



Town of Garrett Park  
PO Box 84  
4600 Waverly Avenue  
Garrett Park, MD 20896

Regular Meeting of Town Council  
Garrett Park Town Hall  
10814 Kenilworth Avenue  
Garrett Park, MD 20896

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## Town Council Meeting: March 11, 2019

### MINUTES

**Call to Order:** Mayor Kacky Chantry called the meeting to order at 7:32 PM. Present were Councilmembers Jane McClintock, Phil Schulp, Dan Simons, Stephen Paczkowski, and Hans Wegner. Also present were Town Manager Andrea Fox, Town Assistant Elizabeth Henley, and approximately 10 Town residents including videographer Grant Peacock and Bugle reporter Ed Lincoln.

**Mayor Kacky's Opening Remarks:** The Town will have many projects happening this spring, including Safe Routes to School (SRTS), street repaving, stormwater management, elections, and the FY20 budget work session.

**Approval of Agenda:** The council unanimously adopted the agenda with no changes.

**Presentations by Residents:** Charles Harris, a representative of the company Patio Enclosures, spoke on behalf of Rulon Mayer and Heather Chang-Mayer, the homeowners of 10702 Keswick Street who are requesting a variance. A neighbor of Mr. Mayer and Ms. Chang-Mayer was also in attendance to speak in support of the homeowners.

**Approval of February 11, 2019 Regular Meeting Minutes:** Councilmember Simons moved to approve the minutes; Councilmember Schulp seconded the motion; approval was unanimous.

#### Action

- Adoption of Ordinance 2019-7, FY19 Mid-Year Budget Adjustment – Mayor Kacky and Town Manager Fox presented the FY19 mid-year budget adjustment for adoption. Councilmember Wegner moved to approve the ordinance; Councilmember Paczkowski seconded; approval was unanimous.

#### New Business

- Variance Hearing for 10702 Keswick Street – Councilmember Paczkowski presented background information on the property and the request for a variance. The variance is requested because the homeowners would like to enclose a second story open porch in glass. The open porch was added in 2010. Because of the location of the home, enclosing the porch in glass would violate the Town's setback requirement. There was discussion among Mayor Kacky and Councilmembers, and testimony from George Martin (Chair of the Land Use Advisory Committee), the homeowners, and the company representative. The Council weighed the arguments for and against approving the variance, and after deliberation,

delayed approving or denying the variance until the April Town Council meeting. In the interim, Council members requested that the homeowners provide more detail and information to them. The Town Office was asked to supply past variance applications that were granted or denied.

- May 6, 2019 Town Election – Town Manager Fox reviewed dates related to the upcoming election. The candidate nomination meeting will be March 27, 2019 at 7:30 PM in Town Hall. Just prior to the nomination meeting, a meet and greet will be held for the new officers of the Garrett Park Citizens Association (GPCA). The Candidates' Forum is scheduled for April 24, 2019 at 7:30 PM in Town Hall. The nomination meeting, meet and greet, and forum are being hosted by the GPCA. Election Day will be May 6, 2019 and polls are open from 7:00 AM to 7:30 PM at Penn Place in the Post Office lobby.
- Historic Preservation House Tour – Councilmember Paczkowski shared that the Historical Preservation Committee is organizing a tour of the Richterville homes in the southeast part of town May 4, 2019 from 12:00-4:00 PM. Committee member Nancy Walz spearheaded and energized the committee to organize the tour. Tickets are available and cost \$20. There will be a reception at the end. Some tickets will be sold at a discount in advance, and some can be purchased at the first house on the tour.
- Historic Preservation Tax Credit Open House – Councilmember Paczkowski discussed the historic preservation tax credit. It may not apply to many homes in Garrett Park, as it is meant for homes that are not a primary residence.

### **Town Updates**

- Update on SRTS Project – Mayor Kacky shared that the Town received approval to advertise the SRTS construction bid. The bid will be advertised March 18, 2019, and the pre-bid meeting will be March 28, 2019. The sealed bids will be due and opened April 11, 2019, and a the most responsive, responsible bidder will be determined within four weeks. As part of the oversight of the SRTS project, a separate RFP will also be issued for independent inspection services on a similar timeline once the State has reviewed and approved the RFP. The cost for this oversight will be reimbursed by the State, although Town maintenance staff George Miller may be able to provide some inspection functions.
- Update on Arboretum Plan and Tree Inventory – Councilmember McClintock explained that the Arboretum Committee continues to finalize the Arboretum Plan. The Arboretum Committee is working on flow charts that will help guide future decision making about tree removals. The contractor NRD developed the plan, and will present it to Town residents in mid-May.
- Update on Town Hall Renovation Planning – Councilmember Paczkowski is reviewing planning diagrams to understand options based on previous meetings. Next steps will include assessing potential options, construction costs, and how the Town would pay for it. A meeting is planned for fall to determine what the Town is in favor of and the design.
- Update on Archives – Councilmember Schulp reported that the Archives Committee did not have a quorum last meeting, so discussions for recruiting a new archivist are still ongoing.
- Update on Street Repaving Project – Councilmember Wegner reported that the Town received bids on the FY19 road repaving project, and that one firm was disqualified because they did not comply with all of the submission requirements listed in the invitation for bid package. The Town is waiting for the contracted Town engineering firm, Clark/Azar, to send the evaluation of bids.

- Update on Traffic and Parking – Councilmember Schulp met with residents on Weymouth Street to discuss one neighbor’s concern about inadequate off-street parking. Most of the neighbors have expressed concerns about putting up signs, as they want to maintain a good relationship with Parkside neighbors. The Weymouth Street neighbors have agreed to placing one sign that states, “Garrett Park Residents and Guests only” in front of the concerned resident’s home. If Parkside residents continue to park on Weymouth, they will also need to move their cars off the road ahead of time when the Town is plowing. The concerned neighbor is also open to creating a parallel parking pad in front of his property, alongside Weymouth.
- Update on Strathmore/Knowles Hill Pedestrian Warning Light – Councilmember Wegner, Town Manager Fox, and representatives from the State Highway Administration (SHA) met at the Keswick and Strathmore crosswalk to discuss the safety concerns for pedestrians at the intersection, especially kids crossing to go to the pool. The Town is asking the State to install a light going up Knowles Hill that would blink when the crosswalk light is blinking, to notify people to slow down and use caution ahead. SHA has recently installed new signage on the way up the hill that states there is pedestrian crossing ahead. They also will be monitoring the site to draw conclusions on whether a flashing light further down the hill is warranted.

**Town Manager’s Report**

- Councilmember Paczkowski raised questions about the FY20 budget work session, and it was confirmed that the format of the FY20 budget would include tweaks rather than major changes. Council is encouraged to send any questions, concerns, or ideas to the Town Office prior to the FY20 work session. Questions were asked about the Wynne case and its impact on (MD) State and County income revenue. The Town Office is following up about when the Wynne case goes into effect, as this may have changed recently. It’s anticipated that the Town will see some reduction in revenue as a result of the Wynne case.
- Town Manager Fox reported that the February Revenues, Operations, and Capital Budgets are at expected levels, and total revenues and expenses are within projections. The adjustments to the FY 2019 Revenues, Operations, and Capital Budgets were proposed via the adoption of the FY 2019 Midyear Capital and Operating Budget. There was also one new building permit issued on February 28, 2019, number BP20190212-01, for a screened porch and deck at 11301 Rokeby Avenue. The public is also invited to observe the FY20 budget work session. The date, time, and location are to be determined. Please check the Town website for more information.

**Adjournment:** Mayor Kacky adjourned the meeting at 9:45 PM.

Respectfully submitted,

*Andrea Fox*

Andrea Fox, Clerk-Treasurer

