



Government of the District of Columbia
ADVISORY NEIGHBORHOOD COMMISSION 3/4G

Chevy Chase, Barnaby Woods, Hawthorne
5601 Connecticut Avenue N.W. P.O. Box 6252 Washington, D.C. 20015
3G@anc.dc.gov | <http://www.anc3g.org> | YouTube: ANC3G |

○ **COMMISSIONERS**

- 3/4G-01 - Lisa R. Gore, Chair 3/4G-02 - Bruce Sherman, Secretary
- 3/4G-03 - James Nash 3/4G-04 - Michael Zeldin 3/4G-05 - Peter Lynch
- 3/4G-06 - Peter Gosselin, Vice Chair 3/4G-07 - Zachary Ferguson, Treasurer

ANC 3/4G Virtual Administrative Meeting
March 20, 2024
7:00 - 9:30 pm

On Line: Register for the Video Meeting [here](#)

7:00 Call to Order and Commissioner Introductions

7:02 Meeting Procedures (See below) and Adoption of Agenda

Issues for Discussion

1) Near-term Special Meetings and Issues

- Proposed zoning changes for Community Center-Library site and rest of upper Connecticut Ave. commercial corridor
 - March 27, 2024 special meeting with OP staff proposal
 - Other sessions prior to April 29, 2024 Zoning Commission on OP proposal.
 - Draft, debate and vote on resolution concerning zoning prior to April 29, 2024
- Proposed Historic District
Proposal is likely to be taken up by the Historic Preservation Review Board in late summer or fall 2024. We have said we intend to conduct a series of sessions on the proposal, beginning with a meeting with HPO staff. Need to schedule and begin choosing subject areas.

- Community Center-Library Site RFP
Proposals are due April 18, 2024. This deadline may slide and we don't know how long DMPED will take conducting internal review. We may want to schedule public meetings with potential bidders prior to April 18, 2024 and certainly will need a series of presentations/public discussions if/when DMPED releases specific proposals in the spring/early summer of 2024.
- Other Near-term Issues
What other issues are likely to continue demanding our attention or emerge, and how to handle them? Bioretention basins? Legal challenges? Schools? Traffic/Connecticut Ave.?

2) Near-term Council Testimony

The Mayor will issue her budget March 20, 2024. We have discussed testifying about the DCPS, DCPL and DPR budgets. We may want to consider DDOT, the Housing Production Trust Fund and others.

3) Near-term Work Sharing & Performance

Even if we decide to renew the search for an administrative assistant and/or tech help, we know from past experience, it will take time to land someone. We need to agree to work-sharing arrangements for:

- Administrative – agendas, correspondence, including resolutions
- Minutes & video
- Webmaster/posting
- Meetings, including interaction with DPR for space, meeting tech

4) Administrative Assistant and Tech Help

Who will take the lead? Job description(s)? Money? Timetable?

5) ANC Process

- Commissioner interactions with DC agencies
- Meeting process – holding residents to speaking time limits, ensuring commissioners have time to speak.

6) ANC Committee Structure

Commissioners Sherman and Lynch have raised questions about this.

7) Commissioner Relations

Sherman has suggested discussing “respective views of Commission’s role.” Lynch has suggested discussing “commissioner respect” and “responsibilities of the chair’s role.” Gosselin wants to discuss commissioner cooperation, which is at a low ebb.

If you are not able to attend the ANC's public virtual administrative meeting, you may submit your written comments to 3G@anc.dc.gov. Video of the meeting will be available on YouTube channel ANC3G.

Administrative Meeting Procedures: The purpose of an ANC administrative meeting is to allow commissioners to discuss among themselves the Commission's internal operations and how to handle issues before the ANC or likely to come before it. NO VOTES ARE TAKEN AT AN ADMINISTRATIVE MEETING. Residents and members of the broader public are invited to attend, but, unless permitted by the Chair, are asked not to speak.

Regular Meeting Procedures: The ANC's meetings are run with a few norms in mind, and we expect everyone to abide by these norms. They promote a civil and respectful discourse.

1. Residents are encouraged to send any questions or comments to the Chair at 3G01@anc.dc.gov in advance of the meeting so that they can be addressed during the meeting.
2. Except when they are recognized to speak, all virtual attendees should mute their devices to avoid disruptions from background noises. In-person attendees should be recognized by the Chair before making comments.
3. Meetings will follow the agenda and the times listed there, with any modifications determined by the Chair.
4. During meetings, virtual attendees should use the chat function to ask questions or to request to make a comment; they will then be recognized by the Chair.
5. We understand that sometimes issues may provoke strong emotions and that these expectations may be forgotten. Part of the Chair's job is to remind you of these norms during the meeting.
6. Regular Commission meetings will be in person at the Chevy Chase Community Center with a Zoom component – a hybrid format.
7. Meetings will observe an 1 hour, 45 minute time limit in keeping with a reasonable citizen time commitment and Community Center scheduling requirements.
8. Commissioner introductions and community/agency announcements will be abbreviated to one-minute each.
9. ANC 3/4G community-related agenda items will now be placed first on the agenda.
10. A new, 15-minute block of unstructured time for resident comments will be incorporated into every regular Commission meeting – for new business other than agenda items.
11. Speakers must limit any statements or questions to the time allotted. The Commission also accepts emailed and written comments or questions. When discussing agenda items residents will have the first opportunity to speak on agenda items, followed by Commissioner briefs.
12. Commissioner briefs on agenda items will be kept to three-minutes with a two-minute follow-up, as needed.
13. Resident briefs on agenda items (i.e., scheduled contributions by residents as part of the agenda) will be given the same time as Commissioners: three minutes with a two-minute

follow-up. Every resident will have an opportunity to be heard once on an issue before any resident is heard twice.

14. Ad hoc comments by residents in response to agenda items and during the 15-minute open session will be kept to one minute with a one-minute follow-up, as needed.
15. Routine Business items that have the unanimous approval of the Commission will be moved to the "Consent Agenda." The following types of items are sometimes included in the consent portion of meeting agendas: Topics of a routine/recurring nature; procedural decisions; Non-controversial issues that do not require debate or deliberation; Items previously discussed for which the Commission has come to a consensus, but that still need an official vote. The following items should be considered for consent items: The previous meetings' minutes; Financial reports or any other reports that are informational only and that do not require debate; and Resolutions that do not require debate, like ceremonial resolutions.
16. Task Force/Committee Reports should be limited to two-minutes each. If a Task Force is submitting recommendations to the Commission or has any report that may extend beyond two-minutes, the recommendation and report shall be submitted to the full Commission 7 days in advance of the ANC meeting it is to be discussed.