



## HISTORIC PRESERVATION COMMISSION

**Marc Elrich**  
*County Executive*

**Karen Burditt**  
*Chair*

Date: May 5, 2025

### **MEMORANDUM**

TO: Rabbiah Sabbakhan  
Department of Permitting Services

FROM: Devon Murtha  
Historic Preservation Section  
Maryland-National Capital Park & Planning Commission

SUBJECT: Historic Area Work Permit # 961430– Fence installation

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The Montgomery County Historic Preservation Commission (HPC) has reviewed the attached application for a Historic Area Work Permit (HAWP). This application was **Approved** by HPC Staff.

The HPC staff has reviewed and stamped the attached submission materials.

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: Scotland African Methodist Zion Church; Joe Castro (Agent)  
Address: 10902 Seven Locks Road, Potomac, MD

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 Devon Murtha at 301-495-1328 or [devon.murtha@montgomeryplanning.org](mailto:devon.murtha@montgomeryplanning.org) to schedule a follow-up site visit.





## HISTORIC PRESERVATION COMMISSION

HAWP #: \_\_\_\_\_ at: 10902 Seven Locks Road, Potomac

submitted \_\_\_\_\_

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

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

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

New gutters and downspouts;

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Installation of satellite dishes;

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

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

Replacement tree required as a condition; and,

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

e proposal complies with Chapter 24A, the Secretary of the Interior's Standards for Rehabilitation, and any additional requisite guidance. Under the authority of COMCOR No. 24A.04.01, this HAWP is approved by Devon Murtha on \_\_\_\_\_. The approval memo and stamped drawings follow.



FOR STAFF ONLY:  
HAWP# \_\_\_\_\_  
DATE ASSIGNED \_\_\_\_\_

# APPLICATION FOR HISTORIC AREA WORK PERMIT

HISTORIC PRESERVATION COMMISSION  
301.563.3400

**APPLICANT:** Scotland African Methodist  
Episcopal Zion Church  
Name: Attn: Rev. Dr. Evalina Huggins, Pastor

E-mail: evalina45@gmail.com  
pehuggins@bemoreamez.org

Address: 10902 Seven Locks Rd

City: Potomac, MD Zip: 20854

Daytime Phone: 301-980-8793

Tax Account No.: 02285421

**AGENT/CONTACT (if applicable):**

Name: Jose Castro

E-mail: jose.castro@glenstone.org

Address: 12100 Glen Rd

City: Potomac, MD Zip: 20854

Daytime Phone: 202.975.9174

Contractor Registration No.: N/A

**LOCATION OF BUILDING/PREMISE:** MIHP # of Historic Property Resource#29/015

Is the Property Located within an Historic District? Yes/District Name \_\_\_\_\_  
X No/Individual Site Name Scotland AME Zion Church

Is there an Historic Preservation/Land Trust/Environmental Easement on the Property? If YES, include a map of the easement, and documentation from the Easement Holder supporting this application.

Are other Planning and/or Hearing Examiner Approvals /Reviews Required as part of this Application? (Conditional Use, Variance, Record Plat, etc.?) If YES, include information on these reviews as supplemental information. Yes: Zoning variance for rear setback & tandem parking has been obtained (Case #A-6718)

Building Number: 10902 Street: Seven Locks Rd

Town/City: Potomac, MD Nearest Cross Street: Bells Mill Rd

Lot: N/A Block: N/A Subdivision: N/A

**TYPE OF WORK PROPOSED: See the checklist on Page 4 to**  
**for proposed work are submitted with this application. Inc**  
**be accepted for review. Check all that apply:**

- |   |  |
|---|--|
| <input type="checkbox"/> New Construction   | <input type="checkbox"/> Deck/Porch          |
| <input type="checkbox"/> Addition           | <input type="checkbox"/> Fence               |
| <input type="checkbox"/> Demolition         | <input type="checkbox"/> Hardscape/Landscape |
| <input type="checkbox"/> Grading/Excavation | <input type="checkbox"/> Roof                |

I hereby certify that I have the authority to make the foregoing a  
and accurate and that the construction will comply with plans re  
agencies and hereby acknowledge and accept this to be a condition for the issuance of this permit.

Jose Castro  
Signature of owner or authorized agent



**REVIEWED**  
Date  
By Devon.Murtha at 9:57 am, May 05, 2025

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

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

In total, there will roughly 245 linear feet of fence to be installed. All pickets will be 5/8 inch square and rails will be 1 inch square. All post will be 2 inch square and set in 24 inches in ground with cement.

Instead of having a gate, there will be an opening for people to access the cemetery.



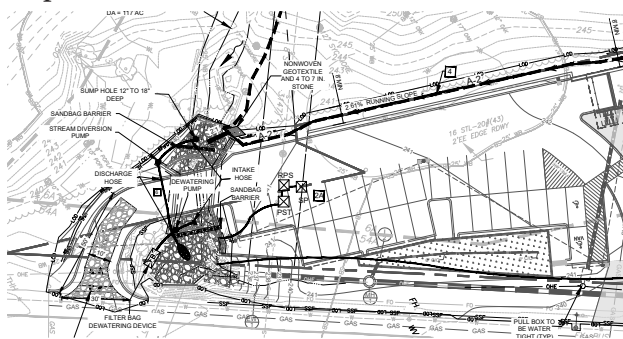
**REVIEWED**

*By Devon.Murtha at 9:57 am, May 05, 2025*

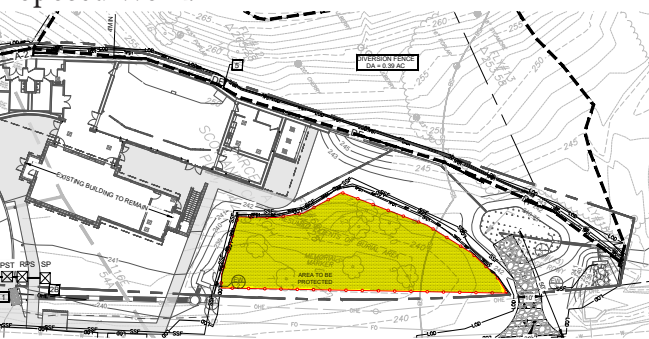


Work Item 1: \_\_\_\_\_

Description of Current Condition:



Proposed Work:



Work Item 2: \_\_\_\_\_

Description of Current Condition:



Proposed Work:



Work Item 3: \_\_\_\_\_

Description of Current Condition:



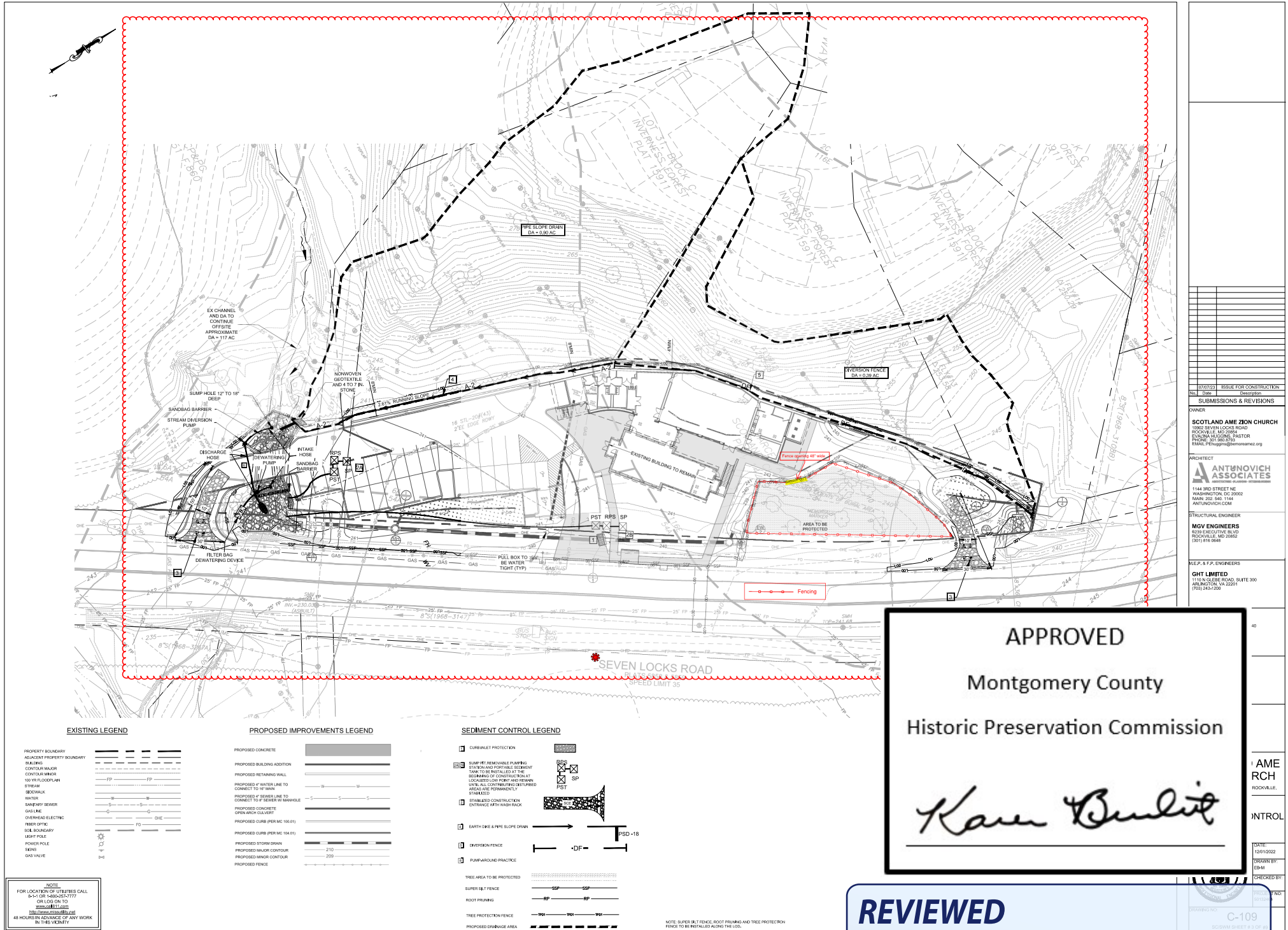
Proposed Work:

APPROVED  
Montgomery County  
Historic Preservation Commission

*Karen Buelit*

**REVIEWED**

By Devon.Murtha at 9:57 am, May 05, 2025



APPROVED

Montgomery County

Historic Preservation Commission

*Kam Bunkit*

REVIEWED

By Devon.Murtha at 9:57 am, May 05, 2025

07/07/23 ISSUE FOR CONSTRUCTION

SUBMISSIONS & REVISIONS

OWNER

SCOTLAND AME ZION CHURCH  
1000 SEVEN LOCKS ROAD  
ROCKVILLE, MD 20852  
PHONE: 301.580.8793  
EMAIL: PFE@scotlamzch.org

ARCHITECT

ANTONOVICH ASSOCIATES  
1144 3RD STREET NE  
WASHINGTON, DC 20002  
MAIN: 202.546.1144  
ANTONOVICH.COM

STRUCTURAL ENGINEER

MOV ENGINEERS  
8239 EXECUTIVE BLVD  
ROCKVILLE, MD 20852  
(301) 816.0848

M.E.P. & P.E. ENGINEERS

GHT LIMITED  
1110 N. GLEBE ROAD, SUITE 300  
ROCKVILLE, MD 20852  
(301) 243-7200

AME  
RCH  
ROCKVILLE

CONTROL

DATE:  
12/15/2022  
DRAWN BY:  
LBM  
CHECKED BY:

PROJECT NO:  
C-109  
SCOTLAND AME ZION CHURCH

# HISTORIC AREA WORK PERMIT CHECKLIST OF APPLICATION REQUIREMENTS

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