



## HISTORIC PRESERVATION COMMISSION

Marc Elrich  
*County Executive*

Robert K. Sutton  
*Chairman*

Date: November 18, 2024

### MEMORANDUM

TO: Rabbiah Sabbakhan, Director  
Department of Permitting Services

FROM: Dan Bruechert  
Historic Preservation Section  
Maryland-National Capital Park & Planning Commission

SUBJECT: Historic Area Work Permit # 1090289 - Tree Removal

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The Montgomery County Historic Preservation Commission (HPC) has reviewed the attached application for a Historic Area Work Permit (HAWP). This revision to the previously approved application was approved at the November 13, 2024 HPC meeting

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

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

Applicant: Brian McCarthy  
Address: 7419 Carroll Ave., Takoma Park

This HAWP approval is subject to the general condition that the applicant will obtain all other applicable Montgomery County or local government agency permits. After the issuance of these permits, the applicant must contact this Historic Preservation Office if any changes to the approved plan are made. Once work is complete the applicant will contact Dan Bruechert at 301-563-3408 or [dan.bruechert@montgomeryplanning.org](mailto:dan.bruechert@montgomeryplanning.org) to schedule a follow-up site visit.



# BENNETT FRANK McCARTHY

a r c h i t e c t s , i n c .

1400 Spring Street, Suite 320, Silver Spring, Maryland 20910-2755

Memorandum

14 October 2024

To: Historic Preservation Commission (HPC)  
Maryland-National Capital Park & Planning Commission  
c/o Department of Permitting Services, Montgomery County

From: Brian McCarthy

Re: Historic Area Work Permit for  
7419 Carroll Avenue, Takoma Park Historic District  
**Written Description of Project**

## Addendum a.

The property, located at 7419 Carroll Avenue, features a 1-1/2 story wood frame Bungalow with off-street parking on a modest 6,300 square foot lot. The house, built circa 1920s, is designated as a contributing resource along the old Trolley route in the Takoma Park Historic District.

The property has several trees in both the front and back yards. The front yard inventory includes a dogwood, two ash, and several understory red oaks. The back yard includes a large pine and a red maple, both within about 20 ft of the back of the house, and a 32" diameter mulberry-like tree in the back left corner, about 50 ft from the house.

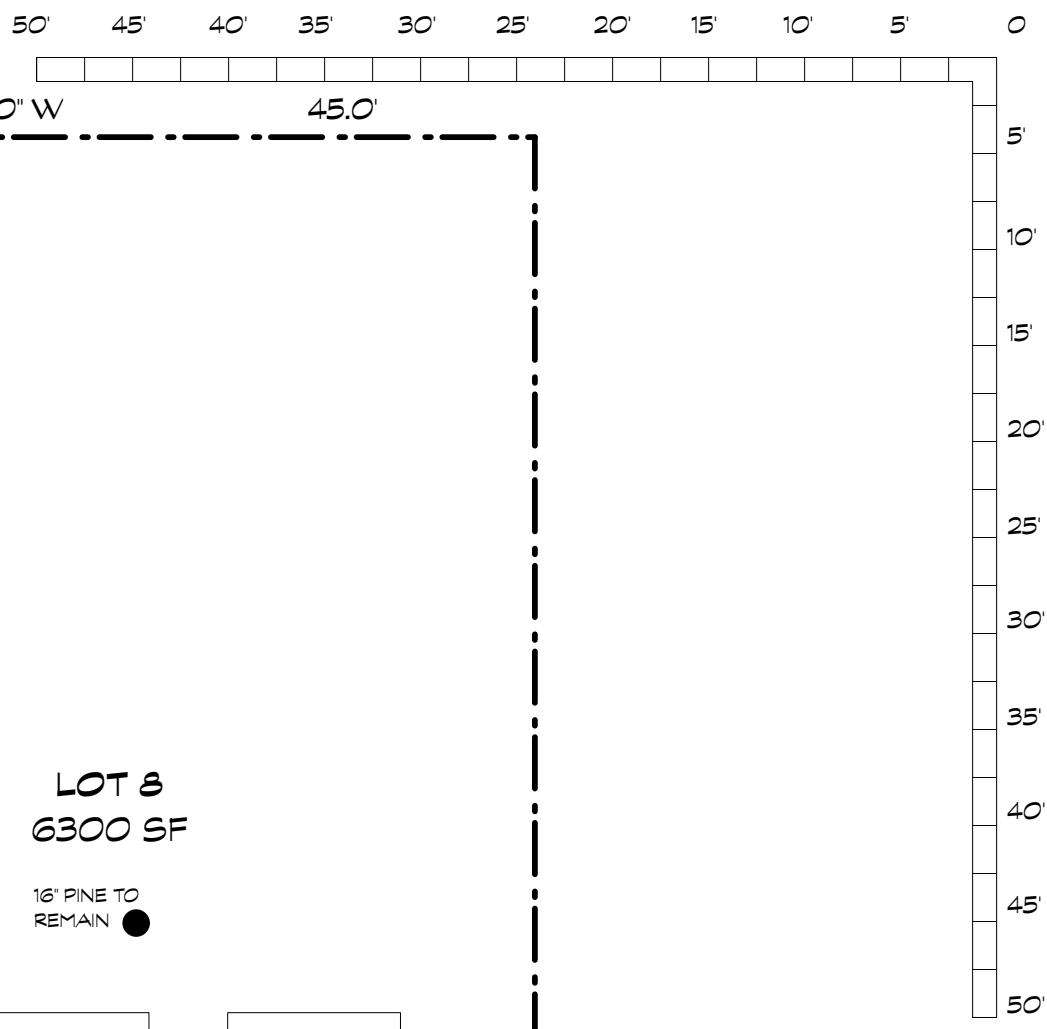
## Addendum b.

I would like to remove three trees; the two ash out front and the mulberry in the back. The city's Urban Forest Manager visited the property in May and verbally approved removing all three. He noted the ash are vulnerable to ash borers and can be removed without prejudice. However, he noted the removal of the tree in the back, while not a valuable resource, requires a HAWP, as well as compensation to the city's tree replacement fund.



**REVIEWED**

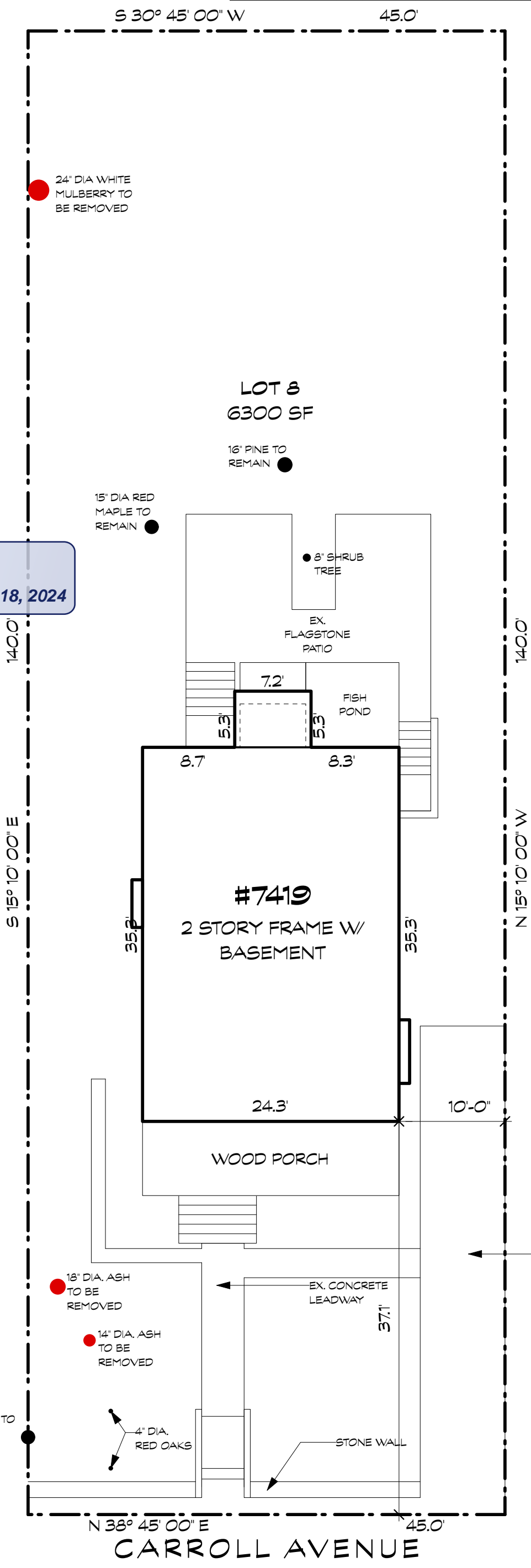
By Dan.Bruechert at 4:18 pm, Nov 18, 2024



APPROVED  
 Montgomery County  
 Historic Preservation Commission

*[Signature]*

**REVIEWED**  
 By Dan.Bruechert at 4:18 pm, Nov 18, 2024



**Subject:** Tree Removal Request :: W011970-051324 - Preliminary Approval

**Body:**

05/15/2024

APPLICATION NUMBER [W011970-051324](#)

Brian McCarthy  
7419 Carroll Ave  
Takoma Park, MD 20912

Re: Tree Removal Application at:  
7419 Carroll Ave  
Takoma Park MD 20912

Dear Brian McCarthy:

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

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Tree Type: **WHITE MULBERRY**  
Trunk Diameter: **24**  
Tree Location Relative to House: **BACK LEFT**

Tree Condition Rating (1-5):  
Crown/Branches: **3**  
Root & Root Collar: **4**  
Tree Health & Species Profile: **3**  
Trunk: **3**  
Criterion Total (4-20): **13**

Assessment Notes:

**Crown in fair condition, moderate vigor but moderate amount of minor dead branches.**

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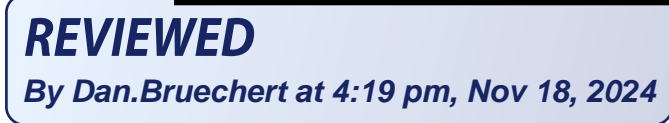
Based on this assessment, your application has received **Preliminary Approval**.

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

As your tree is of a species considered 'Undesirable' by City code it does not require the typical 15-day comment period. A permit to remove the tree will be granted after you complete the replacement planting agreement steps.

**Historic Area Work Permit (HAWP)**

Since your property is located within the Historic District, you are required to receive a Historic Area Work Permit (HAWP). To apply for a HAWP, contact Montgomery County Department of Permitting Services by



phone 301-563-3400, by email [MCP-Historic@mncppc-mc.org](mailto:MCP-Historic@mncppc-mc.org) or online at: <https://montgomeryplanning.org/planning/historic/historic-area-work-permits/>

Note that this preliminary permit letter may serve as the Tree Survey required for your HAWP application.

### Replacement Planting Requirement

Permits for trees that are not determined to be dead or hazardous. The City Code defines a formula to be used in calculating the trunk diameter and the Urban Forest Manager's condition as indicate the method with which you would like to fulfill your ways you can do this:

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



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### Conditions for Replacement Planting Option

- You must plant the number of 1.5" caliper trees indicated in your preliminary approval notice, or an equivalent basal area of larger trees up to 3" caliper. For this Tree Removal Request, the number of 1.5" trees required is **(3) tree(s)**
- Trees must be planted on a private property within the City of Takoma Park. [See here for a map of the City's boundaries.](#)
- Trees must be of the same size category as the tree that was removed. For your tree, that is the **(MEDIUM)** category.
- Trees must be selected from the Approved Tree Species List, linked here: <https://documents.takomaparkmd.gov/government/public-works/Trees/Takoma-Park-Approved-Tree-Species-List.pdf>
- Documentation of the completed planting must be provided within six months after your permit is issued. Failure to plant the trees within six months is a violation of the law.
- You cannot use a publicly subsidized program, including the City's Tree Takoma program, to plant your required trees. If you would like to use the Tree Takoma program or another public tree planting program, you must opt to pay the fee-in-lieu to satisfy your requirement.

### Conditions for Fee-in-Lieu Payment Option

- Indicate that you would like to pay the fee-in-lieu instead of planting via the MyTKPK portal and pay the invoice generated by City Staff.
- The fee-in-lieu amount to satisfy your entire replacement planting obligation is \$312 times **(3) tree(s)**, or: **(\$936)**

## HOW TO COMPLETE THE REPLACEMENT PLANTING AGREEMENT ONLINE:

1. Click the following link to view your Tree Removal Application request in MyTKPK: [W011970-051324](#)
2. Enter the email address you used to apply for the permit, if prompted for it.
3. Scroll down to "Replanting Agreement". For "How do you plan to replace this tree?" select "Pay Fee in Lieu of Planting", "Plant the Required Trees", or

“Combination of Tree Planting and Fee Payment” and fill in the subsequent information you are asked for.

With this complete, Public Works staff will be prompted to review your selection and generate an invoice to pay the fee-in-lieu if needed. Please be on the lookout for further communications after making your selection.

**Also, note that if you do not complete the actions discussed in this notice within 6 months of the date of Preliminary Approval, your application will be withdrawn with no permit issued.**

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

