

TOWN  
MEETING  
July 8, 2021  
8:00 PM

**AGENDA**

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Agenda and Minutes** (June 10, 2021 - Town Meeting, June 24, 2021 - Work session)
4. **Ward 5 Vacancy Appointment\*** – Mayor and Council will listen to Ward 5 candidates for 3 – 5 minutes and then vote to fill the Ward 5 council member position.
5. **Swearing in of Ward Five Councilmember** – Mayor Munyeneh will formally swear in the Councilmember for Ward Five. The newly sworn Councilmember will immediately be seated.
6. **Approval of Consent Agenda\***
  - a. Approval of Resolution Concerning the Craftsman Property:
  - b. Approval of 42” Privacy Fence at 2700 Valley Way
  - c. Approval of Special Town Day  
  
-Former Councilmember Jennifer Garcia Day (October 14<sup>th</sup>, 2021)
  - d. Approval of Speed Humps on Lockwood
7. **Lower Beaverdam Creek Toxics Study – Progress Report** – Representatives from Maryland Department of the Environment will brief the Mayor and Council about the Lower Beaverdam Creek.
8. **Resident Input** - Public comment period. All comments are limited to 3 minutes. Residents are asked to please state name and ward.
9. **Committee Reports**
  - a. Recreation Council
  - b. Green Infrastructure Committee
  - c. Cheverly Day Committee
  - d. Planning Board
  - e. Board of Elections
10. **Town Administrator Report** – Administrator Galloway will provide a report to the Mayor and Council regarding the status of Town operations as well as a summary of actions taken under the COVID-19 state of emergency.
11. **Police Report** - Chief Towers will give monthly report.
12. **Public Works Report** – Director Brayman will give monthly report.
13. **Introduction / First Reader of Fence Ordinance Amendment** – Mayor Munyeneh will introduce an ordinance to approve houses located on corner lots to construct side yard fences.

14. **Review of July Worksession agenda and future requests** – The Mayor and Town Administrator will offer a forecast of the July Mayor and Council Worksession agenda.
15. **Mayor Announcements**
16. **Council Announcements**
17. **Adjourn**

(\*) denotes an agenda item requiring action (typically expressed by a vote) of Mayor and Council.

*Please Note: Pursuant to the Annotated Code of Maryland, State Government Article Section 10-508(a), the Council by majority vote may retire to executive or closed session at any time during the meeting. Should the Council retire to executive or closed session; the Mayor will announce the reasons and a report will be issued at a future meeting disclosing the reasons for such session.*

**You are invited to a Zoom webinar.**

*When:* June 10, 2021, 08:00 PM Eastern Time (US and Canada)

*Topic:* Cheverly Town Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84025983118?pwd=cEhsbmU2aEs5MGViaGJnWVh6c1h6UT09>

**Webinar ID: 840 2598 3118**

**Passcode: 213079**

Or iPhone one-tap : US: +13017158592,,84025983118# or +13126266799,,84025983118#

Or Telephone: US: +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656 or +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799

Town of Cheverly  
**Town Meeting Minutes**  
June 10, 2021

Meeting called to order at 8:30 pm via Zoom.

**Motion to Amend Agenda Removing Item #5, Craftsman Bike Trail Easement:** CM Nettles, seconded by CM Garcia. Approved unanimously.

Call to Order: Mayor Riazi, Council Members Nettles, Watson, Munyeneh, McCann, and Fry.  
Town Attorney – Todd Pounds and Jason DeLoach  
Staff: Town Administrator – Dylan O. Galloway, Director of Public Works - Steve Brayman, Chief of Police - Jarod J. Towers, and Town Clerk – TC Hegeman.

**Pledge of Allegiance** led by 10-year-old Cheverly resident Naomi Matthews.

**Claybrick Road Presentation** Matthew Gordon, Land Usage attorney and Tijuana Hicks, Director of Portfolio Management representing developer gave a presentation. It is proposed that WMATA will use the location for among other things Circulator fleet maintenance and driver testing and bus storage.

**Committee Reports**

*Green Infrastructure* Shelia Salo discussed the Air Quality Monitoring project.

*Planning Board liaison* CM Fry gave an update on trail connections, RDA for hospital hill, and Claybrick Road.

**Town Administrators Report** Administrator Galloway gave his bi-weekly covid report. He also discussed, Police Department reopening on June 8, Town Hall reopening on the same day by appointment only, Pepco proposed charging stations on Cheverly Avenue, and the RDA letter for hospital hill.

**Motion to Approve Minutes (May 19, 2021- Budget Session, May 20, 2021 – First Reader of Budget, May 27, 2021 – Worksession):** CM Watson, seconded by CM Nettles. Approved unanimously.

**Police Report** Chief Towers discussed recruitment and retention of police officers, reopening of the police department's lobby on June 8, use of force policy, theft from vehicles and Columbia Park Road camera requests.

**Public Works Report** Director Brayman spoke about tackling water issues. Neil Weinstein with LIDC gave a brief presentation about water woes and grants on water quality.

**Consent Agenda- Motion to Approve Consent Agenda:** CM Watson, seconded by CM Nettles. Approved unanimously.

The Consent agenda includes the following Town Grant requests and Council Rules and Procedures.

- Cheverly African American Community Organization (CAACO) — \$400
- Friends of Kilmer Street Park and Arboretum — \$750
- Cheverly Wildflower Garden (NIE Institute) — \$300
- VineCorps - \$2000

**Motion to Move Approval of Final Budget Reader Ordinance Between Items 14 and 15 to 14.5:** CM McCann, seconded by CM Nettles. Approved unanimously.

**Cheverly Planning Board** CM Munyeneh nominated Kobie Pruitt to be the newest member of the Planning Board. Mr. Pruitt gave a brief introduction of himself and spoke about his experience.

**Motion to Appoint Kobie Pruitt to the Cheverly Planning Board:** CM Munyeneh, seconded by CM Nettles. Approved unanimously.

**Juneteenth Proclamation** – brought forth by resident Barbara Brown.

**Motion to Approve Juneteenth Proclamation:** CM Nettles, seconded by CM Munyeneh. Approved unanimously.

**Final Reader of Budget Ordinance – Motion to Adopt Budget Ordinance O-01-22 for 2022 Fiscal Year:** CM Watson, seconded by CM Munyeneh. Approved unanimously.

**June Worksession Agenda Items**

Ward 1 traffic study	Police proposals
Fence variance	Mosquito spray discussion – MD Dept. of Agriculture
Food trucks	Booms history
MML review	Update on Complaints Board

**Mayor and Council Announcements**

*CM Garcia* resigned and read her resignation letter.

*CM Fry* Flea Market this Saturday, Community Market next Saturday, Cheverly Auxiliary accepting new members and their 80<sup>th</sup> anniversary is next year.

*CM Munyeneh* 4<sup>th</sup> Ward Civic association meeting is the third Monday of every month, please attend the boundary school meeting.

*CM Watson* Final Friday food truck event is on June 25 at the Legion.

*Mayor Riazi* explained the issues with the current school boundaries and encouraged resident to attend the school boundary meeting.

**Motion to Adjourn:** CM Garcia, seconded by CM McCann. Approved unanimously.

12:20 am

Town of Cheverly  
**Worksession**  
Minutes  
June 24, 2021

**Call to order:**

Meeting called to order at 7:30 pm via Zoom.

In attendance: Acting Mayor Munyeneh, Council Members Nettles, Watson, McCann, and Fry.  
Town Attorneys –Jason DeLoach and Todd Pounds  
Staff: Town Administrator – Dylan Galloway, Director of Public Works –  
Steve Brayman, and Town Clerk -TC Hegeman.

**Pledge of Allegiance**

**Swearing-in of Mayor** Kayce Munyeneh was sworn in as Mayor.

5-minute recess

**Appointment of Vice Mayor**

**Motion to Nominate CM Watson as Vice-Mayor:** CM McCann, seconded by CM Watson. Not enough votes to pass the motion.

**Motion to Nominate CM Fry as Vice-Mayor:** CM Nettles, seconded by CM Fry. Tie broken by Mayor Munyeneh. Approved unanimously.

**Ward One Traffic Studies** - Jack Goode, AMT Traffic Engineer, presented the results of his traffic study of Tremont Avenue. As a result of the traffic study, no traffic calming devices are recommended at this time. Mayor Munyeneh inquired to about the cost of a traffic study and was told by Mr. Goode that the cost is \$2,500 per study. She also inquired about the cost to install speed humps and was told the cost is \$7,500 per speed hump. CM Nettles requested a speed hump for Lockwood Street. Administrator Galloway suggested following the traffic study recommendations.

**Mosquito Dept. of Agriculture** – Brian Prendergast and Omari Bennett discussed the mosquito spray program. Mr. Prendergast explained that as a result of the 46 Exemption Requests, they will not be able to spray because they must stop spraying 300’ before the request and 300’ after the request location; therefore, there isn’t enough area to spray. Mr. Bennett strongly encouraged Cheverly to remain in the program as it is the only way they can trap and tell what kind of mosquitos are in the area. Spray season is June through October.

**Atapco Easement** – Town Attorney Todd Pounds discussed 23 Craftsman Circle. The developer wants to lease the space to various tenants/individuals and expect to need outside storage. It will have to be screened on all three sides for outside storage.

*CM Watson* Do we get the easements with this agreement?

*Attorney Pounds* They have been prepared and once signed the easements will go into effect.

*Administrator Galloway* We will include this in the Consent Agenda for a vote at the August Town Meeting.

**Fence Variance** – Attorney Pounds spoke about the fence variance request for the Ivey's. The current code prohibits fences in front yards, and he suggested updating the Ordinance so the need for these variances can be eliminated in the future. Jolene Ivey elaborated on her fence variance request and simply wants the same variance that her neighbor received. Mayor Munyeneh as CM Watson to bring the email that Ms. Ivey sent to him about the variance.

**Maryland Municipal League** – Mayor Munyeneh gave an overview of MML and what elected officials gain from it.

**Leadership Retreat** – Mayor Munyeneh suggested August 20 and 21 unfortunately, not all councilmembers were available on those dates. Mayor and Council will email each other about other possible dates.

**Town Administrator Report** – Administrator Galloway gave his bi-weekly Covid-19 Report and introduced Mike Lightfield as the Interim Treasurer. Mr. Lightfield spoke about updating processes and making things more efficient.

Administrator Galloway also discussed:

Blood Drive on September 29

Public Works returning to full operations

State of Emergency to be lifted by Governor Hogan on July 1.

Gym reopening on August 1 unless Mayor and Council extend the Emergency Ordinance

Letter submitted to RDA, and the gates at the hospital

Funeral home MOU,

EV charging stations and the Community Clean Up Event on July 24 from 8:00 am – 12:00 pm.

Ward 5 Councilmember replacement process

Mayor Munyeneh discussed the end of the year calendar and honoring former Mayor Riazi with her "own day" on her birthday in September and doing the same thing for the former Ward 5 councilmember in October.

**Review of July Town Meeting agenda and future request** – Mayor Munyeneh discussed.

Crestlawn update and consultant

Water Task Force (3-5 people) – names being accepted from councilmembers

AV upgrade

Strategic Plan update

Walking the Ward with the Mayor dates

No August Worksession – requested that councilmembers use that time to speak to the School Board about school boundaries in Cheverly

*CM McCann* – St. Ambrose Men’s Club event on Saturday.

*CM Watson* – inquired about the return to in person meetings, requested an update on the bike trail and wanted to know what the School Board will do with the Hoyer building.

*CM Fry* – Food Truck on Friday, Flea Market and Ice Cream Social at the Legion on Saturday.

*CM Nettles* – Speed humps for Lockwood.

**Motion to Adjourn:** CM Fry, seconded by CM McCann. Approved unanimously.

10:19 pm



2700 Valley Way  
Cheverly MD 20785  
Privacy Fence

Fence height: 42"

Fence construction: 4x4 posts at 6 foot intervals  
2x4 top/bottom rails  
3" gothic pickets spaced at 2 inch intervals



Fence location:

Red line shows proposed fence line

Green line shows inner edge of sidewalk

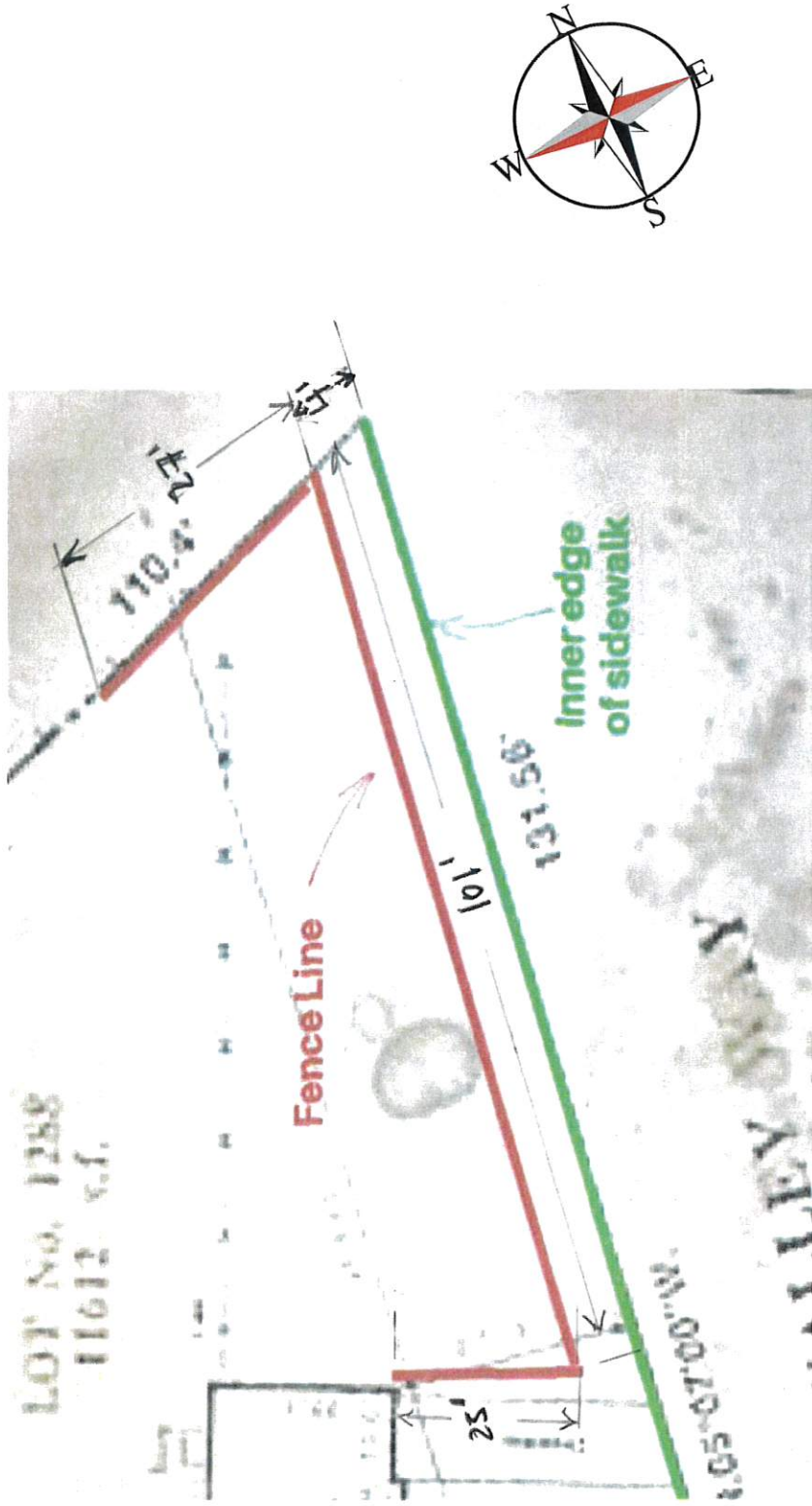


Fence line dimensions detail:

101 foot section parallel to sidewalk set back 4 feet

North side begins 4 feet in from sidewalk and extends 27 feet along north property line

South side begins 4 feet in from sidewalk and extends along driveway 25 feet to the house



A RESOLUTION CONCERNING THE CRAFTSMAN PROPERTY

WHEREAS, the Mayor and Town Council of Cheverly ("Town"), a municipal corporation has been engaged with Craftsman Circle, LLC, ("Craftsman"), owner of land that is developed with an industrial building for which Craftsman is proposing redevelopment of the current space into new building(s); and

WHEREAS, the land is comprised of 11.52 acres, and maintains a street address of 2300 Craftsman Circle, Hyattsville MD, 20781 and is situated within the boundary of the Town of Cheverly, hereinafter the Property; and

WHEREAS, the Property is subject of Covenants and Restrictions relative to certain aspects of its development and operation; and

WHEREAS, Craftsman has proposed a redevelopment that seeks to modify its front entrance and accompanying landscaping at the front entrance and allow outdoor storage in the rear of the Property, all in conformance with the Prince George's County Code and Zoning Ordinance ; and

WHEREAS, subsequent to discussions, the exchange of information and a site visit by its representatives, the Town, on March 8, 2021, unanimously approved the allowance of these modifications for the portion of the Property subject to the Covenants and Restrictions, as expressed below.

NOW, THEREFORE, BE IT RESOLVED the Town supports and that Craftsman is allowed to reduce the existing cul-de-sac entrance to a radius of 70 feet, consistent with County Subtitle 23 requirements.

BE IT FURTHER RESOLVED, the Town supports and that Craftsman is allowed to reduce the landscaping in the area of the newly reconstructed cul-de-sac entrance, consistent with the County Landscape Manual requirements.

BE IT FURTHER RESOLVED, the Town supports and that Craftsman is allowed to provide outside storage in the rear portion of the Property, consistent with County Subtitle 27 requirements, and in addition that any such outside storage be covered on all three sides and, if visible from any existing residential property, its top also be covered.

BE IT FURTHER RESOLVED that this Resolution shall become effective as of the date of its adoption

**TOWN OF CHEVERLY**  
**ORDINANCE No.:** \_\_\_\_\_

**An Ordinance whereby the Mayor and Council of the Town of  
Cheverly amend Chapter 8-9(b)(1) of the Town Code for the  
purpose of creating an exception for corner lot properties.**

**WHEREAS**, pursuant to § C-23 of the Town's Charter, the Mayor and Council are vested with the authority to pass ordinances and take such measures as they may deem necessary for the good government and improvement of the Town; and

**WHEREAS**, the Mayor and Council have reviewed the Town Code's and desires to amend section 8-9 covering the installation of fences.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the Town of Cheverly in regular session assembled, Chapter 8-9(b)(1) of the Town of Cheverly Code is hereby amended as follows:

(b) Prohibited Locations. Fences are prohibited in the following:

(1) The front yard except for houses located on a corner lot with two paved roadways on the sides of the lot. For those properties, the fence may be permitted to be installed up to the sidewalk or roadway, subject to set back requirements, however, the fence may not be installed in front of the house from the outside corners of the structure as determined by the length of the house/structure to the roadway.

**AND BE IT FURTHER ORDAINED** that this Ordinance shall take effect 30 days from the date of its adoption.

**AND BE IT FURTHER ORDAINED** that a fair summary of this Ordinance shall forthwith be published twice in a newspaper having general circulation in the Town and otherwise be made available to the public.

**INTRODUCED** by the Town Council of the Town of Cheverly, Maryland, at a regular public meeting on \_\_\_\_\_, 2021.

**ADOPTED** by the Town Council of the Town of Cheverly, Maryland, at a regular public meeting on \_\_\_\_\_, 2021.

**ADOPTED:** \_\_\_\_\_

Attest: \_\_\_\_\_

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Councilmember

\_\_\_\_\_  
Councilmember

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Councilmember

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Councilmember