐ Front ☐ Side-L ☐ Side-R
DBH*= _____ Species: Honeysuckle Tag#: _____ ☐ n/a: no tag.
Assessment: Not a tree

Tree #~~6~~ 13: ☑ Private Property ☐ Village right-of-way
Location: ☐ Rear ☐ Front ☐ Side-L ☐ Side-R
DBH*= 20 Species: Black Locust Tag#: _____ ☐ n/a: no tag.
Assessment: Decay in main trunk, hazardous

Tree #~~7~~ 14: ☐ Private Property ☐ Village right-of-way
Location: ☐ Rear ☐ Front ☐ Side-L ☐ Side-R
DBH*= 12 Species: False Cypress Tag#: _____ ☐ n/a: no tag.
Assessment: "undesirable" tree

Tree #~~8~~ 15: ☐ Private Property ☐ Village right-of-way
Location: ☐ Rear ☐ Front ☐ Side-L ☐ Side-R
DBH*= 18 Species: False Cypress Tag#: _____ ☐ n/a: no tag.
Assessment: "undesirable" tree

Tree #~~9~~ 16: Magnolia – see other form
Location: ☑ Rear ☐ Front ☐ Side-L ☐ Side-R
DBH*= 18" Species: Magnolia Tag#: _____ ☐ n/a: no tag.
Assessment: _____

Tree #10: ☐ Private Property ☐ Village right-of-way

Location: ☐ Rear ☐ Front ☐ Side-L ☐ Side-R
DBH*= _____ Species: _____ Tag#: _____ ☐ n/a: no tag.
Assessment: _____

(For more trees, please check here ☐ and attach pages: # of extra trees___; # of extra pages___.)

Arborist assessment: Does tree meet any of the conditions in Village Code 17-3 to qualify for removal?

Removal Approved	Denied
Tree #~~4~~ 11 ☐	☒
Tree #~~5~~ 12 ☐	☐
Tree #~~6~~ 13 ☒	☐
Tree #~~7~~ 14 ☒	☐
Tree #~~8~~ 15 ☒	☐
Tree #9 ☐	☐
Tree #10 ☐	☐

*Is permit required? (i.e, trunk circumference ≥24"?)

	Y	N
Tree #~~4~~ 11	☒	☐
Tree #~~5~~ 12	☐	☒ Not a tree
Tree #~~6~~ 13	☒	☐
Tree #~~7~~ 14	☒	☐
Tree #~~8~~ 15	☒	☐
Tree #9	☐	☐
Tree #10	☐	☐

Arborist/Staff Signature _____ **Date** 8/31/16

Chevy Chase Village

Tree Inspection Request Form

Property Address:
5918 Cedar Parkway

Date this form submitted to Village office:

Resident Name: Rod Nichols
Phone:
E-mail:

This request initiated by: ☐ Village office staff. ☐ Resident/property owner

☐ Inspect tree(s)[1] requested for removal -- are any of conditions in Village Code Sec. 17-3(a) met?
☐ Inspect trees[1] on property to determine if a Tree Protection Plan (TPP) is needed for proposed project[2].
☐ Pursuant to a Village Bldg Permit application[2], prepare TPP for trees[1] on property [$250 fee]
☐ Verify that a TPP has been implemented for Village Building Permit #_____.
☐ Follow up on an existing TPP -- is it OK to remove TPP?
☐ Village right-of-way/park
☐ Other: _____

[1] *Show location of tree(s) on a plat or site plan (or on diagram on reverse, but only if plat unavailable).*
[2] *Attach full description of proposed project.*

Sections below must be completed by Village Arborist:

Tree #1: ☐ Private Property ☐ Village right-of-way (No per Plan)
Location: ☐ Rear ☐ Front ☐ Side-L ☐ Side-R
DBH*= 18" Species: Southern Magnolia Tag#: _____ ☐ n/a: no tag.
Assessment: 75% Dead

Tree #2: ☐ Private Property ☐ Village right-of-way
Location: ☐ Rear ☐ Front ☐ Side-L ☐ Side-R
DBH*= _____ Species: _____ Tag#: _____ ☐ n/a: no tag.
Assessment: _____

Tree #3: ☐ Private Property ☐ Village right-of-way
Location: ☐ Rear ☐ Front ☐ Side-L ☐ Side-R
DBH*= _____ Species: _____ Tag#: _____ ☐ n/a: no tag.
Assessment: _____

(For more trees, please check here ☐ *and attach pages: # of extra trees___; # of extra pages___.)*

Arborist assessment: Does tree meet any of the conditions in Village Code 17-3 to qualify for removal?

	Removal Approved	Denied
Tree #1	☑	☐
Tree #2	☐	☐
Tree #3	☐	☐

*Is permit required? (i.e, trunk circumference ≥24"?)

	Y	N
Tree #1	☑	☐
Tree #2	☐	☐
Tree #3	☐	☐

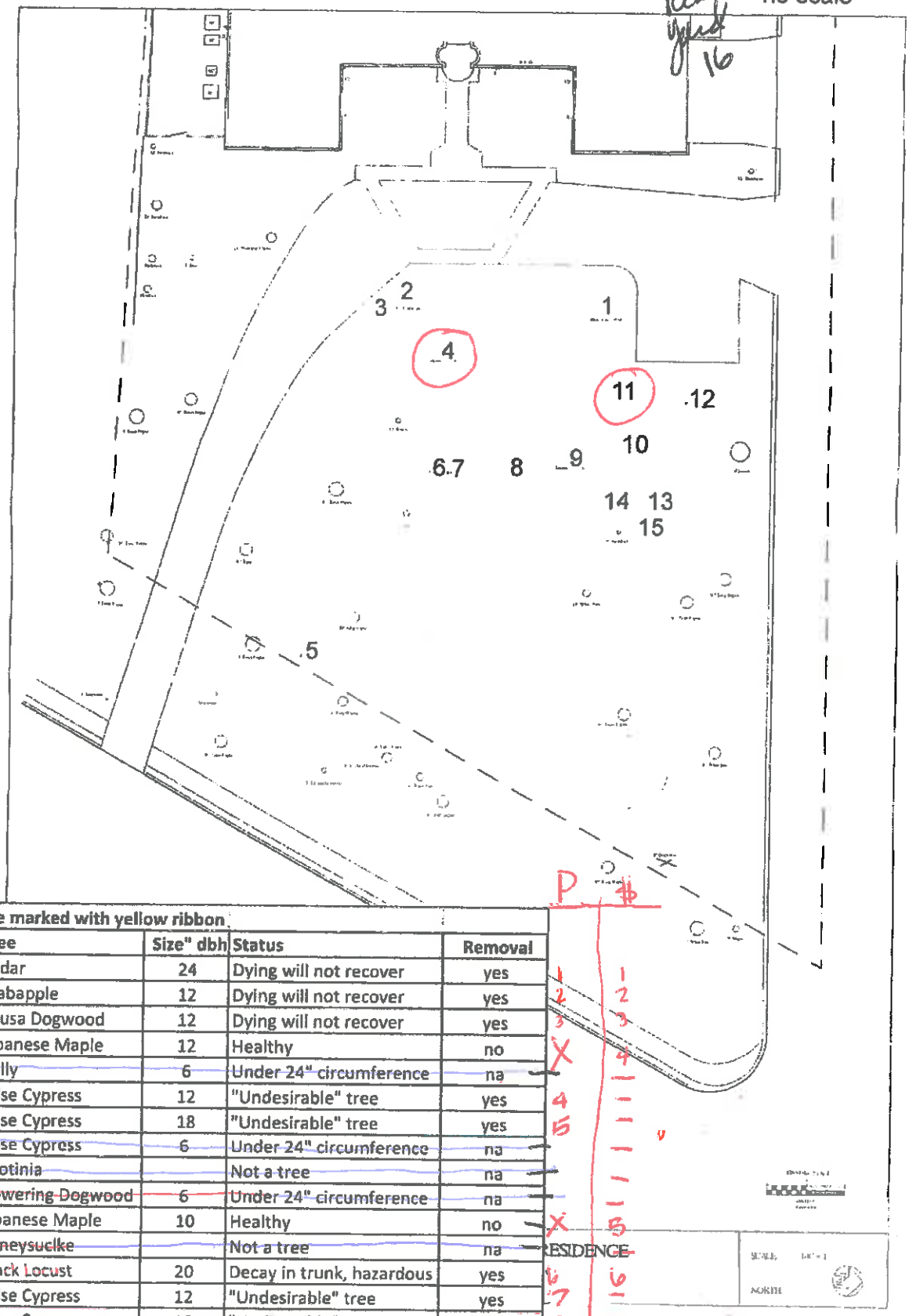
Arborist/Staff Signature _____ **Date** 8/31/16

dead rear yard magnolia (additional)

Chevy Chase Village
5918 Cedar Parkway
Tree Removal

Feather and Associates
August 31, 2016
no scale

Magnolia Dead 16



List of tree marked with yellow ribbon					P	#
Tree #	Tree	Size" dbh	Status	Removal		
1	Cedar	24	Dying will not recover	yes	1	1
2	Crabapple	12	Dying will not recover	yes	2	2
3	Kousa Dogwood	12	Dying will not recover	yes	3	3
4	Japanese Maple	12	Healthy	no	X	4
5	Holly	6	Under 24" circumference	na		—
6	False Cypress	12	"Undesirable" tree	yes	4	—
7	False Cypress	18	"Undesirable" tree	yes	5	—
8	False Cypress	6	Under 24" circumference	na		—
9	Photinia		Not a tree	na		—
10	Flowering Dogwood	6	Under 24" circumference	na		—
11	Japanese Maple	10	Healthy	no	X	5
12	Honeysuckle		Not a tree	na		—
13	Black Locust	20	Decay in trunk, hazardous	yes	6	6
14	False Cypress	12	"Undesirable" tree	yes	7	—
15	False Cypress	18	"Undesirable" tree	yes	8	—
dbh - diameter at 4.5' above ground level, na - not applicable					9	9

APPEAL

16 Magnolia 16 Dead yes

4 J.D.L.V. 3<7"; 7>7" ; 2 dead

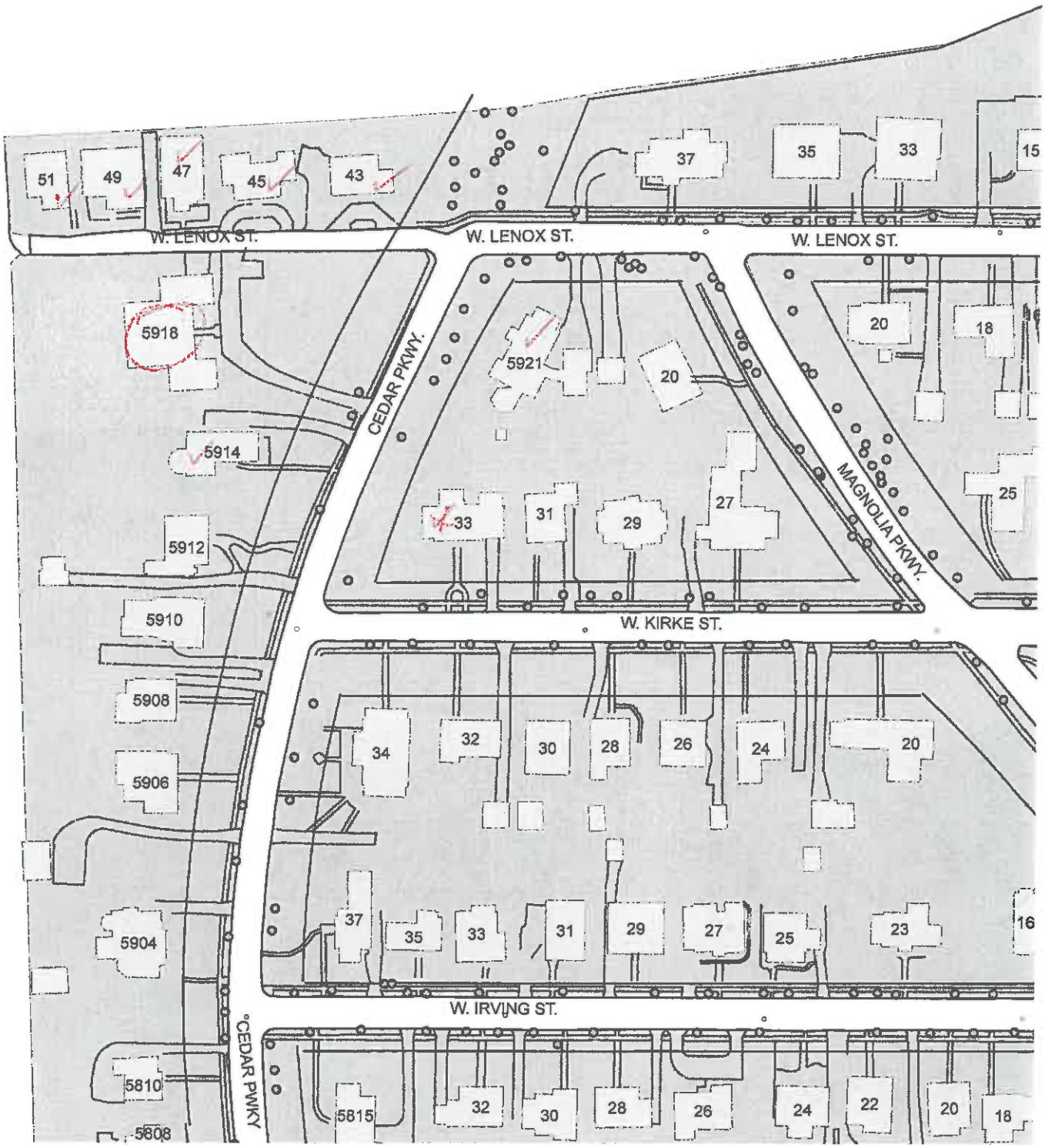
9 trees req. permits for removal

Pg 1 of 4

MAILING LIST FOR APPEAL A-2271

MR. & MRS. ROB NICHOLS
5918 CEDAR PARKWAY
CHEVY CHASE, MD 20815

Adjoining and confronting property owners	
Current Resident 51 West Lenox Street Chevy Chase, MD 20815	Mr. & Mrs. Alexander Boyle Or Current Resident 49 West Lenox Street Chevy Chase, MD 20815
Ms. Emily Lawson & Mr. Thomas Amis Or Current Resident 47 West Lenox Street Chevy Chase, MD 20815	Mr. & Mrs. Cary Euwer, Jr. Or Current Resident 43 West Lenox Street Chevy Chase, MD 20815
Ms. Erin Graefe & Mr. Patrick Dorton Or Current Resident 5921 Cedar Parkway Chevy Chase, MD 20815	Mr. & Mrs. John Montgomery Or Current Resident 5914 Cedar Parkway Chevy Chase, MD 20815
Mr. Charles Hobbs Or Current Resident 33 West Kirke Street Chevy Chase, MD 20815	The Chevy Chase Club Or Current Occupant 6100 Connecticut Avenue Chevy Chase, MD 20815


W. LENOX ST.
W. LENOX ST.
W. LENOX ST.
CEDAR PKWY.
MAGNOLIA PKWY.
W. KIRKE ST.
W. IRVING ST.
CEDAR PWKY
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18

Chevy Chase Village

Website Posting Notice for Appeal, Special Permit & Variance Hearings

Case Number: ~~2264~~ A-2271

Hearing Date:

By signing below, I acknowledge as the applicant/appellant in the above-referenced case number that all supporting information and documentation for my case will be posted on the Village's website at <www.chevychasevillagemd.gov> for review by the general public.

Applicant/Appellant Name: Rob + Rebecca Nichols

Address: 5918 Cedar Parkway, Chevy Chase MD 20815

Telephone: 301 656 2010

E-mail: rebecca/nichols@yahoo.com, rnichols@aba.com

Applicant/Appellant Signature: ROB N Knorf

Agent Name for applicant/appellant (*if necessary*): Everett Garden Designs Kathy Everett

Telephone: 202 465 5740

Address: 3 Newlands St. Chevy Chase

E-mail: Kathyeverett@me.com

Signature of agent: Kathy Everett

Village staff initials: GS

Date: 9/21/10

CHEVY CHASE VILLAGE
BOARD OF MANAGERS
OCTOBER 10, 2016 MEETING

STAFF REPORT

TO: BOARD OF MANAGERS

FROM: SHANA R. DAVIS-COOK, VILLAGE MANAGER

DATE: 10/6/2016

SUBJECT: PROPOSED REDEVELOPMENT PLANS: BROOKVILLE ROAD PARK

Background

At your March 10, 2014 regular meeting, the Board authorized the use of Village funds to hire a landscape architect to draft design and maintenance plans for Village parks, namely, Newlands, Brookville, and the large and small Oliver Street Triangle Parks. This authorization was sought to formulate long range plans for these parks in light of current and projected use and to have a plan that serves as a guide for future planning and budgeting.

Since that authorization was received, a sub-committee of the Parks & Greenspaces Committee including co-Chairs Judy Elliott (who has since resigned), Susan Kilborn and Tree Committee Chair Samuel Lawrence, along with Board Liaisons Michael Denger and Elissa Leonard, have met on numerous occasions with Village staff, namely Michael Younes and me, Village Arborist Tolbert Feather and landscape architect Lila Fendrick. Brookville Road Park was left to the end given its unique needs.

Proposal

The attached proposed plan embraces the current use of the park in recent years. Approximately 10 years ago, the Parks & Greenspaces Committee requested that the Village attach a wire mesh fence along the split-rail wood fence that runs along the park's border with Brookville Road. At the time, the P&G Committee proposed the fencing "to keep children and pets from straying into" Brookville Road, a heavily traveled roadway.

Shortly following the addition of this metal fencing, however, it became apparent that most residents and even professional dog walkers, were using this enclosed park as an unofficial dog park by taking their dogs off leash within the park. When this activity was brought to the attention of the Village Police, efforts were made to enforce the county's leash law, however, after receiving complaints, the Village decided that enforcement would be on a complaint-only basis. No consideration was formally given to converting the park into an official "dog park".

In subsequent years, reactions to the use of the park by dog owners and operators with their dogs off leash was embraced positively by many, however, we have received a handful of complaints over the years from abutting neighbors regarding barking, illegal parking, smoking, digging along sections of the fencing, etc., as well as the overall condition and aesthetic of the park given the concentrated use by dogs.

The design committee has attempted to address most of these concerns under the proposed plan, while recognizing that the park has been well-received by the community as a place to

gather with (primarily) or without pets. The committee has not taken a position one way or the other regarding whether the park should continue to be used as it is today, other than to address the challenges that the current use has presented. The proposed plan seeks to minimize the ongoing maintenance efforts and costs should the current use remain. Lila Fendrick will attend Monday evening's meeting to present the proposed redevelopment plan for Brookville Road Park and to discuss these specifics in greater detail.

Action Requested

No Board action is requested at this time; however, staff estimates that the proposed plan will cost between $90,000 and $110,000[1] to complete, which requires that we advertise an invitation for bids pursuant to the Village's Procurement Ordinance. Before we do that, however, we are looking for the Board's initial feedback on the proposed plan and whether you want to proceed with this project as (generally) presented.

If the Board directs staff to proceed to put the project out for construction bids, we anticipate bringing the final contract award recommendation to the Board in December at the earliest. In the interim, staff suggests that the Board hold a Public Hearing on the proposed plans at your November 14 regular meeting to solicit the community's feedback, including the residents of the Village of Martin's Additions (which borders to the park to the north and east).

If the Board chooses not to pursue the redevelopment of this park or if you would like to pursue an alternative redesign, including a multi-year staged approach to the currently proposed plan, staff will work with Lila Fendrick to address the Board's concerns and/or formulate a list of immediate maintenance needs for the park.

Attachments

Narrative recommendations for Brookville Road Park
Schematic plan for Brookville Road Park
Memo from Parks & Greenspaces Comm., dated August 31, 2016

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[1] This project is not currently included in the FY2017 budget, because we did not have sufficient information to formulate a project estimate when the budget was adopted last April.

CHEVY CHASE VILLAGE PARKS – BROOKVILLE ROAD PARK
LANDSCAPE RECOMMENDATIONS
OCTOBER 6, 2016

DESIGN

The proposed design addresses public safety, the park's historic context, and the park's landscape character.

PUBLIC SAFETY:

- To maintain park safety, install a new sign at the park gate which states "Park Closes at Dark."
- Shift the park gate so it is flush with the level concrete walkway rather than straddling the HCP ramp.
- Remove the broken 8" wide exposed concrete aggregate slab near the entrance gate. Install a new flagstone path at the relocated entrance gate abutting and flush with the existing concrete walk. The flagstone walkway should be installed at 4'-0" width (min.) and should provide access to both the park and the dog bag/trash can area.
- Limb up lower branches of willow oaks at entry to increase visibility into the park.

HISTORIC CONTEXT:

- To respond to the historic surroundings of Chevy Chase Village, remove the existing split rail fence and install a new, historically appropriate fence along Brookville Road.

LANDSCAPE CHARACTER:

- To enhance and extend the planted buffer which surrounds the park, consider planting Oakleaf Hydrangea to add summer bloom, winter interest, and texture to the park. Brandywine Viburnum, Winterthur Viburnum,and Prague Viburnum are to be planted to provide fall color and fruit.
- To improve the park-like setting along Brookville Road and limit the need to mow the small grass strip along the sidewalk, plant liriope in the planting strip adjacent to the sidewalk.
- While it is understood that The Village prefers to plant native plants, it is recommended to plant Liriope muscari, per the plan. As Liriope muscari is proven to be a hardy species, adaptable to various conditions, and observed surviving in dog-tramped tree wells throughout the District of Columbia, we recommend Liriope muscari as the groundcover selection throughout the park where dogs will run.

6904 West Avenue Chevy Chase, M.D. 20815 Tel: (301) 907-7700 Fax: (301) 907-7714
team@fendrickdesign.com www.fendrickdesign.com

- Plant native groundcover and perennials in the lower area toward the east end of the park. This area provides a unique feeling of seclusion in this highly dense neighborhood. The runoff and dense shade currently create a muddy area where erosion has exposed tree roots and eliminated any grass. By planting this area with groundcovers, protected by a fence, this area of the park can be greatly enhanced. A native groundcover, Acorus gramineus, would be appropriate to plant in this portion of the park. For some texture and form contrast, a more upright native perennial, Dryopteris erythrosora, would also be appropriate in this shadier portion of the park.
- Introduce two new flowering tree species, Redbud and Sourwood, to provide spring and summer bloom as well as fall color, and replace the declining Dogwoods.
- To enhance the evergreen screening surrounding the park and to block views of adjacent houses, plant three new Mary Nell Holly at the southwest corner of the park and plant three new American Holly at the southeast corner of the park.

MAINTENANCE

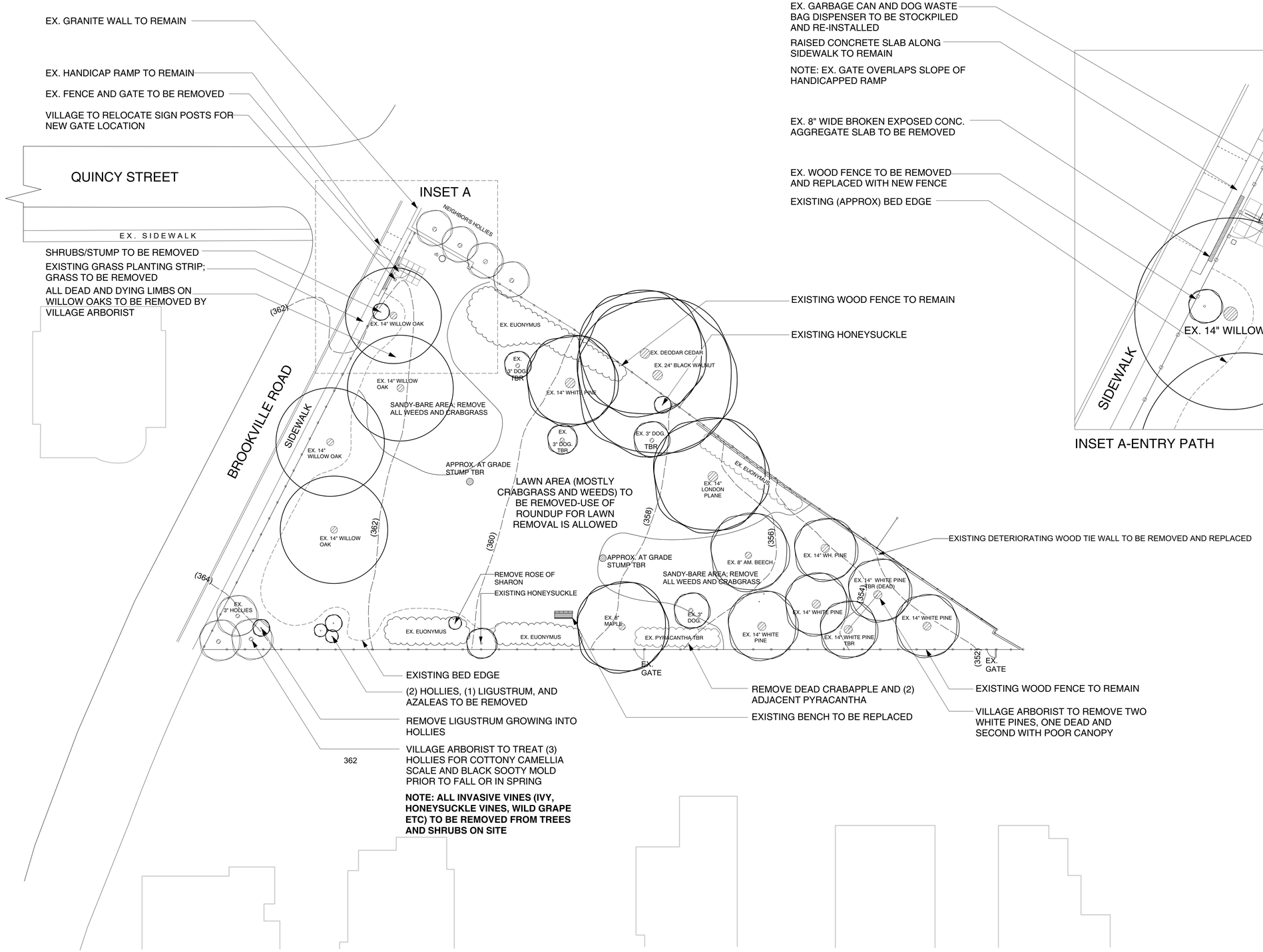
- Options for replacing the existing heavily dog-trafficked, muddy, weedy, central lawn area were considered by The Village staff and the landscape architect. It was decided to propose the installation of wood chips, as a hardy, low-maintenance, cost- free material, which is readily available to The Village as needed.
- To reduce pedestrian wear and tear in the park, a flagstone path is proposed surrounding the central wood chip area. This path will create a walkable circuit throughout the park.
- To reduce muddy areas under trees and near the park entrance (where grass currently struggles to grow), plant liriope groundcover.
- To slow runoff, diminish weed growth, and reduce muddy peripheral areas within the park, mulch all areas surrounding the central wood chip area, mulch under all shade trees, and plant groundcover. Mulch should not exceed 2" depth and should not cover root flare on trees.
- To protect existing trees and shrubs, remove all invasive vines such as ivy, wild grape, and honeysuckle vines.
- To enhance the attractiveness of the park, remove all dead and dying trees, dying shrubs, dead tree limbs, stumps, and invasive plants.
- Existing Euonymus to be pruned to maintain their billowy form. Tops of plants to be lowered 6"-12" and be gently shaped.
- Treat (3) hollies on the southwest corner of the site for Cottony Camellia Scale and Black Sooty Mold. The treatment to be performed by Village arborist.
- To provide access for maintenance equipment, install a double gate in the new fence along Brookville Road.

- Remove one dead and two declining white pine at the lowest part of the park to eliminate hazards of tree/branch fall and to allow more light into the lower park, for the benefit of new groundcover and perennial plantings.
- Remove one dead and two declining dogwood from the northern part of the park.
- To reduce a tripping hazard and to improve the overall look of the park, fill all holes dug by dogs.

DRAINAGE

To minimize the amount of mud and runoff, soil decompaction and a drainage system should be considered.

- Test for compacted soils using a soils probe (refer to soil specifications on Sheet 7 of drawings).
- De-compact all heavily-compacted soil areas by incorporating organic matter such as pine fines.
- Consider installing infiltration trenches at southern end of site to intercept runoff from entering neighboring properties.



GENERAL NOTES

1. SITE PLAN PROVIDED BY CHEVY CHASE VILLAGE. ALL DIMENSIONS, PROPERTY LINES, SITE FEATURES, AND PLANTINGS ARE APPROXIMATE.

2. FOR LOCATION OF UTILITIES, CALL "MISS UTILITY" AT 1-800-257-7777, OR LOG ON TO WWW.MISSUTILITY.NET/ITIC 48 HOURS IN ADVANCE OF ANY WORK IN THIS VICINITY. THE EXCAVATOR MUST NOTIFY ALL PUBLIC UTILITY COMPANIES WITH UNIDER GROUND FACILITIES IN THE AREA OF PROPOSED EXCAVATION AND HAVE THOSE FACILITIES LOCATED BY THE UTILITY COMPANIES PRIOR TO COMMENCING EXCAVATION. THE EXCAVATOR IS RESPONSIBLE FOR COMPLIANCE WITH THE REQUIREMENTS OF THE LOCAL JURISDICTION.

3. G.C. TO PROVIDE LAYOUT OF PATHS PRIOR TO INSTALLATION FOR VILLAGE AND LANDSCAPE ARCHITECT'S REVIEW AND APPROVAL

KEY

	EXISTING TREES
	PROPERTY LINE
+(99.5)	EXISTING ELEVATION
+ 99.5	PROPOSED ELEVATION
(100)	EXISTING CONTOUR
100	PROPOSED CONTOUR
G	GAS
W	WATER
S	SEWER
OHL	OVERHEAD LINE
Ⓢ	SANITARY MH
	POWER POLE
	LIGHT POLE
	SIGN
	EX. WOOD FENCE
	EX. METAL FENCE
	PROP. WOOD FENCE
TBT	TO BE TRANSPLANTED
TBR	TO BE REMOVED
LC	LANDSCAPE CONTRACTOR
GC	GENERAL CONTRACTOR
	HARDSCAPE TO BE REMOVED
	EXISTING MULCH RING

FOR PRICING ONLY; NOT FOR CONSTRUCTION

LILA FENDRICK landscape architecture & garden design
6904 West Avenue Chevy Chase, Maryland 20815 (301) 907-7700

BROOKVILLE ROAD PARK

BROOKVILLE ROAD, CHEVY CHASE, MD 20815

09-09-14
02-13-15
03-23-15
03-06-15
03-28-16 PRICING
05-05-16

EXISTING CONDITIONS PLAN

1/16"=1'-0"

NEW FLAGSTONE PATH INTO PARK; GATE TO SHIFT APPROX. 2'-0" (SEE INSET B) SOUTH TO OPEN ONTO EX. FLAT LANDING; VILLLAGE TO COORDINATE W/ TOLBERT FEATHER, VILLAGE ARBORIST, PRIOR TO LAYING PAVERS OVER EXISTING TREE ROOTS

FOR WOOD FENCE AND SINGLE GATE, SEE 2/4 3/4

NEW WALK TO BE SET HIGHER THAN EXISTING GRADE (FLUSH WITH EX. SIDEWALK) AND ADJACENT AREAS FILLED OVER EXISTING TREE ROOTS WITH TOP SOIL; CONTRACTOR TO COORDINATE WITH TOLBERT FEATHER, VILLAGE ARBORIST; SEE ALSO 7/4

G.C. TO RE-INSTALL EXISTING DOG WASTE BAG AND TRASH CAN, INCLUDING NEW LID (PROVIDED BY THE VILLAGE)

INSTALL LIRIOPE GROUNDCOVER ALONG OUTSIDE OF FENCE AND IN MUDDY AREAS INSIDE OF FENCE

INSTALL NEW RADIALLY CUT FLAGSTONE PATH WITH STAGGERED JOINTS AT PARK ENTRANCE; PATH TO ACCESS DOG BAGS AND TRASH CAN AREA TO BE RAISED TO ALLOW FOR POSITIVE DRAINAGE AND TO RESULT IN NEW PAVING AT GATE TO BE FLUSH WITH CONC. SLAB AT SIDEWALK

INSTALL LIRIOPE GROUNDCOVER AROUND FLAGSTONE PATH AT PARK ENTRANCE

G.C. TO RE-INSTALL TRASH CAN; G.C. TO INSTALL LID (PROVIDED BY CHEVY CHASE VILLAGE)

4'-6" WIDE FLAGSTONE PATH; FOR PATTERN, SEE INSET B, THIS PAGE

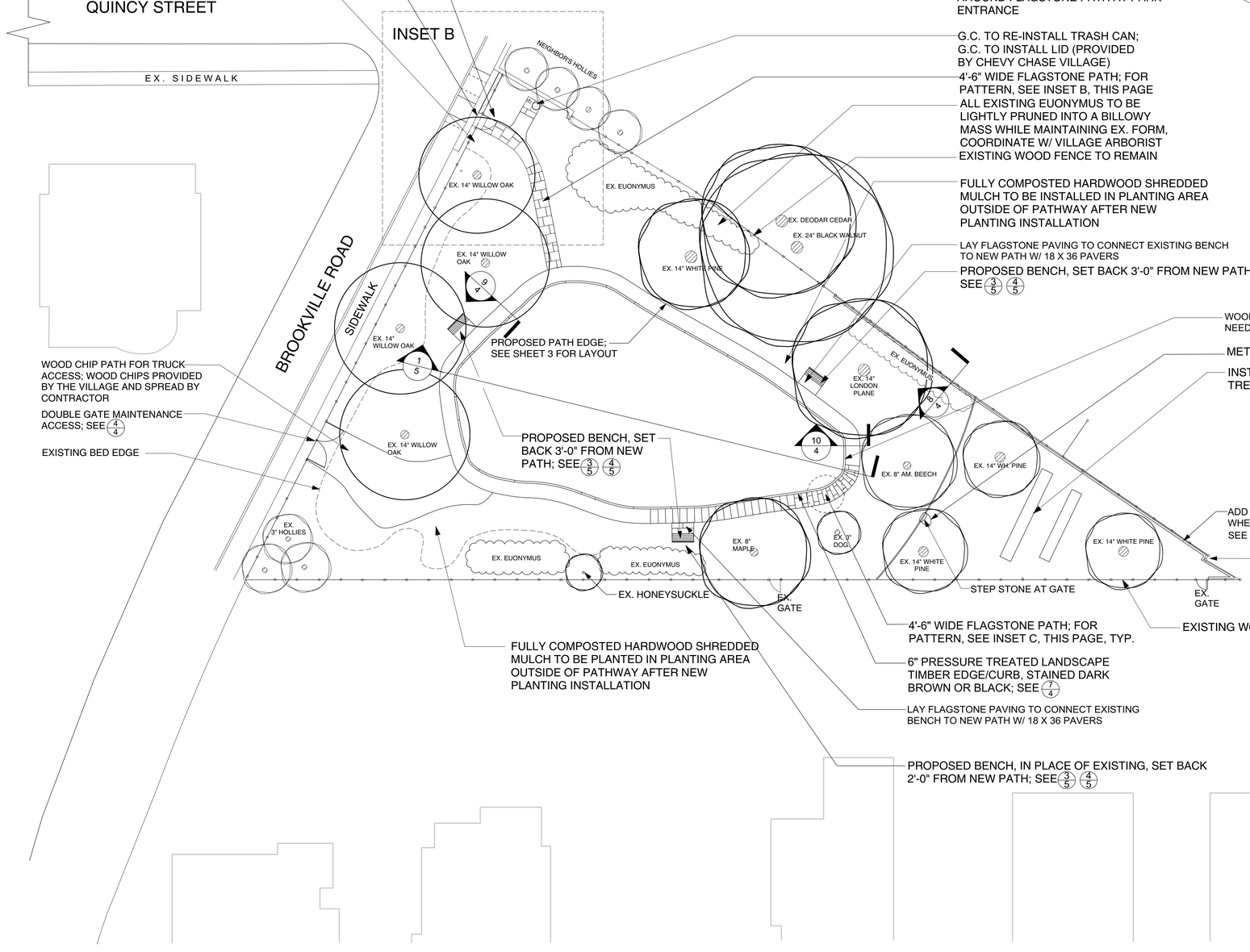
ALL EXISTING EUONYMUS TO BE LIGHTLY PRUNED INTO A BILLOWY MASS WHILE MAINTAINING EX. FORM, COORDINATE W/ VILLAGE ARBORIST

EXISTING WOOD FENCE TO REMAIN

FULLY COMPOSTED HARDWOOD SHREDDED MULCH TO BE INSTALLED IN PLANTING AREA OUTSIDE OF PATHWAY AFTER NEW PLANTING INSTALLATION

LAY FLAGSTONE PAVING TO CONNECT EXISTING BENCH TO NEW PATH W/ 18 X 36 PAVERS

PROPOSED BENCH, SET BACK 3'-0" FROM NEW PATH; SEE 3/5 4/5



PROPOSED PATH EDGE; SEE SHEET 3 FOR LAYOUT

WOOD CHIP PATH FOR TRUCK ACCESS; WOOD CHIPS PROVIDED BY THE VILLAGE AND SPREAD BY CONTRACTOR

DOUBLE GATE MAINTENANCE ACCESS; SEE 4/4

EXISTING BED EDGE

PROPOSED BENCH, SET BACK 3'-0" FROM NEW PATH; SEE 3/5 4/5

FULLY COMPOSTED HARDWOOD SHREDDED MULCH TO BE PLANTED IN PLANTING AREA OUTSIDE OF PATHWAY AFTER NEW PLANTING INSTALLATION

4'-6" WIDE FLAGSTONE PATH; FOR PATTERN, SEE INSET C, THIS PAGE, TYP.

6" PRESSURE TREATED LANDSCAPE TIMBER EDGE/CURB, STAINED DARK BROWN OR BLACK; SEE 7/4

LAY FLAGSTONE PAVING TO CONNECT EXISTING BENCH TO NEW PATH W/ 18 X 36 PAVERS

PROPOSED BENCH, IN PLACE OF EXISTING, SET BACK 2'-0" FROM NEW PATH; SEE 3/5 4/5

STEP STONE AT GATE

WOOD TIES TO BE SEGMENTED AS NEEDED AT CORNERS

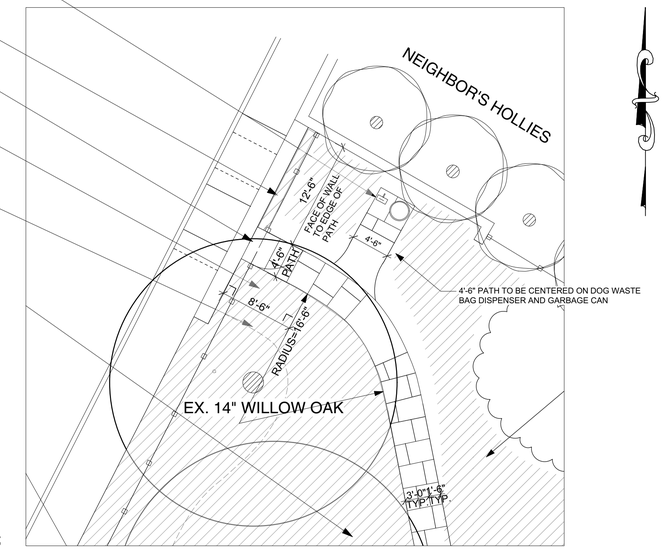
METAL FENCE AND GATE, SEE 5/4

INSTALL GRAVEL FILLED INFILTRATION TRENCHES, SEE 8/4

ADD WOOD TIE WALL AGAINST FENCELINE WHERE GRADE DIFFERENCE OCCURS, SEE 6/4 SEE SHEET 3 FOR LAYOUT

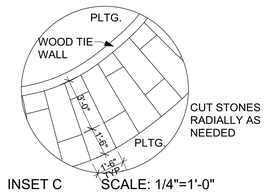
NOTE: WOOD TIE WALLTO FOLLOW LINE OF EXISTING FENCING

EXISTING WOOD FENCE TO REMAIN



4'-6" PATH TO BE CENTERED ON DOG WASTE BAG DISPENSER AND GARBAGE CAN

INSET B SCALE: 1/8" = 1'-0"



CUT STONES RADIALLY AS NEEDED

INSET C SCALE: 1/4"=1'-0"

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KEY

	EXISTING TREES
	PROPERTY LINE
+(99.5)	EXISTING ELEVATION
+ 99.5	PROPOSED ELEVATION
(100)	EXISTING CONTOUR
100	PROPOSED CONTOUR
___G___	GAS
___W___	WATER
___S___	SEWER
__OHL__	OVERHEAD LINE
(S)	SANITARY MH
	POWER POLE
	LIGHT POLE
	SIGN
	EX. WOOD FENCE
	EX. METAL FENCE
	PROP. WOOD FENCE
TBT	TO BE TRANSPLANTED
TBR	TO BE REMOVED
LC	LANDSCAPE CONTRACTOR
GC	GENERAL CONTRACTOR
	HARDSCAPE TO BE REMOVED
	EXISTING MULCH RING

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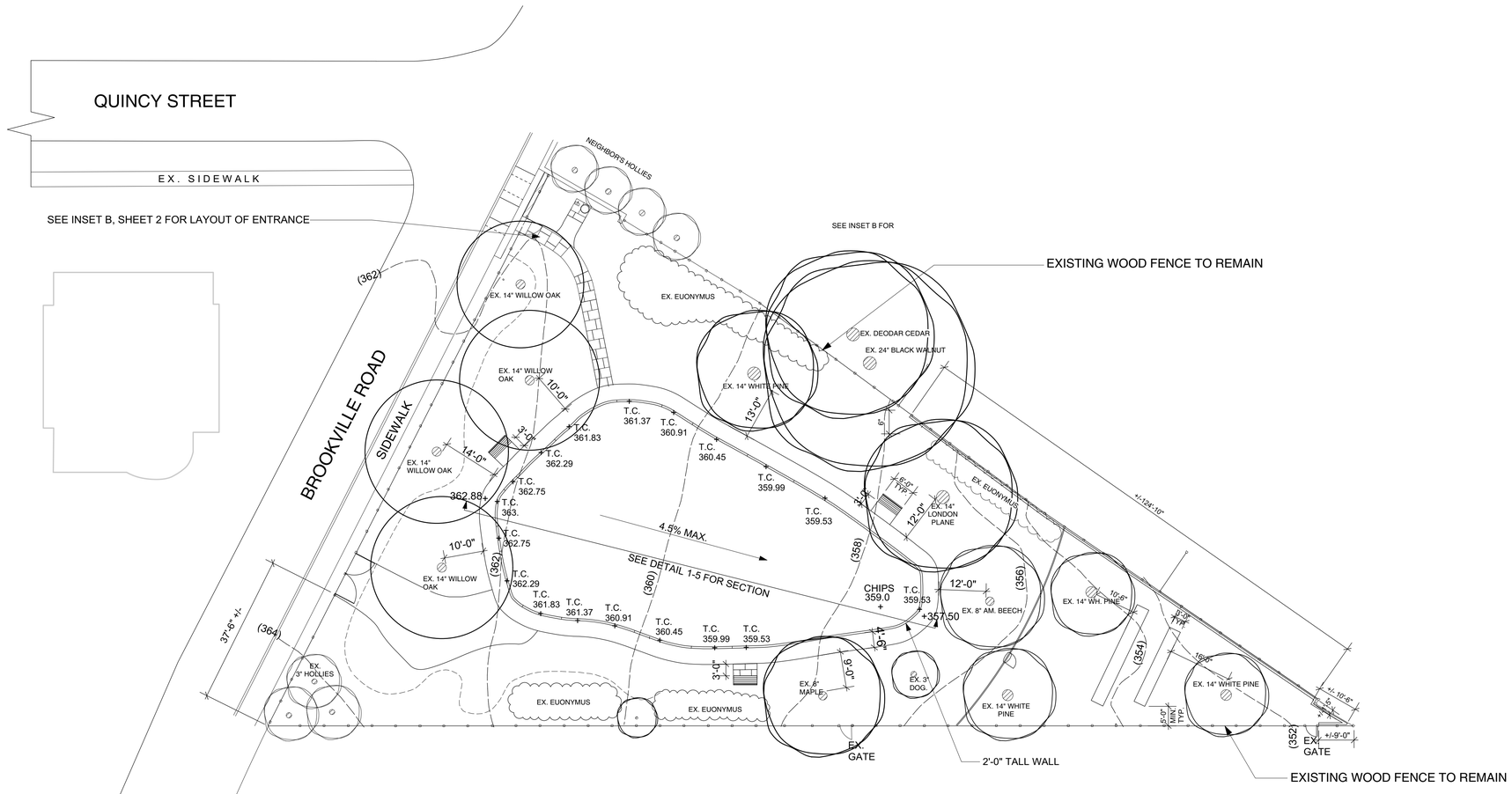
BROOKVILLE ROAD PARK
BROOKVILLE ROAD, CHEVY CHASE, MD 20815

09-09-14
02-13-15
03-23-15
03-06-15
03-28-16 PRICING
05-05-16

LANDSCAPE MASTER PLAN
1/16"=1'-0"



GENERAL NOTES

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3. G.C. TO PROVIDE LAYOUT OF PATHS PRIOR TO INSTALLATION FOR VILLAGE AND LANDSCAPE ARCHITECT'S REVIEW AND APPROVAL

KEY

	EXISTING TREES
	PROPERTY LINE
+(99.5)	EXISTING ELEVATION
+ 99.5	PROPOSED ELEVATION
(100)	EXISTING CONTOUR
100	PROPOSED CONTOUR
G	GAS
W	WATER
S	SEWER
OHL	OVERHEAD LINE
S	SANITARY MH
	POWER POLE
	LIGHT POLE
	SIGN
	EX. WOOD FENCE
	EX. METAL FENCE
	PROP. WOOD FENCE
TBT	TO BE TRANSPLANTED
TBR	TO BE REMOVED
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GC	GENERAL CONTRACTOR
	HARDSCAPE TO BE REMOVED
	EXISTING MULCH RING

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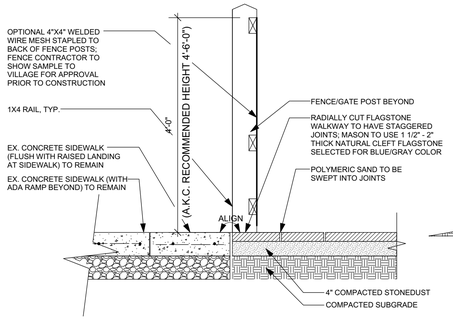
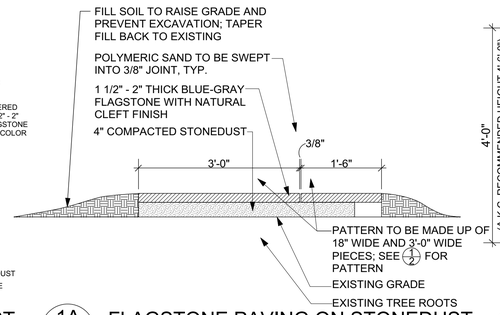
09-23-16

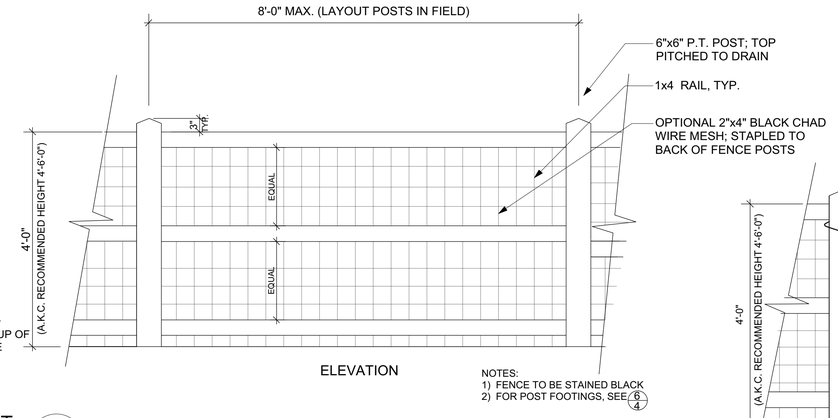
LAYOUT AND GRADING PLAN 1/16"=1'-0"



1/4 FLAGSTONE PAVING ON STONEDUST
SECTION 3/4" = 1'-0"

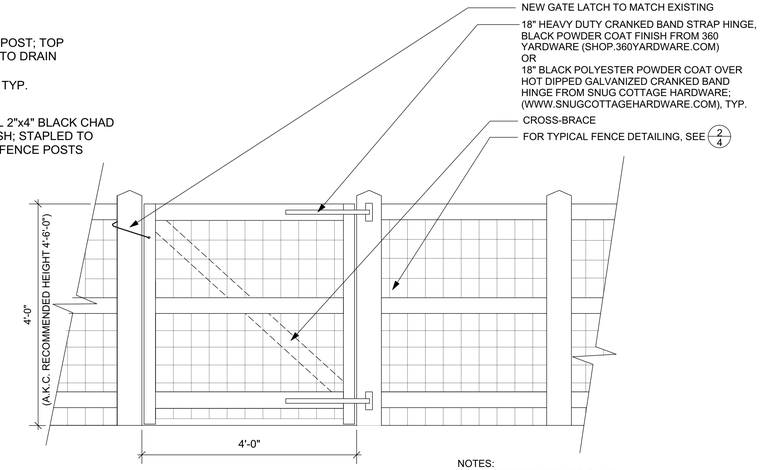


1A/4 FLAGSTONE PAVING ON STONEDUST
SECTION 3/4" = 1'-0"



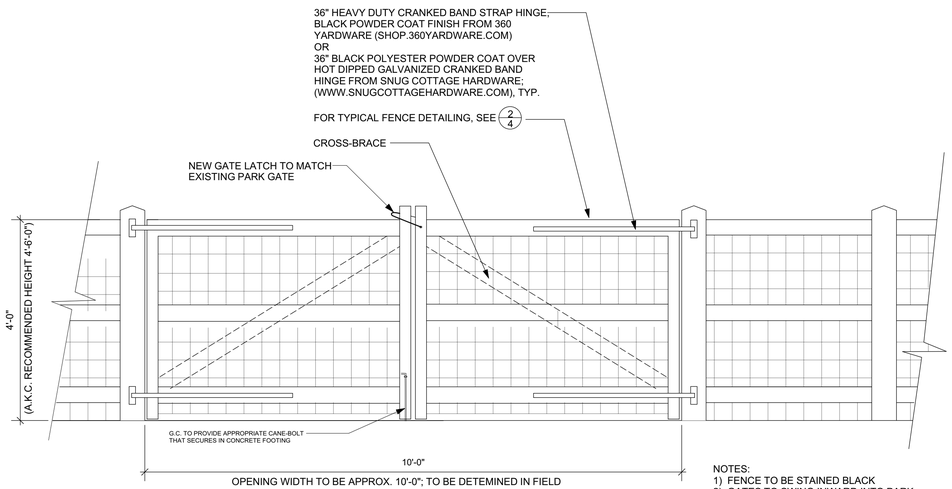
NOTES:
1) FENCE TO BE STAINED BLACK
2) FOR POST FOOTINGS, SEE 6/4

2/4 WOOD FENCING AT BROOKVILLE ROAD
ELEVATION SCALE: 3/4"=1'-0"



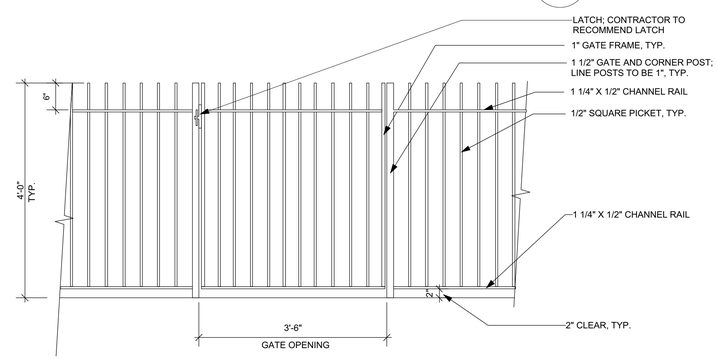
NOTES:
1) FENCE TO BE STAINED BLACK
2) FOR POST FOOTINGS, SEE 6/4

3/4 SINGLE GATE IN WOOD FENCING
ELEVATION SCALE: 3/4"=1'-0"



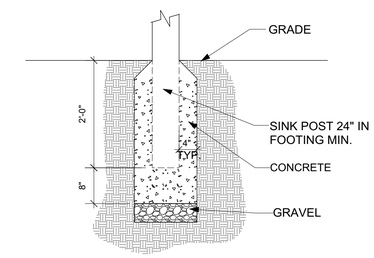
NOTES:
1) FENCE TO BE STAINED BLACK
2) GATES TO SWING INWARD INTO PARK
3) FOR POST FOOTINGS, SEE 6/4

4/4 DOUBLE GATE IN WOOD FENCING
ELEVATION SCALE: 3/4"=1'-0"

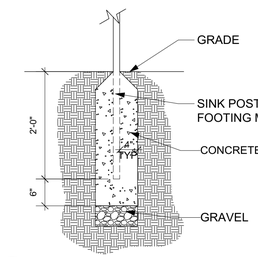


NOTES:
1. FENCING TO BE BLACK
2. FOR POST FOOTINGS, SEE 7/4

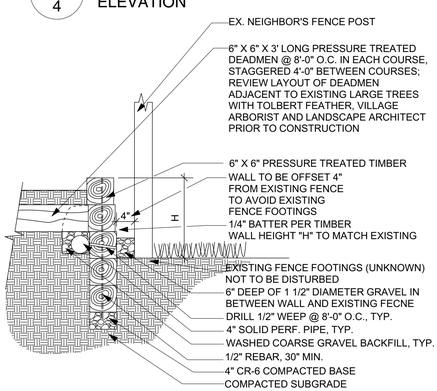
5/4 ALUMINUM FENCING
ELEVATION SCALE: 3/4"=1'-0"



6/4 WOOD FENCE POST FOOTING
SECTION SCALE: 3/4"=1'-0"

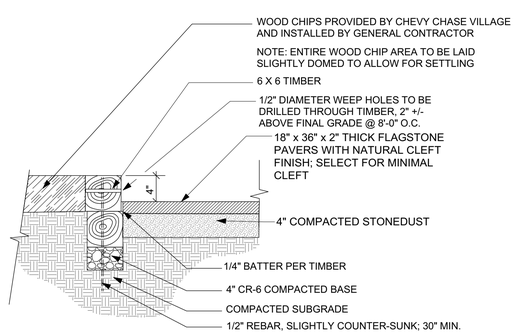


7/4 ALUMINUM FENCE POST FOOTING
SECTION SCALE: 3/4"=1'-0"



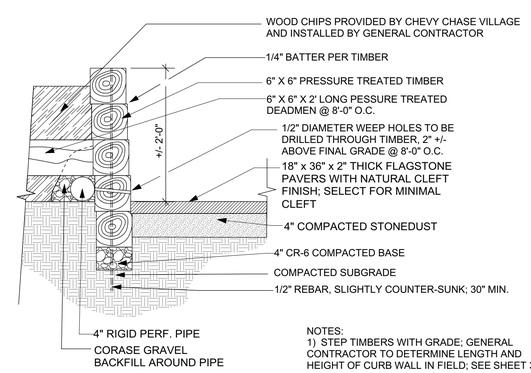
NOTES:
1) STEP TIES WITH EXSITING PARK GRADE
2) GENERAL CONTRACTOR TO DETERMINE LENGTH AND HEIGHT OF CURB WALL IN FIELD, MATCHING EXISTING
3) MAINTAIN 2 TIMBERS BELOW GRADE
4) EXISTING FENCE NOT TO BE DISTURBED
5) G.C. TO PROVIDE STAKE OUT AND STRINGLINES OF PROPOSED HEIGHT OF WALLS FOR VILLAGE AND L.A. REVIEW AND APPROVAL PRIOR TO CONSTRUCTION
6) ALL MEMBERS TO BE PRESSURE TREATED
7) ALL FASTENERS TO BE HOT DIPPED GALVANIZED OR STAINLESS STEEL 9" LONG ROD SPIKES
8) PRE-DRILL ALL HOLES FOR ROD SPIKES

8/4 WOOD TIE WALL
SECTION SCALE: 3/4"=1'-0"



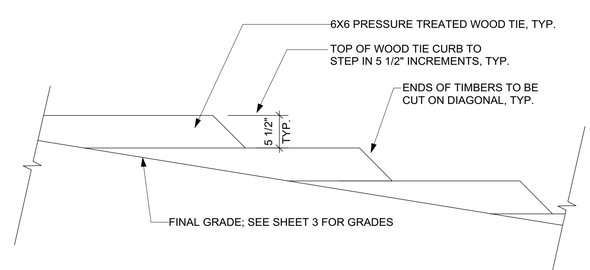
NOTE: STEP TIMBERS WITH GRADE; GENERAL CONTRACTOR TO DETERMINE LENGTH AND HEIGHT OF CURB WALL IN FIELD; SEE SHEET 3 FOR GUIDANCE

9/4 WOOD TIE CURB
SECTION SCALE: 1"=1'-0"



NOTES:
1) STEP TIMBERS WITH GRADE; GENERAL CONTRACTOR TO DETERMINE LENGTH AND HEIGHT OF CURB WALL IN FIELD; SEE SHEET 3 FOR GUIDANCE
2) ENTIRE WOOD CHIP AREA TO BE LAID SLIGHTLY DOMED TO ALLOW FOR SETTLING

10/4 WOOD TIE CURB
SECTION SCALE: 1"=1'-0"



11/4 WOOD TIE CURB
ELEVATION SCALE: 1"=1'-0"

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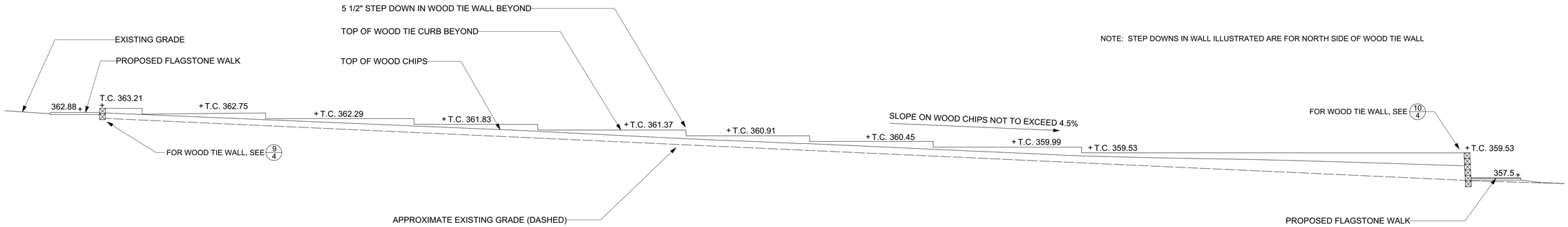
02-23-15
03-06-15
03-25-16 PRICING
05-05-16
07-28-16
09-23-16

SCALE AS NOTED

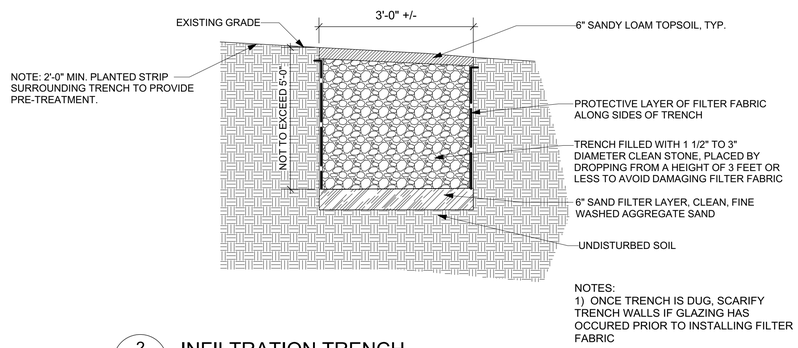
DETAILS



1/5 WOOD CHIP AREA SITE SECTION

SECTION-ELEVATION

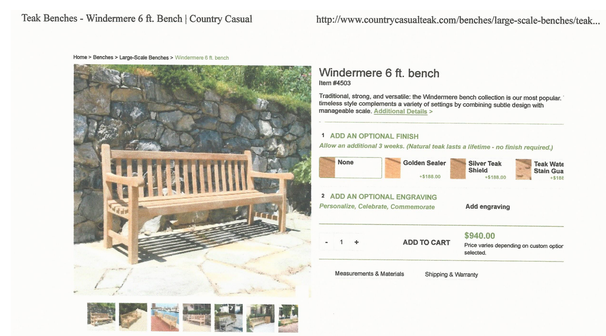
SCALE: 1/4"=1'-0"



2/5 INFILTRATION TRENCH

SECTION

SCALE: 1"=1'-0"



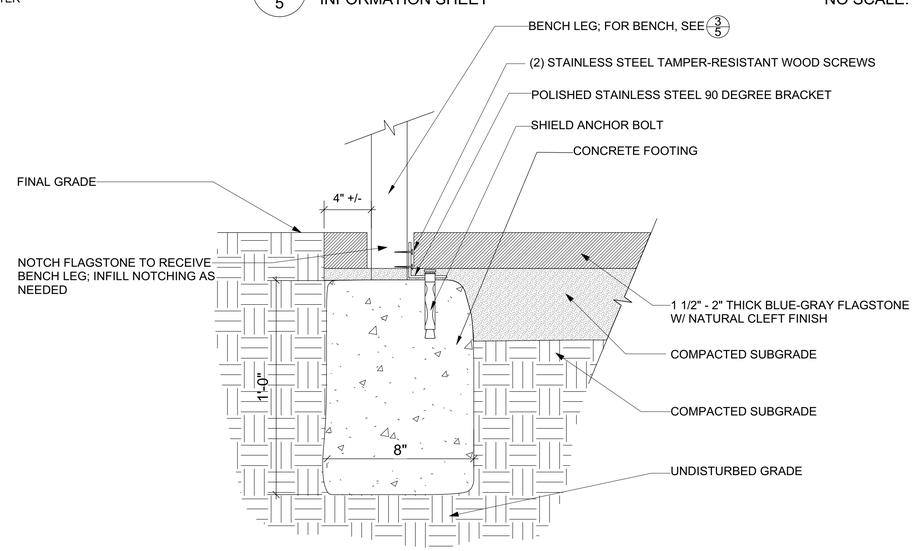
NOTES: 1) BENCH TO BE LEVELED AND SECURED WITH FOOTINGS; SEE 4/5

2) NO FINISH ON BENCH

3/5 BENCH

INFORMATION SHEET

NO SCALE:



4/5 BENCH FOOTING

SECTION

3"=1'-0"

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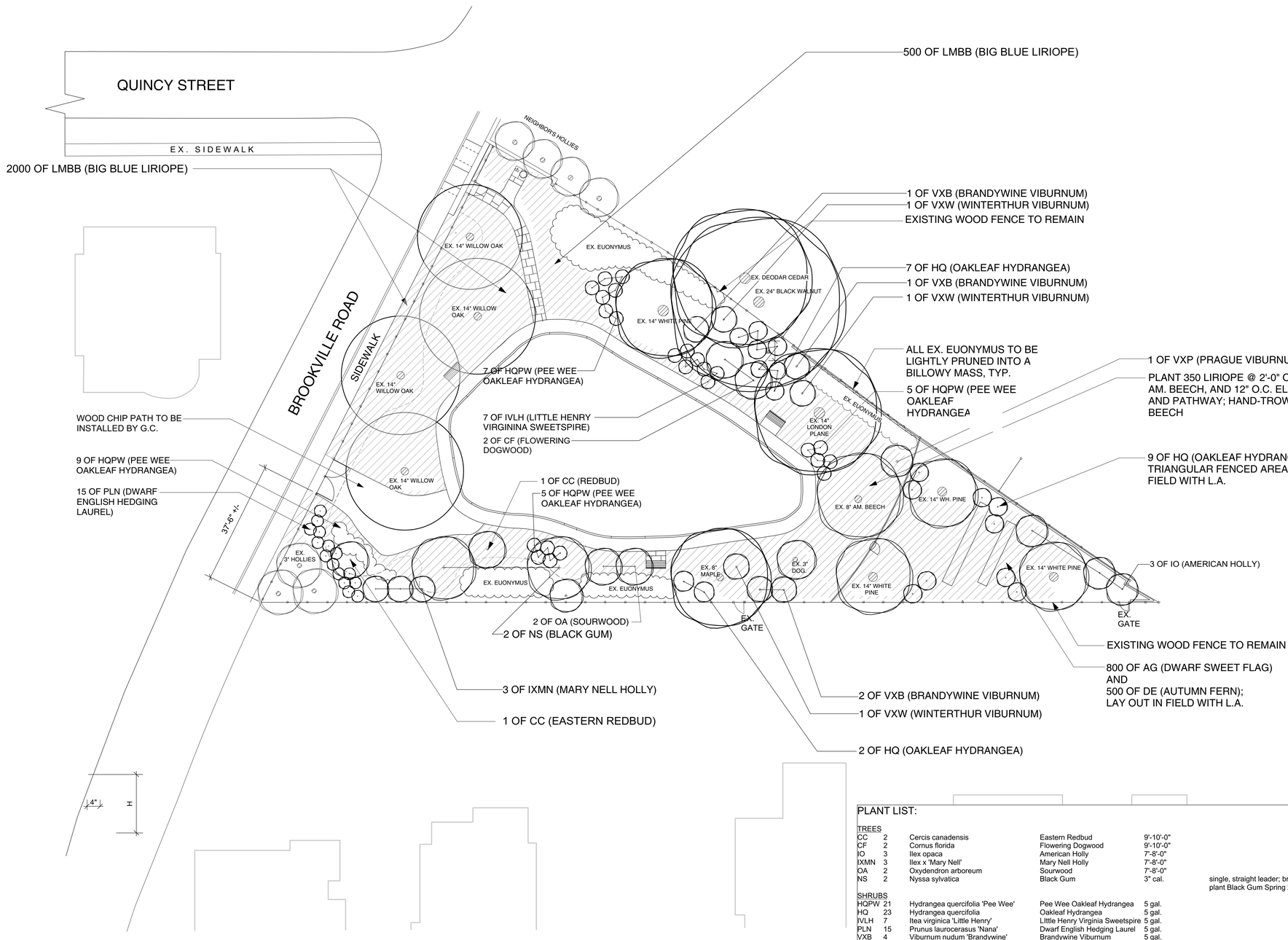
DRAWN: 08-22-16
09-22-16

DETAILS

SCALE AS NOTED



PLANTING NOTES:

1. LANDSCAPE CONTRACTOR (L.C.) TO CALL MISS. UTILITY BEFORE BEGINNING ANY WORK.
2. L.C. TO VERIFY ALL QUANTITIES & AVAILABILITY ON PLANT LIST BEFORE BIDDING AND/OR ORDERING ANY PLANTS. IN EVENT OF DISCREPANCY BETWEEN QUANTITIES SHOWN ON PLANTING PLAN TO THOSE SHOWN ON PLANT LIST, THOSE SHOWN ON PLANTING PLAN SHALL PREVAIL.
3. L.C. TO REMOVE INVASIVE VINES & SAPLINGS UNDER DIRECTION OF LANDSCAPE ARCHITECT (L.A.)
4. L.C. TO ADD MULCH RINGS UNDER ALL EXISTING AND NEW TREES PLANTED OUTSIDE OF MULCHED BEDS; MULCH NOT TO EXCEED 2" THICK AND NOT TO TOUCH TREE TRUNKS
5. BIDDERS TO VERIFY PLANT AVAILABILITY PRIOR TO BIDDING
6. ALL PLANTS TO BE LAID OUT IN FIELD WITH LANDSCAPE ARCHITECT PRIOR TO PLANTING
7. VILLAGE ARBORIST: TOLBERT FEATHER: 240-271-6749 tfeather@xecu.net

GENERAL NOTES

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PLANT LIST:

TREES					
CC	2	Cercis canadensis	Eastern Redbud	9'-10'-0"	
CF	2	Cornus florida	Flowering Dogwood	9'-10'-0"	
IO	3	Ilex opaca	American Holly	7'-8'-0"	
IXMN	3	Ilex x 'Mary Nell'	Mary Nell Holly	7'-8'-0"	
OA	2	Oxydendron arboreum	Sourwood	7'-8'-0"	
NS	2	Nyssa sylvatica	Black Gum	3" cal.	single, straight leader; branching @ 6' plant Black Gum Spring 2017
SHRUBS					
HQPW	21	Hydrangea quercifolia 'Pee Wee'	Pee Wee Oakleaf Hydrangea	5 gal.	
HQ	23	Hydrangea quercifolia	Oakleaf Hydrangea	5 gal.	
IVLH	7	Itea virginica 'Little Henry'	Little Henry Virginia Sweetspire	5 gal.	
PLN	15	Prunus laurocerasus 'Nana'	Dwarf English Hedging Laurel	5 gal.	
VXB	4	Viburnum nudum 'Brandywine'	Brandywine Viburnum	5 gal.	
VXP	1	Viburnum x 'Pragense'	Prague Viburnum	5 gal.	
VXW	3	Viburnum nudum 'Winterthur'	Winterthur Viburnum	5 gal.	
PERENNIALS & GROUNDCOVERS					
AG	800	Acorus gramineus	Dwarf Sweet Flag	1 qt. @ 12" o.c.	
DE	500	Dryopteris erythrosora	Autumn Fern	1 qt. @ 18" o.c.	
LMBB	2850	Liriope muscari 'Big Blue'	Big Blue Liriope	1 qt. @ 12" o.c.	plant @ 2'-0" o.c. under Beech Tree

KEY

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+ 99.5	PROPOSED ELEVATION
(100)	EXISTING CONTOUR
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05-05-16
09-23-16

PLANTING PLAN 1/16"=1'-0"

DIVISION 10: SOILS WORK

10.1 GENERAL

All Soils work shall conform to the "Landscape Specifications Guidelines for Baltimore-Washington Metropolitan Area", 5th edition, 2000, published by the Landscape Contractors Association, MD, DC, VA.

The Landscape Contractor shall provide all materials, labor and equipment to complete all Landscape work shown on the plans and specifications. Landscape Contractor shall verify the location of all on-site utilities and underground structures before beginning work.

The Landscape Contractor shall leave work free of debris at the end of each workday. All areas to be neat during soilwork and precautions are to be taken to avoid damage to existing plants, turf and structures both on and off the site. During soil work, protect walls, paving, curbs and other structures with wood strips, padding, snow fencing or other approved means as required. All debris and waste material shall be removed from the site. Any areas damaged by the Landscape Contractor on or off the site shall be restored to their original condition.

10.2 SOILS TESTING

Landscape Contractor is responsible for taking soil samples of existing topsoil and sub soils. Every sample from each area is to be made of a composite sample from a minimum of five (5) core samples taken to a depth of 6". The soil samples are to be tested by an independent soil testing laboratory such A&L Eastern Agricultural Laboratories, Inc., 7621 Whitepine Rd., Richmond, VA-23237, www.al-labs-eastern.com (hereafter referred to as A & L), at least one month prior to the date of installation.

A. Soils Analysis: For each unamended soil type, furnish soil analysis and a written report by a qualified soil-testing laboratory stating percentages of organic matter; gradation of sand, silt, and clay content; cat ion exchange capacity; pH; and mineral and plant nutrient content of soil, Phosphorus, Calcium, Magnesium, Manganese, Zinc, Boron, Sodium.

Results to be forwarded to Project Consulting Horticulturist, Dr. Frank Gouin at (301) 261-5802. Recommendations are to be submitted to the Landscape Architect by Dr. Gouin. Soil compaction is to be determined using a Soil auger as outlined in the 5th edition of the Landscape Contractors Association Landscape Specifications Guidelines. Also, the digging and transplanting of plants and amending soils should never be done when the soil is frozen or wet. All planting installation shall conform to the "Landscape Specifications Guidelines for Baltimore Washington Metropolitan Area", 5th Edition, 2000, by the Landscape Contractors Association, MD, DC, VA.

10.3 HEAVILY COMPACTED SOILS

Landscape contractor is responsible for determining the level of soil compaction. When a soil auger is unable to penetrate the soil more than a few inches, in the majority of sites within the proposed landscape, the soil is too compacted for establishing plants. Under such conditions, the soil should be sub-soiled or trenched as prescribed. If sub- soiling is done with a sub-soiler (ripper), it is important that the soil be **dry** to maximize soil fractures.

B. Use a trencher when:
A trencher should only be used when it is impossible to sub-soil due to space restrictions where all of the plants will be grown in beds, or where there are large roots to contend with. The trencher is used following the same guidelines as with the sub-soiler with the exception trenches are filled with either pine fines or unscreened compost and firmly packed after all of the trenches have been dug.

1. Scarify the top surface of existing sub-grade with roto-tiller before performing any soil Amendment work.
2. Using a "Trencher," dig trenches at 2-0" intervals to a depth of 3-0". Dig trenches in two directions to achieve a checkerboard pattern.
3. Fill trenches with compost, or with pine fines, or with organic compost from Pogo, firmly packed after all of the trenches have been dug.
4. The soil overburden created by the "Trencher" to be amended with screened "Ongro" at the rate of five cubic yards per 1,000 square feet. Roto-till as deeply as possible.
5. The soil to be used as fill shall be specified by Dr. Frank Gouin, consulting horticulturist, pending results of soils tests. The soil shall be spread in 6" thick lifts. It shall be compacted with a track vehicle if possible (where needed) , and back-dragged between lifts. Sufficient fill should be added to bring the grade within 6" of the final grade.
6. A 6" layout of sandy loam topsoil is to be placed over the amended sub-soil to bring the garden to the proposed finished grade. Topsoil to be amended with three cubic yards of screen "Ongro" per 1,000 square feet just prior to planting, using a sulky- type roto-tiller.

C. Use a subsoiler when:
In areas of new construction where existing tree roots are less than one inch (1") in diameter . Subsoiling should be done only after all debris has been removed and rough grading has been completed. If the soil is a silt loam or clay loam it is strongly advised that at least one inch of compost or pine fines be spread over the soil before sub-soiling begins. Sub-soiling should first begin across the slope with the chisel penetrating to a minimum depth of fourteen inches (14") and at eighteen to twenty four inch (18"-24") intervals. Generally, the closer the better. The last subsoiling should be done up and down slope or at right angles to the first at the same depth and spacing. This is a good time to amend the sub-soil if soil test indicates a need.

A minimum of five (5) core soils samples should be taken to a depth of 6" from under each tree where beds are to be planted. The core samples should be mixed together from which a cup composite sample can be taken, to be dried and submitted for testing by an agricultural soil testing laboratory such as A&L Laboratory in Richmond, VA, Kill existing vegetation using 2 applications of "Roundup" or similar herbicide from June through September following manufacturer's recommendations. The second herbicide application should be made within 14 days. The use of 'Roundup' or similar herbicides from March through May is not recommended. Avoid herbicide drift onto desirable plants. The sprayed vegetation should not be disturbed for at least ten (10) days following the last herbicide application.

For areas under trees which have been compacted: Amend soil following the soil test recommendations. If soil contains less than 6% organic matter. amend soils with compost as
specified by the Consulting Horticulturist, Dr. Frank Gouin. Incorporate the amendments to a depth of at least 3" using a walk-behind sulky type roto-tiller avoiding large surface roots. For areas with heavily compacted soils there should be no tilling within a 20'-0" diameter of the trunk. If the area is to be planted with groundcovers, rake the area smooth and apply a maximum of 2" of mulch and plant groundcovers through the mulch. If the area is to be sodded, rake the area smooth and firm the soil before laying the sod and rolling. Heavy equipment should not be allowed in this area.

For areas under trees which have not been compacted: Apply a herbicide such as "Round Up" or Glyphosate per manufacturers recommendations. Apply the herbicide using equipment and techniques that do not allow drifting or spilling onto adjacent plants to remain. Herbicide to be applied during period of active plant growth. Dead plants should be pulled by hand or loosened with hand tools. Areas specified to be planted as beds shall receive two applications of herbicide 14 days apart to remove all weeds. After 10 days, scarify the top 1" of soil surface. For areas to be sodded, spread 2" of compost as indicated on the plans. For areas to be planted with groundcover, shrubs, and/or trees, spread 3" of yard debris compost & work 2" leaf mold in the top layer of soil. Do not roto-till. Work into the top layer of soil using a steel rake. Proceed with laying of sod and planting as required immediately after completion of top-dressing work to avoid erosion. No tractors, trucks or other heavy equipment shall be allowed over the roots of existing shade trees.

10.6 BED PLANTING PREPARATION

Amend soil as recommended based on soils test results.

Prior to amending soils, the general contactor or owner shall clear the surface of all trash, debris, and stones larger than 1 1/2" in diameter or length, and of all roots, brush, weeds, grass, wire, grade stakes and other objects that would interfere with soil preparation. If soil contains not less than 3% organic material, apply three to six cubic yards of compost per 1,000 square feet of area and incorporate to a minimum depth of 6" using a sulky type roto-tiller. In areas where bulbs are to be planted, the soil should be amended to a depth of 8".

I. INORGANIC SOIL AMENDMENTS

A. Lime: ASTM C 602, agricultural liming material containing a minimum of 50 percent calcium carbonate equivalent and as follows:

1. Class: T, with a minimum of 99 percent passing through No. 8 sieve and a minimum of 75 percent passing through No. 60 sieve.
2. Class: O, with a minimum of 95 percent passing through No. 8 sieve and a minimum of 55 percent passing through No. 60 sieve.
3. Provide lime in form of ground dolomitic limestone if the pH of the soil is low and the magnesium level in the soil is also low OR calcitic limestone if the pH of the soil is low and the magnesium level in the soil is high.

B. Sulfur: Granular or powder, and containing a minimum of 90 percent sulfur, with a minimum of 99 percent passing through No. 6 sieve and a maximum of 10 percent passing through No. 40 sieve.

C. Iron Sulfate: Granulated ferrous sulfate containing a minimum of 20 percent iron and 10 percent sulfur.

D. Agricultural Gypsum: Minimum 90 percent calcium sulfate, finely ground with 90 percent passing through No. 50 sieve.

E. Sand: Clean, washed, natural or manufactured, and free of toxic materials.

A. Fertilization recommendations to be made by Project Consulting Arborist, Dr. Frank Gouin, Per soils test results.

Prior to amending soils, the general contactor or owner shall clear the surface of all trash, debris, and stones larger than 1 1/2" in diameter or length, and of all roots, brush, weeds, grass, wire, grade stakes and other objects that would interfere with soil preparation. If soil contains not less than 3% organic material, apply three to six cubic yards of compost per 1,000 square feet of area and incorporate to a minimum depth of 6" using a sulky type roto-tiller. In areas where bulbs are to be planted, the soil should be amended to a depth of 8".

10.7 IMPORTED TOPSOIL

Imported topsoil must be free of roots, branches and stones larger than 1" in diameter. The soil must not contain noxious weeds or toxic compounds. All imported soils should have a texture similar to the existing soil based on approved mechanical analysis testing. The soils to be used as top soil shall be ASTM D 5268 topsoil, with pH range of 5.0 to 7, shall contain not less than 3% organic matter and be amended with compost to 6% after installation. It should contain medium levels of phosphate, potash, calcium and magnesium with a soluble salt concentration no greater than 1.0 mmhos/cm. The soil shall not have been harvested from wetland or reclaimed land or from agricultural land where row crops have been grown for the past five years. Also, soil that is wet or frozen will not be accepted.

DIVISION 11: PLANTING

11.1 GENERAL

All Planting work shall conform to the "Landscape Specifications Guidelines for Baltimore-Washington Metropolitan Area", 5th edition, 2000, published by the Landscape Contractors Association, MD, DC, VA.

The Landscape Contractor shall provide all materials, labor and equipment to complete all Landscape work shown on the plans and specifications. Landscape Contractor shall verify the location of all on-site utilities and underground structures before beginning work.

The Landscape Contractor shall leave work free of debris at the end of each workday. All areas to be neat during soilwork and precautions are to be taken to avoid damage to existing plants, turf and structures both on and off the site. During soil work, protect walls, paving, curbs and other structures with wood strips, padding, snow fencing or other approved means as required. All debris and waste material shall be removed from the site. Any areas damaged by the Landscape Contractor on or off the site shall be restored to their original condition.

Landscape Contractor is responsible for taking soil samples of existing topsoil and sub soils. Every sample from each area is to be made of a composite sample from a minimum of five (5) core samples taken to a depth of 6". The soil samples are to be tested by an independent soil testing laboratory such A & L Eastern Agricultural Laboratories, Inc., 7621 Whitepine Rd., Richmond, Va. 23237, www.al-labs-eastern.com (hereafter referred to as A & L), at least one month prior to the date of installation.

A. Soil-Testing Laboratory Qualifications: An independent or university laboratory, recognized by the State Department of Agriculture, with the experience and capability to conduct the testing indicated and that specializes in types of tests to be performed.

B. Soil Analysis: For each unamended soil type, furnish soil analysis and a written report by a qualified soil-testing laboratory stating percentages of organic matter, pH, magnesium, phosphorus, potassium, boron, manganese and mechanical analysis (gradation of sand, silt, and clay content); cation exchange capacity; pH; and mineral and plant-nutrient content of soil, Phosphorus, Potassium, Calcium, Magnesium, Manganese, Zinc, Boron, Sodium.

A. Testing methods and written recommendations shall comply with USDA's Handbook No. 60.
1. Report suitability of tested soil for plant growth.

a. Based upon the test results, certified horticulturist will make recommendations based on weight or volume in weight per 1000 sq. ft. for nitrogen, phosphorus, and potash nutrients and/or soil amendments to be added to produce satisfactory planting soil suitable for healthy, viable plants.

Results to be forwarded to Project Consulting Horticulturist, Dr. Frank Gouin at (301) 261-5802. Soil tests are to include percent organic matter, pH, magnesium, phosphorus, potassium, boron, manganese, and mechanical analysis (gradation of sand, silt and clay content). Recommendations are to be submitted to the Landscape Architect by Dr. Gouin. Soil compaction is to be determined using a pressure probe as outlined in the 5th edition of the Landscape Contractors Association Landscape Specifications Guidelines. All planting installation shall conform to the "Landscape Specifications Guidelines for Baltimore Washington Metropolitan Area", 5th Edition, 2000, by the Landscape Contractors Association, MD, DC, VA.

11.2 SITE PROTECTION

A. Reference points: Carefully maintain all benchmarks, monuments, and other reference points. If any are disturbed or destroyed, replace them as directed.
B. Trees to remain: Provide protective fencing to beyond perimeter of drip line. Review location with landscape architect and project arborist. Provide barricades to protect trees and other plants which are to remain protected from damage until completion of work.

11.3 DELIVERY AND INSTALLATION

The Landscape Contractor shall leave work area free of debris at the end of each workday. All areas to remain neat during planting and precautions are to be taken to avoid damage to existing plants, turf and structures both on and off the site. During soil work and planting, protect walls, paving, curbs, and other structures with wood strips, padding, snow fencing or other approved means as required. All debris and waste material shall be removed from the site. Any areas damaged by the Landscape Contractor on or off the site shall be restored to their original condition.

11.4 PLANT SELECTION

All plant material shall conform to the "American Standards for Nursery Stock", 60.1, 1996, by The American Nursery & Landscape Association. Plants having characteristics not conforming to quality, size, or name as defined by standards of the trade and to standards as defined by the Landscape Architect as "full" or "vase-shaped" or "matching", etc. will not be accepted. The Landscape Architect reserves the right to inspect the trees and shrubs at the place of growth or at the site before planting for compliance with the characteristics described in the Plant List. If specified plant material is not available, submit proof of non-availability to the Landscape Architect with proposal for use of equivalent material. When authorized, adjustment of contract amount will be made.

1. Landscape contractor to examine trees upon arrival at nursery or landscape contractor's shop.

2. Landscape contractor to open up burlap and locate trunk flare without removing twine or basket. Remove excess soil away from trunk flare to determine proper planting depth before bringing trees to project site.
3. Remove upper 1/2 or 2/3 of wire basket with bolt cutters as low as possible.
4. Remove burlap to bottom of exposed wires and take off site. Add backfill 1/3 of height of rootball, tamp, water, add 1/3 more soil and water, add final layer of backfill.
5. Any rootballs with car seatbelts or nylon ropes to have seatbelts and nylon ropes removed.

11.5 STORAGE OF PLANTS ON SITE

All plant materials stored on-site shall be stored only in areas approved by the Landscape Architect. Protect all plants from drying winds and sun; heel in on-site in an approved manner. Keep root balls in continuously moist condition.

11.6 PRUNING OF EXISTING PLANTS

Pruning of existing trees shall be coordinated with the Landscape Architect and Owner and to occur before new planting. All trees, shrubs, vines, suckers, and plants designated as "TO BE REMOVED" on the plan are to be removed prior to new grading and new planting and with minimal disturbance to other plants.

11.7 SCHEDULE FOR DIGGING, MOVING AND PLANTING

The Landscape Contractor shall follow accepted practices of the trade for digging and storage of plant material. Most deciduous trees and shrubs may be planted from March 1 to May 15 and from September 15 to December
A. Pines and Oaks shall not be planted in the fall.
B. Most narrow-leaf and broad leaf evergreen trees and shrubs can be planted from March 1 to May 15 and from September 15 to November 15. Perennials shall be planted from March 1 to November 15, excepting iris, peonies and poppies, which are to be planted September 15 to November 15. Bare rooted roses shall be planted in spring before new growth appears or in the fall, from September 15 to November 15. Spring-blooming bulbs shall be planted from September 15 to December 15.
C. The digging and transplanting of plants should never be done when the soil is frozen or wet.

11.8 SOIL IMPROVEMENT UNDER EXISTING TREES

Refer to section 10.5

11.9 SOIL EXCAVATION

The excavation of planting holes should be done only in soils that are well drained. If the soil does not drain well and /or appears wet, consult the Landscape Architect to relocate or correct the drainage problem.

11.10 EXCAVATING PLANTING HOLES

Holes for trees and shrubs, B&B, or container growth, should be dug at least twice the diameter of the root ball and sufficiently deep so that only 10% of the top of the root ball remains above the natural grade.

11.11 TREE & SHRUB PLANTING

Trees should be set on solid ground (i.e. existing compacted soil) with 10% of root ball above grade to compensate for settling. Shrubs and groundcovers shall be planted in separate planting hole that is dug two times the diameter of the root ball of plant, and not deeper than the depth of the root ball. After B&B trees and shrubs are in position and made plumb, remove all roping from around the base of the trunks and roll back the burlap to at least half the depth of the root ball.
When planting containerized plants, remove the container and position the root ball into the planting hole. If roots are circling the outside edge of the root ball, slash the outer roots using a sharp knife, the length of the root ball in four or five evenly spaced locations along the outer edge of the root ball.

Backfill the lower half of the planting hole. Unless the existing soil contains not less than 3% organic matter, the backfill shall contain 2/3 by volume of existing soil and 1/3 compost. These should be thoroughly mixed prior to backfilling. Fill with water. After the water has receded, finish backfilling the hole before watering a second time. Plants not growing in beds and irrigated with "Gator" bags should be bermed. The berm should be made along the outside edge of the planting hole.

All plants are to be set in line and plumb. Trees are to be guyed and staked following the
Landscape Contractor's recommendation. Wrap only those trees with thin bark (i.e. crabapple, cherry, etc.) as directed by the Landscape Architect. Wrap trunks of deciduous trees 1/2" diameter or more with spiral wrapping to lowest major branch or 2/3 the height of the tree, whichever is highest. Wrap from ground up and tie wrapping securely. Remove wrapping at the end of the guarantee period.
In the event tree stabilization is required, materials are as follows:

A. Stakes and Guys:

1. Upright and Guy Stakes: Rough-sawn, sound, new hardwood, free of knots, holes, cross grain, and other defects, 2-by-2-inch nominal by length indicated, pointed at one end.
2. Flexible Ties: Wide rubber or elastic bands or straps of length required to reach stakes.
3. Guys and Tie Wires: ASTM A 641/A 641M, Class 1, galvanized-steel wire, two-strand, twisted, 0.106 inch in diameter.
4. Tree-Tie Webbing: UV-resistant polypropylene or nylon webbing with brass grommets.
5. Guy Cables: Five-strand, 3/16-inch diameter, galvanized-steel cable, a minimum of 3 inches long, with two 3/8-inch galvanized eyebolts.
6. Flags: Standard surveyor's plastic flagging tape, white, 6 inches long.
7. Proprietary Staking-and-Guying Devices: Proprietary stake and adjustable tie systems to secure each new planting by plant stem; sized as indicated and per manufacturer's written recommendations.

a. Products: Subject to compliance with requirements and approval of CWM Campus Arborist.

B. Root-Ball Stabilization Materials:

1. Upright Stakes and Horizontal Hold-Down: Rough-sawn, sound, new hardwood or softwood, free of knots, holes, cross grain, and other defects, 2-by-2-inch nominal by length indicated; stakes pointed at one end.
2. Wood Screws: ASME B18.6.1.
3. Proprietary Root-Ball Stabilization Devices: Proprietary at- or below-grade stabilization systems to secure each new planting by root ball; sized per manufacturer's written recommendations unless otherwise indicated.

a. Products: Subject to compliance with requirements, available products that may be incorporated into the Work include, but are not limited to, the following:

1) Border Concepts, Inc.; Tomahawk Tree Stabilizers.
2) Foresight Products, LLC; Duckbill Rootball Fixing System.
3) Tree Staple, Inc.; Tree Staples.

11.12 BED PLANTING PREPARATION

Refer to section 10.6

11.13 ROSE, PERENNIAL PLANTING

A. The roots of bare-rooted roses should be soaked in room temperature water for at least one hourbefore planting. The planting hole should be of sufficient diameter to accommodate the spread of roots without bending the ends of the roots. The depth of the planting hold should be sufficient to accommodate the roots and not bury the graft union. The soil should be firmly packed around the roots and the backfill saturated with water. After the water has drained, soil should be mounted around the canes to prevent desiccation of canes. Mulch the beds with no more than 2" of composted mulch. After new growth appears on the canes, remove the soil around the canes.

B. When renovating an existing perennial garden, dig out desirable perennials and heal them in a shaded part of the garden. After the soil has been amended, transplant perennials into the garden according to the landscape design. The roots of container grown perennials should be ripped or slashed as described above. The roots of bare-rooted perennials should be uniformly distributed in a shallow planting hold and covered with soil. After planting, water thoroughly before applying no more than 2" of composted mulch.

C. When planting bearded iris, peonies, poppies, and bulbs:

4. Bearded iris should have their foliage cut at planting and planted so that the tops of the rhizomes are barely visible on the surface of the soil. Bearded iris should not be mulched.
5. Peonies must be planted sufficiently shallow so that the eyes are no greater than 1" below the surface of the soil.
6. Poppies should be planted so that the crown is no more than 1" below the surface of the soil
7. Tulips and Narcissus bulbs should be planted so that bulbs are 8" below the surface of the soil.
8. Hyacinth bulbs should be planted so that the bulbs are 6" below the surface of the soil.
9. Muscari bulbs should be planted so that the bulbs are 4" below the surface of the soil.

11.13 IMPORTED TOPSOIL

Refer to section 10.7

11.14 PLANT CARE

Pruning on new plant materials to occur after planting, under the supervision of the Landscape Architect. All planting areas shall be fine graded and receive a uniform 2" layout of finely Shredded hardwood mulch (excepting no mulch shall be placed within 6" if new tree trunks).

A. Organic Mulch: Free from deleterious materials and suitable as a top dressing of trees and shrubs, consisting of one of the following:

1. Type: Finely shredded pinebark or shredded hardwood.
2. Size Range: 1 inch maximum, 1/2 inch minimum.
3. Color: Natural.

B. Compost Mulch: Well-composted, stable, and weed-free organic matter, pH range of 5.5 to 8; moisture content 35 to 55 percent by weight; 100 percent passing through 1-inch sieve; soluble salt content of 2 to 5 decisiemens/m; not exceeding 0.5 percent inert contaminants and free of substances toxic to plantings; and as follows:

1. Organic Matter Content: 45 to 60 percent of dry weight.
2. Feedstock: Agricultural, food, or industrial residuals; biosolids; yard trimmings; or source-separated or compostable mixed solid waste.

All bare mulches should contain less than 10% sapwood or white wood. Appropriate fertilizers are to be applied only to trees and shrubs with the approval of the Landscape Architect or Project Consulting Horticulturist, Dr. Frank Gouin. The Landscape Contractor shall provide and spread a pre-emergent weed killer in granular form prior to installing mulch. The Landscape Contractor shall be responsible for the maintenance of their planting beds until accepted.

11.15 TREE/PLANT REMOVALS

All trees identified as "TO BE REMOVED" shall have their stumps ground down 18"-24" below grade or removed.

11.16 DELIVERY, STORAGE & HANDLING OF SEED, SOD OR PLUGS

Seed: Deliver seed in original sealed, labeled, and undamaged containers.
Sod: Harvest, deliver, store, and handle sod according to requirements in TPPs "Specifications for Turfgrass Sod Materials" and "Specifications for Turfgrass Sod Transplanting and Installation: in its Guidelines Specifications to Turfgrass Sodding'. Deliver sod in time for planting within 24 hours of harvesting. Protect sod from breakage and drying.
Plugs:

11.17 SODDING

I. SODDING

A. The Landscape Contractor shall test the soil before work begins, to submit results and recommendations to the Landscape Architect, and to recommend appropriate amendments. All areas to be sodded shall be free of existing lawn, weeds, and other debris before soil preparation. Add lime as specified by soil test recommendations. Add 1" of compost and topsoil as required to meet grade, compensating for settling. Roto-till area to be sodded to a depth of 6". Compact amended soil and fine grade before sodding. Sod to be "Maryland Certified Sod". Sod composition to be approved by the Landscape Architect.

B. Lay sod within 24 hours of harvesting. Do not lay if dormant or if ground is frozen or muddy. Contractor shall coordinate with Owner 30 calendar days prior to scheduled start of laying sod in order to allow coordination with separate landscaping contractor to plant trees and shrubs.

C. Lay sod to form a solid mass with tightly fitted joints. Butt ends and sides of sod; do not stretch or overlap. Stagger sod strips or pads to offset joints in adjacent courses. Avoid damage to sub grade or sod during installation. Tamp and roll lightly to ensure contact with sub grade, eliminate air pockets, and form a smooth surface. Work sifted soil or fine sand into minor cracks between pieces of sod; remove excess to avoid smothering sod and adjacent grasses.
1. Lay sod across angle of slopes exceeding 1:3.
2. Anchor sod on slopes exceeding 1:6 with wood pegs spaced as recommended by sod manufacturer but not less than 2 anchors per sod strip to prevent slippage.

D. Saturate sod with fine water spray within two hours of planting. During first week after planting, water daily or more frequently as necessary to maintain moist soil to a minimum depth of 1-1/2 inches (38 mm) below sod.

II. LAWN RENOVATION

A. Renovate existing lawn.

B. Renovate existing lawn damaged by Contractor's operations, such as storage of materials or equipment and movement of vehicles.
1. Re-establish lawn where settlement or washouts occur or where minor re-grading is required.

C. Remove sod and vegetation from diseased or unsatisfactory lawn areas; do not bury in soil.

D. Remove topsoil containing foreign materials resulting from Contractor's operations, including oil dripping, fuel spills, stone, gravel, and other construction materials, and replace with new topsoil. Subsoil if compacted, see Section 329100, Planting Preparation.

E. Mow, dethatch, core aerate, and rake existing lawn.

F. Remove weeds before seeding. Where weeds are extensive, apply selective herbicides as required. Do not use pre-emergence herbicides.

G. Remove waste and foreign materials, including weeds, soil cores, grass, vegetation, and turf, and legally dispose of them off Owner's property.

H. Till stripped, bare, and compacted areas thoroughly to a soil depth of 6 inches (150 mm). Subsoil if compacted, see Section 329100, Planting Preparation.

I. Apply soil amendments and initial fertilizers required for establishing new lawns and mix thoroughly into top 4 inches (100 mm) of existing soil. Provide new planting soil to fill low spots and meet finish grades.

J. Apply seed and protect with straw mulch as required for new lawns.

K. Water newly planted areas and keep moist until new lawn is established.

III. SATISFACTORY LAWNS

A. Lawn installations shall meet the following criteria as determined by Architect:
1. Satisfactory Seeded lawn: At end of maintenance period, a healthy, uniform, close stand of grass has been established, free of weeds and surface irregularities, with coverage exceeding 95 percent over any 10 sq. ft, and bare spots exceeding 3 by 3 inches.
2. Satisfactory Sodded Lawn: At end of maintenance period, a health, well- rooted, even-colored, viable lawn has been established, free of weeds, open joints, bare areas, and surface irregularities.

B. Use specified materials to reestablish lawns that do not comply with requirements and continue maintenance until lawns are satisfactory.

IV. CLEANUP AND PROTECTION

A. Promptly remove soil and debris, created by lawn work, from paved areas. Clean wheels of vehicles before leaving site to avoid tracking soil onto roads, walks, or other paved areas.

B. Erect temporary fencing or barricades and warning signs as required to protect newly planted areas from traffic. Maintain fencing and barricades throughout initial maintenance period and remove after lawn is established.

C. Remove nondegradable erosion-control measures after grass establishment period.

The guarantee period is one year, two growing seasons. The Landscape Contractor shall replace any of their planted trees, shrubs, or groundcovers that are dead or in an unsightly condition or have lost their natural shape due to dead branches. Replacement shall be made promptly at the end of the one-year-period, or during the nearest proper planting season upon agreement with the Owner and Landscape Architect.

11.18 LANDSCAPE EDGING

A. Steel Edging: Standard commercial-steel edging, rolled edge, fabricated in sections of standard lengths, with loops stamped from or welded to face of sections to receive stakes.
1. Product: Subject to compliance with requirements, provide product indicated on Drawings or comparable product by one of the following:

a. Border Concepts, Inc.
b. Collins Metal Specialties, Inc.
c. Permaloc StructurEdge
d. Russell, J. D. Company (The).
e. Sure-Loc Edging Corporation.

2. Edging Size: 1/8 inch wide by 6 inches long.
3. Stakes: Tapered steel, a minimum of 15inches long.
4. Accessories: Standard tapered ends, corners, and splicers.
5. Finish: Enamel-based paint or per manufacturer's specifications.
6. Paint Color: T.B.D.

11.19 WEED CONTROL BARRIERS

Nonwoven Geotextile Filter Fabric: Polypropylene or polyester fabric, 3 oz/sq. yd. minimum, composed of fibers formed into a stable network so that fibers retain their relative position. Fabric shall be inert to biological degradation and resist naturally-encountered chemicals, alkalis, and acids.

11.20 VINE SUPPORTS

Vine supports shall be fabricated from plastic coated wires or cyclone fencing bolted into wood frames. Wire shall be 1/8" diameter steel coated with clear 3/16" plastic. Ferrules shall be 1/8" aluminum. Eyebolts shall be 1/4" x 3 3/4" stainless steel.

11.21 PLANTING ABOVE STRUCTURE & IN RAISED PLANTERS

A. SCOPE OF WORK
1. Furnish all labor, materials, tools, equipment and services necessary to complete the following for on-structure planters as specified on drawings.

a. Installation of all drainage material.
b. Installation of planter soil mix.
c. Installation of plant materials

2. The landscape contractor shall be familiar with the project premises and how the existing conditions will affect his/her work.

B. TESTING

The landscape contractor shall test all planters for positive drainage after all waterproofing and protection board is installed but prior to installation of drainage material.

C. PRODUCTS
1. Filter fabric, i.e. soil separator, and drainage board is to be used in the bottom of the container to prevent soil from plugging drainage and/or weep holes.

2. Screened top soil shall be a sandy loam containing 60-65% sand, 15-30% silt and 10-15% clay and contain 5% to 8% organic matter. Top soil can only be harvested from cleared wooded areas or from agricultural fields that have been out of cultivation for at least 5 years. Soluble salt concentration shall not exceed 1.0 mmhos/cm. The soil must be homogeneous throughout to ensure adequate drainage.

3. The organic matter used to amend the top soil shall be equal parts by volume of pine fines and compost. Organic material added to the topsoil must be uniformly mixed throughout the entire soil profile.

4. Contractor should perform soil test before soil mix is installed into planter to correct any nutrient deficiencies and adjustment of pH that may be necessary. The pH of the soil shall be adjusted as specified by the landscape architect based on the species to be planted. Final measurements of the nutrients and pH of the amended soil should be made at least 3 weeks after the soil has been amended to allow for stabilization of amendments. Landscape architect should be on-site to review all stages of planting in above grade structures and in raised planters.

D. PROCEDURE
1. Drainage

a. Install drainage material in all planting areas over structure as per plan. Areas to be planted must be clean of extraneous material and debris. Do not damage planter waterproofing or protection board. Insure that planter drains are operable and free of debris. The landscape architect may review the installation of the drainage systems prior to placing any backfill mixes.
b. Install filter fabric or drainage board along planter bottoms. Make sure filter fabric or drainage board does not slip during the backfill installation.

2. Soil Placement

a. Place soil in 12" layers and lightly tamp to eliminate air pockets and minimize settling. Care should be taken in placing soil so as to not compact and restrict drainage. Due to anticipated settling, soil fill may exceed final grade.
b. Prior to planting, the landscape contractor shall regrade and repair any areas which settle or are uneven.

3. Planting Operations: See Sections 2.0-8.0 for planting materials and procedures.

4. Bracing Operations: See Section 5.4 for selection of bracing techniques. In some cases, galvanized steel eye bolts can be imbedded into the sides of the planter to allow the connection of guy wires.

11.22 GUARANTEE AND REPLACEMENT

The guarantee period is one year, two growing seasons. The Landscape Contractor shall replace any of their planted trees, shrubs, or groundcovers that are dead or in an unsightly condition or have lost their natural shape due to dead branches. Replacement shall be made promptly at the end of the one-year-period, or during the nearest proper planting season upon agreement with the Owner and Landscape Architect.

LILA FENDRICK landscape architecture & garden design
6904 West Avenue Chevy Chase, Maryland 20815 (301) 907-7700

BROOKVILLE ROAD PARK
BROOKVILLE ROAD, CHEVY CHASE, MD 20815

03-06-15
05-05-16
07-29-16
09-23-16

PLANTING AND SOIL SPECS

DATE: August 31, 2016

MEMORANDUM TO: Shanna Davis-Cook, Michael Younes, Michael Denger, Elissa Leonard

RE: Delivery of Revised Plans for Brookville Road Park to Residents Living Around the Park: 5 houses on Quincy Street (36, 37, 106, 108, 110) 1 on Brookville Road (6515) and 6 on Primrose Street (29, 101, 105, 107, 109, 111)

The Village Manager asked us to deliver the revised packet for Brookville Road Park renovation: (a cover letter, short description of work to be accomplished, map of park as it is now, and the detailed, revised plan for the park by Lila Fendrick). This work is tentatively slated to be completed in 2017.

On August 27, 2016 Margo Kingston and I hand-delivered these documents.
We spoke to five of the 14 homeowners who received them. None raised an objection. One resident, in response to our description of what is planned to happen in early 2017 to the park, exclaimed, "I love it!" "I love it already."

Another resident who had moved into the neighborhood in 1983 said, "Too much shrubbery was put into it so a couple of rapes in the late '80s early '90s happened in the park."

We spoke to 4 residents in all and said we'd welcome their opinion of the revised plans either by calling the Village Hall or Margo Kingston and Susan Kilborn, co-chairs of the Parks and Green Spaces Committee.

Susan Kilborn and Margo Kingston, Co-chairs of the
Parks and Green Spaces Committee

Resolution No.: 10-01-16

Introduced: 10-10-16

Adopted: _____

Effective: _____

BOARD OF MANAGERS

FOR

CHEVY CHASE VILLAGE, MD

SUBJECT: AN ORDINANCE TO AMEND CHAPTER 24, "PROCUREMENT AND DISPOSITION", BY ADDING SEC. 24-30, "DISPOSAL OF POLICE DEPARTMENT FIREARMS"

WHEREAS, §5-201 *et seq.* of the Local Government Article, Annotated Code of Maryland, authorizes the Board of Managers to adopt such ordinances as it deems necessary to assure the good government of Chevy Chase Village; to protect and preserve the rights, property and privileges of the Village; to preserve peace and good order; to secure persons and property from danger and destruction; and to protect the health, comfort and convenience of Village residents; and

WHEREAS, Section 206 of the Chevy Chase Village Charter authorizes the Board of Managers to adopt such ordinances as it deems necessary for the safety and welfare of Chevy Chase Village; for the protection and preservation of Chevy Chase Village property, rights and privileges; for the preservation of peace and good order and for securing persons and property from violence, danger or destruction; and for the suppression and abatement of all nuisances; and

WHEREAS, the Board of Managers has adopted Chapter 24, "Procurement and Disposition", to govern the expenditure of public funds and disposition of public property; provide for fair and equitable treatment of all persons involved in public purchasing by the Village; ensure the maximum purchasing value of public funds in procurement; and provide safeguards for maintaining a procurement and disposition system of quality and integrity; and

WHEREAS, the Board of Managers has determined that it is in the public interest to amend Chapter 24, "Procurement and Disposition", to provide a method for the disposal of Village Police Department firearms, to include purchase by current sworn police officers, under certain circumstances; and

WHEREAS, after proper notice to the public, the Board of Managers conducted a public hearing at which it considered the following ordinance in public session assembled on the _____ day of _____, 2016.

NOW THEREFORE, the Board of Managers of Chevy Chase Village does hereby adopt the following ordinance:

AN ORDINANCE TO AMEND CHAPTER 24, "PROCUREMENT AND DISPOSITION", BY ADDING SEC. 24-30, "DISPOSAL OF POLICE DEPARTMENT FIREARMS"

SECTION 1.

BE IT ORDAINED AND ORDERED this _____ day of _____, 2016, by the Board of Managers of Chevy Chase Village, acting under and by virtue of the authority granted to it by §5-201 *et seq.* of the Local Government Article, Annotated Code of Maryland, and Section 206 of the Village Charter that that Chapter 24, "Procurement and Disposition", Sec. 24-30, "Disposal of Police Department Firearms", as follows:

Sec. 24-30. DISPOSAL OF POLICE DEPARTMENT FIREARMS

FIREARMS WHICH HAVE BEEN DETERMINED BY THE CHIEF OF POLICE TO BE SURPLUS MAY BE PURCHASED BY CURRENT SWORN POLICE OFFICERS OF THE

CHEVY CHASE VILLAGE POLICE DEPARTMENT OR WILL BE DESTROYED. ANY POLICE OFFICER PURCHASING A FIREARM FROM THE DEPARTMENT SHALL SIGN AN AGREEMENT ACCEPTABLE TO THE VILLAGE:

(A) TO HOLD HARMLESS THE VILLAGE, ITS EMPLOYEES AND OFFICIALS, FROM CLAIMS RELATED TO THE PURCHASE OR USE, AND ASSUME THE RISK OF USE, OF THE FIREARM; AND

(B) THAT PROHIBITS SALE OR TRANSFER OF THE FIREARM TO ANY OTHER PERSON, AND REQUIRES THE OFFICER TO RESELL THE FIREARM TO THE VILLAGE, OR TO DESTROY THE FIREARM, WHEN THE OFFICER NO LONGER WISHES TO CONTINUE OWNERSHIP.

SECTION 2

AND BE IT FURTHER ORDAINED AND ORDERED, this ____ day of _____, 2016, by the Board of Managers of Chevy Chase Village, acting under and by virtue of the authority granted to it by §5-201 *et seq.* of the Local Government Article, Annotated Code of Maryland, and Section 206 of the Village Charter that:

(1) If any part or provision of this ordinance is declared by a court of competent jurisdiction to be invalid, the part or provision held to be invalid shall not affect the validity of the ordinance as a whole or any remaining part thereof; and

(2) This ordinance shall take effect on the _____ day of_____, provided the same is posted at the Village Office for fourteen (14) days prior thereto.

CHEVY CHASE VILLAGE

_____
Michael L. Denger, Chair
Board of Managers
Chevy Chase Village

ATTEST:

_____
Shana R. Davis-Cook, Village Manager

From the desk of…

John M. Fitzgerald, Chief of Police
5906 Connecticut Avenue
Chevy Chase, MD 20815
Phone (301) 654-7300
john.m.fitzgerald@montgomerycountymd.gov
www.chevychasevillagemd.gov

Memo

To: Board of Managers

CC: Shana Davis-Cook, Village Manager

From: John M. Fitzgerald, Chief of Police JMF

Date: October 4, 2016

Re: Procurement of new duty handguns; disposition of old guns

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I. Procuring replacement handguns

At the Board's FY2017 Budget Work Session in February of this year, the Board decided to authorize the purchase[1] of new handguns to replace the Glock pistols currently being used by Village police officers.

Initially, Glock provided us with a basic quote of $4,968, and they provided a list of four of their distributors in the mid-Atlantic region. We have received quotes from all four distributors, and every quote came in at exactly the same figure: $4,908 (Glock's wholesale pricing structure leaves sellers with little wiggle room). The four quotes were submitted by the following distributors:

- The Cop Shop (Baltimore, MD)
- Atlantic Tactical (New Cumberland, PA)
- The Witmer Public Safety Group/The Officer Store (Coatesville, PA)
- Lawmen Supply Company (Dover, DE)

The Cop Shop is the only Maryland business from the list of Glock distributors. I contacted the owner, Mr. Sam Waters, and he was very knowledgeable and helpful. **I recommend that we purchase the guns through The Cop Shop in Baltimore using the Police Technology and Equipment Fund.**

II. Disposing of surplus handguns

At the February Budget Work Session, the Board also discussed how to dispose of the 'old' surplus guns. The language of Chapter 24 of the Village Code (Procurement and Disposition) would have required the Village Manager to sell them to the highest bidder. The Board decided that selling our old handguns could result in one or more of our retired firearms falling into criminal hands, so Village Counsel was directed to draft language to change our local law to allow our own officers to purchase the surplus firearms and to require the destruction of any firearm that was not purchased by one of our officers.

Additionally, I suggested to Village Counsel that, before an officer would be permitted to purchase a surplus firearm, we should require each officer to sign an agreement that would:

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[1] Although the narrative section of the CIP detail sheet doesn't mention the purchase of replacement handguns, at the February work session, the Board directed that the $4,968 (estimated) cost of buying new guns come from the $20,000 Police Technology and Equipment Fund.

CHEVY CHASE VILLAGE
ESTABLISHED 1890

- hold the Village harmless from any claims related to the sale or use of these firearms, and
- require the officer to either destroy the firearm or to sell it back to the Village if the officer no longer wished to possess it.

Village Counsel has drafted the proposed language to amend our local law, and it is contained in Resolution No. 10-01-16 (attached).

We will not proceed with the transfer to our officers of any surplus guns until the ordinance goes into effect, we receive and issue the replacement guns, counsel finalizes the language of the hold harmless and right of first refusal agreements, and I finalize and issue a general order for the process.

Board Action Requested/Draft Motions:

For Resolution 10-01-16:

I move to approve Resolution No. 10-01-16 AS DRAFTED or AMENDED AS FOLLOWS: _____.

For the purchase of replacement pistols:

I move to AUTHORIZE the Village Manager to purchase 12 Glock Model 22 pistols from The Cop Shop for a total of $4,908.

Attachments:
Resolution No. 10-01-16
Sales quotation from The Cop Shop
CIP Project Detail Sheet for Police Technology and Equipment (FY17)

THE COP SHOP, INC.

80E E. BALTIMORE STREET
BALTIMORE, MD. 21202-4738
OFFICE - 410-837-5757
FAX - 410-837-0141

August 26, 2016.

TO: LT. Adventino Dasilva - Chevy Chase Police Department

FROM: Sam Walters.

SUBJECT: BID ON GLOCK PISTOLS.

Sir;

I am sorry this bid is so late. We spent 4 days at the Maryland F.O.P. Convention and it caused a mess at my store with police officers from across the state coming into my store during and after the convention.

My name is Sam Walters. I am a Retired Baltimore Police Officer with 21 years of service. I started The Cop Shop, in 1984, while I was a uniformed police officer. In 1990, after 21 years on the police department I decided to retire. Working in uniform patrol, run a growing business, and being a single father to my son was too much to handle. So I retired and started to work full time at The Cop Shop.

In 2000 I became a Glock Police Distributor. It was at that time I made a decision. that I would be solely a Glock Police Distributor. I would carry some other weapons, but the ONLY weapon I distributed for were the GLOCK pistols.

BID INFORMATION:

12 - Glock Police 22 - Gen. 4, pistols. Each pistol comes in its own Glock pistol case. This weapon has 3 - 15 rd. magazines. Each weapon will have its own Glock Night Sights.

Price each - $ 409.00. 12 x $409.00---------- $ 4,908.00.

Glock Extended Slide Lock Lever. (Retail - $16.99 each)---------- NO CHARGE

Shipping and handling fees.---------- NO CHARGE

Total Cost for this Bid.---------- $ 4,908.00
Delivery time: 90 Days from the time Glock receives an order.

GLOCK EXTENDED SLIDE LOCK LEVER.

Glock makes a "Extended Slide Lock Lever." It replaces the standard slide lever with one that is extended. This allows the officer a more comfortable and faster release on the slide while closing it after a reload.

The Harford County Police and the Baltimore City Sheriff use them on the duty weapons.

As a Glock Police Distributor, I can order only 100 Glock police pistols for sales in my store for Law Enforcement Officers on a monthly basis. I have the Glock Extended Slide Release placed on the Glock pistols. (This item ONLY works on the Glock 17, 19, 22, 23, 26, 27, 31, 32, & 33.) The retail price for this item is $16.99. Glock does not charge me for this item, so I do not charge the officer for this. This item speeds up the reloading time when you have an empty magazine.

GLOCK PRICING POLICY:

NOTE: Glock has one price for a police bid for any amount of weapons to be ordered. It allows its Police Distributor to raise the Glock's price by $5.00. It also allows them to Discount the price Glock offered by $5.00. I "ALWAYS" offer my bids at the LOWER Price. So my bid will be cheaper than Glock's price.

TRADE IN OF WEAPONS:

When a Maryland police agency wants to dispose of its duty weapons Maryland Law allows the police agency to do the following:

1.) *Sell these weapons to officers of the agency.*
2.) *Trade them to a gun Distributor.*
3.) *Give or sell them to another police agency.*

I have some ideas for you to consider regarding the sale of your weapons.

1.) TRADE IN YOUR USED GLOCK PISTOLS.

IF you sent these weapons back to Glock, (Glock will ONLY take back Glock pistols, not any other make.) they will be reviewed and Glock will offer you between $200 and $250 each. YOUR agency must ship the weapons back to Glock, and they MUST be shipped thru FedEx or UPS, ONLY by 2nd day air delivery. Glock will issue me the credit for these weapons. I will give you the FULL amount that Glock will pay. I will have the documents included to you.

2.) ***SELL YOUR WEAPONS TO YOUR OFFICERS.***

Several police agencies sell their used weapons to their officers at different rates. The usual sale price can be as low as $175 up to $225.00.

To protect, you, the police department, and the city, you should look at having any officer to sign a form called the "First Right of Refusal" form. The officer who purchases one of your Glock pistols, he / she MUST sign this form. The officer agrees that he/she will not be sell this weapon to ANYONE individual without the written permission of the police department.

(NOTE: The Baltimore City Police sells its used police weapons to current and retired officers. The police department will sell the weapon to a current or retired police officer ONLY as long as the officer signs the "First Right of Refusal." The officer knows that in order to sell the weapon he/she will have to get written permission from the Baltimore Police Department. The Baltimore Police has NEVER given any officer that kind of permission. The police department will purchase the weapon back at the same price the officer had paid for it.

With this form, "IF" an officer sells the weapon and it comes to the public notice for being used in a wrong manner, THEN the police department will be covered from criticism.

The Baltimore City Police have an arrangement with the Maryland State Police so that they can handle the sale of the weapon and do the state and paperwork - both state and federal forms. The ONLY amount they charge is for the MSP paperwork - $10.00. Officers usually go to the Fiscal Section and pay for the weapon, including the $10.00 MSP fee.

IF you do want to sell these weapons to your officers, your agency CAN do the sale. Contact the Baltimore City Police - Armory Division @ 410-396-2298. They can tell what you have to do to sell your departmental weapons to its officers. They can also provide you with their "1st Right of Refusal Form" that they use.

I am sure the they will inform you on how you can handle this sale and what you need to do.

3.) <u>USE THE COP SHOP TO SELL YOUR WEAPONS.</u>

Per your request - YES, I can handle the transfer of your weapons for your agency. Here is how I would do this.

Under Maryland Law, you MUST ship the guns to Glock. Instruct them to ship them back to The Cop Shop, as part of a new gun ordering process. The weapons will be logged in at Glock and then shipped to The Cop Shop.

NOTE: I would suggest that you wait until the new weapons have been issued to your officers, then ship the weapons to Glock.

Once I receive them I will call you and tell the officers who wish to purchase their own weapons to come to The Cop Shop.

When the officer comes into my store he will bring in a form called the "7 - Day Exempt Form." (This form will be included with this report.) This is a form that I had put together with the permission of the Maryland State Police, AFT, and Glock. This form (Attached to this report) will list the officer purchasing the weapon. With this form the officer can come into The Cop Shop, fill out the MSP and ATF forms and LEAVE that day with their weapon in their hand.

The officer will pay The Cop Shop, in full the cost of this weapon. It will include the amount you want to receive for the weapon. I have to add an internal lock (required by Maryland law), MSP Application Fee, and Sales Tax. My transfer fee will be $50.00.)

When the officer leaves my store he/she will have The Cop Shop gun folder. It will have a copy of the MSP forms he signed, a copy of the 7-Day Exempt Form, a copy of his sales receipt, and three gift certificates to three gun ranges. (I have made arrangements with three gun ranges to give my customers gift certificates to each range.)

After this sale I will make up one of my gun folders that I use. It will have a copy of the MSP forms and a copy of the officers sales receipt. Included will be my company check for the amount you want for this weapon for you files.

I will collect the Maryland Sales Tax and Maryland State Police Gun Application amounts due and pay them.

In the "worst" case should this officer and or the weapon end up in a bad situation, the weapon will be traced back to your agency. Once that happens, you can re-direct any inquires back to me. I will handle the matter. I will have a copy

of all the state and federal forms that the news media may want to see that the transfer was totally legal.

After being in business for almost 32 years I have an outstanding reputation with the ATF and the Maryland State Police - Handgun Section. You are welcomed to check on me and my store with both agencies.

If I can be of any additional service to you do not hesitate to contact me.

Respectfully,

Sam Walters

Sam Walters
The Cop Shop, Inc.
Baltimore, MD. 21202-4738
Work - 410-837-5757
Fax - 410-837-0141
Home / Cell - 410-272-4505 - (Call Any Time once the store is closed.)

Office Hours:

Tuesday - Friday. 9 a.m. - 5 p.m.

Saturday - 9 a.m. - 1 p.m.

Closed on Sunday and Monday.

Project Detail Sheet

Public Safety Technology and Equipment

Category	Public Safety	**Date Last Modified**	January 20, 2016
Department	Police	**Funding Source**	*SafeSpeed* Eligible
Zone Location	1, 2, 3, 4	**Status**	Ongoing

EST. EXPENDITURE SCHEDULE (dollars in thousands)

Cost Element	Total	Est. FY16	Total 6 Years	FY17	FY18	FY19	FY20	FY21	FY22	Beyond 6 Years
Planning, Design and Supervision	12	0	12	2	2	2	2	2	2	0
Land acquisition	0	0	0	0	0	0	0	0	0	0
Site Improvements and Utilities	18	0	18	3	3	3	3	3	3	0
Construction/Purchase	90	0	90	15	15	15	15	15	15	0
Other	0	0	0	0	0	0	0	0	0	0
Total	**120**	**0**	**120**	**20**	**20**	**20**	**20**	**20**	**20**	**0**

EST. FUNDING SCHEDULE (dollars in thousands)

SafeSpeed Revenues	120	0	120	20	20	20	20	20	20	0
Total	**120**	**0**	**120**	**20**	**20**	**20**	**20**	**20**	**20**	**0**

EST. OPERATING BUDGET IMPACT (dollars in thousands)

Labor/Maintenance			6	1	1	1	1	1	1
Materials/Equipment			0	0	0	0	0	0	0
Total			**6**	**1**	**1**	**1**	**1**	**1**	**1**

Description

This project would further enhance Village Police Department's strategies and practices to prevent and reduce crime throughout the Village as supported by the Village Public Safety Committee. Currently being explored are body-worn cameras, wireless fingerprint readers, GPS-enabled bait items, improved first aid equipment and other crime-fighting equipment to support officers' efforts to deter crime and respond to emergencies.

Estimated Schedule

This is an ongoing project. As emerging technologies and/or equipment come to our attention, we will investigate them to determine whether their use may be beneficial/feasible in improving efficiency or reducing crime in the Village. In the upcoming fiscal year, it is anticipated that modest expenditures may be made to augment and enhance the Village Police Department's crime fighting strategies and practices.

Cost Change

There have been no cost changes to this project.

Justification

This project would enhance and upgrade the existing crime fighting strategies and practices creating safer pedestrian and vehicular access throughout the Village. As a result of the relationship to public safety, this project is eligible for funding under the *SafeSpeed* program.

Coordination
Board of Managers
Administration Department
Police Department
Public Safety Committee

CHEVY CHASE VILLAGE
BOARD OF MANAGERS
OCTOBER 10, 2016 MEETING

STAFF REPORT

TO: SHANA R. DAVIS-COOK, VILLAGE MANAGER

FROM: MELISSA WIAK, COMMUNITY LIASION/ADMINISTRATIVE ASSISTAMT

DATE: 10/5/2016

SUBJECT: CONTRACT AUTHORIZATION REQUEST—HOLIDAY PARTY CATERER: PROVISIONS, LTD.

Recommendation

Attached please find a recommendation and proposed menu for the catering of this year's Annual Holiday Party, scheduled for Wednesday, December 14, 2016 from 6:00 to 8:00 p.m. I recommend that we use **Provisions, Ltd**.

Event Budget and Estimated Expenses

The budget for this year's Holiday Party is $13,300, the same as it was for FY2016. Due to complaints by residents regarding the volume of the keyboardist/saxophone player during this social event where many attendees would prefer to enjoy conversation with their neighbors, we are forgoing live entertainment and will provide holiday-themed music played from a stereo system in the background.

Estimated Event Budget

	2015 Actual ($13,300 budget)	**2016 Estimate** ($13,300 budget)
Food/Caterer (buffet-style dinner)	$10, 500.00	$10,520.00 ($19.00 pp)
Beer/Wine	$759.66	$700
Labor	$850	$850
Santa	$250	$250
Disposables *(table cloths, cutlery, plates, napkins, cups)*	$462.65	$600
Groceries *(incl. non-alcoholic beverages)*	$81.98	$200
Incidentals *(kids' crafts, camera film, etc.)*	$83.20	$80
Entertainment *(keyboardist/ saxophone player)*	$425	$0
TOTAL:	**$13,412.49**	$13,200 (buffet-style dinner)

Board Action Requested/Draft Motion

I authorize the Village Manager to enter into a Contract for Services with Provisions, Ltd. to cater the Annual Village Holiday Party in an amount not to exceed $10,520.00.

Attachments

Holiday Party Catering Recommendation w/ Proposed Menu
Proposed Contract for Services

2016 Holiday Party Proposals
550 Anticipated Attendees

2015 Caterer		
Provisions, Ltd.	Food/3 Staff	$10,500.00 (Based upon 550 Attendees)
Proposals for **buffet-style dinner:**		
Innovative Gourmet	Food/3 Staff	$10,500.00 (Based upon 550 guests)
Provisions Ltd. (Recommended)	**Food/3 Staff**	**$10,520.00 (Based upon 550 guests)**
Mindy's Catering	Food/4 Staff	$10,620.00 (Based upon 550 guests)
A Touch of Class Caterers, LLC	Food/6 Staff	$11,130.00 (Based upon 550 guests)
RSVP Catering	Food/5 Staff	$12,818.97 (Based upon 550 guests)

Evaluation of Proposals--**Buffet-Style Dinner:**
We have used Innovative Gourmet for past Holiday Parties. While their events coordinator is personable and easy to work with, the selection of food was sparse. This year, they only offered one (1) beef, one (1) vegetarian and one (1) vegetable option in our price range.

Provisions, Ltd catered last year's party. This year, they were able to offer a variety of poultry, fish, meat, vegetarian, and dessert options. They were able to offer many new entrée and side dish options within our price range. Additionally, residents complimented the Village staff on the quality of food Provisions provided at last year's party.

Mindy's Catering provided the food for the 2014 Holiday Party. Their menu offered a variety of chicken, beef, fish and vegetarian options; however, we have used Mindy's Catering several times in the past and were recently unhappy with their staff's production.

We do not have experience with A Touch of Class Caterers, LLC. While there is an assorted food selection, the price is over our budget for this event.

We do not have experience with RSVP Catering. Not only is the price significantly over of our budget for this event, chicken, beef and starch options were not provided. Furthermore, there was a lack of dessert options.

I recommend that we select Provisions, Ltd to cater this year's Holiday Party for a buffet-style dinner.

Below is the Holiday Party Menu that I have chosen from Provisions, Ltd.

BUFFET-STYLE DINNER

STATIONARY HORS D'OEUVRE

Spanakopita (Greek spinach pies cooked until crisp and golden)
The Mezze (Assorted vegetables and pita served with Mid-Eastern dips—hummus, tzatziki, ganoush, taramasalah)
Fruit and Cheese Display (Assorted domestic & imported cheeses, served with crackers, grapes & strawberries)

ON THE BUFFET

Select Four Entrees

Poultry Choice

Scallops of Chicken Picatta
Scallops of chicken cooked with white wine, lemons and capers

Fish Choice

Grilled Asian Salmon
Whole sides of salmon marinated and grilled, brushed with soy apricot sauce.
Served warm or room temperature

Meat Choice

Roast Prime Rib of Beef
Boneless prime rib of beef roasted medium rare, served with horseradish straws and au jus

Vegetarian Choice

Eggplant Parmesan
Crispy eggplant coasted in bread crumbs, layered with marinara sauce, mozzarella & parmesan cheese

The Salad

Holiday Salad
Red and green lettuce, grape tomatoes, herbed croutons, parmesan shards, Caesar dressing

The Starch

Mashed Potatoes with Goat Cheese topped with Crispy Leeks
Creamy mashed potatoes whipped with goat cheese, and topped with crispy leeks

The Vegetable

Broccolini

Broccolini sautéed in olive oil and garlic

Rolls and Butter

Desserts

Miniature Cheesecakes
Assorted Brownie Bites
Assorted Holiday and Traditional Cookies
Mini Chocolate Cups filled with Chocolate Mousse
Assorted Bars
Assorted Mini Tarts
Mini Eclairs and Cream Puffs

Submitted by: Melissa Wiak 10/3/2015

September 2016 CCVPD Highlights

I. Crime/Operational

1. **Two home break-ins:** The two below incidents are the first home break-ins that have occurred so far this year. Village and County police responded, and a County detective is working to identify the culprit(s).

   - On Sunday, 9/18 on Kirkside Drive between Center Street and Oliver Street, homeowners returned from a weekend away and discovered that a rear door had been forcibly kicked in and the home had been ransacked. Several items of jewelry and electronics were taken by the burglar(s).
   - On Monday, 9/19 at 10:52 a.m. on Hesketh Street between Magnolia Parkway and Cedar Parkway Village officers responded to an alarm call. An officer spotted a suspect through a basement window and a moment later, he emerged from a door on the opposite side of the house and ran through the rear yard and jumped over the fence and escaped.

   We have been in touch with DC and County police, and the investigation is progressing.

2. **Both cars stolen from the 5800 block of Kirkside Drive have been located in DC:**
   Two cars were stolen from the same home on August 12. On September 15, one of the cars was located in the DC public works impound lot; it had been towed for illegal parking in DC. That car has been returned to the owner. On September 21, we learned that the other car had been completely destroyed by an intentionally-set fire; the car was burned on 6th Street, NW and is a total loss.

3. **2 unlocked vehicles entered:**
   - 4000 block of Oliver: a Samsung tablet was taken from a construction truck.
   - Grafton between Cedar and the Circle: a car was rifled through; nothing taken.

4. **Other thefts:**
   - Purse and contents taken from inside All Saints Church; Village officers have a suspect.

II. Administrative/Upcoming

- Xerox will be demonstrating a traffic video camera on 10/6 for possible use at the Wisconsin Avenue end of Grafton and Oliver to reduce the frequency of vehicles illegally exiting. Mr. Ruda and Mr. Crockett, along with Village staff, will be attending the demo.

Select Reported Crimes 2016 vs. 2015				
	September '16	September '15	**YTD'16**	YTD'15
Assault	0	0	0	1
Auto Theft & attempts	0	0	3	2
Burglary & attempts	2	1	3*	7
Theft & attempts	4	17	57	59
Robbery	0	0	0	0

*one of these incidents was a bicycle stolen from inside an open garage

	Select Reported Crimes 2010-Present						
	2010	2011	2012	2013	2014	2015	**2016** as of 09/30/16
Assault	0	0	2	2	0	1	0
Auto Theft & attempts	3	6	2	5	0	3	3
Burglary & attempts	7	14	3	4	8	9	3
Theft & attempts	46	67	97	60	38	75	57
Robbery	1	0	0	0	1	0	0

CHEVY CHASE VILLAGE
ESTABLISHED 1890

POLICE DEPARTMENT
5906 Connecticut Avenue, Chevy Chase, Maryland 20815
(301) 654-7300 FAX: (301) 654-7304
chevychasevillagemd.gov

John Fitzgerald
Chief of Police

MEMORANDUM

TO: John Fitzgerald, Chief of Police

FROM: Jacqueline Parker, Public Safety Coordinator

DATE: October 3, 2016

SUBJECT: Monthly Communications Report for September 2016

	SEPT16	YTD 16	SEPT15	YTD15
Walk In	162	1,558	169	1,503
Incoming Phone Calls requiring no action*	927	9,285	1,063	9,817
Incoming Phone Calls requiring an action**	282	2,722	322	2,946
House Check Requests	152	1,538	139	1,624
Key Pick Up/Drop Off	50	439	55	503
Mail Pick Up	89	860	94	822
Special Pick Up Requests	85	724	100	799
Trash and Recycle Complaints	2	18	2	23

***Note: Incoming phone calls requiring no action include: information requests, forwarding calls internally and externally, providing directions, etc.**

****Note: Incoming phone calls requiring an action may include: house check requests, special pick ups, trash and recycle complaints, etc.**

Chevy Chase Village
Monthly Incident Report
September 2016

Burglary (including attempts)	2		Theft from Auto (including attempts)	2
911 Disconnect	0		Lost Property	0
Alarm	16		Miscellaneous	7
Animal Bite	0		Mental Illness	1
Animal Complaint	0		Missing Person	0
Assist Citizen	6		Noise Complaint	5
Assist Other Agency	18		Open Door	3
Attempted Theft of Auto/Other Vehicle	0		Power Outage	0
Burglary (including attempts)	2		Parking Complaint	1
CDS - Possession Paraphernalia	0		Recovered Property/Montgomery County	2
Check the Welfare	6		Recovered Property/Other	0
Code Enforcement	5		Suspicious Persons/Vehicles	15
Collisions	7		Sudden Death - Natural	0
Hit and Run Property Damage	0		Thefts (including attempts)	4
Property Damage Collision	7		Thefts from Auto	2
Personal Injury Collision	0		Thefts from Other	2
Community/Citizen Contact	0		Theft of Auto/Other Vehicle	0
Disabled Vehicle	5		Threatening/Annoying Phone Call	0
Disorderly Conduct	6		Traffic Stop	1
Family Trouble	1		Trees / Limbs Down	0
Fire-Other	1		Trespassing	0
Identity Theft / Forgery	4		Vandalism	0
Hazard - General	0		Vandalism-Motor Vehicle	0
Hazard - Roadway	4		Vendor Violation	1
Ill Person	3		Wanted Person	0
Injury Non-Traffic	1		Water Main Break	0
Investigation/Police Information	0		Wires Down	1

Collisions within Chevy Chase Village
September 2016

Connecticut Avenue@			Brookville Road	
Primrose Street	1		Newlands Street	1
Quincy Street	1			
West Irving Street	1		**Other Locations**	
Chevy Chase Circle@				
Connecticut Avenue	3			

Chevy Chase Village
Monthly Traffic Report
September 2016

Equipment Repair Orders	0	
Miscellaneous Violations	5	
Parking Violations	4	
Sign Violations	1	
Warnings Written	45	
Speeding Violations	2	

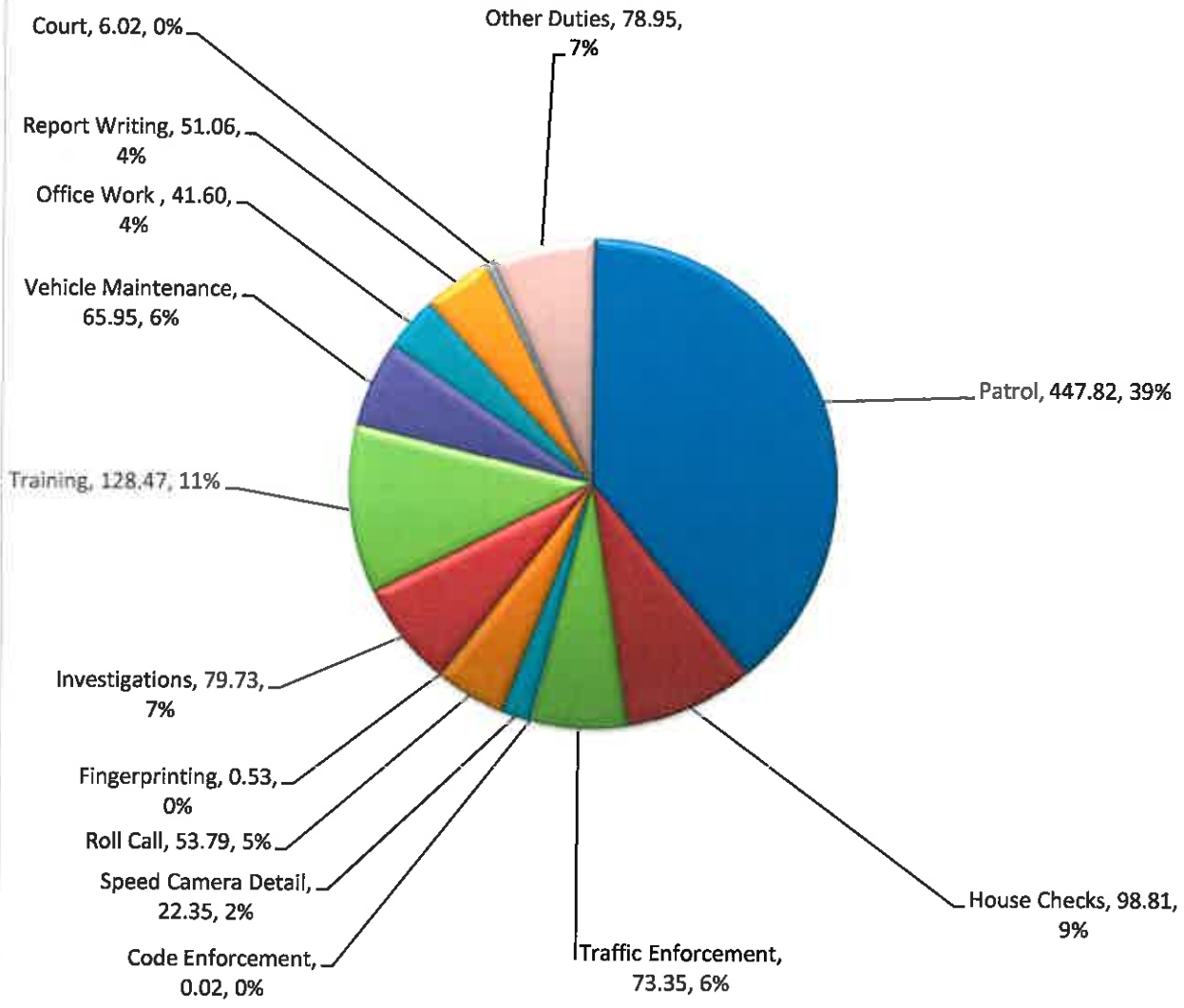
Chevy Chase Village
Code Enforcement Report
September 2016

Police Officers		
Compliance Inquiry	0	
Investigations	5	
Municipal & Civil Citations Issued	0	
Municipal & Civil Warnings Issued	0	

Chevy Chase Village
Agency Personnel Report

	Sept.	YTD
Citizen Complaints	1	1
Citizen Compliments	0	17

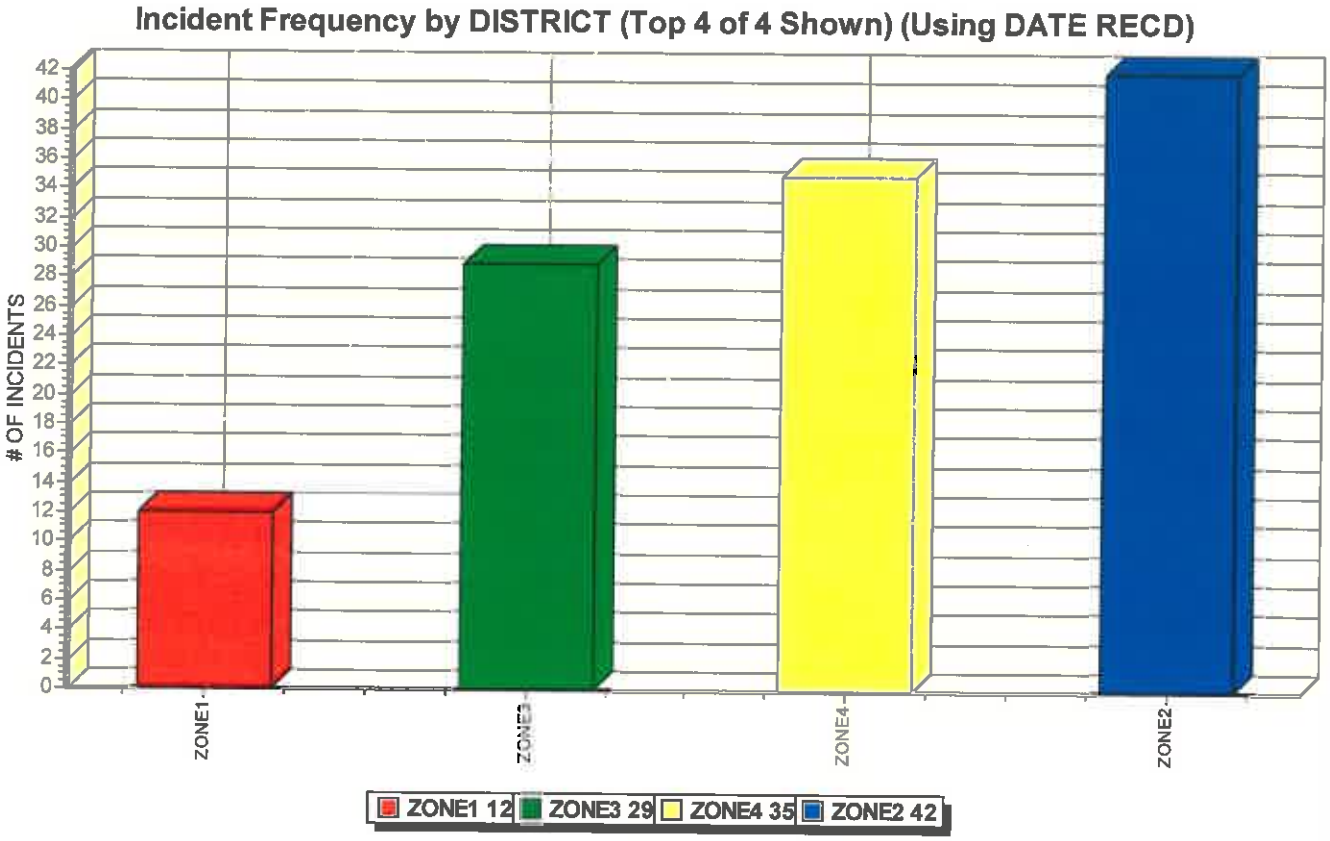
Chevy Chase Village Police Department Officer Hours for September 2016 within Chevy Chase Village

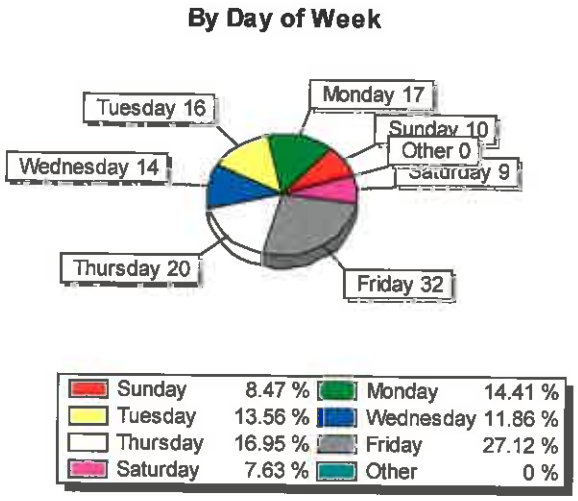


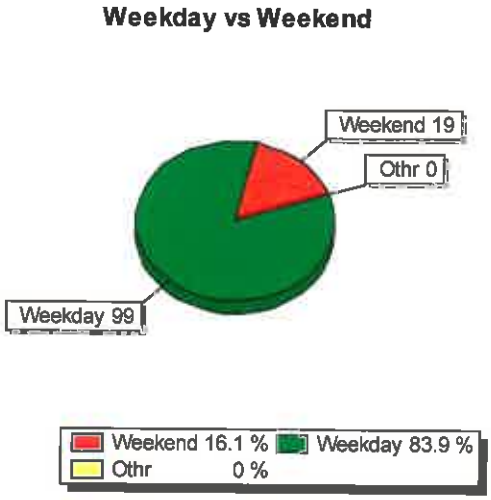
* Note: The SafeSpeed Coordinator's hours are 136.10, which are not included above

September 2016, Police Activity Requiring a Report - See Zone Map

CHEVY CHASE VILLAGE POLICE 10/3/2016 8:34:40 AM

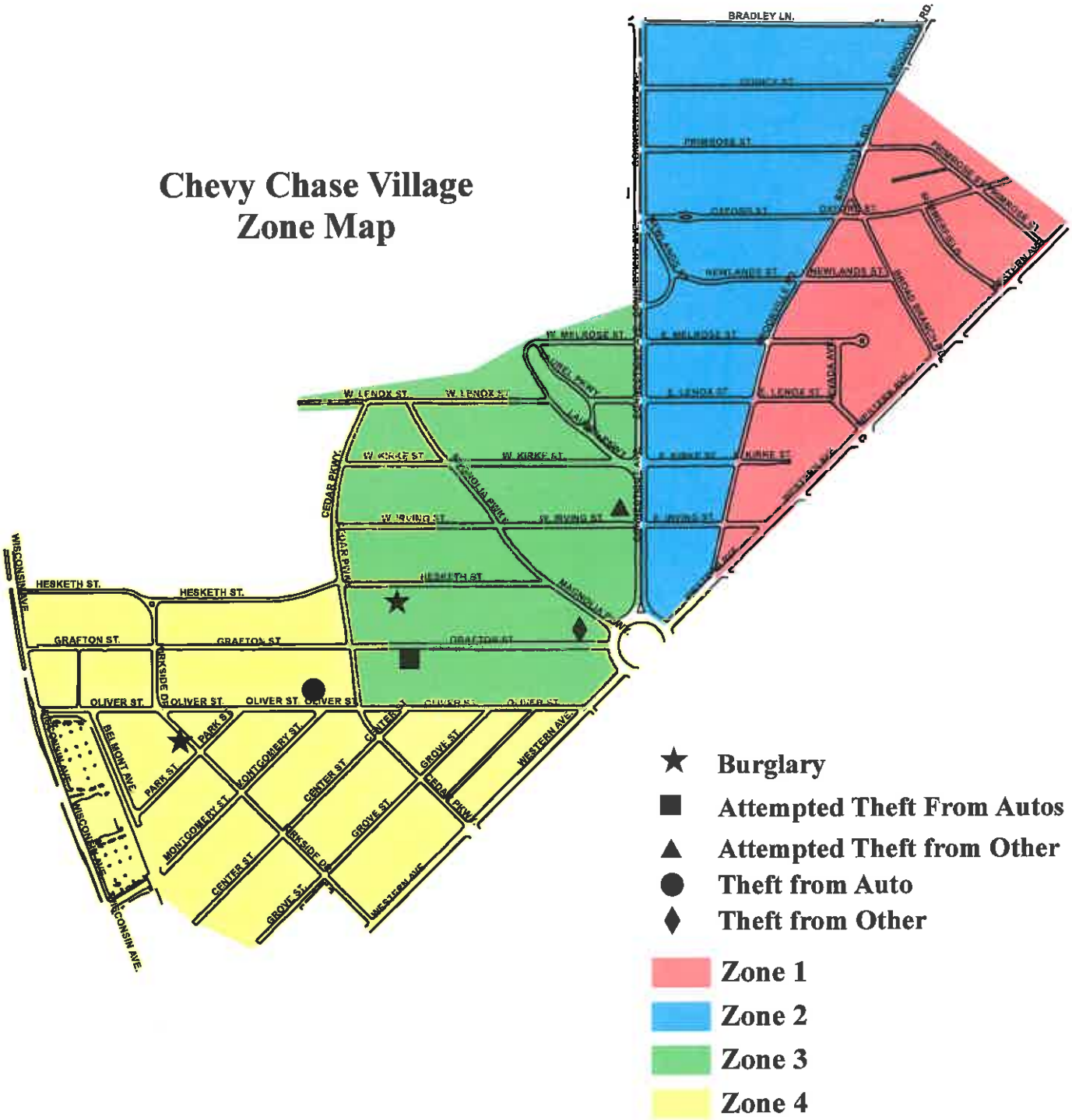






Search Criteria: (DISTRICT >= 'ZONE1')
(DISTRICT <= 'ZONE4')
(INCDNUM like '%%')
(DATE_RECD >= TO_DATE('9/1/2016','MM/DD/YYYY'))
(DATE_RECD <= TO_DATE('9/30/2016','MM/DD/YYYY'))

Chevy Chase Village Zone Map



Chevy Chase Village
Building & Tree Removal Permits
Permits Issued- September 2016

Building Permits

Permit #	Address	Type of Work
7034	24 Grafton Street	Install irrigation system on private property and in the Grafton Street public right-of-way.
7033	5918 Cedar Parkway	In-kind replacement of gate and fence in the West Lenox Street (front) yard.
7032	10 East Lenox Street	Install replacement air conditioner in the west (side) yard.
7030	117 Grafton Street	Install two new air conditioners in the rear yard.
7029	207 Primrose Street	Modify front stoop; construct overbuilt front portico.
7028	207 Primrose Street	Replace front walkway and construct new walkways.
7027	Bradley Lane	Upgrade 1,040' of 4" gas main along Bradley Lane and associated home service connections.
7026	105 Grafton Street	Install two replacement air conditioners in the side yard.
7025	7 Oxford Street	Install new gates and fencing in the side yards.
7024	100 East Lenox Street	Rebuild and repair masonry retaining wall.

Tree Removal Permit

Permit #	Address	Type of Tree	Reason for Removal	Reforestation Indicated*
2273	108 Oxford Street	(1) Tulip Poplar	Hazardous	No
2272	5504 Park Street	(1) Dogwood	Dead	Yes
2270	24 Quincy Street	(1) Cherry	Dead	No
2269	3 West Lenox St.	(1) Ash	Dead	No
2268	6135 Nevada Ave.	(1) Cherry	Dead	No
2267	8 Quincy Street	(1) Cherry	Dead	No
2266	6302 Broad Branch Rd.	(1) Cherry	Dead	No
2265	6305 Broad Branch Rd.	(1) Red Maple	Dying; hazardous	Yes
2264	5918 Cedar Pkwy.	(9) Trees	Dead, dying, hazardous	Yes
2263	115 E. Melrose St.	(1) Crabapple	Hazardous; too close to house	Yes

* Since commencing recordation of reforestation intentions in November of 2013, 64 of 137 Applicants (47%) indicated that they would be voluntarily reforesting on their property.

Expiring Permit Notices Mailed This Month

6805	3927 Oliver Street	Installation of fencing.
6825	3927 Oliver Street	Installation of new walkways in the rear yard.
6826	103 Oxford Street	Replacement of air conditioner.
6827	16 West Kirke Street	Construct addition and alterations.
6828	16 West Kirke Street	Replacement of portions of fence in the rear yard.
6830	11 Hesketh Street	Alterations to rear deck.
6831	11 Hesketh Street	Alterations to patio in rear yard.
6832	11 Hesketh Street	Install new fence in rear yard.
6833	11 Hesketh Street	Install irrigation system.
6836	3912 Oliver Street	Alterations to front walkway.
6837	105 Primrose Street	Install drywells in the rear yard

Chevy Chase Village
Permitting and Code Enforcement Activity September 2016

Telephone Queries: +/- 98
Walk-Ins: +/- 36
Pre-Design Review Meetings: 3
Municipality Letters (issued to the County for new projects): 3
Administrative Building Permits Issued: 9 Administrative Building Permit; 2 Administrative Special Permit; 1 Dumpster; 1 Dumpster Extension; 1 Utility
Licenses to Use the Public Right-of-Way: 1
Appeals: No new applications were prepared for the October meeting agenda. A decision from the September meeting was prepared and circulated to the Board.
Administrative Appeals: Two administrative appeals were completed, for in-kind driveway replacement.
Tree Ordinance Board: One application, for removal of two (2) Japanese Maples, was prepared as a Consent Agenda item for the October meeting.
Enforcement Incidents: Routine code enforcement patrol and site inspections of construction projects were conducted. Additionally:

- Fences were installed at two addresses in the CCV Historic District without the applicable permits having been obtained. Staff has been reaching out to the residents in an effort to rectify the permitting lapse.
- Pursuant to denial of a variance application, staff has been working with Counsel to enforce the Board decision and initiate abatement of a play structure installed in the front yard of a property.
- Staff has been coordinating with a resident and Counsel for installation of a drain pipe under the Nevada Avenue public sidewalk to address storm water runoff at a property.
- Staff has been coordinating with a resident, their landscape architect, neighbors and a consulting engineer to finalize and implement a grading plan at a property to restore the flow of stormwater across the rear yard of a property.
- Staff coordinated with a resident and the Village Arborist to develop and monitor a tree protection plan associated with a waterproofing project.

Tree Requests: 8 requests were made to the Village arborist for tree inspections pursuant to removals or Tree Protection Plan requests for construction projects.
Administrative Tree Removal Permits: 10 permits were issued for removal of a total of eighteen (18) trees.
Expired Permit Memos Sent: 10
Other: Staff attended an evening workshop hosted by the Maryland Association of Historic District Commissions titled "Connecting with Your Community: Community, Education and Outreach". The goal was to increase understanding of the role of historic preservation commissions in communities.

-compiled by Ellen Sands, Permitting and Code Enforcement Coordinator

From the desk of…

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Memo

To: Board of Managers

From: Michael W. Younes, Director of Municipal Operations MY

CC: Shana Davis-Cook, Village Manager

Date: 10/1/2016

Re: Update on Capital and Infrastructure Upgrade Projects

Below please find an update on the various capital and infrastructure upgrade projects currently underway within the Village:

		Status	Duration/ Remaining	Est. Start Date	Est. Completion Date
In-Partnership with M-NCPPC					
Western Grove Park Development		Construction	5 months	Ongoing	February 2017
Utility Upgrades					
Laurel Park Sewer Rehabilitation		Construction	1 week	Ongoing	October 2016
Water Main Replacement (5500 block of Western Avenue)		Survey/Design	TBD	Spring 2018 *(construction)*	TBD
Washington Gas Main Replacement – Bradley Lane		Pre-Construction	1 month	November 2016	December 2016
PEPCO Tree Pruning and Removals		Project Hold	2 months	Fall 2016	Winter 2016

PEPCO Tree Pruning and Removals:

- No updates since last month's report.

Washington Gas Main Replacement (Bradley Lane):

- Due to the weather and internal scheduling delays at Washington Gas the project start date has been delayed until November.
- Once a specific start date has been established, written notice will be distributed to affected residents as well as being posted to the Village website and blast e-mails.

CHEVY CHASE VILLAGE
ESTABLISHED 1890

- Work to upgrade the main is scheduled last approximately 1 month and will be coordinated to ensure that no road closures or service disruptions occur around the holidays.

Western Grove Park Development:

- No updates since last month's report.

WSSC:

Laurel Park Sewer Rehabilitation:

- Major work to relay the existing sewer line that bisects Laurel Park is complete.
- All that remains to be completed is to seal and line the pipe, which will be completed internal to the pipe.
- No service interruptions or roadway closures are anticipated for the internal work, which will last no more than 2-days when started.

Water/Sewer Main Replacement (5500 block of Western Avenue):

- All survey and utility location activities have been completed.
- WSSC's consultants are now reviewing the data to determine the most feasible location and method of replacement for the water and sewer mains.
- The alignment study is anticipated to be completed by January 2017 at which time WSSC and I will meet to review the findings and potential impacts to the right-of-way and property private.
- Once a proposed alignment is recommended by WSSC, the Village and WSSC will once again meet with affected residents to discuss the findings and the recommended course for replacement.
- Replacement activities still would not take place until the spring of 2018.

Memo

To: Chevy Chase Village Board of Managers

From: Melissa Wiak, Community Liaison/Administrative Assistant

CC: Shana R. Davis-Cook, Village Manager

Date: October 3, 2016

Re: Village Hall Use for September 2016

Below is a chart that reflects the type and frequency of events held in the Village Hall during the month of September 2016:

Type of Event	Number of Uses	Total Net Revenue
Rentals (Private Events) —ICP&P potluck luncheon	1	$600
Community Use —Board of Managers' Monthly Meeting; Parks & Greenspaces Committee Meeting; Environment & Energy Committee Meeting; Financial Review Committee Meeting	4	$0.00
Fee Waiver Use/Public Use —Chevy Chase @ Home Events (2); Section 5 Monthly Meeting	3	$0.00