

7328 Carroll Avenue  
Takoma Park

3713-094  
2009 HAWP



## HISTORIC PRESERVATION COMMISSION


Isiah Leggett  
County Executive

David Rotenstein  
Chairperson

Date: 8/14/09

### MEMORANDUM

TO: Carla Reid, Director  
Department of Permitting Services

FROM: Anne Fothergill   
Planner Coordinator  
Historic Preservation Section-Planning Department  
Maryland-National Capital Park & Planning Commission

SUBJECT: Historic Area Work Permit #516907 – Window sash 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** at the August 12, 2009 HPC meeting.

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: Historic Takoma, Inc.  
Address: 7328 Carroll 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 the work is completed the applicant will contact the staff person assigned to this application at 301-563-3400 or [anne.fothergill@mncppc-mc.org](mailto:anne.fothergill@mncppc-mc.org) to schedule a follow-up site visit.





RETURN TO DEPARTMENT OF PERMITTING SERVICES  
255 ROCKVILLE PIKE 2ND FLOOR ROCKVILLE MD 20850  
301-787-1234

DPS - #8

HISTORIC PRESERVATION COMMISSION  
301/563-3400

# APPLICATION FOR HISTORIC AREA WORK PERMIT

Contact Person: Rick Leonard  
Daytime Phone No.: 301-270-4799

Tax Account No.: 01077783  
Name of Property Owner: HISTORIC TAKOMA INC. Daytime Phone No.: \_\_\_\_\_  
Address: 7328 CARROLL AVE. TAKOMA PARK MD 20912  
Street Number City State Zip Code  
Contractor: HERITAGE BUILDING & RENOVATION INC. Phone No.: 301-270-4799  
Contractor Registration No.: MHIC 32422  
Agent for Owner: Rick Leonard Daytime Phone No.: \_\_\_\_\_

**LOCATION OF BUILDING/PREMISE**

House Number: 7328 Street: CARROLL AVE.  
Town/City: TAKOMA PARK Nearest Cross Street: LEE AVE.  
Lot: 9 Block: \_\_\_\_\_ Subdivision: 25  
Liber: \_\_\_\_\_ Folio: \_\_\_\_\_ Parcel: \_\_\_\_\_

**PART ONE: TYPE OF PERMIT ACTION AND USE**

1A. CHECK ALL APPLICABLE:  Construct  Extend  Alter/Renovate  AC  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: WINDOWS  
1B. Construction cost estimate: \$ 4000.00  
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.

[Signature] Signature of owner or authorized agent 7-20-09 Date

Approved: \_\_\_\_\_ For Chairperson, Historic Preservation Commission  
Disapproved: \_\_\_\_\_ Signature: [Signature] Date: 8/14/09  
Application/Permit No.: 574907 Date Filed: 7/23/09 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:

COMMERCIAL BUILDING - ART DECO 1920'S - 40'S  
BRICK EXTERIOR, CATEGORY 2

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

RESTORE 2 REAR WINDOWS, REPAIR ROTTEN FRAMES  
REPLACE MISSING, ROTTEN SASHES - NEW SASHES TO BE  
SINGLE GLAZED WOOD 1/1 EXACT DUPLICATES OF  
ORIGINALS INCLUDING SASH WEIGHTS

2. **SITE PLAN**

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

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

3. **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.

- a. **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.
- b. **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.

4. **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.

5. **PHOTOGRAPHS**

- a. 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.
- b. 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.

6. **TREE SURVEY**

If you are proposing construction adjacent to or within the dripline of any tree 6" or larger in diameter (at approximately 4 feet above the ground), you must file an accurate tree survey identifying the size, location, and species of each tree of at least that dimension.

7. **ADDRESSES OF ADJACENT AND CONFRONTING PROPERTY OWNERS**

For **ALL** projects, provide an accurate list of adjacent and confronting property owners (not tenants), including names, addresses, and zip codes. This list should include the owners of all lots or parcels which adjoin the parcel in question, as well as the owner(s) of lot(s) or parcel(s) which lie directly across the street/highway from the parcel in question. You can obtain this information from the Department of Assessments and Taxation, 51 Monroe Street, Rockville, (301/279-1355).

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**EXPEDITED**  
**MONTGOMERY COUNTY HISTORIC PRESERVATION COMMISSION**  
**STAFF REPORT**

<b>Address:</b>	7328 Carroll Avenue, Takoma Park	<b>Meeting Date:</b>	8/12/09
<b>Resource:</b>	Contributing Resource Takoma Park Historic District	<b>Report Date:</b>	8/05/09
<b>Applicant:</b>	Historic Takoma (Rick Leonard, Agent)	<b>Public Notice:</b>	7/29/09
<b>Review:</b>	HAWP	<b>Tax Credit:</b>	Partial
<b>Case Number:</b>	37/3-09Y	<b>Staff:</b>	Anne Fothergill
<b>Proposal:</b>	Window frame repair and sash replacement		

**STAFF RECOMMENDATION**

- Approval
- Approval with conditions

**ARCHITECTURAL DESCRIPTION**

**SIGNIFICANCE:** Contributing Resource within the Takoma Park Historic District  
**STYLE:** Art Deco Commercial  
**DATE:** c. 1930

**PROPOSAL**

The applicants are proposing window frame repair and sash replacement on the rear elevation as part of an overall rehabilitation and renovation of this building. The applicants propose to repair the rotted window frames and replace the sashes with wood single glazed one-over-one windows to match what was there originally.

**APPLICABLE GUIDELINES**

**Montgomery County Code; Chapter 24A-8**

- (a) The commission shall instruct the director to deny a permit if it finds, based on the evidence and information presented to or before the commission that the alteration for which the permit is sought would be inappropriate, inconsistent with or detrimental to the preservation, enhancement or ultimate protection of the historic site or historic resource within an historic district, and to the purposes of this chapter.
- (b) The commission shall instruct the director to issue a permit, or issue a permit subject to such conditions as are found to be necessary to insure conformity with the purposes and requirements of this chapter, if it finds that:
  - (1) The proposal will not substantially alter the exterior features of an historic site or historic resource within an historic district; or
  - (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; or

- (3) The proposal would enhance or aid in the protection, preservation and public or private utilization of the historic site or historic resource located within an historic district in a manner compatible with the historical, archeological, architectural or cultural value of the historic site or historic district in which an historic resource is located; or
  - (4) The proposal is necessary in order that unsafe conditions or health hazards be remedied; or
  - (5) The proposal is necessary in order that the owner of the subject property not be deprived of reasonable use of the property or suffer undue hardship; or
  - (6) In balancing the interests of the public in preserving the historic site or historic resource located within an historic district, with the interests of the public from the use and benefit of the alternative proposal, the general public welfare is better served by granting the permit.
- (c) It is not the intent of this chapter to limit new construction, alteration or repairs to any 1 period or architectural style.
- (d) In the case of an application for work on an historic resource located within an historic district, the commission shall be lenient in its judgment of plans for structures of little historical or design significance or for plans involving new construction, unless such plans would seriously impair the historic or architectural value of surrounding historic resources or would impair the character of the historic district. (Ord. No. 9-4, § 1; Ord. No. 11-59.)

### **STAFF RECOMMENDATION**

Staff recommends that the Commission **approve** the HAWP application as being consistent with Chapter 24A-8(b), (1) and (2):

and with the general condition that the applicant shall present the **3 permit sets of drawings to Historic Preservation Commission (HPC) staff for review and stamping** prior to submission for the Montgomery County Department of Permitting Services (DPS) building permits;

and with the general condition that the applicant shall notify the Historic Preservation Staff if they propose to make **any alterations** to the approved plans. Once the work is completed the applicant will contact the staff person assigned to this application at 301-563-3400 or [anne.fothergill@mncppc-mc.org](mailto:anne.fothergill@mncppc-mc.org) to schedule a follow-up site visit.



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255 ROCKVILLE PIKE 2nd FLOOR, ROCKVILLE, MD 20850  
301-777-6210

DPS - #8

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**301/563-3400**

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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.  
[Signature] 7-20-09  
Signature of owner or authorized agent Date

Approved: \_\_\_\_\_ For Chairperson, Historic Preservation Commission  
Disapproved: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Application/Permit No.: \_\_\_\_\_ Date Filed: \_\_\_\_\_ Date Issued: \_\_\_\_\_

Edit 6/21/99

**SEE REVERSE SIDE FOR INSTRUCTIONS**

(3)

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Existing Property Condition Photographs (duplicate as needed)



Detail: 7328 CARROLL NE - REAR



Detail: 2 WINDOWS TO BE REPAIRED

Applicant: HISTORIC TAKOMA, INC.

Page:     

(5)

Existing Property Condition Photographs (duplicate as needed)



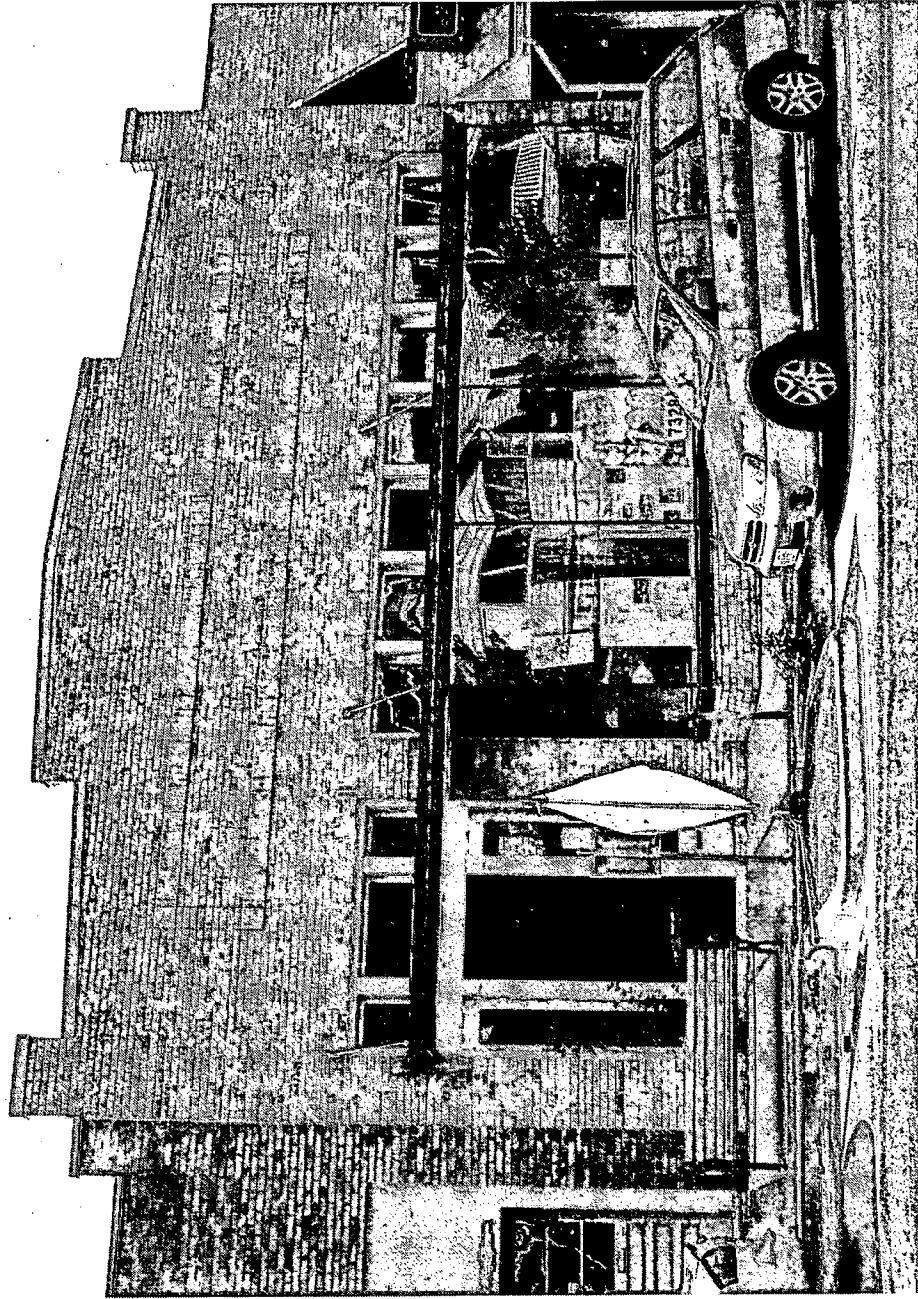
Detail: LEFT WINDOW (FROM REAR) - WOOD WINDOW REPAIRED WITH SHEET METAL



Detail: RIGHT WINDOW - NOTE ROTTED JAMB

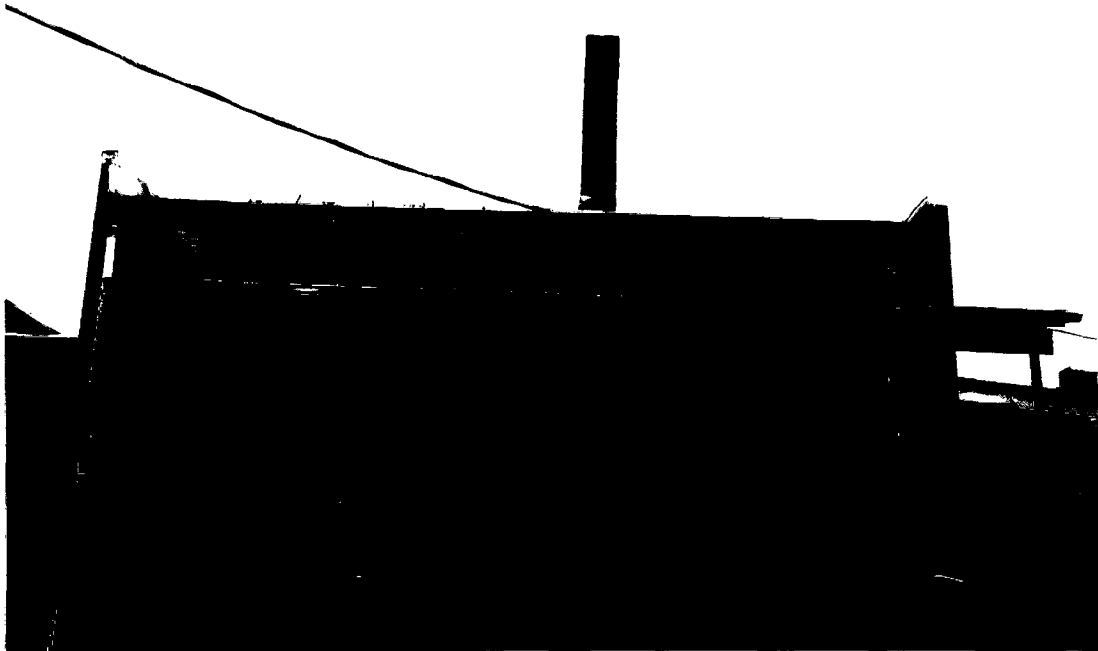
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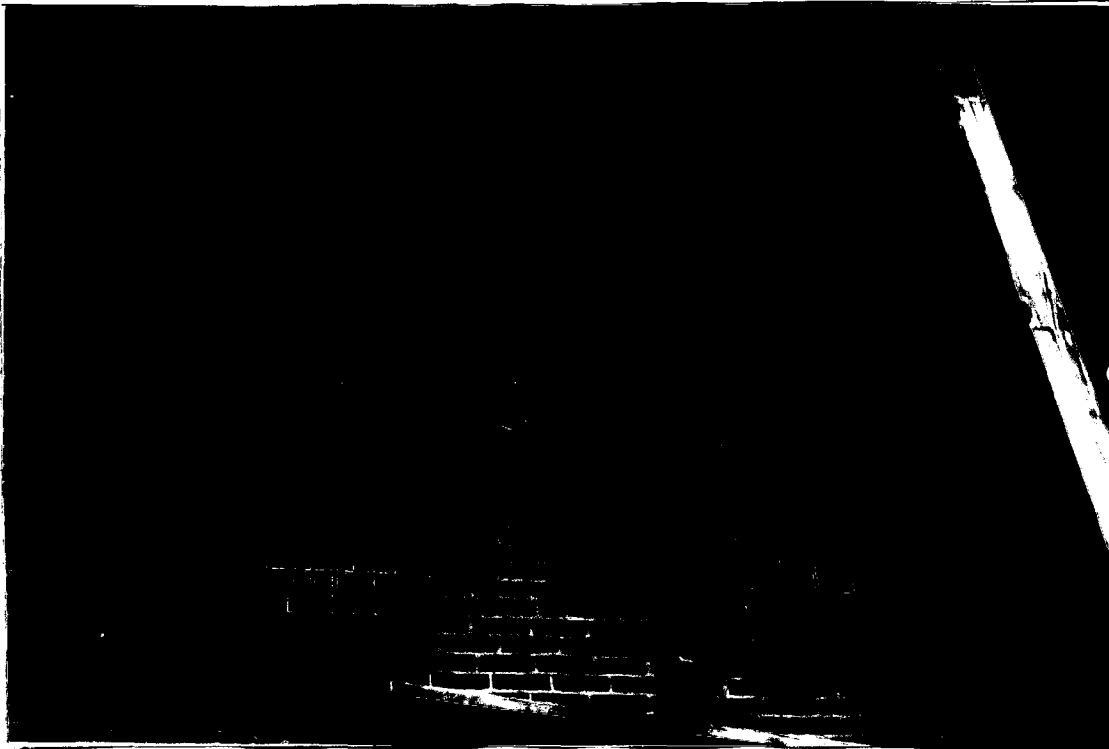


7328 Carroll

Existing Property Condition Photographs (duplicate as needed)



Detail: 7328 CAMDEN AVE. - ROOM



Detail: 2 WINDOWS TO BE REPAIRED

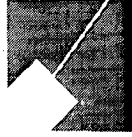
Existing Property Condition Photographs (duplicate as needed)



Detail: LEFT WINDOW (FROM REAR) - WINDOW REPLACED WITH SHEET METAL



Detail: RIGHT WINDOW (FROM REAR) NOTE NOTED JAMB



**MONTGOMERY COUNTY PLANNING DEPARTMENT**  
THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

August 1, 2011

Diana Kohn, President  
Historic Takoma Inc.  
PO BOX 5781  
TAKOMA PARK MD 20913-5781

Re: 7328 Carroll Avenue  
Takoma Park Historic District (#37/3)

Dear Ms. Kohn:

This letter is to confirm that the property located at 7328 Carroll Avenue in Takoma Park is a Contributing Resource in the Takoma Park Master Plan Historic District (#37/3). As a resource within the Takoma Park Historic District, this property benefits from protections under the Historic Preservation Ordinance, Chapter 24A of the County Code, and all exterior changes are subject to the requirements of section 24A-6 of the County Code.

Please feel free to contact me if you have any questions,

Sincerely,

A handwritten signature in black ink, appearing to read 'Scott Whipple', written over a large, stylized circular flourish.

Scott Whipple, Supervisor  
Historic Preservation Section

cc: Gail Lucas, DPS  
Hadi Mansouri, DPS  
Lorraine Pearsall, Historic Takoma Inc.