



## HISTORIC PRESERVATION COMMISSION

**Marc Elrich**  
*County Executive*

**Karen Burditt**  
*Chair*

Date: June 25, 2025

### **MEMORANDUM**

TO: Rabbiah Sabbakhan  
Department of Permitting Services

FROM: Laura DiPasquale  
Historic Preservation Section  
Maryland-National Capital Park & Planning Commission

SUBJECT: Historic Area Work Permit #1122537 – Roof replacement

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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: James P. Ogilvy  
Address: 102 Elm Avenue, 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 Laura DiPasquale at 301-495-2167 or [laura.dipasquale@montgomeryplanning.org](mailto:laura.dipasquale@montgomeryplanning.org) to schedule a follow-up site visit.





## HISTORIC PRESERVATION COMMISSION

HAWP #: \_\_\_\_\_ at: \_\_\_\_\_

submitted on: \_\_\_\_\_

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.

Staff finds the 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 Laurel D. Paquin on \_\_\_\_\_. The approval memo and stamped drawings follow.

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

This is a ca.1923 1-1/2 story Craftsman Style Bungalow on wooded lot located in the Takoma Park Historic District and listed as an Outstanding Resource. The house is clad in asbestos/concrete siding. The house's craftsman-style details include wide, unenclosed overhanging eaves, low-pitched gabled roof, brackets, and battered porch columns. The foundation is rock-faced concrete block.

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

Roof was replaced in 2024 and re-painting done to the soffits and eave tails following the roof replacement. A portion of one eave tail was replaced using historically accurate lumber and repainted to repair some wood rot. This application is being filed at the instruction of the Montgomery County, Maryland, Planning Commission to permit consideration of our request for a property tax credit for the work done. The Commission wrote:

"DiPasquale, Laura <Laura.DiPasquale@montgomeryplanning.org>  
Jun 16, 2025, 3:49PM (19 hours ago)  
Hi James and Louise,

Thank you for your application for historic preservation tax credits for roof replacement at 102 Elm Avenue, Takoma Park, and for your stewardship of Montgomery County's history. Based on a review of the photos submitted with the tax credit application, it appears that you replaced a 3-tab shingle roof with architectural shingles. This work is fine, but does require a Historic Area Work Permit, which can be approved at the staff level without referral to the Historic Preservation Commission. There is no cost for the HAWP and it should take just a few minutes to submit, since you already have all of the information. Once you've received the HAWP, we can process the tax credit application. More information on submitting a HAWP application is available here:

<https://montgomeryplanning.org/planning/historic/historic-area-work-permits/>

Please let me know if you have any questions.

Thanks!

APPROVED


Montgomery County

Historic Preservation Commission

*Karen Benoit*

**REVIEWED**

*By Laura DiPasquale at 5:19 pm, Jun 25, 2025*

Work Item 1: <u>Full roof replacement</u>	
Description of Current Condition:  Roof was leaking in two areas, and several areas of water damage to the roof decking were noted by contractors upon inspection from the attic. The shingles were more than 20 years old.	Proposed Work:  Replace roof shingles and repair decking as needed including replacing galvanized cricket around the chimney with a copper cricket and replace the roof fan with peak and side vents to improve air flow.  See attached Scope of Work drafted by the contractor, Maggio Roofing.
Work Item 2: _____	
Description of Current Condition:  <div>REVIEWED By Laura DiPasquale at 5:19 pm, Jun 25, 2025</div>	Proposed Work: <div>APPROVED Montgomery County Historic Preservation Commission </div>
Work Item 3: _____	
Description of Current Condition:	Proposed Work:

**SCOPE OF WORK FOR REPLACING THE EXISTING SHINGLE ROOFING ON THE SLOPED ROOFS.  
(All work installed to CERTAINTEED specification requirements and industry standards and MD building codes):**

1. Tear off all existing roofing down to the roof deck. We will remove up to two layers of roofing. The removal of additional layers will be an additional charge.
2. Any replacement of rotted/&damaged framing or finishing lumber will be written as a "Contract Amendment" request. These change orders will be priced based on the published price sheet and will be billed according to the job specifications of that contract. If any woodwork is needed will install it to today's MD building codes.
3. We will remove the existing attic vent and install new decking to close up the opening,
4. Re-nail all of the roof decking to the roof rafters.
5. Provide and install CertainTeed ice and water shield to all eaves of the roof, around penetrations, ridges and at the rakes as per CertainTeed specification requirements, The membrane will extend 24" beyond the warm walls at the eaves.
6. Provide and install CertainTeed synthetic underlayment to the remainder of the roof (where the shingles will be installed).
7. Provide and install .32 aluminum drip edge flashing with a 3" face to all eaves and .32 aluminum rake edge metal to all rakes,
8. Provide and install CertainTeed Starter courses at all eaves.
9. Provide and install a fully soldered 20-ounce copper cricket/saddle to the chimney.
10. Provide and install 20-ounce copper counter flashing to the chimney with new copper step flashing.
11. Provide and install **CertainTeed Land-Mark shingles** to the roofs as per CertainTeed specification requirements.
12. Provide and install all new copper step flashing {we will re-use the existing reglet style counter flashing and apply new caulking to the counter flashing.
13. Provide and install filtered CertainTeed ridge and eave vents to the ridges and eaves of the roofs.
14. Provide and install CertainTeed Caps to all ridges,
15. Provide and install! new CertainTeed hip and ridge caps to the ridges of the roof.
16. Provide a life-time limited material warranty on all materials.
17. Provide a 10-year workmanship warranty from Maggio Roofing Co.
18. Clean gutters of roofing debris.
19. Clean up and haul off all roof debris from property.
20. Protect landscaping as best as possible.

**REVIEWED**

*By Laura DiPasquale at 5:19 pm, Jun 25, 2025*

APPROVED

Montgomery County

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*Karen Benoit*



Roof before replacement



**REVIEWED**

*By Laura DiPasquale at 5:19 pm, Jun 25, 2025*

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Montgomery County

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*Karen Buelit*


PRODUCTS > RESIDENTIAL ROOFING > LANDMARK®



## Landmark®

Landmark® UL 2218 Class 3 Impact Resistant shingles provide durability and aesthetics. They feature Class A fire resistance, with a dual-layer design and the widest array of colors in the industry.


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All Locations 

Colors (21)



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 [Brochure - Integrity Roof System](#)

 [Installation Guide - Landmark](#)

 [Warranty - SureStart](#)

**REVIEWED**

By Laura DiPasquale at 5:20 pm, Jun 25, 2025

APPROVED

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