



HISTORIC PRESERVATION COMMISSION

Marc Elrich
County Executive

Karen Burditt
Chair

Date: 8/21/2025

MEMORANDUM

TO: Rabbiah Sabbakhan
Department of Permitting Services
FROM: Dan Bruechert
Historic Preservation Section
Maryland-National Capital Park & Planning Commission
SUBJECT: Historic Area Work Permit # 1128307 - Roof Replacement

The Montgomery County Historic Preservation Commission (HPC) has reviewed the attached applications 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: Pamela Coukos
Address: 7403 Baltimore 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 301-563-3400 or dan.bruechert@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 J. Brueckert on _____. The approval memo and stamped drawings follow.



APPLICATION FOR
HISTORIC AREA WORK PERMIT
HISTORIC PRESERVATION COMMISSION
301.563.3400

FOR STAFF ONLY:

HAWP# 1128307

DATE ASSIGNED _____

APPLICANT:

Name: Pamela Coukos

E-mail: pcoukos@gmail.com

Address: 7403 Baltimore Avenue

City: Takoma Park Zip: 20912

Daytime Phone: 510-292-0129

Tax Account No.: 01066038

AGENT/CONTACT PERSON:

Name: _____

E-mail: _____

Address: _____

City: _____ Zip: _____

Daytime Phone: _____

Contractor Registration No.: _____

LOCATION:

Is the Property _____

Historic Property _____

X Yes/District Name Takoma Park

No/Individual Site Name _____

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

REVIEWED

By Dan Bruechert at 9:55 am, Aug 21, 2025

Are there 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.

Building Number: 7403

Street: Baltimore Avenue

Town/City: Takoma Park

Nearest Cross Street: Eastern/Philadelphia

Lot: 2 Block: 79

Subdivision: _____ Parcel: _____

TYPE OF WORK PROPOSED: See the checklist on Page 4 to verify that all supporting items for proposed work are submitted with this application. Incomplete Applications will not be accepted for review. Check all that apply:

☐ New Construction

☐ Deck/Porch

☐ Shed/Garage/Accessory Structure

☐ Addition

☐ Fence

☐ Solar

☐ Demolition

☐ Hardscape/Landscape

☐ Tree removal/planting

☐ Grading/Excavation

☒ Roof

☐ Window/Door

☐ Other: _____

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

Signature of owner or authorized agent

08/04/2025

Date

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 Craftsman style two story gabled roof bungalow style single family home built in 1933 with a brown wood-shingled exterior and green wood trim, and a columned front porch extending the length of the front facade. All windows on the main floor are double hung sash windows with 6 panes above and a single pane below. The upper dormers on the front and back of the house each have 2-pairs of six-paned wood framed casement windows There is a masonry fireplace on the side of the house and masonry footings on the porch. The front door is paneled with six panes of glass in the top third.

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

Roof replacement. The roof is leaking and some of the work has deteriorated and we need to replace it in order to avoid water damage to the house. We are planning a full replacement of the roof shingles.

APPROVED

Montgomery County


Historic Preservation Commission



REVIEWED

By Dan Bruechert at 5:08 pm, Aug 18, 2025

Roof	
Work Item 1: _____	
Description of Current Condition: Currently the roof is shingled in charcoal grey asphalt shingles not original to the house. This work dates to approximately 2005-2010.	Proposed Work: Remove shingles from existing pitched sections of roof. Full replacement of all shingles with architectural shingles. Install new ice and water shields where needed. Install new .019 aluminum flashing and aluminum drip edge.

Work Item 2: _____	
Description of Current Condition:	Proposed Work: <div style="border: 1px solid black; padding: 10px; margin: 10px auto; width: 80%;"> <p style="text-align: center;">APPROVED</p> <p style="text-align: center;">Montgomery County</p> <p style="text-align: center;">Historic Preservation Commission</p> <p style="text-align: center;">  _____ </p> </div> <div style="border: 1px solid blue; padding: 5px; margin-top: 10px; text-align: center;"> <p>REVIEWED</p> <p><i>By Dan Bruechert at 5:08 pm, Aug 18, 2025</i></p> </div>

Work Item 3: _____	
Description of Current Condition:	Proposed Work:



APPROVED
Montgomery County
Historic Preservation Commission
Karen Buelit

REVIEWED
By Dan Bruechert at 5:09 pm, Aug 18, 2025

APPROVED
Montgomery County
Historic Preservation Commission
Karen Dunlap

REVIEWED
By Dan Bruechert at 5:09 pm, Aug 18, 2025



APPROVED
Montgomery County
Historic Preservation Commission
Karen Benoit

REVIEWED
By Dan Bruechert at 5:08 pm, Aug 18, 2025