

313 Market Street, Brookville
[HPC Case # 13/65 ~~12/14~~-13E]
Brookville H.D.



HISTORIC PRESERVATION COMMISSION

Isiah Leggett
County Executive

William Kirwan
Chairman

Date: August 20, 2014

MEMORANDUM

TO: Diane Schwartz Jones
Department of Permitting Services

FROM: Matt Bowling, Senior Planner 
Historic Preservation Office
Maryland-National Capital Park & Planning Commission

SUBJECT: Historic Area Work Permit #657178: Installation of retaining wall and other alterations

The Montgomery County Historic Preservation Commission (HPC) has reviewed the attached application for a Historic Area Work Permit (HAWP). This application was **APPROVED WITH THE FOLLOWING TWO (2) CONDITIONS** at the February 26, 2014 Historic Preservation Commission meeting:

1. **The applicants must obtain all applicable permits from the Town of Brookeville prior to submitting their permit set of plans to HPC staff for final review and approval.**
2. **The applicants will complete the proposed work, consistent with the HPC's approval, within 60 days of issuance of their Historic Area Work Permit.**

The HPC staff has reviewed and stamped the attached plans for the installation of retaining wall and other alterations at 313 Brookeville Road, Brookeville, Maryland. The applicant has obtained all applicable permits from the Town of Brookeville and the applicant must complete the proposed work, consistent with the HPC's approval, within 60 days of issuance of their Historic Area Work Permit.

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: Margaret Kay and Jeff Issokson
Address: 313 Market Street, Brookeville

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 Matt Bowling at 301.563.3408 or matt.bowling@montgomeryplanning.org to schedule a follow-up site visit.





HISTORIC PRESERVATION COMMISSION
301/563-3400

APPLICATION FOR
HISTORIC AREA WORK PERMIT

RECEIVED
DEC 5 2013

Contact Email: jeff@issokson.com Contact Person: Jeff Issokson
Tax Account No.: 455-89-2937 Daytime Phone No.: 301-580-8776
Name of Property Owner: Margaret Kay & Jeff Issokson Daytime Phone No.: 301-580-8776
Address: 313 Market Street Brookeville, MD 20833
Street Number City State Zip Code
Contractor: n/a (self) Phone No.: _____
Contractor Registration No.: n/a
Agent for Owner: n/a (self) Daytime Phone No.: _____

LOCATION OF BUILDING/PREMISES

House Number: 313 Street: Market St
Town/City: Brookeville Nearest Cross Street: Brookeville Rd
Lot: _____ Block: _____ Subdivision: 0005
Liber: 14143 Folio: 470 Parcel: P537

PART ONE: TYPE OF PERMIT ACTION AND USE

1A. CHECK ALL APPLICABLE:

- Construct Extend Alter/Renovate
- Move Install Wreck/Reuse
- Revision Repair Reversible

CHECK ALL APPLICABLE:

- AC Slab Room Addition Porch Deck Shed
- Sider Fireplace Woodburning Stove Single Family
- Fence/Wall (complete Section 4) Other: _____

1B. Construction cost estimate: \$ 500

1C. If this is a revision of a previously approved active permit, see Permit # n/a

PART TWO: COMPLETE FOR NEW CONSTRUCTION AND EXTEND/ADDITIONS

2A. Type of sewage disposal: 01 WSSC 02 Septic 03 Other: n/a
2B. Type of water supply: 01 WSSC 02 Well 03 Other: n/a

PART THREE: COMPLETE ONLY FOR FENCE/RETAINING WALL

3A. Height _____ feet 35 inches

3B. Indicate whether the fence or retaining wall is to be constructed on one of the following locations:

- On party line/property line Entirely on land of owner On public right of way/easement

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

[Signature]
Signature of owner or authorized agent

Dec 4, 2013
Date

Approved: _____ For Chairperson, Historic Preservation Commission

Disapproved: _____ Signature: _____ Date: _____

Application/Permit No.: 651178 Date Filed: _____ Date Issued: _____

APPROVED
Montgomery County
Historic Preservation Commission
[Signature]

**THE FOLLOWING ITEMS MUST BE COMPLETED AND THE
REQUIRED DOCUMENTS MUST ACCOMPANY THIS APPLICATION.**

1. WRITTEN DESCRIPTION OF PROJECT

a. Description of existing structure(s) and environmental setting, including their historical features and significance:

Parking pad parallel to Market St. crumbling brick stairs
(already removed). Modern construction of no historical
value.

b. General description of project and its effect on the historic resource(s), the environmental setting, and, where applicable, the historic district:

Widen existing parking pad; erect a wooden (PT) retaining
wall; construct stairs to back yard; fill in parking pad
with gravel; No historical impact - previous brick stairs
were not historic.

Widening, stairs, and wall have been completed.
Changes needed to stairs to meet code.

2. SITE PLAN

Site and environmental setting, drawn to scale. You may use your plot. Your site plan must include:

- the scale, north arrow, and date;
- dimensions of all existing and proposed structures; and
- site features such as walkways, driveways, fences, ponds, streams, trash dumpsters, mechanical equipment, and landscaping.

3. PLANS AND ELEVATIONS

You must submit 2 copies of plans and elevations in a format no larger than 11" x 17". Plans on 8 1/2" x 11" paper are preferred.

- Schematic construction plans, with marked dimensions, indicating location, size and general type of walls, window and door openings, and other fixed features of both the existing resource(s) and the proposed work.
- Elevations (facades), with marked dimensions, clearly indicating proposed work in relation to existing construction and, when appropriate, context. All materials and fixtures proposed for the exterior must be noted on the elevations drawings. An existing and a proposed elevation drawing of each facade affected by the proposed work is required.

4. MATERIALS SPECIFICATIONS

General description of materials and manufactured items proposed for incorporation in the work of the project. This information may be included on your design drawings.

5. PHOTOGRAPHS

- Clearly labeled photographic prints of each facade of existing resource, including details of the affected portions. All labels should be placed on the front of photographs.
- Clearly label photographic prints of the resource as viewed from the public right-of-way and of the adjoining properties. All labels should be placed on the front of photographs.

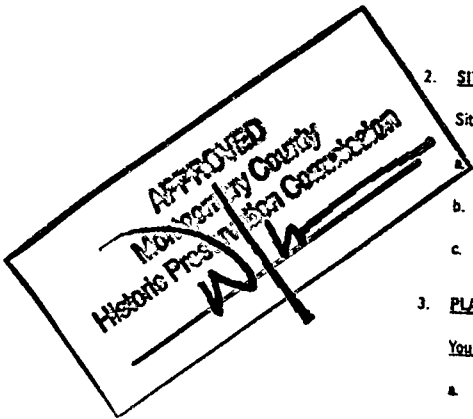
6. TREE SURVEY

If you are proposing construction adjacent to or within the dripline of any tree 6" or larger in diameter (at approximately 4 feet above the ground), you must file an accurate tree survey identifying the size, location, and species of each tree of at least that dimension.

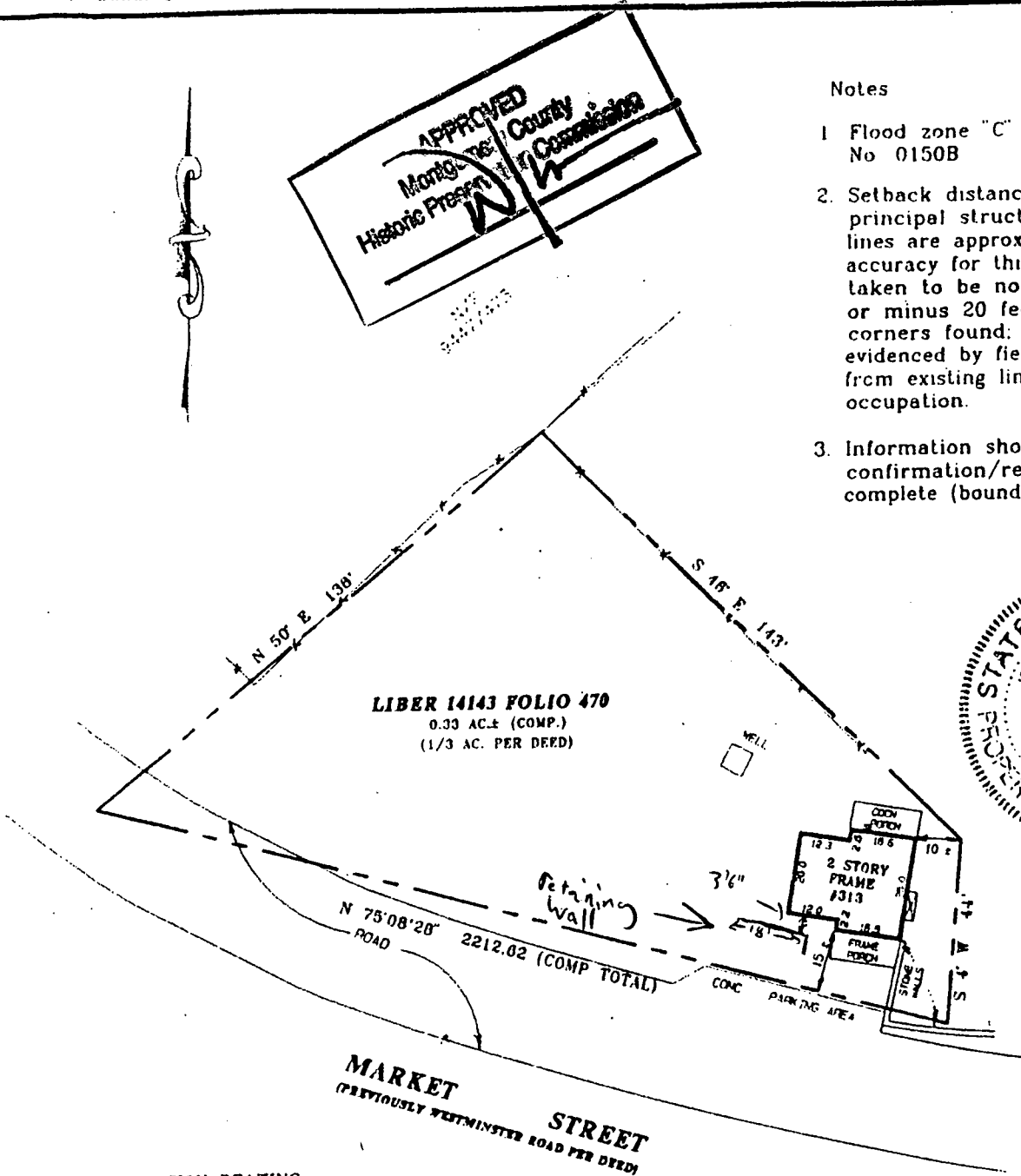
7. ADDRESSES OF ADJACENT AND CONFRONTING PROPERTY OWNERS

For ALL projects, provide an accurate list of adjacent and confronting property owners (not tenants), including names, addresses, and zip codes. This list should include the owners of all lots or parcels which adjoin the parcel in question, as well as the owner(s) of lot(s) or parcel(s) which lie directly across the street/highway from the parcel in question.

PLEASE PRINT (IN BLUE OR BLACK INK) OR TYPE THIS INFORMATION ON THE FOLLOWING PAGE.
PLEASE STAY WITHIN THE GUIDES OF THE TEMPLATE, AS THIS WILL BE PHOTOCOPIED DIRECTLY ONTO MAILING LABELS.



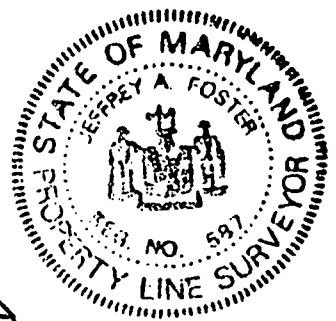
- 3 This plan does not provide for the accurate identification of property boundary lines, but such identification may not be required for the transfer of title or securing financing or re-financing
- 4 Building line and/or Flood Zone information is taken from available sources and is subject to interpretation of originator.



APPROVED
 Montgomery County
 Historic Preservation Commission

Notes

- 1 Flood zone "C" per H.U.D. panel No 0150B
- 2. Setback distances as shown to the principal structure from property lines are approximate. The level of accuracy for this drawing should be taken to be no greater than plus or minus 20 feet. No property corners found; lines shown evidenced by field measurements from existing lines of apparent occupation.
- 3. Information shown is subject to confirmation/revision by a more complete (boundary) survey.

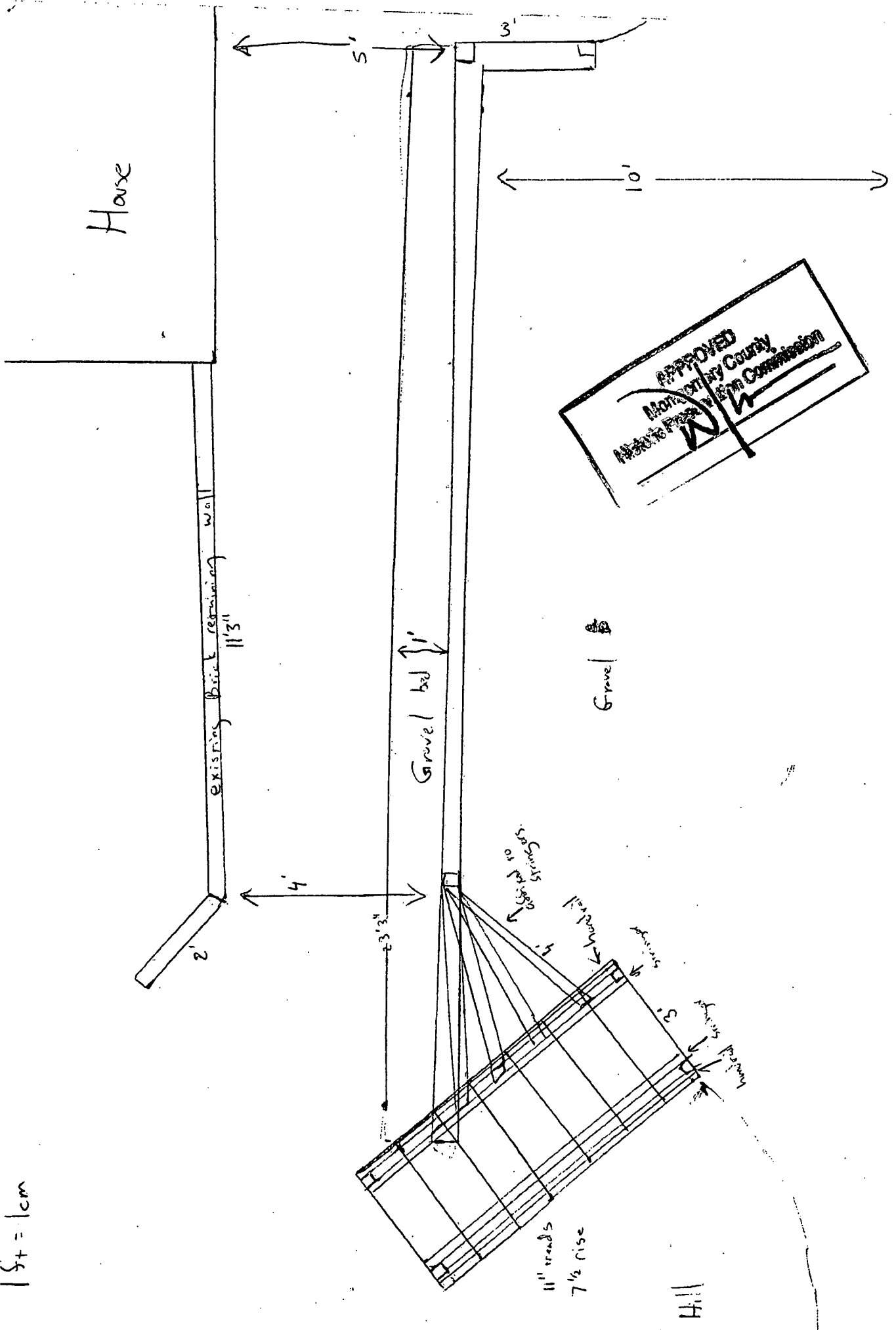


LOCATION DRAWING
S.L. DAVIS PROPERTY
LIBER 14143 FOLIO 470
 MONTGOMERY COUNTY, MARYLAND

<p>SURVEYOR'S CERTIFICATE</p> <p>THE INFORMATION SHOWN HEREON HAS BEEN BASED UPON THE RESULTS OF A FIELD INSPECTION PURSUANT TO THE DEED OR PLAT OF RECORD EXISTING STRUCTURES SHOWN HAVE BEEN FIELD LOCATED BASED UPON MEASUREMENTS FROM PROPERTY MARKERS FOUND OR FROM EVIDENCE OF LINES OF APPARENT OCCUPATION"</p>	<p>REFERENCES</p> <p>PLAT BK. PLAT NO</p> <p>LIBER 14143 FOLIO 470</p>		<p>SNIDER & ASSOCIATES SURVEYORS - ENGINEERS LAND PLANNING CONSULTANTS 2 Professional Drive, Suite 218 Gaithersburg, Maryland 20879 301/948-5100. Fax 301/948-1288</p> <p>DATE OF LOCATIONS: 12-3-98 SCALE: 1" = 40' WALL CHECK: _____ DRAWN BY: M-A-S HSE. LOC: 12-3-98 JOB NO: 98-4455</p>
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Jeffrey A. Foster
 MARYLAND PROPERTY LINE SURVEYOR REG NO 587

1 ft = 1 cm



APPROVED
 Monterey County
 Public Works & Planning Commission
 W/H

Existing Parking Pod

8

1 ft = 1 cm

existing iron fence

existing brick wall

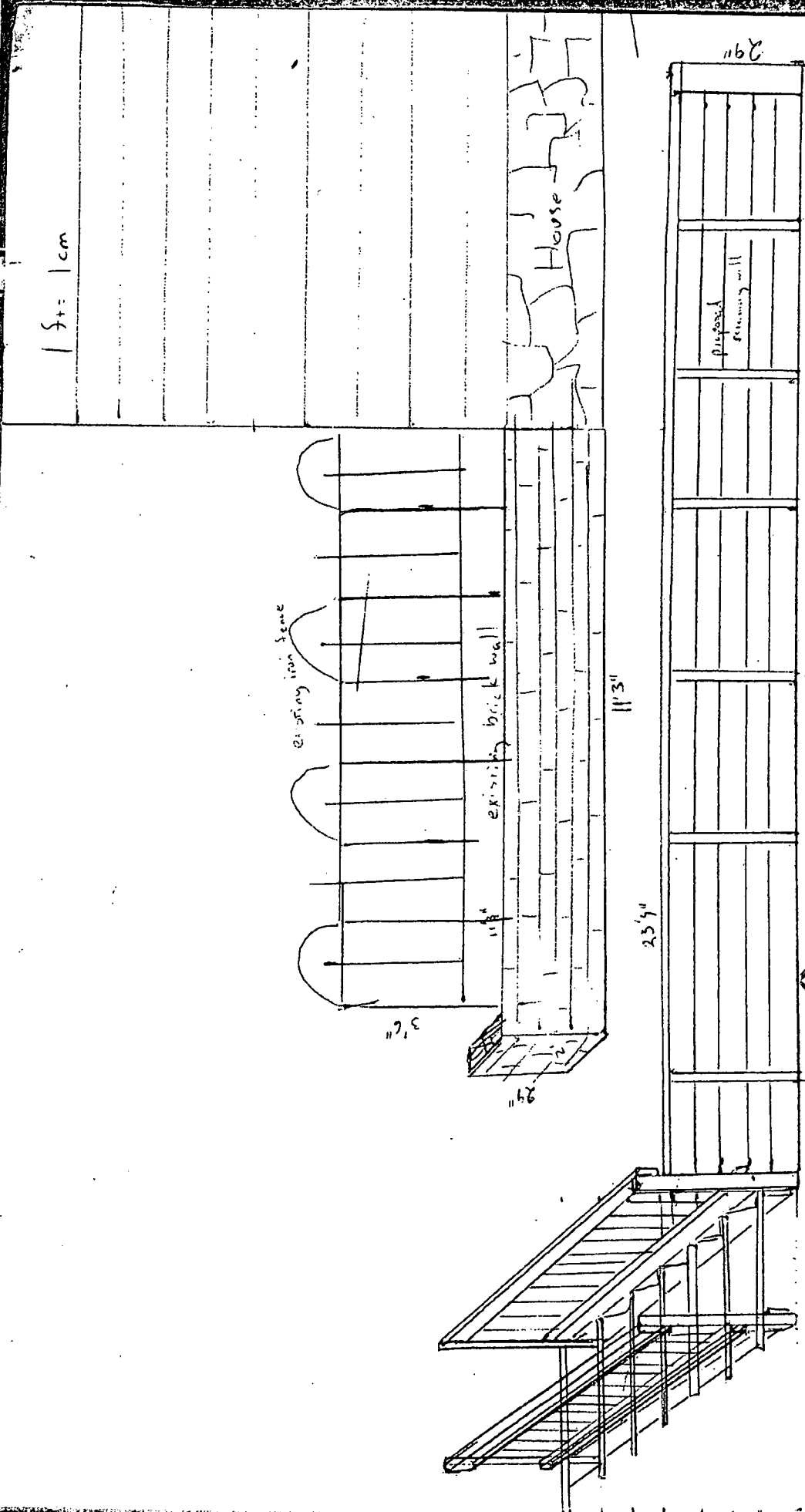
House

proposed
retaining wall

4" x 4" posts
set in
concrete

APPROVED
Member by County
Historic Preservation Commission

*Note height of wall
will be reduced to 29 inches.



Town of Brookeville, Maryland – Application for Building Permit

TOWN OF BROOKEVILLE
P.O. Box 67
Brookeville, MD 20833
Phone: (301) 570-4465
Fax: 301-570-0355
www.townofbrookevillemd.org

Application Instructions:

1. Plans and specifications (8 copies) shall be submitted with this application for any alteration affecting the exterior dimensions of existing structures or for the construction of any new structures. For any work that requires a Historic Work Area Permit (HAWP) from the National Capital Park and Planning Commission, a copy of the HAWP application must accompany this form. All of the documents will not be returned and will remain on file with the Town Clerk-Treasurer.
2. If you are building a fence or wall, please provide a diagram (8 copies) of the fence specifying the type of construction, height and location with respect to property lines.
3. A non-refundable fee of \$25.00 shall be paid to the Town of Brookeville along with submission of this application for all items other than new buildings (including homes, garages and outbuildings) or additions to existing buildings. For all new buildings or additions, the permit fee is based on a rate of \$.15 per gross square foot of the building (not including unfinished basements and unfinished attic space) with a \$75 minimum filing fee.
4. Construction methods must conform to all Montgomery County codes and are subject to inspection by the County.
5. Set-backs from property lines will be in accordance with the Town of Brookeville's Zoning Ordinance.
6. Applications must be submitted no later than 10 days prior to the Planning Commission meeting to be reviewed. If received in less than 10 days, the permit will not be reviewed until the following month's meeting.

Applicant to fill out following section:

1. Property Owner's name: Jeff Issacson
Address: 313 Market St.
Telephone number: 301-580-8776
2. Applicant's name (if different than Property owner): _____
Address: _____
Telephone number: _____

3. Type of Construction: (please check all that apply)

- | | |
|---|--|
| <input type="checkbox"/> New Home | <input type="checkbox"/> Add, remove, or change to exterior building materials |
| <input type="checkbox"/> New structure other than Home (garage, outbuilding, etc) | <input type="checkbox"/> Fence |
| <input type="checkbox"/> Addition to existing structure | <input type="checkbox"/> Deck |
| <input type="checkbox"/> Demolition of existing structure | <input type="checkbox"/> Swimming Pool |
| <input type="checkbox"/> Tree Removal (greater than 6" in diameter) | <input type="checkbox"/> Add, remove, or change architectural features |
| <input checked="" type="checkbox"/> Other: (please describe) <u>Retaining wall for steps.</u> | |

4. Will the construction require the placement of any obstruction or the taking up or excavation of parts of the sidewalk, curb and gutter, driveway apron or street?

- Yes No

If yes, please describe: _____

5. Will any construction work be performed outside the hours of 8:00am and 6:00pm Mon - Fri?

- Yes No

If yes, please describe hours of operation and nature of work: _____

6. Estimated cost of improvement: \$ _____

7. Estimated date for work to commence: _____

8. Estimated completion date: April '14

9. Architect Company Name (if applicable): _____

Contact Name: _____

Address: _____

Telephone number: _____

10. Contractor Company Name (if applicable): _____

Contact Name: _____

Address: _____

Telephone number: _____

11. Address of adjacent property owners (these must be provided):

1. Dorsetwells

2. David Zinger

3. Kenneth Mark Emis

4. Johnnie Kester

12. Signature of owner or applicant: [Signature] Date: 3-23

For Town use only below this line

Receipt of Application Fee (please attach copy of payment)

Yes Town Clerk-Treasurer: _____

Date: _____

Planning Commission Approval:

No exception taken

Approved as noted

Rejected as noted

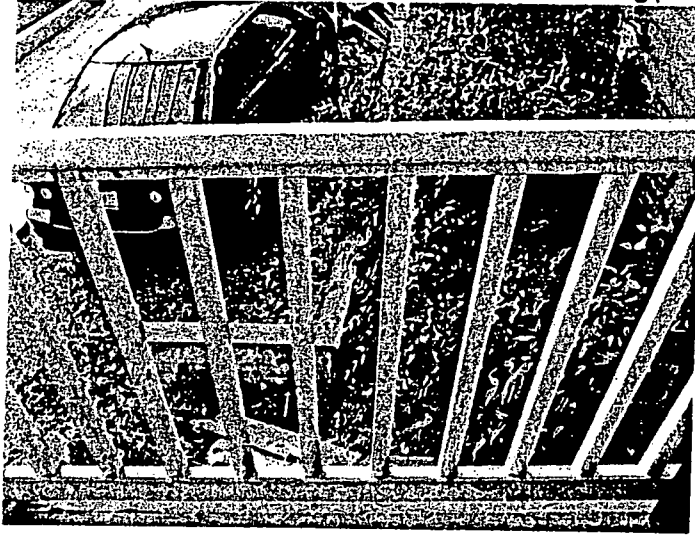
Notes:

Planning Commission Chairperson: [Signature] Date: 5/5/2014

Town Commissioner: [Signature] Date: 5/19/2014

The following changes will be made to the plans as per Joshua Silver's suggestion.

1) The hand rail will be changed to match the style and construction of the existing railing on the front porch of the house as indicated in the following picture.



2) The entire structure will be stained a color to be approved by the town of Brookeville Planning Commission.

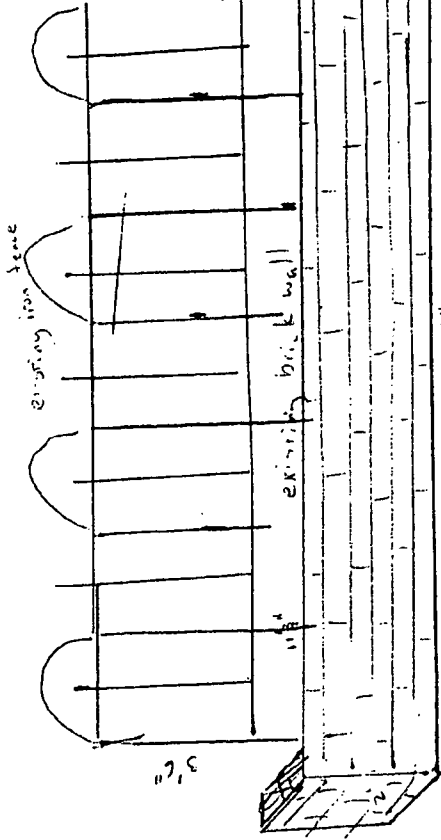
3) The balusters will be separated by $3\frac{1}{2}$ "

4) ~~The~~ A graspable handrail will be affixed to the railing.



1 ft = 1 cm

House



11'6"

11'3"

25'4"

purpose
staining will

4" x 4" posts
set in
concrete

APPROVED
 Montgomery County
 Historic Preservation Commission

*Note height of wall will be reduced to 29 inches.



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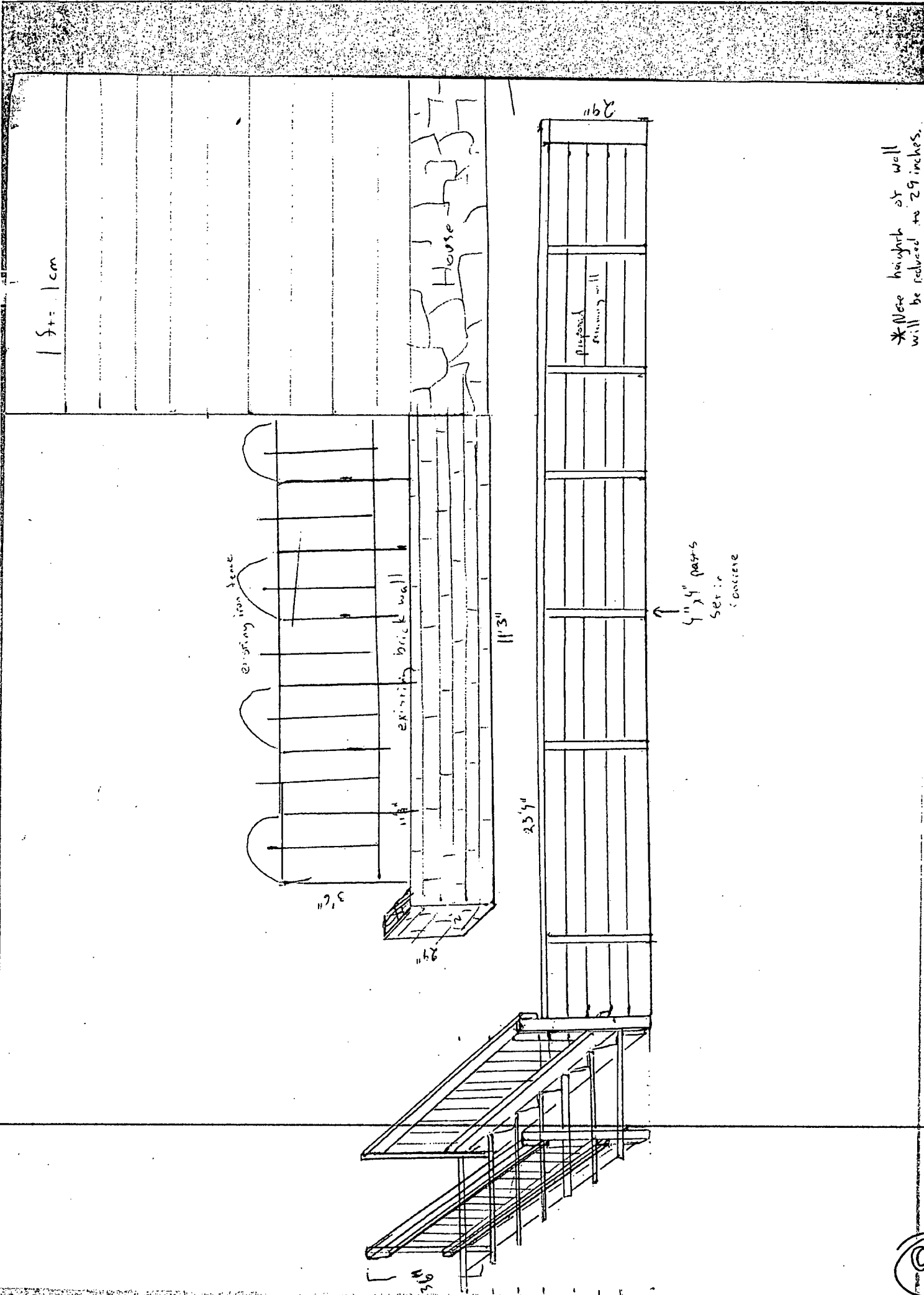


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Town of Brookeville, Maryland – Application for Building Permit

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Applicant to fill out following section:

1. Property Owner's name: Jeff Issakson
Address: 313 Mirker St.
Telephone number: 301-580-8776
2. Applicant's name (if different than Property owner): _____
Address: _____
Telephone number: _____

MONTGOMERY COUNTY HISTORIC PRESERVATION COMMISSION
STAFF REPORT

Address:	313 Market Street, Brookeville	Meeting Date:	2/26/14
Resource:	Outstanding Resource Brookeville Historic District	Report Date:	2/19/14
Applicant:	Margaret Kay and Jeff Issokson	Public Notice:	2/12/14
Review:	HAWP [RETROACTIVE]	Tax Credit:	None
Case Number:	23/65-14A	Staff:	Josh Silver

PROPOSAL: Installation of retaining wall and other alterations

STAFF RECOMMENDATION

Staff recommends that the HPC **approve with conditions** the HAWP:

1. *The applicants must obtain all applicable permits from the Town of Brookeville prior to submitting their permit set of plans to HPC staff for final review and approval.*
2. *The applicants will complete the proposed work consistent with the HPC's approval within 60 days of issuance of their Historic Area Work Permit.*

ARCHITECTURAL DESCRIPTION

SIGNIFICANCE: Outstanding Resource within the Brookeville Historic District
STYLE: Vernacular
DATE: c1790

PROPOSAL

The applicants are requesting retroactive approval for the removal of a small section of an existing brick retaining wall and stairs and installation of a 29" high, wooden, retaining wall and associated stair unit in the front left side yard of the subject property. The stair railings will be fabricated from wood and match the style and construction method of the porch railings on the front elevation of the house. Both the wall and stair railing will be painted.

The proposed work scope also includes the expansion of an existing concrete parking pad with a gravel surface in the front left side yard of the subject property.

APPLICABLE GUIDELINES

When reviewing alterations within the Brookeville Historic District several documents are to be utilized as guidelines to assist the Commission in developing their decision. These documents include the *Montgomery County Code Chapter 24A (Chapter 24A)* and the *Secretary of the Interior's Standards for Rehabilitation (Standards)*. The pertinent information in these documents is outlined as follows:

Montgomery County Code; Chapter 24A-8

- (a) The commission shall instruct the director to deny a permit if it finds, based on the evidence and information presented to or before the commission that the alteration for which the permit is sought would be inappropriate, inconsistent with or detrimental to the preservation, enhancement or ultimate protection of the historic site or historic resource within an historic district, and to the purposes of this chapter.
- (b) The commission shall instruct the director to issue a permit, or issue a permit subject to such conditions as are found to be necessary to insure conformity with the purposes and requirements of this chapter, if it finds that:
 - (1) The proposal will not substantially alter the exterior features of an historic site or historic resource within an historic district; or
 - (2) The proposal is compatible in character and nature with the historical, archeological, architectural or cultural features of the historic site or the historic district in which an historic resource is located and would not be detrimental thereto or to the achievement of the purposes of this chapter; or
 - (3) The proposal would enhance or aid in the protection, preservation and public or private utilization of the historic site or historic resource located within an historic district in a manner compatible with the historical, archeological, architectural or cultural value of the historic site or historic district in which an historic resource is located; or
 - (4) The proposal is necessary in order that unsafe conditions or health hazards be remedied; or
 - (5) The proposal is necessary in order that the owner of the subject property not be deprived of reasonable use of the property or suffer undue hardship; or
 - (6) In balancing the interests of the public in preserving the historic site or historic resource located within an historic district, with the interests of the public from the use and benefit of the alternative proposal, the general public welfare is better served by granting the permit.
- (c) It is not the intent of this chapter to limit new construction, alteration or repairs to any 1 period or architectural style.
- (d) In the case of an application for work on an historic resource located within an historic district, the commission shall be lenient in its judgment of plans for structures of little historical or design significance or for plans involving new construction, unless such plans would seriously impair the historic or architectural value of surrounding historic resources or would impair the character of the historic district. (Ord. No. 9-4, § 1; Ord. No. 11-59.)

Secretary of the Interior's Standards for Rehabilitation:

- #9 New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
- #10 New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

STAFF DISCUSSION

Staff finds the removal and replacement of the brick retaining wall and stairs with a 29" high, wooden wall and new stair unit, and expansion of an existing concrete parking pad with gravel in the front left side yard of the subject property as being consistent with the **Criteria for Approval and Standards** above.

Both the proposed and completed work does not substantially alter the exterior features of the historic resource. Staff finds the proposed changes to be relatively modest in nature and compatible with the simple vernacular architectural style of the house and rural character of the historic district. Staff finds both the proposed and completed alterations as having negligible impact on the public right-of-way. The wall and stair unit will be stained or painted to help it blend more seamlessly into the landscape and mitigate its impact on the public right-of-way. The applicants have agreed to work with the Brookeville Planning Commission on a final color selection.

In addition to these changes, the completed work involves the removal of low-laying vegetation and stone with no defined border and the modest expansion of an existing concrete parking pad in the front left side yard. The applicants propose to cover the expanded area with loose gravel in front of the wooden retaining wall. The applicants are proposing this alteration to help ameliorate an unsafe condition as result of limited parking along a busy section of road.

The Secretary of the Interior's Standards for Rehabilitation, "Setting", Guidelines recommend:

"Designing required new parking so that it is as unobtrusive as possible, thus minimizing the effect on the historic character of the setting."

Staff finds this alteration in the front left side yard, and away from the house as being consistent with the **Standard** above. The replacement of vegetation and stone with gravel and the installation of landscaping will have negligible impact on the public right-of-way.

STAFF RECOMMENDATION

Staff recommends that the Commission **approve with the conditions on Circle 1** the HAWP application under the Criteria for Issuance in Chapter 24A-8(b), (1) & (2) having found that the proposal is consistent with the review criteria identified above, and therefore will not substantially alter the exterior features of the historic resource and is compatible in character with the district and the purposes of Chapter 24A;

and with the Secretary of the Interior's Standards for Rehabilitation;

and with the general condition that the applicant shall present the **3 permit sets of drawings, if applicable to Historic Preservation Commission (HPC) staff for review and stamping** prior to submission for the Montgomery County Department of Permitting Services (DPS) building permits;

and with the general condition that the applicant shall notify the Historic Preservation Staff if they propose to make **any alterations** to the approved plans. Once the work is completed the applicant will **contact the staff person** assigned to this application at 301-563-3400 or joshua.silver@mncppc-mc.org to schedule a follow-up site visit.



HISTORIC PRESERVATION COMMISSION
301/563-3400

APPLICATION FOR
HISTORIC AREA WORK PERMIT



Contact Email: jeff@issokson.com Contact Person: Jeff Issokson
 Tax Account No.: 455-89-2937 Daytime Phone No.: 301-580-8776
 Name of Property Owner: Margaret Kay & Jeff Issokson Daytime Phone No.: 301-580-8776
 Address: 313 Market Street Brookeville, MD 20833
Street Number City State Zip Code
 Contractor: n/a (self) Phone No.: _____
 Contractor Registration No.: n/a
 Agent for Owner: n/a (self) Daytime Phone No.: _____

PART ONE: LOCATION OF BUILDING/PROJECT

House Number: 313 Street: Market St
 Town/City: Brookeville Nearest Cross Street: Brookeville Rd
 Lot: _____ Block: _____ Subdivision: 6005
 Lot: 14143 Folio: 470 Parcel: 9537

PART ONE: TYPE OF PERMIT/ACTION/CHANGE

1A. CHECK ALL APPLICABLE: Construct Extend Alter/Reinstate
 Move Install Wreck/Remove Repair Revocable
 Revision Repair Revocable

CHECK ALL APPLICABLE: AC Stair Room Addition Porch Deck Shed
 Solar Fireplace Woodburning Stove Single Family
 Fence/Wall (complete Section 4) Other: _____

1B. Construction cost estimate: \$ 500
 1C. If this is a revision of a previously approved active permit, see Permit # n/a

PART TWO: COMPLETE ONLY FOR NEW CONSTRUCTION AND EXTENSIONS/ADDITIONS

2A. Type of sewage disposal: 01 WSSC 02 Septic 03 Other: n/a
 2B. Type of water supply: 01 WSSC 02 Well 03 Other: n/a

PART THREE: COMPLETE ONLY FOR FENCE/RETAINING WALL

3A. Height _____ feet 35 inches
 3B. Indicate whether the fence or retaining wall is to be constructed on one of the following locations:
 On party line/property line Entirely on land of owner On public right of way/easement

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

Signature of owner or authorized agent: [Signature] Date: Dec 4 2013

Approved: _____ For Chairperson, Historic Preservation Commission

Disapproved: _____ Signature: _____ Date: _____
 Application/Permit No.: 651178 Date Filed: _____ Date Issued: _____

**THE FOLLOWING ITEMS MUST BE COMPLETED AND THE
REQUIRED DOCUMENTS MUST ACCOMPANY THIS APPLICATION.**

1. WRITTEN DESCRIPTION OF PROJECT

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- b. General description of project and its effect on the historic resource(s), the environmental setting, and, where applicable, the historic district:

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wall; construct stairs to back yard; fill in parking pad
with gravel. No historical impact - previous brick stairs
were not historic.
Widening, stairs, and wall have been completed.
Changes needed to stairs to meet code.

2. SITE PLAN

Site and environmental setting, drawn to scale. You may use your plat. Your site plan must include:

- the scale, north arrow, and date;
- dimensions of all existing and proposed structures; and
- site features such as walkways, driveways, fences, ponds, streams, trash dumpsters, mechanical equipment, and landscaping.

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General description of materials and manufactured items proposed for incorporation in the work of the project. This information may be included on your design drawings.

5. PHOTOGRAPHS

- Clearly labeled photographic prints of each facade of existing resource, including details of the affected portions. All labels should be placed on the front of photographs.
- Clearly label photographic prints of the resource as viewed from the public right-of-way and of the adjoining properties. All labels should be placed on the front of photographs.

6. TREE SURVEY

If you are proposing construction adjacent to or within the dripline of any tree 6" or larger in diameter (at approximately 4 feet above the ground), you must file an accurate tree survey identifying the size, location, and species of each tree of at least that dimension.

7. ADDRESSES OF ADJACENT AND CONFRONTING PROPERTY OWNERS

For ALL projects, provide an accurate list of adjacent and confronting property owners (not tenants), including names, addresses, and zip codes. This list should include the owners of all lots or parcels which adjoin the parcel in question, as well as the owner(s) of lot(s) or parcel(s) which lie directly across the street/highway from the parcel in question.

PLEASE PRINT (IN BLUE OR BLACK INK) OR TYPE THIS INFORMATION ON THE FOLLOWING PAGE.
PLEASE STAY WITHIN THE GUIDES OF THE TEMPLATE, AS THIS WILL BE PHOTOCOPIED DIRECTLY ONTO MAILING LABELS.

5

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

Owner's mailing address

Jeff Issakson
313 Market St.
Brookeville MD
20833

Owner's Agent's mailing address

Adjacent and confronting Property Owners mailing addresses

Deeds Wells
309 Market St.
Brookeville MD
20833

JoAnne Keister
314 Market St.
Brookeville MD
20833

Anne & Mark Ennis
316 Market St
Brookeville MD

Steph & Hannah Kerr
310 Market St.
Brookeville MD 20833

David Zinger
19801 Georgia Ave
Brookeville MD 20833

The following changes will be made to the plans as per Joshua Silver's suggestion.

1) The hand rail will be changed to match the style and construction of the existing railing on the front porch of the house as indicated in the following picture.



2) The entire structure will be stained a color to be approved by the town of Brookeville Planning Commission.



313 MARKET STREET



Existing Property Condition Photographs



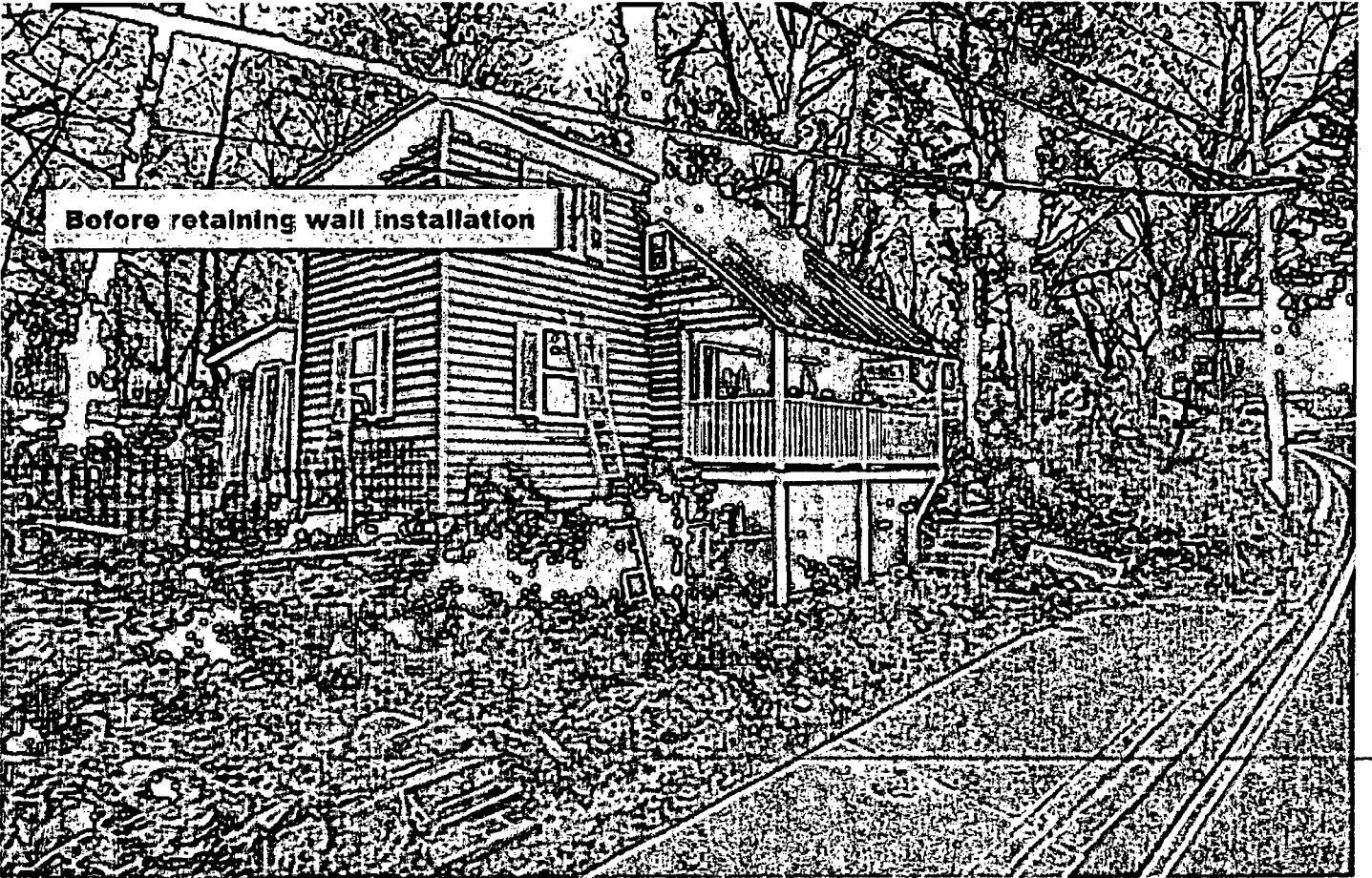
Detail



Before retaining wall installation



Before retaining wall installation



**Retaining wall and steps
Installation as of 6/6/2013**



PHOTOGRAPH BY A. BENTON

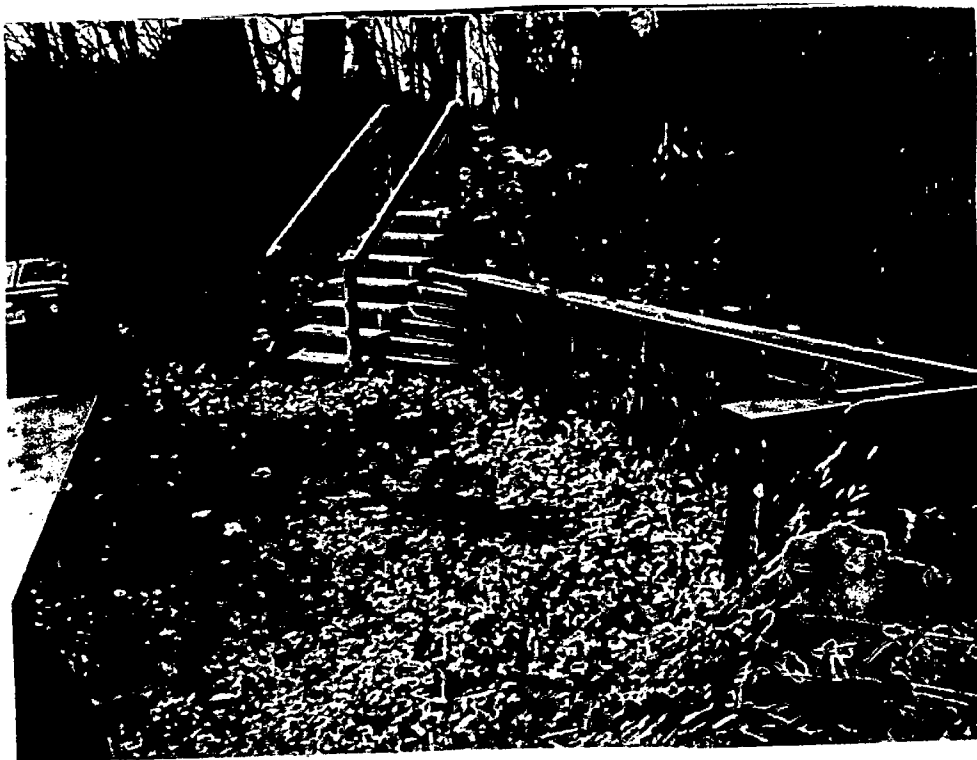
HAWP APPLICATION: MAILING ADDRESSES FOR NOTIFYING
[Owner, Owner's Agent, Adjacent and Confronting Property Owners]

<p>Owner's mailing address</p> <p>Jeff Issakson 313 Market St. Brookeville MD 20833</p>	<p>Owner's Agent's mailing address</p>
<p>Adjacent and confronting Property Owners mailing addresses</p>	
<p>Deeds Wells 309 Market St. Brookeville MD 20833</p>	<p>SoAnne Keister 314 Market St. Brookeville MD 20833</p>
<p>Anne & Mark Ennis 316 Market St Brookeville MD</p>	<p>Strep & Hannah Kerr 310 Market St. Brookeville MD 20833</p>
<p>David Zinger 19801 Georgia Ave Brookeville MD 20833</p>	

Existing Property Condition Photographs



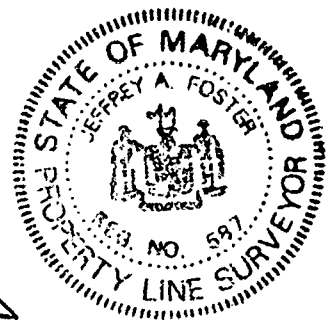
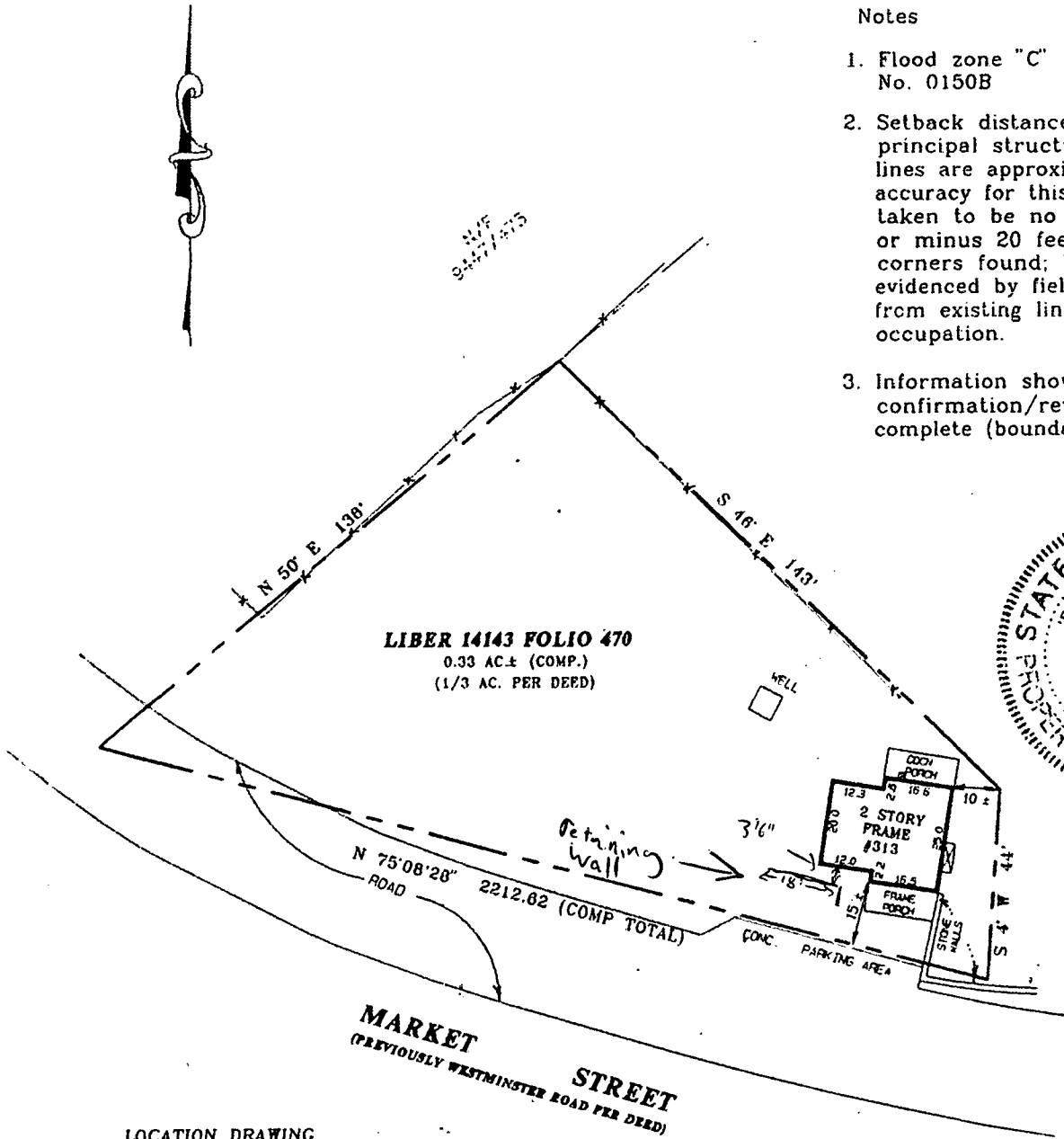
Detail



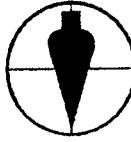
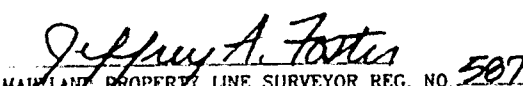
- 3. This plan does not provide for the accurate identification of property boundary lines, but such identification may not be required for the transfer of title or securing financing or re-financing
- 4. Building line and/or Flood Zone information is taken from available sources and is subject to interpretation of originator.

Notes

- 1. Flood zone "C" per H.U.D. panel No. 0150B
- 2. Setback distances as shown to the principal structure from property lines are approximate. The level of accuracy for this drawing should be taken to be no greater than plus or minus 20 feet. No property corners found; lines shown evidenced by field measurements from existing lines of apparent occupation.
- 3. Information shown is subject to confirmation/revision by a more complete (boundary) survey.



LOCATION DRAWING
S.L. DAVIS PROPERTY
LIBER 14143 FOLIO 470
MONTGOMERY COUNTY, MARYLAND

SURVEYOR'S CERTIFICATE	REFERENCES	 SNIDER & ASSOCIATES SURVEYORS - ENGINEERS LAND PLANNING CONSULTANTS 2 Professional Drive, Suite 216 Gaithersburg, Maryland 20879 301/948-5100, Fax 301/948-1286	
THE INFORMATION SHOWN HEREON HAS BEEN BASED UPON THE RESULTS OF A FIELD INSPECTION PURSUANT TO THE DEED OR PLAT OF RECORD. EXISTING STRUCTURES SHOWN HAVE BEEN FIELD LOCATED BASED UPON MEASUREMENTS FROM PROPERTY MARKERS FOUND OR FROM EVIDENCE OF LINES OF APPARENT OCCUPATION.	PLAT BK. PLAT NO	DATE OF LOCATIONS	SCALE: 1" = 40'
 MARYLAND PROPERTY LINE SURVEYOR REG. NO. 507	LIBER 14143 FOLIO 470	WALL CHECK: HSE. LOC.: 12-3-98	DRAWN BY: M.A.S. JOB NO.: 98-4455

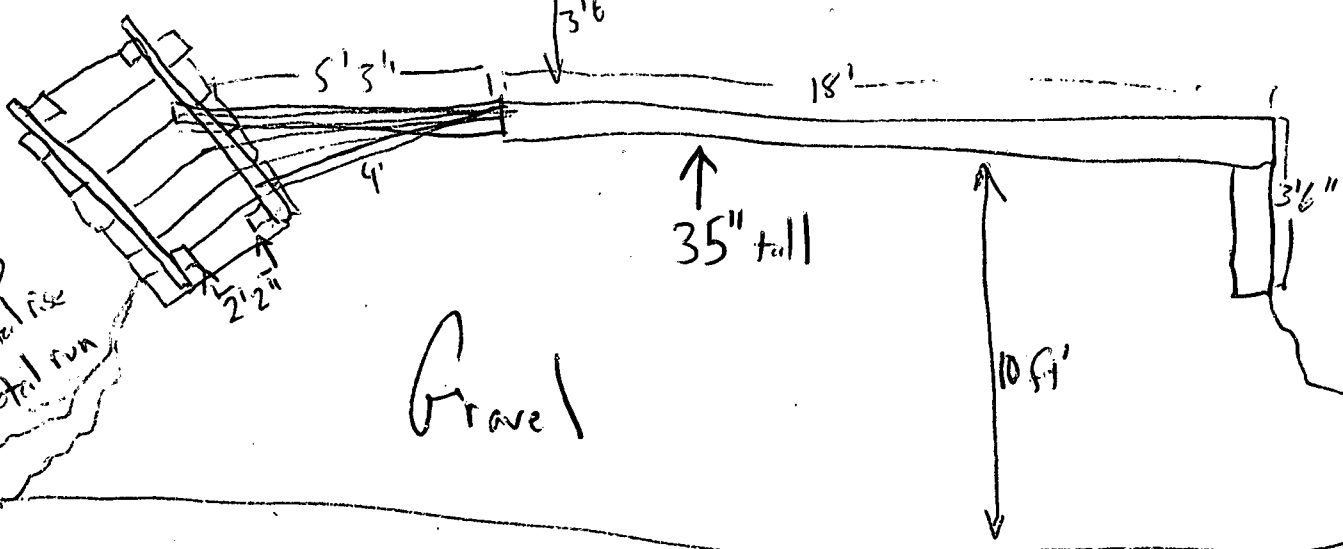
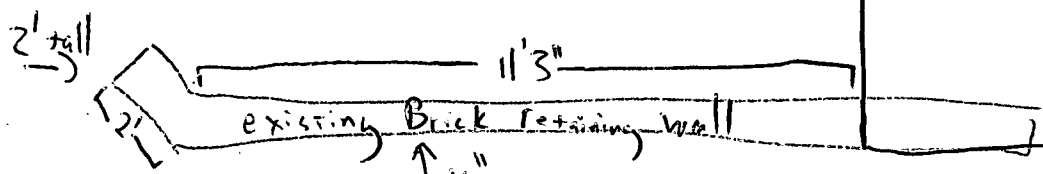
wall

Length - 23'4"

Depth - 3'6"

stairs
tread : 11"
rise : 7 1/2"
width : 3'

house



7 treads →
52.5" total rise
77" total run

Existing Concrete Parking Pool

POSTPONED
RECONSIDERED
w/UPDATED PLAN
2/26/14

MONTGOMERY COUNTY HISTORIC PRESERVATION COMMISSION
STAFF REPORT

Address:	313 Market Street, Brookeville	Meeting Date:	1/8/14
Resource:	Outstanding Resource Brookeville Historic District	Report Date:	1/2/14
Applicant:	Margaret Kay and Jeff Issokson	Public Notice:	12/26/13
Review:	HAWP [RETROACTIVE]	Tax Credit:	None
Case Number:	23/65-14A	Staff:	Josh Silver

PROPOSAL: Installation of retaining wall and other alterations

STAFF RECOMMENDATION

Staff recommends that the HPC **approve with conditions** the HAWP:

- The applicants must obtain all applicable permits from the Town of Brookeville and Montgomery County prior to submitting their permit set of plans to HPC staff for final review and approval.*

ARCHITECTURAL DESCRIPTION

SIGNIFICANCE: Outstanding Resource within the Brookeville Historic District
STYLE: Vernacular
DATE: c1790

PROPOSAL

The applicants are requesting retroactive approval for the removal of a small section of an existing brick retaining wall and stairs and installation of a 35" high, wooden, retaining wall and stair unit in the front left side yard of the subject property. The proposed work scope also includes the expansion of an existing concrete parking pad with a gravel surface in the left side yard of the subject property.

APPLICABLE GUIDELINES

When reviewing alterations within the Brookeville Historic District several documents are to be utilized as guidelines to assist the Commission in developing their decision. These documents include the *Montgomery County Code Chapter 24A (Chapter 24A)* and the *Secretary of the Interior's Standards for Rehabilitation (Standards)*. The pertinent information in these documents is outlined as follows:

Montgomery County Code; Chapter 24A-8

- The commission shall instruct the director to deny a permit if it finds, based on the evidence and information presented to or before the commission that the alteration for which the permit is sought would be inappropriate, inconsistent with or detrimental to the preservation, enhancement or ultimate protection of the historic site or historic resource within an historic district, and to the purposes of this chapter.

- (b) The commission shall instruct the director to issue a permit, or issue a permit subject to such conditions as are found to be necessary to insure conformity with the purposes and requirements of this chapter, if it finds that:
- (1) The proposal will not substantially alter the exterior features of an historic site or historic resource within an historic district; or
 - (2) The proposal is compatible in character and nature with the historical, archeological, architectural or cultural features of the historic site or the historic district in which an historic resource is located and would not be detrimental thereto or to the achievement of the purposes of this chapter; or
 - (3) The proposal would enhance or aid in the protection, preservation and public or private utilization of the historic site or historic resource located within an historic district in a manner compatible with the historical, archeological, architectural or cultural value of the historic site or historic district in which an historic resource is located; or
 - (4) The proposal is necessary in order that unsafe conditions or health hazards be remedied; or
 - (5) The proposal is necessary in order that the owner of the subject property not be deprived of reasonable use of the property or suffer undue hardship; or
 - (6) In balancing the interests of the public in preserving the historic site or historic resource located within an historic district, with the interests of the public from the use and benefit of the alternative proposal, the general public welfare is better served by granting the permit.
- (c) It is not the intent of this chapter to limit new construction, alteration or repairs to any 1 period or architectural style.
- (d) In the case of an application for work on an historic resource located within an historic district, the commission shall be lenient in its judgment of plans for structures of little historical or design significance or for plans involving new construction, unless such plans would seriously impair the historic or architectural value of surrounding historic resources or would impair the character of the historic district. (Ord. No. 9-4, § 1; Ord. No. 11-59.)

Secretary of the Interior's Standards for Rehabilitation:

#9 New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

#10 New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

STAFF DISCUSSION

Staff finds the removal and replacement of the brick retaining wall and stairs with a wooden wall and stair unit and expansion of an existing concrete parking pad with gravel in the front left side yard of the subject property as being consistent with the Criteria for Approval and *Standards* above.

Both the proposed and completed work does not substantially alter the exterior features of the historic resource. Staff finds the proposed changes to be relatively modest in nature and compatible with the simple vernacular architectural style of the house and rural character of the historic district.

The completed work includes the removal of a very small section of a brick retaining wall that is low to the ground and a brick stair unit the applicant asserts was not historic, and their replacement with a wooden wall that is low to the ground and setback from the public right-of-way and a new wooden stair unit. Staff finds both the proposed and completed alterations as having negligible impact on the public right-of-way. Staff spoke with the applicants about staining or painting the wall and stair unit with the purpose of helping it blend more seamlessly into the landscape and mitigate its impact on the public right-of-way. The applicants have since revised their proposal and agreed to stain the wall and work with the Brookeville Planning Commission on a final color selection. The stair railings will be fabricated from wood and match the style and construction method of the porch railings on the front elevation of the house.

In addition to these changes, the completed work involves the removal of low-laying vegetation and stone with no defined border and the modest expansion of an existing concrete parking pad in the front left side yard. The applicants propose to cover the newly expanded area with loose gravel in front of the wooden retaining wall. The applicant is proposing this alteration to help ameliorate an unsafe condition.

The Secretary of the Interior's Standards for Rehabilitation, "Setting", Guidelines recommend:

"Designing required new parking so that it is as unobtrusive as possible, thus minimizing the effect on the historic character of the setting."

Staff finds this alteration in the front left side yard, and away from the house as being consistent with the Standard above. The replacement of vegetation and stone with gravel and the installation of landscaping will have negligible impact on the public right-of-way.

STAFF RECOMMENDATION

Staff recommends that the Commission **approve with the condition on Circle 1** the HAWP application under the Criteria for Issuance in Chapter 24A-8(b), (1) & (2) having found that the proposal is consistent with the review criteria identified above, and therefore will not substantially alter the exterior features of the historic resource and is compatible in character with the district and the purposes of Chapter 24A;

and with the Secretary of the Interior's Standards for Rehabilitation;

and with the general condition that the applicant shall present the **3 permit sets of drawings, if applicable to Historic Preservation Commission (HPC) staff for review and stamping** prior to submission for the Montgomery County Department of Permitting Services (DPS) building permits;

and with the general condition that the applicant shall notify the Historic Preservation Staff if they propose to make **any alterations** to the approved plans. Once the work is completed the applicant will contact the staff person assigned to this application at 301-563-3400 or joshua.silver@mncppc-mc.org to schedule a follow-up site visit.

3



HISTORIC PRESERVATION COMMISSION
301/563-3400

APPLICATION FOR HISTORIC AREA WORK PERMIT



Contact Email: jeff@issokson.com Contact Person: Jeff Issokson
 Tax Account No.: 455-89-2937 Daytime Phone No.: 301-580-8776
 Name of Property Owner: Margaret Kay & Jeff Issokson Daytime Phone No.: 301-580-8776
 Address: 313 Market Street Brookville, MD 20833
Street Number City State Zip Code
 Contractor: n/a (self) Phone No.: _____
 Contractor Registration No.: n/a
 Agent for Owner: n/a (self) Daytime Phone No.: _____

LOCATION OF PROPOSED PERMIT

House Number: 313 Street: Market St
 Town/City: Brookville Nearest Cross Street: Brookville Rd
 Lot: _____ Block: _____ Subdivision: 0005
 Liber: 4143 Folio: 470 Parcel: 9537

PART ONE: TYPE OF PERMIT ACTION AND USE

1A. CHECK ALL APPLICABLE:

- Construct
- Ertand
- Alter/Revolve
- Move
- Install
- Wreck/Raze
- Revision
- Repair
- Reversible

CHECK ALL APPLICABLE:

- A/C
- Stab
- Room Addition
- Porch
- Deck
- Shed
- Scler
- Fireplace
- Woodburning Stove
- Single Family
- Fence/Wall (complete Section 4)
- Other: _____

1B. Construction cost estimate: \$ 500

1C. If this is a revision of a previously approved active permit, see Permit # n/a

PART TWO: COMPLETE FOR NEW CONSTRUCTION AND EXTERIOR ADDITIONS

2A. Type of sewage disposal: 01 WSSC 02 Septic 03 Other: n/a
 2B. Type of water supply: 01 WSSC 02 Well 03 Other: n/a

PART THREE: COMPLETE ONLY FOR FENCE/RETAINING WALL

3A. Height _____ feet 35 inches

3B. Indicate whether the fence or retaining wall is to be constructed on one of the following locations:

- On party line/property line
- Entirely on land of owner
- On public right of way/easement

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

[Signature]
Signature of owner or authorized agent

Dec 4 2013
Date

Approved: _____ For Chairperson, Historic Preservation Commission

Disapproved: _____ Signature: _____ Date: _____

Application/Permit No.: 651178 Date Filed: _____ Date Issued: _____

**THE FOLLOWING ITEMS MUST BE COMPLETED AND THE
REQUIRED DOCUMENTS MUST ACCOMPANY THIS APPLICATION.**

1. WRITTEN DESCRIPTION OF PROJECT

a. Description of existing structure(s) and environmental setting, including their historical features and significance:

Parking pad parallel to Market St. crumbling brick stairs
(already removed). Modern construction of no historical
value.

b. General description of project and its effect on the historic resource(s), the environmental setting, and, where applicable, the historic district:

Widen existing parking pad; erect a wooden (PT) retaining
wall; construct stairs to back yard; fill in parking pad
with gravel; No historical impact - previous brick stairs
were not historic.

Widening, stairs, and wall have been completed.
Changes needed to stairs to meet code.

2. SITE PLAN

Site and environmental setting, drawn to scale. You may use your plat. Your site plan must include:

- the scale, north arrow, and date;
- dimensions of all existing and proposed structures; and
- site features such as walkways, driveways, fences, ponds, streams, trash dumpsters, mechanical equipment, and landscaping.

3. PLANS AND ELEVATIONS

You must submit 2 copies of plans and elevations in a format no larger than 11" x 17". Plans on 8 1/2" x 11" paper are preferred.

- Schematic construction plans, with marked dimensions, indicating location, size and general type of walls, window and door openings, and other fixed features of both the existing resource(s) and the proposed work.
- Elevations (facades), with marked dimensions, clearly indicating proposed work in relation to existing construction and, when appropriate, context. All materials and fixtures proposed for the exterior must be noted on the elevations drawings. An existing and a proposed elevation drawing of each facade affected by the proposed work is required.

4. MATERIALS SPECIFICATIONS

General description of materials and manufactured items proposed for incorporation in the work of the project. This information may be included on your design drawings.

5. PHOTOGRAPHS

- Clearly labeled photographic prints of each facade of existing resource, including details of the affected portions. All labels should be placed on the front of photographs.
- Clearly label photographic prints of the resource as viewed from the public right-of-way and of the adjoining properties. All labels should be placed on the front of photographs.

6. TREE SURVEY

If you are proposing construction adjacent to or within the dripline of any tree 6" or larger in diameter (at approximately 4 feet above the ground), you must file an accurate tree survey identifying the size, location, and species of each tree of at least that dimension.

7. ADDRESSES OF ADJACENT AND CONFRONTING PROPERTY OWNERS

For ALL projects, provide an accurate list of adjacent and confronting property owners (not tenants), including names, addresses, and zip codes. This list should include the owners of all lots or parcels which adjoin the parcel in question, as well as the owner(s) of lot(s) or parcel(s) which lie directly across the street/highway from the parcel in question.

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

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313 Market St.
Brookeville MD
20833

Owner's Agent's mailing address

Adjacent and confronting Property Owners mailing addresses

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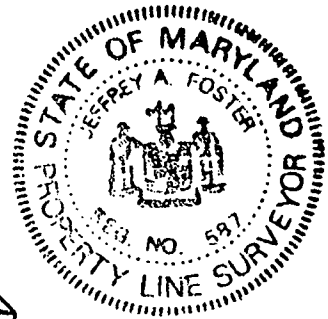
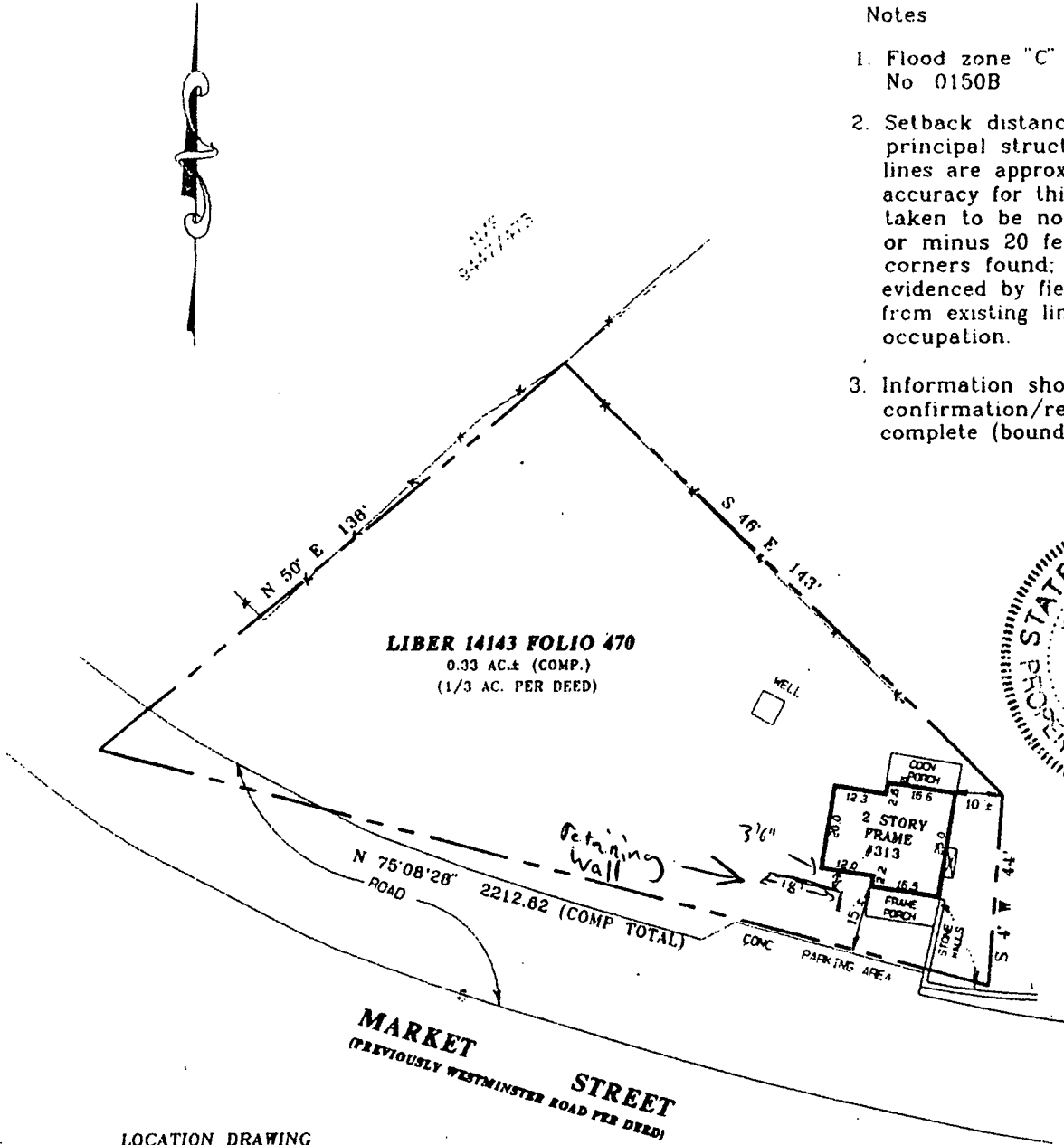
Steph & Hannah Kerr
310 Market St.
Brookeville MD 20833

David Zinger
19801 Georgia Ave
Brookeville MD 20833


- 3. This plan does not provide for the accurate identification of property boundary lines, but such identification may not be required for the transfer of title or securing financing or re-financing
- 4. Building line and/or Flood Zone information is taken from available sources and is subject to interpretation of originator.

Notes

- 1. Flood zone "C" per H.U.D. panel No 0150B
- 2. Setback distances as shown to the principal structure from property lines are approximate. The level of accuracy for this drawing should be taken to be no greater than plus or minus 20 feet. No property corners found; lines shown evidenced by field measurements from existing lines of apparent occupation.
- 3. Information shown is subject to confirmation/revision by a more complete (boundary) survey.



LOCATION DRAWING
S.L. DAVIS PROPERTY
LIBER 14143 FOLIO 470
 MONTGOMERY COUNTY, MARYLAND

SURVEYOR'S CERTIFICATE		REFERENCES			SNIDER & ASSOCIATES SURVEYORS - ENGINEERS, LAND PLANNING CONSULTANTS 2 Professional Drive, Suite 216 Gaithersburg, Maryland 20879 301/948-5100, Fax 301/948-1286	
"THE INFORMATION SHOWN HEREON HAS BEEN BASED UPON THE RESULTS OF A FIELD INSPECTION PURSUANT TO THE DEED OR PLAT OF RECORD. EXISTING STRUCTURES SHOWN HAVE BEEN FIELD LOCATED BASED UPON MEASUREMENTS FROM PROPERTY MARKERS FOUND OR FROM EVIDENCE OF LINES OF APPARENT OCCUPATION."		PLAT BK.			DATE OF LOCATIONS	SCALE:
		PLAT NO		WALL CHECK:	DRAWN BY:	M.A.S.
		LIBER 14143		HSE. LOC: 12-3-98	JOB NO:	98-4455
<i>Jeffrey A. Foster</i> MARYLAND PROPERTY LINE SURVEYOR REG. NO. 587		FOLIO 470				

The following changes will be made to the plans as per Joshua Silver's suggestion.

1) The hand rail will be changed to match the style and construction of the existing railing on the front porch of the house as indicated in the following picture.



2) The entire structure will be stained a color to be approved by the town of Brookeville Planning Commission.

313 MARKET STREET

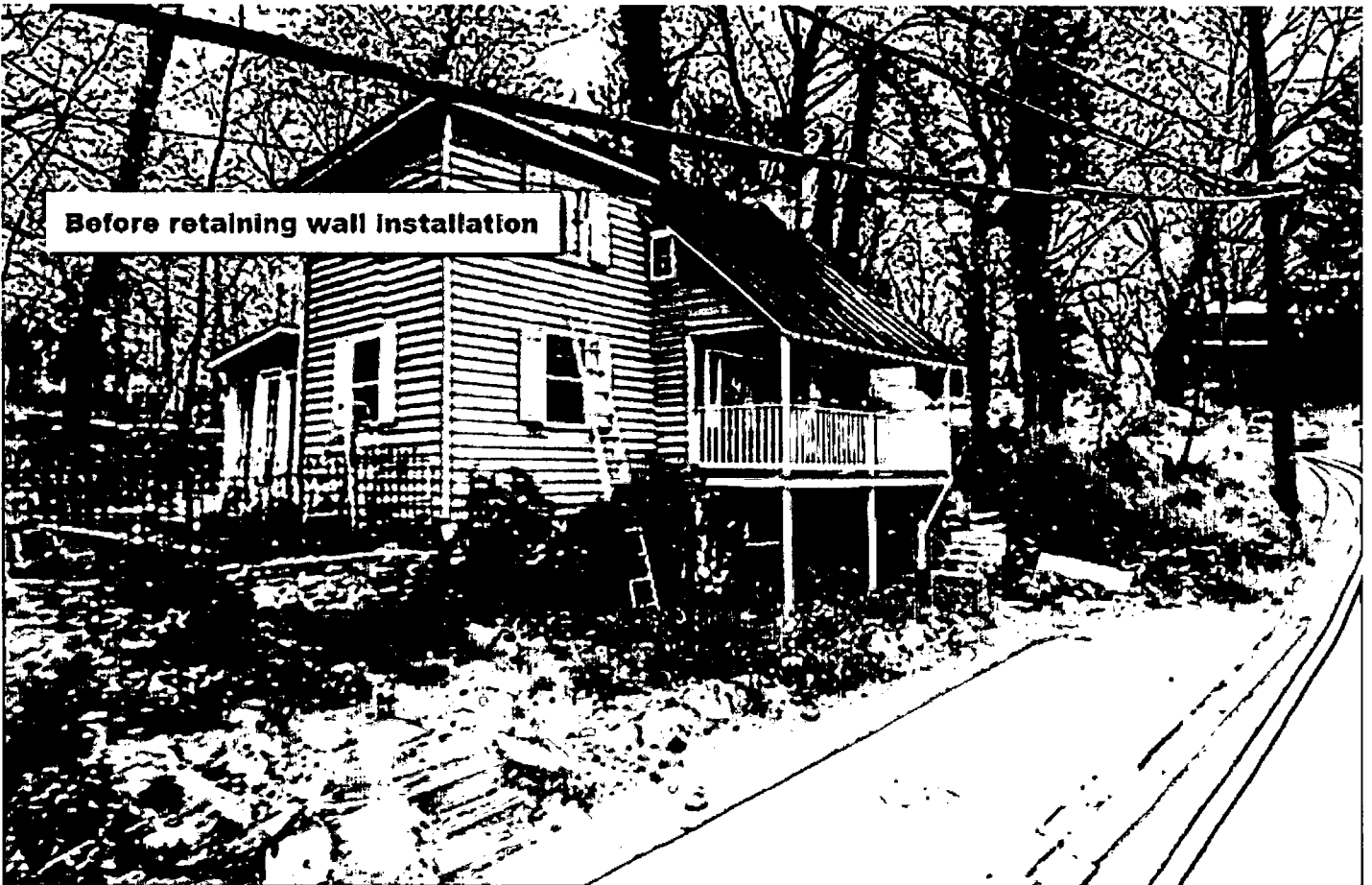
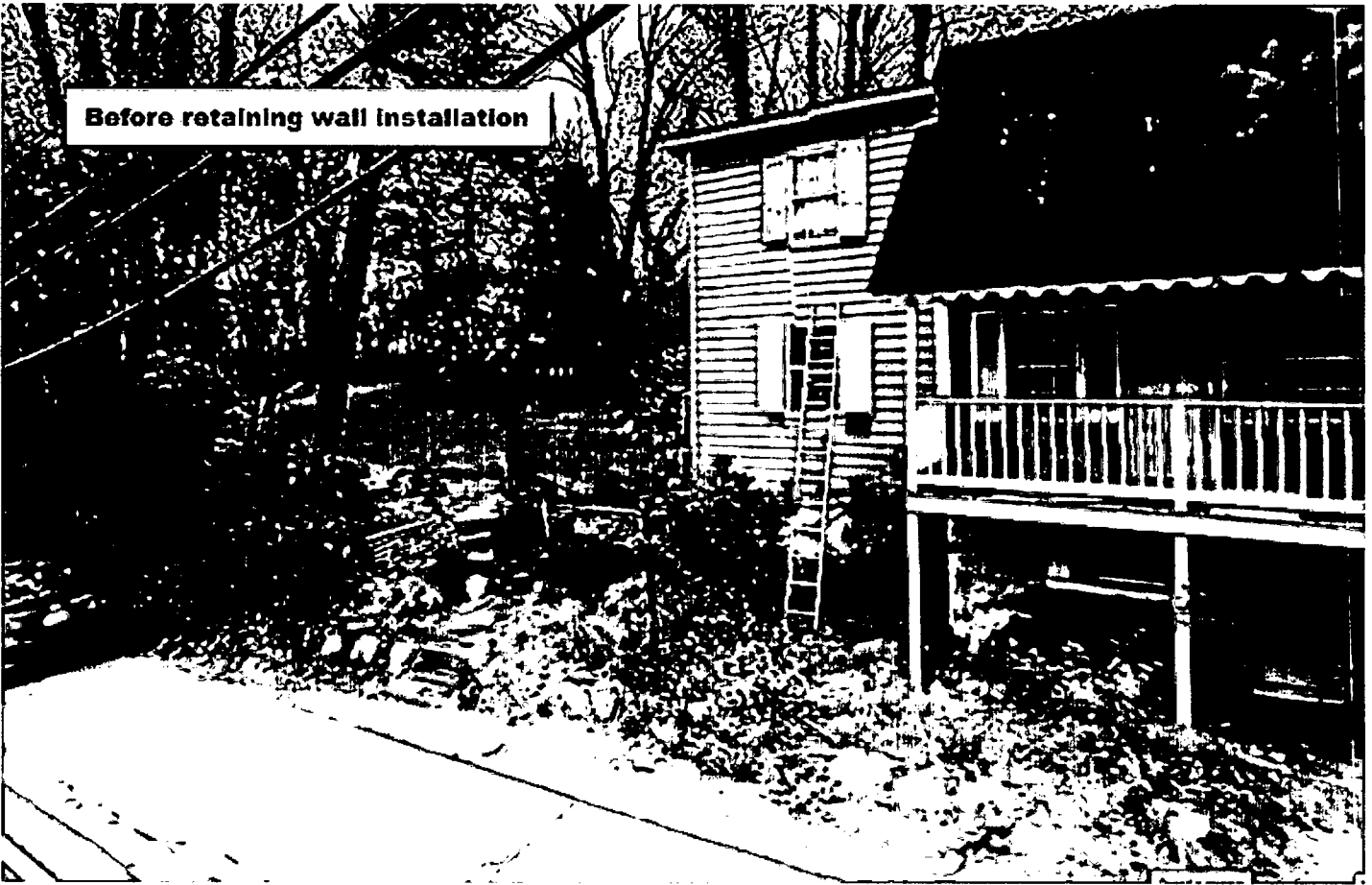


Existing Property Condition Photographs



Detail





**Retaining wall and steps
Installation as of 6/6/2013**



MONTGOMERY COUNTY HISTORIC PRESERVATION COMMISSION
STAFF REPORT

Address:	313 Market Street, Brookeville	Meeting Date:	2/26/14
Resource:	Outstanding Resource Brookeville Historic District	Report Date:	2/19/14
Applicant:	Margaret Kay and Jeff Issokson	Public Notice:	2/12/14
Review:	HAWP [RETROACTIVE]	Tax Credit:	None
Case Number:	23/65-14A	Staff:	Josh Silver

PROPOSAL: Installation of retaining wall and other alterations

STAFF RECOMMENDATION

Staff recommends that the HPC **approve with conditions** the HAWP:

1. *The applicants must obtain all applicable permits from the Town of Brookeville prior to submitting their permit set of plans to HPC staff for final review and approval.*
2. *The applicants will complete the proposed work consistent with the HPC's approval within 60 days of issuance of their Historic Area Work Permit.*

ARCHITECTURAL DESCRIPTION

SIGNIFICANCE: Outstanding Resource within the Brookeville Historic District
STYLE: Vernacular
DATE: c1790

PROPOSAL

The applicants are requesting retroactive approval for the removal of a small section of an existing brick retaining wall and stairs and installation of a 29" high, wooden, retaining wall and associated stair unit in the front left side yard of the subject property. The stair railings will be fabricated from wood and match the style and construction method of the porch railings on the front elevation of the house. Both the wall and stair railing will be painted.

The proposed work scope also includes the expansion of an existing concrete parking pad with a gravel surface in the front left side yard of the subject property.

APPLICABLE GUIDELINES

When reviewing alterations within the Brookeville Historic District several documents are to be utilized as guidelines to assist the Commission in developing their decision. These documents include the *Montgomery County Code Chapter 24A (Chapter 24A)* and the *Secretary of the Interior's Standards for Rehabilitation (Standards)*. The pertinent information in these documents is outlined as follows:

Montgomery County Code; Chapter 24A-8

- (a) The commission shall instruct the director to deny a permit if it finds, based on the evidence and information presented to or before the commission that the alteration for which the permit is sought would be inappropriate, inconsistent with or detrimental to the preservation, enhancement or ultimate protection of the historic site or historic resource within an historic district, and to the purposes of this chapter.
- (b) The commission shall instruct the director to issue a permit, or issue a permit subject to such conditions as are found to be necessary to insure conformity with the purposes and requirements of this chapter, if it finds that:
 - (1) The proposal will not substantially alter the exterior features of an historic site or historic resource within an historic district; or
 - (2) The proposal is compatible in character and nature with the historical, archeological, architectural or cultural features of the historic site or the historic district in which an historic resource is located and would not be detrimental thereto or to the achievement of the purposes of this chapter; or
 - (3) The proposal would enhance or aid in the protection, preservation and public or private utilization of the historic site or historic resource located within an historic district in a manner compatible with the historical, archeological, architectural or cultural value of the historic site or historic district in which an historic resource is located; or
 - (4) The proposal is necessary in order that unsafe conditions or health hazards be remedied; or
 - (5) The proposal is necessary in order that the owner of the subject property not be deprived of reasonable use of the property or suffer undue hardship; or
 - (6) In balancing the interests of the public in preserving the historic site or historic resource located within an historic district, with the interests of the public from the use and benefit of the alternative proposal, the general public welfare is better served by granting the permit.
- (c) It is not the intent of this chapter to limit new construction, alteration or repairs to any 1 period or architectural style.
- (d) In the case of an application for work on an historic resource located within an historic district, the commission shall be lenient in its judgment of plans for structures of little historical or design significance or for plans involving new construction, unless such plans would seriously impair the historic or architectural value of surrounding historic resources or would impair the character of the historic district. (Ord. No. 9-4, § 1; Ord. No. 11-59.)

Secretary of the Interior's Standards for Rehabilitation:

- #9 New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
- #10 New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

STAFF DISCUSSION

Staff finds the removal and replacement of the brick retaining wall and stairs with a 29" high, wooden wall and new stair unit, and expansion of an existing concrete parking pad with gravel in the front left side yard of the subject property as being consistent with the **Criteria for Approval and Standards** above.

Both the proposed and completed work does not substantially alter the exterior features of the historic resource. Staff finds the proposed changes to be relatively modest in nature and compatible with the simple vernacular architectural style of the house and rural character of the historic district. Staff finds both the proposed and completed alterations as having negligible impact on the public right-of-way. The wall and stair unit will be stained or painted to help it blend more seamlessly into the landscape and mitigate its impact on the public right-of-way. The applicants have agreed to work with the Brookeville Planning Commission on a final color selection.

In addition to these changes, the completed work involves the removal of low-laying vegetation and stone with no defined border and the modest expansion of an existing concrete parking pad in the front left side yard. The applicants propose to cover the expanded area with loose gravel in front of the wooden retaining wall. The applicants are proposing this alteration to help ameliorate an unsafe condition as result of limited parking along a busy section of road.

The Secretary of the Interior's Standards for Rehabilitation, "Setting", Guidelines recommend:

"Designing required new parking so that it is as unobtrusive as possible, thus minimizing the effect on the historic character of the setting."

Staff finds this alteration in the front left side yard, and away from the house as being consistent with the **Standard** above. The replacement of vegetation and stone with gravel and the installation of landscaping will have negligible impact on the public right-of-way.

STAFF RECOMMENDATION

Staff recommends that the Commission **approve with the conditions on Circle 1** the HAWP application under the Criteria for Issuance in Chapter 24A-8(b), (1) & (2) having found that the proposal is consistent with the review criteria identified above, and therefore will not substantially alter the exterior features of the historic resource and is compatible in character with the district and the purposes of Chapter 24A;

and with the Secretary of the Interior's Standards for Rehabilitation;

and with the general condition that the applicant shall present the **3 permit sets of drawings, if applicable to Historic Preservation Commission (HPC) staff for review and stamping** prior to submission for the Montgomery County Department of Permitting Services (DPS) building permits;

and with the general condition that the applicant shall notify the Historic Preservation Staff if they propose to make **any alterations** to the approved plans. Once the work is completed the applicant will **contact the staff person** assigned to this application at 301-563-3400 or joshua.silver@mncppc-mc.org to schedule a follow-up site visit.



HISTORIC PRESERVATION COMMISSION
301/563-3400

APPLICATION FOR HISTORIC AREA WORK PERMIT



Contact Email: jeff@issokson.com Contact Person: Jeff Issokson
 Tax Account No.: 455-89-2937 Daytime Phone No.: 301-580-8776
 Name of Property Owner: Margaret Kay & Jeff Issokson Daytime Phone No.: 301-580-8776
 Address: 313 Market Street Brookeville, MD 20833
Street Number City State Zip Code
 Contractor: n/a (self) Phone No.: _____
 Contractor Registration No.: n/a
 Agent for Owner: n/a (self) Daytime Phone No.: _____

LOCATION OF BUILDING/PROJECT

House Number: 313 Street: Market St
 Town/City: Brookeville Nearest Cross Street: Brookeville Rd
 Lot: _____ Block: _____ Subdivision: 0205
 Liber: 14143 Folio: 470 Parcel: P537

PART ONE: TYPE OF PERMIT ACTION AND USE

1A. CHECK ALL APPLICABLE:

- Construct Extend Alter/Renovate
- Move Install Wreck/Rem
- Revision Repair Reversible

CHECK ALL APPLICABLE:

- AC Stab Room Addition Porch Deck Shed
- Solar Fireplace Woodburning Stove Single Family
- Fence/Wall (complete Section 4) Other: _____

1B. Construction cost estimate: \$ 500

1C. If this is a revision of a previously approved active permit, see Permit # n/a

PART TWO: COMPLETION OF NEW CONSTRUCTION AND EXTENSION/ADDITIONS

2A. Type of sewage disposal: 01 WSSC 02 Septic 03 Other: n/a
 2B. Type of water supply: 01 WSSC 02 Well 03 Other: n/a

PART THREE: COMPLETION OF FENCE OR RETAINING WALL

3A. Height _____ feet 35 inches

3B. Indicate whether the fence or retaining wall is to be constructed on one of the following locations:

- On party line/property line
- Entirely on land of owner
- On public right of way/easement

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

[Signature]
 Signature of owner or authorized agent

Dec 4, 2013
 Date

Approved: _____ For Chairperson, Historic Preservation Commission

Disapproved: _____ Signature: _____ Date: _____
 Application/Permit No.: 651178 Date Filed: _____ Date Issued: _____

**THE FOLLOWING ITEMS MUST BE COMPLETED AND THE
REQUIRED DOCUMENTS MUST ACCOMPANY THIS APPLICATION.**

1. WRITTEN DESCRIPTION OF PROJECT

a. Description of existing structure(s) and environmental setting, including their historical features and significance:

Parking pad parallel to Market St. crumbling brick stairs
(already removed). Modern construction of no historical
value.

b. General description of project and its effect on the historic resource(s), the environmental setting, and, where applicable, the historic district:

Widen existing parking pad; erect a wooden (PT) retaining
wall; construct stairs to back yard; fill in parking pad
with gravel. No historical impact - previous brick stairs
were not historic.
Widening, stairs, and wall have been completed.
Changes needed to stairs to meet code.

2. SITE PLAN

Site and environmental setting, drawn to scale. You may use your plot. Your site plan must include:

- a. the scale, north arrow, and date;
- b. dimensions of all existing and proposed structures; and
- c. site features such as walkways, driveways, fences, ponds, streams, trash dumpsters, mechanical equipment, and landscaping.

3. PLANS AND ELEVATIONS

You must submit 2 copies of plans and elevations in a format no larger than 11" x 17". Plans on 8 1/2" x 11" paper are preferred.

- a. Schematic construction plans, with marked dimensions, indicating location, size and general type of walls, window and door openings, and other fixed features of both the existing resource(s) and the proposed work.
- b. Elevations (facades), with marked dimensions, clearly indicating proposed work in relation to existing construction and, where appropriate, context. All materials and fixtures proposed for the exterior must be noted on the elevations drawings. An existing and a proposed elevation drawing of each facade affected by the proposed work is required.

4. MATERIALS SPECIFICATIONS

General description of materials and manufactured items proposed for incorporation in the work of the project. This information may be included on your design drawings.

5. PHOTOGRAPHS

- a. Clearly labeled photographic prints of each facade of existing resource, including details of the affected portions. All labels should be placed on the front of photographs.
- b. Clearly label photographic prints of the resource as viewed from the public right-of-way and of the adjoining properties. All labels should be placed on the front of photographs.

6. TREE SURVEY

If you are proposing construction adjacent to or within the dripline of any tree 6" or larger in diameter (at approximately 4 feet above the ground), you must file an accurate tree survey identifying the size, location, and species of each tree of at least that dimension.

7. ADDRESSES OF ADJACENT AND CONFRONTING PROPERTY OWNERS

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PLEASE STAY WITHIN THE GUIDES OF THE TEMPLATE, AS THIS WILL BE PHOTOCOPIED DIRECTLY ONTO MAILING LABELS.

(5)

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

Owner's mailing address

Jeff Issakson
313 Market St.
Brookeville MD
20833

Owner's Agent's mailing address

Adjacent and confronting Property Owners mailing addresses

Deeds Wells
309 Market St.
Brookeville MD
20833

JoAnne Keister
314 Market St.
Brookeville MD
20833

Anne & Mark Ennis
316 Market St
Brookeville MD

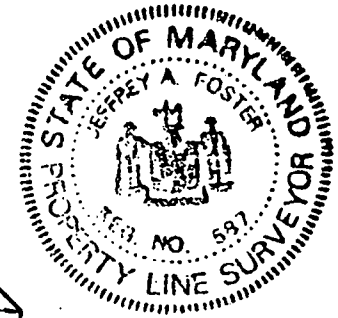
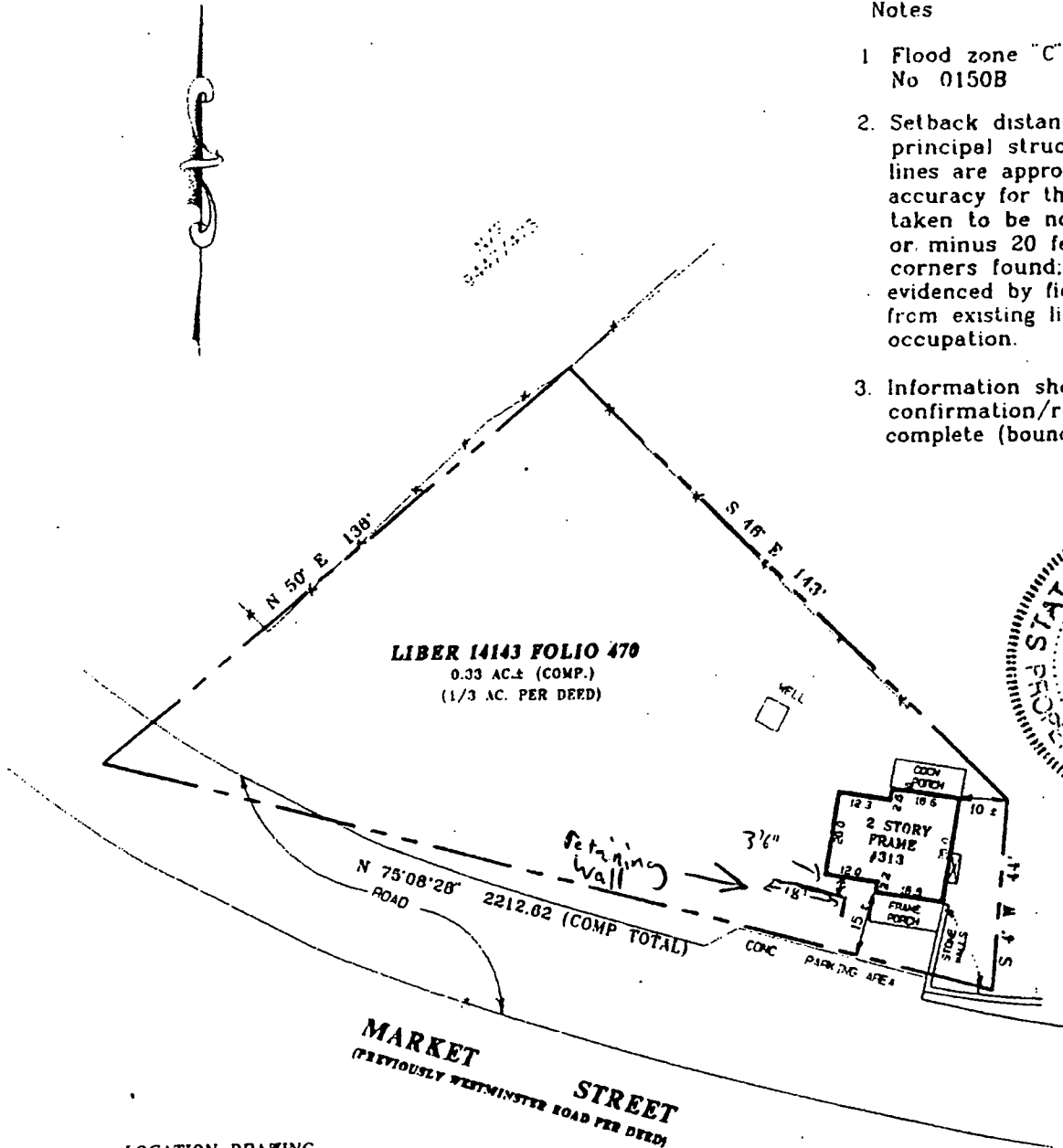
Steph & Hannah Kerr
310 Market St.
Brookeville MD 20833

David Zinger
19801 Georgia Ave
Brookeville MD 20833

- 3 This plan does not provide for the accurate identification of property boundary lines, but such identification may not be required for the transfer of title or securing financing or re-financing
- 4 Building line and/or Flood Zone information is taken from available sources and is subject to interpretation of originator.

Notes

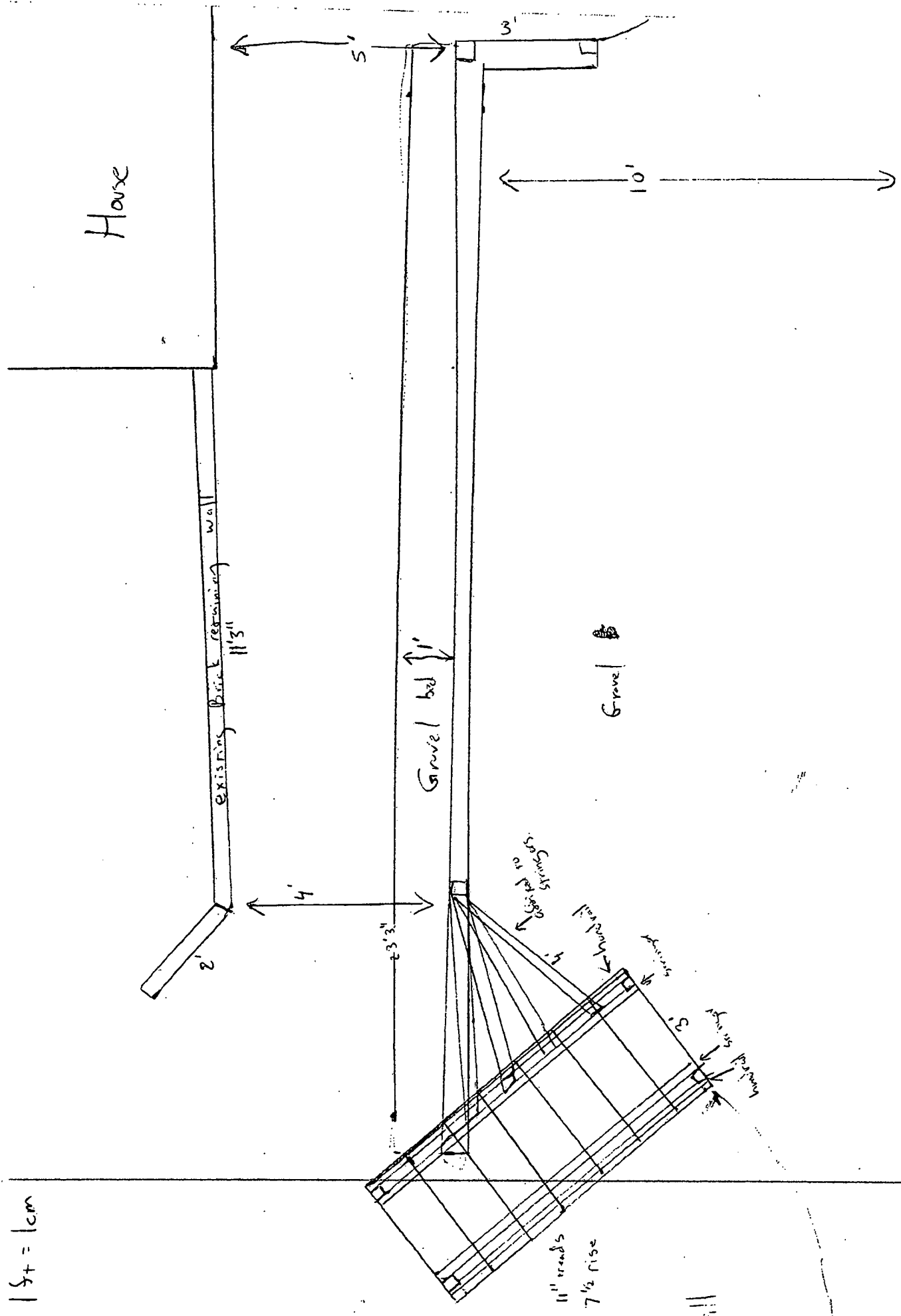
- 1 Flood zone "C" per H.U.D. panel No 0150B
2. Setback distances as shown to the principal structure from property lines are approximate. The level of accuracy for this drawing should be taken to be no greater than plus or minus 20 feet. No property corners found; lines shown evidenced by field measurements from existing lines of apparent occupation.
3. Information shown is subject to confirmation/revision by a more complete (boundary) survey.



LOCATION DRAWING
S.L. DAVIS PROPERTY
LIBER 14143 FOLIO 470
 MONTGOMERY COUNTY, MARYLAND

SURVEYOR'S CERTIFICATE		REFERENCES	SNIDER & ASSOCIATES SURVEYORS - ENGINEERS LAND PLANNING CONSULTANTS 2 Professional Drive, Suite 218 Gaithersburg, Maryland 20879 301/948-5100, Fax 301/948-1288	
THE INFORMATION SHOWN HEREON HAS BEEN BASED UPON THE RESULTS OF A FIELD INSPECTION PURSUANT TO THE DEED OR PLAT OF RECORD EXISTING STRUCTURES SHOWN HAVE BEEN FIELD LOCATED BASED UPON MEASUREMENTS FROM PROPERTY MARKERS FOUND OR FROM EVIDENCE OF LINES OF APPARENT OCCUPATION		PLAT BK.		DATE OF LOCATIONS
		PLAT NO		SCALE: 1" = 40'
LIBER 14143		FOLIO 470	WALL CHECK	DRAWN BY M.A.S.
JEFFREY A. FOSTER MONTGOMERY COUNTY PROPERTY LINE SURVEYOR REG. NO. 597			HSE. LOC: 12-3-98	JOB NO: 98-4455

1/4" = 1cm



Existing Parking Pod

8

1 ft = 1 cm

existing iron beam

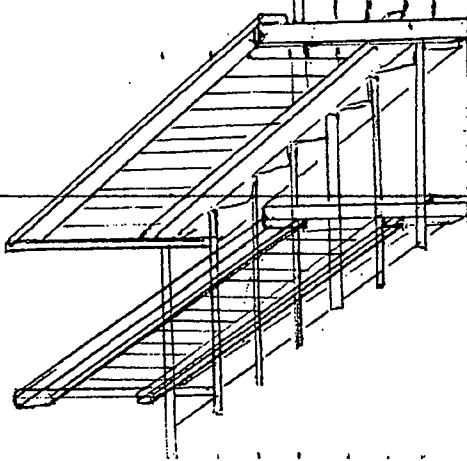
existing brick wall

House

proposed
streaming wall

4" x 4" posts
set in
concrete

*Note height of wall
will be reduced to 29 inches.



3'6"

29"

11'3"

25'9"

1168



The following changes will be made to the plans as per Joshua Silver's suggestion.

1) The hand rail will be changed to match the style and construction of the existing railing on the front porch of the house as indicated in the following picture.



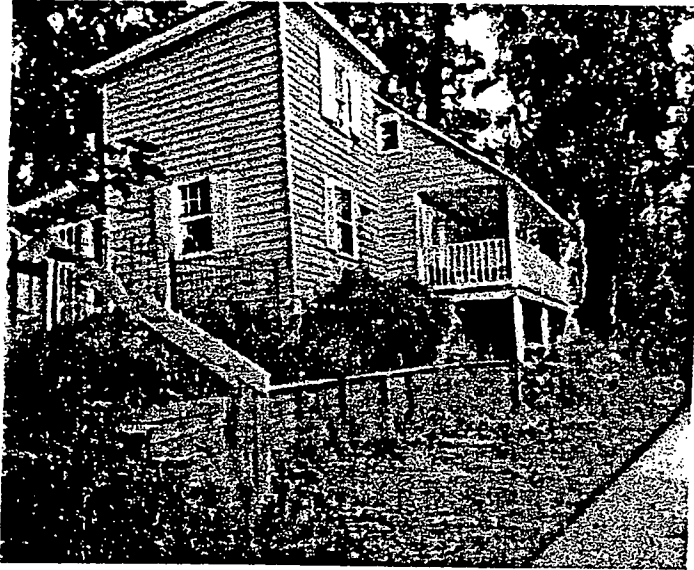
2) The entire structure will be stained a color to be approved by the town of Brookeville Planning Commission.



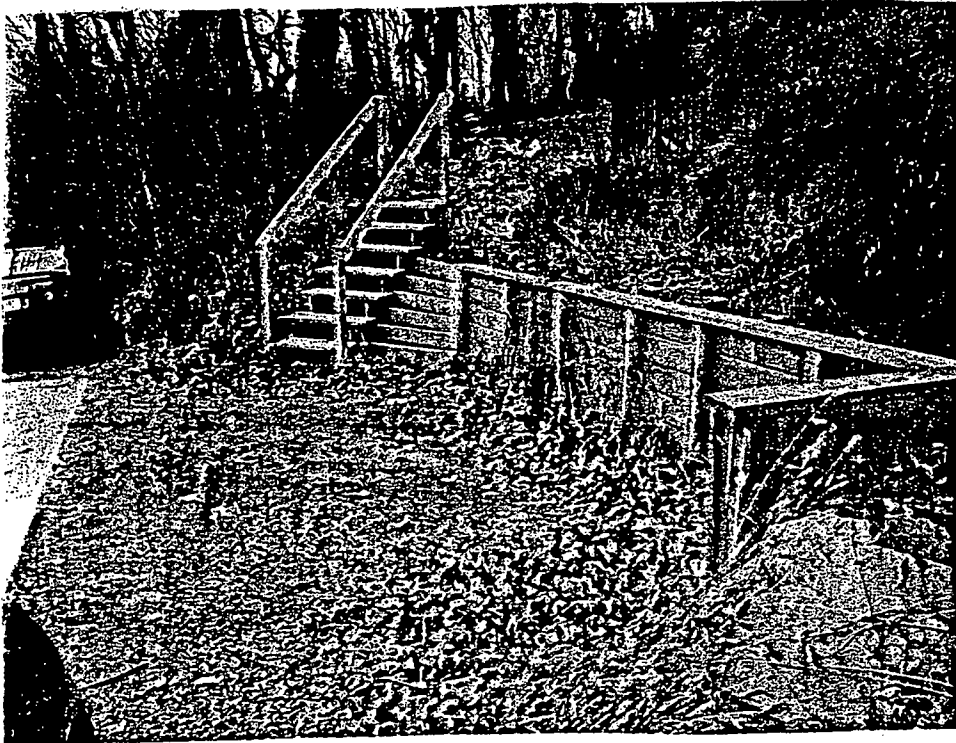
313 MARKET STREET

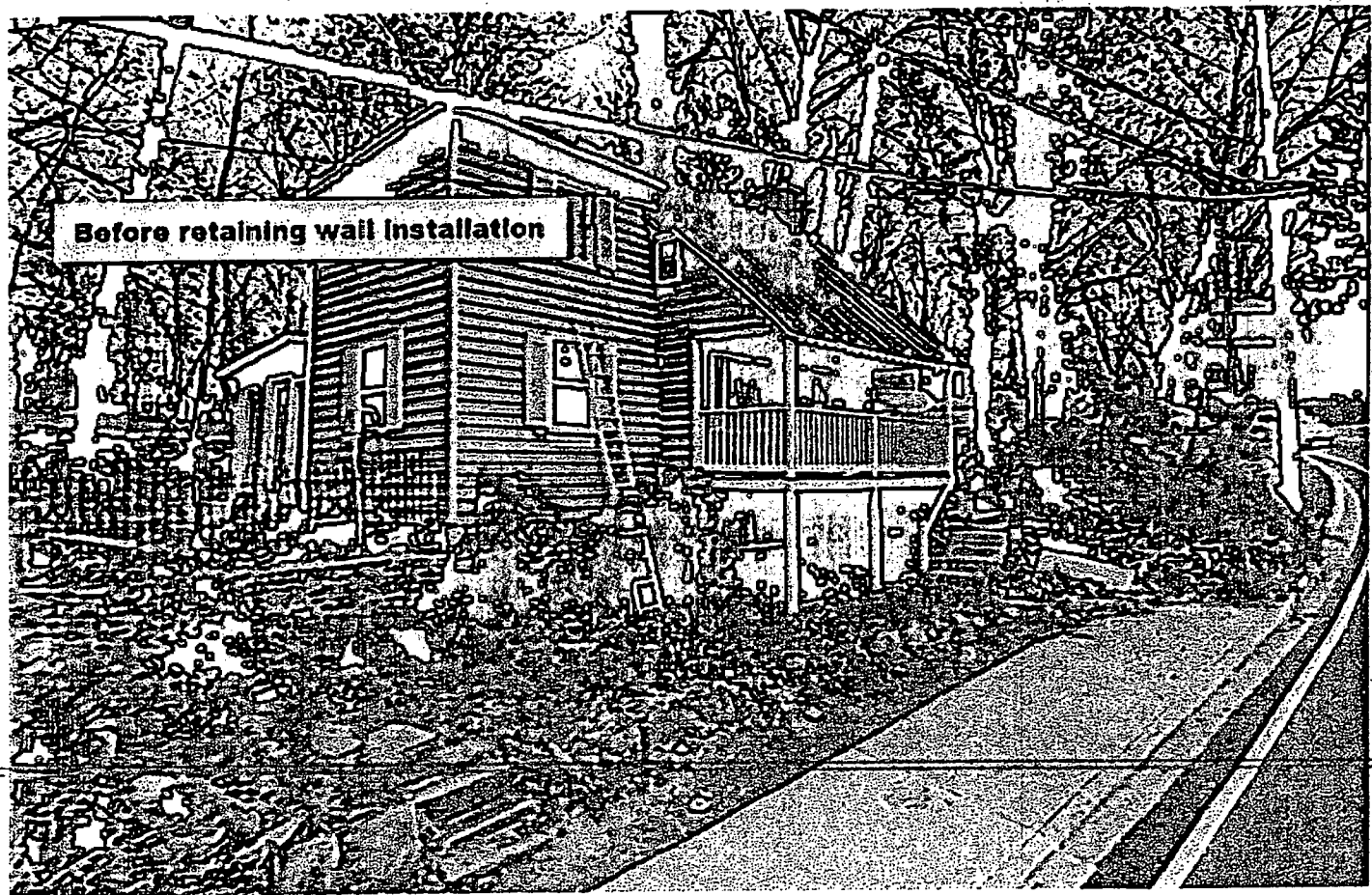
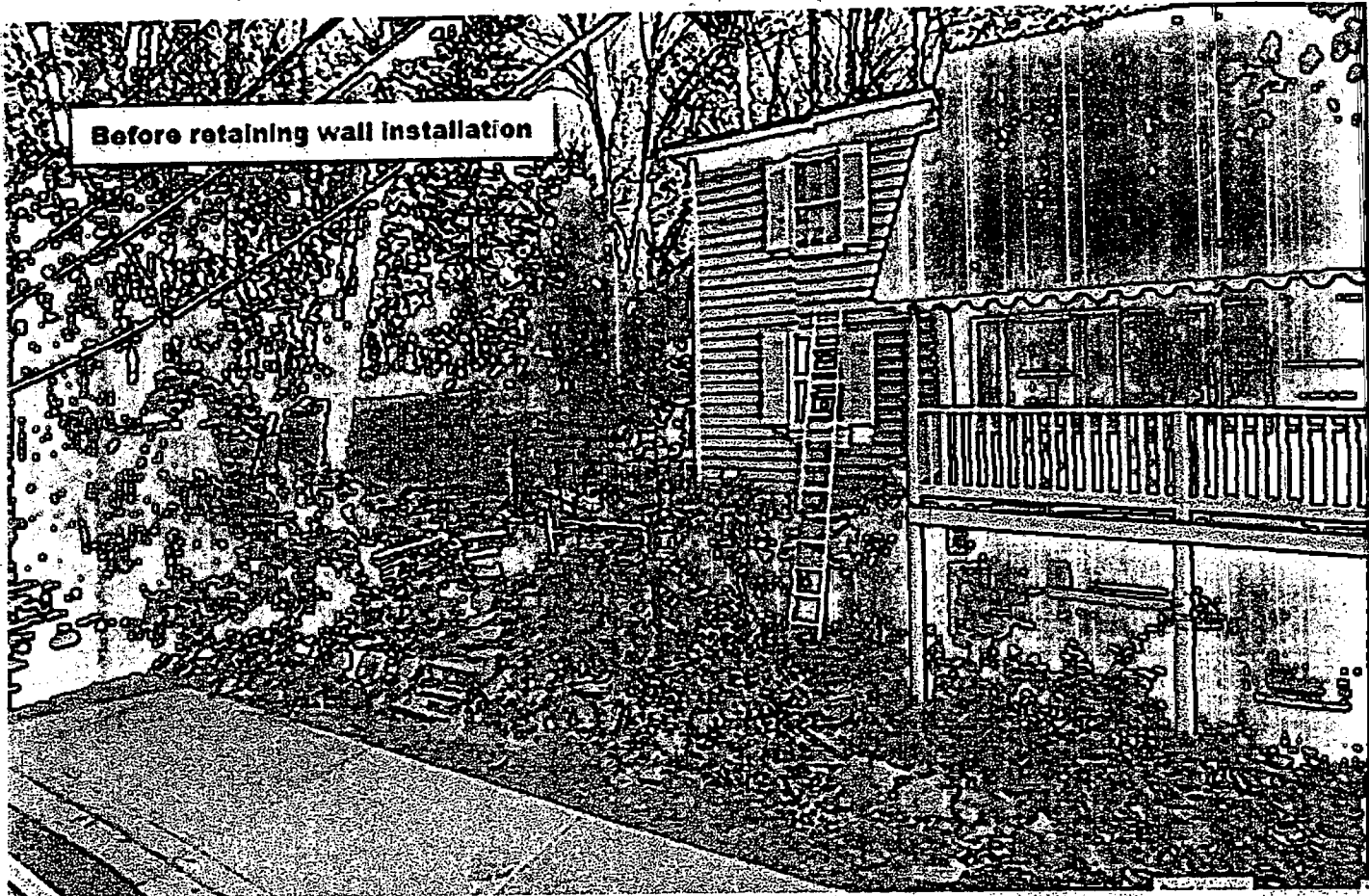


Existing Property Condition Photographs

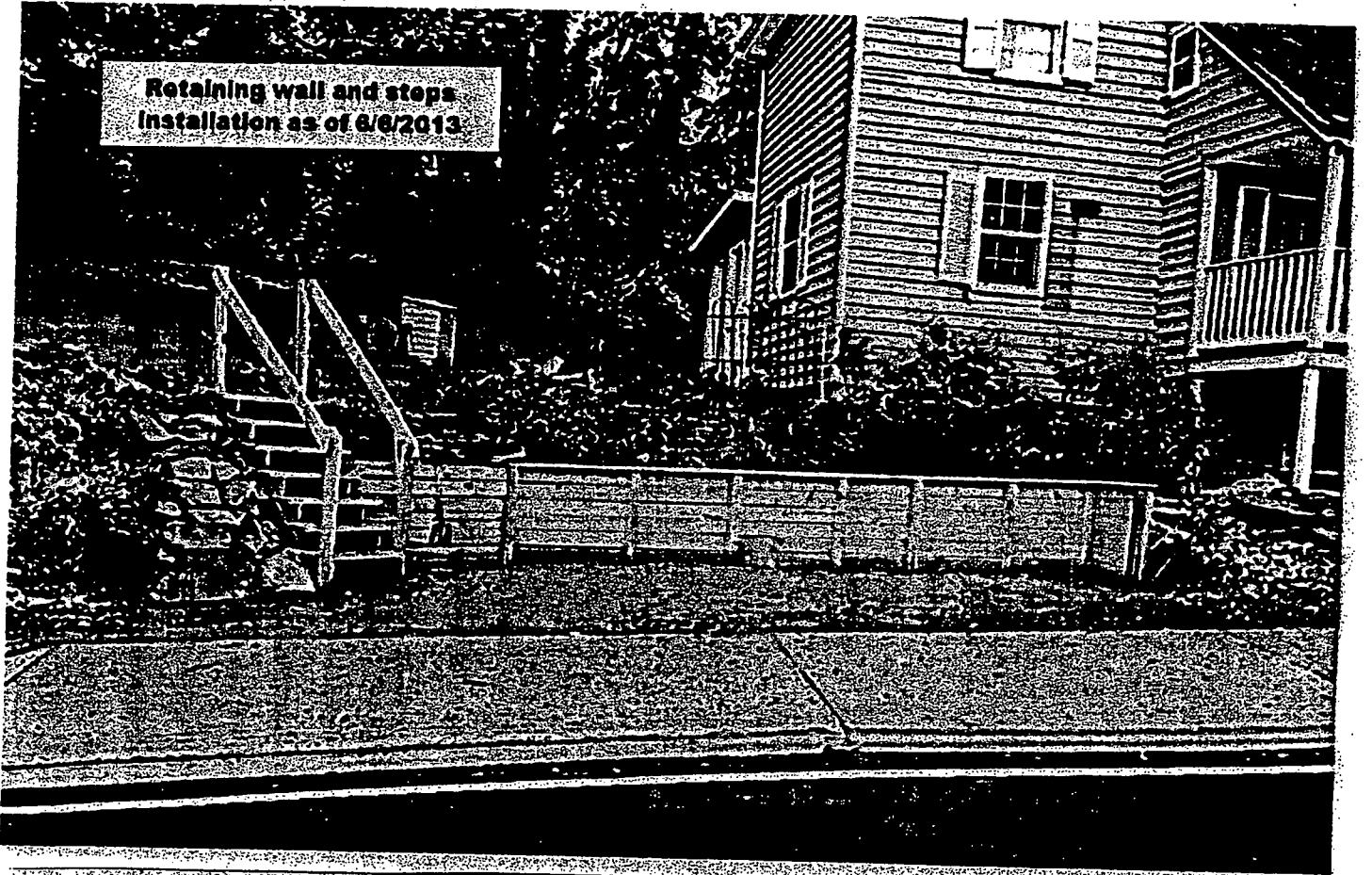


Detail

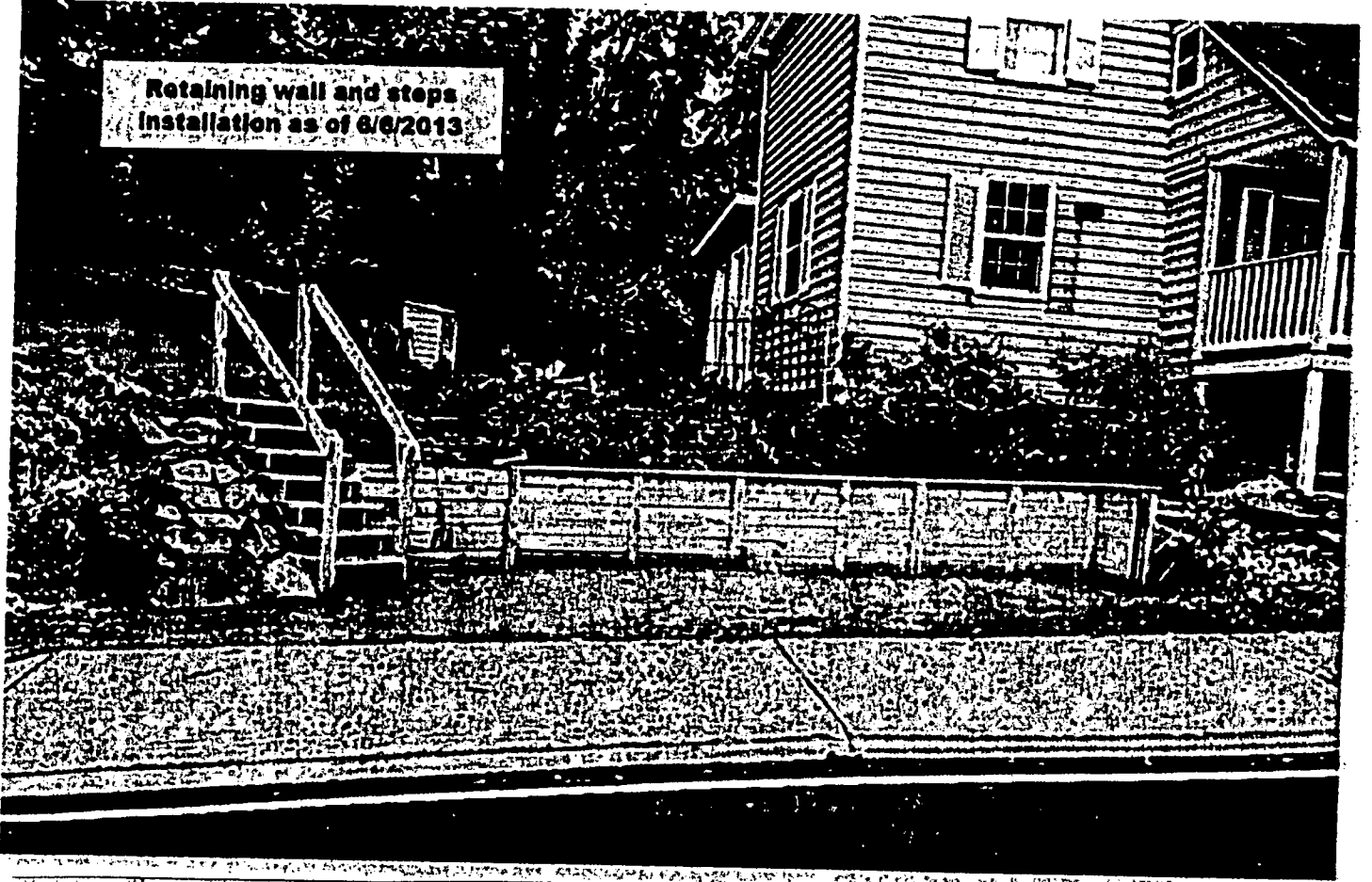


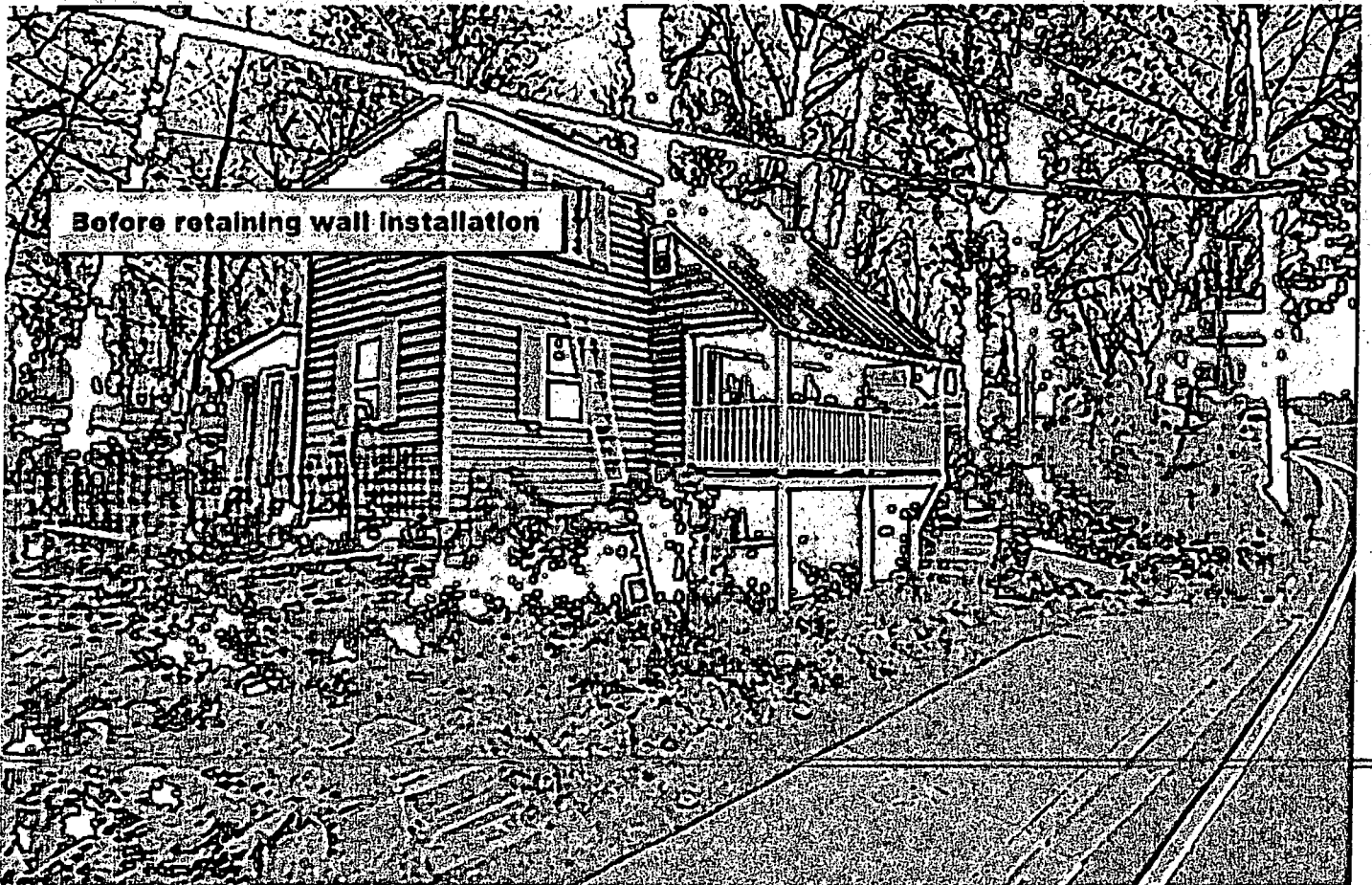
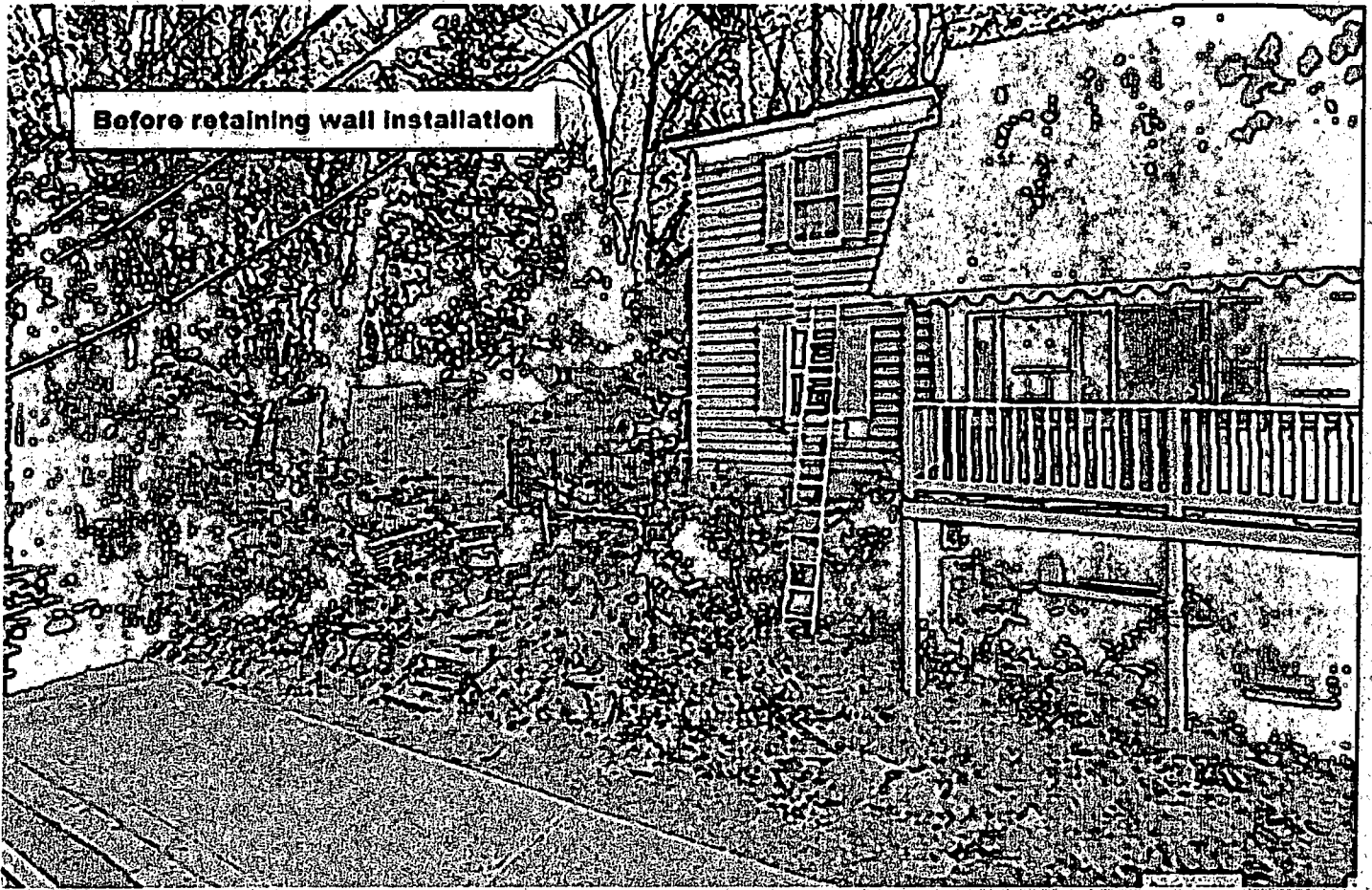


Retaining wall and steps
Installation as of 6/6/2013



Retaining wall and steps
Installation as of 6/6/2013





POSTPONED --
CONTINUED 1/22/14

- RETAINING WALL -- GUARDRAIL REQ.
- TIME PERIOD FOR PAINTING/STAINING
I-B

MONTGOMERY COUNTY HISTORIC PRESERVATION COMMISSION
STAFF REPORT

Address: 313 Market Str
Resource: Outstanding R
Brookeville His
Applicant: Margaret Kay a
Review: HAWP [RETR
Case Number: 23/65-14A
PROPOSAL: Installation of re

STAFF RECOMMENDATION

Staff recommends that the HPC a

1. *The applicants must obtain approval from Montgomery County prior to submitting the proposal.*

ARCHITECTURAL DESCRIPTION

SIGNIFICANCE: Outstanding F
STYLE: Vernacular
DATE: c1790

PROPOSAL

The applicants are requesting retro retaining wall and stairs and install left side yard of the subject property with a concrete parking pad with a gravel

APPLICABLE GUIDELINES

When reviewing alterations within the guidelines to assist the Commission in reviewing the proposed alterations, the Commission shall refer to the *Montgomery County Code Chapter 17-100 Rehabilitation (Standards)*. The pe

Montgomery County Code; Chapter 17-100

- (a) The commission shall instruct the applicant to provide information presented to or sought would be inappropriate or ultimate protection of the purposes of this chapter.



Retaining wall and steps
Installation as of 6/6/2013

- (b) The commission shall instruct the director to issue a permit, or issue a permit subject to such conditions as are found to be necessary to insure conformity with the purposes and requirements of this chapter, if it finds that:
- (1) The proposal will not substantially alter the exterior features of an historic site or historic resource within an historic district; or
 - (2) The proposal is compatible in character and nature with the historical, archeological, architectural or cultural features of the historic site or the historic district in which an historic resource is located and would not be detrimental thereto or to the achievement of the purposes of this chapter; or
 - (3) The proposal would enhance or aid in the protection, preservation and public or private utilization of the historic site or historic resource located within an historic district in a manner compatible with the historical, archeological, architectural or cultural value of the historic site or historic district in which an historic resource is located; or
 - (4) The proposal is necessary in order that unsafe conditions or health hazards be remedied; or
 - (5) The proposal is necessary in order that the owner of the subject property not be deprived of reasonable use of the property or suffer undue hardship; or
 - (6) In balancing the interests of the public in preserving the historic site or historic resource located within an historic district, with the interests of the public from the use and benefit of the alternative proposal, the general public welfare is better served by granting the permit.
- (c) It is not the intent of this chapter to limit new construction, alteration or repairs to any 1 period or architectural style.
- (d) In the case of an application for work on an historic resource located within an historic district, the commission shall be lenient in its judgment of plans for structures of little historical or design significance or for plans involving new construction, unless such plans would seriously impair the historic or architectural value of surrounding historic resources or would impair the character of the historic district. (Ord. No. 9-4, § 1; Ord. No. 11-59.)

Secretary of the Interior's Standards for Rehabilitation:

#9 New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

#10 New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

STAFF DISCUSSION

Staff finds the removal and replacement of the brick retaining wall and stairs with a wooden wall and stair unit and expansion of an existing concrete parking pad with gravel in the front left side yard of the subject property as being consistent with the Criteria for Approval and *Standards* above.

Both the proposed and completed work does not substantially alter the exterior features of the historic resource. Staff finds the proposed changes to be relatively modest in nature and compatible with the simple vernacular architectural style of the house and rural character of the historic district.

The completed work includes the removal of a very small section of a brick retaining wall that is low to the ground and a brick stair unit the applicant asserts was not historic, and their replacement with a wooden wall that is low to the ground and setback from the public right-of-way and a new wooden stair unit. Staff finds both the proposed and completed alterations as having negligible impact on the public right-of-way. Staff spoke with the applicants about staining or painting the wall and stair unit with the purpose of helping it blend more seamlessly into the landscape and mitigate its impact on the public right-of-way. The applicants have since revised their proposal and agreed to stain the wall and work with the Brookeville Planning Commission on a final color selection. The stair railings will be fabricated from wood and match the style and construction method of the porch railings on the front elevation of the house.

In addition to these changes, the completed work involves the removal of low-laying vegetation and stone with no defined border and the modest expansion of an existing concrete parking pad in the front left side yard. The applicants propose to cover the newly expanded area with loose gravel in front of the wooden retaining wall. The applicant is proposing this alteration to help ameliorate an unsafe condition.

The Secretary of the Interior's Standards for Rehabilitation, "Setting", Guidelines recommend:

"Designing required new parking so that it is as unobtrusive as possible, thus minimizing the effect on the historic character of the setting."

Staff finds this alteration in the front left side yard, and away from the house as being consistent with the Standard above. The replacement of vegetation and stone with gravel and the installation of landscaping will have negligible impact on the public right-of-way.

STAFF RECOMMENDATION

Staff recommends that the Commission **approve with the condition on Circle 1** the HAWP application under the Criteria for Issuance in Chapter 24A-8(b), (1) & (2) having found that the proposal is consistent with the review criteria identified above, and therefore will not substantially alter the exterior features of the historic resource and is compatible in character with the district and the purposes of Chapter 24A;

and with the Secretary of the Interior's Standards for Rehabilitation;

and with the general condition that the applicant shall present the **3 permit sets of drawings, if applicable to Historic Preservation Commission (HPC) staff for review and stamping** prior to submission for the Montgomery County Department of Permitting Services (DPS) building permits;

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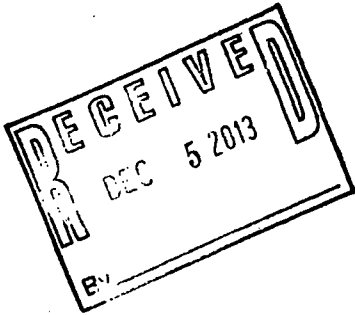
3



DPB - 88

HISTORIC PRESERVATION COMMISSION
301/563-3400

APPLICATION FOR
HISTORIC AREA WORK PERMIT



Contact Email: jeff@issokson.com Contact Person: Jeff Issokson
 Tax Account No.: 455-89-2937 Daytime Phone No.: 301-580-8776
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- Revision Repair Replaceable

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- A/C Stair Room Addition Porch Deck Shed
- Solar Fireplace Woodburning Stove Single Family
- Fence/Wall (complete Section 4) Other: _____

1B. Construction cost estimate: \$ 500
 1C. If this is a revision of a previously approved active permit, see Permit # n/a

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2A. Type of sewage disposal: 01 WSSC 02 Septic 03 Other: n/a
 2B. Type of water supply: 01 WSSC 02 Well 03 Other: n/a

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3A. Height _____ feet 35 inches
 3B. Indicate whether the fence or retaining wall is to be constructed on one of the following locations:
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I hereby certify that I have the authority to make the foregoing application, that the application is correct, and that the construction will comply with plans approved by all agencies listed and I hereby acknowledge and accept this to be a condition for the issuance of this permit.

[Signature] _____ Date: Dec 4 2013
Signature of owner or authorized agent Date

Approved: _____ For Chairperson, Historic Preservation Commission

Disapproved: _____ Signature: _____ Date: _____

Application/Permit No.: 651178 Date Filed: _____ Date Issued: _____

**THE FOLLOWING ITEMS MUST BE COMPLETED AND THE
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Changes needed to stairs to meet code.

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Site and environmental setting, drawn to scale. You may use your plat. Your site plan must include:

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5

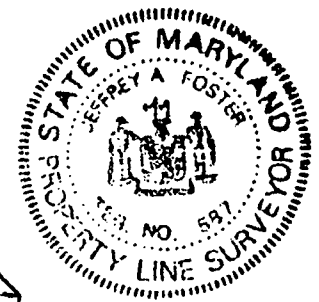
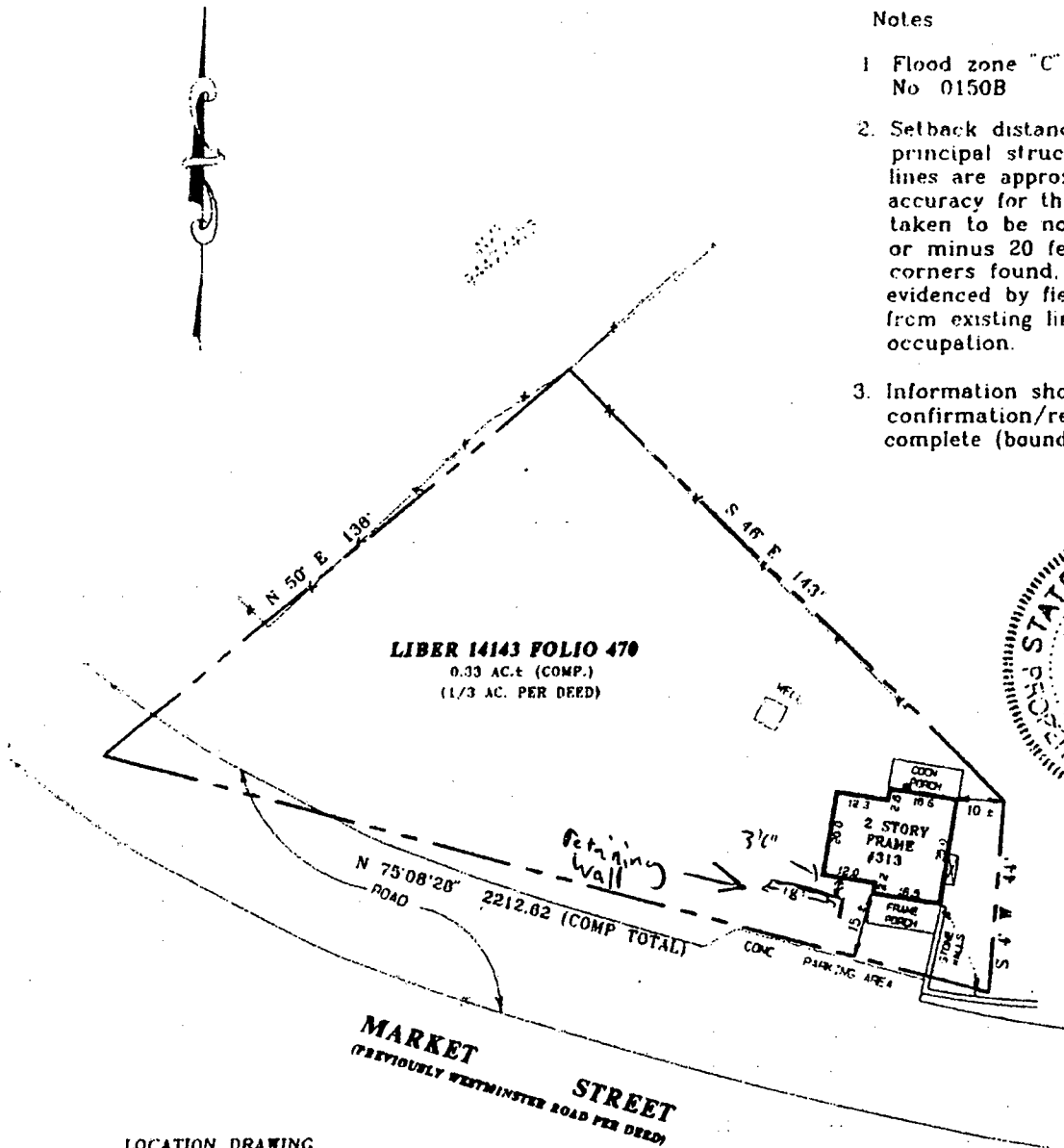
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[Owner, Owner's Agent, Adjacent and Confronting Property Owners]

Owner's mailing address Jeff Issokson 313 Market St. Brookville MD 20833	Owner's Agent's mailing address
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Anne & Mark Ennis 316 Market St Brookville MD	Steph & Hannah Kerr 310 Market St. Brookville MD 20833
David Zinger 19801 Georgia Ave Brookville MD 20833	


- 3 This plan does not provide for the accurate identification of property boundary lines, but such identification may not be required for the transfer of title or securing financing or re-financing
- 4 Building line and/or Flood Zone information is taken from available sources and is subject to interpretation of originator.

Notes

- 1 Flood zone "C" per H.U.D. panel No 0150B
- 2. Setback distances as shown to the principal structure from property lines are approximate. The level of accuracy for this drawing should be taken to be no greater than plus or minus 20 feet. No property corners found, lines shown evidenced by field measurements from existing lines of apparent occupation.
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LOCATION DRAWING
S.L. DAVIS PROPERTY
LIBER 14143 FOLIO 470
 MONTGOMERY COUNTY, MARYLAND

SURVEYOR'S CERTIFICATE THE INFORMATION SHOWN HEREON HAS BEEN BASED UPON THE RESULTS OF A FIELD INSPECTION PURSUANT TO THE DEED OR PLAT OF RECORD EXISTING. STRUCTURES SHOWN HAVE BEEN FIELD LOCATED BASED UPON MEASUREMENTS FROM PROPERTY MARKERS FOUND OR FROM EVIDENCE OF LINES OF APPARENT OCCUPATION. <i>Jeffrey A. Foster</i> MARYLAND PROPERTY LINE SURVEYOR REG. NO. 597	REFERENCES		 SNIDER & ASSOCIATES SURVEYORS - ENGINEERS LAND PLANNING CONSULTANTS 2 Professional Drive, Suite 216 Gaithersburg, Maryland 20879 301/948-5100, Fax 301/948-1288	
	PLAT BK.	DATE OF LOCATIONS		SCALE: 1" = 40'
	PLAT NO.	WALL CHECK		DRAWN BY M A S
	LIBER 14143	HSE LOC 12-3-98		JOB NO 98-4455
FOLIO 470				

The following changes will be made to the plans as per Joshua Silver's suggestion.

1) The hand rail will be changed to match the style and construction of the existing railing on the front porch of the house as indicated in the following picture.



2) The entire structure will be stained a color to be approved by the town of Brookeville Planning Commission.

313 MARKET STREET



9

Existing Property Condition Photographs



Detail





Before retaining wall installation



Before retaining wall installation

Retaining wall and steps
Installation as of 6/8/2013



FOR BROOKVILLE STAFF REPORT



site



HISTORICAL OVERVIEW

-GUIDELINES-

The Approach**Exterior Materials**[Masonry](#)[Wood](#)[Architectural Metals](#)**Exterior Features**[Roofs](#)[Windows](#)[Entrances + Porches](#)[Storefronts](#)**Interior Features**[Structural System](#)[Spaces/Features/Finishes](#)[Mechanical Systems](#)**Site****Setting****Special Requirements**[Energy Efficiency](#)[New Additions](#)[Accessibility](#)[Health + Safety](#)[Identify](#) [Protect](#) [Repair](#) [Replace](#) [Missing feature](#) [Alterations/Additions](#)**Identify, Retain and Preserve****RECOMMENDED**

Identifying, retaining, and preserving buildings and their features as well as features of the site that are important in defining its overall historic character. Site features may include circulation systems such as walks, paths, roads, or parking; vegetation such as trees, shrubs, fields, or herbaceous plant material; landforms such as terracing, berms or grading; furnishings such as lights, fences, or benches; decorative elements such as sculpture, statuary or monuments; water features including fountains, streams, pools, or lakes; and subsurface archeological features which are important in defining the history of the site.



The historic building site shown is important to the overall character of the property because of its design and materials, which include the iron fence along the sidewalk, the curved walk leading to the porch, and the various plantings. If the front yard were to be converted to off-street parking, this character would be drastically changed. Photo: NPS files.

THE STANDARDS**Retaining the historic relationship between buildings and the landscape.****NOT RECOMMENDED**

Removing or radically changing buildings and their features or site features which are important in defining the overall historic character of the property so that, as a result, the character is diminished.

Removing or relocating buildings or landscape features, thus destroying the historic relationship between buildings and the landscape.

Removing or relocating historic buildings on a site or in a complex of related historic structures—such as a mill complex or farm—thus diminishing the historic character of the site or complex.

Moving buildings onto the site, thus creating a false historical appearance.

Radically changing the grade level of the site. For example, changing the grade adjacent to a building to permit development of a formerly below-grade area that would drastically change the historic relationship of the building to its site.



Protect and Maintain

RECOMMENDED

Protecting and maintaining buildings and the site by providing proper drainage to assure that water does not erode foundation walls; drain toward the building; or damage or erode the landscape.

Minimizing disturbance of terrain around buildings or elsewhere on the site, thus reducing the possibility of destroying or damaging important landscape features or archeological resources.

Surveying and documenting areas where the terrain will be altered to determine the potential impact to important landscape features or archeological resources.

Protecting, e.g., preserving in place important archeological resources.

Planning and carrying out any necessary investigation using professional archeologists and modern archeological methods when preservation in place is not feasible.



This archeological investigation was carried out using professional archeologists and modern archeological methods. Photo: NPS files.

Preserving important landscape features, including ongoing maintenance of historic plant material.

Protecting the building and landscape features against arson and vandalism before rehabilitation work begins, i.e., erecting protective fencing and installing alarm systems that are keyed into local protection agencies.

Providing continued protection of historic building materials and plant features through appropriate cleaning, rust removal, limited paint removal, and re-application of protective coating systems; and pruning and vegetation management.

Evaluating the overall condition of the materials and features of the property to determine whether more than protection and maintenance are required, that is, if repairs to building and site features will be necessary.

NOT RECOMMENDED

Failing to maintain adequate site drainage so that buildings and site features are damaged or destroyed; or alternatively, changing the site grading so that water no longer drains properly.

Introducing heavy machinery into areas where it may disturb or damage important landscape features or archeological resources.

Failing to survey the building site prior to the beginning of rehabilitation work which results in damage to, or destruction of, important landscape features or archeological resources.

The landscape and landscape features around a historic building are often important aspects of its



character or that of the historic district in which it is located. In preparation for a project that involved re-development of the site for low-rise apartments, the surviving landscape features--both plant materials and architectural elements--were destroyed. Photo: NPS files.

Leaving known archeological material unprotected so that it is damaged during rehabilitation work.

Permitting unqualified personnel to perform data recovery on archeological resources so that improper methodology results in the loss of important archeological material.

Allowing important landscape features to be lost or damaged due to a lack of maintenance.

Permitting the property to remain unprotected so that the building and landscape features or archeological resources are damaged or destroyed.

Removing or destroying features from the building or site such as wood siding, iron fencing, masonry balustrades, or plant material.

Failing to provide adequate protection of materials on a cyclical basis so that deterioration of building and site features results.

Failing to undertake adequate measures to assure the protection of building and site features.

top

Repair

RECOMMENDED

Repairing features of the building and site by reinforcing historic materials.

NOT RECOMMENDED

Replacing an entire feature of the building or site such as a fence, walkway, or driveway when repair of materials and limited compatible replacement of deteriorated or missing parts are appropriate.

Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the building or site feature or that is physically or chemically incompatible.

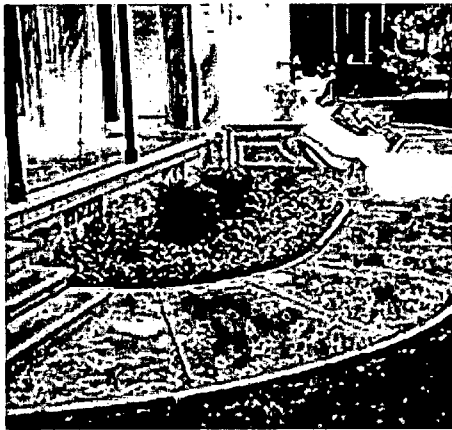
top

Replace

RECOMMENDED

Replacing in kind an entire feature of the building or site that is too deteriorated to repair if the overall form and detailing are still evident. Physical evidence from the deteriorated feature should be used as a model to guide the new work. This could include an entrance or porch, walkway, or fountain. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.

Replacing deteriorated or damaged landscape features in kind.



As part of a rehabilitation project, the deteriorated limestone walkways are being replaced in kind. Photo: NPS files.

NOT RECOMMENDED

Removing a feature of the building or site that is unrepairable and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.

Adding conjectural landscape features to the site such as period reproduction lamps, fences, fountains, or vegetation that are historically inappropriate, thus creating a false sense of historic development.

[.top.](#)

The following work is highlighted to indicate that it represents the particularly complex technical or design aspects of Rehabilitation projects and should only be considered after the preservation concerns listed above have been addressed.

Design for the Replacement of Missing Historic Features

RECOMMENDED

Designing and constructing a new feature of a building or site when the historic feature is completely missing, such as an outbuilding, terrace, or driveway. It may be based on historical, pictorial, and physical documentation; or be a new design that is compatible with the historic character of the building and site.

NOT RECOMMENDED

Creating a false historical appearance because the replaced feature is based on insufficient historical, pictorial, and physical documentation.

Introducing a new building or site feature that is out of scale or of an otherwise inappropriate design.

Introducing a new landscape feature, including plant material, that is visually incompatible with the site, or that alters or destroys the historic site patterns or vistas.

[.top.](#)

The following work is highlighted to indicate that it represents the particularly complex technical or design aspects of Rehabilitation projects and should only be considered after the preservation concerns listed above have been addressed.

Alterations/Additions for the New Use

RECOMMENDED

Designing new onsite parking, loading docks, or ramps when required by the new use so that they are as unobtrusive as possible and assure the preservation of historic relationship between the building or buildings and the landscape.



*This large new parking lot
has destroyed distinctive
site features in the process.
Photo: NPS files.*

Designing new exterior additions to historic buildings or adjacent new construction which is compatible with the historic character of the site and which preserves the historic relationship between the building or buildings and the landscape.

Removing non-significant buildings, additions, or site features which detract from the historic character of the site.

NOT RECOMMENDED

Locating any new construction on the building site in a location which contains important landscape features or open space, for example removing a lawn and walkway and installing a parking lot.

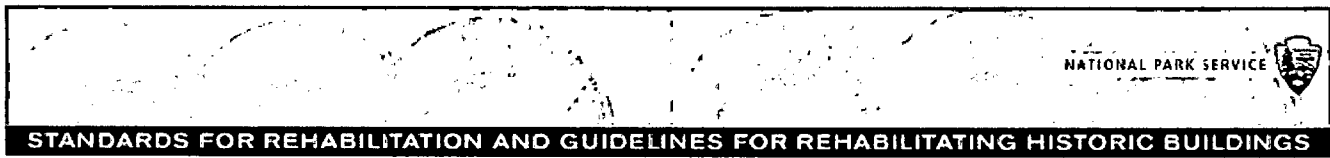
Placing parking facilities directly adjacent to historic buildings where automobiles may cause damage to the buildings or landscape features, or be intrusive to the building site.

Introducing new construction onto the building site which is visually incompatible in terms of size, scale, design, materials, color, and texture; which destroys historic relationships on the site; or which damages or destroys important landscape features.

Removing a historic building in a complex of buildings; or removing a building feature, or a landscape feature which is important in defining the historic character of the site

[HISTORICAL OVERVIEW](#) - [PRESERVING](#) - [rehabilitating](#) - [RESTORING](#) - [RECONSTRUCTING](#)

[main](#) - [credits](#) - [email](#)



setting

(District/Neighborhood)



-GUIDELINES-

The Approach

Exterior Materials

- Masonry
- Wood
- Architectural Metals

Exterior Features

- Roofs
- Windows
- Entrances + Porches
- Storefronts

Interior Features

- Structural System
- Spaces/Features/Finishes
- Mechanical Systems

Site

Setting

Special Requirements

- Energy Efficiency
- New Additions
- Accessibility
- Health + Safety

THE STANDARDS

Identify Protect Repair Replace Missing feature Alterations/Additions

Identify, Retain and Preserve

RECOMMENDED

Identifying retaining, and preserving building and landscape features which are important in defining the historic character of the setting. Such features can include roads and streets, furnishings such as lights or benches, vegetation, gardens and yards, adjacent open space such as fields, parks, commons or woodlands, and important views or visual relationships.



As shown in this historic plan, the elements of setting, such as the relationship of buildings to each other, setbacks, fence patterns, views, driveways and walkways, and street trees together create the character of a district or neighborhood. Drawing: NPS files.

Retaining the historic relationship between buildings and landscape features of the setting. For example, preserving the relationship between a town common and its adjacent historic houses, municipal buildings, historic roads, and landscape features.

NOT RECOMMENDED

Removing or radically changing those features of the setting which are important in defining the historic character.

Destroying the relationship between the buildings and landscape features within the setting by widening existing streets, changing landscape materials or constructing inappropriately located new streets or parking.

Removing or relocating historic buildings or landscape features, thus destroying their historic relationship within the setting.

[top](#)

Protect and Maintain

RECOMMENDED

Protecting and maintaining historic building materials and plant features through appropriate cleaning, rust removal, limited paint removal, and reapplication of protective coating systems; and pruning and vegetation management.



Urban buildings awaiting rehabilitation often need additional protection from unwanted entry and graffiti. This commercial building uses painted plywood panels to cover its glass storefronts. The upper windows on the street sides have been painted to resemble 19th century sash. Photo: NPS files.

Protecting building and landscape features such as lighting or trees, against arson and vandalism before rehabilitation work begins by erecting protective fencing and installing alarm systems that are keyed into local protection agencies.

Evaluating the overall condition of the building and landscape features to determine whether more than protection and maintenance are required, that is, if repairs to features will be necessary.

NOT RECOMMENDED

Failing to provide adequate protection of materials on a cyclical basis which results in the deterioration of building and landscape features.

Permitting the building and setting to remain unprotected so that interior or exterior features are damaged. Stripping or removing features from buildings or the setting such as wood siding, iron fencing, terra cotta balustrades, or plant material.

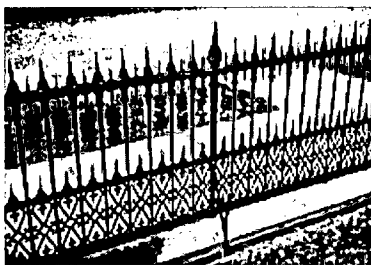
Failing to undertake adequate measures to assure the protection of building and landscape features.

13.10

Repair

RECOMMENDED

Repairing features of the building and landscape by reinforcing the historic materials. Repair will also generally include the replacement in kind--or with a compatible substitute material--of those extensively deteriorated or missing parts of features when there are surviving prototypes such as porch balustrades or paving materials.



The rhythm and regularity of this cast iron fence is so important to its visual character that it could be altered by accidental damage or vandalism, if some of the fence top spikes were broken off. Keeping it in good repair, as shown here, is critical to retention of its character in the setting. Photo: NPS files.

NOT RECOMMENDED

Replacing an entire feature of the building or landscape when repair of materials and limited replacement of deteriorated or missing parts are appropriate.

Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the building or landscape, or that is physically, chemically, or ecologically incompatible.

13.11

Replace

RECOMMENDED

Replacing in kind an entire feature of the building or landscape that is too deteriorated to repair-- when the overall form and detailing are still evident --using the physical evidence as a model to guide the new work. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.

NOT RECOMMENDED

Removing a feature of the building or landscape that is unrepairable and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.

top

The following work is highlighted to indicate that it represents the particularly complex technical or design aspects of Rehabilitation projects and should only be considered after the preservation concerns listed above have been addressed.

Design for the Replacement of Missing Historic Features

RECOMMENDED

Designing and constructing a new feature of the building or landscape when the historic feature is completely missing, such as row house steps, a porch, a streetlight, or terrace. It may be a restoration based on documentary or physical evidence; or be a new design that is compatible with the historic character of the setting.

NOT RECOMMENDED

Creating a false historical appearance because the replaced feature is based on insufficient documentary or physical evidence.

Introducing a new building or landscape feature that is out of scale or otherwise inappropriate to the setting's historic character, e.g., replacing picket fencing with chain link fencing.

top

The following work is highlighted to indicate that it represents the particularly complex technical or design aspects of Rehabilitation projects and should only be considered after the preservation concerns listed above have been addressed.

Alterations/Additions for the New Use

RECOMMENDED

Designing required new parking so that it is as unobtrusive as possible, thus minimizing the effect on the historic character of the setting. "Shared" parking should also be planned so that several businesses can utilize one parking area as opposed to introducing random, multiple lots.

Designing and constructing new additions to historic buildings when required by the new use. New work should be compatible with the historic character of the setting in terms of size, scale design, material, color, and texture.

Removing nonsignificant buildings, additions or landscape features which detract from the historic character of the setting.

NOT RECOMMENDED

Placing parking facilities directly adjacent to historic buildings which result in damage to

historic landscape features, such as the removal of plant material, relocation of paths and walkways, or blocking of alleys.



If a rear elevation of a historic building is distinctive and highly visible in the neighborhood, altering it may not meet the Standards. (top left and right) This 3-story brick rowhouse featured a second story gallery and brick kitchen wing characteristic of other residences in the district which backed onto a connecting roadway. (left) In the rehabilitation, the wing and gallery were demolished and a large addition constructed that severely impacted the building's historic form and character. Photo: NPS files.

Introducing new construction into historic districts that is visually incompatible or that destroys historic relationships within the setting.

Removing a historic building, building feature, or landscape feature that is important in defining the historic character of the setting

[HISTORICAL OVERVIEW](#) - [PRESERVING](#) - [rehabilitating](#) - [RESTORING](#) - [RECONSTRUCTING](#)

[main](#) - [credits](#) - [email](#)

Silver, Joshua

From: Scanlon, Christopher <cscanlon@davisconstruction.com>
Sent: Friday, December 20, 2013 1:46 PM
To: Silver, Joshua
Cc: Bruce Evans (bevans1119@gmail.com); Bruce Evans (Work Email) (bruce.evans@ssfs.org); Debbie Wagner (dwagner0602@gmail.com); Diane Teague (dteague@michebooz.com); Fred Teal (ftealjr@yahoo.com); mfriis@rodgers.com; Miche Booz (mbooz@michebooz.com)
Subject: RE: January 8th HPC meeting

Hi Josh,

Yes, we are aware of this project. The work was completed in April 2013 without an approved HAWP. A complaint was received by the planning commission from a resident and we advised the owner at the May 7th planning commission meeting that both a HAWP and Town of Brookeville permit was required for this work. Also, he was advised to check with Montgomery County to see whether the wall required any engineering and a county permit given its height as a structural retaining wall. Below are the notes from the May 7th meeting minutes...

PC Objections:

- Owner did not get a HAWP or town permit before proceeding with work,
- Style is not compatible with the historic district
- Changes the character of the town
- Concerns about wall integrity. According to regulation the wall should be designed by a certified Maryland designer because of height and surcharge load. Owner need to check with DPS
- Steps and handrail don't meet code.

PC Recommendations

- get retroactive HAWP
- get retroactive Town permit and find out from DPS if county permit is required
- wait for approval to put down gravel

Let me know if you need anything else from the Town on this topic.

Chris Scanlon
Brookeville Planning Commission

Click [here](#) to report this email as spam.

MONTGOMERY COUNTY HISTORIC PRESERVATION COMMISSION
STAFF REPORT

Address:	313 Market Street, Brookeville	Meeting Date:	2/26/14
Resource:	Outstanding Resource Brookeville Historic District	Report Date:	2/19/14
Applicant:	Margaret Kay and Jeff Issokson	Public Notice:	2/12/14
Review:	HAWP [RETROACTIVE]	Tax Credit:	None
Case Number:	23/65-14A	Staff:	Josh Silver

PROPOSAL: Installation of retaining wall and other alterations

STAFF RECOMMENDATION

Staff recommends that the HPC **approve with conditions** the HAWP:

1. *The applicants must obtain all applicable permits from the Town of Brookeville prior to submitting their permit set of plans to HPC staff for final review and approval.*
2. *The applicants will complete the proposed work consistent with the HPC's approval within 60 days of issuance of their Historic Area Work Permit.*

ARCHITECTURAL DESCRIPTION

SIGNIFICANCE: Outstanding Resource within the Brookeville Historic District
STYLE: Vernacular
DATE: c1790

PROPOSAL

The applicants are requesting retroactive approval for the removal of a small section of an existing brick retaining wall and stairs and installation of a 29" high, wooden, retaining wall and associated stair unit in the front left side yard of the subject property. The stair railings will be fabricated from wood and match the style and construction method of the porch railings on the front elevation of the house. Both the wall and stair railing will be painted.

The proposed work scope also includes the expansion of an existing concrete parking pad with a gravel surface in the front left side yard of the subject property.

APPLICABLE GUIDELINES

When reviewing alterations within the Brookeville Historic District several documents are to be utilized as guidelines to assist the Commission in developing their decision. These documents include the *Montgomery County Code Chapter 24A (Chapter 24A)* and the *Secretary of the Interior's Standards for Rehabilitation (Standards)*. The pertinent information in these documents is outlined as follows:

Montgomery County Code; Chapter 24A-8

- (a) The commission shall instruct the director to deny a permit if it finds, based on the evidence and information presented to or before the commission that the alteration for which the permit is sought would be inappropriate, inconsistent with or detrimental to the preservation, enhancement or ultimate protection of the historic site or historic resource within an historic district, and to the purposes of this chapter.
- (b) The commission shall instruct the director to issue a permit, or issue a permit subject to such conditions as are found to be necessary to insure conformity with the purposes and requirements of this chapter, if it finds that:
 - (1) The proposal will not substantially alter the exterior features of an historic site or historic resource within an historic district; or
 - (2) The proposal is compatible in character and nature with the historical, archeological, architectural or cultural features of the historic site or the historic district in which an historic resource is located and would not be detrimental thereto or to the achievement of the purposes of this chapter; or
 - (3) The proposal would enhance or aid in the protection, preservation and public or private utilization of the historic site or historic resource located within an historic district in a manner compatible with the historical, archeological, architectural or cultural value of the historic site or historic district in which an historic resource is located; or
 - (4) The proposal is necessary in order that unsafe conditions or health hazards be remedied; or
 - (5) The proposal is necessary in order that the owner of the subject property not be deprived of reasonable use of the property or suffer undue hardship; or
 - (6) In balancing the interests of the public in preserving the historic site or historic resource located within an historic district, with the interests of the public from the use and benefit of the alternative proposal, the general public welfare is better served by granting the permit.
- (c) It is not the intent of this chapter to limit new construction, alteration or repairs to any 1 period or architectural style.
- (d) In the case of an application for work on an historic resource located within an historic district, the commission shall be lenient in its judgment of plans for structures of little historical or design significance or for plans involving new construction, unless such plans would seriously impair the historic or architectural value of surrounding historic resources or would impair the character of the historic district. (Ord. No. 9-4, § 1; Ord. No. 11-59.)

Secretary of the Interior's Standards for Rehabilitation:

- #9 New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
- #10 New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

STAFF DISCUSSION

Staff finds the removal and replacement of the brick retaining wall and stairs with a 29" high, wooden wall and new stair unit, and expansion of an existing concrete parking pad with gravel in the front left side yard of the subject property as being consistent with the **Criteria for Approval and Standards** above.

Both the proposed and completed work does not substantially alter the exterior features of the historic resource. Staff finds the proposed changes to be relatively modest in nature and compatible with the simple vernacular architectural style of the house and rural character of the historic district. Staff finds both the proposed and completed alterations as having negligible impact on the public right-of-way. The wall and stair unit will be stained or painted to help it blend more seamlessly into the landscape and mitigate its impact on the public right-of-way. The applicants have agreed to work with the Brookeville Planning Commission on a final color selection.

In addition to these changes, the completed work involves the removal of low-laying vegetation and stone with no defined border and the modest expansion of an existing concrete parking pad in the front left side yard. The applicants propose to cover the expanded area with loose gravel in front of the wooden retaining wall. The applicants are proposing this alteration to help ameliorate an unsafe condition as result of limited parking along a busy section of road.

The Secretary of the Interior's Standards for Rehabilitation, "Setting", Guidelines recommend:

"Designing required new parking so that it is as unobtrusive as possible, thus minimizing the effect on the historic character of the setting."

Staff finds this alteration in the front left side yard, and away from the house as being consistent with the **Standard** above. The replacement of vegetation and stone with gravel and the installation of landscaping will have negligible impact on the public right-of-way.

STAFF RECOMMENDATION

Staff recommends that the Commission **approve with the conditions on Circle 1** the HAWP application under the Criteria for Issuance in Chapter 24A-8(b), (1) & (2) having found that the proposal is consistent with the review criteria identified above, and therefore will not substantially alter the exterior features of the historic resource and is compatible in character with the district and the purposes of Chapter 24A;

and with the Secretary of the Interior's Standards for Rehabilitation;

and with the general condition that the applicant shall present the **3 permit sets of drawings, if applicable to Historic Preservation Commission (HPC) staff for review and stamping** prior to submission for the Montgomery County Department of Permitting Services (DPS) building permits;

and with the general condition that the applicant shall notify the Historic Preservation Staff if they propose to make **any alterations** to the approved plans. Once the work is completed the applicant will **contact the staff person** assigned to this application at 301-563-3400 or joshua.silver@mncppc-mc.org to schedule a follow-up site visit.



HISTORIC PRESERVATION COMMISSION

301/583-3400

APPLICATION FOR HISTORIC AREA WORK PERMIT



Contact Email: jeff@issokson.com Contact Person: Jeff Issokson
Tax Account No.: 455-89-2937 Daytime Phone No.: 301-580-8776
Name of Property Owner: Margaret Kay & Jeff Issokson Daytime Phone No.: 301-580-8776
Address: 313 Market Street Brookeville, MD 20833
Contractor: n/a (self) Phone No.:
Contractor Registration No.: n/a
Agent for Owner: n/a (self) Daytime Phone No.:

LOCATION OF BUILDING/PREMISE

House Number: 313 Street: Market St
Town/City: Brookeville Nearest Cross Street: Brookeville Rd
Lot: Block: Subdivision: 0005
Lot: 14143 Folio: 470 Parcel: P537

PART ONE: TYPE OF BUILDING ACTION AND USE

1A. CHECK ALL APPLICABLE

- Construct, Extend, Alter/Renovate, Move, Install, Whack/Raze, Revision, Repair, Revocable

CHECK ALL APPLICABLE

- A/C, Slab, Room Addition, Porch, Deck, Shed, Solar, Fireplace, Woodburning Stove, Single Family, Fence/Wall (complete Section 4), Other

1B. Construction cost estimate: \$ 500

1C. If this is a revision of a previously approved active permit, see Permit # n/a

PART TWO: COMPLETE FOR NEW CONSTRUCTION AND EXTENSIVE ADDITIONS

2A. Type of sewage disposal: 01 WSSC, 02 Septic, 03 Other: n/a
2B. Type of water supply: 01 WSSC, 02 Well, 03 Other: n/a

PART THREE: COMPLETE FOR FENCE OR RETAINING WALL

3A. Height: 35 feet inches

3B. Indicate whether the fence or retaining wall is to be constructed on one of the following locations:

- On party line/property line, Entirely on land of owner, On public right of way/easement

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

Signature of owner or authorized agent

Date: Dec 4 2013

Approved:

For Chairperson, Historic Preservation Commission

Disapproved: Signature: Date Filed: Date Issued:

**THE FOLLOWING ITEMS MUST BE COMPLETED AND THE
REQUIRED DOCUMENTS MUST ACCOMPANY THIS APPLICATION.**

1. WRITTEN DESCRIPTION OF PROJECT

a. Description of existing structure(s) and environmental setting, including their historical features and significance:

Parking pad parallel to Market St. crumbling brick stairs
(already removed). Modern construction of no historical
value.

b. General description of project and its effect on the historic resource(s), the environmental setting, and, where applicable, the historic district:

Widen existing parking pad; erect a wooden (PT) retaining
wall; construct stairs to back yard; fill in parking pad
with gravel; No historical impact - previous brick stairs
were not historic.
Widening, stairs, and wall have been completed.
Changes needed to stairs to meet code.

2. SITE PLAN

Site and environmental setting, drawn to scale. You may use your plat. Your site plan must include:

- the scale, north arrow, and date;
- dimensions of all existing and proposed structures; and
- site features such as walkways, driveways, fences, ponds, streams, trash dumpsters, mechanical equipment, and landscaping.

3. PLANS AND ELEVATIONS

You must submit 2 copies of plans and elevations in a format no larger than 11" x 17". Plans on 9 1/2" x 11" paper are preferred.

- Schematic construction plans, with marked dimensions, indicating location, size and general type of walls, window and door openings, and other fixed features of both the existing resource(s) and the proposed work.
- Elevations (facades), with marked dimensions, clearly indicating proposed work in relation to existing construction and, when appropriate, context. All materials and fixtures proposed for the exterior must be noted on the elevations drawings. An existing and a proposed elevation drawing of each facade affected by the proposed work is required.

4. MATERIALS SPECIFICATIONS

General description of materials and manufactured items proposed for incorporation in the work of the project. This information may be included on your design drawings.

5. PHOTOGRAPHS

- Clearly labeled photographic prints of each facade of existing resource, including details of the affected portions. All labels should be placed on the front of photographs.
- Clearly label photographic prints of the resource as viewed from the public right-of-way and of the adjoining properties. All labels should be placed on the front of photographs.

6. TREE SURVEY

If you are proposing construction adjacent to or within the dripline of any tree 6" or larger in diameter (at approximately 4 feet above the ground), you must file an accurate tree survey identifying the size, location, and species of each tree of at least that dimension.

7. ADDRESSES OF ADJACENT AND CONFRONTING PROPERTY OWNERS

For ALL projects, provide an accurate list of adjacent and confronting property owners (not tenants) including names, addresses, and zip codes. This list should include the owners of all lots or parcels which adjoin the parcel in question, as well as the owner(s) of lot(s) or parcel(s) which lie directly across the street/highway from the parcel in question.

PLEASE PRINT (IN BLUE OR BLACK INK) OR TYPE THIS INFORMATION ON THE FOLLOWING PAGE.
PLEASE STAY WITHIN THE GUIDES OF THE TEMPLATE, AS THIS WILL BE PHOTOCOPIED DIRECTLY ONTO MAILING LABELS.

5

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

Owner's mailing address

Jeff Issakson
313 Market St.
Brookeville MD
20833

Owner's Agent's mailing address

Adjacent and confronting Property Owners mailing addresses

Deeds Wells
309 Market St.
Brookeville MD
20833

JoAnne Keister
314 Market St.
Brookeville MD
20833

Anne & Mark Ennis
316 Market St
Brookeville MD

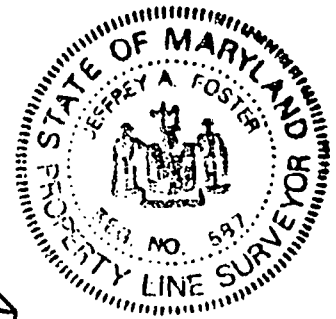
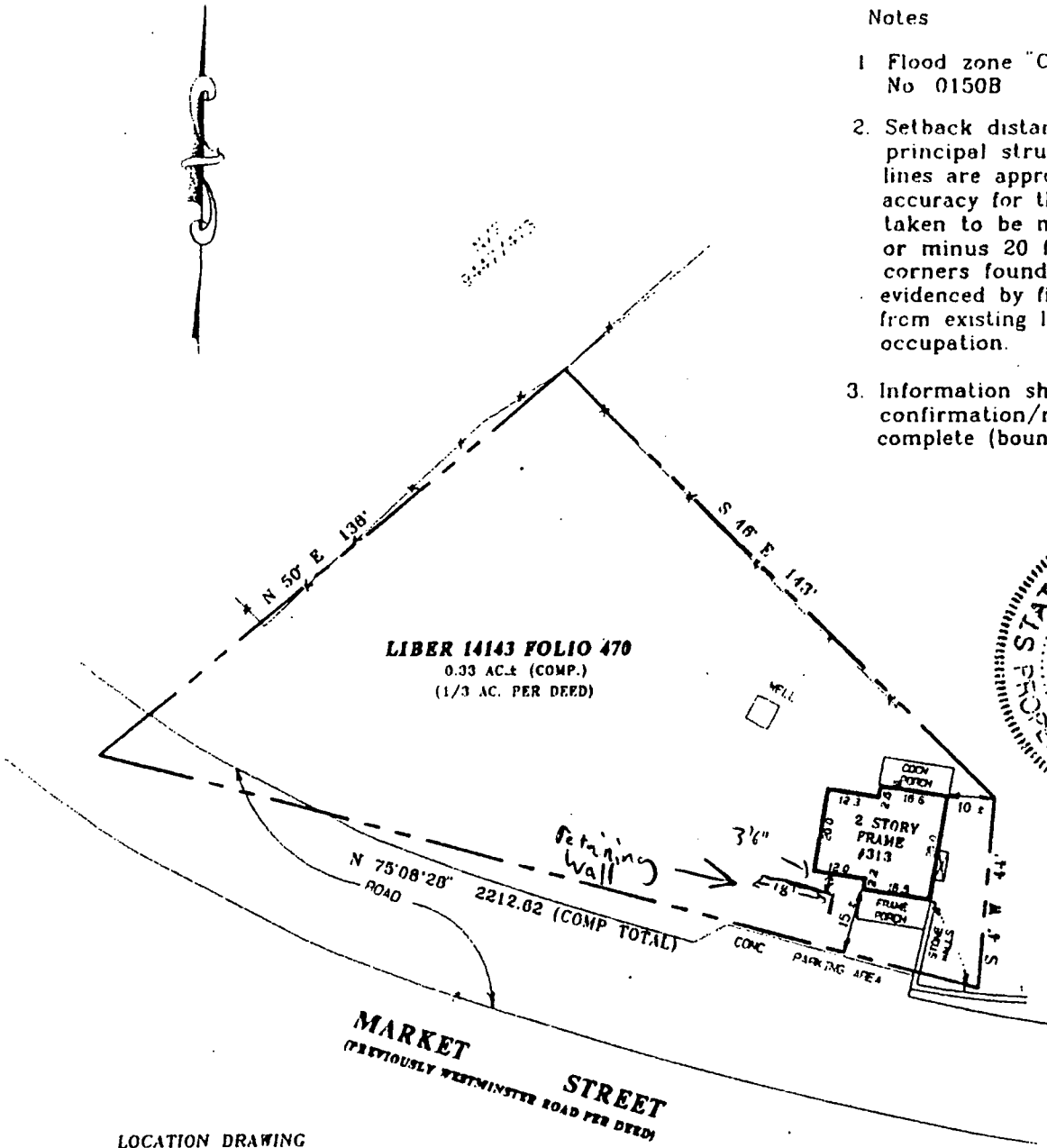
Steph & Hannah Kerr
310 Market St.
Brookeville MD 20833

David Zinger
19801 Georgia Ave
Brookeville MD 20833

- 3 This plan does not provide for the accurate identification of property boundary lines, but such identification may not be required for the transfer of title or securing financing or re-financing
- 4 Building line and/or Flood Zone information is taken from available sources and is subject to interpretation of originator.

Notes

- 1 Flood zone "C" per H.U.D. panel No 0150B
- 2. Setback distances as shown to the principal structure from property lines are approximate. The level of accuracy for this drawing should be taken to be no greater than plus or minus 20 feet. No property corners found; lines shown evidenced by field measurements from existing lines of apparent occupation.
- 3. Information shown is subject to confirmation/revision by a more complete (boundary) survey.

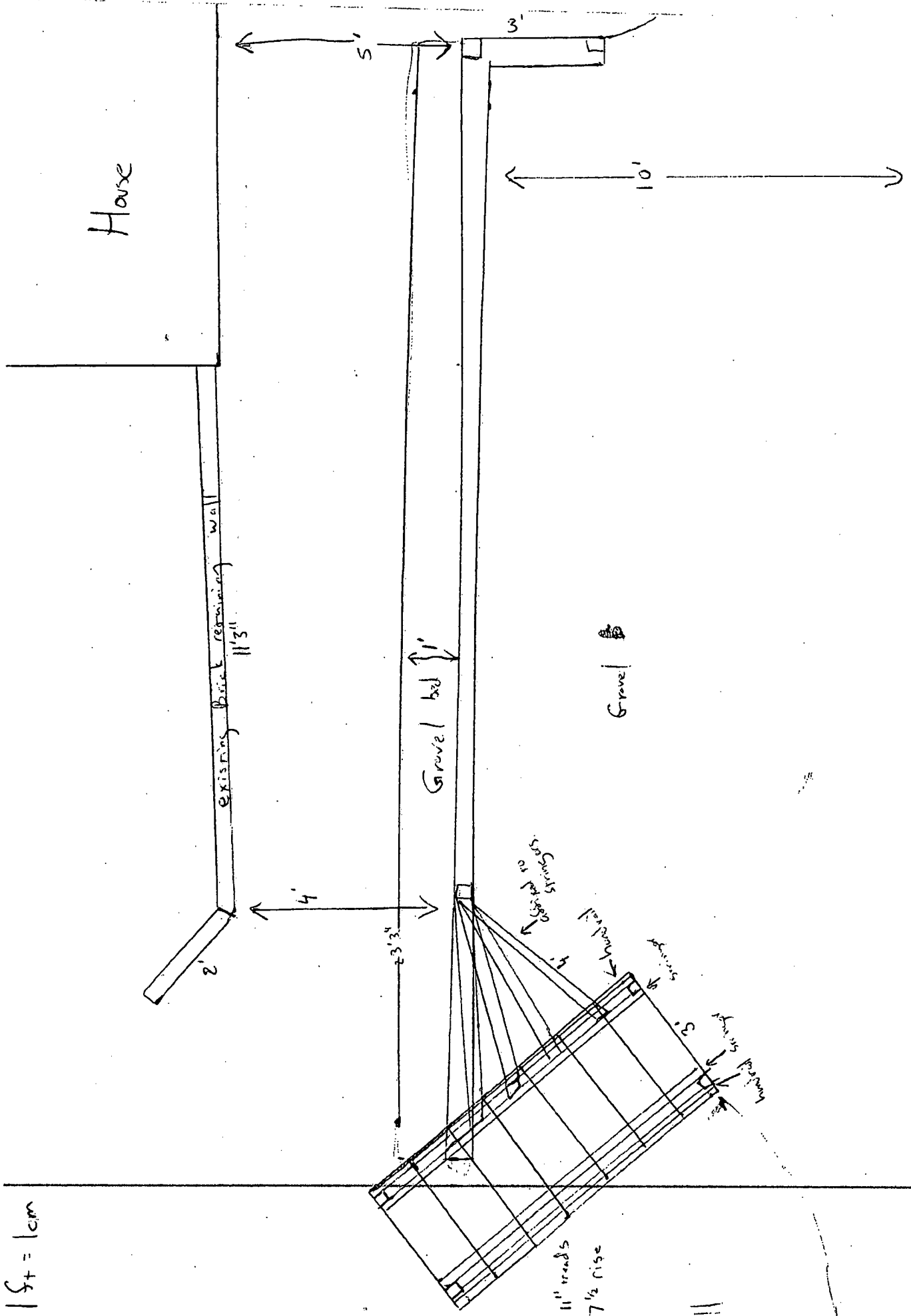


LOCATION DRAWING
S.L. DAVIS PROPERTY
LIBER 14143 FOLIO 470
 MONTGOMERY COUNTY, MARYLAND

SURVEYOR'S CERTIFICATE		REFERENCES		SNIDER & ASSOCIATES SURVEYORS - ENGINEERS LAND PLANNING CONSULTANTS 2 Professional Drive, Suite 216 Gaithersburg, Maryland 20879 301/948-5100, Fax 301/948-1268	
"THE INFORMATION SHOWN HEREON HAS BEEN BASED UPON THE RESULTS OF A FIELD INSPECTION PURSUANT TO THE DEED OR PLAT OF RECORD EXISTING STRUCTURES SHOWN HAVE BEEN FIELD LOCATED BASED UPON MEASUREMENTS FROM PROPERTY MARKERS FOUND OR FROM EVIDENCE OF LINES OF APPARENT OCCUPATION"		PLAT BK.			SCALE: 1" = 40'
		PLAT NO			DRAWN BY: M.A.S.
LIBER	14143	DATE OF LOCATIONS		WALL CHECK	
FOLIO	470	HSE. LOC :	12-3-98	JOB NO :	98-4455

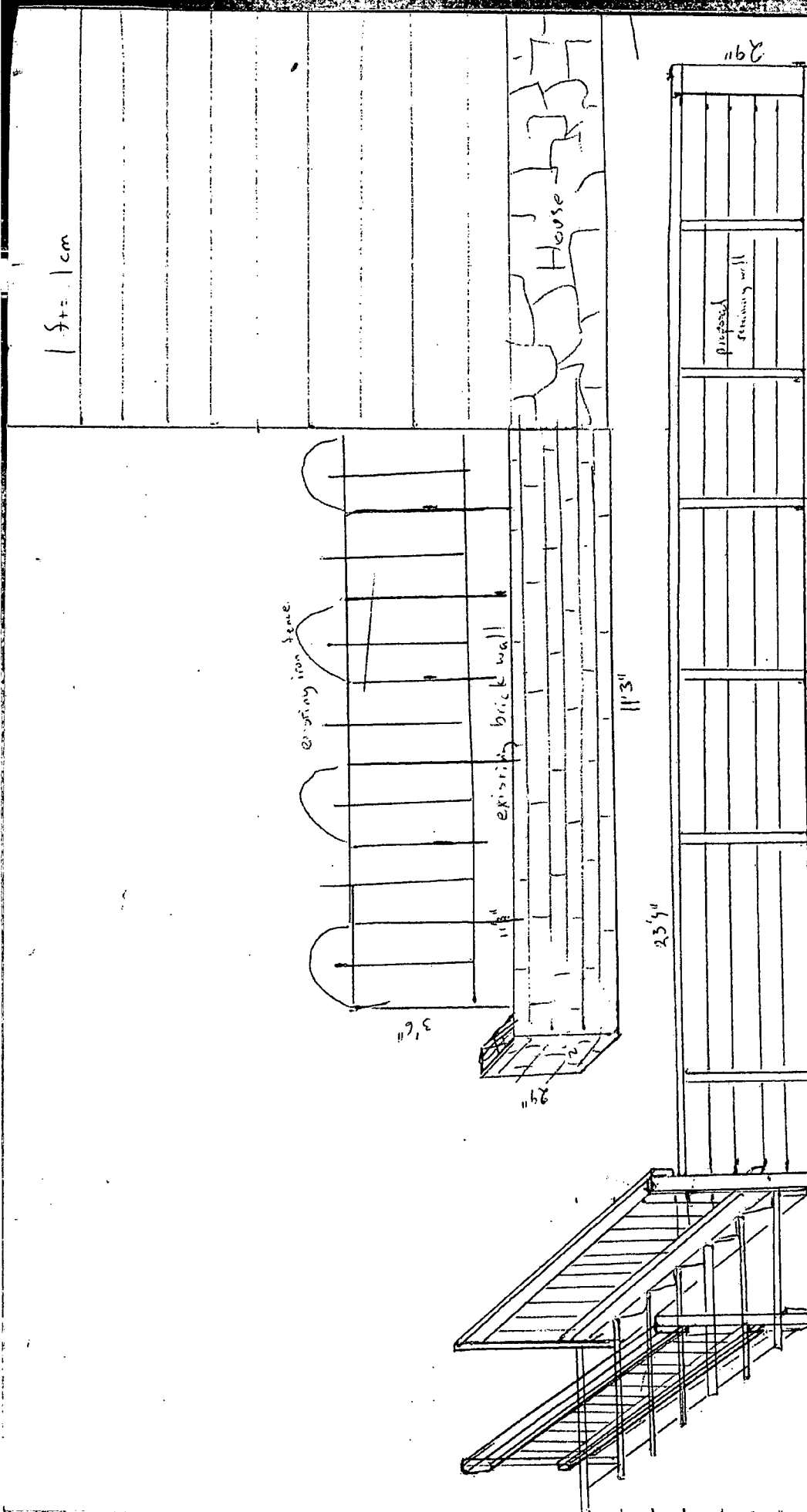
Jeffrey A. Foster
 MARYLAND PROPERTY LINE SURVEYOR REG NO 597

St = 1cm



Existing Parking Pad

8



*Note height of wall will be reduced to 29 inches.

313 MARKET STREET



Existing Property Condition Photographs



Detail





HISTORIC PRESERVATION COMMISSION
301/563-3400

APPLICATION FOR HISTORIC AREA WORK PERMIT



Contact Email: jeff@issokson.com Contact Person: Jeff Issokson
 Tax Account No.: 455-89-2937 Daytime Phone No.: 301-580-8776
 Name of Property Owner: Margaret Kay & Jeff Issokson Daytime Phone No.: 301-580-8776
 Address: 313 Market Street Brookeville, MD 20833
Street Number City Street Zip Code
 Contractor: n/a (self) Phone No.: _____
 Contractor Registration No.: n/a
 Agent for Owner: n/a (self) Daytime Phone No.: _____

LOCATION OF BUILDING/PERMITS

House Number: 313 Street: Market St
 Town/City: Brookeville Nearest Cross Street: Brookeville Rd
 Lot: _____ Block: _____ Subdivision: 0005
 Liber: 14143 Folio: 470 Parcel: 0537

PART ONE: TYPE OF PERMIT ACTION AND USE

1A. CHECK ALL APPLICABLE:

- Construct Extend Alter/Renovate
- Move Install Wreck/Raze
- Revision Repair Revocable

CHECK ALL APPLICABLE:

- AC Slab Room Addition Porch Deck Shed
- Sider Fireplace Woodburning Stove Single Family
- Fence/Wall (complete Section 4) Other: _____

1B. Construction cost estimate: \$ 500
 1C. If this is a revision of a previously approved active permit, see Permit # n/a

PART TWO: COMPLETE FOR NEW CONSTRUCTION AND EXTERIOR ADDITIONS

2A. Type of sewage disposal: 01 WSSC 02 Septic 03 Other: n/a
 2B. Type of water supply: 01 WSSC 02 Well 03 Other: n/a

PART THREE: COMPLETE ONLY FOR FENCE/RETAINING WALL

3A. Height _____ feet 35 inches
 3B. Indicate whether the fence or retaining wall is to be constructed on one of the following locations:
 On party line/property line Entirely on land of owner On public right of way/easement

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

[Signature] Signature of owner or authorized agent
Dec 4 2013 Date

Approved: _____ For Chairperson, Historic Preservation Commission
 Disapproved: _____ Signature: _____ Date: _____
 Application/Permit No.: 651178 Date Filed: _____ Date Issued: _____

**THE FOLLOWING ITEMS MUST BE COMPLETED AND THE
REQUIRED DOCUMENTS MUST ACCOMPANY THIS APPLICATION.**

1. WRITTEN DESCRIPTION OF PROJECT

- a. Description of existing structure(s) and environmental setting, including their historical features and significance:

Parking pad parallel to Market St. crumbling brick stairs
(already removed). Modern construction of no historical
value.

- b. General description of project and its effect on the historic resource(s), the environmental setting, and, where applicable, the historic district

Widen existing parking pad; erect a wooden (PT) retaining
wall; construct stairs to back yard; fill in parking pad.
with gravel; No historical impact - previous brick stairs
were not historic.
Widening, stairs, and wall have been completed.
Changes needed to stairs to meet code.

2. SITE PLAN

Site and environmental setting, drawn to scale. You may use your plot. Your site plan must include:

- a. the scale, north arrow, and date;
- b. dimensions of all existing and proposed structures; and
- c. site features such as walkways, driveways, fences, ponds, streams, trash dumpsters, mechanical equipment, and landscaping.

3. PLANS AND ELEVATIONS

You must submit 2 copies of plans and elevations in a format no larger than 11" x 17". Plans on 8 1/2" x 11" paper are preferred.

- a. Schematic construction plans, with marked dimensions, indicating location, size and general type of walls, window and door openings, and other fixed features of both the existing resource(s) and the proposed work.
- b. Elevations (facades), with marked dimensions, clearly indicating proposed work in relation to existing construction and, when appropriate, context. All materials and fixtures proposed for the exterior must be noted on the elevations drawings. An existing and a proposed elevation drawing of each facade affected by the proposed work is required.

4. MATERIALS SPECIFICATIONS

General description of materials and manufactured items proposed for incorporation in the work of the project. This information may be included on your design drawings.

5. PHOTOGRAPHS

- a. Clearly labeled photographic prints of each facade of existing resource, including details of the affected portions. All labels should be placed on the front of photographs.
- b. Clearly label photographic prints of the resource as viewed from the public right-of-way and of the adjoining properties. All labels should be placed on the front of photographs.

6. TREE SURVEY

If you are proposing construction adjacent to or within the dripline of any tree 6" or larger in diameter (at approximately 4 feet above the ground), you must file an accurate tree survey identifying the size, location, and species of each tree of at least that dimension.

7. ADDRESSES OF ADJACENT AND CONFRONTING PROPERTY OWNERS

For ALL projects, provide an accurate list of adjacent and confronting property owners (not tenants), including names, addresses, and zip codes. This list should include the owners of all lots or parcels which adjoin the parcel in question, as well as the owner(s) of lot(s) or parcel(s) which lie directly across the street/highway from the parcel in question.

PLEASE PRINT (IN BLUE OR BLACK INK) OR TYPE THIS INFORMATION ON THE FOLLOWING PAGE.
PLEASE STAY WITHIN THE GUIDES OF THE TEMPLATE, AS THIS WILL BE PHOTOCOPIED DIRECTLY ONTO MAILING LABELS.