

TOWN OF CHEVY CHASE  
COUNCIL MEETING  
TOWN HALL  
October 23, 2019

COUNCIL WORK SESSION (6:00-7:00 p.m.)

The Town Council will hold a work session to discuss concept master plans for Zimmerman Park.

- I. GENERAL BUSINESS (7:00-7:15 p.m.)
  - A. Call to Order
  - B. Pledge of Allegiance
  - C. Approval of Minutes of September 2019 Council Meeting
  - D. Acceptance of September 2019 Financial Report
  - E. [Town Manager's Report](#)
  - F. Public Comments
  
- II. PUBLIC HEARINGS (7:15-7:30 p.m.)
  - A. [Public Hearing on Establishing Permit Parking on Maple Terrace](#)
  
- III. COUNCIL DISCUSSIONS (7:30-9:00 p.m.)
  - A. Zimmerman Park Amenities & Improvements
  - B. Capital Crescent Surface Trail -- Memorandum of Understanding
  - C. Montgomery County Debris Management Plan -- Memorandum of Understanding
  - D. Public Works Mutual Aid Agreement
  - E. Off-Duty Police Officer Salaries
  - F. Bethesda Downtown Plan Implementation
  
- IV. ADJOURNMENT (9:00 p.m.)

# MEMORANDUM

I-E

TO: Town Council  
FR: Todd Hoffman, Town Manager  
RE: Town Manager's Report  
DATE: October 23, 2019

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

- Assisted with obtaining information, and responding to resident complaints and inquiries, related to the Purple Line project.
- Communicated with the State Highway Administration about traffic and pedestrian safety improvements on East West Highway and Bradley Lane.
- Oversaw completion of the Lee Dennison Sustainable Garden.
- Continued to work with landscape designer on concept master plans for Zimmerman Park.
- Assisted the Long Range Planning Committee with tracking Bethesda redevelopment projects.
- Assisted the Public Services Committee with responding to resident requests and inquiries regarding public safety, traffic and street lighting.
- Awarded contract for Town-wide traffic study and held kickoff meeting.
- Worked with the Town attorney on drafting a Memorandum of Understanding related to the County's use of Town right-of-way for the Capital Crescent Surface Trail.
- Worked with the Town attorney to prepare resolutions related to debris management and public works mutual aid.
- Implemented glass recycling system at Lawton Center.
- Met with CCV and Somerset managers to discuss collective bidding of trash and recycling services.
- Completed fall infrastructure repairs.
- Began fall leaf collection.
- Continued oversight of Washington Gas main replacement work.
- Completed oversight of FY19 audit.
- Assisted with annual Workers Compensation audit.
- Worked with Community Relations Committee on special events.

## STAFF REPORT

II-A

TO: Town Council  
FR: Todd Hoffman, Town Manager  
RE: Public Hearing on Establishing Permit Parking on Maple Terrace  
DATE: October 23, 2019

The Council is scheduled to hold a public hearing to consider a petition from residents of Maple Terrace to establish permit parking on that street. If approved, Maple Terrace would be designated as a permit parking area, Monday through Friday, from 7:00 a.m. to 7:00 p.m.

The Town Code allows the Council to designate a permit parking area if the Council finds that residents desire such designation; if there is a difficulty or inability of residents to park on a block; if there is intensive use of the block by non-residents; if the residents have a need for on-street parking; if the proposed parking restrictions would create more parking spaces for use by residents; and any other factor the Council finds relevant.

The Town Code specifies that the “desirability” standard is met if 60% of the houses on the block request permit parking designation. In this case, the Town received the request from all 7 houses with Maple Terrace addresses. Two corner properties with Maple Avenue addresses that have street frontage on Maple Terrace were not included in the petition.

The Town Code specifies that a condition of "difficulty or inability" of residents to park on a street is met if more than 75% of the available parking spaces are occupied and if more than 25% of the available spaces are occupied by non-residents. Town staff performed a parking study of the subject street on September 9 and September 17. On each occasion, 4 of the 12 parking spaces (33%) were occupied. On one occasion, one car was registered to a non-resident. On the other occasion, all of the cars were registered to residents.

If the request for permit parking designation is approved following the public hearing, the Council will need to adopt the attached resolution.