

37/3-00SS 13 Montgomery Avenue<sup>R</sup>  
(Takoma Park Historic District)

**HISTORIC PRESERVATION COMMISSION STAFF REPORT**

Address:	13 Montgomery Avenue	Meeting Date:	10/25/00
Applicant:	John T. Collins	Report Date:	10/18/00
Resource:	<b>Takoma Park Historic District</b>	Public Notice:	10/11/00
Review:	HAWP	Tax Credit:	No
Case Number:	37/3-00SS	Staff:	Robin D. Ziek

**PROPOSAL:** Add a concrete patio at the rear, adjacent to an existing open deck. Build a lattice enclosure, connected to the house with a single-width door, replacing an existing window.

**STAFF RECOMMENDATION:** Approval

**PROJECT DESCRIPTION**

RESOURCE: Non-contributing resource in the historic district  
STYLE: N/A  
DATE: 1960+

This two-story side-gable house has a concrete foundation, brick on the first floor level, and siding with a clapboard appearance at the 2<sup>nd</sup> floor level. The rear yard slopes down considerably from the street. There is an existing deck which spans the rear 2/3s of the house, and there is a wood ramp which leads off the deck to the back yard.

**PROPOSAL**

The applicant proposes to remove the ramp at the edge of the existing deck, and pour a concrete slab adjacent to the existing deck. It would fill in the remaining width of the house which is open from the existing deck. A small basement window would be removed, and the applicant would build a wood frame to support a lattice structure. Screening would be set on the interior of the lattice, providing a private, enclosed screened space at the rear of the house.

**STAFF DISCUSSION**

As a non-contributing resource in the historic district, the review of any alterations is considered from the perspective of the district overall. As such, the proposed changes would not be visible from the public right-of-way, and would have little effect on the overall district.

**STAFF RECOMMENDATION**

Staff recommends that the Commission find this proposal consistent with the purposes of Chapter 24A-8(b)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 Guidelines #2:

The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

and subject to the general condition that **the applicant shall present the 3 permit sets of drawings to HPC staff for review and stamping prior to submission for building permits (1 extra set for HPC file copy)** and that, after issuance of the Montgomery County Department of Permitting Services (DPS) permit, the applicant arrange for a field inspection by calling the DPS Field Services Office at (301) 217-6240 prior to commencement of work and not more than two weeks following completion of work.



RETURN TO: DEPARTMENT OF PERMITTING SERVICES  
255 ROCKVILLE PIKE, 2nd FLOOR, ROCKVILLE, MD 20850  
240/777-6370

DPS - #8

HISTORIC PRESERVATION COMMISSION  
301/563-3400

APPLICATION FOR  
HISTORIC AREA WORK PERMIT

Contact Person: John T. Collins  
Daytime Phone No.: 301-270-2292

Tax Account No.: 01061297  
Name of Property Owner: John T. Collins Daytime Phone No.: 301-270-2292  
Address: 13 MONTGOMERY AVENUE TAKOMA PARK, MD 20912-4614  
Street Number City State Zip Code  
Contractor: SAME AS OWNER Phone No.: \_\_\_\_\_  
Contractor Registration No.: \_\_\_\_\_  
Agent for Owner: \_\_\_\_\_ Daytime Phone No.: \_\_\_\_\_

LOCATION OF BUILDING/PREMISE

House Number: 13 Street: MONTGOMERY AVENUE  
Town/City: TAKOMA PARK Nearest Cross Street: PINE AVENUE  
Lot: 7 Block: 17 Subdivision: BF GILBERTS  
Liber: \_\_\_\_\_ Folio: \_\_\_\_\_ Parcel: \_\_\_\_\_

PART ONE: TYPE OF PERMIT ACTION AND USE

1A. CHECK ALL APPLICABLE:  Construct  Extend  Alter/Renovate  A/C  Slab  Room Addition  Porch  Deck  Shed  
 Move  Install  Wreck/Raze  Solar  Fireplace  Woodburning Stove  Single Family  
 Revision  Repair  Revocable  Fence/Wall (complete Section 4)  Other: INSTALL GAZEBO SCREEN ROOM OFF PRESENT DECK  
1B. Construction cost estimate: \$ 8,000.00  
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/easement

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.

John T. Collins Signature of owner or authorized agent 09/20/00 Date

Approved: [Signature] For Chairperson, Historic Preservation Commission  
Disapproved: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Application/Permit No.: 930880 Date Filed: 9/26/00 Date Issued: \_\_\_\_\_

September 20,2000

Montgomery County Historic Preservation Committee  
c/o Department of Permit Services  
250 Hungerford Drive  
Rockville, MD 20850

To Whom It May Concern,

Listed below are the names and addresses of the property owners adjacent to my address at 13 Montgomery Avenue, Takoma Park, MD. Should you require additional information, please feel free to contact me at the address and phone listed below. Thanks for your time and consideration in this matter.

Yours Truly,



John T. Collins  
13 Montgomery Avenue  
Takoma Park, MD 20912-4614  
301-270-2292

Marianna Diggs  
11 Montgomery Avenue  
Takoma Park, MD 20912-4614

Alden and Connie Meyer  
15 Montgomery Avenue  
Takoma Park, MD 20912

Benjamin Lambiotte &  
Maria Tsiolis  
110 Elm Avenue  
Takoma Park, MD 20912-0000

John Schwartz &  
Jeanne Mixon  
112 Elm Avenue  
Takoma Park, MD 20912-0000

Christopher & Heidi Hartley  
114 Elm Avenue  
Takoma Park, MD 20912-0000

Melcar-Raybar Inc  
311 Montgomery Street  
Laurel, MD 20707  
(owners of 14 Montgomery Avenue)

September 20, 2000

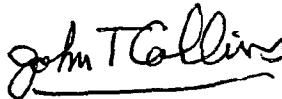
Montgomery County Historic Preservation Committee  
c/o Department of Permit Services  
250 Hungerford Drive  
Rockville, MD 20850

To Whom It May Concern,

I would like to extend my existing rear 16' x 20' wooden deck with a ground level 12' (approximately) x 24' x 5" thick concrete patio slab. This concrete patio slab would then have a screened in wooden gazebo attached to it and the existing house. This structure would be located off the western side of the deck and would stretch to the end of the house, which is approximately 12'. It would then extend out from the house 24'. Two of the walls would be constructed of 2" x 4" x 10' high and 24' long pressure treated lumber 16" on center. The third wall would be constructed of 2" x 4" x 10' high and 12' long (approximately) pressure treated lumber 16" on center. The fourth wall is the existing concrete wall of the basement level of the single family home located at this address. The roof would be constructed of 2" x 6 x 12' wide (approximately) and 24' long pressure treated lumber 16" on center. All the walls would then have lattice work attached to the exterior portions of the structure for privacy and shade. The interior portions would have a screen attached for mosquito and bug control. There would be a 3' wide screen door with three or four 8" high 3' wide by 12" deep steps with a handrail leading down from the existing deck into the screened in gazebo.

Should you require any additional information or have any further questions, please feel free to contact me at the address and phone listed below. Thanks for your time and consideration in this matter.

Yours truly,

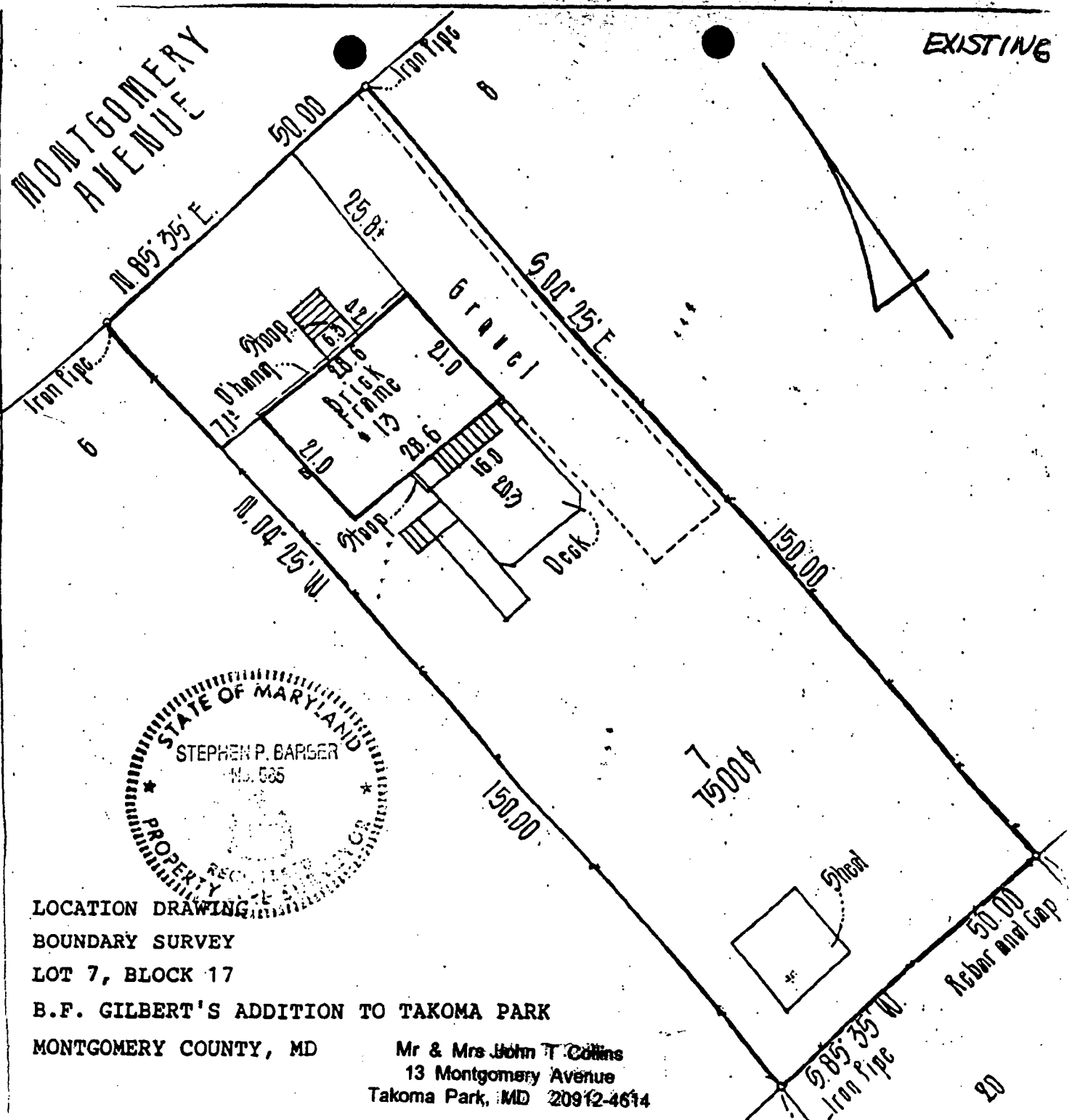


John T. Collins  
13 Montgomery Avenue  
Takoma Park, MD 20912-4614  
301-270-2292

+ replace rear basement window  
with single-width door.


MONTGOMERY AVENUE

EXISTING



LOCATION DRAWING  
 BOUNDARY SURVEY  
 LOT 7, BLOCK 17  
 B.F. GILBERT'S ADDITION TO TAKOMA PARK  
 MONTGOMERY COUNTY, MD

Mr & Mrs John T Collins  
 13 Montgomery Avenue  
 Takoma Park, MD 20912-4614

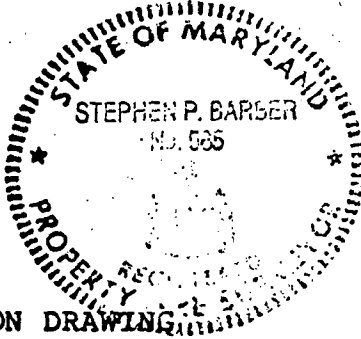
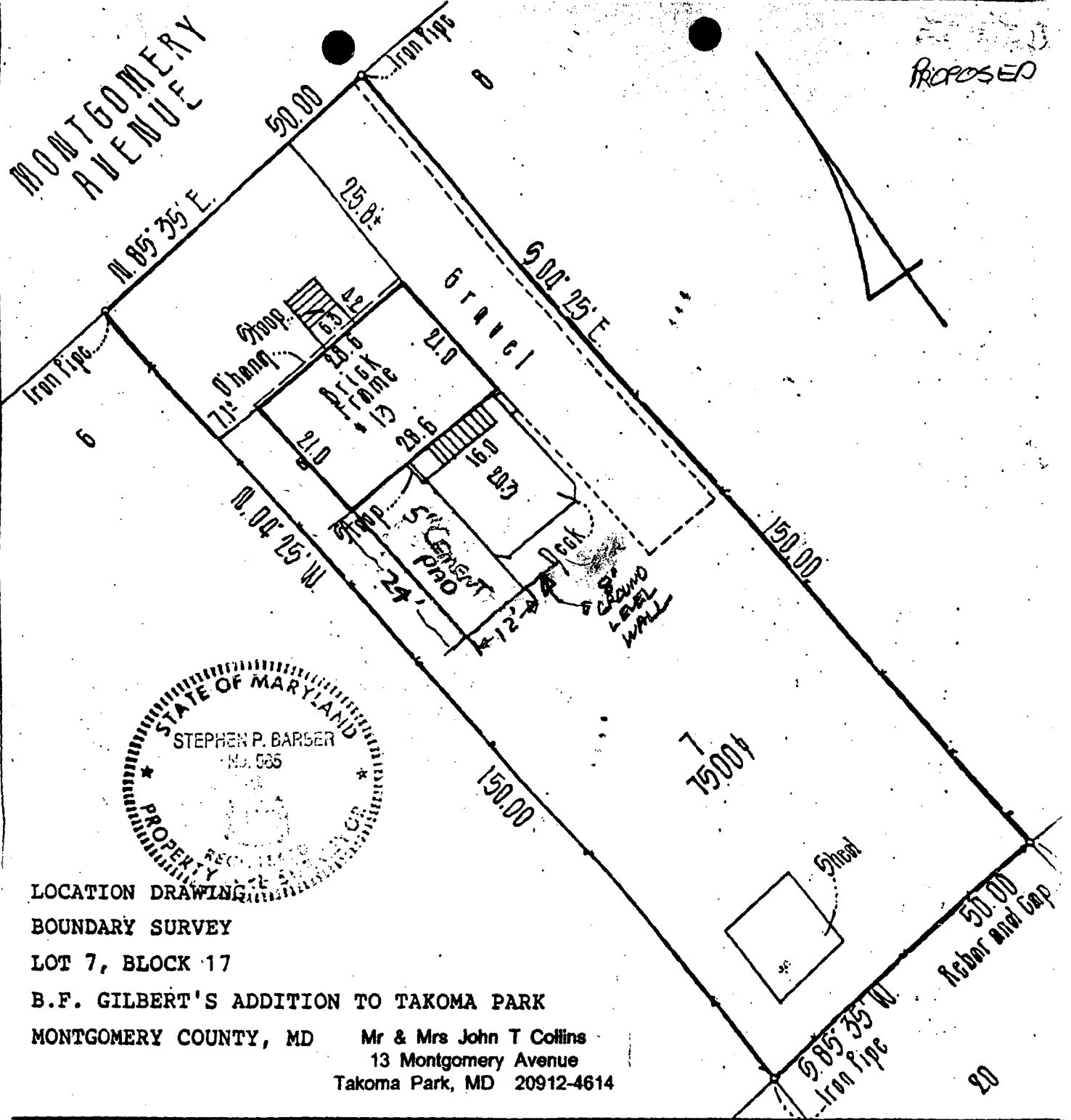
SURVEYOR'S CERTIFICATE	REFERENCES	ANDJON ASSOCIATES, INC. 7 BROOKES AVENUE GAITHERSBURG, MD 20877 (301) 840-9010
I HEREBY CERTIFY THAT THE POSITION OF THE EXISTING IMPROVEMENTS ON THE ABOVE DESCRIBED PROPERTY HAS BEEN CAREFULLY ESTABLISHED BY ACCEPTED FIELD PRACTICES TO THE BEST OF MY KNOWLEDGE AND BELIEF.	PLAT BK. A PLAT NO. 2	DATE: 4-6-99
 STEPHEN P. BARBER PROPERTY LINE SURVEYOR, MARYLAND # 565	LIBER:	SCALE: 1"=20'
	FOLIO:	JOB NO: 13999

6

will be given by delivering it or by mailing it by first class mail to me at the Property Address above or at a different address if I give the Note Holder a notice of change of address.

MONTGOMERY AVENUE

PROPOSED



LOCATION DRAWING  
 BOUNDARY SURVEY  
 LOT 7, BLOCK 17  
 B.F. GILBERT'S ADDITION TO TAKOMA PARK  
 MONTGOMERY COUNTY, MD Mr & Mrs John T Collins  
 13 Montgomery Avenue  
 Takoma Park, MD 20912-4614

SURVEYOR'S CERTIFICATE	REFERENCES	ANDJON ASSOCIATES, INC.
I HEREBY CERTIFY THAT THE POSITION OF THE EXISTING IMPROVEMENTS ON THE ABOVE DESCRIBED PROPERTY HAS BEEN CAREFULLY ESTABLISHED BY ACCEPTED FIELD PRACTICES TO THE BEST OF MY KNOWLEDGE AND BELIEF.  <i>Stephen Barber</i> STEPHEN P. BARBER PROPERTY LINE SURVEYOR, MARYLAND # 365	PLAT BK.        A PLAT NO.        2	7 BROOKES AVENUE GAITHERSBURG, MD 20877 (301) 840-9010
	LIBER: FOLIO:	DATE:        4-6-99
		SCALE:        1" = 20'
		JOB NO:        13999

will be given by delivering it or by mailing it by first class mail to me at the Property Address above or at a different address if I give the Note Holder a notice of my different address.

7



# FLOOR PLAN

CONTINUOUS FOOTING

2' HIGH RETAINING WALL  
IS 12x8x16 CMU

12 x 24 PORCH ENCLOSURE ON 5" CONCRETE SLAB.

EXISTING HOUSE

A ←

← A

96

144

288

WALLS ARE BOLTED TO SLAB  
WITH 1/2" ANCHOR BOLTS,  
4" O.C.

Mr & Mrs John T Collins  
13 Montgomery Avenue  
Takoma Park, MD 20912-4614

COLLINS PORCH ENCLOSURE

SWANSON CONSTRUCTION

4208 SPRINGVIEW CT., JEFFERSON, MD 21755

301-834-8041

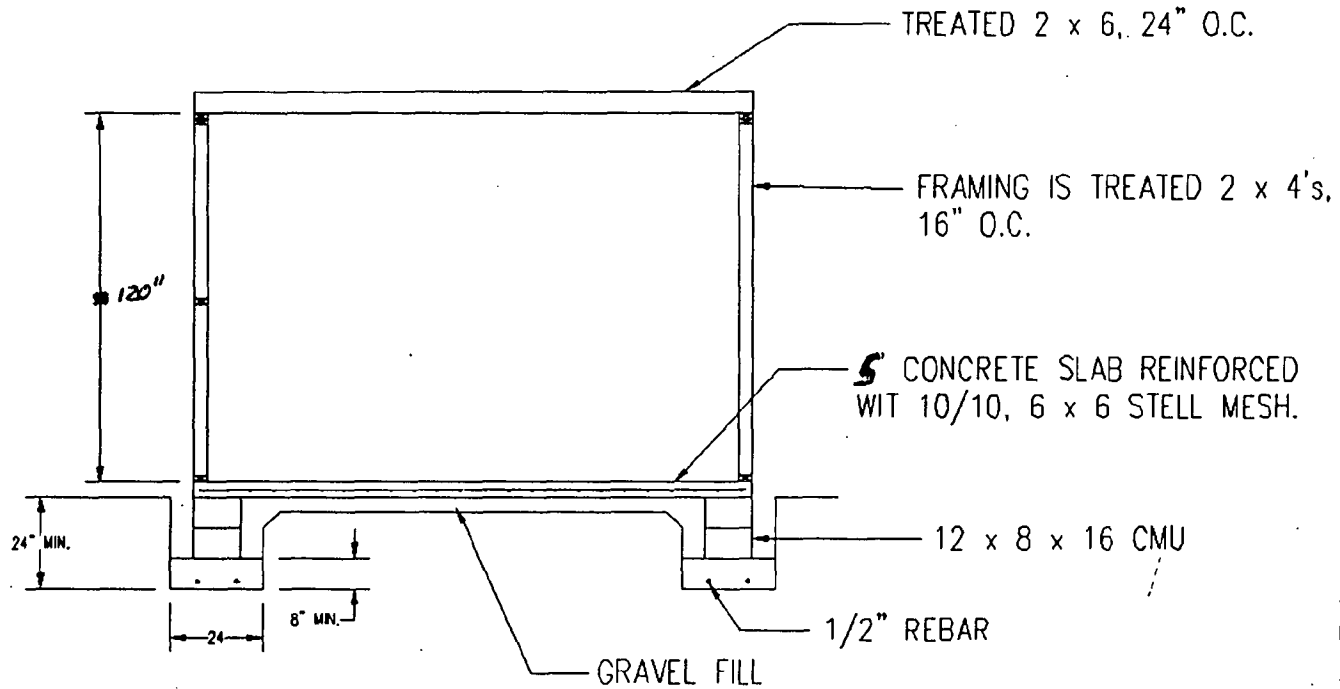
MHIC 21494



SCALE: .25" = 1 FT.

9/16/2000

EXTERIOR IS SHEATHED WITH PRESSURE TREATED LATTICE.



SECTION A-A

Mr & Mrs John T Collins  
13 Montgomery Avenue  
Takoma Park, MD 20912-4614

COLLINS

SCALE: .25" = 1 FT.

9/16/2000

SWANSON CONSTRUCTION

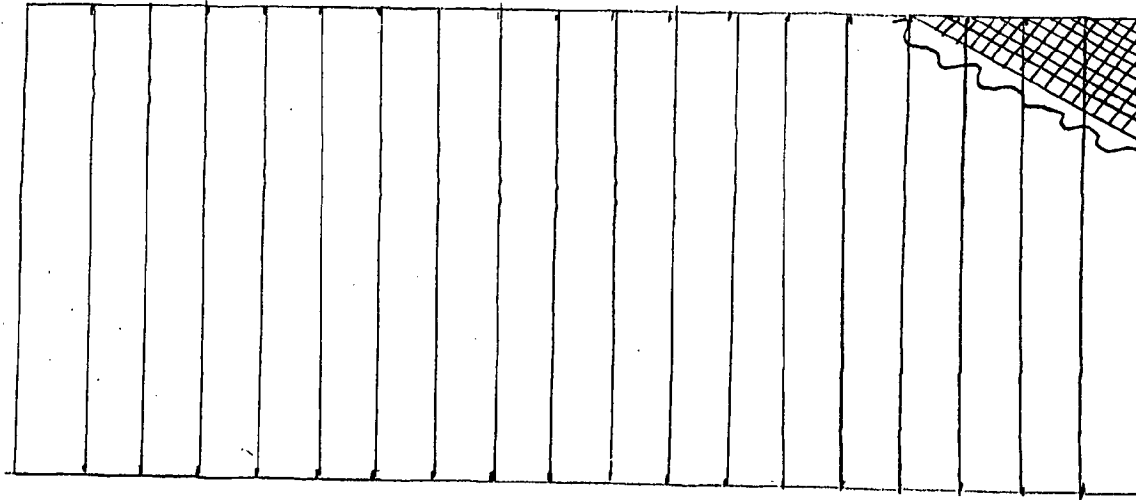
4208 SPRINGVIEW CT., JEFFERSON, MD 21755

301-834-8041

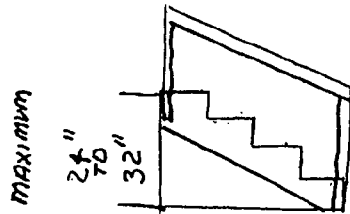
MHIC 21494



WALLS 2" 4" x 10' HIGH, 24' LONG x 16" OC w/ LATTICE WORK



4' x 8' LATTICE SHEETS



4 - 3' OR 4 STEPS DOWN FROM EXISTING WOODEN DECK INTO GAZEBO.

Mr & Mrs John T Collins  
13 Montgomery Avenue  
Takoma Park, MD 20912-4614

09/20/00



**LOOKING NORTH FROM THE BACKYARD TOWARDS THE HOUSE.**

Mr & Mrs John T Collins  
13 Montgomery Avenue  
Takoma Park, MD 20912-4614

09/20/00

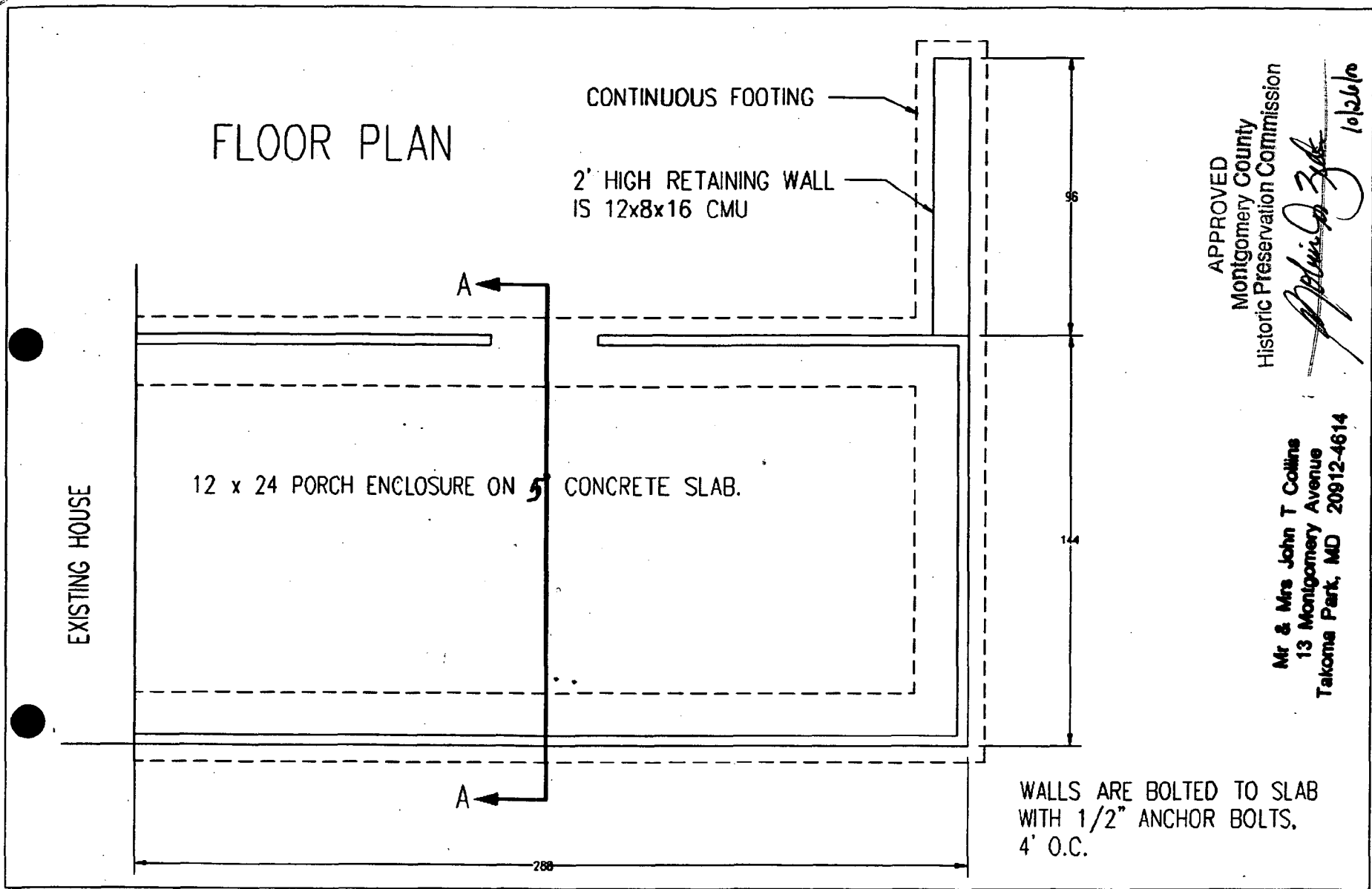


**LOOKING WEST FROM GRAVEL DRIVEWAY.**


Mr & Mrs John T Collins  
13 Montgomery Avenue  
Takoma Park, MD 20912-4614

09/20/00

# FLOOR PLAN



APPROVED  
Montgomery County  
Historic Preservation Commission



10/26/00

Mr & Mrs John T Collins  
13 Montgomery Avenue  
Takoma Park, MD 20912-4614

WALLS ARE BOLTED TO SLAB  
WITH 1/2" ANCHOR BOLTS,  
4' O.C.

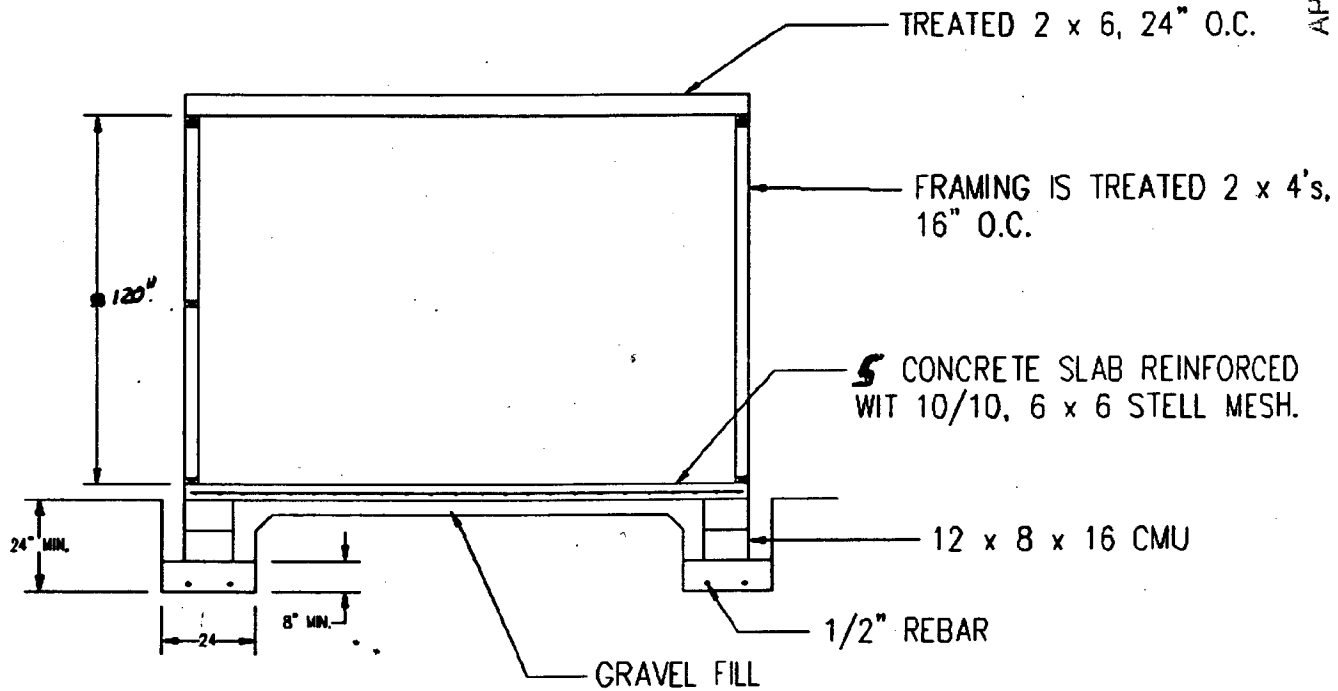
COLLINS PORCH ENCLOSURE

SCALE: .25" = 1 FT. 9/16/2000

SWANSON CONSTRUCTION  
4208 SPRINGVIEW CT., JEFFERSON, MD 21755  
301-834-8041  
MHIC 21494



EXTERIOR IS SHEATHED WITH  
PRESSURE TREATED LATTICE.



SECTION A-A

APPROVED  
Montgomery County  
Historic Preservation Commission

Mr & Mrs John T Collins  
13 Montgomery Avenue  
Takoma Park, MD 20912-4614

*[Signature]*  
1.126/2

COLLINS

SCALE: .25" = 1 FT.

9/16/2000

SWANSON CONSTRUCTION

4208 SPRINGVIEW CT., JEFFERSON, MD 21755

301-834-8041

MHIC 21494



301-270-2292

Mr & Mrs John T Collins  
13 Montgomery Avenue  
Takoma Park, MD 20912-4614

APPROVED  
Montgomery County  
Historic Preservation Commission

*[Signature]*  
10/26/10

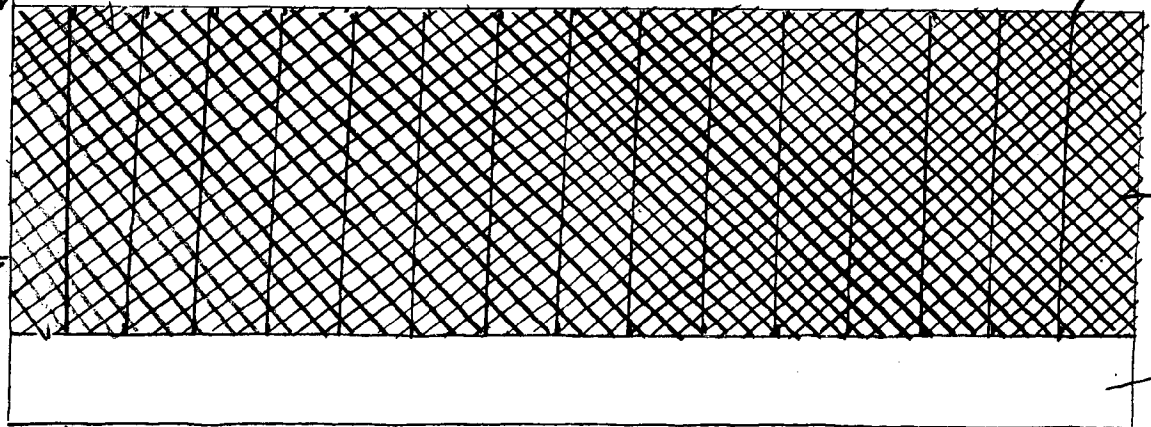
EXISTING  
SINGLE  
FAMILY  
HOME

FLAT ROOF TO BE 2" x 6" PRESSURE TREATED LUMBER  
WITH 4' x 8' SHEETS OF LATTICE ATTACHED.

2" x 4" PRESSURE TREATED STUDS  
16" OC

4' x 8' SHEETS OF LATTICE  
ATTACHED

30" HIGH WOODEN PANEL



3 WALLS OF GAZEBO.  
4<sup>TH</sup> WALL IS EXISTING HOUSE.

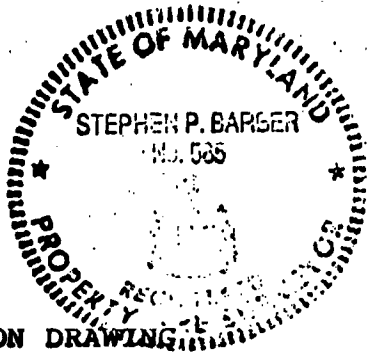
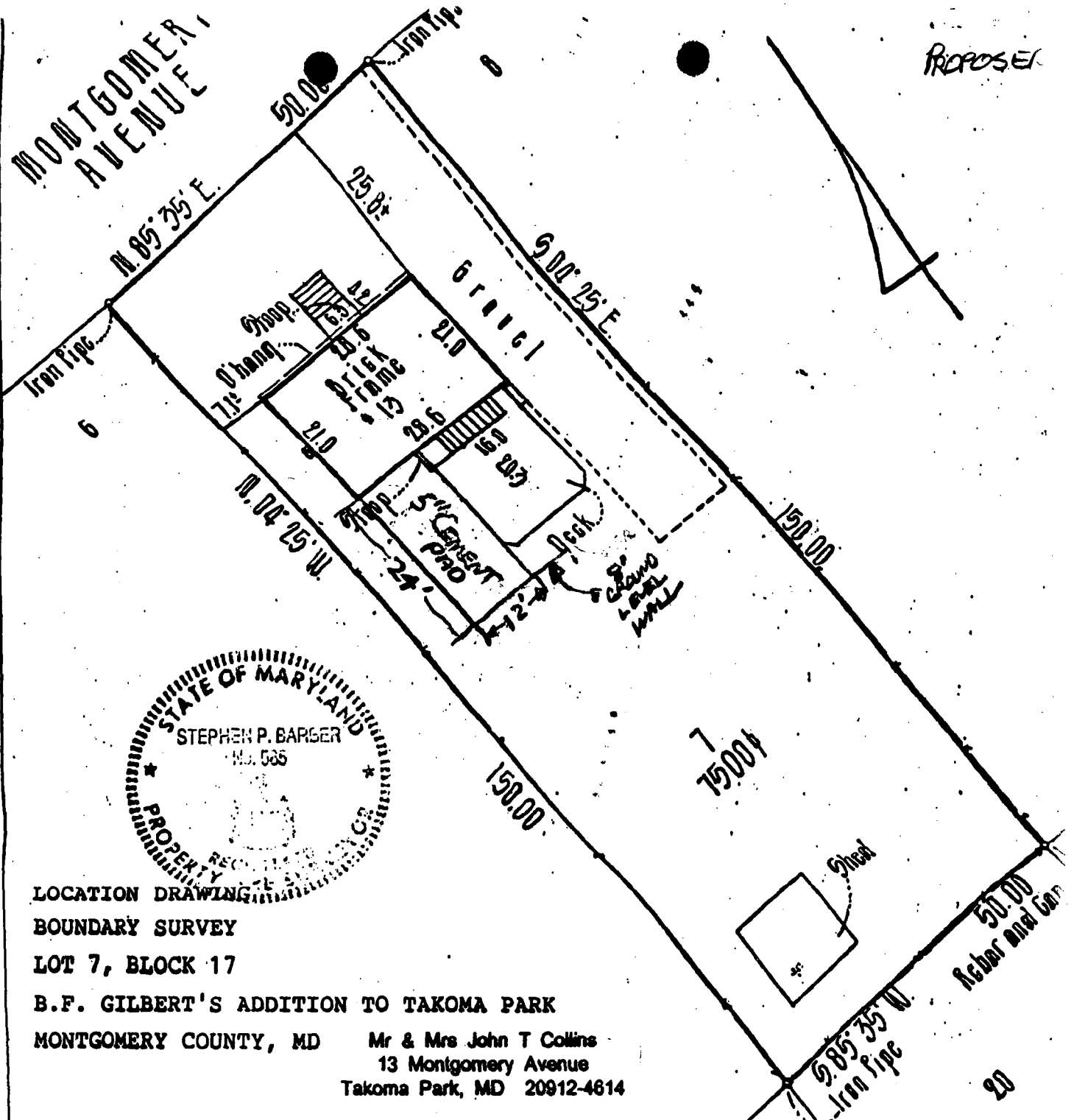
1/4" = 1"

WALLS AND ROOF TO BE SECURED TO  
CEMENT SLAB + EXISTING MASONRY  
WALL WITH LAG BOLTS 2' ON CENTER.



PROPOSED

MONTGOMERY AVENUE



LOCATION DRAWING  
 BOUNDARY SURVEY  
 LOT 7, BLOCK 17  
 B.F. GILBERT'S ADDITION TO TAKOMA PARK  
 MONTGOMERY COUNTY, MD Mr & Mrs John T Collins  
 13 Montgomery Avenue  
 Takoma Park, MD 20912-4614

SURVEYOR'S CERTIFICATE	REFERENCES	ANDJON ASSOCIATES, INC.
I HEREBY CERTIFY THAT THE POSITION OF THE EXISTING IMPROVEMENTS ON THE ABOVE DESCRIBED PROPERTY HAS BEEN CAREFULLY ESTABLISHED BY ACCEPTED FIELD PRACTICES TO THE BEST OF MY KNOWLEDGE AND BELIEF.  <i>Stephen Barber</i> STEPHEN P. BARBER PROPERTY LINE SURVEYOR, MARYLAND # 565	PLAT BK. A PLAT NO. 2	7 BROOKES AVENUE GAITHERSBURG, MD 20877 (301) 840-9818
	LIBER:	DATE: 4-6-99
	FOLIO:	SCALE: 1"=20'
		JOB NO: 13999

APPROVED  
 Montgomery County  
 Historic Preservation Commission

*John T. Collins* 10/26/99

will be given by delivering it or by mailing it by first class mail to me at the Property Address above or at a different address if I give the Note Holder a notice of my different address.  
 Any notice that must be given to the Note Holder must be given to the Note Holder at the Property Address above or at a different address if I give the Note Holder a notice of my different address.

M-NCPPC



MONTGOMERY COUNTY DEPARTMENT OF PARK & PLANNING

THE MARYLAND-NATIONAL CAPITAL  
PARK AND PLANNING COMMISSION

8787 Georgia Avenue  
Silver Spring, Maryland 20910-3760

Date: Oct. 24, 2010

**MEMORANDUM**

TO: Robert Hubbard, Director  
Department of Permitting Services

FROM: GW Gwen Wright, Coordinator  
Historic Preservation

SUBJECT: Historic Area Work Permit

The Montgomery County Historic Preservation Commission has reviewed the attached application for an Historic Area Work Permit. This application was:

X Approved

Approved with Conditions: \_\_\_\_\_

and HPC Staff will review and stamp the construction drawings prior to the applicant's applying for a building permit with DPS; and

THE BUILDING PERMIT FOR THIS PROJECT SHALL BE ISSUED CONDITIONAL UPON ADHERENCE TO THE APPROVED HISTORIC AREA WORK PERMIT (HAWP).

Applicant: John T. Collins

Address: 13 Montgomery Ave., Takoma Park MD 20912

and subject to the general condition that, after issuance of the Montgomery County Department of Permitting Services (DPS) permit, the applicant arrange for a field inspection by calling the Montgomery County DPS Field Services Office at 240-777-6210 prior to commencement of work and not more than two weeks following completion of work.



RETURN TO: DEPARTMENT OF PERMITTING SERVICES  
255 ROCKVILLE PIKE, 2nd FLOOR, ROCKVILLE, MD 20850  
240/777-6370

DPS - #8

HISTORIC PRESERVATION COMMISSION  
301/563-3400

APPLICATION FOR  
HISTORIC AREA WORK PERMIT

Contact Person: John T. Collins  
Daytime Phone No.: 301-270-2292

Tax Account No.: 01061297  
Name of Property Owner: John Collins Daytime Phone No.: 301-270-2292  
Address: 13 MONTGOMERY AVENUE TAKOMA PARK MD 20912-4614  
Street Number City Street Zip Code  
Contractor: SAME AS OWNER Phone No.: \_\_\_\_\_  
Contractor Registration No.: \_\_\_\_\_  
Agent for Owner: \_\_\_\_\_ Daytime Phone No.: \_\_\_\_\_

LOCATION OF BUILDING/PREMISE

House Number: 13 Street: MONTGOMERY AVENUE  
Town/City: TAKOMA PARK Nearest Cross Street: PINE AVENUE  
Lot: 7 Block: 17 Subdivision: BF GILBERTS  
Liber: \_\_\_\_\_ Folio: \_\_\_\_\_ Parcel: \_\_\_\_\_

PART ONE: TYPE OF PERMIT ACTION AND USE

1A. CHECK ALL APPLICABLE:  Construct  Extend  Alter/Renovate  A/C  Slab  Room Addition  Porch  Deck  Shed  
 Move  Install  Wreck/Raze  Solar  Fireplace  Woodburning Stove  Single Family  
 Revision  Repair  Revocable  Fence/Wall (complete Section 4)  Other: INSTALL GAZEBO SCREEN ROOM OFF PRESENT DECK  
1B. Construction cost estimate: \$ 8,000.00  
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/easement

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.

John T. Collins Signature of owner or authorized agent 09/26/00 Date

Approved: [Signature] For Chairman, Historic Preservation Commission  
Disapproved: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: 10/25/00  
Application/Permit No.: 930880 Date Filed: 9/26/00 Date Issued: \_\_\_\_\_



**LOOKING WEST FROM GRAVEL DRIVEWAY.**

Mr & Mrs John T Collins  
13 Montgomery Avenue  
Takoma Park, MD 20912-4614

09/20/00



**LOOKING NORTH FROM THE BACKYARD TOWARDS THE HOUSE.**

Mr & Mrs John T Collins  
13 Montgomery Avenue  
Takoma Park, MD 20912-4614

09/20/00



RETURN TO: DEPARTMENT OF PERMITTING SERVICES  
260 HUNGERFORD DRIVE, 2nd FLOOR, ROCKVILLE, MD 20880  
301/217-6370

DPS - #8

HISTORIC PRESERVATION COMMISSION  
301/563-3400

# APPLICATION FOR HISTORIC AREA WORK PERMIT

Contact Person: JOHN T. OR CATHY COLLINS  
Daytime Phone No.: 301-270-2292

Tax Account No.: 01061297

Name of Property Owner: JOHN T. COLLINS Daytime Phone No.: 301-270-2292

Address: 13 MONTGOMERY AVENUE TAKOMA PARK, MD 20912-4614  
Street Number City State Zip Code

Contractor: SAME AS ABOVE Phone No.: SAME AS ABOVE

Contractor Registration No.: \_\_\_\_\_

Agent for Owner: \_\_\_\_\_ Daytime Phone No.: \_\_\_\_\_

### LOCATION OF BUILDING/PREMISE

House Number: 13 Street: MONTGOMERY AVENUE

Town/City: TAKOMA PARK Nearest Cross Street: FIVE AVENUE

Lot: 7 Block: 17 Subdivision: BH COLBERT

Liber: \_\_\_\_\_ Folio: \_\_\_\_\_ 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: \_\_\_\_\_

1B. Construction cost estimate: \$ 8,100.00

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/easement

37/3-99 EE

WITHDRAWN

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.

John T. Collins  
Signature of owner or authorized agent

09/27/99  
Date

Approved: \_\_\_\_\_ For Chairperson, Historic Preservation Commission

Disapproved: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Application/Permit No.: 203555 Date Filed: 10/19/99 Date Issued: \_\_\_\_\_

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

**1. WRITTEN DESCRIPTION OF PROJECT**

a. Description of existing structure(s) and environmental setting, including their historical features and significance:

1959 2 STORY, BRICK & BLOCK 1<sup>ST</sup> FLOOR, W/ WOOD FRAMED W/ VINYL SIDING ON 2<sup>ND</sup> FLOOR. ENTRANCE TO 1<sup>ST</sup> FLOOR IS BY CEMENT STEPS (5-6) TO AN APPROXIMATE 4' SQUARE PORCH. HOUSE SITS ON FRONT PART OF 50' WIDE 150' DEEP LOT WHICH SLOPES DOWN INTO THE BACK YARD.

b. General description of project and its effect on the historic resource(s), the environmental setting, and, where applicable, the historic district:

I AM CONSTRUCTING AN UNENCLOSED FRONT PORCH 7'-8' OUT FROM 1<sup>ST</sup> FLOOR, + 5'-6' OUT FROM 2<sup>ND</sup> FLOOR, SPANNING THE ENTIRE WIDTH OF HOUSE WITH A SHINGLED ROOF. I BELIEVE THIS WILL MAKE THE HOUSE FIT INTO THE NEIGHBORHOOD SINCE MOST OF THE HOMES HAVE THIS SIDE STYLE PORCH.

**SITE PLAN**

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

- the scale, north arrow, and date;
- dimensions of all existing and proposed structures; and
- site features such as walkways, driveways, fences, ponds, streams, trash dumpsters, mechanical equipment, and landscaping.

**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.

- Schematic construction plans**, with marked dimensions, indicating location, size and general type of walls, window and door openings, and other fixed features of both the existing resource(s) and the proposed work.
- 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.

**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.

**PHOTOGRAPHS**

- 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.
- 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.

September 22, 1999

Historic Preservation Committee  
c/o Department of Permitting Services  
250 Hungerford Drive  
Rockville, MD 20850

To Whom It May Concern,

Enclosed is the completed Application for Historic Work Permit along with the copies of the associated construction plans, site plan, photos, etc. Listed below are the property owners of the lots on either side of my property and directly across the street.

**East Side of My House**

Alden and Connie Myer  
15 Montgomery Avenue  
Takoma Park, MD 20912-4614

**West Side of My House**

Edward and Marianne Diggs  
11 Montgomery Avenue  
Takoma Park, MD 20912-4614

**House Across Street**

Rental Property  
14 Montgomery Avenue  
Takoma Park, MD 20912-4614

**Owners**

Melcar-Raybar, Inc.  
311 Montgomery Street  
Laurel, MD 20707

Should you require additional information or have any questions, please don't hesitate to contact me at my home address and phone number listed below. Thanks for your assistance in this matter.

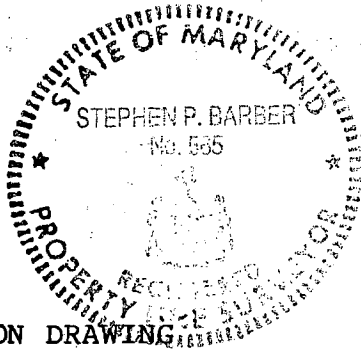
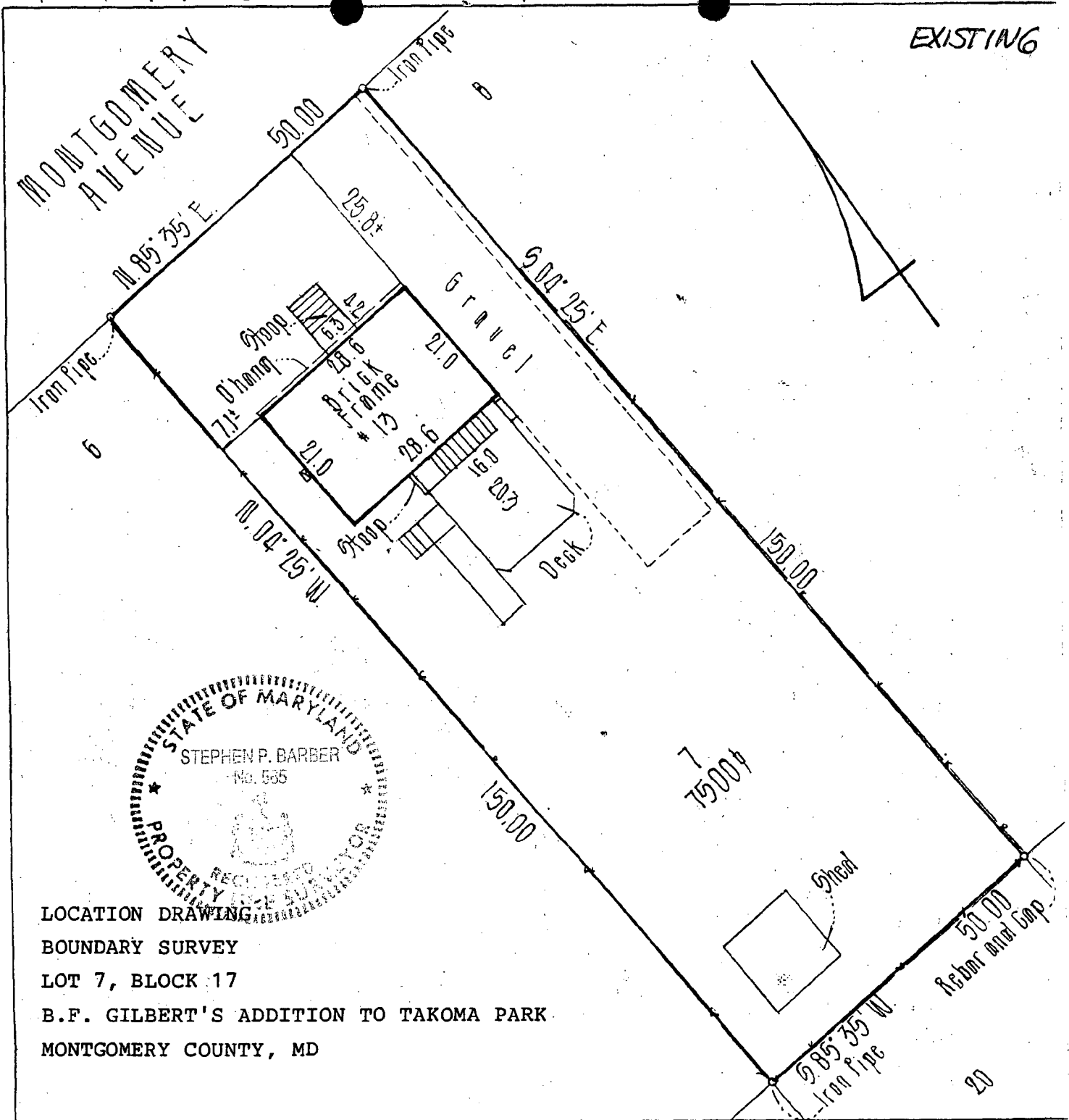
Yours Truly,




John T. Collins  
13 Montgomery Avenue  
Takoma Park, MD 20912-4614  
301-270-2292



hereon is not in a flood plain per existing records unless otherwise indicated.



LOCATION DRAWING  
 BOUNDARY SURVEY  
 LOT 7, BLOCK 17  
 B.F. GILBERT'S ADDITION TO TAKOMA PARK  
 MONTGOMERY COUNTY, MD

<b>SURVEYOR'S CERTIFICATE</b>	<b>REFERENCES</b>	<b>ANDJON ASSOCIATES, INC.</b>
I HEREBY CERTIFY THAT THE POSITION OF THE EXISTING IMPROVEMENTS ON THE ABOVE DESCRIBED PROPERTY HAS BEEN CAREFULLY ESTABLISHED BY ACCEPTED FIELD PRACTICES TO THE BEST OF MY KNOWLEDGE AND BELIEF.	PLAT BK. A PLAT NO. 2	7 BROOKES AVENUE GAITHERSBURG, MD 20877 (301) 840-9010
 STEPHEN P. BARBER PROPERTY LINE SURVEYOR, MARYLAND # 565	LIBER: FOLIO:	DATE: 4-6-99 SCALE: 1"=20' JOB NO: 13999

will be given by delivering it or by mailing it by first class mail to me at the Property Address above or at a different address if I give the Note Holder a notice of my different address.

Any notice that must be given to the Note Holder under this Note will be given by mailing it by first class mail to the Note Holder at the address stated in Section 3(A) above or at a different address if I am given a notice of that different address.

**8. OBLIGATIONS OF PERSONS UNDER THIS NOTE**

If more than one person signs this Note, each person is fully and personally obligated to keep all of the promises made in this Note, including the promise to pay the full amount owed. Any person who is a guarantor, surety or endorser of this Note is also obligated to do these things. Any person who takes over these obligations, including the obligations of a guarantor, surety or endorser of this Note, is also obligated to keep all of the promises made in this Note. The Note Holder may enforce its rights under this Note against each person individually or against all of us together. This means that any one of us may be required to pay all of the amounts owed under this Note.

