

6

37/03-06LLL 612 Philadelphia Ave
Takoma Park Historic District



File

HISTORIC PRESERVATION COMMISSION

Isiah Leggett
County Executive

Julia O'Malley
Chairperson

Date: 12/22/06

MEMORANDUM

TO: Reggie Jetter, Acting Director
Department of Permitting Services

FROM: Tania Tully, Senior Planner *TGT*
Historic Preservation Section
Maryland-National Capital Park & Planning Commission

SUBJECT: Historic Area Work Permit #439619, tree removal

The Montgomery County Historic Preservation Commission (HPC) has reviewed the attached application for a Historic Area Work Permit (HAWP). This application was **Approved with Conditions** at the December 20, 2006 meeting.

- 1. The applicants will comply with the City of Takoma Park code, which requires either replacement or a contribution to the tree fund.*

The HPC staff has reviewed and stamped the attached construction drawings.

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: Ruth Skafsgaard & Martin Lowery

Address: 612 Philadelphia 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.





RETURN TO: DEPARTMENT OF PERMITTING SERVICES
 245 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: RUTH SKAFSGAARD
 Daytime Phone No.: 301-585-8374
301-523-0486 - CELL

Fax Account No.: _____

Name of Property Owner: RUTH SKAFSGAARD
MARTIN LOWERY

Daytime Phone No.: 301 585-8374

Address: 612 PHILADELPHIA RUE TAKOMA PARK MD 20912
Street Number City State Zip Code

Contractor: DON GROVE Phone No.: 301 565-3740

Contractor Registration No.: TREE EXPERT LLC # 868

Agent for Owner: _____ Daytime Phone No.: _____

LOCATION OF BUILDING/PREMISE

House Number: 612 Street: PHILADELPHIA RUE
 Town/City: TAKOMA PARK Nearest Cross Street: CHICAGO & TAKOMA
 Lot: P11 Block: 69 Subdivision: _____
 Liber: _____ Folio: _____ Parcel: _____

PART ONE: TYPE OF PERMIT ACTION AND USE

1A. CHECK ALL APPLICABLE:

- Construct
- Extend
- Alter/Renovate
- Move
- Install
- Wreck/Reuse
- 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: TREE REMOVAL & PRUNING OF SEVERAL TREES

1B. Construction cost estimate: \$ _____

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.

Ruth Skafsgaard Signature of owner or authorized agent
11/27/06 Date

Approved: WITH CONDITION For: Chairperson, Historic Preservation Commission
 Disapproved: _____ Signature: Julia D'Malley Date: 12/20/06
 Application/Permit No.: 439619 Date Filed: 11-28-06 Date Issued: _____

City of Takoma Park, Maryland

EM 989-1925

DEPARTMENT OF PUBLIC WORKS
TELEPHONE: 301.891.7633
FAX: 301.585.2405



31 OSWEGO AVENUE
SILVER SPRING, MARYLAND 20910

240-463-1559

M

November 14, 2006

Ruth Skafsgaard and Martin Lowery
612 Philadelphia Avenue
Takoma Park, Maryland 20912

Dear Ms. Skafsgaard and Mr. Lowery:

The City of Takoma Park has granted preliminary permit approval for you to remove the 30 inch dbh red oak tree from the left side of your property.

Preliminary approval means that the City will post your property for a 15 day period beginning November 13, 2006 and ending November 28, 2006 for public comment. **If no objections are filed by the community, you will be issued a permit to remove the tree(s) pending the City's receipt of your Historic Preservation Commission's approval and your signed agreement to adhere to the City's replacement requirements.** The replacement agreement is enclosed, the terms of which require you to replant one 1 ½ inch caliper tree(s), or make a contribution of \$175.00 to the City's tree fund.

Since the tree address is located in the Historic District, you must also receive permission from the Maryland National Capital Park and Planning's Historic Preservation Commission (HPC). To inquire about the HPC requirements, phone 301-563-3400.

Please contact me if you have any questions.

Sincerely,

Todd M. Bolton
City Arborist

Enclosure

EXPEDITED
HISTORIC PRESERVATION COMMISSION STAFF REPORT

Address:	612 Philadelphia Ave, Takoma Park	Meeting Date:	12/20/2006
Resource:	Contributing Resource Takoma Park Historic District	Report Date:	12/13/2006
Applicant:	Ruth Skafsgaard & Martin Lowery	Public Notice:	12/6/2006
Review:	HAWP	Tax Credit:	
Case Number:	37/03-06LLL	Staff:	Tania Tully

PROPOSAL: tree removal

RECOMMENDATION: Approve with conditions

ARCHITECTURAL DESCRIPTION

SIGNIFICANCE: Contributing Resource Within The Takoma Park Historic District
STYLE: Craftsman
DATE: c1920s

PROPOSAL:

Remove red oak tree from the left side of the property. The tree is leaning over the house. The applicants have preliminary permit approval from the Takoma Park Arborist.

STAFF RECOMMENDATION:

- Approval
 Approval with conditions

- The applicants will comply with the City of Takoma Park code, which requires either replacement or a contribution to the tree fund.*

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, 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.

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

Policy On Use of Expedited Staff Reports for Simple HAWP Cases

This policy is developed with the understanding that:

- I. The HPC's policy regarding in-kind replacement has not changed, that is, all replacement of exterior features with exactly matching materials may be done with out a HAWP.
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- IV. The expedited Staff Report format may be used on the following type of cases:
 1. Alterations to properties on which the Maryland Historical Trust (MHT) holds an easement and which have been reviewed and approved by the MHT Easement Committee.
 2. Modifications to a property, which do not significantly alter its visual character. These include, but are not limited to:
 - A. Repair or replacement of masonry foundations with new materials that match the original closely.
 - B. Installation of vents, venting pipes, and exterior grills.
 - C. New installation of gutters.
 3. Removal of asbestos, asphalt, or other artificial siding when the original siding is to be repaired, and where necessary, replaced in kind.
 4. Removal of accessory buildings that are not original to the site or otherwise historically significant.
 5. Replacement of missing architectural details, providing that at least one example of the detail to be replaced exists on the house, and/or physical or documentary evidence exists that illustrates or describes the missing detail or details.
 6. Signs that are in conformance with all other County sign regulations.
 7. Construction of wooden decks that are at the rear of a structure and are not readily visible from a public right-of-way. This applies to all categories of resources: Outstanding, Contributing, Individually Designated Sites, or Non-Contributing.
 8. Replacement of roofs on non-contributing or out-of-period buildings, as well as new installation of historically appropriate roofing materials on outstanding and contributing buildings.
 9. Installation of exterior storm windows or doors that are compatible with the historic site or district in terms of material or design.
 10. Construction of fences that are compatible with historic site or district in terms of material, height, location, and design. Requests for fences higher than 48" to be located in the front yard of a property will not be reviewed using an Expedited Staff Report.
 11. Construction or replacement of walkways, parking areas, patios, driveways, or other paved areas that are not readily visible from a public right-of-way and/or are compatible in material, location, and design with the visual character of the historic site or district.
 12. Construction or repair of retaining walls where the new walls are compatible in material, location, design and height with the visual character of the historic site or district.
 13. Construction or replacement of storage and small accessory buildings that are not readily visible from a public right-of-way.
 14. Landscaping, or the removal or modification of existing planting, that is compatible with the visual character of the historic site or district.



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10/11/05

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Liber: _____ Folio: _____ Parcel: _____

PART ONE: TYPE OF PERMIT ACTION AND USE

1A. CHECK ALL APPLICABLE:

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 Move Install Wreck/Reuse
 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: TREE REMOVAL & PRUNING

1B. Construction cost estimate: \$ _____

OF SEVERAL TREES

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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.

Ruth Skafsgaard
Signature of owner or authorized agent

11/27/06
Date

Approved: _____ For: Chairperson, Historic Preservation Commission

Disapproved: _____ Signature: _____ Date: _____

Application/Permit No.: 439619 Date Filed: 11-28-06 Date Issued: _____

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

WRITTEN DESCRIPTION OF PROJECT

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

As visible in the attached photos, the tree is leaning precariously toward the house. This condition has worsened noticeably over the past twelve months. Further evidence of a deteriorating situation is significant movement in a flagstone patio surrounding the tree. Major cracks have emerged and have deepened since last winter. We consider the situation to be dangerous and urgent.

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

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 end of the adjoining properties. All labels should be placed on the front of photographs.

6. TREE SURVEY

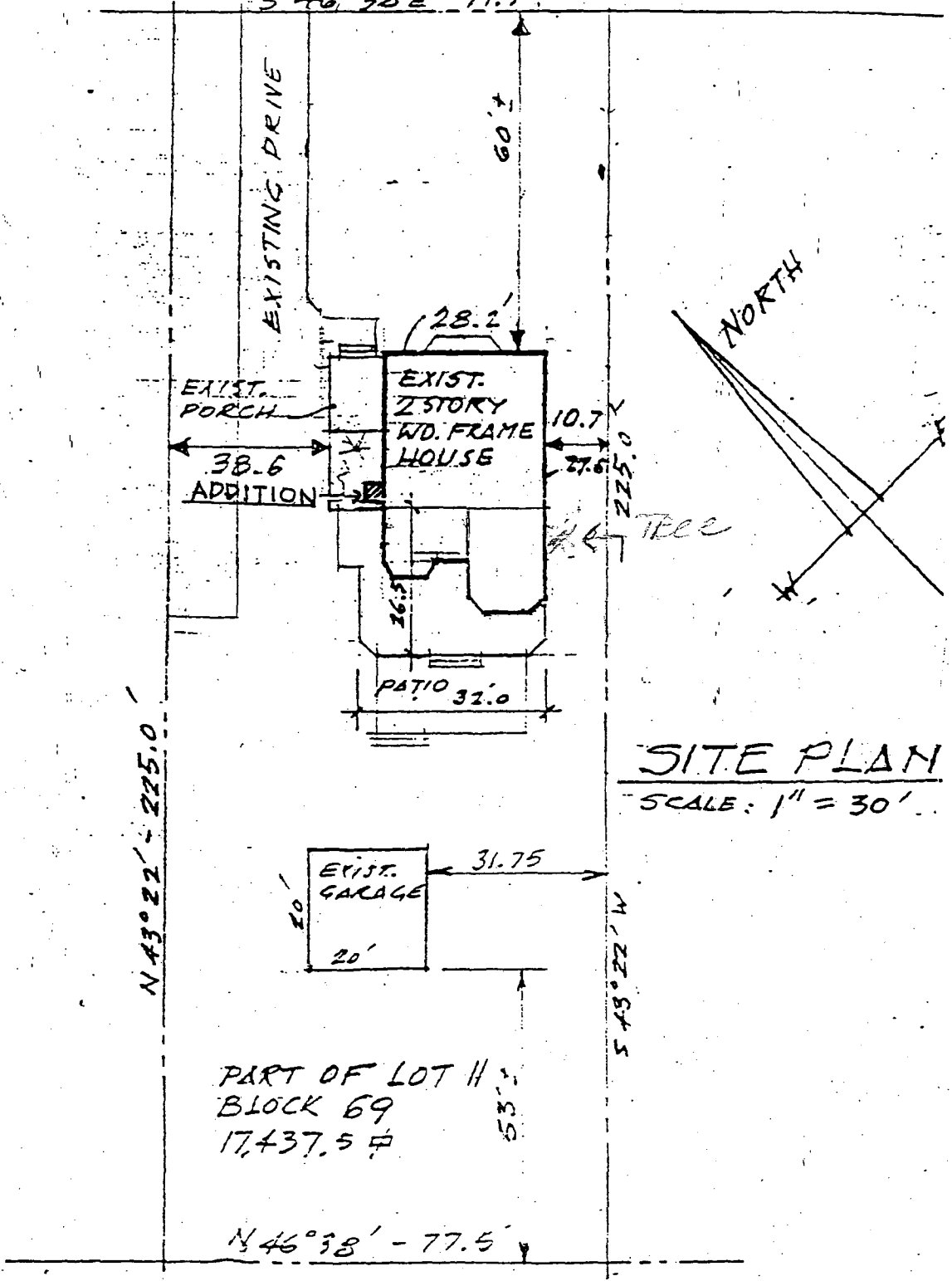
If you are proposing construction adjacent to or within the profile of any tree 6" or larger in diameter (at approximately 4 feet above the ground), you must file an accurate tree survey identifying the size, location, and species of each tree of at least that dimension.

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.

PHILADELPHIA AVE.

S 46° 38' E - 77.5'



612 PHILADELPHIA AVE.
TAKOMA PARK MD

6



11/27/2006 12:19:04 AM



11/27/2006 12:19:22 AM



11/27/2006 12:19:40 AM

City of Takoma Park, Maryland

DEPARTMENT OF PUBLIC WORKS
TELEPHONE: 301.891.7633
FAX: 301.585.2405



EM 989-1925
31 OSWEGO AVENUE
SILVER SPRING, MARYLAND 20910

240-463-1559

November 14, 2006

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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.



11/27/2006 12:19:04 AM



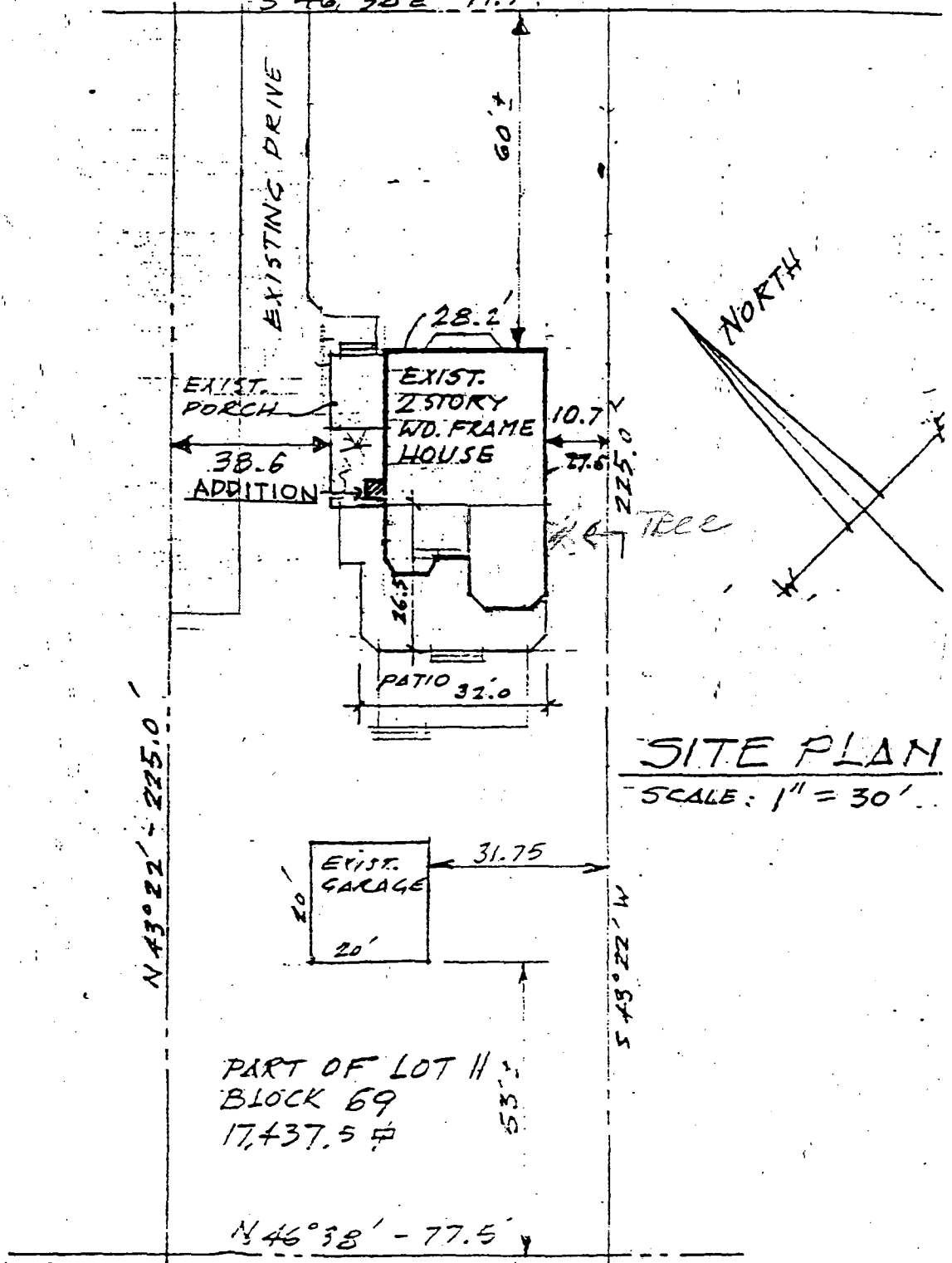
11/27/2006 12:19:22 AM



11/27/2006 12:19:40 AM

PHILADELPHIA AVE.

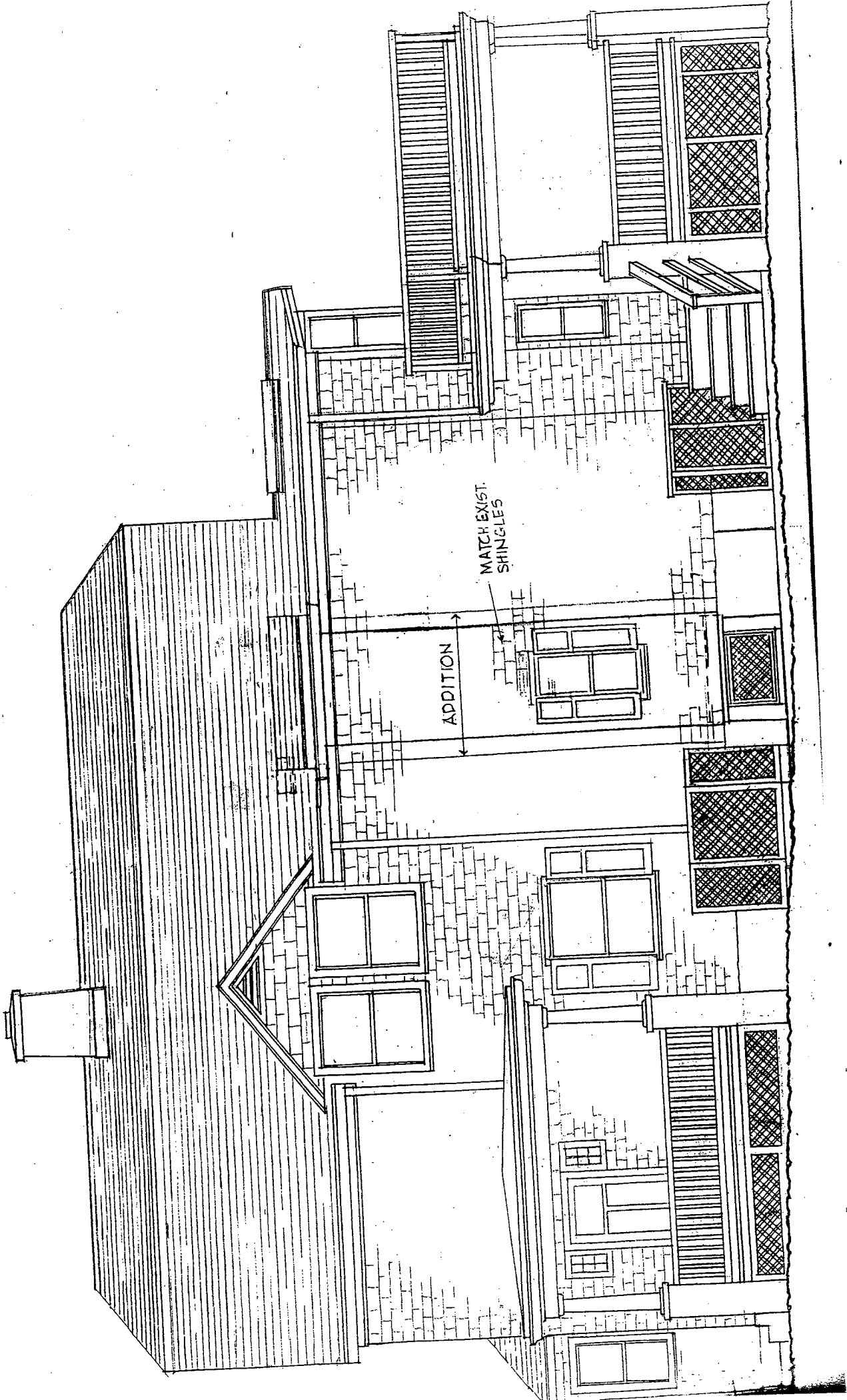
S 46° 38' E - 77.5'



SITE PLAN

SCALE: 1" = 30'

612 PHILADELPHIA AVE.
TAKOMA PARK MD



ADDITION

MATCH EXIST.
SHINGLES

HAWP APPLICATION: MAILING ADDRESSES FOR NOTIFYING
[Owner, Owner's Agent, Adjacent and Confronting Property Owners]

Owner's mailing address	Owner's Agent's mailing address
612 PHILADELPHIA AVE TAKOMA PARK, MD 20912	
Adjacent and confronting Property Owners mailing addresses	
DEBORAH & BERNARD FAGAN 608 PHILADELPHIA AVE TAKOMA PARK, MD 20912	JOHN SANDAGE 704 PHILADELPHIA AVE TAKOMA PARK, MD 20912
JAMES & FRANCOISE EVANS 703 NEW YORK AVE TAKOMA PARK MD 20912	



THE MONTGOMERY COUNTY HISTORIC PRESERVATION TAX CREDIT

To encourage the restoration and preservation of privately owned structures designated on the *Master Plan for Historic Preservation*, either individually or within a historic district, the Montgomery County Council in 1984 passed legislation providing for a tax credit against County real property taxes (Chapter 52, Article VI). The tax credit is 10% of documented expenses for exterior maintenance, restoration, or preservation work. The work must be certified eligible by the Historic Preservation Commission (HPC).

ELIGIBLE WORK MUST MEET ALL OF THE FOLLOWING CRITERIA:

1. Be certified by the HPC as contributing to the restoration or preservation of sites listed on the *Master Plan for Historic Preservation* either individually or within an historic district;
2. Be exterior work only;
3. Be undertaken with a previously approved Historic Area Work Permit (HAWP) if alterations that require a HAWP are proposed; **OR**
4. Be ordinary maintenance exceeding \$1,000 in expense; the work must be subsequently certified (at the time the tax credit application is reviewed by the HPC) as being consistent with the purposes of Chapter 24A, the County's historic preservation ordinance;
5. Be performed by a licensed contractor.

THE TAX CREDIT IS ALLOWABLE FOR:

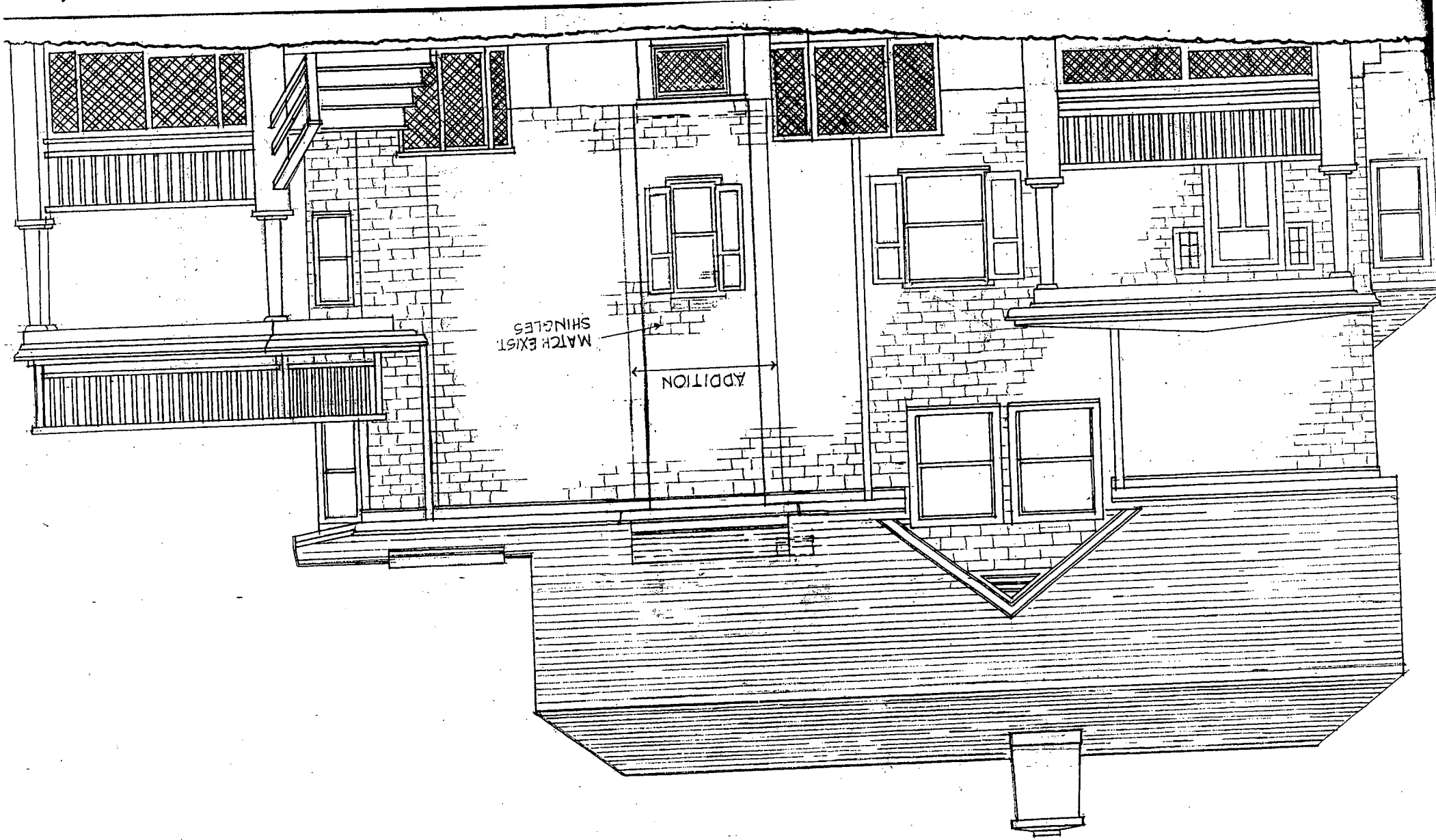
In summary, eligible work includes repairs, restoration, or preservation of exterior features of designated structures. Examples of eligible projects would include (but not be limited to):

- Painting
- Repairing roofs or replacing them in-kind
- Repairing or restoring windows
- Repairing architectural trim or ornament
- Uncovering and repairing original siding
- Repointing brick or stone foundations or chimneys
- Restoring a documented feature such as a dormer or porch that was previously altered or removed
- Repairing and maintaining outbuildings such as barns and garages.

THE TAX CREDIT IS NOT ALLOWABLE FOR:

Examples of ineligible expenditures include:

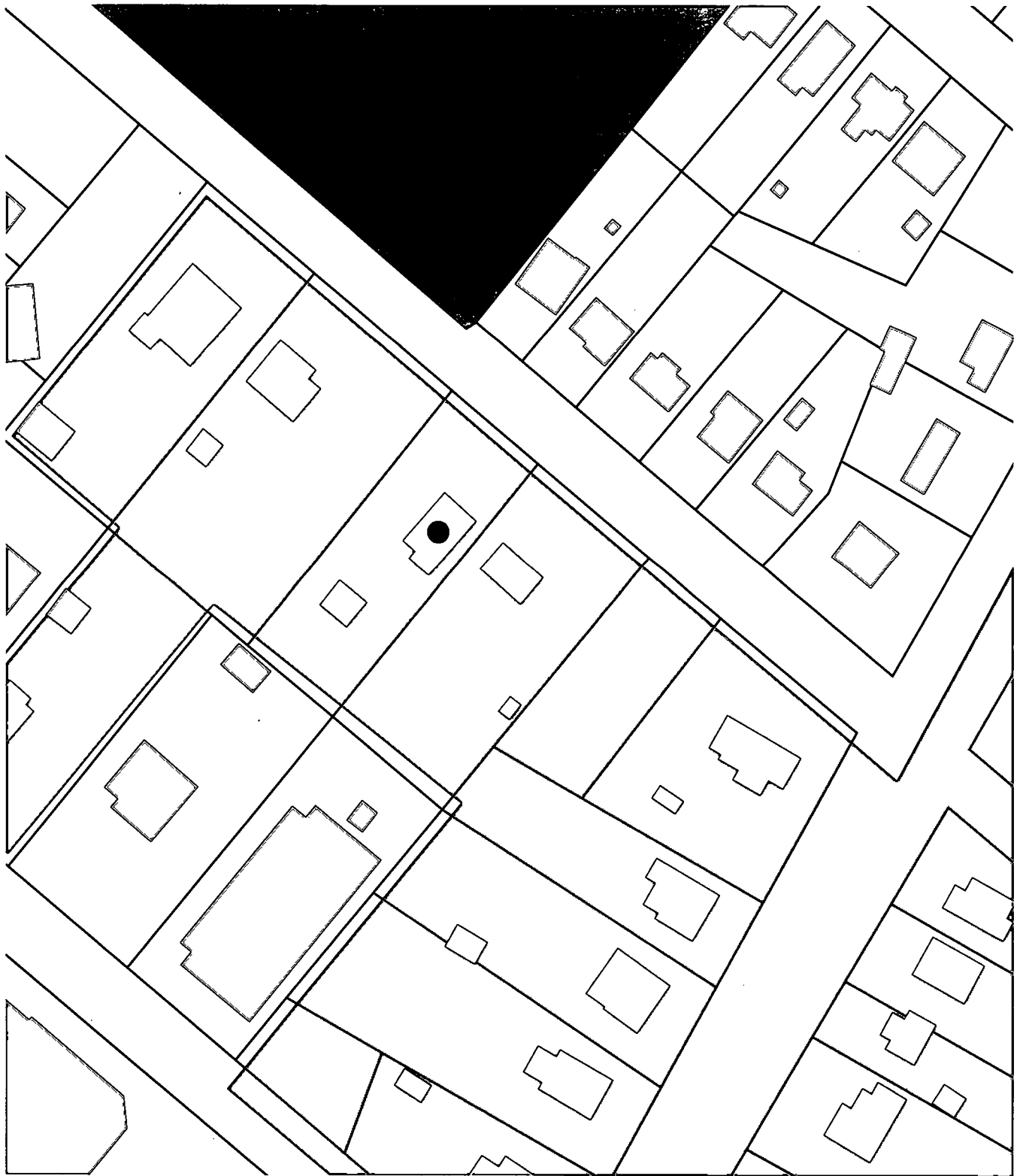
- New construction of a structure, or a new addition to an historic building
- Work requiring an approved HAWP that is completed without the approval of the HPC
- Interior work
- The value of labor unless performed by a licensed contractor
- Landscaping
- Repaving driveways
- Replacing features (such as windows) with new features that are not identical in size and material, and repairing mechanical equipment
- Tool and equipment purchases
- Professional services (design fees, annual pest control, structural reports)



MATCH EXIST
SHINGLES

ADDITION

612 PHILADELPHIA AVENUE



Notice:
The planimetric, property, and topographic information shown on this map is based on copyrighted Map Products from Montgomery County Department of Park and Planning of the Maryland-National Capital Park and Planning Commission, and may not be copied or reproduced without permission from M-NCPPC. Property lines are compiled by adjusting the property lines to topography created from aerial photography and should not be interpreted as actual field surveys. Planimetric features were compiled from 1:14400 scale aerial photography using stereo photogrammetric methods. This map is created from a variety of data sources, and may not reflect the most current conditions in any one location and may not be completely accurate or up to date. All map features are approximately within five feet of their true location. This map may not be the same as a map of the same area plotted at an earlier time as the data is continuously updated. Use of this map, other than for general planning purposes is not recommended.
Copyright ©1998

Casual User Application



 MONTGOMERY COUNTY DEPARTMENT OF PARK AND PLANNING
THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
8787 Georgia Avenue - Silver Spring, Maryland 20910-3760

EXPEDITED
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 1. Alterations to properties on which the Maryland Historical Trust (MHT) holds an easement and which have been reviewed and approved by the MHT Easement Committee.
 2. Modifications to a property, which do not significantly alter its visual character. These include, but are not limited to:
 - A. Repair or replacement of masonry foundations with new materials that match the original closely.
 - B. Installation of vents, venting pipes, and exterior grills.
 - C. New installation of gutters.
 3. Removal of asbestos, asphalt, or other artificial siding when the original siding is to be repaired, and where necessary, replaced in kind.
 4. Removal of accessory buildings that are not original to the site or otherwise historically significant.
 5. Replacement of missing architectural details, providing that at least one example of the detail to be replaced exists on the house, and/or physical or documentary evidence exists that illustrates or describes the missing detail or details.
 6. Signs that are in conformance with all other County sign regulations.
 7. Construction of wooden decks that are at the rear of a structure and are not readily visible from a public right-of-way. This applies to all categories of resources: Outstanding, Contributing, Individually Designated Sites, or Non-Contributing.
 8. Replacement of roofs on non-contributing or out-of-period buildings, as well as new installation of historically appropriate roofing materials on outstanding and contributing buildings.
 9. Installation of exterior storm windows or doors that are compatible with the historic site or district in terms of material or design.
 10. Construction of fences that are compatible with historic site or district in terms of material, height, location, and design. Requests for fences higher than 48" to be located in the front yard of a property will not be reviewed using an Expedited Staff Report.
 11. Construction or replacement of walkways, parking areas, patios, driveways, or other paved areas that are not readily visible from a public right-of-way and/or are compatible in material, location, and design with the visual character of the historic site or district.
 12. Construction or repair of retaining walls where the new walls are compatible in material, location, design and height with the visual character of the historic site or district.
 13. Construction or replacement of storage and small accessory buildings that are not readily visible from a public right-of-way.
 14. Landscaping, or the removal or modification of existing planting, that is compatible with the visual character of the historic site or district.



RETURN TO: DEPARTMENT OF PERMITTING SERVICES
 145 ROCKVILLE PIKE, 2ND FLOOR, ROCKVILLE, MD 20850
 301/777-6170

DPS - #8

HISTORIC PRESERVATION COMMISSION
 301/563-3400

APPLICATION FOR HISTORIC AREA WORK PERMIT

Contact Person: RUTH SKAFSGAARD
 Daytime Phone No.: 301-585-8374
301-523-0486 - CELL
 Tax Account No.: _____
 Name of Property Owner: RUTH SKAFSGAARD Daytime Phone No.: 301-585-8374
MARTIN LOWERY
 Address: 612 PHILADELPHIA AVE TAKOMA PARK MD 20912
Street Number City State Zip Code
 Contractor: DON GROVE Phone No.: 301-565-3740
 Contractor Registration No.: Tree Expert Lic # 868
 Agent for Owner: _____ Daytime Phone No.: _____

LOCATION OF BUILDING/PREMISE

House Number: 612 Street: PHILADELPHIA AVE
 Town/City: TAKOMA PARK Nearest Cross Street: CHICAGO & TAKOMA
 Lot: P11 Block: 69 Subdivision: _____
 Liber: _____ Folio: _____ Parcel: _____

PART ONE: TYPE OF PERMIT ACTION AND USE

1A. CHECK ALL APPLICABLE:

- Construct
- Extend
- Alter/Renovate
- Move
- Install
- Wreck/Place
- Revision
- Repair
- Reversible

CHECK ALL APPLICABLE:

- A/C
- Slab
- Room Addition
- Porch
- Deck
- Shed
- Solar
- Fireplace
- Woodburning Stove
- Single Family
- Fence/Wall (complete Section 4)
- Other: Tree Removal & Pruning of several trees

1B. Construction cost estimate: \$ _____

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.

Ruth Skafsgaard 11/27/06
Signature of owner or authorized agent Date

Approved: _____ For Chairperson, Historic Preservation Commission
 Disapproved: _____ Signature: _____ Date: _____
 Application/Permit No.: 439619 Date Filed: 11-28-06 Date Issued: _____
EMK

**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:

As visible in the attached photos, the tree is leaning precariously toward the house. This condition has worsened noticeably over the past twelve months. Further evidence of a deteriorating situation is significant movement in a flagstone patio surrounding the tree. Major cracks have emerged and have deepened since last winter. We consider the situation to be dangerous and urgent.

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

2. 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.

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.

- 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.

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

- 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 end of the adjoining properties. All labels should be placed on the front of photographs.

6. TREE SURVEY

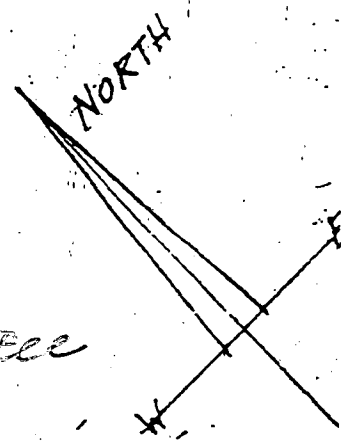
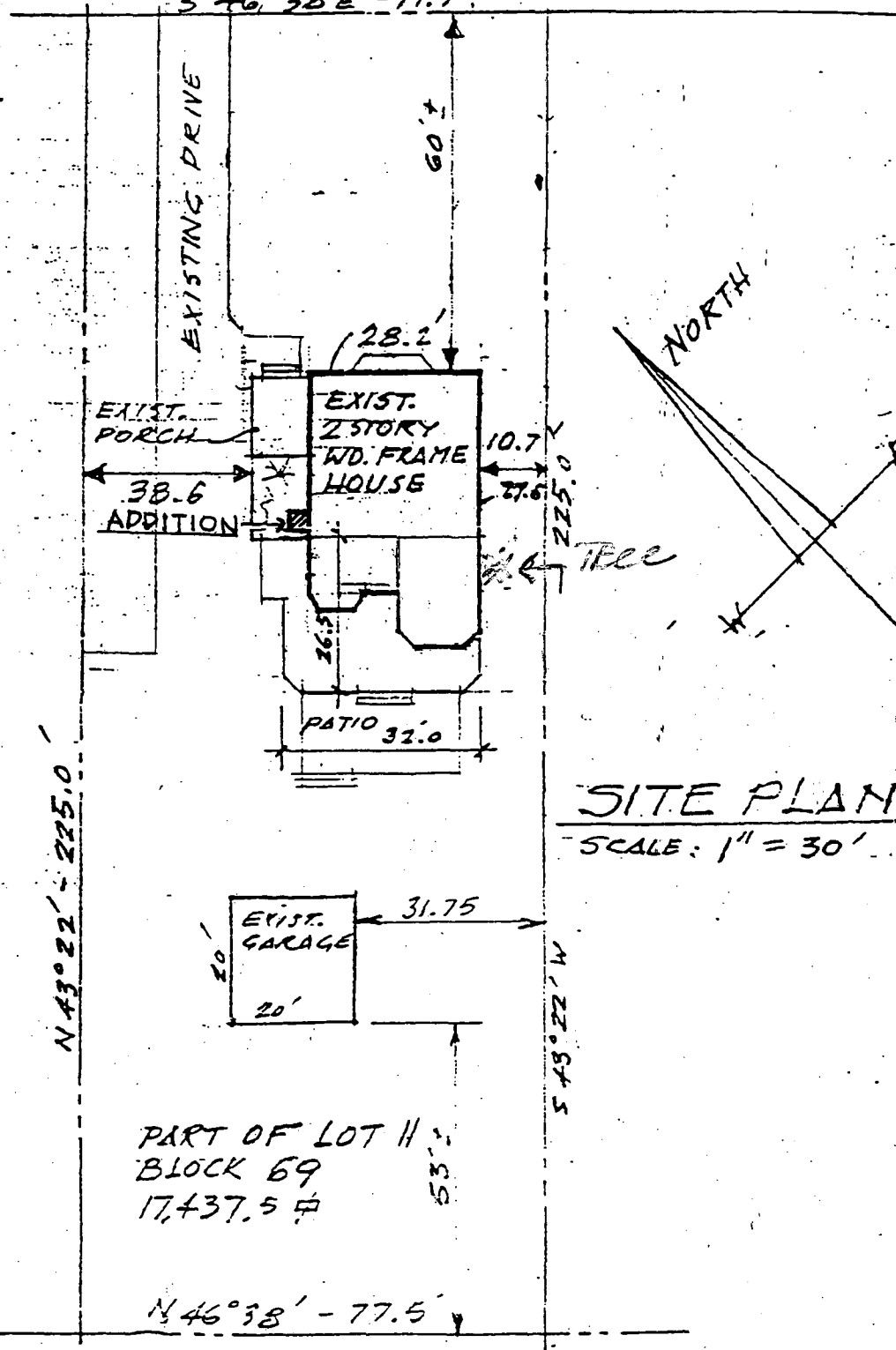
If you are proposing construction adjacent to or within the canopy of any tree 6" or larger in diameter (at approximately 4 feet above the ground), you must file an accurate tree survey identifying the size, location, and species of each tree of at least that dimension.

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).

PHILADELPHIA AVE.

S 46° 38' E - 77.5'



SITE PLAN

SCALE: 1" = 30'

N 43° 22' W - 225.0'

S 43° 22' W

PART OF LOT II
BLOCK 69
17,437.5 sq ft

N 46° 38' E - 77.5'

612 PHILADELPHIA AVE.
TAKOMA PARK MD.

6
11



ADDITION

MATCH EXIST.
SHINGLES

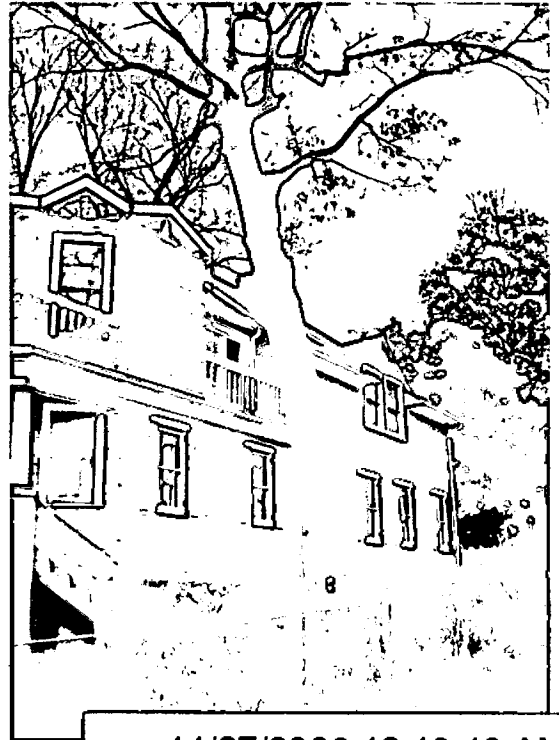
9



11/27/2006 12:19:04 AM



11/27/2006 12:19:22 AM



11/27/2006 12:19:40 AM

City of Takoma Park, Maryland

301 989-1925

DEPARTMENT OF PUBLIC WORKS
TELEPHONE: 301.891.7633
FAX: 301.585.2405



31 OSWEGO AVENUE
SILVER SPRING, MARYLAND 20910

240-463-1559

M

November 14, 2006

Ruth Skafsgaard and Martin Lowery
612 Philadelphia Avenue
Takoma Park, Maryland 20912

Dear Ms. Skafsgaard and Mr. Lowery:

The City of Takoma Park has granted preliminary permit approval for you to remove the 30 inch dbh red oak tree from the left side of your property.

Preliminary approval means that the City will post your property for a 15 day period beginning November 13, 2006 and ending November 28, 2006 for public comment. **If no objections are filed by the community, you will be issued a permit to remove the tree(s) pending the City's receipt of your Historic Preservation Commission's approval and your signed agreement to adhere to the City's replacement requirements.** The replacement agreement is enclosed, the terms of which require you to replant one 1 1/2 inch caliper tree(s), or make a contribution of \$175.00 to the City's tree fund.

Since the tree address is located in the Historic District, you must also receive permission from the Maryland National Capital Park and Planning's Historic Preservation Commission (HPC). To inquire about the HPC requirements, phone 301-563-3400.

Please contact me if you have any questions.

Sincerely,

Todd M. Bolton
City Arborist

Enclosure

V