



HISTORIC PRESERVATION COMMISSION

Marc Elrich
County Executive

Robert K. Sutton
Chairman

Date: November 23, 2022

MEMORANDUM

TO: Mitra Pedoeem
Department of Permitting Services

FROM: Rebecca Ballo
Historic Preservation Section
Maryland-National Capital Park & Planning Commission

SUBJECT: Historic Area Work Permit #1009881: Alteration to front stairs and hardscape alteration

The Montgomery County Historic Preservation Commission (HPC) has reviewed the attached application for a Historic Area Work Permit (HAWP). This application was **Approved** at the November 16, 2022 HPC meeting.

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: Laura Sullivan
Address: 5707 Surrey Street, Chevy Chase

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 Rebecca Ballo at 301.563.3404 or Rebecca.Ballo@montgomeryplanning.org to schedule a follow-up site visit.





APPLICATION FOR HISTORIC AREA WORK PERMIT
HISTORIC PRESERVATION COMMISSION
301.563.3400

FOR STAFF ONLY:
HAWP# 1009881
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:
Contractor Re



LOCATION OF BUILDING/PREMISE: MIHP # of Historic Property

Is the Property Located within an Historic District?
Is there an Historic Preservation/Land Trust/Environmental Easement on the Property?
By Rebecca Ballo at 9:00 am, Nov 23, 2022

Are other Planning and/or Hearing Examiner Approvals /Reviews Required as part of this Application?
(Conditional Use, Variance, Record Plat, etc.?) If YES, include information on these reviews as supplemental information.

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:

- 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.

Laura Sullivan

Signature of owner or authorized agent

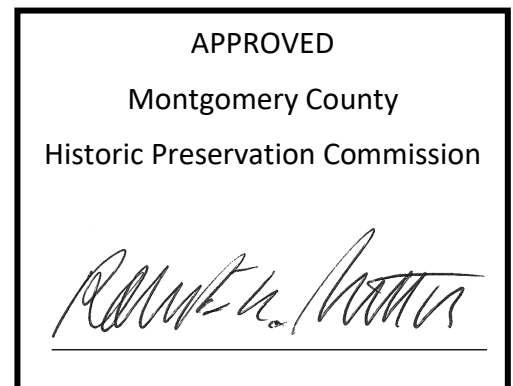
Date

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	
	4727 Essex Avenue Chevy Chase, MD 20815
5710 Surrey Street Chevy Chase, MD 20815	4801 Essex Avenue Chevy Chase, MD 20815

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 Rebecca Ballo at 9:00 am, Nov 23, 2022

Work Item 1: _____

Description of Current Condition:	Proposed Work:
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Work Item 2: _____

Description of Current Condition:	Proposed Work:
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Montgomery County
Historic Preservation Commission



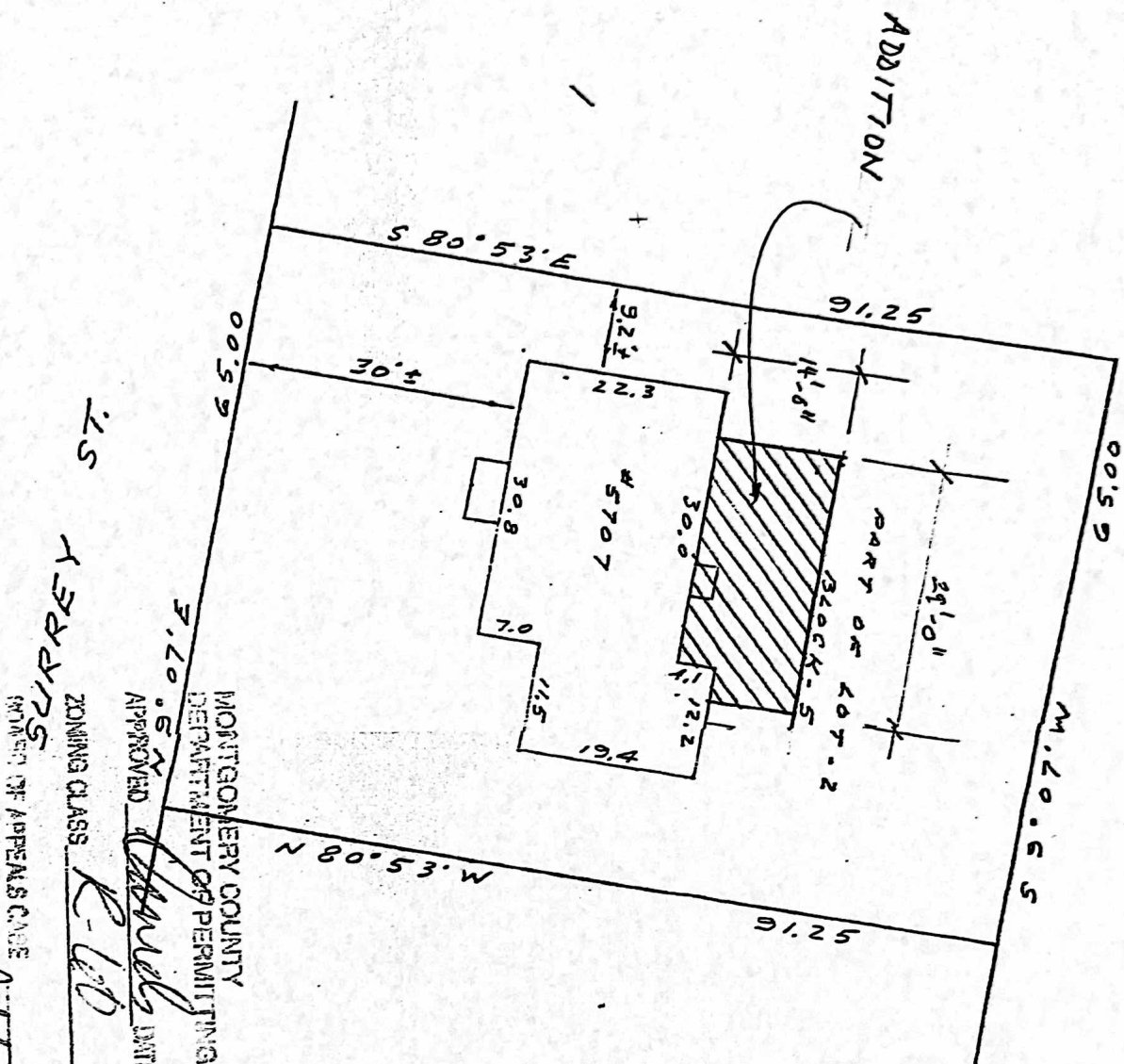
Work Item 3: _____

Description of Current Condition:	Proposed Work:
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REVIEWED
By Rebecca Ballo at 8:59 am, Nov 23, 2022

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

	Required Attachments						
Proposed Work	I. 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/Excavation/ Landscaping	*	*		*	*	*	*
Tree Removal	*	*		*	*	*	*
Siding/ Roof Changes	*	*	*	*	*		*
Window/ Door Changes	*	*	*	*	*		*
Masonry Repair/ Repoint	*	*	*	*	*		*
Signs	*	*	*	*	*		*



MONTGOMERY COUNTY
 DEPARTMENT OF PERMITTING SERVICES
 APPROVED *[Signature]* DATE 2/21/76
 ZONING CLASS R-6D PAGE 2
 SURVEY ADD
 WORKING OF APPEALS CASE

HOUSE LOCATION
PART OF LOT - 2 BLOCK - 5

SOMERSET HEIGHTS

MONTGOMERY PRINCE GEORGES COUNTY, MARYLAND

RECORDED IN PLAT BOOK 1, PLAT 30 SCALE 1" = 20'

NOTE: This drawing is not intended to establish property lines nor the existence of corner markers guaranteed. All information shown hereon taken from the land records of the county in which the property is located.

I hereby certify that the position of all the existing improvements on the above described property has been established by a transit tape measurement and that unless otherwise shown there are no encroachments.

Date: FEB. 21, 1976

By *[Signature]*
 ELWOOD L. RENN
 Registered Land Surveyor
 Maryland No. 3383

M-1502

COPIES

FILE

FILE

A map of a residential neighborhood with a parcel highlighted in pink. The parcel is an irregular shape with a diagonal hatching pattern. A red dot is located on the parcel. A data popup window is overlaid on the map, displaying the following information:

Parcel

OBJECTID	281316
ACCT	00538158
STATUS	M
TOWN_CODE	19
DISTRICT	07
SUBDIVISION	0044
SORT_KEY	SULLIVAN L
ACRE_OR_SQFT	S
LIBER	57131
FOLIO	0144
LOT	P2
BLOCK	5
TAX_CLASS	09
ASSMT_DATE	2,022
LAND_ASSMT	932,900

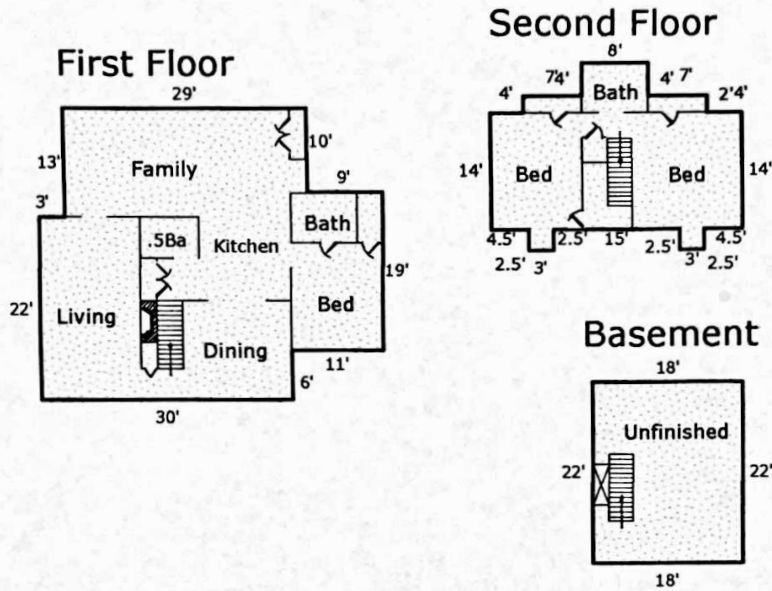
[Zoom to](#)

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LIBER	57131
FOLIO	0144
LOT	P2
BLOCK	5
TAX_CLASS	09
ASSMT_DATE	2,022
LAND_ASSMT	932,900

[Zoom to](#)

FLOORPLAN

Client: Ruthmary C Balge Trust	File No.: B11-258
Property Address: 5707 Surrey Street	Case No.:
City: Chevy Chase	State: MD Zip: 20815-5519



Sketch by Apex Media™

Comments: The placement and orientation of the interior walls is approximate, but essentially correct. The gross living area of the subject has been calculated in accordance with The American National Standards Institute Standard Z765-2003.

AREA CALCULATIONS SUMMARY			
Code	Description	Net Size	Net Totals
GLA1	First Floor	1240.0	1240.0
GLA2	Second Floor	511.0	511.0
BSMT	Basement	396.0	396.0
Net LIVABLE Area		(rounded)	1751

LIVING AREA BREAKDOWN			
Breakdown			Subtotals
First Floor			
16.0	x	41.0	656.0
6.0	x	30.0	180.0
10.0	x	29.0	290.0
3.0	x	38.0	114.0
Second Floor			
3.0	x	2.5	7.5
2.5	x	3.0	7.5
30.0	x	14.0	420.0
2.0	x	22.0	44.0
4.0	x	8.0	32.0
9 Items		(rounded)	1751

Current Photos of Walkway and Stairs

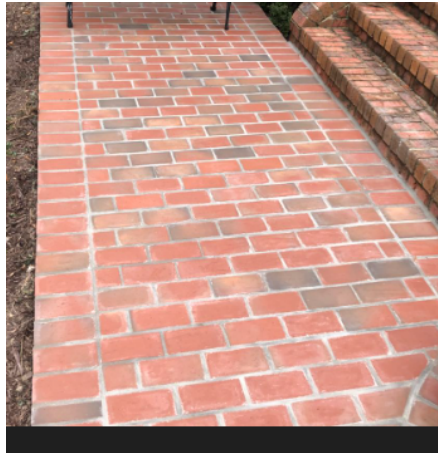


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Montgomery County
Historic Preservation Commission



REVIEWED
By Rebecca Ballo at 8:59 am, Nov 23, 2022

Examples of proposed fixes



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Montgomery County
Historic Preservation Commission



REVIEWED

By Rebecca Ballo at 8:59 am, Nov 23, 2022



CARLS MASONRY UNLIMITED, INC.
8142 BEECHCRAFT AVE.
GAITHERSBURG, MD 20879
P (301) 519-2233 F (301) 5192299
MHIC #48902
carlsconstruction1@verizon.net

PROPOSAL

NAME / ADDRESS

Laura Sullivan
 5707 Surrey St.
 Bethesda MD. 20815

WORK TO BE PERFORMED AT:

APPROVED
 Montgomery County
 Historic Preservation Commission



DATE
10/9/2022

PROPOSAL NO.
5030

REVIEWED

By Rebecca Ballo at 8:59 am, Nov 23, 2022

DESCRIPTION	AMOUNT
Demo and remove existing flagstone front stoop . Clean existing sub base as needed . If sub base is unstable there will be an additional charge of \$2500 to remove and replace sub base . Pour footings for new larger step at front stoop Install flagstone @ vertical surfaces . Install new 1 1/2" flagstone boarders on top stoop Install 1 piece of stone on top (if we can find it) if not then 2 pieces Remove all job related debris from work area.	4,750.00
Pick up existing brick walkway . Install new sub base as needed . Reinstall brick pavers to previous specifications .	3,000.00
To install concrete subbase and then install pavers in mortar add \$3000 to the existing walkway price .	
TOTAL	\$7,750.00

Any alteration or deviation from the above specifications involving extra costs will be executed only upon written order and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, weather, or delays beyond our control. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do this work as specified. Payments will be made as outlined above.

SIGNATURE



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Montgomery County
Historic Preservation Commission



REVIEWED

By Rebecca Ballo at 8:59 am, Nov 23, 2022

FRONT
DOOR

Current
front
steps

43 inches

82.5 inches

15

8

48 inches

11

12

17

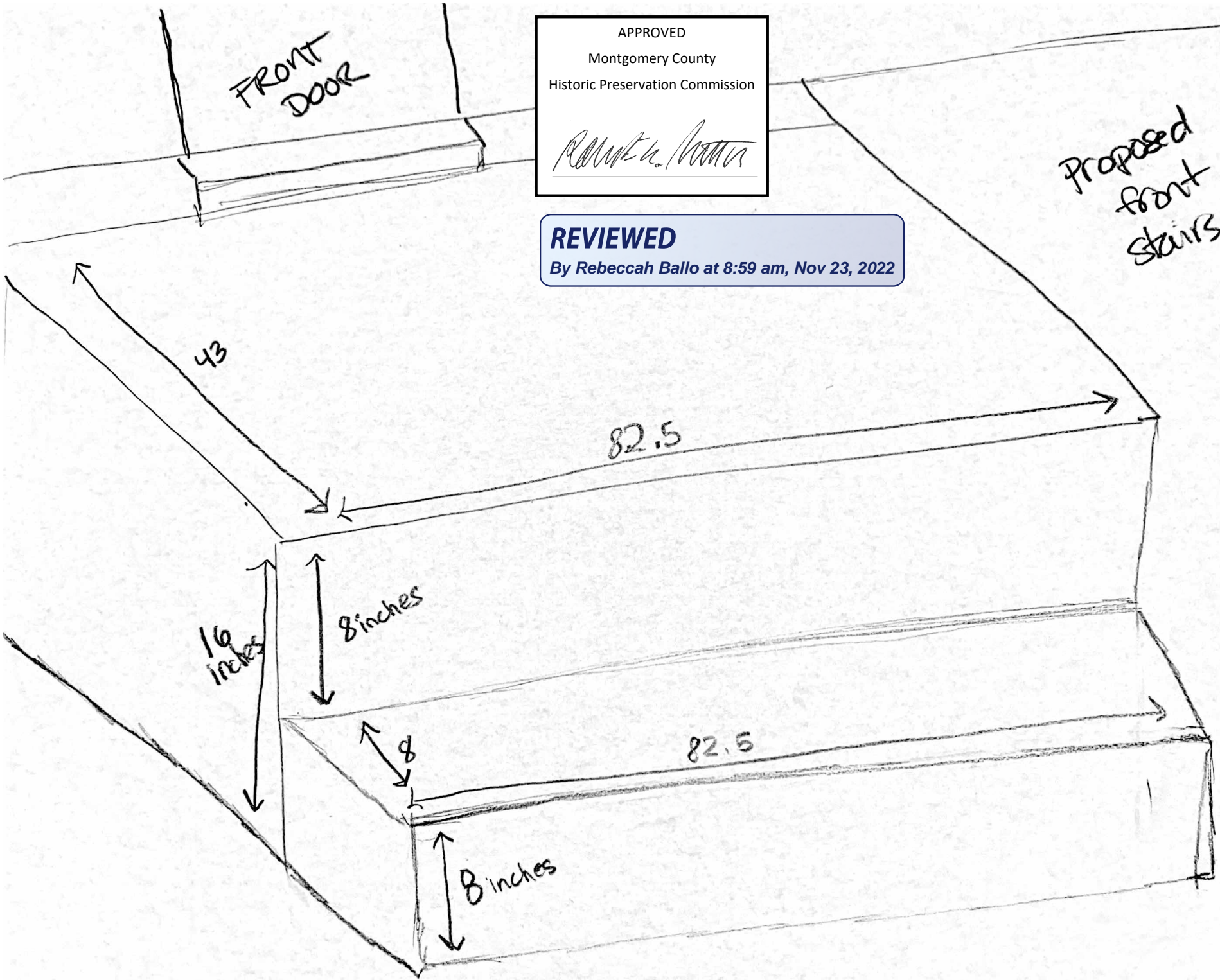
(measurements in inches)

FRONT DOOR

APPROVED
Montgomery County
Historic Preservation Commission
Robert A. ...

Proposed front stairs

REVIEWED
By Rebecca Ballo at 8:59 am, Nov 23, 2022



From: [Laura Sullivan](#)
To: [Ballo, Rebecca](#)
Subject: Re: 5707 Surrey Street, Chevy Chase HAWP#1009881
Date: Tuesday, November 1, 2022 3:34:20 PM
Attachments: [image004.png](#)
[image003.png](#)
[image002.png](#)
[image005.png](#)
[image001.png](#)

[EXTERNAL EMAIL] Exercise caution when opening attachments, clicking links, or responding.

So the contractor said he thinks the threshold is in good shape and he believes he can work with what is there. He says the base looks good, but I guess there's no way to know for sure until he gets in there. I've got my fingers crossed!

On Tue, Nov 1, 2022 at 3:18 PM Ballo, Rebecca <rebeccah.ballo@montgomeryplanning.org> wrote:

Thank you Laura! I just have one last question: Are you proposing to demolish and rebuild your existing threshold or just alter the grade very slightly to get the even rise of 16" across the entirety?

Best,

Rebeccah Ballo

Historic Preservation Supervisor

Montgomery County Planning Department

[2425 Reedie Drive](#), 13th Floor, Wheaton, MD 20902

Rebeccah.Ballo@montgomeryplanning.org

o: 301.563.3404



APPROVED
Montgomery County
Historic Preservation Commission

A handwritten signature in blue ink, appearing to read 'Rebecca Ballo', written over a horizontal line.

REVIEWED

By Rebecca Ballo at 8:59 am, Nov 23, 2022

From: Laura Sullivan <laurasullivan3870@gmail.com>
Sent: Tuesday, November 1, 2022 1:32 PM
To: Ballo, Rebecca <rebeccah.ballo@montgomeryplanning.org>
Subject: Re: [5707 Surrey Street, Chevy Chase](#) HAWP#1009881

[EXTERNAL EMAIL] Exercise caution when opening attachments, clicking links, or responding.

Hi Rebecca,

Thanks for the email. I've put together two drawings of the current stairs and the proposed stairs with measurements. Sorry I'm not the best artist! Hopefully the measurements will help.

The existing height of the platform varies between 15 and 17 inches, and the new proposed height is 16. The current width of the platform is 82.5 inches, and the current stair is 48 inches wide. The proposed width of the platform is 82.5 inches and the proposed width of the new stair would be 82.5 inches.

Please let me know what else I can provide. Thank you for your time looking at my project!

Best, Laura Sullivan

202-744-7185

On Mon, Oct 31, 2022 at 9:02 AM Ballo, Rebecca <rebeccah.ballo@montgomeryplanning.org> wrote:

Good morning,

Thank you for submitting your HAWP application. We have placed this case on the HPC agenda for November 16th, pending receipt of some additional items.

Can you please send me the following information by Wednesday morning (11/2):

- Please provide a sketch or clearer description of the front step alteration. Please state the existing height and then the proposed height. Also, with the bushes it is difficult to tell the final proposed width of the step. Can you please measure this? These measurements can be given in a narrative or a rough sketch showing existing and proposed dimensions.

If you have any questions, please do not hesitate to reach out. Staff reports post 1 week before the hearing date and I will send you the link when it is ready. I will discuss meeting procedures for the HPC at that time as well.

Sincerely,



Rebecca Ballo

Historic Preservation Supervisor

Montgomery County Planning Department

[2425 Reedie Drive](#), 13th Floor, Wheaton, MD 20902

Rebecca.Ballo@montgomeryplanning.org

o: 301.563.3404

