

July 10, 2024, Town Council Organizational Meeting Summary

(held in Person)

- Council Member Engle was appointed Mayor Pro Tem.
- The Mayor and Council discussed areas of interest and were assigned to the following Committees and liaising roles:
 - Auditing Committee – Conor Crimmins and Darin Bartram
 - Board of Elections – Ann Lichter
 - Ethics Commission – Nate Engle
 - Greenscape Committee – Ann Lichter
 - Development Review Board – Conor Crimmins and Darin Bartram
 - Mobility and Traffic Committee/Pedestrian and Bicycling Access & Safety Working Group – Nate Engle and Alan Simon
 - Sustainable Kensington – Ann Lichter and Nate Engle
 - Business Community Liaison - Conor Crimmins and Ann Lichter
 - Montgomery County Public Schools Liaison – Conor Crimmins and Ann Lichter
- Established the following Task Force Groups and liaising roles:
 - Parking Review – Conor Crimmins, Ann Lichter, and Alex Marini
 - Town Code Update – Darin Bartram and Matt Hoffman
 - Public Works Facility Design – Town Council and Staff
 - Town Office Re-Design – Tracey Furman and Matt Hoffman

Town Council Organizational Meeting July 10, 2024, 6:00 pm, held in Person

Council Members Engle and Lichter were sworn in prior to the Organizational Meeting.

Mayor Furman; Council Members Bartram, Crimmins, Engle, and Lichter; Town Manager Hoffman; Assistant Town Manager Marini; and Clerk-Treasurer Engels were present.

Council Member Engle was appointed to the position of Mayor Pro Tem. See Council Actions.

The Mayor and Council discussed areas of interest and were assigned to the following Committees and liaising roles:

- Auditing Committee – Conor Crimmins and Darin Bartram
- Board of Elections – Ann Lichter
- Ethics Commission – Nate Engle
- Greenscape Committee – Ann Lichter
- Development Review Board – Conor Crimmins and Darin Bartram
- Mobility and Traffic Committee/Pedestrian and Bicycling Access & Safety Working Group – Nate Engle and Alan Simon
- Sustainable Kensington – Ann Lichter and Nate Engle
- Business Community Liaison - Conor Crimmins and Ann Lichter
- Montgomery County Public Schools Liaison – Conor Crimmins and Ann Lichter

The Mobility and Traffic Committee will be combined with the Pedestrian and Bicycling Access & Safety Working Group.

Priorities were discussed for Fiscal Year 2024-2025 and the following Task Force Groups and liaising roles were established:

- Parking Review – Conor Crimmins, Ann Lichter, and Alex Marini
- Town Code Update – Darin Bartram and Matt Hoffman
- Public Works Facility Design – Town Council and Staff
- Town Office Re-Design – Tracey Furman and Matt Hoffman

The Council reviewed the draft letter to District 18 Delegation with regards to a proposed technical amendment to change the reference from single family to residential so municipalities can continue to regulate setbacks for all types of residential buildings.

Council Actions

Council Member Crimmins moved to appoint Council Member Engle as Mayor Pro Tem. The motion passed unanimously.

Council Member Engle moved to adjourn the Organizational Meeting at 7:00 pm. The motion passed unanimously.

July 10, 2024, Town Council Meeting Summary

(held in person and by Zoom Video Conferencing)

- Approved the Town Meeting Minutes of June 12, 2024.
- Approved the Closed Session Town Meeting Minutes of June 12, 2024.
- Acknowledged the appointments of Jeff Capron, Leslie Olson, and Kerry Thompson to the Auditing Committee.
- Removed the Sign Variance Hearing for 3750 W University from the Agenda, as it was determined that the Variance request was prohibited under Section 6-104(b), “Prohibited Signs”, of the Town Code.
- Acknowledged that CAS Engineering was awarded the Storm Drain Survey contract in the amount of \$9,900 in reference to **Resolution R-12-2024**, which required survey services to evaluate the existing storm drain inlets, pipe inverts, and underground utilities in coordination with the St. Paul Street and Farragut Avenue Storm Drain projects.
- Approved **Resolution No. R-13-2024** – Approving a Sign Variance to allow the existing freestanding (monument) sign at 10335 Kensington Parkway to be modified, in accordance with Section 6-104 (l), “Variance Procedure”, of the Town’s Sign Ordinance.
- Approved **Resolution No. R-14-2024** – Approving the installation of a six-foot (6’) fence within the front plane of the property located at 3401 Ferndale Street, in accordance with Section 5-109 (i), “Fences, Walls and Retaining Walls,” of the Town’s Housing and Building Regulations.
- Approved **Resolution No. R-15-2024** – Approving the installation of a driveway at 3505 Kent Street with a width of 13 feet, 10 inches (13’10”), in accordance with Section 5-107 (e), “Driveways and Parking Surfaces – Single Family Residential Zones”, of the Town Code.

Town Council Meeting July 10, 2024, 7:07 pm, held in Person and by Zoom Video Conferencing

Mayor Furman; Council Members Bartram, Crimmins, Engle, and Lichter; Town Manager Hoffman; Assistant Town Manager Marini; and Clerk-Treasurer Engels were present. The Pledge of Allegiance was recited, and a moment of silence was observed.

The Town Meeting Minutes from June 12, 2024, and the Closed Session Town Meeting Minutes from June 12, 2024, were reviewed and approved. See Council Actions.

From the Mayor and Town Council

Auditing Committee

Mayor Furman acknowledged the appointments of Jeff Capron, Leslie Oson, and Kerry Thompson to the Auditing Committee for a one-year term.

Council Committee Assignments for Fiscal Year 2024-2025

The Mayor and Council held an Organizational Meeting and set the Council responsibilities, Council liaisons, and established task forces for upcoming priorities. See Organizational Meeting Minutes. More information will be available on the task force areas and how Residents can become involved.

Montgomery County Attainable Housing Strategies

Council Member Crimmins discussed Montgomery Planning's recommendation for Attainable Housing Strategies, which proposes to add housing options within residential detached zones, including the R-60 zone, by removing restrictions and allowing duplexes, triplexes, and quadplexes, townhouses, and multi-tenet dwelling units. An article will be included within the September Around Town Journal with additional information.

Joe Campbell inquired about the Attainable Housing Strategy.

Leslie Olson commented on the Attainable Housing Strategy.

Council Member Lichter thanked everyone who helped with the 3rd Annual Juneteenth Event; reported the Greenscape Committee met at Ernest Memorial Park to review improvements to the Park and are continuing with tree education; Sustainable Kensington will be meeting July 18; and the 4th Annual Community Back to School Block Party will be held Saturday, August 24 from 2 to 4 pm outside Kensington House.

Council Member Engle reported that the Maryland Department of Transportation – State Highway Administration, released the Bicycle Pedestrian Priority Area (BPPA) report for Kensington, which is available on the Town's website. The Town will be working with the State and various stakeholders to implement some of the recommendations, which are directed at improving pedestrian and bicycle safety.

Council Member Engle reported that there will be a Walktober Event on October 19, from 1pm to 2pm, and there will be vouchers for participants from local businesses.

Council Member Crimmins reported that he met onsite at St. Paul Park with Playground Specialists and Residents to review the proposed playground expansion and ADA improvements. The project entails removing the mulch and adding rubberized ground cover to create one continuous area from the swings to the main play area, along with adding new equipment for children with mobility issues. Once the design has been completed there will be QR Codes available at St. Paul Park with more information, and installation should begin in March 2025.

Leslie Olson stated there were renderings of the design at the budget meeting and noted the mature trees in that area.

Mayor Furman reported that she, along with Council Member Bartram and Assistant Town Manager Marini, attended the MML Summer Conference, which had informative speakers, classes, and networking opportunities; thanked all that attended the Annual Bike Parade, and announced the Town Archives will be having an Open House on July 11 at 6:30pm with refreshments.

The Town meeting dates for September and October were changed due to a scheduling conflict with the Council. The September meeting has been moved to Tuesday, September 10, and the

October meeting has been moved to Thursday, October 10. The August meeting was canceled with the intent to establish an annual recess.

Public Appearances

Leslie Olson commented on the Little Library at St. Paul Park.

Town Manager Hoffman stated that the Little Library will be turned towards the south to allow greater accessibility and that the paint would be removed from the lead walk.

The Council expressed support for the Little Library.

Joe Campbell requested information on the Ad hoc task force groups.

Mayor Furman stated short-term Ad hoc task force groups include addressing parking on the south side of Town, designing the public works building, updating the Town code, and improving the Town offices.

From the Town Manager

Town Manager Hoffman stated the Sign Variance Hearing for 3750 W University Blvd was removed from the Agenda, as it was determined that the Variance request for internal illumination was prohibited under Section 6-104(b), “ Prohibited Signs”, of the Town Code. The applicant will apply for a regular permit without illumination; the storm drain survey referenced in Resolution R-12-2024 last month was awarded to CAS engineering for \$9,900 resulting in significant savings from the initial proposals; the storm drain engineering plans should be available by mid-September; and the bridge repair plans are moving forward, and an RFP should go out in September or October with construction beginning in the Spring.

Joe Campbell inquired if there was a projected completion date on the bridges.

Ordinances, Resolutions, and Regulations

Resolution No. R-13-2024 - A Resolution of the Mayor and Council of the Town of Kensington Approving a Sign Variance to allow the existing freestanding (monument) sign at 10335 Kensington Parkway to be modified, in accordance with Section 6-104 (l), “Variance Procedure”, of the Town’s Sign Ordinance was presented. See Council Actions.

Resolution No. R-14-2024 – A Resolution of the Mayor and Council of the Town of Kensington Approving the installation of a six-foot (6’) fence within the front plane of the property located at 3401 Ferndale Street, in accordance with Section 5-109 (i), “Fences, Walls and Retaining Walls,” of the Town’s Housing and Building Regulations was presented. See Council Actions.

Resolution No. R-15-2024 – A Resolution of the Mayor and Council of the Town of Kensington Approving the installation of a driveway at 3505 Kent Street with a width of 13 feet, 10 inches (13’10”), in accordance with Section 5-107 (e), “Driveways and Parking Surfaces – Single Family Residential Zones”, of the Town Code was presented. See Council Actions.

Council Actions

Council Member Lichter moved to approve the Closed Session Minutes from June 12, 2024. The motion passed unanimously.

Council Member Crimmins moved to approve the Town Meeting Minutes from June 12, 2024. The motion passed unanimously.

Council Member Engle moved to adopt Resolution R-13-2024 Approving a Sign Variance to allow the existing freestanding (monument) sign at 10335 Kensington Parkway to be modified, in accordance with Section 6-104 (l), "Variance Procedure", of the Town's Sign Ordinance. The motion passed unanimously.

Council Member Lichter moved to adopt Resolution R-14-2024 Approving the installation of a six-foot (6') fence within the front plane of the property located at 3401 Ferndale Street, in accordance with Section 5-109 (i), "Fences, Walls and Retaining Walls," of the Town's Housing and Building Regulations. The motion passed unanimously.

Council Member Crimmins moved to adopt Resolution R-15-2024 Approving the installation of a driveway at 3505 Kent Street with a width of 13 feet, 10 inches (13'10"), in accordance with Section 5-107 (e), "Driveways and Parking Surfaces – Single Family Residential Zones", of the Town Code. The motion passed unanimously.

Council Member Bartram moved to adjourn the meeting at 8:24 pm. The motion passed unanimously.