EXPEDITED
HISTORIC PRESERVATION COMMISSION STAFF REPORT

Address: 10 North St., Brookeville
Meeting Date: 9/11/2019

Resource: Primary Resource
Brookeville Historic District
Report Date: 9/4/2019

Review: HAWP
Public Notice: 8/28/2019

Case Number: 23/65-19B
Tax Credit: n/a

Applicant: Town of Brookeville
(Andrea Scanlon, Agent)

Staff: Michael Kyne

Proposal: Fence Installation

STAFF RECOMMENDATION:

☑ Approve
☐ Approve with conditions

PROJECT DESCRIPTION

SIGNIFICANCE: Primary Resource to the Brookeville Historic District
STYLE: Vernacular
DATE: c.1820s

PROPOSAL

This proposal is for approval of a fenced enclosure for a portable toilet in the parking lot to the rear of the Brookeville Schoolhouse. In order to accommodate an ADA-compliant portable toilet, the dimensions of the enclosure are approximately 48 square feet (6’ x 8’). The enclosure will be constructed of prefabricated cedar panels with a board-on-board design per the attached application. There will be a wooden gate as part of the enclosure to allow for access, cleaning, and security when the facility is not in use. The toilet and fencing are located within the existing gravel parking lot at the farthest practical location from the Schoolhouse.

APPLICABLE GUIDELINES

The use of the expedited review form is supported by the fifteenth item on the Policy on Use of Expedited Staff Reports for Simple HAWP Cases:

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.

Montgomery County Code; Chapter 24A-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;

(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.)

Secretary of the Interior’s Standards for Rehabilitation

2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, space and spatial relationships that characterize a property will be avoided.

STAFF RECOMMENDATION

Staff recommends that the Commission approve the HAWP application under the Criteria for Issuance in Chapter 24A-8(b)(1), (2), and (d), having found that the proposal will not substantially alter the exterior features of the historic resource and is compatible in character with the site, and the purposes of Chapter 24A; and with the Standard 2 of 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

Name of Property Owner: TOWN OF BROOKEVILLE
Daytime Phone No: 301-590-4466
Address: 5 HIGH STREET BROOKEVILLE MD 20833

Contractor: TBD
Contractor Registration No: TBD
Agent for Owner: NA

LOCATION OF BUILDING PROPERTY:
House Number: 10
Street: NORTH STREET
Town/City: BROOKEVILLE
Nearest Cross Street: MARKET STREET
Lot: Block: Subdivision: TOWN OF BROOKEVILLE
Surveyor: Perfor Woods Parcell C

PART II: TYPE OF WORK, LOCATION, AND USE

1A. Check all applicable:
☐ Construct ☐ Extend ☐ Alter/Remodel ☐ A/C ☐ Slab ☐ Room Addition ☐ Porch ☐ Deck ☐ Shed
☐ Move ☐ Install ☐ Wreck/Frame ☐ Solar ☐ Fireplace ☐ Woodburning Stove ☐ Single Family
☐ Revision ☐ Repair ☐ Renovate ☐ Fence/Wall (complete Section 4) ☐ Other:

1B. Construction cost estimate: $2,500

1C. If this is a review of a previously approved active permit, see Permit:

PART IV: COMMENT ON NEW CONSTRUCTION AND EXTENSIONS

2A. Type of sewage disposal: 01 ☐ WSSG 02 ☐ Septic 03 ☐ Other:
2B. Type of water supply: 01 ☐ WSSG 02 ☐ Well 03 ☐ Other:

PART V: COMPLETE ONLY IF RETAINING WALL

3A. Height (feet): 60 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 the agencies listed above. I hereby acknowledge and accept this as a condition for the issuance of this permit.

Signature of person authorized to submit application:
Date: 07-23-19

Approved: ____________ For Chairperson, Historic Preservation Commission

Disapproved: Signature: _________ Date: _________

Application/Permit No: 884590 Date Filed: 7/10/19 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:

   [SEE ATTACHED]

   [continuation of text]

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

   [SEE ATTACHED]

   [continuation of text]

2. SITE PLAN
   Site and environmental setting, drawn to scale. You may use your plot. 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.

   [SEE ATTACHED]

   [continuation of text]

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, contact.
      All materials and fixtures proposed for the exterior must be noted on the elevations drawings. An existing and 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.

   [SEE ATTACHED]

   [continued text]

5. PHOTOGRAPHS
   [SEE ATTACHED]

   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 drip line 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.
# 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>
<tbody>
<tr>
<td><strong>Town of Brookeville</strong></td>
<td><strong>NA</strong></td>
</tr>
<tr>
<td>5 High Street</td>
<td></td>
</tr>
<tr>
<td>Brookeville, MD 20833</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Adjacent and confronting Property Owners mailing addresses</th>
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</thead>
<tbody>
<tr>
<td>Davis</td>
</tr>
<tr>
<td>13 North Street</td>
</tr>
<tr>
<td>Brookeville, MD 20833</td>
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<tr>
<td>Weeks</td>
</tr>
<tr>
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<tr>
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<tr>
<td>209 Market Street</td>
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<tr>
<td>Brookeville, MD 20833</td>
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</tbody>
</table>
1. WRITTEN DESCRIPTION OF PROJECT

a) The Brookeville Schoolhouse is a restored, one-room schoolhouse located on North Street, in the Town of Brookeville Historic District. It was built in the early 1800’s and operated as a public school until the 1920’s. In 1926 it was sold and converted into a residence and remained as such, with a long period of deterioration until it was deeded to the Town of Brookeville in 1997. Restoration was complete in 2005 and the project won a Montgomery County award for historic preservation. The Schoolhouse is now functioning as a one room schoolhouse museum and is open each year for Heritage Days as well as other special occasions.

b) This project includes a fenced enclosure for a portable toilet in the parking lot across from the Brookeville Schoolhouse. In order to accommodate an ADA-compliant portable toilet, the overall dimensions of the enclosure is 6’ front and rear with 8’ sides. The enclosure will be placed at the far west side of the parking lot, with the south side located approximately 45’ north of the Schoolhouse and the front side located approximately 12’ to the west of the Schoolhouse.
2. SITE PLAN

Site Plan
(Not to Scale)

Gravel Parking Area

Schoolhouse

Proposed Toilet Enclosure

Patio

Fence
Enlarged Site Plan
(Not to Scale)
4. MATERIAL SPECIFICATIONS

The enclosure will be a 6' high solid board fence, placed 6" above the ground. The fence will be fixed panels around the north, south and west sides of the rental unit, with a similar hinged fence panel serving as a gate for access on the east side. It will be made of Eastern white cedar panels attached to 4’x4’ pressure treated posts. The posts will extend 2' into the ground and be encased in concrete.
5. PHOTOGRAPHS

Front Elevation
Rear Elevation
Parking Lot