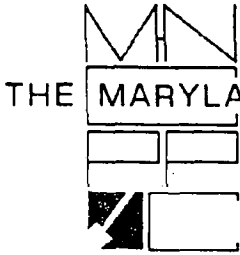


37/3-02U 7321 Willow Avenue R  
(Takoma Park Historic District)

H

~~XXXXXXXXXX~~

II



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION  
8787 Georgia Avenue • Silver Spring, Maryland 20910-3760

Date: 6/26/02

**MEMORANDUM**

TO: Robert Hubbard, Director  
Department of Permitting Services

HAWP# 3713-020  
Permit# ~~4400000000~~  
280662

FROM: 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:

Approved

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

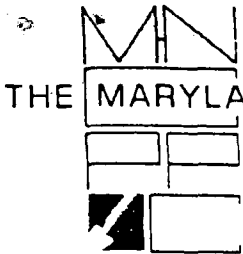
and HPC Staff will review and stamp the construction drawings prior to the applicant's applying for a building permit with DPS; and

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

Applicant: Bruce Kozartky & Megan Scribner

Address: 7321 Willow Avenue, Takoma Park

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 or online @ [permits.emontgomery.org](http://permits.emontgomery.org) prior to commencement of work and not more than two weeks following completion of work.



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION  
8787 Georgia Avenue • Silver Spring, Maryland 20910-3760

FAX TRANSMITTAL SHEET

Historic Preservation Office  
Department of Park & Planning

Telephone Number: (301) 563-3400

Fax Number: (301)-563-3412

TO: Megan Scribner FAX NUMBER: 301-270-8613

FROM: Corri Jimenez

DATE: 6/27/02 5:30 AM

NUMBER OF PAGES INCLUDING THIS TRANSMITTAL SHEET: 5

NOTE:

Megan - Here is a fax of your  
Approval form for DPS  
Please be free to call me if you have  
any questions.  
Thanks, Corri



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: Megan Scribner  
Daytime Phone No.: 301-270-2524

Tax Account No.: 16 13 01065650

Name of Property Owner: Bruce Kozorsky / Megan Scribner Daytime Phone No.: 301-270-8612 / 301-270-2524

Address: 7331 Willow Ave Takoma Park MD 20912  
Street Number City State Zip Code

Contractor: Clinton Fence Chuck Piring Phone No.: 301-843-1108  
301-758-4760

Contractor Registration No.: 37847

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

**LOCATION OF BUILDING/PREMISE**

House Number: 7331 Street: Willow Avenue

Town/City: Takoma Park Nearest Cross Street: Vally View

Lot: 141 Pt. of 25 Block: 8 Subdivision: \_\_\_\_\_

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

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

- 1A. CHECK ALL APPLICABLE:
- |                                    |   |   |   |                                    |  |  |                               |                               |
|------------------------------------|---|---|---|------------------------------------|--|--|-------------------------------|-------------------------------|
| <input type="checkbox"/> Construct | <input type="checkbox"/> Extend             | <input type="checkbox"/> Alter/Renovate | <input type="checkbox"/> A/C  | <input type="checkbox"/> Stab      | <input type="checkbox"/> Room Addition     | <input type="checkbox"/> Porch         | <input type="checkbox"/> Deck | <input type="checkbox"/> Shed |
| <input type="checkbox"/> Move      | <input checked="" type="checkbox"/> Install | <input type="checkbox"/> Wreck/Raze     | <input type="checkbox"/> Solar                                      | <input type="checkbox"/> Fireplace | <input type="checkbox"/> Woodburning Stove | <input type="checkbox"/> Single Family |                               |                               |
| <input type="checkbox"/> Revision  | <input type="checkbox"/> Repair             | <input type="checkbox"/> Revocable      | <input checked="" type="checkbox"/> Fence/Wall (complete Section 4) |                                    |  | <input type="checkbox"/> Other         |                               |                               |

1B. Construction cost estimate: \$ 765.00

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 5 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 of owner or authorized agent  
Date: Jun 17, 2002

Approved: X For Chairperson, Historic Preservation Commission  
Disapproved: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Application/Permit No.: 280662 Date Filed: 6/20/02 Date Issued: \_\_\_\_\_

**SEE REVERSE SIDE FOR INSTRUCTIONS**

**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:

We are planning a fence along the back line of our property. It will connect with 2 already existing fences of our neighbors. It is approx. 36 feet and will be seen only from our back yard, not the street. It may replace an old chicken wire fence.

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

The new fence will be wrought-iron and will be attractive from both sides and will settle in nicely behind some Holly + Oak trees. We had an arborist visit so we know where fence posts can be placed and will not endanger the trees. He is willing to come by the day of the fence construction to insure they are careful w/ the trees.

**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.

PLEASE PRINT (IN BLUE OR BLACK INK) OR TYPE THIS INFORMATION ON THE FOLLOWING PAGE.  
PLEASE STAY WITHIN THE GUIDES OF THE TEMPLATE, AS THIS WILL BE PHOTOCOPIED DIRECTLY ONTO MAILING LABELS.

**EXPEDITED  
HISTORIC PRESERVATION COMMISSION STAFF REPORT**

Address: 7321 Willow Avenue Meeting Date: 6/26/02  
 Applicant: Bruce Kozarsky, Megan Scribner Report Date: 6/19/02  
 Resource: Takoma Park Historic District Public Notice: 6/12/02  
 Review: HAWP Tax Credit: No  
 Resource Number: #37/3-02U Staff: Robin D. Ziek

**PROPOSAL:** Install portion of rear yard fencing

**RECOMMEND:** Approval

**DATE OF CONSTRUCTION:** 1910s

**SIGNIFICANCE:** Individual *Master Plan* Site

- Within a *Master Plan* Historic District
- Primary Resource
- Contributing Resource
- Non-Contributing/Out-of-Period Resource

**ARCHITECTURAL DESCRIPTION:** This 1-1/2 story stone and frame structure has fencing around most of the property, except for a 36' section at the rear property line.

**PROPOSAL:** Add additional fencing to complete yard enclosure (see Circle 7, 9 ).

**RECOMMENDATION:**  Approval  
Approval with conditions:

Approval is based on the following criteria from Chapter 24A of the Montgomery County Code, Section 8(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, archaeological, 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

and subject to the general condition that **the applicant shall present 3 permit sets of drawings to HPC staff for review and stamping prior to submission for building permits (1 set for HPC files)** 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: Megan Scribner

Daytime Phone No.: 301-270-2534

Tax Account No.: 16 13 01065650

Name of Property Owner: Bruce Kozorsky / Megan Scribner Daytime Phone No.: 301-270-8612 / 301-270-2534

Address: 7331 Willow Ave Takoma Park MD 20912
Street Number City State Zip Code

Contractor: Clinton Force Check Piring Phone No.: 301-843-1108
301-758-7600

Contractor Registration No.: 37847

Agent for Owner: Daytime Phone No.:

LOCATION OF BUILDING/PREMISE

House Number: 7331 Street: Willow Avenue

Town/City: Takoma Park Nearest Cross Street: Valley View

Lot: 241 Pt. of 25 Block: 8 Subdivision:

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: \$ 765.00

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 5 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 of owner or authorized agent

Date

July 17, 2002

Approved: [Signature] Person, Historic Preservation Commission

Disapproved: Signature: Date: 6/26/02

Application/Permit No.: Date Filed: Date Issued:

3



To Robin Zeck Fox 301-563-3412

June 11, 2002

To Whom It May Concern:

This is in support of our application for a fence to be constructed on our property line at the back of our house. The fence will be a 5 ft. high Wyngate Fence. It is being built by Clinton Fence.

This fence will not be visible from the street. It will only be visible to our neighbor directly behind us. We have chosen the Wyngate style of fence because it looks equally nice from both sides.

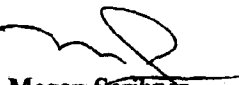
We have discussed this with our neighbor Elizabeth Kleemeier and she is fine with this and has signed the Building Permit Application.

The site plan lists the plans and material specifications (enclosed find 2 copies as required). We have included a picture of a Wyngate fence from a fencing brochure.

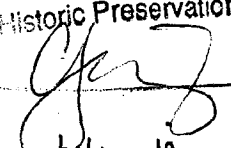
We would greatly appreciate your approving this fence as soon as possible.

Thank you very much,

Sincerely,

  
Megan Scribner  
7321 Willow Avenue  
Takoma Park, MD 20912  
301-270-2524

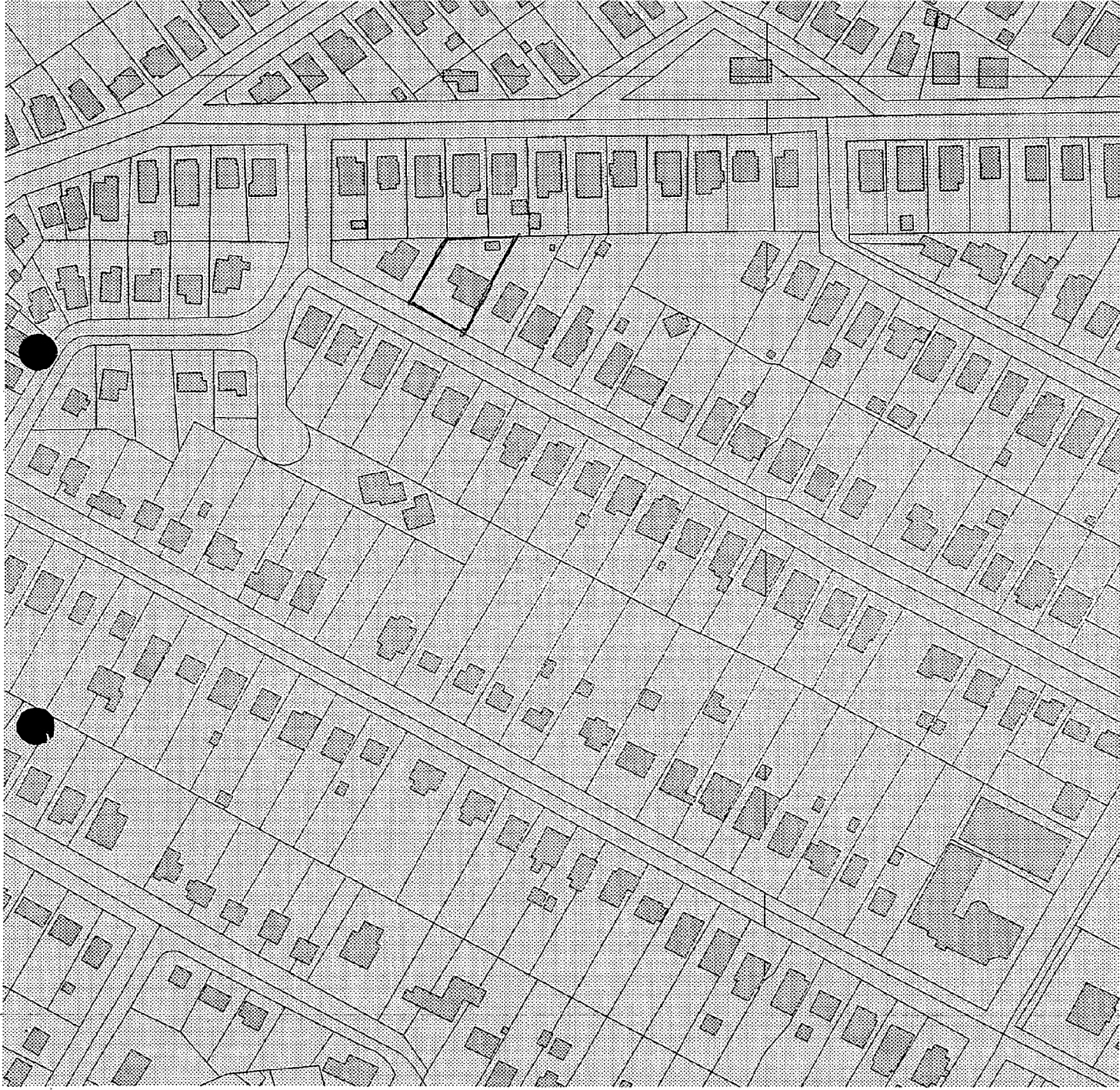
APPROVED  
Montgomery County  
Historic Preservation Commission

 6/26/02

Robin -

Thank you for your help in this - I am faxing the application + other backup materials. I will fax remaining signatures + photos later today. (I had to create xerox copies of photos to fax them). Please let me know if there is any other way to help. I really appreciate your time on this.

5



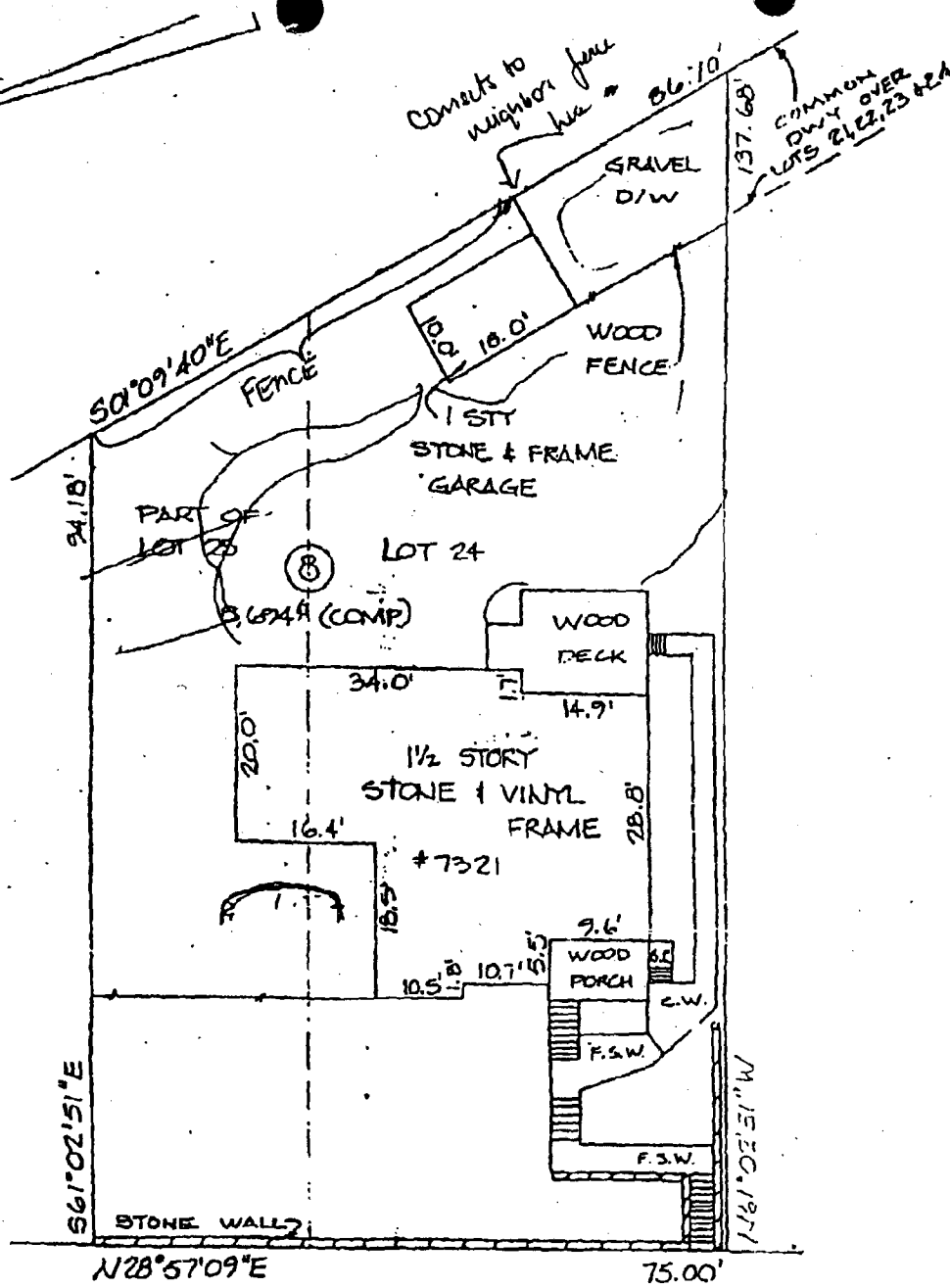
7321 Willow Ave.

APPROVED  
Montgomery County  
Historic Preservation Commission

A handwritten signature in black ink, appearing to read "J. DePue", written over the printed name of the Historic Preservation Commission member.

6

LEY



WILLOW AVENUE

APPROVED  
Montgomery County  
Historic Preservation Commission

*[Signature]* 06/21/02

HOUSE LOCATION SURVEY  
FOR  
LOTS 24 + PT. OF 25, BLOCK B  
IN

B AND TRUSTEES' ADDITION TO TAKOMA PARK  
MONTGOMERY COUNTY, MARYLAND

IRS HAVE NOT BEEN SET BY THIS SURVEY.

7

MD 1705 DC 551 VA 021688	<b>CLINTON FENCE CO., INC.</b>	CONTRACT # 02-871
--------------------------------	--------------------------------	----------------------

2630 Old Washington Road • Waldorf, Maryland 20601  
(301) 843-1108 • (301) 645-8808 • (301) 843-5001 Fax

NAME <i>Megan Scribner</i>	HOME PHONE <i>301-270-2504</i>	DATE <i>3/1/02</i>
ADDRESS <i>7321 Willow Ave</i>	WORK PHONE	FAX
CITY <i>Takoma Park</i>	JOB NAME <i>SALE</i>	
STATE <i>MD</i>	STREET	
MATERIAL	LABOR	TAX
		STATE

PERMIT-COUNTY <i>180</i>	PERMIT-TOWN <i>Customer</i>	SURVEY <i>Customer</i>	UTILITIES	CLEARING <i>Customer</i>	SOURCE	PAGE/GRID	CROSS ST.
-----------------------------	--------------------------------	---------------------------	-----------	-----------------------------	--------	-----------	-----------

~~48 ft. 4 1/2" x 4" Gothic Picket Fence built with 2 ea 2x4 Runners Posts 4x4 set 30" in Dry Pack concrete mix. Includes three 4 1/2" x 4 1/2" with gates on 6x6 gate posts. Black post caps.~~  
 Also, 36' 60" x 4" Vertical Wyncote Fence built with 2 ea 2x4 Runners + a 1x4" Cap board. #1832<sup>00</sup>  
 Option: 48" Wyncote with 2 Runners #1171<sup>00</sup>

Pressure treated wood with Water Repellent

We will only be doing the fence along the back wall.

Black Caps 570 Wicks 17 1/2

APPROXIMATE START/COMPLETION DATE: <i>7/1/02</i>	CREDIT CARD #:	EXP. DATE:	CHECK #:
--	----------------	------------	----------

We hereby propose to furnish labor and materials - complete in accordance with the above specifications, for the net cash **APPROVED**

(\$ *765* ) M

(\$ *255* ) deposit with order, net balance of (\$ *510.00* ) due on date of installation. Please pay our Foreman.

You, the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. Contract subject to management acceptance within 72 hours. Customer has read this contract in its entirety and accepts all terms and conditions stated within.

Customer understands they will not receive a bill and the entire balance is due on the date of completion.

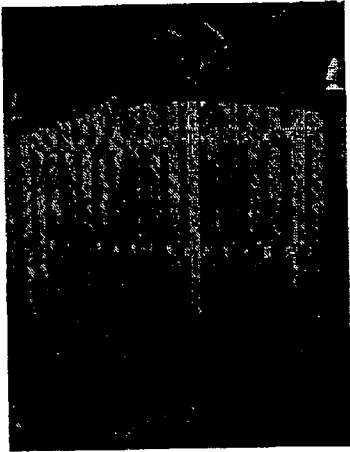
Clinton Fence Co., Inc. By: *Chuck Ewing* Signature

License No. *37847* Date: \_\_\_\_\_ Signature \_\_\_\_\_

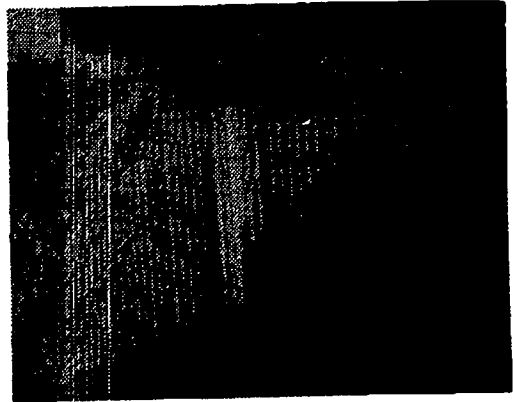
Customer Initials \_\_\_\_\_

8

# WYNGATE WITH ARCHED DESIGN

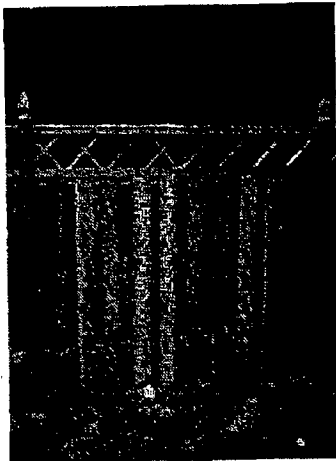


# STOCKADE



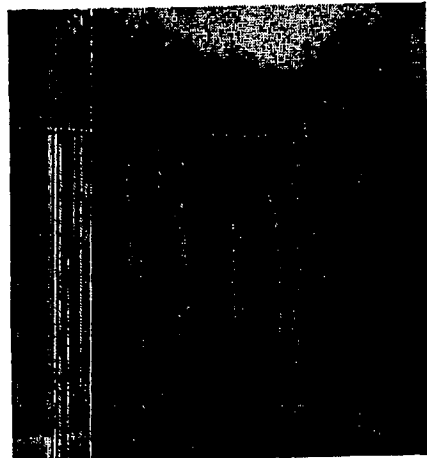
CEDAR OR SPRUCE PICKETS  
CEDAR OR PRESSURE TREATED PINE POSTS  
QUALITY - ECONOMY

# WYNGATE WITH CRISS CROSS

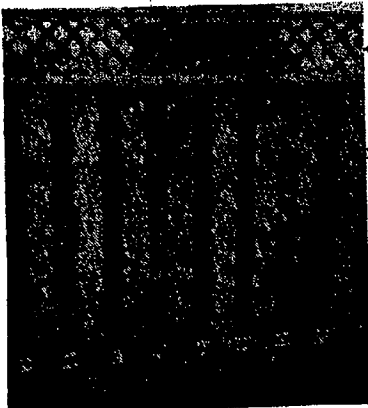


*Handwritten scribble*

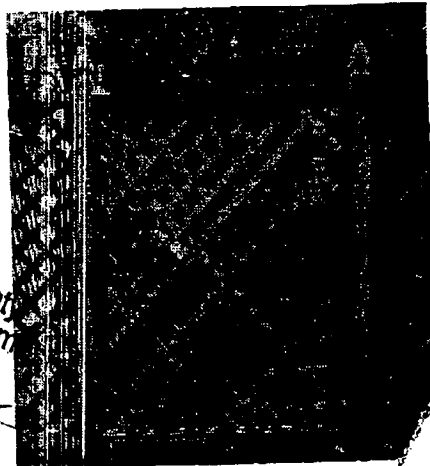
# WYNGATE WITH CAPBOARD



# WYNGATE WITH LATTICE



# CUSTOM LATTICE



*Wyngate  
but no lattice*  
APPROVED  
Montgomery County  
Historic Preservation Comm  
*[Signature]* 06/26/02

*fax to 301-563-3412*

*6 pages*

June 17, 2002

Dear Robin,

Here are the pictures and signatures for our application to build a fence on our back yard. I am not sure how well these fax and can bring them to your office as well. I have to attend my daughter's 2<sup>nd</sup> grade promotion and will be away from 9:30-1:30. But can bring it by around 2:30 if that would help. If so, please leave a message on my phone and I will take care of it.

I appreciate your help in this matter. I realize that my timing has been off with this process and I apologize for any inconvenience I have caused.

Thank you for your time and help.

Sincerely,

*mgs*

Megan Scribner  
7321 Willow Avenue  
Takoma Park, MD 20912  
301-270-2524  
FAX 301-270-8613

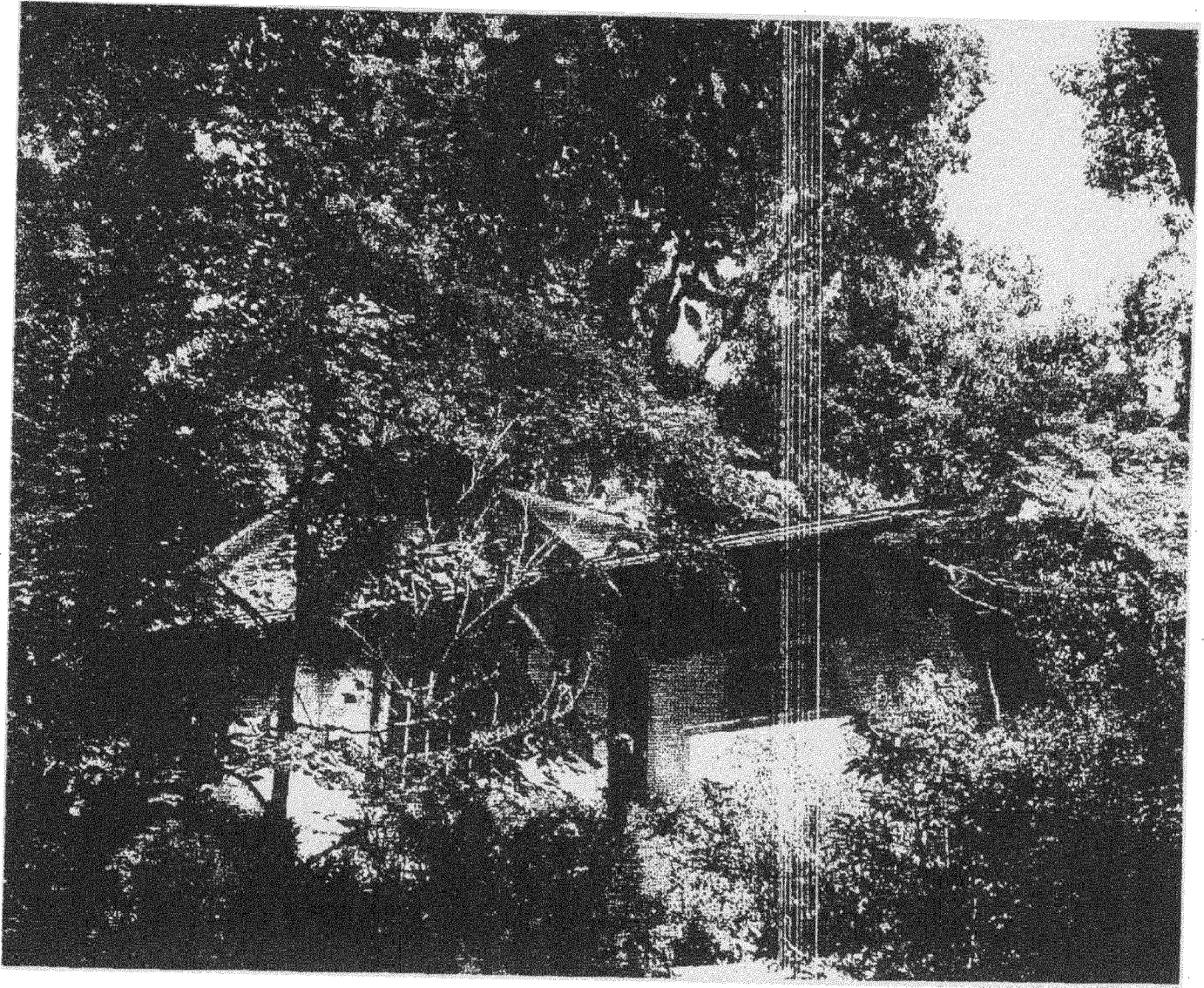
The fence will take the place of a collapsed chicken wire fence and bamboo. The Takoma Park Arborist has been by to show us where the posts need to be to protect the trees in the area. He is going to come by the day of the construction to ensure that the fence people take the necessary care for the trees.

APPROVED  
Montgomery County  
Historic Preservation Commission

*[Signature]* 06/20/02

*[Handwritten mark]*

*[Handwritten mark]*



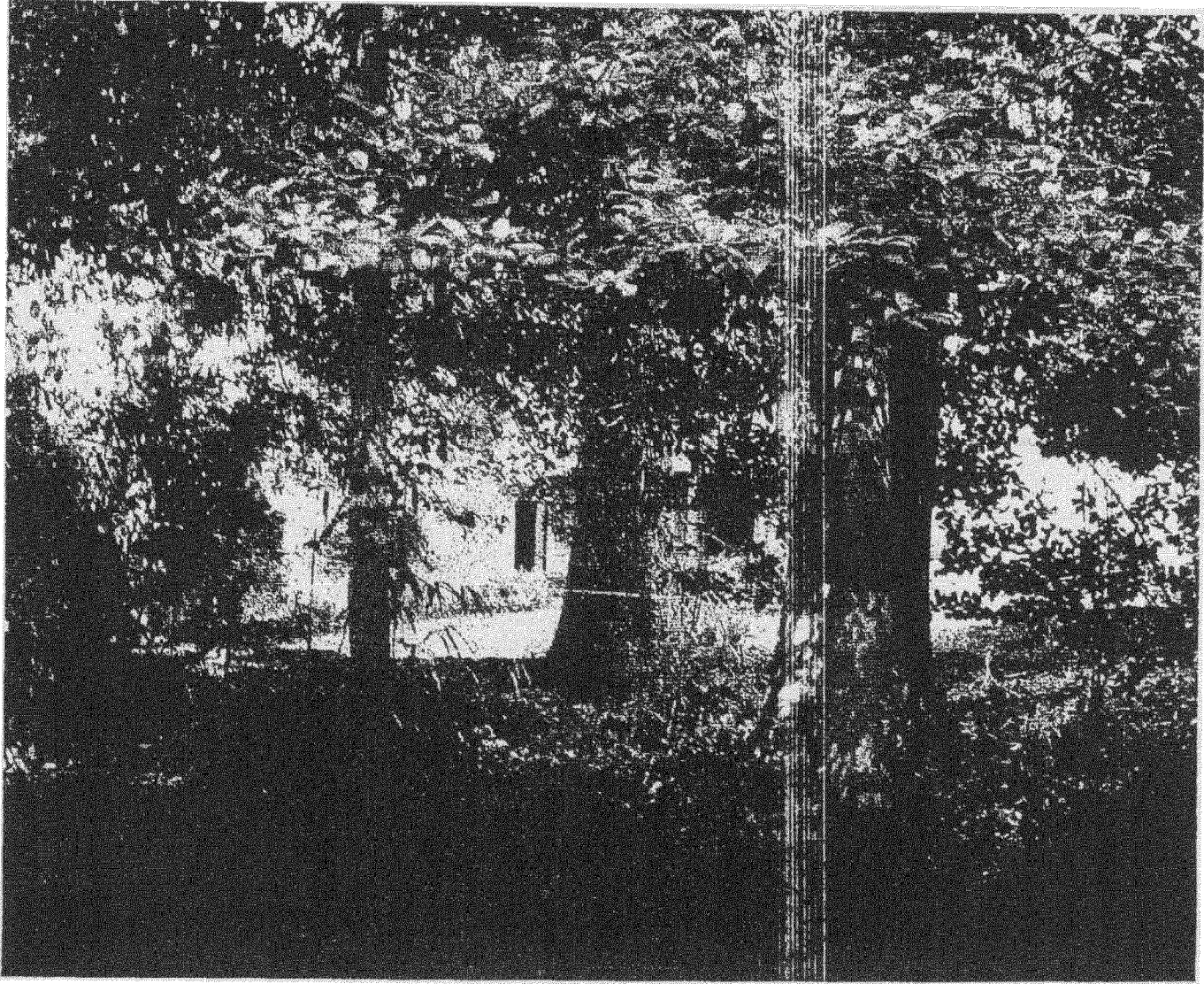
7321 Willow Avenue

APPROVED  
Montgomery County  
Historic Preservation Commission

*[Handwritten signature]* 06/26/02

②

⑪



This is a view of our back property line. The white line is a rope representing where the fence line will go. The fence will be 5ft high + 36 ft long.

APPROVED  
 Montgomery County  
 Historic Preservation Commission

7321 Willow Avenue.

*[Signature]* 06/16/02 (12)



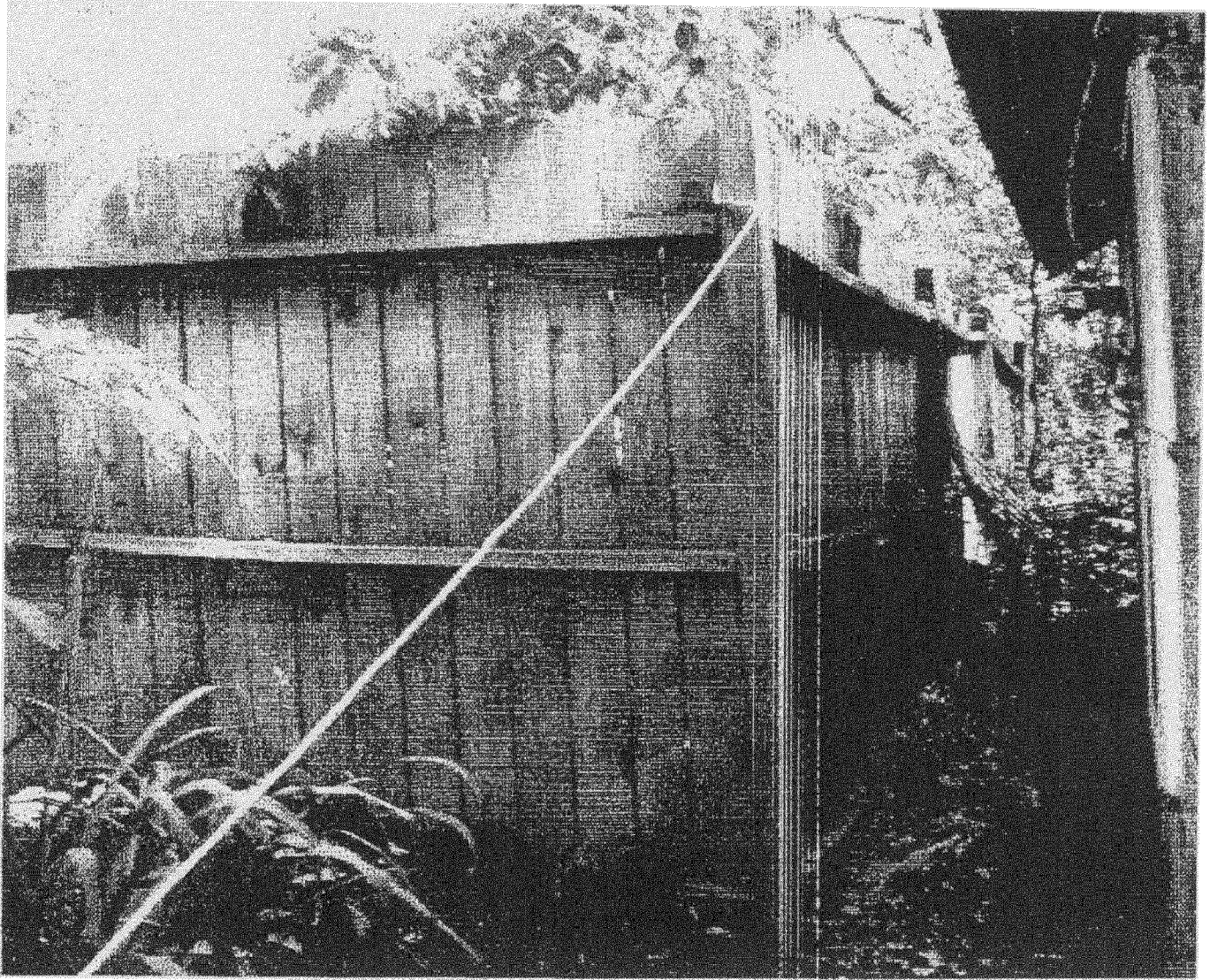


Fence to the left of <sup>our</sup> property - 7333 Willow Avenue

APPROVED  
Montgomery County  
Historic Preservation Commission

(4)

*[Signature]* 06/26/02 (13)



Fence to the right of property - 240 Park Avenue.

APPROVED  
Montgomery County  
Historic Preservation Commission

*[Signature]* 06/26/02

*(S)*

*(14)*

### For Fence Application, Historic Preservation Commission

We are planning to put in a Wynsgate (5 ft) fence along the back line of our property. Please sign here to confirm that we have talked to you about this fence and that you are okay with it.

Property directly behind us:

Elizabeth Kleemeier, 242 Park Avenue (signature on application)

Adjacent Houses:

Robert L. Muehlenkamp and Karen Ackerman: 240 Park Avenue

Jeff McCandless  
~~Ruby Schneider~~ 244 Park Avenue

On each side of us:

Mel and Dee Raff: 7319 Willow Avenue

Janet L. Higbie (rented by Jude Garrett long term renter) 7323 Willow *Jude's signature on appl. - I am contacting Janet - this is the old wire/chicken fence in picture.*

Across the street:

Denny May and Betsy Taylor: 7322 Willow Avenue

Suzi and Ned Young: 7320 Willow

Steve Shapiro: 7423 Willow - I will get his today - I missed him yesterday.

APPROVED  
Montgomery County  
Historic Preservation Commission

Melvin & D. Raff  
7319 Willow

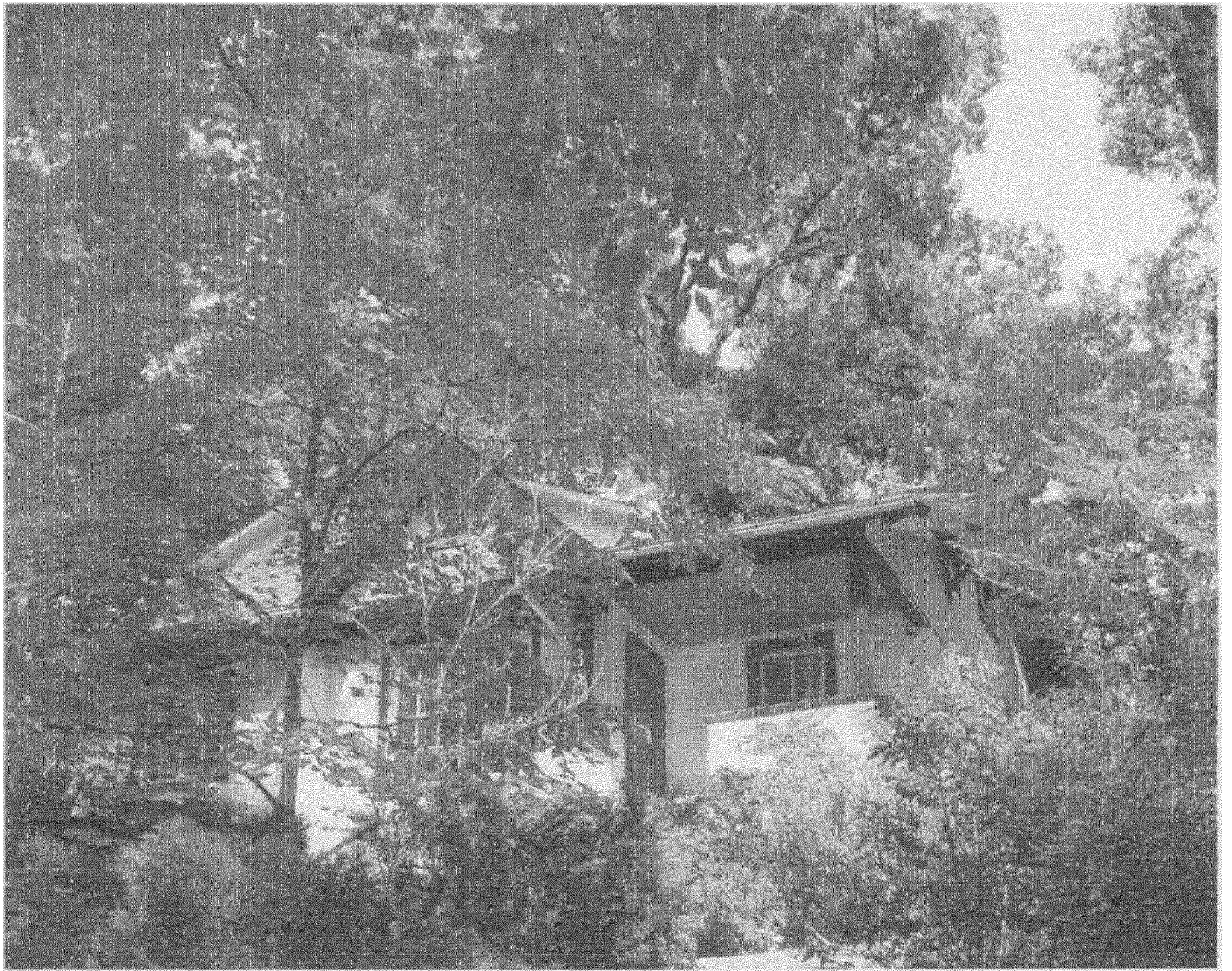
Janet Higbie  
7323 Willow Ave

Kathryn Scott  
242 Park Ave

Robert Muehlenkamp  
240 Park Ave

Stephen Shapiro  
7324 Willow Ave

Dennis May  
7322 Willow Ave



7321 Willow Avenue



This is a view of our back property line. The white line is a rope representing where the fence line will go. The fence will be 5 ft high + 36 ft long.

7321 Willow Avenue.

(3)



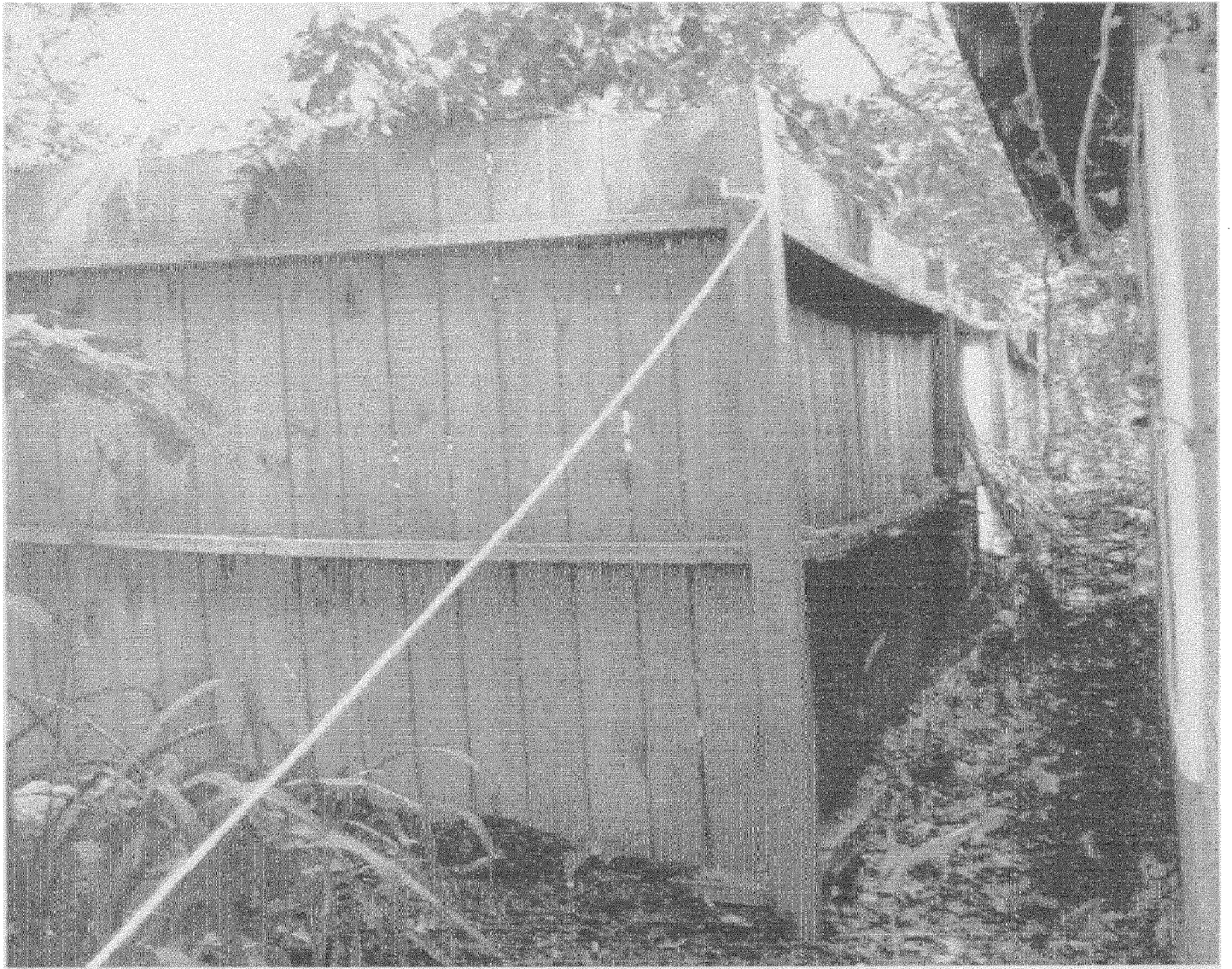
View of Force area from Liz Kleemier's home. The wire fence  
on the right is for 7323 Willow. <sup>Our</sup> ~~The~~ Fence will replace a  
chicken wire fence + connect to her wire fence.



Force to the left of <sup>our</sup> property - 7323 Willard Avenue

(4)

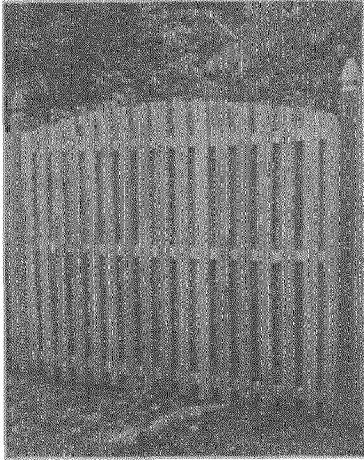




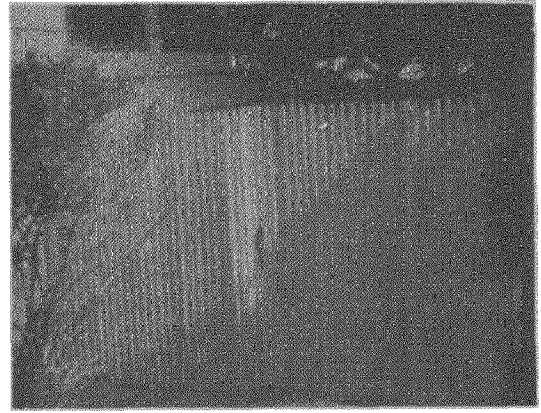
Fence to the right of property — 240 Park Avenue

(5)

**WYNGATE WITH  
ARCHED DESIGN**



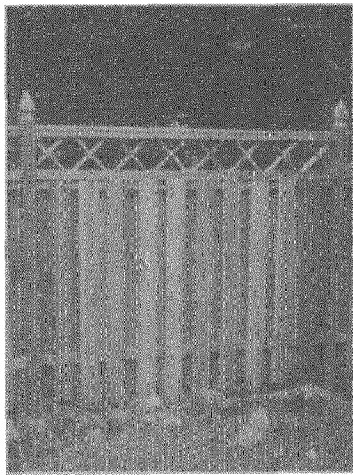
**STOCKADE**



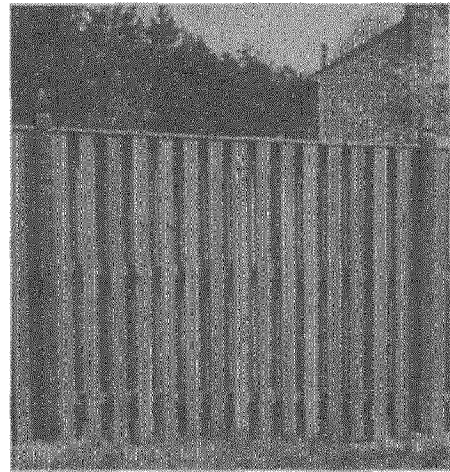
CEDAR OR SPRUCE PICKETS  
CEDAR OR PRESSURE TREATED PINE POSTS  
QUALITY - ECONOMY

**WYNGATE WITH  
CRISS CROSS**

*Handwritten scribble*



**WYNGATE WITH  
CAPBOARD**

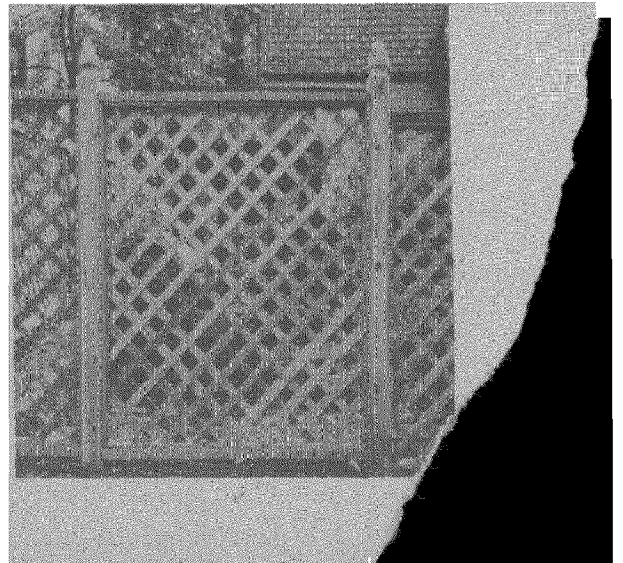


**WYNGATE WITH  
LATTICE**



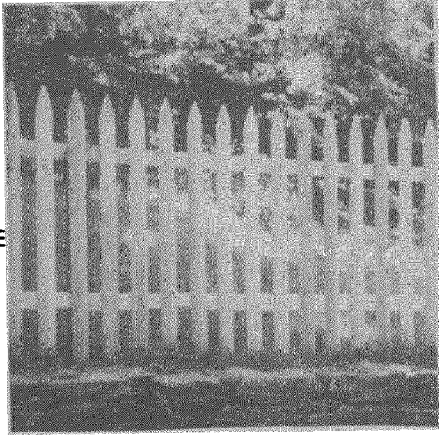
*Wyngate  
but no lattice*

**CUSTOM LATTICE**



## POTOMAC PICKET

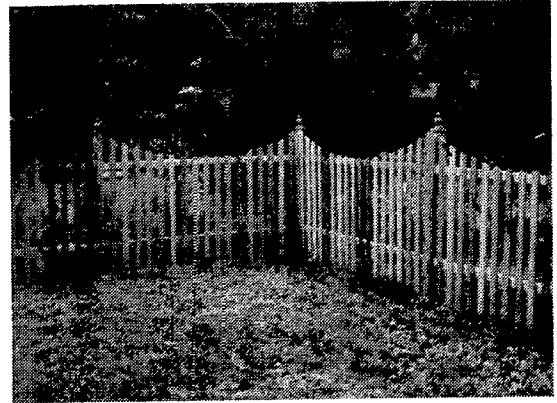
3  
STYLES  
OF RAILS  
AVAILABLE  
2x3  
½ ROUND  
SPOOLED



3  
POSTS  
AVAILABLE

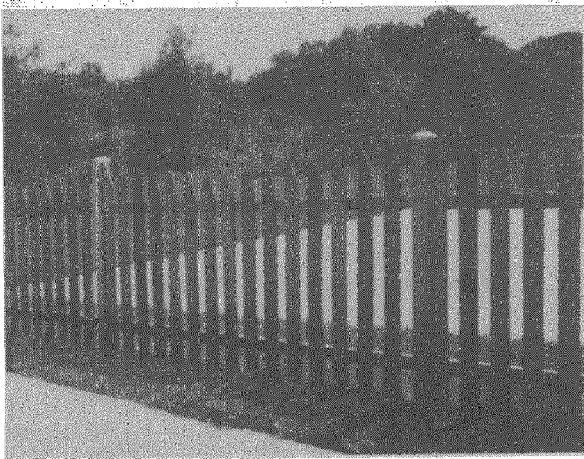
3' 3½' 4' 5' 6' 6½' 7' 8' HEIGHTS  
HALF ROUND FRONT FLAT BACK CEDAR  
CEDAR OR PRESSURE TREATED PINE POSTS

## WILLIAMSBURG STYLE

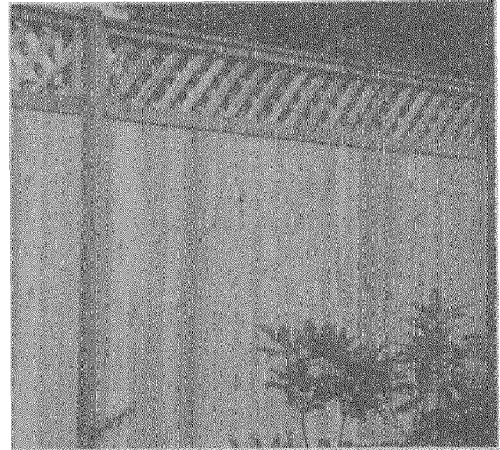


ALL HEIGHTS AVAILABLE  
1 TO 5 INCH MT-VERNON DIP  
CEDAR BOARDS  
CEDAR OR PRESSURE TREATED POSTS

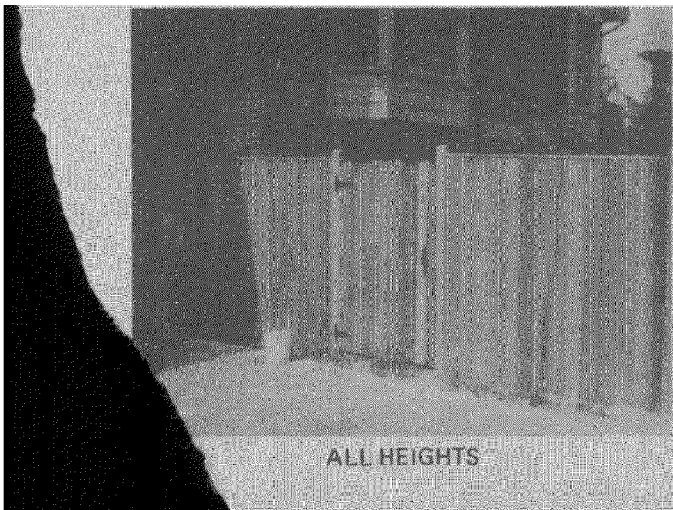
## GOTHIC PICKET



## FLATBOARD WITH LATTICE



## FLATBOARD STYLE WITH CAPBOARD



ALL HEIGHTS

## BOARD AND BATTON

