At the August 16, 2017 HPC meeting, the Commission found that this application was incomplete and that additional information was required to make an informed decision. The applicants were not at the meeting when the Commission asked them to come forward, and the case was postponed to the September 6, 2017 HPC meeting. Additional information has been provided by the applicant, and that information and the original staff report are attached.

The information to complete the record can be found on Circles 24 - 26.
MONTGOMERY COUNTY HISTORIC PRESERVATION COMMISSION
STAFF REPORT

Address: 7338 Piney Branch Rd., Takoma Park  
Meeting Date: 9/6/2017

Resource: Non-Contributing Resource  
Takoma Park Historic District  
Report Date: 8/30/2017

Applicant: Ivan and Mirjana Tokic  
Public Notice: 8/23/2017

Tax Credit: N/A  
Staff: Michael Kyne

Review: HAWP

Case Number: 37/03-17BBB

PROPOSAL: Bay window installation

STAFF RECOMMENDATION

Staff recommends that the HPC approve the HAWP application.

ARCHITECTURAL DESCRIPTION

SIGNIFICANCE: Non-Contributing Resource within the Takoma Park Historic District
STYLE: Ranch
DATE: c. 1940s

PROPOSAL

The applicants propose to replace the existing triple window on the front of the house (left side) with a bay window.

APPLICABLE GUIDELINES

When reviewing alterations and new construction within the Takoma Park Historic District several documents are to be utilized as guidelines to assist the Commission in developing their decision. These documents include the historic preservation review guidelines in the approved and adopted amendment for the Takoma Park Historic District (Guidelines), Montgomery County Code Chapter 24A (Chapter 24A), and the Secretary of the Interior’s Standard’s for Rehabilitation (Standards). The pertinent information in these documents is outlined below.

Takoma Park Historic District Guidelines

There are two very general, broad planning and design concepts which apply to all categories. These are:

- The design review emphasis will be restricted to changes that are all visible from the public right-of-way, irrespective of landscaping or vegetation (it is expected that the majority of new additions will be reviewed for their impact on the overall district), and

- The importance of assuring that additions and other changes to existing structures act to reinforce and continue existing streetscape, landscape, and building patterns rather than to impair the
character of the historic district.

The Guidelines contain the following statements pertaining to Non-Contributing/Out-of-Period Resources:

- Non-Contributing/Out-of-Period Resources are either buildings that are of little or no architectural and historical significance to the historic district or are newer buildings that have been constructed outside of the district’s primary periods of historical importance. These types of resources should receive the most lenient level of design review.

- Most alterations and additions to Non-Contributing/Out-of-Period Resources should be approved as a matter of course. The only exceptions would be major additions and alterations to the scale and massing of Non-Contributing/Out-of-Period Resources which affect the surrounding streetscape and/or landscape and could impair the character of the historic district as a whole.

Secretary of Interior’s Standards for Rehabilitation

The Secretary of the Interior defines rehabilitation as “the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features, which convey its historical, cultural, or architectural values.” Standards 2, 9, and 10 most directly apply to the application before the commission:

#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.

#9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

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 DISCUSSION**

The subject property is a Non-Contributing resource within the Takoma Park Historic District. The adjacent and confronting properties are also Non-Contributing resources. According to the Approved and Adopted Amendment to the Master Plan for Historic Preservation: Takoma Park (1992), the subject property was a c. 1940s Ranch-style house at the time of designation. The 1954 Sanborn Fire Insurance Map supports this description, as it indicates that the house was originally one-story. The house has clearly been altered since 1992, now being a two-and-a-half-story house with traditional features.

The applicants propose to replace the existing triple window on the front (left side) elevation of the house with a bay window. The bay window will consist a single lite fixed central window flanked by double-hung 4-over-4 windows. The windows will be wood with wood trim, three wood panels beneath, and a copper roof. The bay window will project 2' from the house.

According to the Guidelines, Non-Contributing Resources should receive the most lenient level of design review and most changes should be approved as a matter of course except when the proposal could affect the surrounding streetscape or impair the character of the historic district as a whole.

Staff is generally supportive of the proposal, finding that, because the property is a Non-Contributing Resource surrounded by other Non-Contributing Resources, it has minimal potential to detract from the Contributing and Outstanding Resources within the district. The proposed bay window will not project beyond the front porch, and the character defining features of the streetscape, such as setback, building height, and roof form, will not be altered.

However, the Commission might find that the proposal would introduce a prominent feature that is highly visible from the public right-of-way and review the proposal with greater scrutiny. If so, the Commission might find that the proposed materials (i.e., copper roof) are incompatible with the house and/or streetscape and stipulate that more appropriate materials be used.

After full and fair consideration of the applicant’s submission staff finds the proposal as being consistent
with the Criteria for Issuance in Chapter 24A-(b) 1 and 2, having found the proposal is consistent with the 
Secretary of the Interior's Standards for Rehabilitation, and Takoma Park Historic District Guidelines 
outlined above.

STAFF RECOMMENDATION

Staff recommends that the Commission approve the HAWP application under the Criteria for Issuance in 
Chapter 24A-8(b), having found that the proposal is consistent with the Takoma Park Historic District 
Guidelines identified above, and therefore will not substantially alter the exterior features of the historic 
resource and is compatible in character with the district and the purposes of Chapter 24A;

and with the Secretary of the Interior's Standards for Rehabilitation;

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;

and with the general condition that final project design details, not specifically delineated by the 
Commission, shall be approved by HPC staff or brought back to the Commission as a revised HAWP 
application at staff's discretion;

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 
michael.kyne@montgomeryplanning.org to schedule a follow-up site visit.
APPLICATION FOR
HISTORIC AREA WORK PERMIT

Contact Name: tokicivan4@gmail.com
Contact Person: Ivan Tokic

Daytime Phone No.: 240-893-4459

Tax Account No.: 

Name of Property Owner: Ivan Tokic & Miriana Tokic
Daytime Phone No.: 240-893-4459

Address: 7338 Piney Branch Road Takoma Park MD 20912

Contractor: property owner to do own work

Contractor Registration No.: 

Agent for Owner: 

Daytime Phone No.: 

LOCATION OF BUILDING PROJECT

House Number: 7338
Street: Piney Branch Road

Town/City: Takoma Park
Nearest Cross Street: Philadelphia Ave (Hwy 410)

Lot: 2A
Block: 82
Subdivision: 

Parcels: 

PART ONE: TYPE OF PERMIT, ACTION AND USE

1A. CHECK ALL APPLICABLE:

☐ Construct ☐ Extend ☐ Alter/Renovate ☐ Add / Extension ☐ Remodel

☐ Move ☐ Install ☐ Wreck/Raze ☐ A/C ☐ Roof ☐ Porch ☐ Deck

☐ Revision ☐ Repair ☐ Renovate ☐ Fence/Wall (complete Section 4) ☐ Other: 

1B. Construction cost estimate: $ 

1C. If this is a revision of a previously approved active permit, state Permit # 

PART TWO: COMPLETION DATE FOR CONSTRUCTION AND TWO-YEAR MAINTENANCE

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 OR 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 property line/property line ☐ Entirely on land of owner ☐ On public right of way/assistance

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: 7/25/2017

Approved: 

For Chairperson, Historic Preservation Commission

Disapproved: 

Signature: 

Date: 

Application/Permit No.: 

Date Filed: 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:
      The existing structure is a single family two story home built in 1954. Original it was a single floor, brick, minimal traditional home without any significant historical features.
   b. General description of project and its effect on the historic resource(s), the environmental setting, and, where applicable, the historic district:
      We would like to replace the existing first floor window with a bay window. The new bay window will allow more light into the living room and enhance the exterior elevation of the home.

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 dumsters, machinery 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 resources 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.

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.
Existing Site Plan for
7338 Piney Branch Road

Shade portion to indicate North

Applicant: Ivan Tokic
Proposed Bay Window Elevation

COPPER METAL ROOF

DOUBLE HUNG WINDOW

FIXED WINDOW

PAINTED WOOD TRIM

PAINTED WOOD PANEL TRIM

*In plan the bay window will project 2'-0" from the existing exterior wall.
Proposed Bay Window Elevation – Sketch

Applicant: Ivan Tokic
WOOD WINDOWS AND PATIO DOORS

THERE ARE LUXURIES IN LIFE THAT AREN'T TIED TO MONEY.
At JELD-WEN, we understand this idea, which is why we craft reliable Siteline EX windows and patio doors. Each one is designed to enhance homes with exceptional beauty and energy efficiency at a great value. These windows and patio doors also provide dependable performance time and time again. They’re simply worry-free, which, of course, is the best luxury of all.

From clean and streamlined to charming and ornate, we offer a full range of styles and options. Our selection ensures you’ll find the perfect windows and patio doors to meet all your requirements.

To see the complete Siteline EX Wood Windows and patio door beauty section please request brochure #11-618A at: www.jeld-wen.com.
Engineered for High Performance

A commitment to excellence and innovation inspired our new Siteline® wood windows and patio doors. Each door and window is designed for ease of operation, low maintenance and beauty that stands the test of time.

Energy Efficiency Designed to Last

Can a door or window be called high-performance? Definitely. Siteline wood windows and patio doors meet or exceed 2016 ENERGY STAR® 6 requirements and offer increased thermal performance and weather resistance with outstanding energy advantages. Our thermally improved engineered sill and frame designs feature innovative advancements for added energy efficiency and durability.

With Neat® glass, you gain natural cleaning convenience. Neat glass harnesses the sun’s UV rays (even when the sky is cloudy) to loosen dirt from the glass so rainwater can easily rinse away the grime. No manual activation is required.

Architectural Enrichment

Whether it’s new construction, renovation, traditional or modern, JELD-WEN offers a style that fits your needs. We make it easy to enhance a home with depth and definition that complements your project. Detail updates such as the recessed sash on the casement and our double-hung concealed jamb liner add architectural flair and aesthetic appeal with clean, smooth, contemporary lines. Regardless of the climate where you live, we offer the products you need, with larger unit sizes and expanded design options.

Clearly Better

All Siteline wood windows and patio doors come with LoE²-366® glass, which blocks infrared rays, so you’ll stay cooler in the summer and warmer in the winter. Only JELD-WEN Siteline wood products come standard with LoE²-366 and Neat® glass. ENERGY STAR® certified versions of Siteline wood products are available with energy efficient options, including argon-filled or high-altitude glass.
AuraLast® wood protects against wood rot for as long as you own and occupy your home. Guaranteed.

**LIFETIME LIMITED WARRANTY**
Guaranteed Protection Against Wood Rot
JELD-WEN® wood windows and patio doors made with exclusive pine AuraLast wood are guaranteed not to rot for as long as you own and occupy your home. Wood products made from AuraLast wood maintain their structural integrity even in the toughest climates. Visit jeld-wen.com to view the full warranty.*

**100% PROTECTION**
Surface-to-Core Protection
Because of our vacuum/pressure process, AuraLast wood provides virtually 100% penetration of the protective ingredients. Other manufacturers use submersion/dip-treatment methods, which only protect the outer surface of the wood.

**100% WOOD**
Working With AuraLast
Wood is Easy
AuraLast offers the strength and beauty of real wood because it is real wood, not a composite. AuraLast wood is colorless, stainable and odorless.

**100% WORKY-FREE**
AuraLast is Safe
AuraLast wood is made by using a water-based solution to deliver the effective ingredients to the core of the wood. Traditional dip-treatments use a solvent-based chemical bath. During production our AuraLast process releases 96% fewer volatile organic compounds than the traditional dip-treatment method.

Traditional treatments only protect the outer surface

**A JELD-WEN Exclusive**
Only JELD-WEN makes window and door products with natural pine AuraLast wood that are built to last.

**Protects Against Water Saturation**
AuraLast wood offers superior resistance to water saturation, which protects against swelling that causes windows and doors to stick.

**Protects Against Termites**
Harmful termites will eat through unprotected wood—not so with AuraLast wood.

Visit jeld-wen.com/auralast for more information

*AuraLast Lifetime Limited Warranty Coverage for Wood Decay and Termite Damage*
FIXED, RADIUS AND GEOMETRIC WINDOWS
## DOUBLE-HUNG WINDOWS

### CLAD AND WOOD PICTURE UNITS (CONTINUED)

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<thead>
<tr>
<th>Frame Size</th>
<th>Daylight Opening</th>
<th>Rough Opening</th>
<th>M.O. Brickmould</th>
<th>M.O. Flat Casing</th>
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<td>54 1/2&quot; x 17/8&quot;</td>
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*Note: Elevations shown do not have extender trim.*

**ELEVATION SYMBOL LEGEND**

- **M.O. MASONRY OPENING**
- **VALUES IN () ARE IN MILLIMETER CONVERSIONS**
- **INDICATES DESIGN PRESSURE (DP) RATING WITH STANDARD GLAZING**
- **INDICATES OPTIONAL DESIGN PRESSURE RATING**

---

**DOUBLE-HUNG**

**WOOD**
DOUB-E-HUNG WINDOWS

These windows are designed for the past, present and future. They are not just glass in a frame, but offer an extended picture plane with raked muntin bars.

OPTIONAL DESIGNS

COTTAGE

REVERSE COTTAGE

HYBRID

HYBRID

CHAMBERED COMPOSITE INTERIOR SILL

- Added strength
- Raked muntin bars as thermal break
## Clad and Wood Operating Units

<table>
<thead>
<tr>
<th>M.O. Brickmould</th>
<th>M.O. Flat Casing</th>
<th>Rough Opening</th>
<th>Frame Size</th>
<th>Daylight Opening</th>
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### Elevation Symbol Legend
- **M.O. MANSION OPENING**
- **VALUES IN ( ) ARE IN MILLIMETER CONVERSIONS**
- **VALUES IN [ ] ARE NUMBER OF DAYLIGHT OPENINGS PER UNIT**
- **E UNIT MEETS ESSENTIAL REQUIREMENTS FOR ROCA & MC CODE, STATE AND LOCAL CODES MAY DIFFER.**
- *** indicates design pressure (DP) rating with standard glazing**
- **** indicates optimal design pressure rating

Note: Elevations shown do not have exterior trim.
CLAD SECTION DETAILS AND DIMENSIONS FOR OPERATING UNITS

WOOD SECTION DETAILS AND DIMENSIONS FOR OPERATING UNITS

All dimensions are approximate.
DOUBLE-HUNG WINDOWS

CLAD SECTION DETAILS AND DIMENSIONS FOR STATIONARY UNITS

WOOD SECTION DETAILS AND DIMENSIONS FOR STATIONARY UNITS

All dimensions are approximate.
All dimensions are approximate.
Existing Property Condition Photographs (duplicate as needed)

Detail: Existing front elevation of 7338 Piney Branch Road

Detail: Existing front elevation of 7338 Piney Branch Road
## HAWP APPLICATION: MAILING ADDRESSES FOR NOTIFYING
[Owner, Owner’s Agent, Adjacent and Confronting Property Owners]

<table>
<thead>
<tr>
<th>Owner’s mailing address</th>
<th>Owner’s Agent’s mailing address</th>
</tr>
</thead>
</table>
| Ivan Tokic & Mirjana Tokic  
7338 Piney Branch Road  
Takoma Park, MD 20912 |                                |

<table>
<thead>
<tr>
<th>Adjacent and confronting Property Owners mailing addresses</th>
</tr>
</thead>
</table>
| James & Mary Vorhies  
7400 Piney Branch Road  
Takoma Park, MD 20912 | George Leventhal  
7336 Piney Branch Road  
Takoma Park, MD 20912 |
| Danielle Mysiowiec  
7401 Piney Branch Road  
Takoma Park, MD 20912 | Laura Steinberg  
7407 Baltimore Ave  
Takoma Park, MD 20912 |
Simulated Divided Lites

Add architectural interest to your windows with our divided lite options. These options include simulated divided lites (SDLs) for an authentic look. They feature grilles that are permanently attached to both the interior and exterior glass (aluminum for clad exteriors, wood for wood exteriors). Clear wood grilles adhered to the interior glass and optional light brown or silver shadow bars that are placed between the two panes of insulating glass to provide design detail.

Grilles are available in 3/8" 1-1/8", 1-3/4" and 2-5/16" widths in several grille patterns and two profiles: bead and purfling (purfling available in 5/32", 7/32" and 1-1/8"). These grilles are available in the color that matches the exterior color of the window you choose.