MONTGOMERY COUNTY HISTORIC PRESERVATION COMMISSION
PRELIMINARY REVIEW

Address: 7304 Willow Ave., Takoma Park  
Meeting Date: 03/22/17

Resource: Contributing Resource  
Report Date: 03/08/17

Takoma Park Historic District

Applicant: Gregory Castano & Erin Holve  
Public Notice: 03/01/17

Review: HAWP  
Tax Credit: N/A

Case: 37/03-17HHH  
Staff: Dan Bruechert

Proposal: Garage Demolition and New Construction

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RECOMMENDATION
Staff recommends that the Historic Preservation Commission **approve with one (1) condition** the HAWP application.

- The windows in the proposed addition must have fixed exterior and interior grilles and the window specifications be submitted for review and approval with final authority for approval delegated to Staff.

PROJECT DESCRIPTION
SIGNIFICANCE: Contributing Resource to the Takoma Park Historic District
STYLE: Bungalow
DATE: 1923

The subject property is one-and-a-half story tall, wood frame bungalow. The side-gable roof has a front gable dormer and extends to cover the full-length front porch. On the left side of the house, to the rear is a one-story garage. The garage, built at the same time as the house, is constructed using cast concrete block, has an asphalt-shingled, front-gable roof with a pair of half-lite swinging garage doors.

BACKGROUND
This project came into the HPC for a preliminary review on March 22, 2017. The HPC was generally supportive of this proposal. The HPC had several questions for the applicant related to the preservation of the trees that were causing the deterioration of the garage. The architect has worked with the Takoma Park arborist to retain a large portion of the historic garage foundation to provide protection to the trees. One Commissioner was concerned that the placement of the addition would be preferable behind the historic house. After further evaluating this option, the architect determined that the slope of the rear yard would not accommodate construction fully behind the house.

PROPOSAL
The proposal calls for demolishing the historic detached garage building and constructing a rear addition in its place.

**APPLICABLE GUIDELINES**

When reviewing alterations and additions for new construction within the Takoma Park Historic District, decisions are guided by the Takoma Park Historic District Design Guidelines (Design Guidelines) and Montgomery County Code Chapter 24A (Chapter 24A).

**Montgomery County Code; Chapter 24A-8(b)**

A HAWP permit should be issued if the Commission finds that:

1. The proposal will not substantially alter the exterior features of a historic site or historic resource within a historic district.
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 a historic resource is located and would not be detrimental thereto of to the achievement of the purposes of this chapter.
3. The proposal is necessary in order that unsafe conditions or health hazards be remedied;

**Takoma Park Historic District Design 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 at 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 district.

Contributing Resources should receive a more lenient review than those structures that have been classified as Outstanding. This design review should emphasize the importance of the resource to the overall streetscape and its compatibility with existing patterns rather than focusing on a close scrutiny of architectural detailing. In general, however, changes to Contributing Resources should respect the predominant architectural style of the resource. As stated above, the design review emphasis will be restricted to changes that are *at all visible from the public right-of-way*, irrespective of landscaping or vegetation.

Some of the factors to be considered in reviewing HAWPs on Contributing Resources include:

All exterior alterations, including those to architectural features and details, should be generally consistent with the predominant architectural style and period of the resource and should preserve the predominant architectural features of the resource; exact replication of existing details and features is, however, not required,

While additions should be compatible, they are not required to be replicative of earlier
architectural styles,

Some non-original building materials may be acceptable on a case-by-case basis; artificial siding on areas visible to the public right-of-way is discouraged where such materials would replace or damage original building materials that are in good condition,

All changes and additions should respect existing environmental settings, landscaping, and patterns of open space.

**STAFF DISCUSSION**
Staff has determined the best way to evaluate this proposal is to consider the demolition and construction as two separate elements. The demolition of the historic garage must be approved prior to consideration of the proposed construction.

**Garage Demolition**
The Garage at 7304 Willow Ave. was constructed at the same time as the historic house and adds to the site’s character. There are several trees at the property boundary and close to the garage. Over time tree roots have extended and infiltrated the garage masonry and have eroded the mortar joints. The weakened and lost mortar has created a situation where the wall’s strength is not sufficient to hold back the force of the tree roots and the weight of the soil and the garage wall has developed significant bowing. There is additional damage to both the front and rear wall. Additionally, the door jamb is no longer plumb and has caused damage to the doors.

![Figure 1: Exterior of the garage showing masonry damage](image)

Based on the photos presented by the applicant and Staff’s observations at a site visit, the building is in a condition where it has degraded to the point that three of the garage walls will likely need to be completely replaced. The demolition of this resource can be supported by 24A-8(b)(4).
Additionally, as this is an accessory structure, located behind the main building, its removal will have a minimal impact on the surrounding streetscape. Passers-by would need to be directly in front of either the subject building or the shared drive with 7306 Willow Ave. to see the garage or the proposed rear addition. This is in keeping with the broad guidance found in the Takoma Park Historic District Design Guidelines. Staff recommends approval of the demolition of the historic garage.

**Rear Addition**
The proposed construction at the rear is a one-and-a-half story front gable addition that will read like a garage from the surrounding district, but will function as a one-bedroom in-law suite.

Currently, the garage is located only 3’ 6” (three feet, six inches) from the lot line. The new construction will be setback to a code complaint 7’ (seven feet) with a CMU retaining wall constructed in the location of the historic garage foundation, largely out of the foundation CMU blocks. This retaining wall will protect the new construction from the pressures that damaged the historic garage and provide the support necessary for the trees’ continued survival.

The new addition will be approximately 15’ (fifteen feet) wide, but several feet of that will be obscured by the historic house massing. The new construction will also be 8’ 6” (eight feet, six inches) further to the rear of the historic garage. This will place the front wall plane of the addition behind the wall plan of the house.

The new construction will have a front gable roof with a large shed dormer to create livable space in the half-story above. The roof for the new construction will be three-tab asphalt shingles that match the appearance of the historic house. The building will be 18’ 1½” (eighteen feet, one and one-half inch tall). The building will be clad in a block foundation with a stucco finish to the height of the carriage doors. Above the carriage doors, the building will be clad in
Hardi shingles to create a similar appearance to the historic garage. The proposed materials will create a consistent appearance with the main house and comply with the Design Guidelines.

The front garage doors will be refurbished with a second entrance door behind the right carriage door to provide outside access. A single three-over-one casement window will be placed above the carriage doors. The overall effect will allow the new construction to read like a garage. Additionally, Staff would like to commend the applicant for the re-use of this historic material and integrating it into the new construction.

Because of the significant setback from the street, the side elevations of the new construction will not be visible from the public right of way. Each of the side elevations will have several three-over-one windows in the upper floor dormer, and will have irregularly placed three-over-one casement windows on the ground floor. This window style is generally in keeping with the Craftsman style of the main house. The applicant did not provide specifications for these windows, but the application does indicate that the windows will be wood casement windows. Staff recommends that any approval on this project include the condition that the window have fixed exterior and interior grilles and that the window specifications be submitted for review and approval with final authority delegated to Staff. Both side elevations will not be visible from the public right-of-way and are not are consistent in appearance with the architecture of the historic house. This is in keeping with the Design Guidelines for the historic district and should be approved.

Because the new construction will be engaged into the lot slope, only the upper level will be visible. A pair of French Doors to provide direct outdoor egress is proposed for the rear. As this will not be visible from the public right-of-way, and the design will not detract from the historic resource, Staff supports their approval.

Staff believes that this proposal is a creative way of expanding the living space of the house without significantly increasing the lot coverage or losing the historic character of the house. Staff hopes that other projects follow this solution to promote the retention of the historic character of the surrounding district.

**STAFF RECOMMENDATIONS**

Staff recommends that the Commission **approve with one (1) condition** this HAWP application;

- The windows in the proposed addition must have fixed exterior and interior grilles and the window specifications be submitted for review and approval with final authority for approval delegated to Staff;

and with the general condition applicable to all Historic Area Work Permits that **the applicant will present 3 permit sets of drawings to HPC staff for review and stamping prior to submission for permits (if applicable).** After issuance of the Montgomery County Department of Permitting Services (DPS) permit, the applicant will arrange for a field inspection by calling the DPS Field Services Office at 240-777-6370 prior to commencement of work and not more than two weeks following completion of work.
APPLICATION FOR
HISTORIC AREA WORK PERMIT

Contact Email: Brian@bfmarsh.com
Contact Person: Brian McCaughy
Daytime Phone No.: 301.585.2222

Tax Account No.: 13-01069420
Name of Property Owner: Gregory Costello & Erin Holve
Daytime Phone No.: 301.437.9442
Address: 7304 Willow Avenue, Takoma Park MD 20912

Contractor: TBD
Contractor Registration No.: Agent for Owner: Brian McCaughy
Daytime Phone No.: 301.585-2222

LOCATION OF BUILDING/PREMISE
House Number: 7304
Street: Willow Avenue
Town/City: Takoma Park
Nearest Cross Street: Nearest Cross Street:
Lot: 12
Block: 9
Subdivision: LTE

PART ONE: TYPE OF PERMIT AND USE
1A. CHECK ALL APPLICABLE:
☐ Construct ☐ Extant ☐ Alter/Remove
☐ A/C ☐ Slab ☐ Room Addition ☐ Porch ☐ Deck ☐ Shed
☐ Move ☐ Install ☐ Wreck/Remove
☐ Solar ☐ Fireplace ☐ Woodburning Stove ☐ Single Family
☐ Revise ☐ Repair ☐ Reversible

PART TWO: SUMMARY OF PROPERTY, ACTIONS AND USE
1B. Construction cost estimate: $200,000
1C. This is a revision of a previously approved active permit, see Permit #

PART THREE: SUMMARY OF NEW CONSTRUCTION AND EXTENSIONS
2A. Type of sewage disposal: 01 ☐ WSSC 02 ☐ Septic 03 ☐ Other:

2B. Type of water supply: 01 ☐ WSSC 02 ☐ Well 03 ☐ Other:

PART FOUR: COMPLIANCE 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 party line/property line ☐ Entirely on land of owner ☐ On public right of way/assessment

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: 8/16/17

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

SEE REVERSE SIDE FOR INSTRUCTIONS

810382
1. WRITTEN DESCRIPTION OF PROJECT
   a. Description of existing structure(s) and environmental setting, including their historical features and significance:
      See addendum a.

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

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 dihete 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.
<table>
<thead>
<tr>
<th>Owner’s mailing address</th>
<th>Owner’s Agent’s mailing address</th>
</tr>
</thead>
</table>
| Gregory Castano & Erin Holve  
7304 Willow Avenue  
Takoma Park, MD 20912 | Brian McCarthy  
Bennett Frank McCarthy Arch. Inc.  
1400 Spring St. Suite 320  
Silver Spring, MD 20910 |
| **Adjacent and confronting Property Owners mailing addresses** | |
| Marjorie E. & Lowell L. Wilkes  
7302 Willow Avenue  
Takoma Park, MD 20912 | Thomas H. DeFoe Jr.  
Maria A. Kreiser  
7303 Willow Avenue  
Takoma Park, MD 20912 |
| Frederico S. Azcavate  
Maria A. Roeppe  
7305 Willow Avenue  
Takoma Park, MD 20912 | Daniel E. Loeb  
7306 Willow Avenue  
Takoma Park, MD 20912 |
| Thomas R. & P.A. Runbaugh  
7301 Maple Avenue  
Takoma Park, MD 20912 | John K. Hemphill  
Lynne E. Bradley  
7305 Maple Avenue  
Takoma Park, MD 20912 |
16 August 2017

To:             Historic Preservation Commission (HPC)  
                 Maryland-National Capital Park & Planning Commission  
                 c/o Department of Permitting Services, Montgomery County

From:          Brian McCarthy

Re:            Historic Area Work Permit for the Contributing Resource at 7304 Willow  
                Avenue in the Takoma Park Historic District.  
                Addenda to HAWP: Written Description of Project

Addendum a.

The house is a 1-1/2 story wood frame bungalow in the Takoma Park historic district, sited on a  
sloping lot on a residential street with mature trees. The house, which includes a one-story one-  
car garage, was built in 1923 and is registered as a Contributing Resource.

A one-story addition - built in the 1990's - expanded the rear of the house to the point of  
connecting it to the previously detached garage. A partially finished basement is located under  
the original portion of the house while a shallow crawlspace extends under the rear addition.

The front façade is dominated by a covered porch, accessed by a eight wood steps down to a  
concrete lead walk. The main roof, which slopes up and away from the street, is punctuated by  
a modest central dormer. An old photograph of Willow Avenue suggests the gabled dormer is  
not original - a replacement of a shed dormer similar to 7302 Willow. There is a second gable  
dormer at the rear roof, which is extended as a low slope shed roof over the one-story addition.  
The main body of the house has a stucco finish, with some modest use of painted cedar shingles.  
The dormers are finished in aluminum siding.

The garage, accessed from the driveway at the left side of the lot, is of rusticated concrete block  
construction with non-original, rounded cedar shakes at the gable end. The garage entrance  
consists of a pair of 4 ft wide, side hinged, half-lite doors. The garage sits 3.5 feet off the side  
property line and is partially submerged into the hillside. The existing structure is in general  
disrepair. The most dramatic problem is the block foundation wall nearest the property line. A  
mature black walnut tree (roughly 20 inches in diameter) has grown just a few feet off the front  
left corner, and a major root hugs the wall as it extends toward the rear. The tree’s growth has  
cracked the wall in multiple locations, and has destabilized the front left corner immediately  
adjacent to the garage door. Additionally, the roof ridge sags, and the walls below grade are  
seasonally damp.
Addendum b.
We are proposing to demolish the garage and build a modest, 1-1/2 story addition to accommodate the owner’s parents. It is our opinion that preservation of the black walnut tree precludes making any meaningful repairs to the garage foundation. We have met with the City arborist and he agrees, noting he endorses our plan to retain the part of the existing foundation as a retaining wall. Our proposal seeks to increase the clearance to the tree from the current 2-1/2 feet to 10 feet. This will be achieved by increasing the existing sideyard setback from a non-conforming 3-1/2 ft to a little beyond the 7 feet required. The garage will also be approximately 8-1/2 feet further back, placing it fully behind the rear wall of the house.

The existing garage is 13’-4” wide x 20’-4” deep. A modest link with the house extends the width a bit, such that 14 feet of garage façade is visible from the street. Though the proposed in-law suite is a little wider at 15 x 26, the combined effect of shifts to the right and back will leave less than 11 feet visible from the street. The current garage ridge height is 11’-8” above the driveway. The proposed ridge height is 18’ 1-1/2”, placing it on par with the height of the rear addition next door at 7302 Willow Ave. The height at the rear will be 10 ft above grade. The massing of the street façade - reminiscent of 7306 Willow Avenue - is a steep gable roof to minimize the apparent height, with lower slope shed dormers set 4 ft back from the front façade.

The new structure, like the existing, will have a block foundation wall up to the top of the garage doors, with wood framing above. Unlike the existing rusticated block, we propose to finish the new foundation with a cementitious parging/stucco to complement the stucco on the main house. The upper frame walls will be finished with cement fiberboard shingles to acknowledge the wood shingle finish on the side wall of the rear addition, and the adjacent property at 7302 Willow Ave. The garage doors will be restored/rebuilt and reinstalled to retain the appearance of a garage. The roof will be “asphalt” shingles, like the main house.

The in-law suite will be connected to the main house, as required by County regulations, by a 5’-9” ft long hallway. The visible side of the link will be predominantly glazed to maximize transparency and create the impression the new structure is detached, as the original garage would have been.

Lastly, we’d like to mention a nearby precedent at 7309 Willow Ave (HPC case #37/03-10JJJ). In this case a one-story garage was demolished and replaced with a 1-1/2 story “writer’s studio”.
Existing Property Condition Photographs (duplicate as needed)

Detail: 7304 Willow Ave., street view. Front dormer not original.

Detail: 7304 Willow Ave., street view. Front porch & right side elevation

Applicant: Gregory Castano & Erin Holve
Existing Property Condition Photographs (duplicate as needed)

Detail: 7304 Willow Ave., street view, Garage & left side elevation

Detail: 7304 Willow Ave., Garage, with tree at left causing garage wall damage.
Existing Property Condition Photographs (duplicate as needed)

Detail: 7304 Willow Ave., Close-up of damage to garage block wall.

Detail: 7304 Willow Ave., Garage & partial side elevation of 7302 Willow Ave.
Existing Property Condition Photographs (duplicate as needed)

Detail: 7304 Willow Ave., Garage left side with tree, from 7302 Willow Ave.

Detail: 7304 Willow Ave., Root proximity to garage wall

Applicant: Gregory Castano & Erin Holve
Existing Property Condition Photographs (duplicate as needed)

Detail: 7304 Willow Ave., Garage wall interior

Detail: 7304 Willow Ave., Garage wall crack detail
Existing Property Condition Photographs (duplicate as needed)

Detail: 7304 Willow Ave., Garage wall crack high

Detail: 7304 Willow Ave., Garage wall floor slab/ root heave

Applicant: Gregory Castano & Erin Holve
Existing Property Condition Photographs (duplicate as needed)

Detail: 7304 Willow Ave., View from rear yard & rear view of 7302 Willow Ave.

Detail: 7304 Willow Ave., Rear view of garage right side elevation

Applicant: Gregory Castano & Erin Holve

Page: 7
Existing Property Condition Photographs (duplicate as needed)

Detail: 7304 Willow Ave., rear view of garage and house roofs

Detail: 7304 Willow Ave., rear view of bowed garage ridge

Applicant: Gregory Castano & Erin Holve
Existing Property Condition Photographs (duplicate as needed)

Detail: 7302 Willow Ave., Left side neighbor

Detail: 7306 Willow Ave., Right side neighbor

Applicant: Gregory Castano & Erin Holve
Existing Property Condition Photographs (duplicate as needed)

Detail: 7303 & 7305 Willow Ave., Street view

Detail: 7301 Willow Ave., Street view

Applicant: Gregory Castano & Erin Holve
Existing Property Condition Photographs (duplicate as needed)

Detail: 7300 Willow Ave., Street view

Detail: 7309 Willow Ave., Street view of case precedent. 1 1/2 story writer's studio.

Applicant: Gregory Castano & Erin Holve
EXISTING SITE PLAN

HORIZONTAL / SITE BOUNDARY AND GENERAL HOUSE LOCATION INFORMATION BASED ON SURVEY BY WITHER ASSOCIATES, LLC DATED DECEMBER 2018. TREE LOCATIONS BASED ON FIELD OBSERVATIONS BY BENNETT FRANK MCCARTHY ARCHITECTS, INC.

EXISTING LOT COVERAGE: 1826 SF = 24.3%
PROPOSED LOT COVERAGE: 1980 SF = 26.4%

LOT 12, BLOCK 9
1980 SF

EXISTING WOOD TIMBER RETAINING WALLS

EXISTING STONE RETAINING WALLS

20' DIAMETER BLACK WALNUT

EXISTING GARAGE

EXISTING DECK

AREA TO CELLAR

EXISTING 1 1/2 STORY BUNGALOW WITH PARTIAL CELLAR

DRIVEWAY

EX. PORCH & STEPS

12' DIAMETER PINE

18' DIAMETER HOLLY

10' DIAMETER MULBERRY

SP-1
HOLVE-CASTANO
7304 Willow Avenue, Takoma Park, MD 20912

16 AUGUST 2017

#1658

BENNETT FRANK MCCARTHY
ARCHITECTS, INC.
1400 Spring Street, Suite 320, Silver Spring, Maryland 20910-2765
(301) 585-2222 www.bfmarch.com fax (301) 585-8917
PROPOSED SITE PLAN

EXISTING LOT COVERAGE: 1526 SF = 24.3%
PROPOSED LOT COVERAGE: 1880 SF = 28.4%

SP-2  HOLVE-CASTANO
7304 Willow Avenue, Takoma Park, MD 20912

16 AUGUST 2017  #1658
30 August 2017

To: Historic Preservation Commission (HPC)
   Maryland-National Capital Park & Planning Commission
c/o Department of Permitting Services, Montgomery County

From: Brian McCarthy

Re: Historic Area Work Permit for the Contributing Resource at 7304 Willow Avenue in the Takoma Park Historic District.
Addenda to HAWP: Written Description of Project

Addendum a.
The house is a 1-½ story wood frame bungalow in the Takoma Park historic district, sited on a sloping lot on a residential street with mature trees. The house, which includes a one-story one-car garage, was built in 1923 and is registered as a Contributing Resource.

A one-story addition - built in the 1990’s - expanded the rear of the house to the point of connecting it to the previously detached garage. A partially finished basement is located under the original portion of the house while a shallow crawlspace extends under the rear addition.

The front façade is dominated by a covered porch, accessed by a eight wood steps down to a concrete lead walk. The main roof, which slopes up and away from the street, is punctuated by a modest central dormer. An old photograph of Willow Avenue suggests the gabled dormer is not original – a replacement of a shed dormer similar to 7302 Willow. There is a second gable dormer at the rear roof, which is extended as a low slope shed roof over the one-story addition. The main body of the house has a stucco finish, with some modest use of painted cedar shingles. The dormers are finished in aluminum siding.

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Addendum b.
We are proposing to demolish the garage and build a modest, 1-1/2 story addition to accommodate the owner’s parents. It is our opinion that preservation of the black walnut tree precludes making any meaningful repairs to the garage foundation. We have met with the City arborist and he agrees, noting he endorses our plan to retain the part of the existing foundation as a retaining wall. Our proposal seeks to increase the clearance to the tree from the current 2-1/2 feet to 10 feet. This will be achieved by increasing the existing sideyard setback from a non-conforming 3-1/2 ft to a little beyond the 7 feet required. The garage will also be approximately 8-1/2 feet further back, placing it fully behind the rear wall of the house.

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The new structure, like the existing, will have a block foundation wall up to the top of the garage doors, with wood framing above. Unlike the existing rusticated block, we propose to finish the new foundation with a cementitious parging/stucco to complement the stucco on the main house. The upper frame walls will be finished with cement fiberboard shingles to acknowledge the wood shingle finish on the side wall of the rear addition, and the adjacent property at 7302 Willow Ave. The garage doors will be restored/rebuilt and reinstalled to retain the appearance of a garage. The roof will be “asphalt” shingles, like the main house.

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MONTGOMERY COUNTY HISTORIC PRESERVATION COMMISSION
PRELIMINARY REVIEW

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Takoma Park Historic District
Applicant: Gregory Castano & Erin Holve  Public Notice: 03/01/17
Review: Preliminary Review  Staff: Dan Bruechert
Proposal: Garage Demolition and New Construction

RECOMMENDATION
Staff recommends that the applicants make any revisions based on the HPC’s recommendations and return for a second preliminary consultation.

PROJECT DESCRIPTION
SIGNIFICANCE: Contributing Resource to the Takoma Park Historic District
STYLE: Bungalow
DATE: 1923

The subject property is one-and-a-half story tall, wood frame bungalow. The side-gable roof has a front gable dormer and extends to cover the full-length front porch. On the left side of the house, to the rear is a one-story garage. The garage, built at the same time as the house, is constructed using cast concrete block, has an asphalt-shingled, front-gable roof with a pair of half-lite swinging garage doors.

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A HAWP permit should be issued if the Commission finds that:
1. The proposal will not substantially alter the exterior features of a historic site or historic resource within a historic district.
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 a historic resource is located and would not be detrimental thereto of to the achievement of the purposes of this chapter.
3. The proposal is necessary in order that unsafe conditions or health hazards be remedied;
**Takoma Park Historic District Design 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 at 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 district.

Alterations to features that are not visible from the public right-of-way should be allowed as a matter of course.

Contributing Resources should receive a more lenient review than those structures that have been classified as Outstanding. This design review should emphasize the importance of the resource to the overall streetscape and its compatibility with existing patterns rather than focusing on a close scrutiny of architectural detailing. In general, however, changes to Contributing Resources should respect the predominant architectural style of the resource. As stated above, the design review emphasis will be restricted to changes that are *at all visible from the public right-of-way*, irrespective of landscaping or vegetation.

Some of the factors to be considered in reviewing HAWPs on Contributing Resources include:

All exterior alterations, including those to architectural features and details, should be generally consistent with the predominant architectural style and period of the resource and should preserve the predominant architectural features of the resource; exact replication of existing details and features is, however, not required.

While additions should be compatible, they are not required to be replicative of earlier architectural styles,

Some non-original building materials may be acceptable on a case-by-case basis; artificial siding on areas visible to the public right-of-way is discouraged where such materials would replace or damage original building materials that are in good condition.

All changes and additions should respect existing environmental settings, landscaping, and patterns of open space.

**STAFF DISCUSSION**

**Garage Demolition**

The Garage at 7304 Willow Ave. was constructed at the same time as the historic house and adds to the site's character. There are several trees at the property boundary and close to the garage. Over time tree roots have extended and infiltrated the garage masonry and have eroded the mortar joints. The weakened and lost mortar has created a situation where the wall's strength is not sufficient to hold back the force of...
the tree roots and the weight of the soil and the garage wall has developed significant bowing. There is additional damage to both the front and rear wall. Additionally, the door jamb is no longer plumb and has caused damage to the doors.

Based on the photos presented by the applicant and Staff's observations at a site visit, the building is in a condition where it has degraded to the point that three of the garage walls will likely need to be completely replaced. The demolition of this resource can be supported by 24A-8(b)(4).

Additionally, as this is an accessory structure, located behind the main building, its removal will have a minimal impact on the surrounding streetscape. Passers-by would need to be directly in front of either the subject building or 7306 Willow Ave. to see the garage or the proposed rear addition. This is in keeping with the broad guidance found in the Takoma Park Historic District Design Guidelines.

**Rear Addition**
The proposed construction at the rear is a one-and-a-half story front gable addition that will read like a garage from the surrounding district, but will function as a one bedroom in-law suite.

The addition will be constructed in the general vicinity of the removed garage, however, the setback from the property line will be extended from the current 3' 6" to the current code complaint 7'. Additionally, the addition will be moved 7'6" to the rear of the property.

- Massing will be bigger than garage
  - Height of 18’ vs. 11’8”
- Placement will minimize the visibility of the addition from the street.
- Will still read as an outbuilding.
  - Doors
  - Foundation, walls, roof
  - Placement
- Connection to house will not be visible

The applicant has not completed a tree protection plan with input from the City of Takoma Park. Staff recommends that the applicant consult with the City of Takoma Park and submit documentation from the city arborist that there will be no impact on trees or that a tree protection plan is required.

**STAFF RECOMMENDATIONS**
Staff recommends that the applicant make any changes recommended by the HPC to bring the project in compliance with the Secretary of the Interior's Standards for Rehabilitation, Montgomery County Code 24A-8, and the relevant Takoma Park Historic District Guidelines, and return for a HAWP.
THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

--- X ---
PRELIMINARY CONSULTATION -
7304 Willow Avenue
--- X ---
PRELIMINARY CONSULTATION -
7110 Sycamore Avenue
--- X ---

A meeting in the above-entitled matter was held on March 22, 2017, commencing at 7:32 p.m., in the MRO Auditorium at 8787 Georgia Avenue, Silver Spring, Maryland 20910, before:

COMMITTEE MEMBERS

William Kirwan, Chair
Sandra Heiler
Brian Carroll
Marsha Barnes
Kathleen Legg
Richard Arkin
Eliza Voigt
Digitally signed by Keena Lukacinsky

ELECTRONIC CERTIFICATE

DEPOSITION SERVICES, INC., hereby certifies that the foregoing pages represent an accurate transcript of the electronic sound recording of the proceedings before the Montgomery County Historic Preservation Commission.

Keena Lukacinsky

March 29, 2017
Chairman.

MR. KIRWAN: Great. Any discussion? All in favor, please raise your right hand.

VOTE.

MR. KIRWAN: The motion passes unanimously. Thank you very much. And best of luck with it at the County Executive's office. But it sounds like a shoe-in for nomination. Thank you very much.

MS. HICKMAN: Thank you. Really appreciate your having me this evening, and I just want to say that, you know, when you consider this as far as other National Register nominations for Montgomery County, Clare you can speak better to this but, I was looking at the listing and it seems that it's the only 20th century residence, modernist residence that was built by an architect as his own residence, so I mean, there are some, maybe firsts in this one as well for the National Register. Thank you.

MR. KIRWAN: Very good. Thank you for your efforts towards this nomination. All right. We're going to move on to the next item in our agenda which are the preliminary consultations. We're first going to hear Case II.A at 7304 Willow Avenue in Takoma Park. Do we have a Staff report?

MR. BRUECHERT: Good evening. This is project 7304 Willow Avenue in Takoma Park. It's a side needle
bungalow with a full width front porch. The main portion of
the house is actually not the topic of this evening's
preliminary review. This is just an alternative view of the
house from down the street. You can see that the lot slopes
up towards the back. This view here is actually a better
view of what we're looking at, and you see the detached
garage in the back corner. The record is not perfectly
clear if this is constructed the same time period, but it is
a historic garage, and that's where most of the focus will
be this evening.

So, a little better view. You see the textured
block with doors, with non-historic fish scale siding and
the gable built right up against the property line, and
engaged in the ground on two sides, three sides actually.
Here's the rear of the lot. In the upper left, you can
-- the garage is largely obscured by some plantings and a
privacy fence. And, in the lower right you can see two-
thirds of the rear in that position. The non-historic
addition has sort of engaged the house. They're physically
separate at this point, but they do touch.

The garage has sort of suffered significantly due
to the weight of the dirt and you can see one of, a number
of trees that have forced their way in and done some damage
to the garage building itself. The walls are no longer
plumb. You can see in the photo to the right that the
mortar has cracked significantly right along the top course. Additionally, there are significant other cracks in the interior which have worked their way through, and have even cracked the concrete slab for the foundation.

So, the owners are proposing to demolish the garage, and in its place, they are proposing an in-law suite addition that will be connected to the house basically in the same location with slight variations for setback requirements. The review that the Commission and Staff will need to undertake will be reviewed under Montgomery County Code Chapter 24A-8 and the Takoma Park Historic Design Guidelines. This is a contributing resource. And the outbuilding is also contributing to that.

So, in elevation in the upper right, we can see the existing plan. Most of the garage is read from the elevation, although this is, due to the lot slope this is not a perspective that anyone ever sees. On the left you can see the proposal. It's a one and a half-story front gable with large dormers. The garage doors are going to be restored and reinstalled in their location. Due to the changes in the setback, much of the elevation will actually be obscured by the main house. And that's a little more evident in the plan. You can see the dotted outline is the current garage, which again, is flush to a non-historic addition. The large addition to the rear is the current
proposal. You can see it's attached to the main house via a small hallway. It will maintain its own entrance, and will provide an in-law suite under its current proposal.

The side elevation. Again, you see the large dormers provide significant light to the upper floor which will provide sleeping space. It will remain relatively engaged into the landscaping. The shift over from the current location will also allow the trees that are currently planted to flourish. When I prepared my Staff report, I had not yet heard that the applicants had received an arborist report. They have at this point, and there is no impact on any of the trees on the property.

So, Staff's questions for the Commission are, first of all, is it appropriate to demolish the existing garage? I guess, if it isn't then, we're starting a whole new proposal at this point. And the second question is, is the addition, the size of the addition appropriately scaled for the historic resource and the historic district? I mean, that's how all properties in Takoma Park have to be considered. Thirdly, is the placement of the addition appropriate? We're tucking it back a little bit more behind the house, so the placement isn't going to be exact to the historic garage. And then finally, does the Commission have any recommended alterations that would make the design more in keeping with either the historic house or the surrounding
district as a whole. And, with that, do you have any
questions for Staff?

MS. VOIGT: Dan, can you go back to the picture
showing the tree? So, I guess my question is, you said that
the arborist, so, and maybe this is something you can't
answer. Maybe this is just a question for the arborist but,
if this is demolished, and you say nothing will happen to
the -- the arborist says the trees won't be impacted?

MR. BRUECHERT: So, my understanding, and this may
be --

MS. VOIGT: And another -- and something else is
constructed there?

MR. BRUECHERT: Well, so because the setback
requirements are different for an accessory structure and an
addition to the house. So, what will change, and I suspect
some in-fill will occur, and this is a question for the
applicants, but if you look at the floor plan currently on
the screen, the red dotted line is the current wall. So
that will be removed and it will be shifted over, I believe
it's three feet, eight inches, further from its current
location. And the architect is here, and he can give you
exact dimensions. So, yes, they're demolishing that
structure and something else is going to be built, but it
will be shifted several feet over to meet the setback
requirements.
MS. VOIGT: Sure. I don't know if that tree could survive that, but I'm not an expert in that. But, I just have one more question. In your Staff report you said the demolition of this resource can be supported by 24A-8(b)(4). I was wondering if you could explain that? When I read this it says it's necessary in order that unsafe conditions or health hazards be remedied.

MR. BREUCHERT: So, the condition of the garage is not yet a hazard, but it's well on its way. Between the loss of mortar and the damage to the structure from the trees, it may need significant work. Without sort of an engineer's report, it may even be damaged beyond repair. And, in that instance, Staff would support removing, or Staff does support removing the garage for those reasons. So that it may become a public nuisance if it runs the risk of collapse.

MS. VOIGT: But it is considered a contributing resource as a part of this overall resource?

MR. BRUECHERT: The way the district is established is only property addresses are listed as contributing or non-contributing or outstanding. There are no records indicating that there was an attached garage in the original survey when the district was designated.

MR. WHIPPLE: But, based on physical evidence, it's likely that the garage is contemporary with the house and
contributes to it. That would be my preliminary guess on
this, but nonetheless, given that it's in such a structure,
given that it is deteriorated condition, and given the
compatibility of the proposed addition to the house, Staff
is supporting the demolition of the garage.

MR. ARKIN: A question Mr. Chairman? Because this
is a historic structure, if it was demolished, do you think
it would be appropriate to document it in its current form
photographically and also the demolition if there's anything
particularly interesting in the demolition process?

MR. BRUECHERT: I mean, there have been measured
drawings taken by the architects as part of the packet that
you received. There may be information to be gleaned but
probably not much. I think that if the Commission would
like to make that a condition of approval when we get to the
HAWP stage, that that's something that they could entertain.

MR. ARKIN: Thank you.

MR. KIRWAN: Any other questions for Staff? If
not, we invite the applicant to please come forward. I can
give you seven minutes for your presentation. And I think
you know the drill, but just make sure the microphone is on
when you state your name for the record.

MR. MCCARTHY: My name is Brian McCarthy, I'm the
principal and architect with Bennett Frank McCarthy
Architects. Thank you to Dan for his collegial
participation in this project. It's been very helpful in getting us to where we are today. And I think his review was fairly comprehensive. I can give you a little background on the project. The owners of the property are here tonight as well as the eventual users of this in-law cottage, if you have any questions for them.

But, the owners came to me with the request to do a feasibility study for their property about where and how an in-law suite might be incorporated. And very early on we looked at the possibility of using the garage that exists as part of that project. Unfortunately, it was pretty clear to me, at least, early on that the structural condition of the garage was going to be a big problem. The way that the masonry wall on the tree side of the garage has been buckled and pushed away from the tree by the growth of the tree, and the fact that it's in Takoma Park. And we have an arborist who safeguards the trees, pretty much precludes any excavation on the outside or the wall to (a) repair the wall, and put it back in a plumb condition, and (b) waterproof the wall which you need to have if we are going to have finished space inside.

And as Dan alluded to, there was the double conundrum of the fact that the garage is only three and a half feet off the property line, which is fine for an accessory structure. But once the rear addition connected
to that garage, it became non-compliant because it should be
seven feet off the property line. So, we really couldn't
turn that into finished space or in any way expand it
because -- well, we'd need a zoning variance which, in my
estimation, would be pretty difficult to come by. And
explain what hardship we had.

So, from that point, we decided to investigate a
plan where we created a separate construction from the
original garage trying to honor its appearance from the
street with the recognition that we couldn't really make it
a one-story structure, and create the kind of space that we
needed for independent living behind the house for the
parents, or the grandparents.

We've done what we can to minimize the massing of
the cottage. The ceiling height on the first floor is seven
and a half feet. The ceiling height at the eaves on the
second floor is seven feet, which is the code minimum for
egress. The shed dormers that you see, the lower sloping
roofs at the highest point, they start four feet back from
the gable front. So, I think to a large degree it will read
as the steeper roof massing not unlike the original garage.

Overall, the garage, which has a gross footprint
of 270 square feet, as compared to our cottage which has a
gross footprint of 400, that's a net increase of 130 square
feet, and that plus another 20 square feet is actually
tucked behind the house. So, there's as much or less square
footage visible from the street, albeit it's one and a half
story, not one story. We've also taken pains to try to keep
the height of the garage comparable to the addition behind
the house immediately next door on that same side. And
because of the topography, the height of the addition is
only 10 feet to the ridge on the back side. So, it's
fairly deminimus given its a story and a half.

And we've picked up on the materials of the main
house using a stucco foundation in lieu of the rusticated
block of the original garage. And that, to me, was less of
a nod to what was there but, a nod to being more contextual
with what remains. And we're using cement fiber board
shingles to acknowledge the fact that there are shingles
both on a small portion of the existing house, as well as a
large portion of the house right next door. Any questions?

MR. KIRWAN: Any questions anybody?

MS. BARNES: I'm sorry I may have misunderstood
when you were discussing this proposed side elevation, Mr.
McCarthy. The current garage as we're seeing, seems to be a
little below grade of the adjacent property. You're moving
--

MR. MCCARTHY: The current garage? You're looking
at the proposed garage, right?

MS. BARNES: Right.
MR. MCCARTHY: Okay.

MS. BARNES: The current garage seems to be slightly below grade of the adjacent property.

MR. MCCARTHY: It's about three feet -- the ground is about three feet about the slab at the front of the garage, at the doors, and it rises up another couple of feet towards the back.

MS. BARNES: And you're moving it over about three and a half feet, is that correct?

MR. MCCARTHY: We're moving four feet further from the property, yes.

MS. BARNES: Okay.

MR. MCCARTHY: The grade will be about the same height.

MS. BARNES: Okay. So, I was just trying to better understand the grade. And I think you said at the back it would be about 10, was it 10?

MR. MCCARTHY: It's 10 feet, it's actually, it's a walk out from the upper floor to the backyard. So, from the sill of that door to the ridge would be 10 feet.

MS. BARNES: Okay. Thank you.

MS. HEILER: I notice in the current configuration there's a driveway that goes up to those garage doors. What will you do with that driveway when you have demolished the garage and moved the structure over? Will it continue to
exist? Will it go to these same doors on a new structure?
MR. MCCARTHY: That would be my expectation, yes.
Right. I mean, it may end up being some permeable paving
for the sake of the tree. But it would still be paving.
MS. HEILER: But, will it stay where it is? The
new structure is not a garage so it doesn't need driveway.
Will this just become a sort of parking pad next to the
house?
MR. MCCARTHY: I think so, yes.
MS. HEILER: Thank you.
MR. CARROLL: I just had a question about, are
there any other trees to the rear that this is -- it looks
like you're going to do the tree that's there a great
service by moving away from it.
MR. MCCARTHY: I hope so.
MR. CARROLL: By going back.
MR. MCCARTHY: The site plan that came with the
submission, which I believe, I don't remember, well yes,
actually, Dan showed you with the dotted red. If the entire
site plan is there it had, I believe, four of the trees on
it. There are three holly's on the opposite side of
the house, between the house and the neighbor, and then
there's one tree of unknown species pretty far in the back
above the highest terrace. So that would be unaffected.
MR. CARROLL: Thank you.
MR. KIRWAN: A quick question. Could we go back to the west elevation, the proposed garage? And this is related to the question Commissioner Carroll just had about the material for the extension of the driveway, if that's what you intend to do. But it also appears that there might be the need for a retaining wall forward from the new garage?

MR. MCCARTHY: Yeah, I think you're right.

MR. KIRWAN: Yeah, so I guess it would be helpful to have a more detailed site plan when you come back for a HAWP so we understand that retaining wall, what it's going to be made of, what the materials are going to be that connect the driveway to it.

MR. MCCARTHY: It occurs to me that it might actually, for the sake of the tree, make sense to leave the lower part of the existing garage foundation wall in place. Maybe just take it down a little below earth, and so that it's still there holding the tree. Whatever symbiotic relationship they have, rather than destabilize the tree by moving the wall entirely.

MR. KIRWAN: Okay, great. Commissioner Arkin?

MR. ARKIN: Yes, thank you, Mr. Chairman. The second-floor doorway is the only access from the exterior, is that correct?

MR. MCCARTHY: It's the only access out from that
floor. There's a door on the first floor as well. Two
doors on the first floor. One at the top of the garage
behind the garage door.

MR. KIRWAN: Circle 23.

MR. ARKIN: Circle 23. Oh, okay. I see.

MR. MCCARTHY: And then from the link that
connects the house to the kitchen, from the kitchen into the
cottage there's another door.

MR. ARKIN: Okay, thank you. Will you be putting
any kind of paved pathway in the rear to the entry?

MR. MCCARTHY: I would imagine there'd just be a
three-foot square landing and then lawn beyond
that.

MR. ARKIN: Okay. Great. Thank you very much.

MR. KIRWAN: Any other questions for the
applicant? All right, if not, we'll move into
deliberations. Thank you for your testimony. I'll just
kick things off. I think this is a very nice proposal. I
don't have any concerns about it. I think, as I noted in my
question, we just need a little bit more information about
some of the exterior paving materials outside the garage
doors, and the possible retaining wall. But other than
that, I think it's very nice. Anybody else want to weigh in
so we have a good sense of --

MS. LEGG: I'm going to take a slightly different
view on this. I think it's a very charming addition. I really personally like it a lot. But I wonder if the way we ought to look at this as a Commission is almost like two different HAWPs, one a demolition and two an addition. And, I think generally in Takoma Park our additions are towards the back, this looks like a large lot. And I wonder if there's another way of accomplishing this where we won't see it from the street as much? So, while it's a beautiful design, I think I differ from you a little bit on that.

MR. KIRWAN: Let's keep going around the horn here.

MS. HEILER: I actually agree with the Chairman. I think you've done a very nice job of making this similar enough to the garage that it doesn't jump out as losing the whole house. It provides something that seems to be important to the house. It is set back, and I believe it'll be nearly invisible from the street, since it is moved over. And clearly, I think the garage, you made a reasonable case that the garage does need to be demolished. It not only is unsafe probably, but it's detrimental to the tree. And from that point of view, I think that you actually improved the house, made it more useable for the people who need to live in it. And, removed something which is, which really does not contribute to the character of the town anymore because of its condition.
MS. VOIGT: Yeah, I agree with these two Commissioners. I think that based on the Staff's characterization of the demolition of this resource can be supported by 24A, I think that was a good characterization. And, I think it is minimal. It's a minimal addition. The garage you said was 270 square feet. This is now 400 square feet, set back, the height is limited. I am worried about the tree, so thank you for keeping a piece of the wall, and I hope that someone builds me one of these one day.

MR. CARROLL: I think, you know, you've got this choice between you can repair the garage, but you'd kill the tree, or save the tree and get rid of the garage, at this point. So, I think the tree is probably contributing more to the neighborhood than the garage is. I don't see any evidence in the pictures of that blocking anywhere else. So, I mean, it seems like it's not related to the house in that way. You know, so I think the Takoma Park Guidelines are much better served by taking the garage out and giving the tree the benefit of the doubt.

You know, and the increase in square footage, you've slid it back in behind the house. I think it's going to be a lot less apparent from the street given the slope of the lot and so forth. So, yeah, I'd be interested to know how the driveway is going to be terminated at the end there. There's got to be some sort of landscape resolution to what
happens with the -- where the front of the garage is now, whether part of that wall can come out or whether there's a small retaining wall there, whether that supports the tree better. But other than that, I think it's a great solution. I think sliding it in behind the house is going to make it a lot less apparent. And I think it looks like a great set up. I'd like to live there. Thank you.

MR. ARKIN: I also think you've met the burden on demolition, and while there may be one or two, or any number of additional approaches that you can take, I think this approach is a good one. And, in addition to all the virtues that have been pointed out by other Commissioners, by putting it in this place, you not only have exterior access, but you have interior access, which I think is appropriate for an in-law usage, or a parent usage, or relative usage. And, certainly would not at some point make it inappropriate for use by a non-relative. I think this is a good solution, and I do think it is tucked away. And, I think you're headed, in my opinion anyway, I think you're headed in the right direction.

MS. BARNES: So, I have to say that when we have a report which refers to a historic garage building which adds to the sites character, it's a tough one to say it should come down. But I'm prepared to accept the recommendation based on Staff's observation and a site visit. The building
really is beyond repair. As Commissioner Legg noted, we
generally like to see additions to the rear. I also note
the topography of the property with the lot going up at the
back, which would complicate matters. I find that the fact
this will be quite far back from the street and you will
have reduced that which is potentially visible from the
street, makes it acceptable.

MR. KIRWAN: Well, I think for those who are here
tonight, we had sort of a unanimous, I mean, not unanimous,
but we have a majority who are supportive of the project.
We had one Commissioner who raised concerns about its
position but, I think from the majority of us, you're in
very good shape to come back for a HAWP. So, we look
forward to seeing you.

MR. MCCARTHY: Thanks for your comments.

MR. KIRWAN: All right, thank you. We'll move on
to Case II.B at 7110 Sycamore Avenue in Takoma Park. Do we
have a Staff Report?

MR. KYNE: Yes, we do have a Staff Report. As you
said, this is 7110 Sycamore Avenue in Takoma Park. A
contributing resource within the Takoma Park Historic
District, a bungalow circa 1910 to 1925. And the proposal
before us is to replace the existing asphalt shingle
roofing, remove existing rear structures, construct new rear
additions, convert an existing basement level window to a