



HISTORIC PRESERVATION COMMISSION

Marc Elrich
County Executive

Robert Sutton
Chairman

Date: October 4, 2023

MEMORANDUM

TO: Rabbiah Sabbakhan
Department of Permitting Services

FROM: Michael Kyne
Historic Preservation Section
Maryland-National Capital Park & Planning Commission

SUBJECT: Historic Area Work Permit: #1044473 – Tree removal.

The Montgomery County Historic Preservation Commission (HPC) has reviewed the attached application for a Historic Area Work Permit (HAWP). This application was approved by historic preservation staff.

The HPC staff has reviewed and stamped the attached construction drawings.

THE BUILDING PERMIT FOR THIS PROJECT SHALL BE ISSUED CONDITIONAL UPON ADHERENCE TO THE ABOVE APPROVED HAWP CONDITIONS AND MAY REQUIRE APPROVAL BY DPS OR ANOTHER LOCAL OFFICE BEFORE WORK CAN BEGIN.

Applicant: Martha Hoff
Address: 7013 Sycamore Avenue, Takoma Park

This HAWP approval is subject to the general condition that the applicant will obtain all other applicable Montgomery County or local government agency permits. After the issuance of these permits, the applicant must contact this Historic Preservation Office if any changes to the approved plan are made. Once work is complete the applicant will contact Michael Kyne at 301.563.3403 or michael.kyne@montgomeryplanning.org to schedule a follow-up site visit.





HISTORIC PRESERVATION COMMISSION

HAWP #: _____ at: _____

submitted on: _____

has been reviewed and determined that the proposal fits into the following category/categories:

Repair or replacement of a masonry foundation with new masonry materials that closely match the original in appearance;

Installation of vents or venting pipes in locations not visible from the public right-of-way;

New gutters and downspouts;

Removal of vinyl, aluminum, asbestos, or other artificial siding when the original siding is to be repaired and/or replaced in kind;

Removal of accessory buildings that are not original to the site or non-historic construction;

Repair or replacement of missing or deteriorated architectural details such as trim or other millwork, stairs or stoops, porch decking or ceilings, columns, railings, balusters, brackets shutters, etc., with new materials that match the old in design, texture, visual characteristics, and, where possible materials, so long as the applicant is able to provide one extant example, photographic evidence, or physical evidence that serves as the basis for the work proposed;

Construction of wooden decks that are at the rear of a structure and are not visible from a public right-of-way;

Roof replacement with -compatible roofing materials, or with architectural shingles replacing 3-Tab asphalt shingles;

Installation of storm windows or doors that are compatible with the historic resource or district;

Repair, replacement or installation of foundation-level doors, windows, window wells, and areaways, or foundation vents, venting pipes, or exterior grills that do not alter the character-defining features and/or the historic character of the resource;

Construction of fences that are compatible with the historic site or district in material, height, location, and design;

Fence is lower than 48" in front of rear wall plane;

Construction of walkways, parking pads, patios, driveways, or other paved areas that are not visible from a public right-of-way and measure no more than 150 square feet in size;

Replacement of existing walkways, parking pads, patios, driveways, or other paved areas with materials that are compatible with the visual character of the historic site and district and that are no greater than the dimensions of the existing hardscape;

Construction of small accessory buildings no larger than 250 square feet in size that are not visible from the public right-of-way;

Installations of skylights on the rear of a structure that will not be visible from the public right-of-way, and would not remove or alter character-defining roof materials;

Installation of solar panels and arrays in locations that are not readily visible from the public right-of-way or that are designed so as to have a minimal impact on the historic resource or the historic district (e.g., systems that are ground-mounted in areas other than the front or side yard of a corner lot, located on accessory or outbuildings, on non-historic additions, or on rear facing roof planes);

Installation of car charging stations in any location on a property or in the right-of-way;

Installation of satellite dishes;

Removal of trees greater than 6" in diameter (d.b.h.) that are dead, dying, or present an immediate hazard.

Removal of trees greater than 6" in diameter (d.b.h.) in the rear of the property that will not impact the overall tree canopy of the surrounding district or historic site;

Replacement tree required as a condition; and,

Other minor alterations that may be required by the Department of Permitting Services post-Commission approval that would have no material effect on the historic character of the property.

Staff finds the proposal complies with Chapter 24A, the Secretary of the Interior's Standards for Rehabilitation, and any additional requisite guidance. Under the authority of COMCOR No. 24A.04.01, this HAWP is approved by Michelle K... on _____. The approval memo and stamped drawings follow.



APPLICATION FOR HISTORIC AREA WORK PERMIT HISTORIC PRESERVATION COMMISSION 301.563.3400

FOR STAFF ONLY: HAWP# DATE ASSIGNED

APPLICANT:

Name: Address: Daytime Phone: E-mail: City: Zip: Tax Account No.:

AGENT/CONTACT (if applicable):

Name: Address: Daytime Phone: E-mail: City: Zip: Contractor Registration No.:

LOCATION OF BUILDING/PREMISE: MIHP # of Historic

Is the Property Located within an Historic District? YES

Is the property on a Historic Preservation/Land Trust/Environmental map? By Michael Kyne at 12:44 pm, Oct 04, 2023

Are other Planning and/or Hearing Examiner Approvals (Conditional Use, Variance, Record Plat, etc.?) If YES, include supplemental information.

APPROVED Montgomery County Historic Preservation Commission [Signature]

Building Number: Street: Town/City: Nearest Cross Street: Lot: Block: Subdivision: Parcel:

TYPE OF WORK PROPOSED: See the checklist on Page 4 to verify that all supporting items for proposed work are submitted with this application. Incomplete Applications will not be accepted for review. Check all that apply:

- Checklist of work types: New Construction, Addition, Demolition, Grading/Excavation, Deck/Porch, Fence, Hardscape/Landscape, Roof, Shed/Garage/Accessory Structure, Solar, Tree removal/planting, Window/Door, Other.

I hereby certify that I have the authority to make the foregoing application, that the application is correct and accurate and that the construction will comply with plans reviewed and approved by all necessary agencies and hereby acknowledge and accept this to be a condition for the issuance of this permit.

Signature of owner or authorized agent Date

HAWP APPLICATION: MAILING ADDRESSES FOR NOTIFYING
[Owner, Owner's Agent, Adjacent and Confronting Property Owners]

Owner's mailing address

Owner's Agent's mailing address

Adjacent and confronting Property Owners mailing addresses

APPROVED

Montgomery County

Historic Preservation Commission



REVIEWED

By Michael Kyne at 12:44 pm, Oct 04, 2023

Description of Property: Please describe the building and surrounding environment. Include information on significant structures, landscape features, or other significant features of the property:

Description of Work Proposed: Please give an overview of the work to be undertaken:

REVIEWED

By Michael Kyne at 12:44 pm, Oct 04, 2023

APPROVED

Montgomery County

Historic Preservation Commission



Work Item 1: _____

Description of Current Condition:

Proposed Work:

Work Item 2: _____

Description of Current Condition:

Proposed Work:

REVIEWED
By Michael Kyne at 12:44 pm, Oct 04, 2023

APPROVED
Montgomery County
Historic Preservation Commission


Work Item 3: _____

Description of Current Condition:

Proposed Work:

**HISTORIC AREA WORK PERMIT
CHECKLIST OF
APPLICATION REQUIREMENTS**

Proposed Work	Required Attachments 1. Written Description	2. Site Plan	3. Plans/ Elevations	4. Material Specifications	5. Photographs	6. Tree Survey	7. Property Owner Addresses
New Construction	*	*	*	*	*	*	*
Additions/ Alterations	*	*	*	*	*	*	*
Demolition	*	*	*		*		*
Deck/Porch	*	*	*	*	*	*	*
Fence/Wall	*	*	*	*	*	*	*
Driveway/ Parking Area	*	*			*	*	*
Grading/Exc avation/Land scaing	*	*					*
Tree Removal	*	*					*
Siding/Roof	*	*	*				*
Window/ Door Changes	*	*	*				*
Masonry Repair/ Repoint	*	*	*	*	*		*
Signs	*	*	*	*	*		*

REVIEWED
By Michael Kyne at 12:44 pm, Oct 04, 2023

APPROVED
Montgomery County
Historic Preservation Commission





DEPARTMENT OF PERMITTING SERVICES

Marc Elrich
County Executive

Rabbiah Sabbakhan
Director

HISTORIC AREA WORK PERMIT APPLICATION

Application Date: 9/19/2023

Application No: 1044473
AP Type: HISTORIC
Customer No: 1334297

Comments

Takoma Park Tree Removal request #W011192-091123. PRELIMINARY APPROVAL GRANTED 9/15/23

Affidavit Acknowledgement

The Homeowner is the Primary applicant
This application does not violate any covenants and deed restrictions

Primary Applicant Information

Address 7013 Sycamore AVE
Takoma Park, MD 20912

Homeowner Hoff (Primary)

Historic Area Work Permit Details

Work Type ALTER

Scope of Work Remove dying Black Cherry Tree from Property. City of Takoma Park has granted preliminary approval

REVIEWED

By Michael Kyne at 12:44 pm, Oct 04, 2023

APPROVED
Montgomery County
Historic Preservation Commission

A handwritten signature in black ink, appearing to read "Rabbiah Sabbakhan", written over a horizontal line.

From: Online Customer Service Center TakomaParkMD@mycusthelp.com
Subject: Tree Removal Request :: W011192-091123 - Preliminary Approval
Date: September 15, 2023 at 4:04 PM
To: martha.hoff02@gmail.com



09/15/2023

APPLICATION NUMBER [W011192-091123](#)

Martha Hoff
7013 Sycamore Ave
TAKOMA PARK, MD 20912

Re: Tree Removal Application at:
7013 Sycamore Ave

REVIEWED

By Michael Kyne at 12:44 pm, Oct 04, 2023

Dear Martha Hoff:



The City of Takoma Park has assessed this tree identified in your Tree Removal Permit Application. Below are the notes from the assessment:

Tree Type: **BLACK CHERRY**
Trunk Diameter: **11 inches**
Tree Location Relative to House: **BACK RIGHT**

Tree Condition Rating (1-5):
Crown/Branches: **2**
Root & Root Collar: **3**
Tree Health & Species Profile: **2**
Trunk: **3**
Criterion Total (4-20): **10**

Assessment Notes:

The trees crown is diminished in size and somewhat stunted. Leaves are reduced in size. There's a moderate amount of small branch dieback. The tree is not outstanding in any quality. Removal of the tree will not constitute a notable reduction in tree canopy.

Based on this assessment, your application has received **Preliminary Approval**.

You have not yet received a permit to remove this tree.

Preliminary approval means that the City will post your property for a 15 day period beginning 09/15/2023 and ending for public comment. A permit to remove the tree will be granted after the comment period is completed and the City receives the signed agreement to adhere to the City's tree replacement requirement. If public comments are received that request an appeal of the removal, a hearing before the Tree Commission will be scheduled to determine if removal can proceed.

Historic Area Work Permit (HAWP)

Additionally, since your property is located within the Historic District, you are required to receive a HISTORIC AREA WORK PERMIT (HAWP). To apply for a HAWP, contact Montgomery County Department of Permitting Services by phone 301-563-3400, by email MCP-Historic@mncppc-mc.org or online at: <https://montgomeryplanning.org/planning/historic/historic-area-work-permits/>

Note that this preliminary permit letter may serve as a HAWP application.

REVIEWED

By Michael Kyne at 12:44 pm, Oct 04, 2023



Permits for trees that are not determined to be dead have a replacement planting obligation. The City Code defines a form of trees required to be planted using the trunk diameter and condition assessment of the removed tree. After your 15-day appeal period is completed, you will need to indicate the method with which you would like to fulfill your replacement planting obligation. You have three ways you can do this:

- Agree to plant the required trees
- Pay a fee-in-lieu of planting equaling \$312 per 1.5" trunk caliper tree
- A combination of both tree planting agreement and fee-in-lieu payment

Conditions for Replacement Planting Option

- You must plant the number of 1.5" caliper trees indicated in your preliminary approval notice, or an equivalent basal area of larger trees up to 3" caliper. For this Tree Removal Request, the number of 1.5" trees required is **(1) tree(s)**
- Trees must be planted on a private property within the City of Takoma Park. [See here for a map of the City's boundaries.](#)
- Trees must be of the same size category as the tree that was removed. For your tree, that is the **(LARGE)** category.
- Trees must be selected from the Approved Tree Species List, linked here: <https://documents.takomaparkmd.gov/government/public-works/Trees/Takoma>

HERE: <https://documents.takomaparkmd.gov/government/public-works/trees/takoma-park-approved-tree-species-list.pdf>

- Documentation of the completed planting must be provided within six months after your permit is issued. Failure to plant the trees within six months is a violation of the law.
- You cannot use a publicly subsidized program, including the City's Tree Takoma program, to plant your required trees. If you would like to use the Tree Takoma program or another public tree planting program, you must opt to pay the fee-in-lieu to satisfy your requirement.

Conditions for Fee-in-Lieu Payment Option

- Indicate that you would like to pay the fee-in-lieu instead of planting via the MyTKPK portal and pay the invoice generated by City Staff.
- The fee-in-lieu amount to satisfy your entire replacement planting obligation is \$312 times **(1) tree(s)**, or: **(\$312)**

An email notice with further instructions will be sent after your application has passed its 15-day appeal period.

If you have any questions, please contact the Urban Forest Manager by replying to this email.

REVIEWED

By Michael Kyne at 12:44 pm, Oct 04, 2023

APPROVED

Montgomery County

Historic Preservation Commission



Robert H. Butler

Case No. 2023-00001
Application for
Historic Preservation Review
Montgomery County, Maryland and
Historic Commission of Montgomery County
Date: 10/04/2023
Project Name:

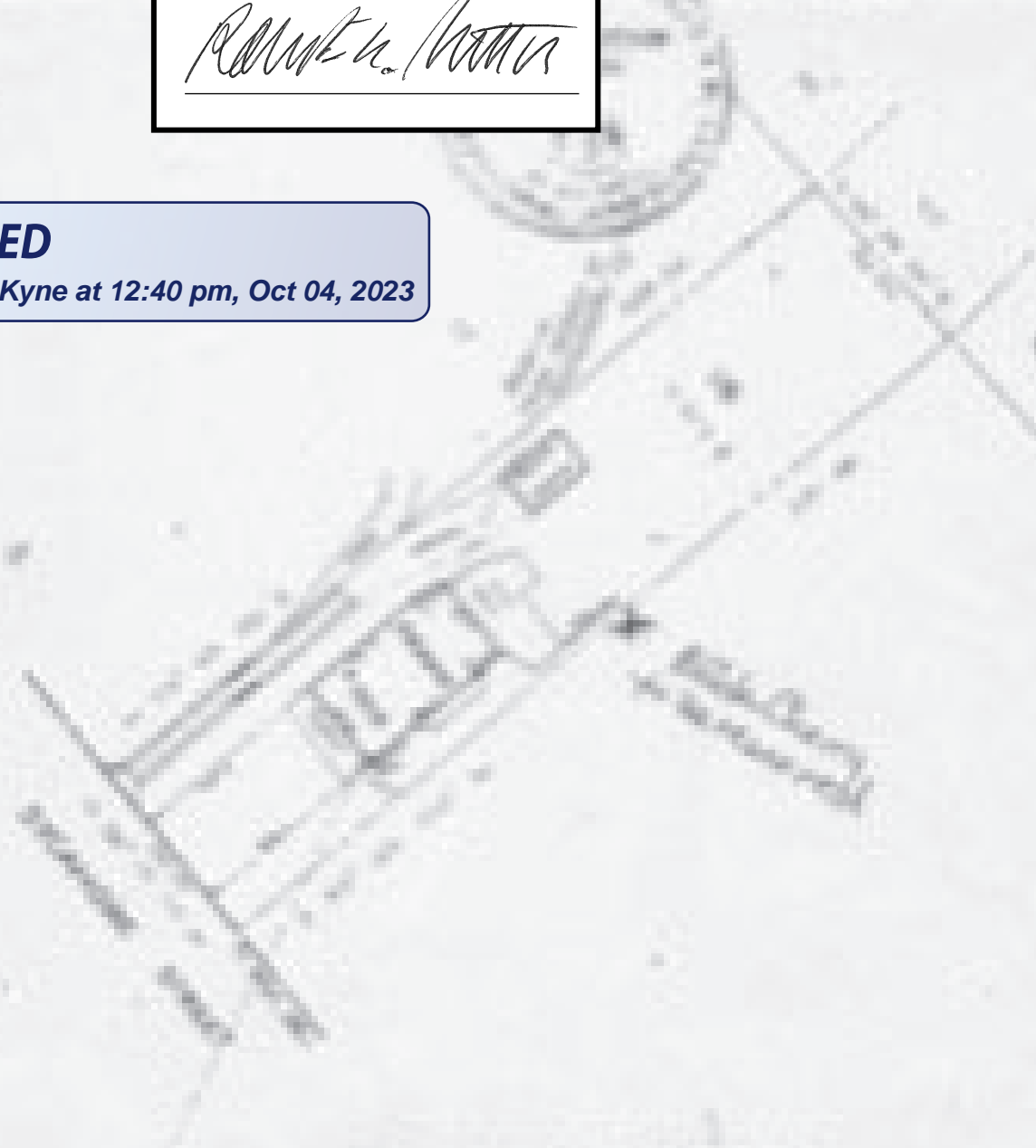
The County Board has reviewed the application for historic preservation review in accordance with
Montgomery County Code, Title 21, Chapter 21-101, and has approved the application. The Board
has determined that the proposed project is in accordance with the historic preservation policies.

Case No. 2023-00001
Application for
Historic Preservation Review

Historic Commission of Montgomery County
Date: 10/04/2023
Project Name:

APPROVED
Montgomery County
Historic Preservation Commission


REVIEWED
By Michael Kyne at 12:40 pm, Oct 04, 2023



APPROVED
Montgomery County
Historic Preservation Commission

Robert H. [Signature]

REVIEWED

By Michael Kyne at 12:40 pm, Oct 04, 2023

1015

7015 Camrose Ave

7011

Northhoff

APPROVED

Montgomery County
Historic Preservation Commission



REVIEWED

By Michael Kyne at 12:40 pm, Oct 04, 2023

APPROVED
Montgomery County
Historic Preservation Commission

Robert H. [Signature]

REVIEWED

By Michael Kyne at 12:40 pm, Oct 04, 2023

APPROVED
Montgomery County
Historic Preservation Commission

Robert H. [Signature]

REVIEWED

By Michael Kyne at 12:40 pm, Oct 04, 2023