

**MONTGOMERY COUNTY HISTORIC PRESERVATION COMMISSION**  
**STAFF REPORT**

|  |  |                       |               |
|--|--|-----------------------|---------------|
| <b>Address:</b>                          | 7213 Maple Avenue, Takoma Park                               | <b>Meeting Date:</b>  | 3/25/2020     |
| <b>Resource:</b>                         | Outstanding Resource<br><b>Takoma Park Historic District</b> | <b>Report Date:</b>   | 3/18/2020     |
| <b>Applicant:</b>                        | Susann Bundock   | <b>Public Notice:</b> | 3/11/2020     |
| <b>Review:</b>                           | HAWP   | <b>Tax Credit:</b>    | n/a           |
| <b>Case Number:</b>                      | 37/03-20V  | <b>Staff:</b>         | Dan Bruechert |
| <b>PROPOSAL:</b> Fenestration Alteration |  |                       |               |

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**STAFF RECOMMENDATION:**

Staff recommends the HPC **approve** the HAWP application.

**ARCHITECTURAL DESCRIPTION:**

**SIGNIFICANCE:** Outstanding Resource to the Takoma Park Historic District  
**STYLE:** Queen Anne  
**DATE:** c.1910



*Figure 1: 7213 Carroll Ave., Takoma Park*

## **PROPOSAL**

The applicant proposes to relocate the rear door and install new windows at the rear.

### **APPLICABLE GUIDELINES:**

When reviewing alterations and additions for new construction to Outstanding Resources within the Takoma Park Historic District, decisions are guided by the Takoma Park Historic District Design Guidelines (*Guidelines*) and Montgomery County Code Chapter 24A (*Chapter 24A*), and the Secretary of the Interior's Standards for Rehabilitation (*Standards*). As this project is also in one of the two commercial districts in Takoma Park review of the project shall be guided by the *Design Guidelines for Commercial Buildings in the City of Takoma Park, Maryland*.

#### ***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.

Outstanding Resources have the highest level of architectural and/or historical significance. While they will receive the most detailed level of design review, it is permissible to make sympathetic alterations, changes, and additions. The guiding principles to be utilized by the Historic Preservation Commission are the *Secretary of the Interior's Standards for Rehabilitation*

Specifically, some of the factors to be considered in reviewing HAWPs on Outstanding Resources:

Plans for all alterations should be compatible with the resource's original design; additions, specifically, should be sympathetic to existing architectural character, including massing, height, setback, and materials

Emphasize placement of major additions to the rear of existing structures so that they are less visible from the public right-of-way

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

Preservation of original and distinctive architectural features, such as porches, dormers, decorative details, shutters, etc. is encouraged

Preservation of original windows and doors, particularly those with specific architectural importance, and of original size and shape of openings is encouraged

Preservation of original building materials and use of appropriate, compatible new materials is encouraged

All changes and additions should respect existing environmental settings, landscaping, and

patterns of open space.

**Montgomery County Code, Chapter 24A Historic Resources Preservation**

(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

(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.
- 9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportions, and massing to protect the integrity of the property and its environment.
- 10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

**STAFF DISCUSSION**

As part of a kitchen remodel the applicant proposes relocating the rear door and window. Currently, at the rear, there is a door on the right side of the rear elevation with a sash window to the left. The applicant proposes placing the door in the center of the rear elevation and installing a bank of four wood casement windows to the right.

The proposed windows will be Marvin "Ultimate" wood casement windows and the door will be a half-lite wood door matching the appearance of the existing door. One of the broad concepts in the *Design Guidelines* is that review should be focused on changes that are at all visible from the public right-of-way. Staff finds this elevation is not at all visible from the public right-of-way, so it should receive a lenient level of review. Staff additionally finds that the changes will not impact any significant architectural features of the house and that the replacement wood windows and wood door are compatible materials with the historic house (per 234A-8(b)(1) and (2)).

**STAFF RECOMMENDATION**

Staff recommends that the Commission **approve** the HAWP application: under the Criteria for Issuance in Chapter 24A-8(b)(1) and (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 district and the purposes of Chapter 24A;

and with the *Secretary of the Interior's Standards for Rehabilitation* #2, 9, and 10;

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 [dan.bruechert@montgomeryplanning.org](mailto:dan.bruechert@montgomeryplanning.org) to schedule a follow-up site visit.



DPB - #3

HISTORIC PRESERVATION COMMISSION  
301/563-3400APPLICATION FOR  
HISTORIC AREA WORK PERMIT

Contact Email: \_\_\_\_\_ Contact Person: RICK VITULLO  
Daytime Phone No.: 301-806-6447  
Tax Account No.: 01073364  
Name of Property Owner: SUSAN BUNDOCK Daytime Phone No.: 202-369-1077  
Address: 7213 MAPLE AVE, TAKOMA PARK MD 20912  
Street Number City Street Zip Code  
Contractor: T.B.D. Phone No.: \_\_\_\_\_  
Contractor Registration No.: \_\_\_\_\_  
Agent for Owner: RICK VITULLO AIA Daytime Phone No.: 301-806-6447

## LOCATION OF BUILDING/PREMISE

House Number: 7213 Street: MAPLE AVE.  
Town/City: TAKOMA PARK Nearest Cross Street: TULIP AVE.  
Lot: 21 Block: 3 Subdivision: B.F. GILBERT  
Liber: \_\_\_\_\_ Folio: \_\_\_\_\_ Parcel: \_\_\_\_\_

## PART ONE: TYPE OF PROJECT/ACTION AND USE

## 1A. CHECK ALL APPLICABLE:

☐ Construct ☐ Extend ☒ Alter/Renovate  
☐ Move ☐ Install ☐ Wreck/Raze  
☐ Revision ☐ Repair ☐ Revocable

## CHECK ALL APPLICABLE:

☐ A/C ☐ Slab ☐ Room Addition ☐ Porch ☐ Deck ☐ Shed  
☐ Solar ☐ Fireplace ☐ Woodburning Stove ☒ Single Family  
☐ Fence/Wall (complete Section 4) ☐ Other: \_\_\_\_\_

1B. Construction cost estimate: \$ 30,000.00

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

## PART TWO: COMPLETE FOR NEW CONSTRUCTION AND EXTEND/ADDITIONS

2A. Type of sewage disposal: 01 ☒ WSSC 02 ☐ Septic 03 ☐ Other: \_\_\_\_\_  
2B. Type of water supply: 01 ☒ WSSC 02 ☐ Well 03 ☐ Other: \_\_\_\_\_

## PART THREE: COMPLETE ONLY FOR FENCE/RETAINING WALL

3A. Height \_\_\_\_\_ feet \_\_\_\_\_ inches

3B. Indicate whether the fence or retaining wall is to be constructed on one of the following locations:

☐ On party line/property line ☐ Entirely on land of owner ☐ On public right of way/easement

I hereby certify that I have the authority to make the foregoing application, that the application is correct, and that the construction will comply with plans approved by all agencies listed and I hereby acknowledge and accept this to be a condition for the issuance of this permit.

Signature of owner or authorized agent

3.4.20  
Date

Approved: \_\_\_\_\_ For Chairperson, Historic Preservation Commission

Disapproved: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

**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:

OUTSTANDING RESOURCE / QUEEN ANNE

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

RENOVATE KITCHEN: MOVE DOOR AT REAR WOOD DECK + ADD WINDOWS  
RE-USING / SALVAGING EXISTING ASBESTOS SHAKE SIDING +  
MATCHING EXIST. TRIM. CREATE FLAT UNDERSIDE OF  
BAY IN BACK TO REPLACE SLOPED UNDERSIDE.

**2. SITE PLAN**

Site and environmental setting, drawn to scale. You may use your plat. Your site plan must include:

- the scale, north arrow, and date;
- dimensions of all existing and proposed structures; and
- site features such as walkways, driveways, fences, ponds, streams, trash dumpsters, mechanical equipment, and landscaping.

**3. PLANS AND ELEVATIONS**

You must submit 2 copies of plans and elevations in a format no larger than 11" x 17". Plans on 8 1/2" x 11" paper are preferred.

- Schematic construction plans, with marked dimensions, indicating location, size and general type of walls, window and door openings, and other fixed features of both the existing resource(s) and the proposed work.
- Elevations (facades), with marked dimensions, clearly indicating proposed work in relation to existing construction and, when appropriate, context. All materials and fixtures proposed for the exterior must be noted on the elevations drawings. An existing and a proposed elevation drawing of each facade affected by the proposed work is required.

**4. MATERIALS SPECIFICATIONS**

General description of materials and manufactured items proposed for incorporation in the work of the project. This information may be included on your design drawings.

**5. PHOTOGRAPHS**

- Clearly labeled photographic prints of each facade of existing resource, including details of the affected portions. All labels should be placed on the front of photographs.
- Clearly label photographic prints of the resource as viewed from the public right-of-way 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.

**Susan Bundock**  
**Matthew Johnson**  
7213 Maple Ave.  
Takoma Park, MD 20912

## **Adjoining Property Owners**

## **HAWP**

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**David Reiser**  
**Irene Huntoon**  
7211 Maple Ave.  
Takoma Park, MD 20912

**Joseph Ossi**  
7215 Maple Ave.  
Takoma Park, MD 20912

**Dale Denton & James Sloan**  
7214 Maple Ave.  
Takoma Park, MD 20912

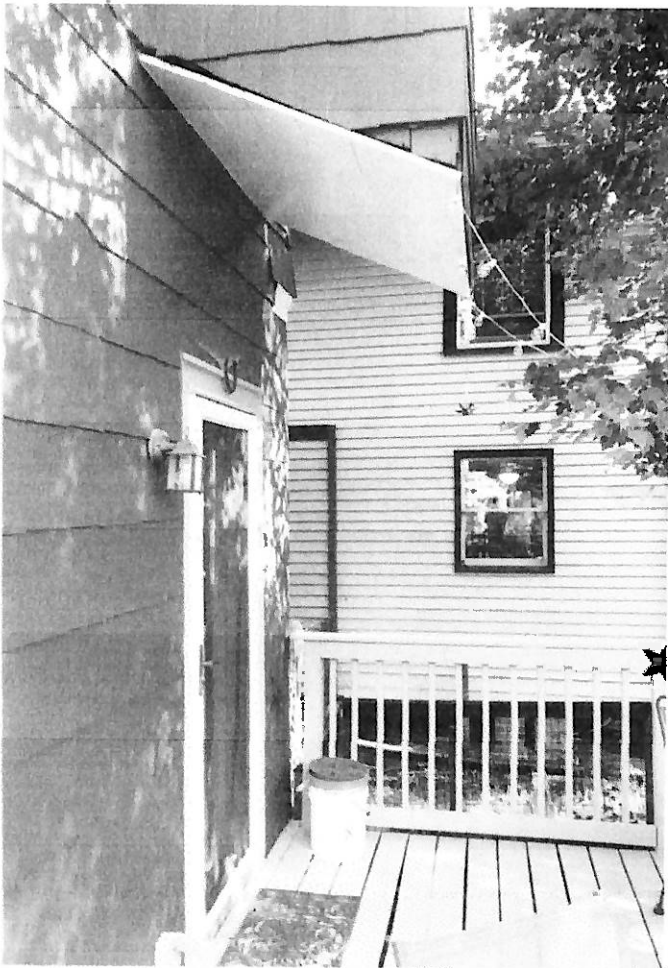


REAR



FRONT

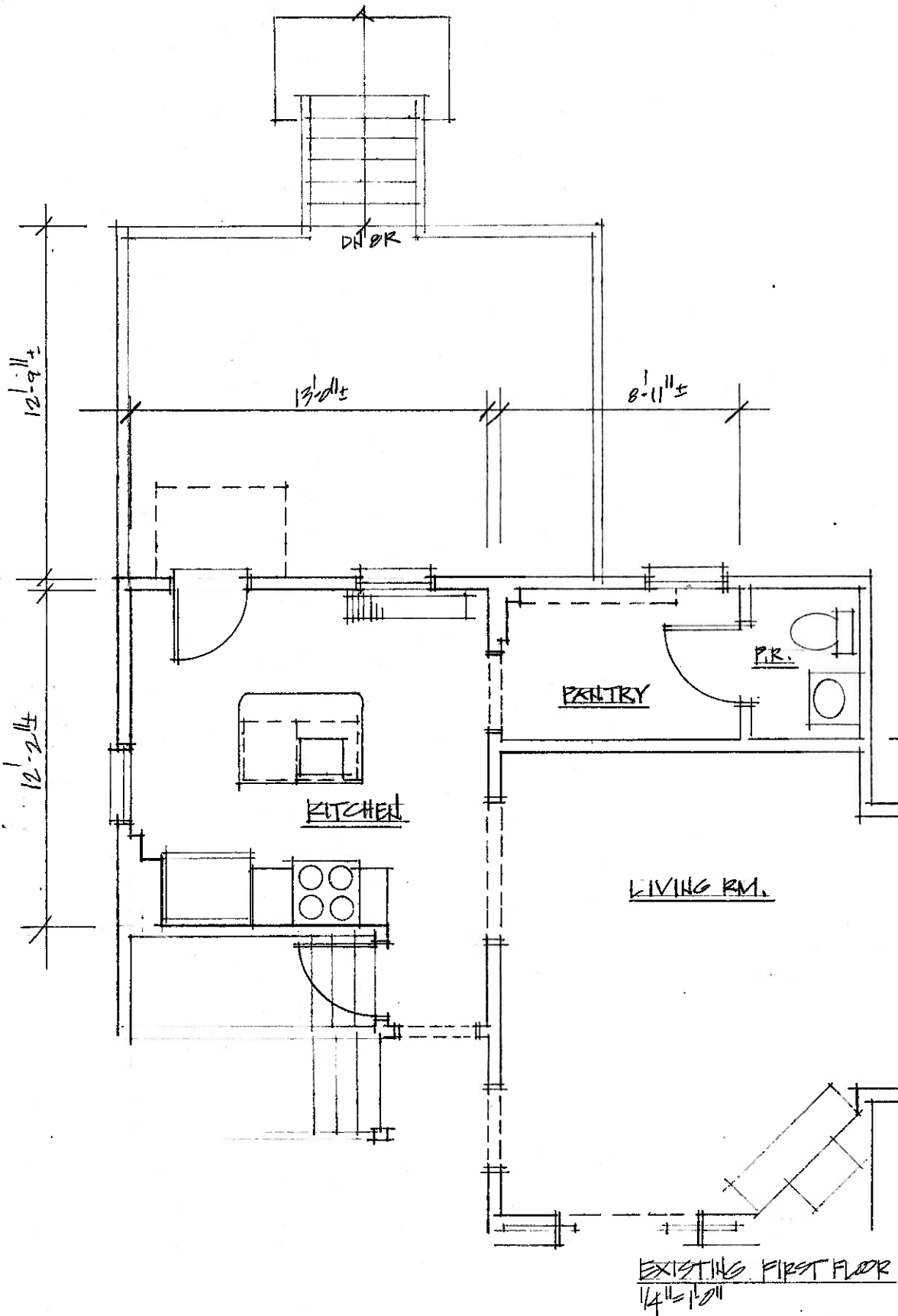
7213 MAPLE AVE.



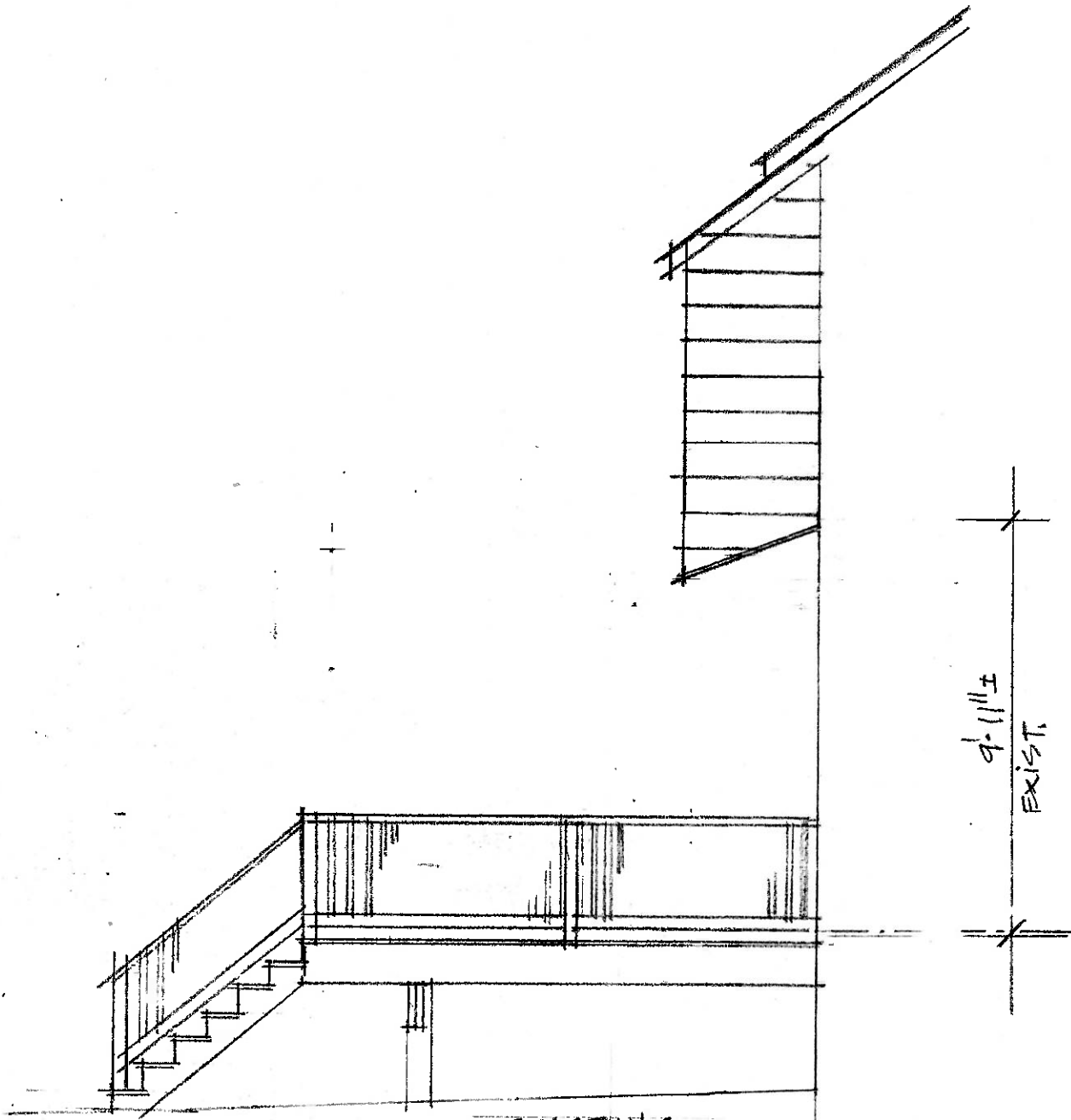
REAR @ BAY OVERHANG



REAR @ DECK

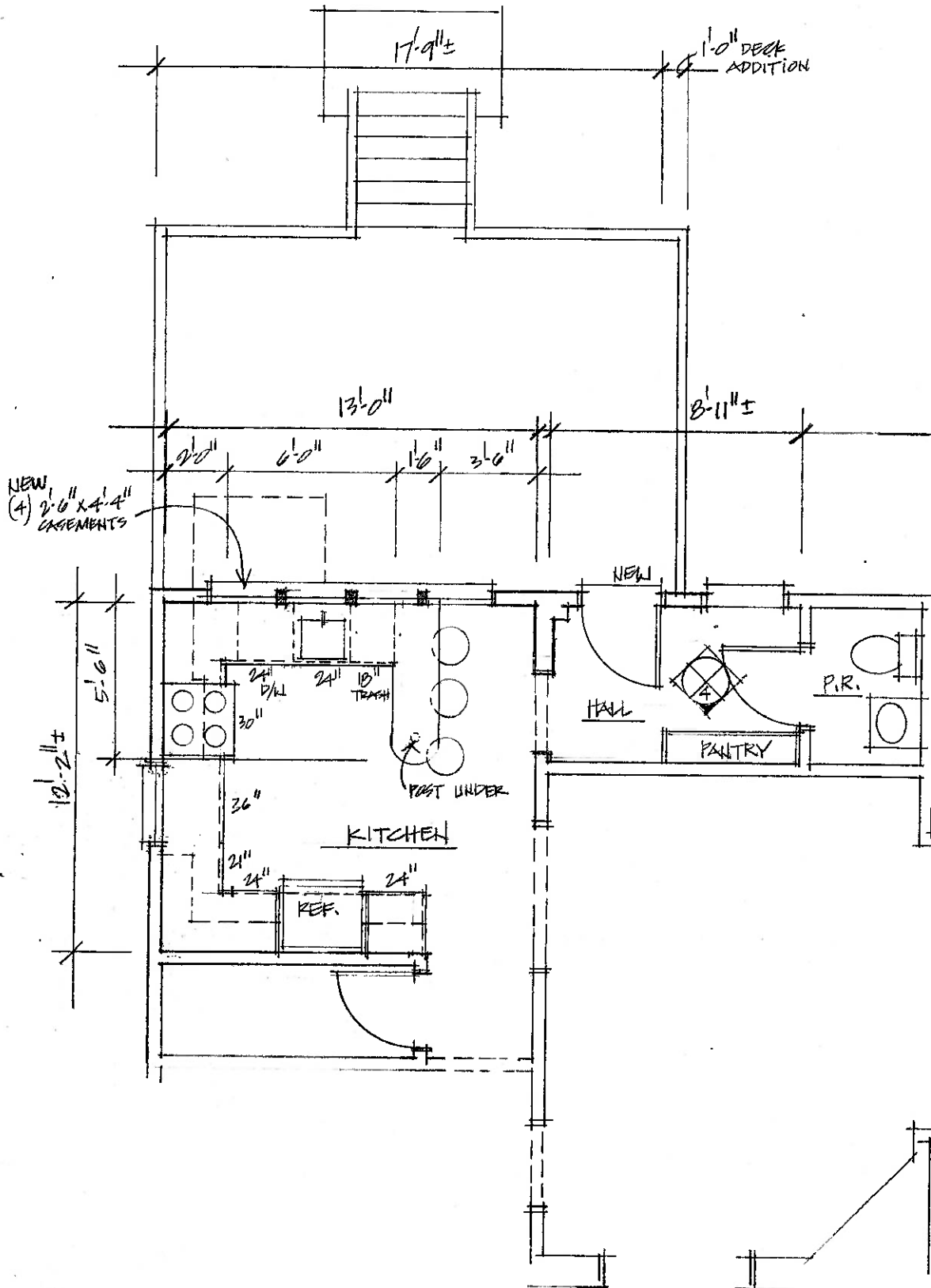






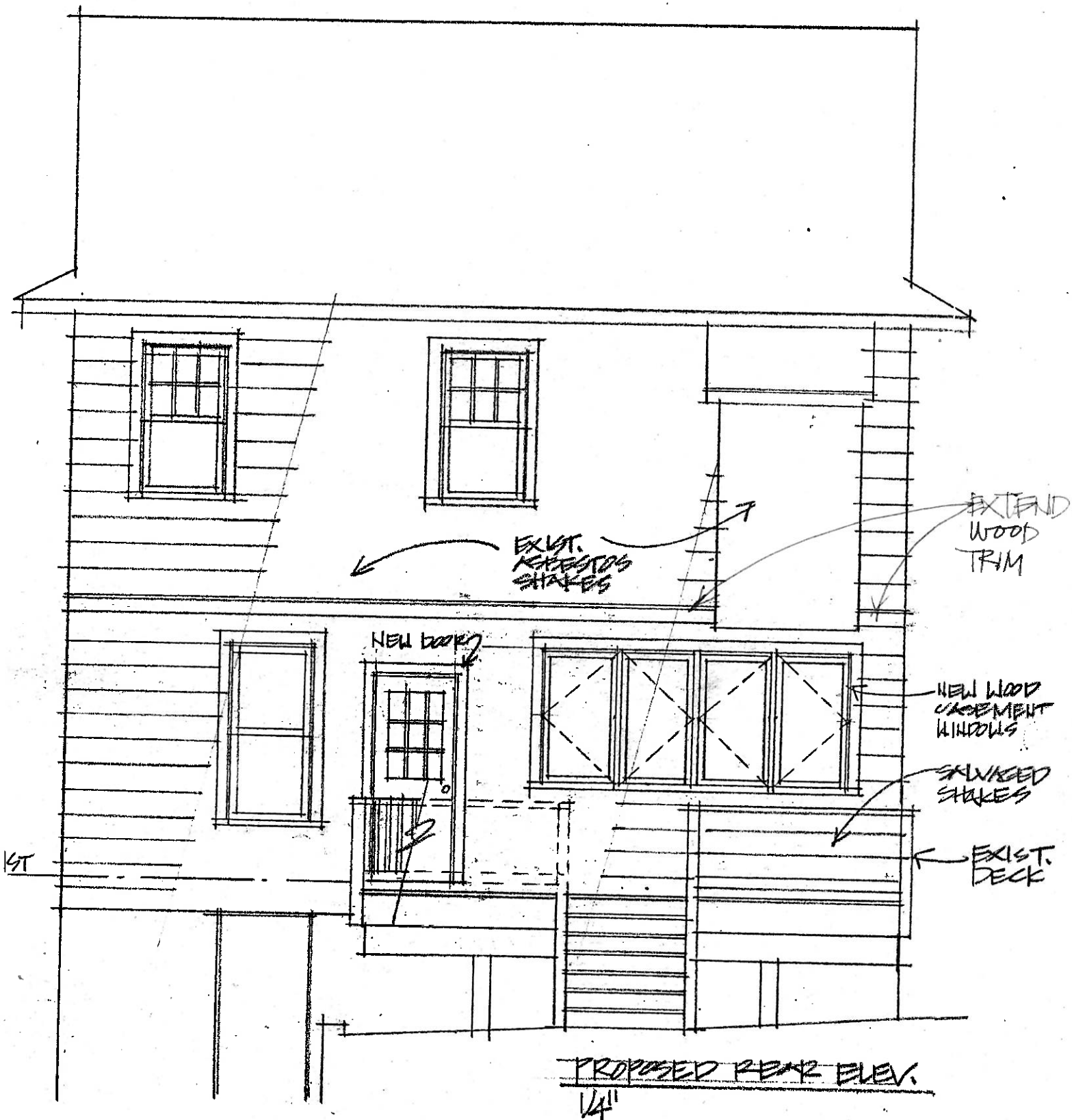
EXISTING  
SIDE ELEVATION

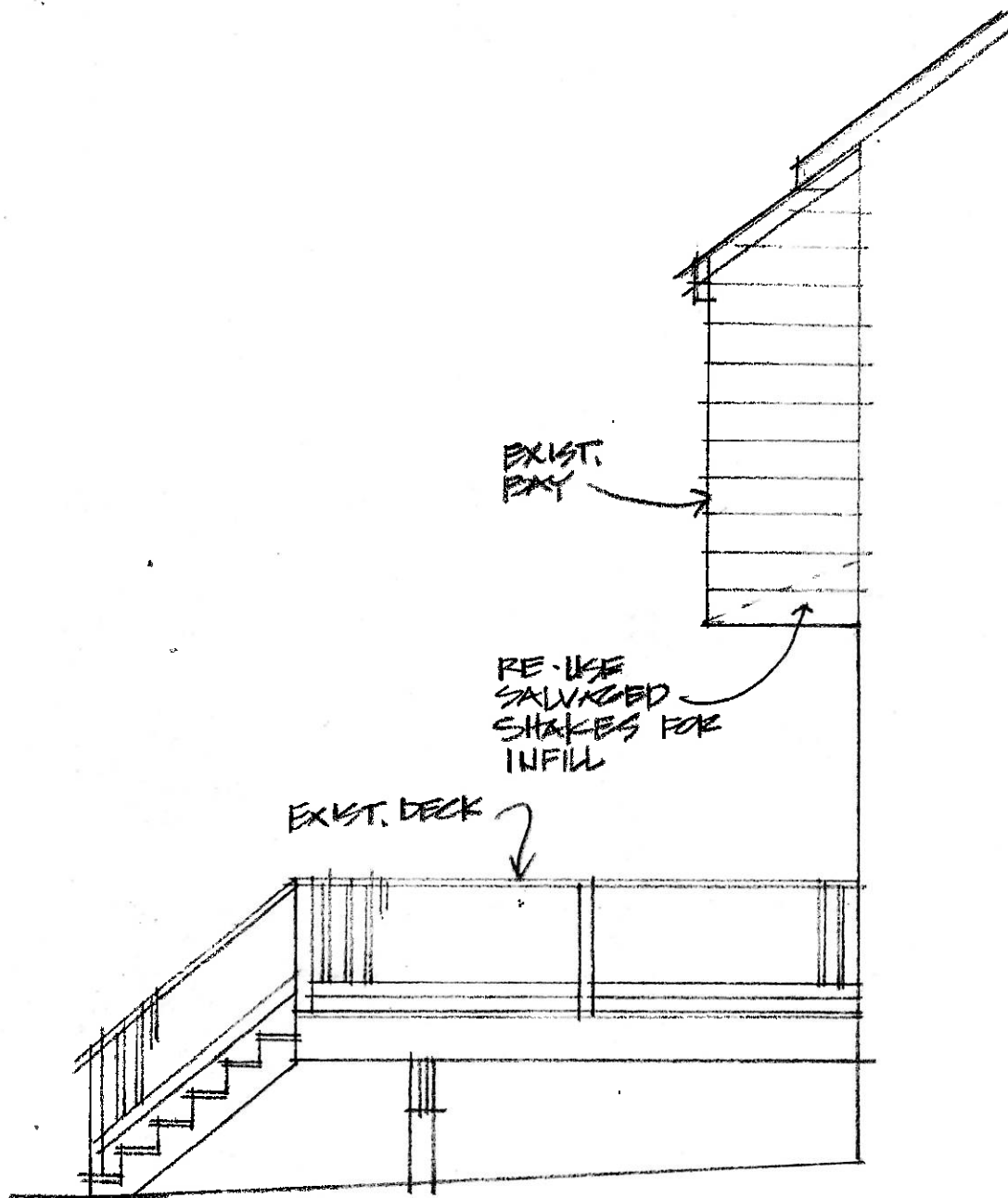
1/4" = 1'-0"



PROPOSED FIRST FLOOR (D)  
 1/4" = 1'-0"

BUNDUCK  
 7213 MAPLE AVE. 10-14-10





PROPOSED  
SIDE ELEVATION

1/4" = 1'-0"