

5415 Mohican Road, Bethesda
(HPC Case# 35/29-11A)
Bethelun Castle



HISTORIC PRESERVATION COMMISSION


Isiah Leggett
County Executive

Leslie Miles
Acting-Chairperson

Date: February 11, 2011

MEMORANDUM

TO: Carla Reid, Director
Department of Permitting Services

FROM: Josh Silver, Senior Planner 
Historic Preservation Section
Maryland-National Capital Park & Planning Commission

SUBJECT: Historic Area Work Permit #556913, roof replacement

The Montgomery County Historic Preservation Commission (HPC) has reviewed the attached application for a Historic Area Work Permit (HAWP). This application was **approved** at the February 9, 2011 meeting.

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

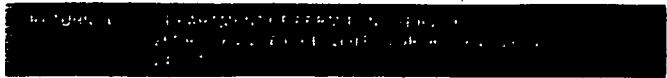
THE BUILDING PERMIT FOR THIS PROJECT SHALL BE ISSUED CONDITIONAL UPON ADHERENCE TO THE ABOVE APPROVED HAWP CONDITIONS AND MAY REQUIRE APPROVAL BY DPS OR ANOTHER LOCAL OFFICE BEFORE WORK CAN BEGIN.

Applicant: Ross McNair and Alison Taylor

Address: 5415 Mohican Road, Bethesda

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 the work is complete 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.





DPS - #8

HISTORIC PRESERVATION COMMISSION
301/563-3400

APPLICATION FOR HISTORIC AREA WORK PERMIT

DEC 15

Contact Person: ROSS MCNAIR
Daytime Phone No.: 301-219-0380

Tax Account No.: 00508301
Name of Property Owner: ROSS MCNAIR / ALICIA TAYLOR
Address: 5415 MCHICAN RD Bethesda 20816
Contractor: MCNAIR BUILDERS INC Phone No.: 301-229-9343
Contractor Registration No.: 124264

Contract Purchase

LOCATION OF BUILDING/PREMISE

House Number: 5415 Street: MCHICAN
Town/City: Bethesda Nearest Cross Street: MCDONOUGH BLVD
Lot: Part 17 Block: 3 Subdivision: Section 1 914 Echo Heights
Liber: 2697 Folio: 135 Parcel:

PART ONE: TYPE OF PERMIT ACTION AND USE

- 1A. CHECK ALL APPLICABLE: Construct, Extend, Alter/Renovate, Move, Install, Wreck/Raze, Revision, Repair, Revocable, A/C, Slab, Room Addition, Porch, Deck, Shed, Solar, Fireplace, Woodburning Stove, Single Family, Fence/Wall, Other: ROOF + SKY LIGHTS

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

PART TWO: COMPLETE FOR NEW CONSTRUCTION AND EXTEND/ADDITIONS

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

PART THREE: COMPLETE ONLY FOR FENCE/RETAINING WALL

- 3A. Height 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/assessment

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: Ross McNaire Date: 12-15-2010

Approved: [Signature] For Chairperson, Historic Preservation Commission
Disapproved: [Signature] Date: 3/28/11
Application/Permit No.: 556913 Date Filed: 12/15/10 Date Issued:

SEE REVERSE SIDE FOR INSTRUCTIONS

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

1. WRITTEN DESCRIPTION OF PROJECT

Planning Area / Site Number M: 35-29-1

Written Description of Work: Condition Assessment

The copper built-in gutters, copper valley, step and chimney flashing's all need to be replaced. There are many broken, missing red slate and the felt has completely deteriorated. The roof needs to be completely replaced. This would involve carefully removing the red slate, ornamental trim elements, stripping all underlayment and flashing. Replace damaged framing / sheathing, install snow and ice shield, titanium underlayment, all copper built in gutters / flashing and installing a new slate roof. \

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 forced 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.

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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.

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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. You can obtain this information from the Department of Assessments and Taxation, 51 Monroe Street, Rockville, (301)278-1355.

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.

MONTGOMERY COUNTY HISTORIC PRESERVATION COMMISSION
STAFF REPORT

Address:	5415 Mohican Road, Bethesda	Meeting Date:	1/12/11
Applicant:	Ross McNair and Alison Taylor	Report Date:	1/5/11
Resource:	Master Plan Site #35/29, Baltzley Castle	Public Notice:	12/29/10
Review:	HAWP	Tax Credit:	Partial
Case Number:	35/29-1-11A	Staff:	Josh Silver

PROPOSAL: Roof replacement and skylight installation

STAFF RECOMMENDATION

Staff recommends that the HPC **approve** the HAWP application **with one condition:**

1. The proposed skylight in the field of the north roof pitch is **not** approved.

PROPERTY DESCRIPTION

SIGNIFICANCE: Master Plan Site #35/29, Baltzley Castle
STYLE: Eclectic
DATE: 1890

The following was excerpted from Places from the Past: The Tradition of Gardez Bien in Montgomery County, Maryland.

This large stone house is one of three residences built by the twin brothers Edwin and Edward Baltzley for their proposed Glen Echo community. In keeping with their vision of a Rhineland on the Potomac, the brothers conceived of the castle theme for their residences. The Baltzleys hired Philadelphia architect Theophilus Parsons Chandler to design the house, which likely served as a model for the proposed community. Chandler also designed Glen Echo Chautauqua's Amphitheater (no longer standing). The Baltzley Castle has a crenelated porte-cochere, round three-story tower, stone bracketed cornices, red slate roof with terra cotta cresting, and tall, corbelled chimneys. The house is constructed of granite from local quarries that the Baltzleys operated. A prolific inventor, Edwin Baltzley made his fortune on a patented mechanical eggbeater. The brothers, beginning in 1888, purchased over 900 acres and platted the Glen Echo Heights subdivision (with a whimsical street plan resembling the human cranium). A disastrous 1890 fire at the Baltzley's Glen Echo Cafe and rumors of malaria put an end to the Baltzley's real estate business. Edward and Laura Baltzley owned the Baltzley Castle until 1892, and Edwin resided here from 1897, owning the house until his death in 1919.

PROPOSAL

The applicants are proposing to remove the existing original slate roof from the house and install a new Buckingham slate roof.

The proposed scope of work includes the removal of the red slate, stripping of all underlayment and flashings; and replacing the damaged framing/sheathing, installation of snow and ice shield, titanium underlayment, and all copper built in gutters/flashings. The existing red slate that is determined salvageable will reapplied to the extent feasible to the turret and dormer roofs and walls.

The applicants are also proposing to install one low-profile glass skylight in the field of the north roof pitch and one on each side of the gable dormer roofs located on the same roof pitch.

APPLICABLE GUIDELINES

When reviewing alterations and new construction to a *Master Plan* site several documents are to be utilized as guidelines to assist the Commission in developing their decision. These documents include *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 below.

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 one 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:

Standard #2: The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.

Standard #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.

STAFF DISCUSSION

Staff supports the proposed roof replacement project and reuse of salvageable red slates for the turret and dormer roofs and walls.

The extant slate is thought to be original to the resource, constructed in 1890, and therefore near its functional lifespan. The applicant informed staff they have consulted with four roofing companies to investigate the condition of the roof and its component parts. The applicant contends all four roofers have recommended the wholesale replacement of the roof. Staff requested the applicant provide a conditions assessment report from a qualified roofing company. The applicant did not provide a conditions assessment report as part of the HAWP application package. The applicant is a licensed contractor and owns a construction/renovation company. The applicant provided his assessment of the roof in consultation with the roofing companies. (See attached written description on Circle 6).

Staff performed a limited onsite visual inspection of the roof and documented evidence of missing and damaged slates, deterioration to the underlayment and significant damage to the interior plaster ceilings and moldings due to water infiltration.

The applicant has indicated difficulty in sourcing the original red slate. While staff did locate a source of red slate outside the greater Washington, DC area, staff concurs with the applicant's position that due to the difficulty in obtaining the original red slate, use of a different slate material would be appropriate.

Staff finds the removal and replacement of the original red slate with a Buckingham slate as being consistent with Chapter 24A (b) 1 & 2 and *Standards* # 2 and 9. The existing roof is thought to be original to the house. The existing red slate is at the end of and/or past its expected life expectancy. The availability of a red slate replacement material with the same scale, texture and dimensions as the existing is not readily available and/or unknown. There is visual evidence of significant exterior and interior deterioration to the roof and ceilings.

The proposed installation of Buckingham slate is a compatible replacement material that will not substantially alter the exterior features of the resource and is in character and nature with the resource type, style and period.

The proposed reuse of the salvageable red slate is also in keeping with the review criteria established above. The proposed reapplication of red slate to the turret and dormer roofs and walls will not substantially alter the exterior features of the resource.

Staff supports the proposed installation of the two glass skylights in the roofs of the gable dormers on the north roof pitch. Staff finds the location of the skylights on the sides of the steeply pitched dormer roofs

and elevation from ground level reduces their visibility and will not impact the historic character of the structure or interrupt the lines of the principal roof plane. However, staff does not support the proposed installation of the skylight in the field of the north roof pitch. This resource has two primary elevations: the south, with its ornate façade viewed from MacArthur Boulevard, and the north, possessing the formal entrance for visitors to Baltzley Castle. The proposed location of this skylight is readily visible from a primary elevation, impacts the historic character of the roof profile and interrupts the lines of the historic roof plane. Therefore staff finds the installation of two glass skylights in the roofs of the gable dormers on the north roof pitch to be **consistent** with, and the installation of the skylight in the field of the north roof pitch to be **inconsistent** with, Chapter 24A (b) 1 & 2 and *Standard # 2 and 9*.

In reaching these findings on the proposed scope of work under consideration in this HAWP, staff was informed by guidance found in *Design Guidelines for Historic Sites and Districts in Montgomery County, Maryland*, which recommends:

5.0 Roofs

5.1 Preserve the original roof form of a historic structure.

5.4 Preserve original roof material.

- Avoid removing roof material that is in good condition. Replace it with similar materials only when necessary.

5.5 Replacement roof materials for a historic house should convey a scale and texture similar to those used traditionally.

8.0 Skylights

8.1 Design a skylight to avoid negative impacts on the historic character of a structure.

- Skylights should not interrupt the lines of a historic roof plane.
- Locating a new skylight on a front roof plane should be avoided.

STAFF RECOMMENDATION

Staff recommends that the Commission **approve** the HAWP application **with the condition specified on Circle 1** as being consistent with Chapter 24A-8(b) (1) & (2)

- (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;

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 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.

MCNAIR BUILDERS, INC.
General Contractors
7600 Cabin Road
Cabin John MD 20818
(W) 301-229-9343 (F) 301-229-9344

12/21/2010

Joshua Silver
Montgomery County Planning Department
F 301-563-3412

Re: 5415 Mohican Rd: Baltzley Castle

Hi Josh

Here is the additional information you requested for the Historic Area Work Permit we submitted for the proposed roof and skylight work at 5415 Mohican rd.

The low profile, glass skylights will be Velux Skylights. The recommended application for a slate roof is curb mounted. The size will be 30" x 38"

The house is dark and has no natural light in the upper staircase or hallway. We would like to install 1 skylight in the field of the roof to bring in some much needed light. The 2 other skylights would be installed in the side of the gable dormers in the bathroom and master bedroom.

When Paul and Carol Schafer purchased the home January 1960 the house had just been remodeled. Carol wants to meet with us and share some of her life and experiences living in this home for 51 years. We will ask her if she knows the scope of work and the extent of repairs to the roof. She might know if the slate was replaced or if the existing red slate was re installed. The red slate is in very good condition and we should have enough slate to use the existing on the gable roof, walls and the turret.

The house has no central air conditioning and uses window ac units. We would like to remove the window units and use a geothermal system for heat and air conditioning. The boundary survey will be completed next week and the well driller will indicate the best locations for the wells. Can we address this at the Jan 12 hearing. Do you need me to bring you the survey prior to the hearing?

The architect will start working on drawings for the front porch reconstruction, the kitchen addition and the detached garage. The front porch is falling down and creates an unsafe condition for both the house and people working. We will submit the porch drawings for a HAWP in January and the balance of the work in February.

Thanks



DPS - #8

HISTORIC PRESERVATION COMMISSION
301/563-3400

APPLICATION FOR
HISTORIC AREA WORK PERMIT

DEC 15

11/14/2010

Contact Person: ROSS MCNAIR
Daytime Phone No.: 301-219-0380

Tax Account No.: 00508301
Name of Property Owner: ROSS MCNAIR / ALISON TAYLOR Daytime Phone No.: 301-219-0380
Address: 5415 MOHICAN RD Bethesda 20816
Street Number City State Zip Code
Contractor: MCNAIR BUILDERS INC Phone No.: 301-229-9343
Contractor Registration No.: 124264
Agent for Owner: _____ Daytime Phone No.: _____

Contract Purchase

LOCATION OF BUILDING/PREMISE

House Number: 5415 Street: MOHICAN
Town/City: Bethesda Nearest Cross Street: MARTIN BLVD
Lot: Part of Block: 3 Subdivision: Section 1 Glen Echo Heights
Liber: 2697 Folio: 135 Parcel: _____

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:

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

1B. Construction cost estimator: \$ _____
1C. If this is a revision of a previously approved active permit, see Permit # _____

PART TWO: COMPLETE FOR NEW CONSTRUCTION AND EXTEND/ADDITIONS

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

PART THREE: COMPLETE ONLY FOR FENCE/RETAINING WALL

3A. Height _____ foot _____ 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.

J Ross McNaire _____ 12-15-2010
Signature of owner or authorized agent Date

Approved: _____ For Chairperson, Historic Preservation Commission
Disapproved: _____ Signature: _____ Date: _____
Application/Permit No.: 356913 Date Filed: 12/15/10 Date Issued: _____

Edit 6/21/99

SEE REVERSE SIDE FOR INSTRUCTIONS

5

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

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Planning Area / Site Number M: 35-29-1

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2. SITE PLAN

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

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

Owner's mailing address J. Ross McNair 7600 Cabin Road Cabin John, MD. 20818	Owner's Agent's mailing address
Adjacent and confronting Property Owners mailing addresses	
Otero, Miguel, P. & H. 5301 Mohican Rd. Tax# 00503731	Wohl, Alexander 5303 Mohican Rd. Tax# 00506712
White, Christopher C. 5409 Mohican Rd. Tax# 00508802	Gaal, Miklos 5407 Mohican Rd. Tax# 00505320
Byrne, Matthew Joseph 5405 Mohican Rd. Tax# 00502031	Seeber, Stephen 5309 Mohican Rd. Tax# 00503070

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

Owner's mailing address J. Ross McNair 7600 Cabin Road Cabin John, MD. 20818	Owner's Agent's mailing address
Adjacent and confronting Property Owners mailing addresses	
Barlow, William 5311 Mohican Rd. Tax# 00502202	Gates, Patrick 5421 Mohican Rd. Tax# 00502406
Miltenberg, Ned 5410 Mohican Rd. Tax# 00502587	

MONTGOMERY COUNTY MARYLAND

Comments | Help | Metadata

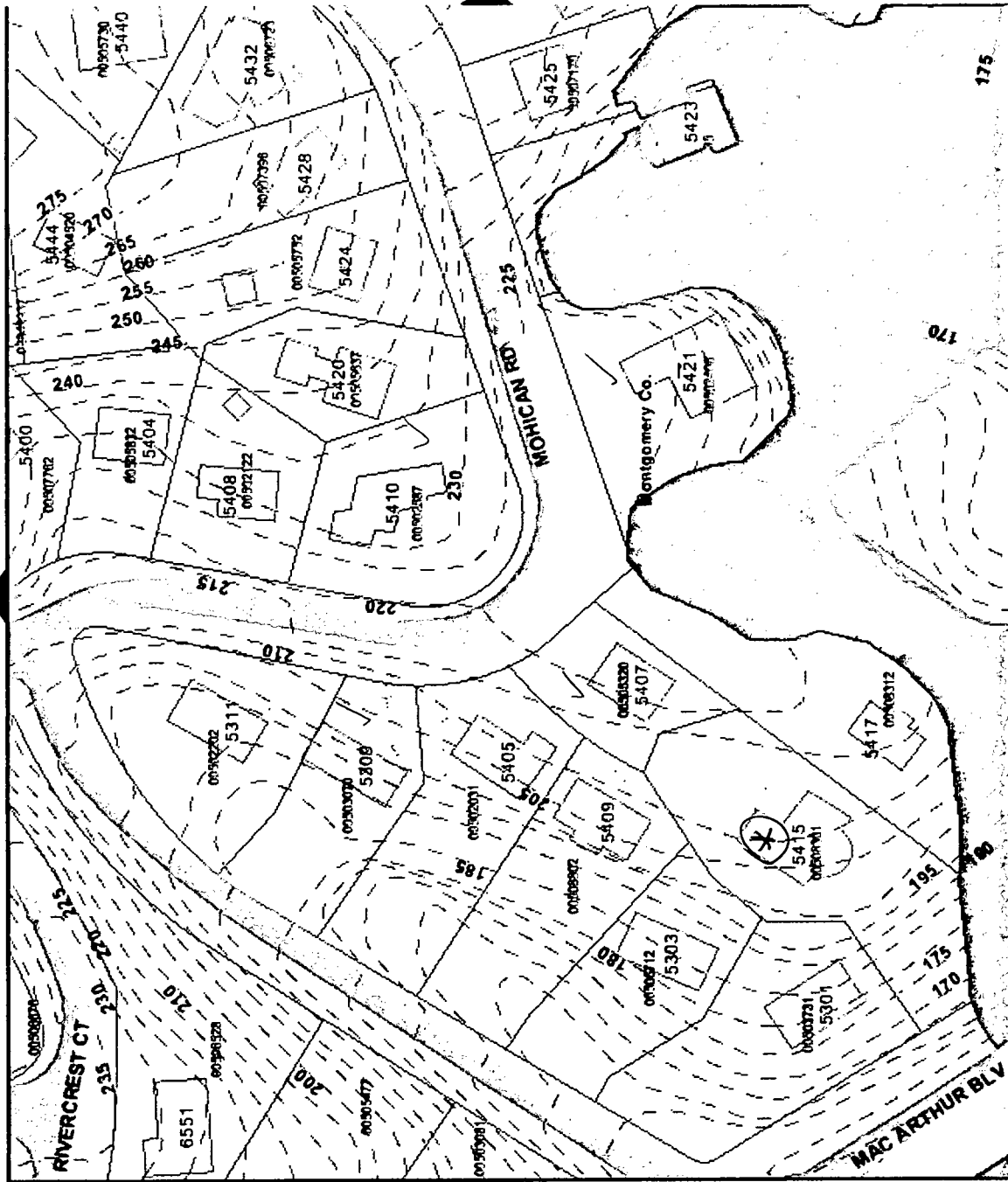
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- Aerial Photos
- Basemaps
- Boundaries
- Census
- Economic Development
- Education
- Elections
- Environmental Protection
- Grids
- Health and Human Services
- Housing
- Places of Interest
- Public Safety
- Public Works and Transportation
- Recreation
- Regional Services Centers
- Streets and Zip Codes

Refresh Map

- Auto Refresh

MONTGOMERY COUNTY GOVERNMENT MAP VIEWER



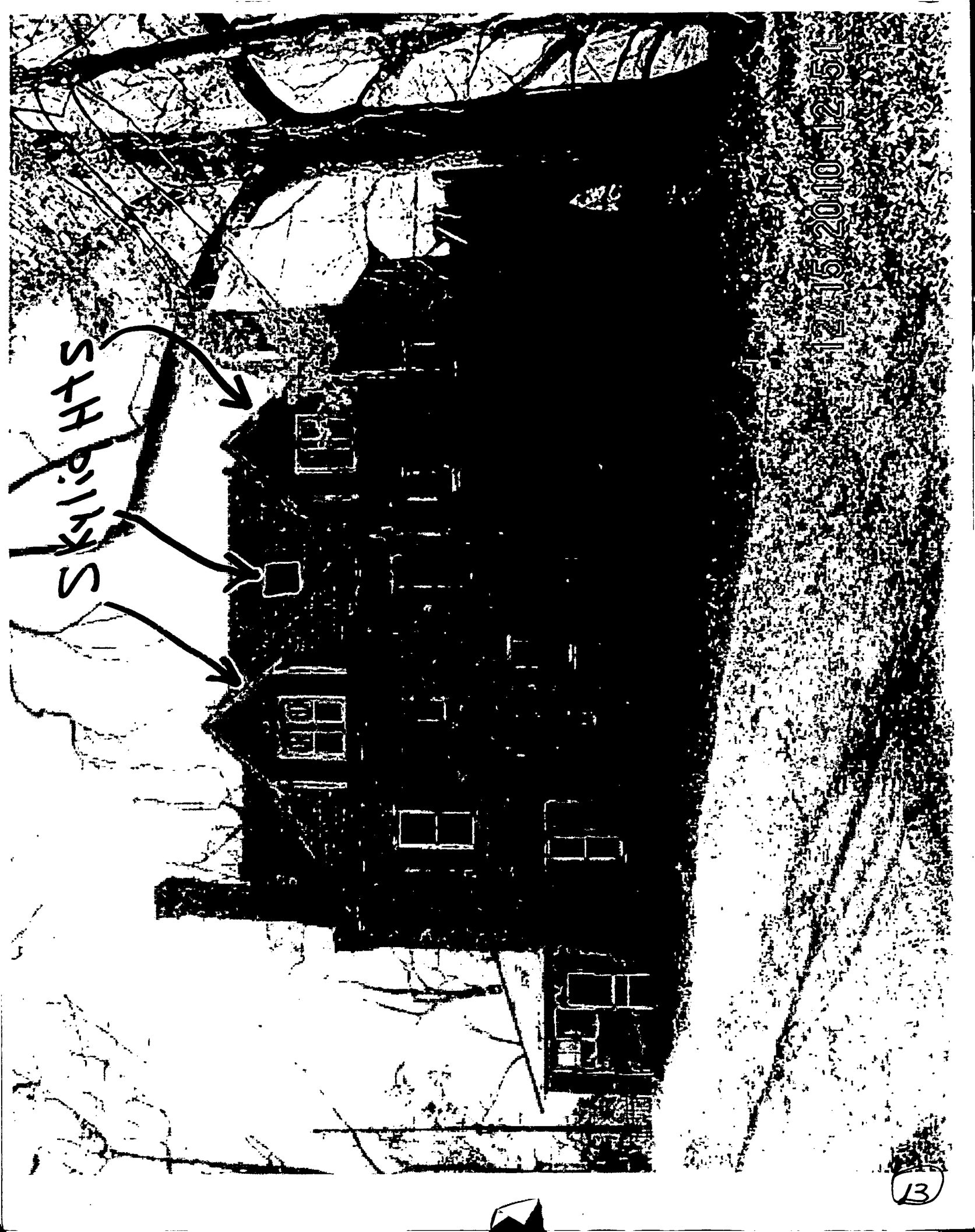
Ross Mervar

10

Skylights



12/06/2010 15:39



SHT PILKS

12/15/2010 12:51

Existing Property Condition Photographs (duplicate as needed)



Detail:

Applicant: Ross Monair

Page:



Existing Property Condition Photographs (duplicate as needed)



Detail:



Detail:

Applicant: Ross McNeil

Page:

Existing Property Condition Photographs (duplicate as needed)

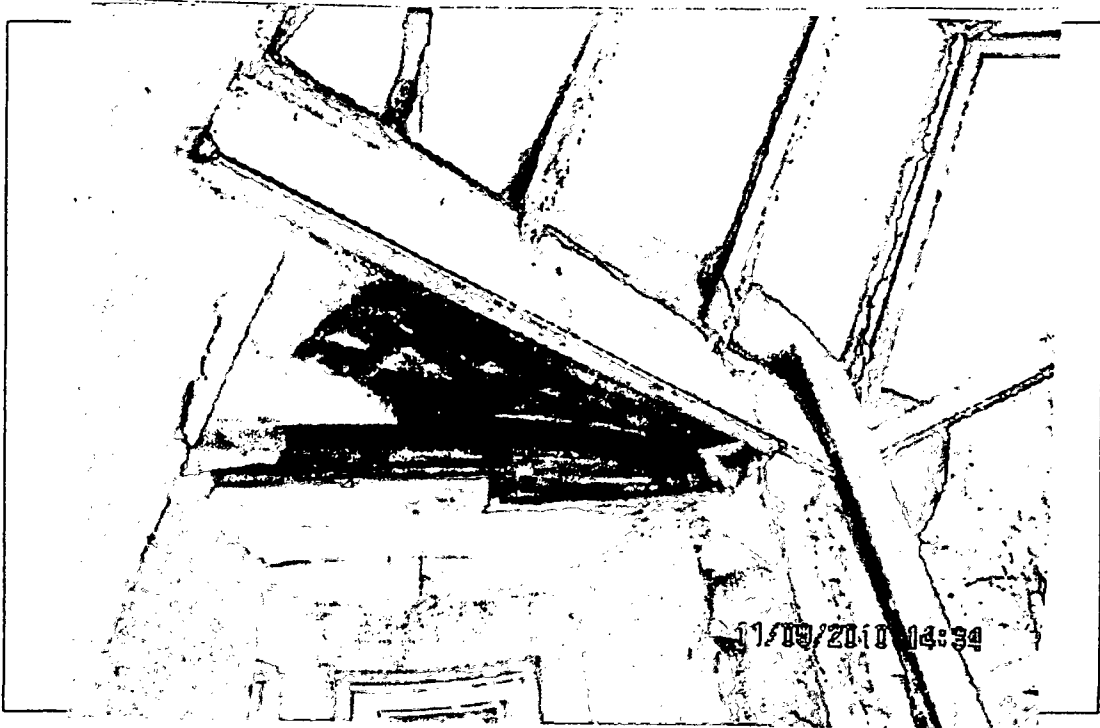


Applicant: ROSS McNAIR

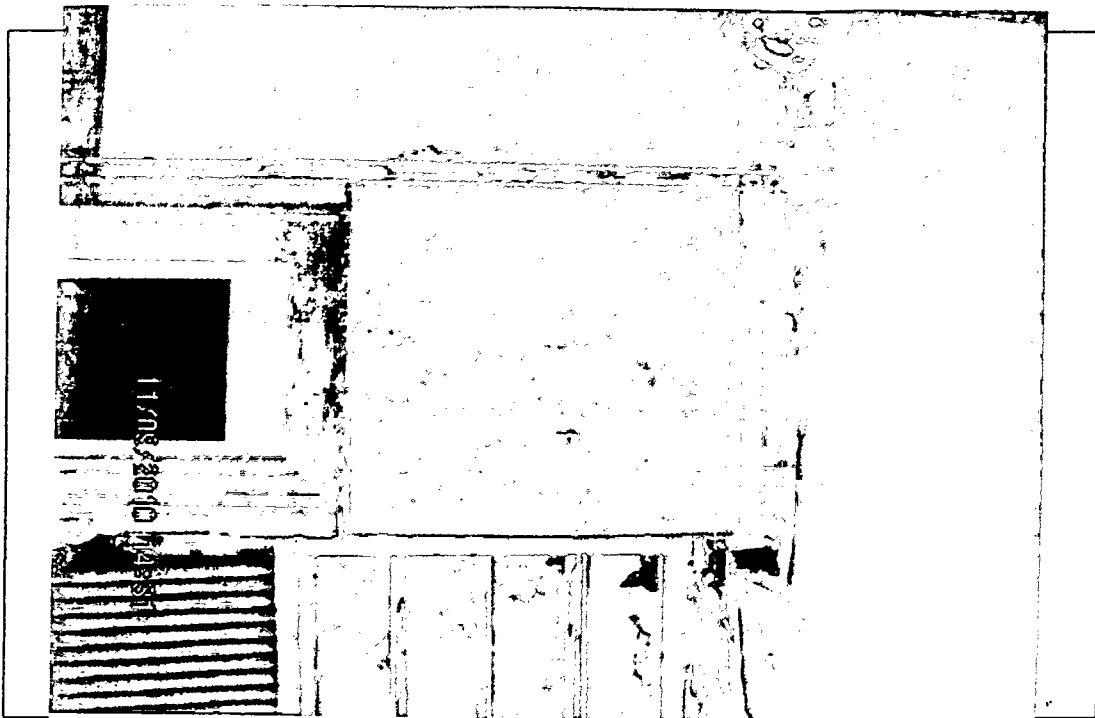
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Existing Property Condition Photographs (duplicate as needed)



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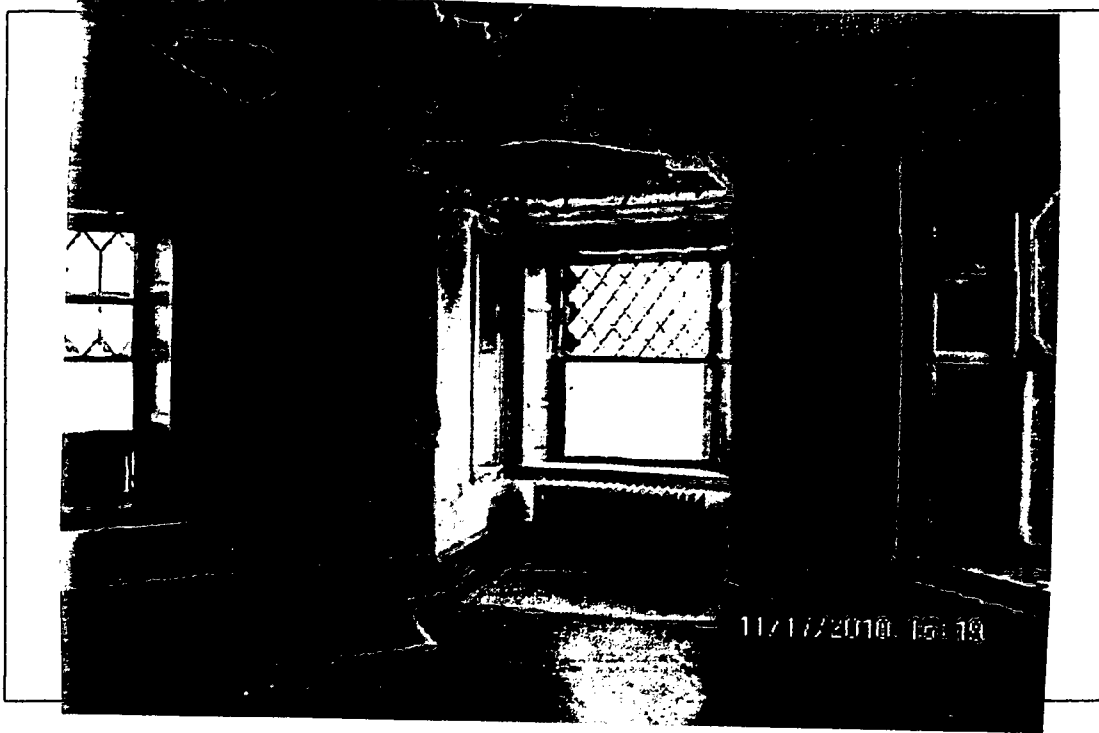


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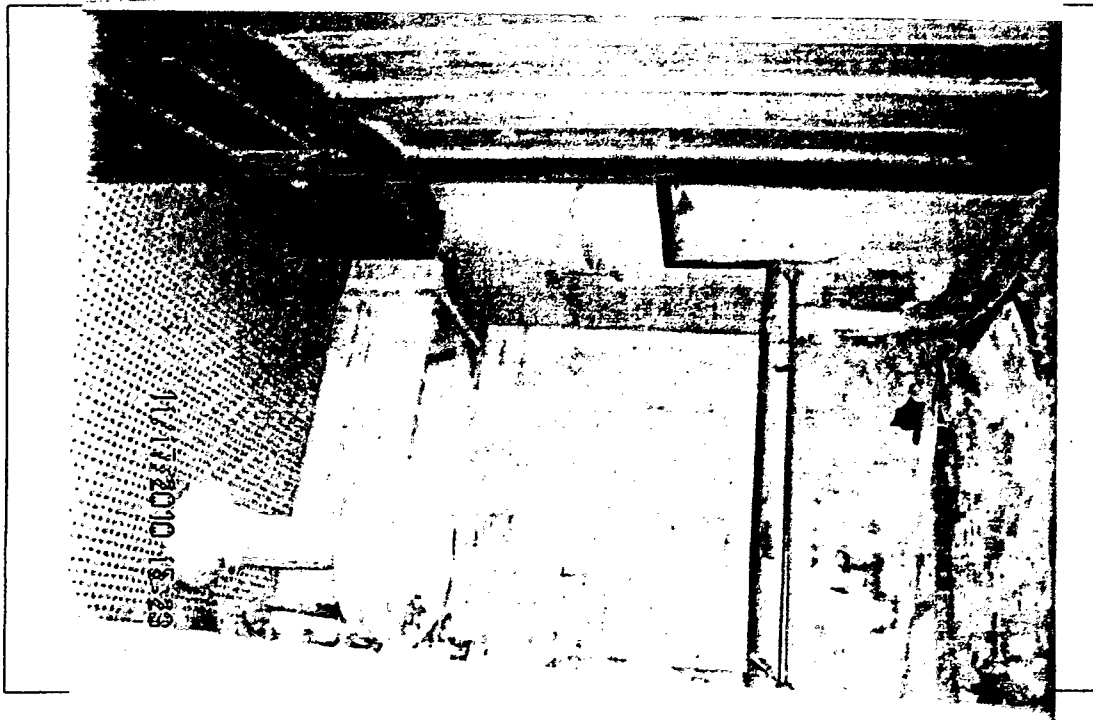
Applicant: Ross Manna

Page:

Existing Property Condition Photographs (duplicate as needed)



Detail: _____



Detail: _____

Applicant: Ross Malina

Page: _____



DPS/Complaint Form

Step 2 of 3 - Review

Please review the following data on the form:

Tell Us About Yourself

Anonymous * : N

Remain my information confidential:

First Name * : Joshua

M.I.:

Last Name * : Silver

Street Address: 1400 Spring Street

Address (Cont.): Suite 500

City: Silver Spring

State: MD

Zip/Postal Code: 20910

Daytime Phone: 3015633403

Evening Phone:

E-mail: joshua.silver@montgomeryplanning.org

Tell Us About Your Complaint

Location:

Or

Street No.: 5417

PreDir:

Street Name: Mohican

Suffix: RD

PostDir.:

City: Bethesda

State: Maryland

Zip/Postal Code: 20816

Description of Complaint * :

The Montgomery County Historic Preservation Commission (HPC) was notified that the existing tree canopy and understory at the subject property has been removed by the owner. The subject property is protected under Chapter 24A-6(2) of the Montgomery County Code. The property owner must submit a Historic Area Work Permit and receive approval from the HPC for the completed tree removal.

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DPS/Online Complaint

Step 3 of 3 - Confirmation

Dear Valued Customer,

The Department of Permitting Service (DPS) has successfully received your request for service. Your request has been registered under Service Request (SR) Number **199958645** and will be processed with the appropriate action within the next business day. Please retain this SR number for future references. If you have questions or need additional information please contact our service request line **240-777-6300** during our business hours Monday thru Friday from 7:30 to 4:00. Thank you for bringing this matter to our attention.

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