MONTGOMERY COUNTY HISTORIC PRESERVATION COMMISSION STAFF REPORT

Address: 1 High Street, Brookeville Meeting Date: 1/11/2023

Resource: Primary Resource Report Date: 1/04/2023

(Brookeville Historic District)

Public Notice: 12/28/2022

Applicant: Sajid Niazi

(Jeffrey Lees, Architect)

Tax Credit: N/A

Review: HAWP

Staff: Rebeccah Ballo

Case Number: REV 1003919

PROPOSAL: For building addition, parking lot expansion, fence installation, and site improvements.

STAFF RECOMMENDATION:

Staff recommends that the HPC approve the HAWP application with the following 7 conditions:

- 1. The exposed foundation of the addition along Market Street will be simplified, and the entire foundation will be either parged CMU or brick, with final review and approval delegated to staff.
- 2. The proposed fencing will be wood, with final review and approval delegated to staff. Any additional fencing along the southern property line will be constructed from wood, no higher than 4', and have an open picket design, with final review and approval delegated to staff.
- 3. The applicant will install a 6' high wood privacy fence in the area depicted in the LAP exhibit dated 1/3/2023 and attached to this HAWP application. Final review and approval of the fence are delegated to staff prior to the issuance of the building permit.
- 4. A material sample or specification for the powder coated metal railing will be submitted to staff, and final review and approval are delegated to staff prior to the issuance of the building permit.
- 5. A complete window and door schedule, including the new dormer windows and basement windows, will be submitted to staff, and final review and approval are delegated to staff prior to the issuance of the building permit. These windows will be aluminum clad wood.
- 6. A revised grading plan showing the removal of the brick retaining wall and the addition of any other retaining walls, if necessary, must be submitted as a revision to this HAWP#1003919 for review and approval by the HPC prior to the issuance of any building permits.
- 7. A new HAWP for the tree removal must be submitted to the HPC for review and approval, along with a revised planting plan showing the location of newly planted trees, prior to the issuance of any building permits. The new planting plan must be approved by the Town of Brookeville prior to the issuance of any building permits.

ARCHITECTURAL DESCRIPTION:

SIGNIFICANCE: Primary Resource within the Brookeville Historic District

Brookeville Post Office

DATE: 1922



Fig. 1: Subject property at the southeastern corner of High Street (Georgia Avenue) and Market Street.

BACKGROUND:

The applicant previously appeared before the Commission for a preliminary consultation at the April 20, 2022 HPC meeting. The HPC held a public hearing to discuss the HAWP at the August 17, 2022 HPC meeting, and voted to leave the record open for one month to allow for additional community input. The HPC closed the record and voted to approve the HAWP with conditions at the September 21, 2022 HPC meeting.²

PROPOSAL:

The applicant proposes new construction, hardscape alterations, and a new fence at the subject property. There are several revisions from the previously approved HAWP contained within this application as follows:

¹ Link to April 20, 2022 preliminary consultation staff report: https://montgomeryplanning.org/wp-content/uploads/2022/04/II.A-1-High-Street-Brookeville-Preliminary-Consultation.pdf Link to April 20, 2022 HPC meeting audio/video transcript:

http://mncppc.granicus.com/MediaPlayer.php?publish_id=55685b4d-c1a8-11ec-a5da-0050569183fa

² Link to September 21, 2022 staff report with updated memo: https://montgomeryplanning.org/wp-content/uploads/2022/09/II.B-1-High-Street-Brookeville-1003919.for_web.pdf. Link to Meeting audio/video is available here, item starts at 1:48:00: https://mncppc.granicus.com/MediaPlayer.php?view_id=7&clip_id=2663

- 1. Building dimensions altered resulting in increased new first floor square footage of 1325 sq. ft. versus 1050 sq. ft. from previous approval. Net result increase of 275 sq. ft. or an increase of approximately 26%.
- 2. Hardscape shift along Market Street and removal of walkway.
- 3. Addition of a new handrail.
- 4. Dormer change on east elevation.
- 5. New basement windows added to the east and north elevations.
- 6. New 42" wood picket fence and removal of fence on eastern side of the property.

APPLICABLE GUIDELINES:

When reviewing alterations and new construction within the Brookeville Historic District several documents are to be utilized as guidelines to assist the Commission in developing their decision. These documents include the *Brookeville Historic District Master Plan Amendment (Amendment)*, *Montgomery County Code Chapter 24A-8 (Chapter 24A-8)*, and the *Secretary of the Interior's Standards for Rehabilitation (Standards)*. The pertinent information in these documents is outlined below.

Montgomery County Code; Chapter 24A-8

- (a) 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 ensure 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.
- (b) 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.)

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." The applicable *Standards* are as follows:

- 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.
- 10. New additions and adjacent or related new construction shall 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:

The subject property is a 1,502 SF one-story building located at the southeast intersection of High Street (Georgia Avenue) and Market Street in the Brookeville Historic District. The historic building was constructed in 1922 and formerly served as the Brookeville Post Office. It has a traditional ell form and fronts on High Street to the west. The rear ell is at the northeast (rear/left, as viewed from the public right-of-way of High Street) side of the building. There is an existing one-story addition in the southeast (rear/right) corner of the historic building and a parking lot to the south (right).

The applicant came to the HPC for a Preliminary Consultation in April 2022, and returned for a HAWP in August and September 2022 with a revised proposal in response to the Commission's previous comments and recommendations (see links to staff reports and video above). The HPC approved the HAWP on September 21, 2022 with several conditions.

Compliance with previous HPC Conditions:

Before discussing the proposed alterations, staff will address below how this revision has addressed each of the conditions previously approved by the HPC in September 2022:

Conditions:

- 1. The exposed foundation of the addition along Market Street will be simplified, and the entire foundation will be either parged CMU or brick, with final review and approval delegated to staff. Response: The applicant has revised the foundation on the 3D renderings, but has not updated the elevation drawings. This condition should carry forward with this revised HAWP.
- 2. The proposed PVC trim and frieze board will be fiber cement.

 Response: The HPC removed this condition from the HAWP. The plans include notes for PVC trim in alignment with this action.
- 3. The proposed vinyl fencing will be wood, with final review and approval delegated to staff.

- Response: The proposed fencing shows proposed height and color (42" and white), but does not specify material. This condition should carry forward with this revised HAWP.
- 4. The proposed 6' high replacement fencing along the east (rear) property line will not be extended eloser to Market Street. Any additional fencing in this location will be constructed from wood, no higher than 4', and have an open picket design, with final review and approval delegated to staff. The proposed fence will conform to the Town of Brookeville's requirements and final approval will be delegated to staff. The fence on the south lot line will be no more than 42".
 Response: The HPC struck the first line of the condition and provided language regarding all new fencing. The applicant has proposed a 42" inch picket fence along the southern property line. The applicant has removed the proposal for a fence along the eastern property boundary. The proposed fencing shows proposed height and color (42" and white), but does not specify material. This condition should carry forward with this revised HAWP.

Newly Proposed Alterations:

1. Building dimensions altered resulting in increased new first floor square footage of 1325 sq. ft. versus 1050 sq. ft. from previous approval. Net result increase of 275 sq. ft. or an increase of approximately 26%. Note: There is a slight discrepancy between the Sq. Ft. Tabulation Table that notes 1325 square feet and the narrative which notes 1327 square feet.

The dimensions of the new construction have shifted slightly to accommodate a greater setback as required by the Town of Brookeville. To compensate, the overall length of the addition has increased from 39'7" to 41', or approximately 17". While there were no property/yard setbacks denoted on the plans, it appears that the shift in length is towards the interior (to the south) and will not have a detrimental impact on either the streetscape or the adjacent property to the east. This is a minor change in the footprint. The overall massing and design continue to meet the Standards for 24A and the Secretary of the Interior's Standards 9 and 10.

2. Hardscape shift along Market Street and removal of walkway.

The concrete steps and walkway shown against the eastern property line from the previous submission have been removed. A green hedge buffer is proposed in a portion of this area adjacent to Market Street. Ground cover is proposed along the remainder of the eastern property line. The footprint of the parking pad has also been shifted to the west to allow for the green buffer. This is a minor change in the design that improves the streetscape and landscaping for the project, and these alterations continue to meet the Standards for 24A and the Secretary of the Interior's Standards 9 and 10.

3. Addition of a new handrail.

Refined measurements regarding the grade change show that a handrail is necessary for the stairs adjacent to Market Street. The applicant has proposed a new powder coated metal railing. The material and general design for this item are appropriate and meet the Secretary of the Interior's Standards 9 and 10; however, a material sample or specification was not provided. A condition has been added for this item to be submitted prior to the issuance of the building permit.

4. Dormer change on east elevation.

The previously approved HAWP showed a gable dormer on the east elevation; the new proposal shows a shed roof dormer instead. This is a minor alteration that while located on a prominently

visible portion of the building, it is not out of scale or character for an addition on the rear of the historic Post Office. It takes its cue from the very small, shed dormer on the façade, and expands the shape in proportion to match the rear elevation. these alterations continue to meet the Standards for 24A and the Secretary of the Interior's Standards 9 and 10. Two windows, presumably fixed, are installed in the upper portion of the dormer; however, specifications for these windows have not been provided. A condition has been added for this item to be submitted prior to the issuance of the building permit.

5. New basement windows added to the east and north elevations.

To recapture additional usable square footage in the basement, the applicant is proposing new fixed windows along the eastern elevation (1 new window) and northern elevation (3 new windows). These appear to be new windows to the program, but they are unobtrusively located and appropriately sized for adding daylight to a basement level along the elevations that will receive the least natural light. Recapturing usable square feet in the basement is greatly preferred over an expanded at grade or second story addition. A condition that the windows be included in an updated window and door schedule has been added for this item to be submitted prior to the issuance of a building permit.

6. New 42" picket fence and removal of fence on eastern side of the property.

This newly shown fence partially complies with the direction the HPC gave at its hearing on September 22, 2022. The location and design comply with the Town of Brookeville requirements as well as with the general requirements for materials and design compatibility in 24A and the Secretary of the Interior's Standards 9 and 10. The application notes that the fence will be white, but does not specify it will be wood. The previously approved conditions regarding fencing material and height should be carried forward to this revised HAWP.

Unaddressed/Other Items

At the time of the Preliminary Consultation and the hearing on the HAWP, Staff and the Town of Brookeville noted there was no information submitted with the HAWP to consider the approval of tree removal. The Town did not object to the tree removal, but stated that new trees should be planted on site to compensate for the loss of the trees and maintain some of the existing visual buffer on the east property line. It should be noted that the applicant did not include a proposal to remove the trees as part of this HAWP and so this item remains outstanding. The applicant did email staff requesting guidance on this issue, and staff relayed the information that a HAWP was required for the tree removal. That information has not been provided. The applicant must submit a HAWP to remove trees on site along with a revised site plan showing tree replanting prior to the issuance of any building permits. A condition has been added to address this issue.

Additionally, there is a low brick retaining wall on the eastern portion of the property adjacent to the driveway for 212 Market Street, but the application does not depict how the grade will be recaptured along this property line—i.e. will new retaining walls or other stepbacks be required? It appears this may be necessary with additional hardscape interventions. A condition has been added to address this issue.

Finally, in comments dated 1/3/2023, the Brookeville LAP requests that the applicant install a 6' wood privacy fence generally adjacent to the eastern side of the parking lot. Staff has no objections to this proposal, finding it would be appropriate as an additional buffer. A condition has been added to address

this issue.

Staff finds that the applicant's revised HAWP proposal, as modified by the recommended conditions, will not remove or alter materials, features, or spaces that characterize the property, per *Standard* #2. Additionally, the proposed new construction, including hardscape and fencing, will be differentiated from and compatible with the massing, size, scale, and architectural features of the property and its environment, per *Standard* #9. In accordance with *Standard* #10, the proposed work 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.

After full and fair consideration of the applicant's submission, staff finds the proposal, as modified by the recommended conditions, consistent with the Criteria for Issuance in Chapter 24A-(b) 1 and 2, having found it consistent with the *Secretary of the Interior's Standards for Rehabilitation #2*, #9, and #10, as outlined above.

STAFF RECOMMENDATION

Staff recommends that the Commission <u>approve with the seven (7) conditions outlined on Page 1</u> the HAWP application under the Criteria for Issuance in Chapter 24A-8(b) (1), (2), and (d), having found that the proposal, as modified by the conditions, will not substantially alter the exterior features of the historic resource and is compatible in character with 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 an electronic set 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 Rebeccah.Ballo@montgomeryplanning.org to schedule a follow-up site visit.



APPLICATION FOR HISTORIC AREA WORK PERMIT HISTORIC PRESERVATION COMMISSION 301.563.3400

DATE ASSIGNED____

Date

FOR STAFF ONLY:

HAWP#_

APPLICANT:

Name:			E-mail:			
Address:			City:	Zip:		
Daytime Phone:			ax Account No.:			
AGENT/CONTACT	T (if applicable	e):				
Name:		E	-mail:			
Address:			Dity:	Zip:		
Daytime Phone:			Contractor Registration No.:			
LOCATION OF BU	JILDING/PREM	IISE: MIHP # of Historic	Property			
map of the easen Are other Plannin	nent, and docur g and/or Hearir Variance, Recor ormation.	mentation from the Easeing Examiner Approvals /rd Plat, etc.?) If YES, incl	ment Holder suppo Reviews Required a ude information on	as part of this Application?		
		Nearest Cross	Nearest Cross Street:			
Lot:	Block:	Subdivision:	Parcel:	_		
for proposed we be accepted for New Const Addition Demolition Grading/Ex I hereby certify the	ork are submit review. Check ruction kcavation hat I have the a d that the const	Deck/Porch Fence Hardscape/Landsca Roof uthority to make the fore	on. Incomplete A Shed, Solar Tree r ape Windo Other egoing application, plans reviewed and	pplications will not /Garage/Accessory Structure		

Signature of owner or authorized agent

HAWP APPLICATION: MAILING ADDRESSES FOR NOTIFING [Owner, Owner's Agent, Adjacent and Confronting Property Owners] Owner's mailing address Owner's Agent's mailing address Adjacent and confronting Property Owners mailing addresses

Description of Property: Please describe the building and surrounding environment. Include information on significant structures, landscape features, or other significant features of the property:
Description of Work Proposed: Please give an overview of the work to be undertaken:

Work Item 1:	
Description of Current Condition:	Proposed Work:
Work Item 2:	
Description of Current Condition:	Proposed Work:
Work Item 3:	
Description of Current Condition:	Proposed Work:

HISTORIC AREA WORK PERMIT CHECKLIST OF APPLICATION REQUIREMENTS

	Required Attachments						
Proposed Work	I. Written Description	2. Site Plan	3. Plans/ Elevations	4. Material Specifications	5. Photographs	6. Tree Survey	7. Property Owner Addresses
New Construction	*	*	*	*	*	*	*
Additions/ Alterations	*	*	*	*	*	*	*
Demolition	*	*	*		*		*
Deck/Porch	*	*	*	*	*	*	*
Fence/Wall	*	*	*	*	*	*	*
Driveway/ Parking Area	*	*		*	*	*	*
Grading/Exc avation/Land scaing	*	*		*	*	*	*
Tree Removal	*	*		*	*	*	*
Siding/ Roof Changes	*	*	*	*	*		*
Window/ Door Changes	*	*	*	*	*		*
Masonry Repair/ Repoint	*	*	*	*	*		*
Signs	*	*	*	*	*		*

NEW REVISION MATERIAL

MD. Registered Architect #5919

20 December, 2023

Montgomery County Historic Preservation Commission 2425 Reedie Drive Wheaton, MD 20902

Re: #1 High Street Brookeville Redevelopment (revised)

Dear Commission Members;

This submission is an update/revision to the previous HAWP Application #1003919, wherein it is the owner's intent to create two (2) professional Office Suites via a combination of rehabilitating the existing one story (former) Brookeville Post Office building as one office suite, and then adding a second suite within a one story, 1327 sq. ft. addition, for an overall footprint total of 2789 square feet. The existing later shed roofed addition on the east side will be removed.

The occupancy will include minimum personnel, with guests/visitors accommodated strictly through scheduled appointments. The use requires limited parking and eliminates the potential for additional traffic or congestion.

The exterior of the existing building currently represents changes wrought during a 1999 renovation for an accounting office, with some contemporary windows and patio doors introduced into the rear shed roofed addition. There is little to no historic fabric remaining on the interior of the structure, which was basically eviscerated during the 1999 renovation. One existing window on the east wall, (a later installation), is to be closed over where the addition meets the existing structure.

Materials for the one story addition are intended to be compatible with the existing structure, and include fiber cement lap type siding, aluminum clad wood windows, aluminum storefront framing (to separate and distinguish new and old) and asphalt roof shingles, similar in color, but again distinct from the existing metal roofing.

This application reflects the following modifications to the previous application:

- 1. Overall width of the addition has been reduced by 12 inches from 42' to 41', to accommodate Brookeville LAC dmand for increased buffer space, and to maintain neighbor's driveway (which encroaches on #1 High Street property). Concrete steps and walkway shown in previous submission along east side have been removed to allow for landscaping of buffer space.
- 2. Overall length of the addition has been increased by 17", to offset some of the square footage given up in reducing the width.
- 3. To take advantage of the approximately four feet existing grade differential between upper parking area and Market Street (consistent with the HDC's admonition to "sink' the building into the grade), and to compensate for office square footage being lost due to the width reduction described above, finished lower level space has been created, which will

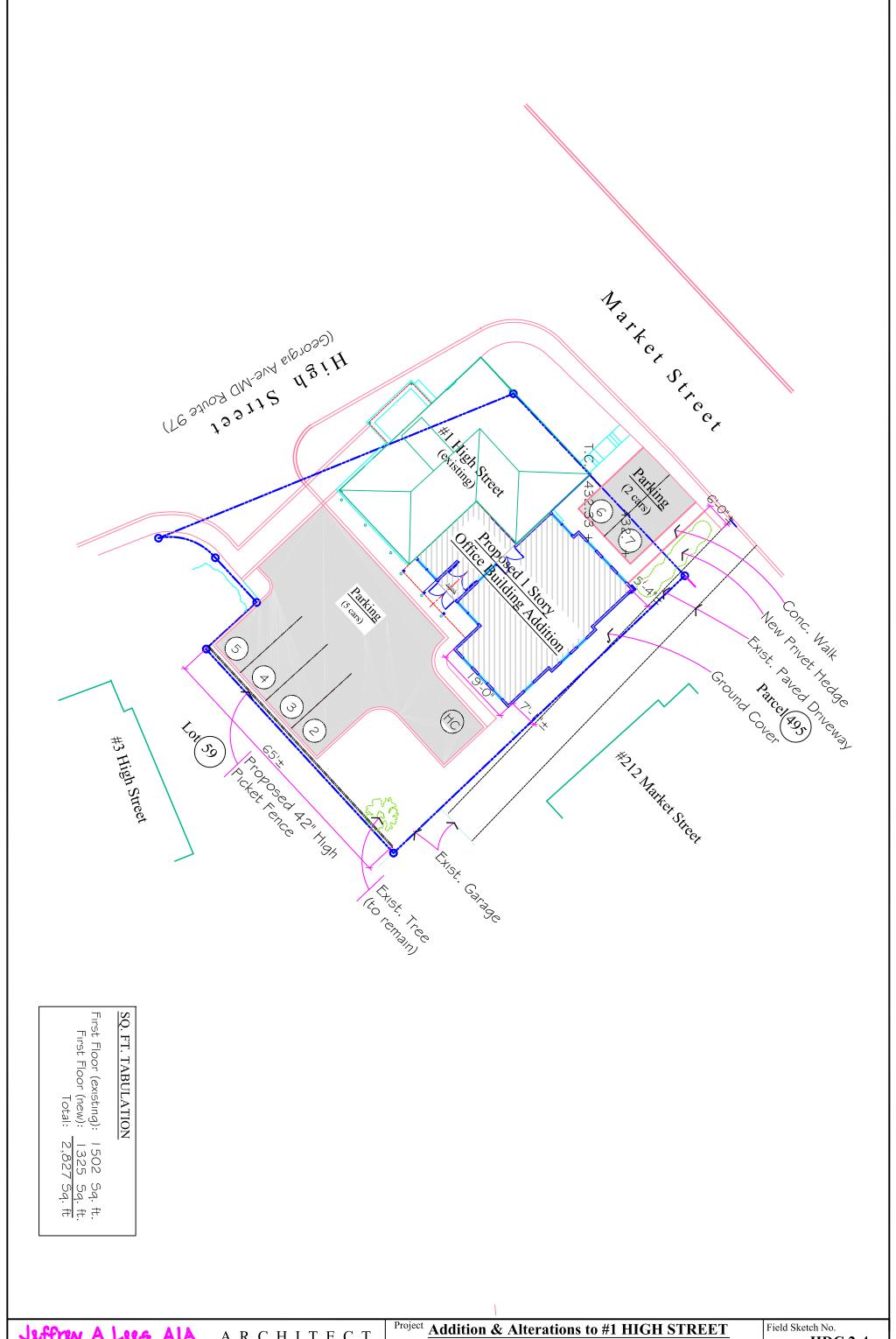
Montgomery County Historic Preservation Commission #1 High Street Cover Sheet and Narrative Page two

be used as a new Conference Room and storage/utility area. Four new windows are proposed for daylighting the Conference Room, three on the north foundation wall, and one on the east wall.

- 4. Market Street parking pad has shifted closer to existing building, to allow for buffer space. Existing brick steps up to Market Street door in existing structure will be rebuilt as part of a retaining wall, and a black aluminum metal picket railing/guard will be installed along the east side of the brick steps.
- 5. Roofline at east wall offset has been changed from gable to shed roof, to echo shed dormer on west side of existing former post office structure
- 6. A 42" high, approximately 65 feet long, white picket fence will be added at the edge of the south property line, separating the parking area from #3 High Street property, as dictated by the Brookeville LAC.

Our goal is to create a balance between honoring the historic presence of the property, while enhancing the community's appeal and usability of the property. Many residents within the community have expressed concern about the aging and deterioration of the property due to its remaining vacant for a considerable amount of time, lacking maintenance or attention. This often leaves residents frustrated and ultimately results in a continued decline in the community, as opposed to enhancing the properties functionality and street appeal, while maintaining the charm and significance of the property and the community.

Honoring the property's significance while enhancing the community, will provide a fantastic opportunity to the residents and community as a whole. As the Brookeville Bypass reaches completion, traffic will be reduced tremendously, which we believe further supports the proposed plans.



Jeffrey A. Lees, Ala ARCHITECT

Project Addition & Alterations to #1 HIGH STREET

Field Sketch No. HDC 2-4

To Dunkirk Rd.

Baltimore, MD. 21212

HDC 2-4

Title

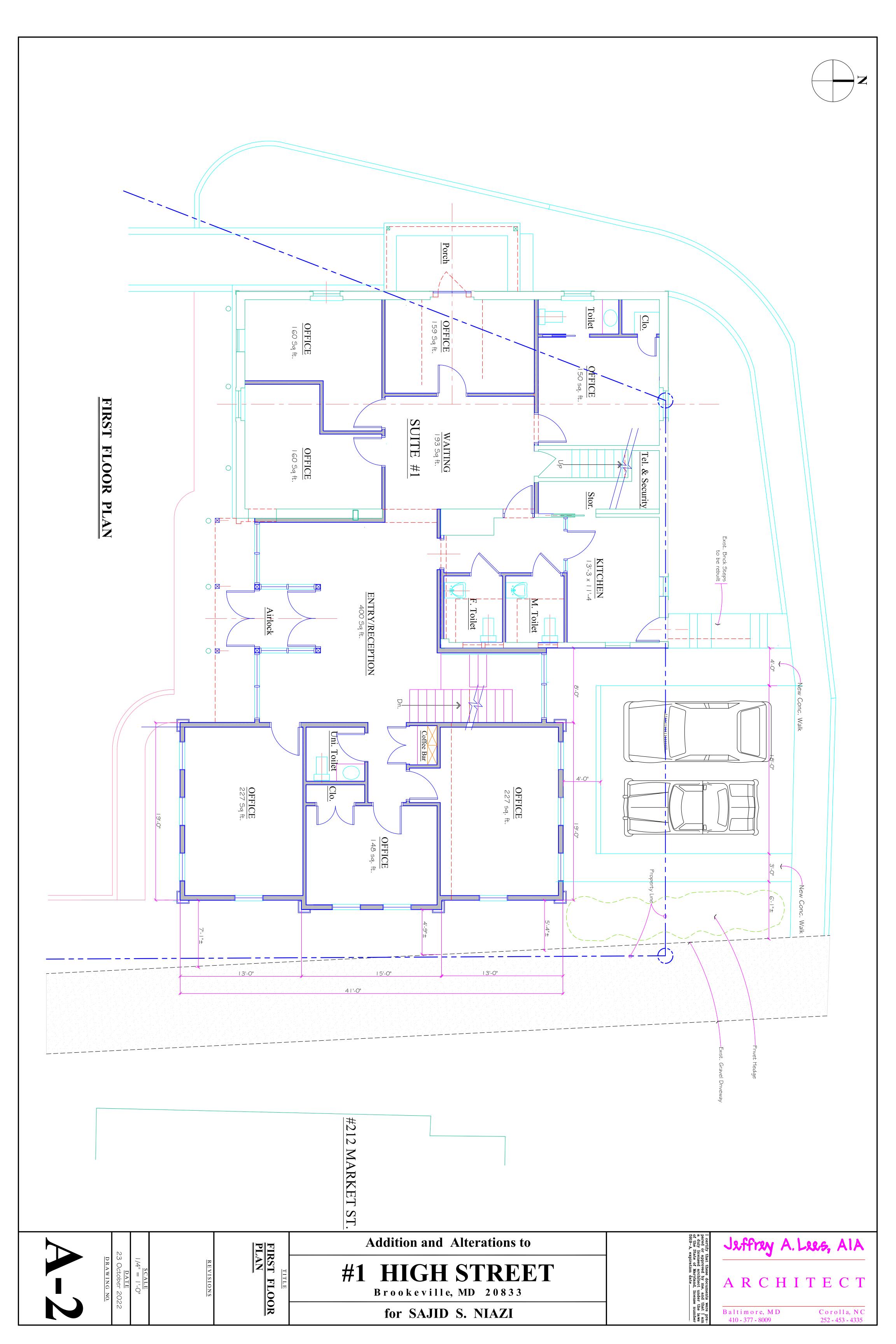
Proposed Site Plan

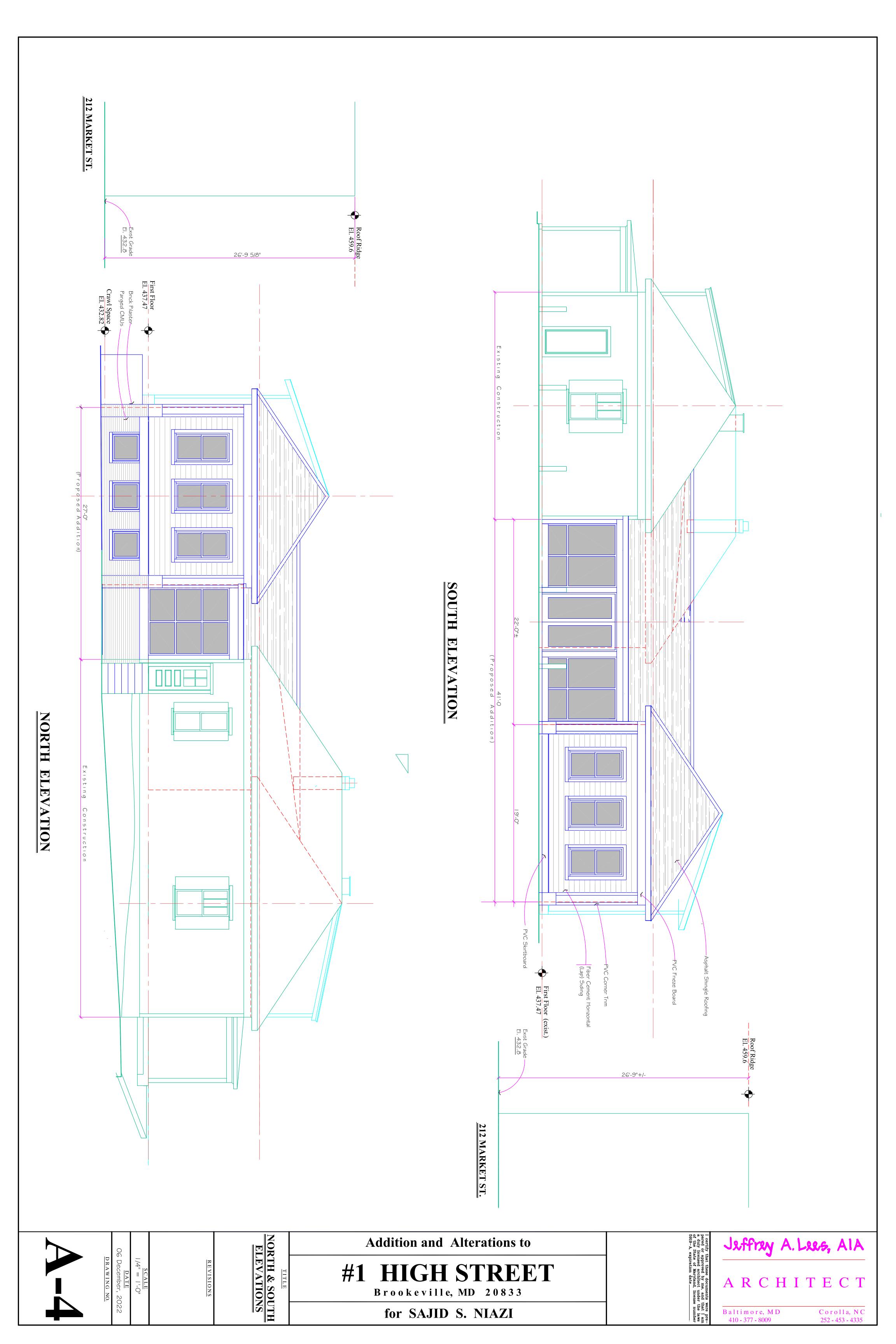
Field Sketch No. HDC 2-4

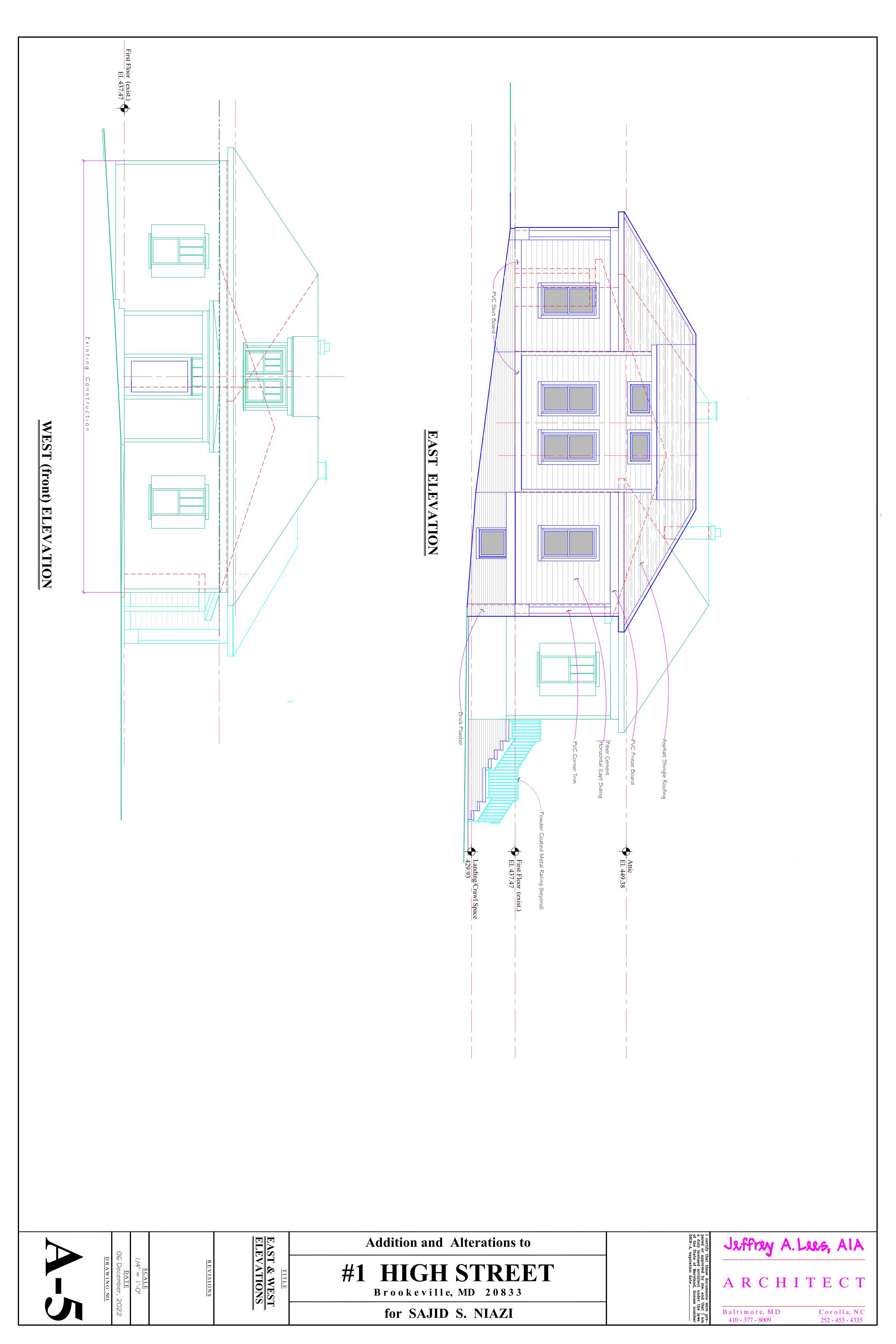
Proposed Site Plan

Field Sketch No. HDC 2-4

Proposed Site Plan



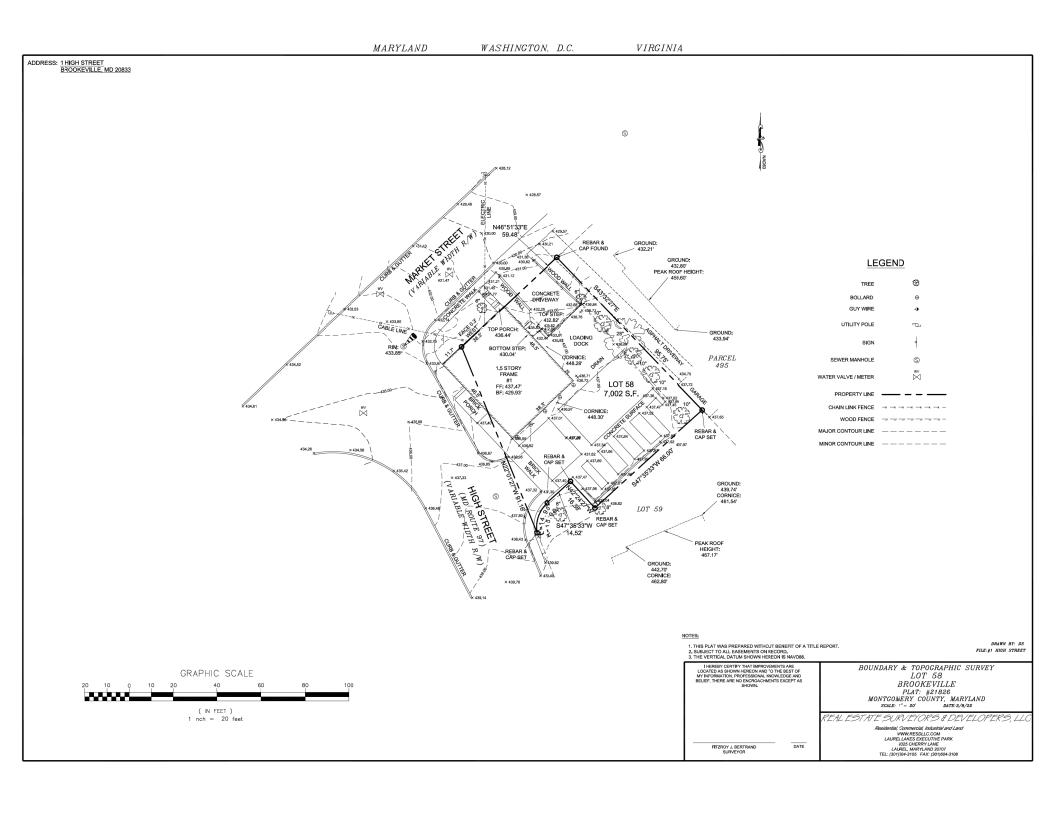












- G. Private educational institution for the teaching of music or art.
- (4) Cultural Entertainment and Recreational
- A. Parks, institutionally owned
- B. Places of worship
- C. Publicly owned or publicly operated uses
- (5) Agricultural
- A. Agricultural uses, devoted to primary agricultural production
- (6) Miscellaneous
- A. Accessory structures and uses
- B. Signs, up to an aggregate total of twenty (20) square feet
- (c). Development Standards:
- (1) Building height: Normally, 25 feet. At the time of site plan review, this may be increased to 35 feet.
- (2) Setbacks: All setbacks must demonstrate a compatible relationship to adjacent existing and proposed development.
- (3) Any new redevelopment or additions to existing structures must satisfactorily demonstrate to the Planning Commission that the redevelopment will be consistent and compatible with the historic heritage and design of Brookeville and surrounding residential uses. The Planning Commission shall evaluate any new redevelopment based on its design characteristics, use of construction materials and proposed setbacks, height and adequacy of parking.
- (d). Use approval. All properties in this zone must obtain a Historic Use permit from the Planning Commission for any change in use. All such applications must be submitted on forms made available by the Town and shall demonstrate that the proposed use is of a nature and scale consistent with the historic heritage of the Town and complies with the requirements of this Zone. In particular, such application must include (1) information as to the intended number of employees/workers, anticipated number of visitors/clients/students, and intended hours of operation and (2) a parking plan, and must describe how the application will achieve the objectives of this ordinance. Such application must provide a detailed description of any proposed signage, which may not be illuminated, and describe whether the proposed use will use equipment or any process which may create noise, vibration, glare, fumes, odors or electrical or electronic interference detectable beyond the walls of the structure.

Such use permit may be approved upon the finding that the proposed use will not adversely affect the health, or safety of residents of the Town and will not be detrimental to the public welfare or injurious to property or improvements in the neighborhood and will be consistent with the historic character of the Town. The Planning Commission may attach such conditions to the approval of the permit, including the imposition of such restrictions as may be reasonable and necessary to assure that the proposed use will be consistent with the purpose and intent of this Ordinance. No Historic Use permit is assignable nor may it be modified without the approval of the Planning Commission. Any change in use must receive a new permit.

Article V. Procedure for Approval

Section 10-501. HVR Zone

An applicant for new development in the HVR zone must file a subdivision plan and a site plan which meets all the requirements of Section 59-D-3.2 of the Montgomery County Code for review and approval by the Planning Commission in accordance with this Chapter. The subdivision plan may be approved upon both a finding by the Planning Commission that the objectives of the Brookeville Subdivision Ordinance are achieved by the plan, and a finding by the Planning Commission that the site plan meets the site plan requirements in Section 10-503. For good cause shown, the requirement of submission of a subdivision plan may be waived by the Planning Commission pursuant to Section 11-704 of the Code.

Section 10-502. HVC Zone

An applicant for redevelopment or for any new addition to an existing structure in the HVC zone must file a site plan which meets all the requirements of Section 59-D-3.2 of the Montgomery County Code for review and approval by the Planning Commission. It may be approved only upon a finding by the Planning Commission that the site plan meets the site plan requirements in Section 10-503.

Section 10-503. Site Plan Requirements:

- (a). The site plan must be consistent with the Brookeville Comprehensive Plan;
- (b). The location of the buildings and structures, the open spaces, the nondeveloped spaces, the landscaping, recreation facilities and the pedestrian and vehicular circulation systems must be adequate, safe and efficient for the use proposed;
- (c). Each structure and use must be compatible with other uses and other site plans and with existing and proposed adjacent and nearby development.

The fact that a site plan complies with all of the stated general regulations and other requirements shall not, by itself, be deemed to create a presumption that the proposed site plan is, in fact, compatible with surrounding land uses and, in itself, shall not be sufficient to require approval of the site plan.

Upon approval the site plan shall be signed by the applicant agreeing to execute all the features and requirements that are part of the site plan and signed by the Chairman of the Planning Commission, certifying the Town=s approval of the site plan.

In the case of any land requiring site plan approval, or any development for which site plan approval is a condition, a record plat must not be approved, and a building permit may not be issued unless the proposed construction is in strict compliance with a site plan approved in accordance with this Ordinance.

Article VI. Miscellaneous Provisions

Section 10-601. Extensions and Projections

Bay windows, entrances, chimneys, eaves, steps, stoops, terraces, patios, porches, vestibules and any similar extensions of a main or accessory building may extend into any existing or approved front or side or rear yard upon approval by the Planning Commission and its finding that such extension will not have an adverse impact on adjacent properties.

Section 10-602. Signs.

The number, character, and aggregate size of all signs, except those regulated under Section 10-201(e)3 must be shown on a site plan and approved by the Planning Commission.

Section 10-603. Nonconforming Structures and Uses

Any building, structure, or use lawfully existing at the time of the adoption of this Ordinance may be continued even though it does not conform to the provisions of this Ordinance, except as otherwise provided herein. A nonconforming use which is conducted on less than an entire lot or parcel at the time of the adoption of this Ordinance shall not be extended or enlarged to other portions of the lot or parcel unless approved by the Planning Commission.

Section 10-604. Existing Platted Lots Not Non-conforming

Any lot that was legally created by subdivision plat recorded before July 13, 1999 and was a buildable lot under the Montgomery County Zoning Ordinance in effect prior to July 13, 1999, has not changed in size or shape since its recordation, and is the subject of a separate tax account is a buildable lot for a one family dwelling only, even though the lot may have less than the minimum area required under this Ordinance. Any new construction on such lot must be approved by the Planning Commission as provided for in Sections 10-301, 10-302 and 10-503 above.

Any other property, lot or parcel created by deed or otherwise must comply with the subdivision ordinance or receive a waiver from compliance with the Ordinance for good cause shown by the Planning Commission pursuant to Section 11-704 of the Code.

Section 10-605. Existing Buildings.

Any existing building or accessory structure which was built prior to [DATE OF ADOPTION] and lawful when established but which no longer conforms to the requirements of this Ordinance due to the size of the lot or parcel on which it is located, its height, or setbacks, is declared to be a conforming use and may be replaced or repaired, but not expanded. Any replacement of, addition to, or expansion of such building or structure, that reduces the degree of conformity, and the construction of any new building or structure on the lot or parcel on which the main building is located, must be approved by the Planning Commission through the site plan review process in Sections 10-501 through 10-503 above to ensure the compatibility of the design and proposed materials with the adjoining properties and the historic heritage of the Town. This requirement applies to all new construction which will extend the footprint of an existing main building in any way, all construction which replaces an existing structure or part thereof, and proposed balconies, porches, decks, garages, walkways, vestibules, swimming pools, accessory structures, barns, coops, gazebos and the like.

Section 10-606. Board of Appeals

The Brookeville Commissioners shall constitute the Board of Appeals and shall exercise the authority set out in Section 4.07 of Article 66B, Annotated Code of Maryland.

Section 10-607. Public Meetings

All decisions of the Planning Commission and the Brookeville Commissioners as to any application under this Zoning Ordinance for a use permit, site plan approval or subdivision approval shall be reached after notification to adjacent property owners of the application and any proposed conditions, and a public meeting.

Section 10-608. Zoning map and text amendments

Any proposed modification or amendment to the text of this zoning ordinance and any proposed changes in the boundaries of the zones established by the Town must be first submitted to the Planning Commission for review and comment. The Town Commissioners shall not adopt any changes in this zoning ordinance or in the boundaries of any zone established by the Town without holding at least one public hearing at which parties in interest and citizens shall have an opportunity to be heard. Notice of the time and place of the public hearing, together with a summary of the proposed regulation, restriction or boundary shall be published in at least one newspaper of general circulation in the Town once each week for two successive weeks with the first publication of notice appearing at least 14 days prior to the hearing. Any change in the text of the zoning ordinance or zoning boundaries shall not become effective until at least 10 days after such public hearing.

Section 10-609. Severability.

If any section, subsection, paragraph, sentence, clause, or phrase of this Ordinance should be declared invalid for any reason whatsoever, such decision shall not affect the remaining portions of this Ordinance which shall remain in full force and effect, and for this purpose, the provisions of this Ordinance are hereby declared to be severable.

Section 10-610.

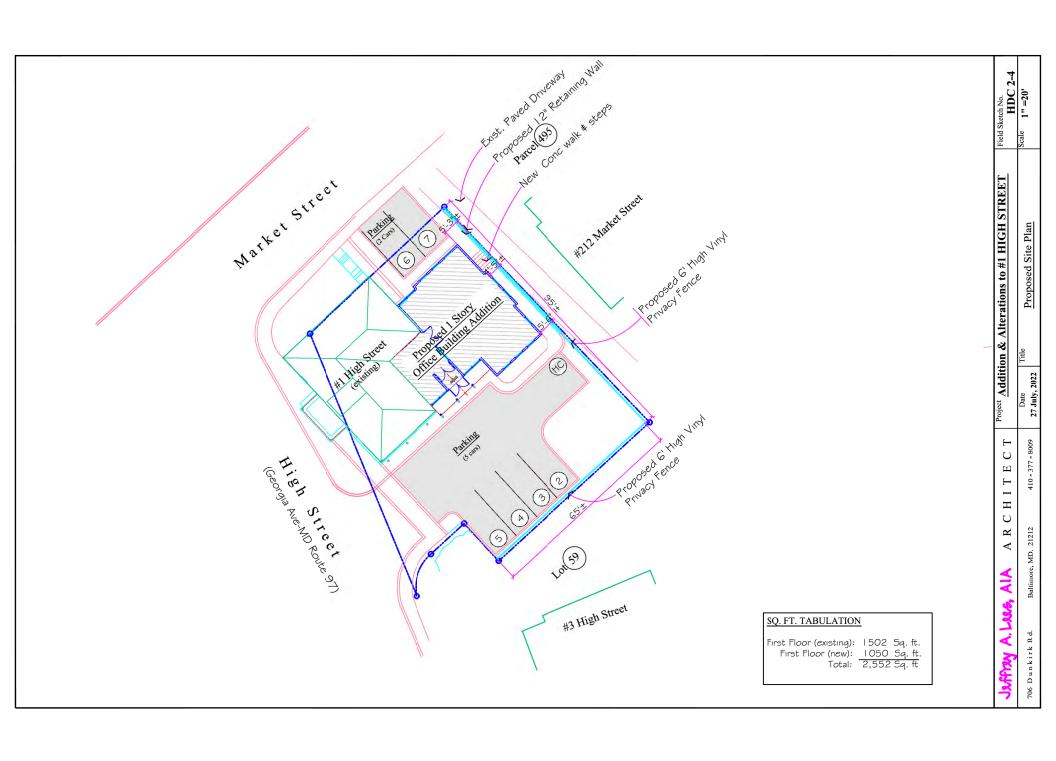
In any instance where any provision of this Ordinance conflicts with any other provision of law, that provision which is more restrictive or imposes a higher standards shall govern. Such determination shall be made by the Brookeville Planning Commission.

Article VII. Violations

Section 10-701. Violations

A violation of this Ordinance may be prosecuted as a municipal infraction in the District Court of Maryland, subject to a fine of \$1000.00 or imprisonment for six (6) months, or both.

In addition or as an alternative, the Commissioners of Brookeville may seek an injunction in the District Court of Maryland to prevent or terminate a violation of this Ordinance, as provided by the laws of the State of Maryland.







HISTORIC AREA WORK PERMIT
HISTORIC PRESERVATION COMMISSION
301.563.3400

AP	P	LI	C	AI	N'	T:
			-			

Name: HR	A Holdings I	LLC	E-mail:				
	324 Dapple C		city: Olne				
Daytime Phone:							
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Is there an H map of the e Are other Pla (Conditional supplementa	listoric Preservation easement, and docu anning and/or Hear Use, Variance, Reco al information.	mentation from the Eas ing Examiner Approvals ord Plat, etc.?) If YES, inc	ntal Easeme ement Holde /Reviews Re slude informa	nt on the Properting equired as partion on the	operty? If YES, include a g this application. art of this Application?		
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for propose be accepted New C Additi Demo Gradit I hereby cer and accurat	d work are submit of review. Check construction on chition for expension check the construction for the construction check the constructi	Deck/Porch Fence Hardscape/Landsc	cape	Shed/Gar Solar Tree remo Window/I Other: ication, that wed and app	cations will not rage/Accessory Structure oval/planting Door the application is correct proved by all necessary		

HAWP APPLICATION: MAILING ADDRESSES FOR NOTIFING [Owner, Owner's Agent, Adjacent and Confronting Property Owners] Owner's mailing address Owner's Agent's mailing address Adjacent and confronting Property Owners mailing addresses 3 High Street 212 Market Street Brookeville, MD 20833 Brookeville, MD 20833 2 High Street 211 Market Street Brookeville, MD 20833 Brookeville, MD 20833

07 August, 2022

Montgomery County Historic Preservation Commission 2425 Reedie Drive Wheaton, MD 20902

Re: #1 High Street Brookeville Redevelopment (revised)

Dear Commission Members;

I am writing this to introduce you to the proposed development of the above contributing structure within the Brookeville Historic District.

It is the owner's intent to create two (2) professional Office Suites via a combination of rehabilitating the existing one story (former) Brookeville Post Office building as one office suite, and then adding a second suite within a one story addition, for an overall total of 2787 square feet. The existing later shed roofed addition on the east side will be removed.

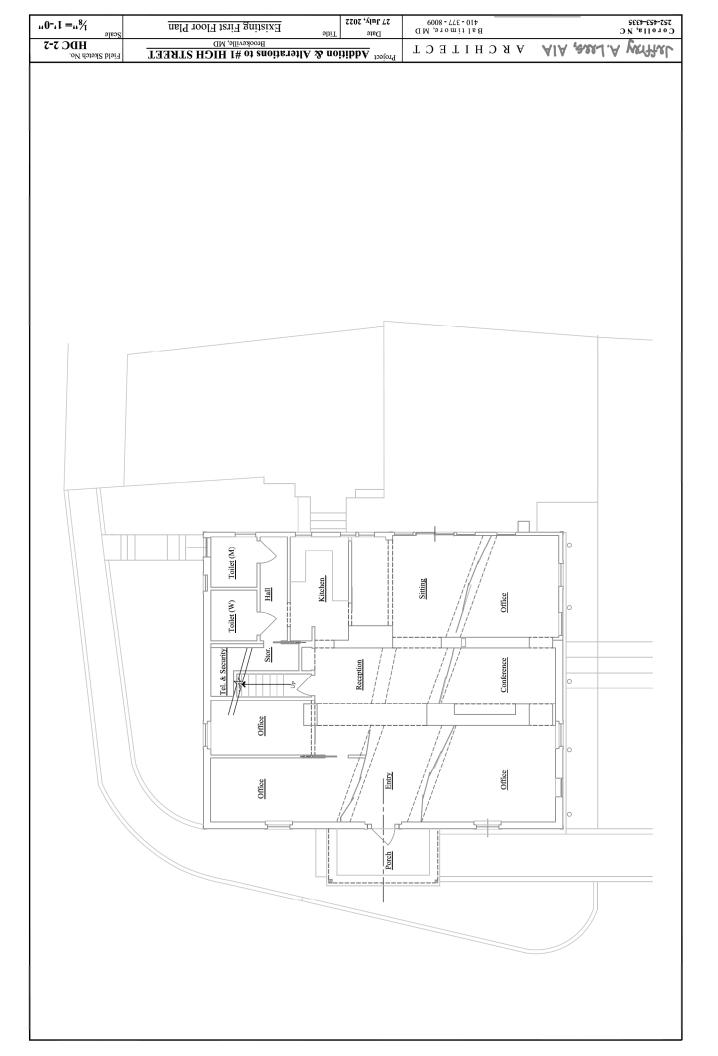
The occupancy will include minimum personnel, with guests/visitors accommodated strictly through scheduled appointments. The use requires limited parking and eliminates the potential for additional traffic or congestion.

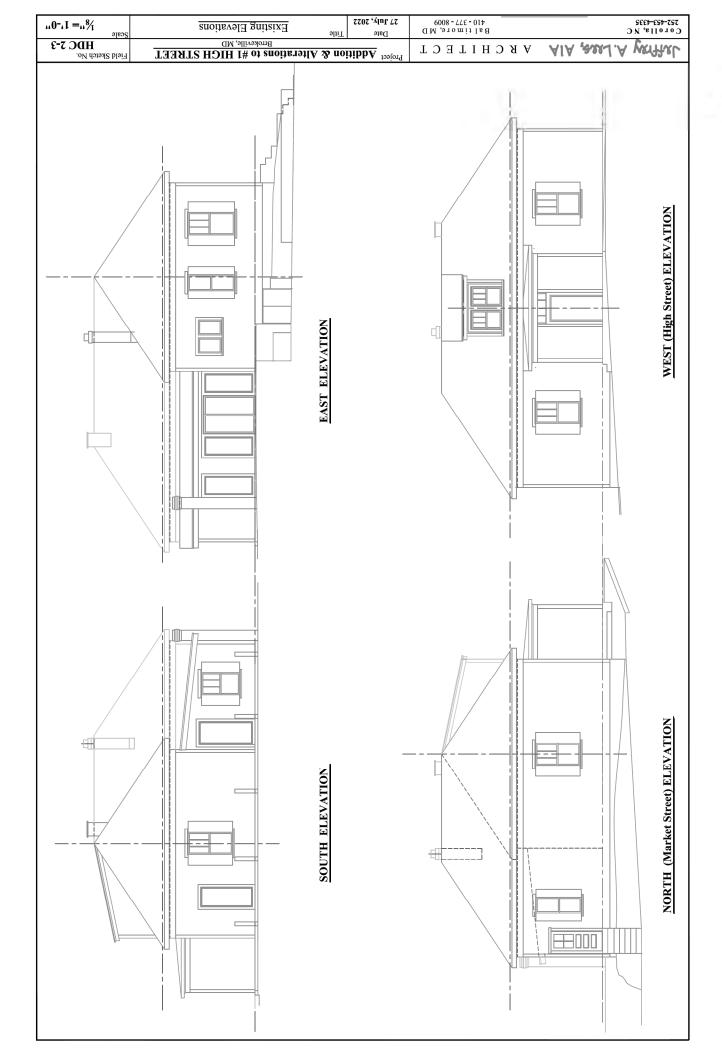
The exterior of the existing building currently represents changes wrought during a 1999 renovation for an accounting office, with some contemporary windows and patio doors introduced into the rear shed roofed addition. There is little to no historic fabric remaining on the interior of the structure, which was basically eviscerated during the 1999 renovation.

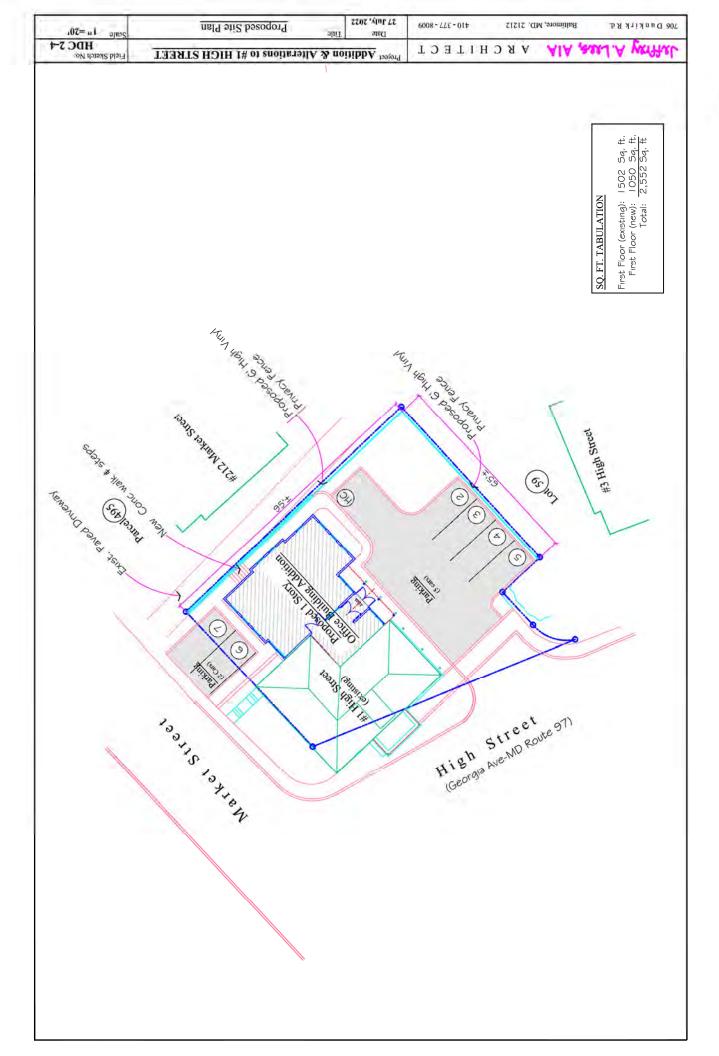
Materials for the one story addition are intended to be compatible with the existing structure, and include fiber cement lap type siding, aluminum clad wood windows, aluminum storefront framing (to separate and distinguish new and old) and asphalt roof shingles, similar in color, but again distinct from the existing metal roofing.

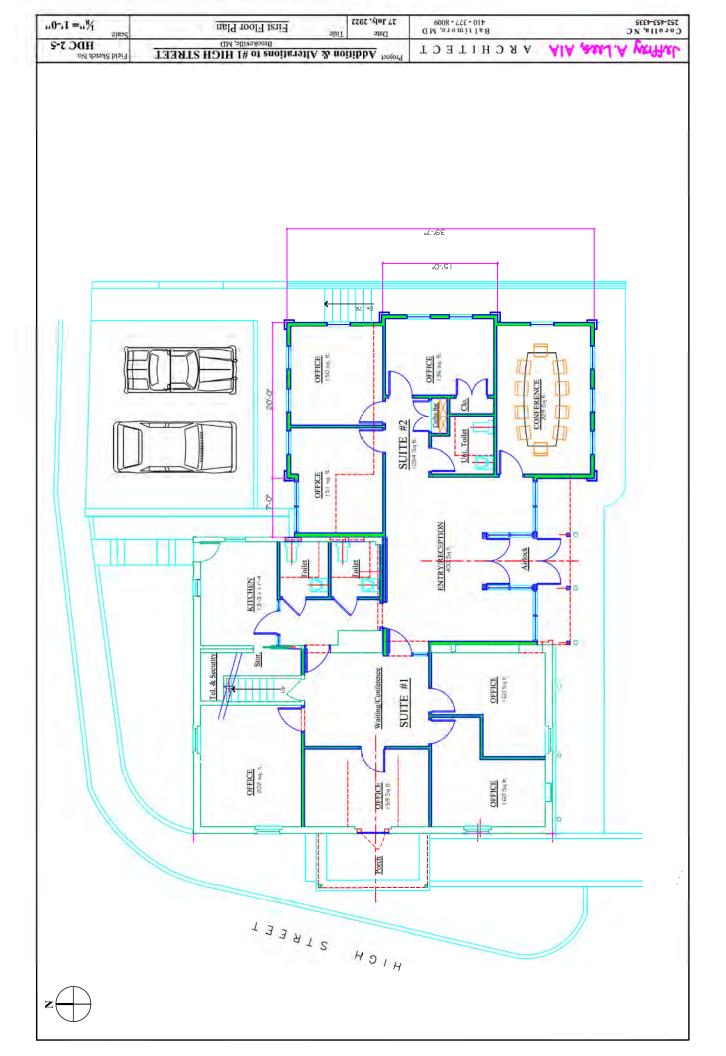
Our goal is to create a balance between honoring the historic presence of the property, while enhancing the community's appeal and usability of the property. Many residents within the community have expressed concern about the aging and deterioration of the property due to its remaining vacant for a considerable amount of time, lacking maintenance or attention. This often leaves residents frustrated and ultimately results in a continued decline in the community, as opposed to enhancing the properties functionality and street appeal, while maintaining the charm and significance of the property and the community.

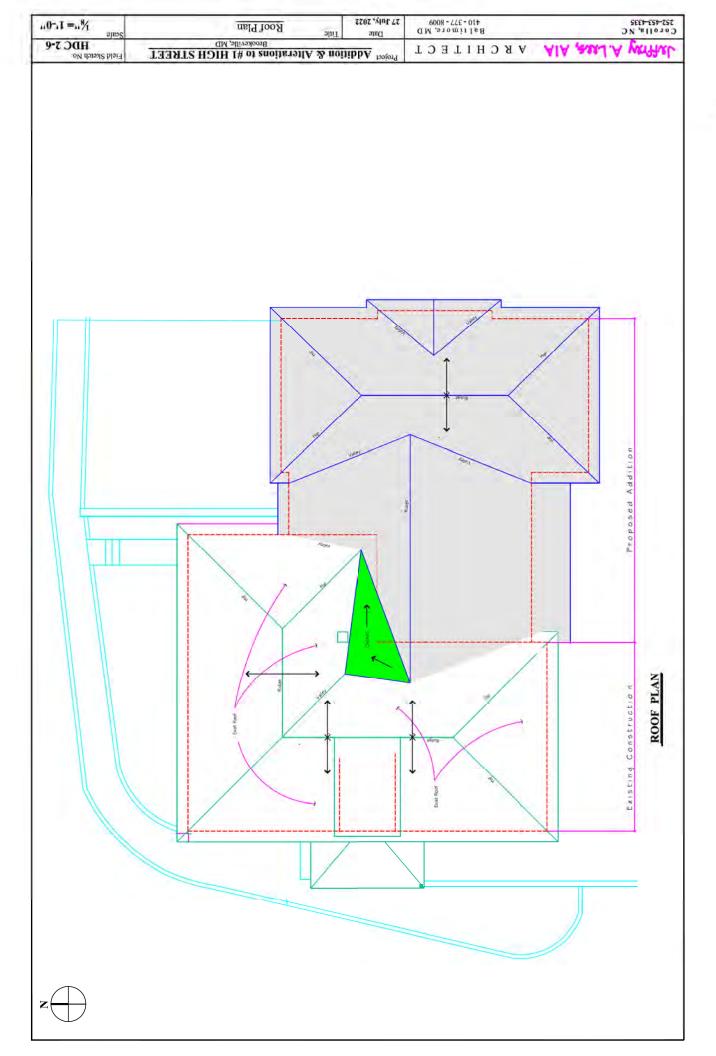
Honoring the property's significance while enhancing the community, will provide a fantastic opportunity to the residents and community as a whole. As the Brookeville Bypass reaches completion, traffic will be reduced tremendously, which we believe further supports the proposed plans.

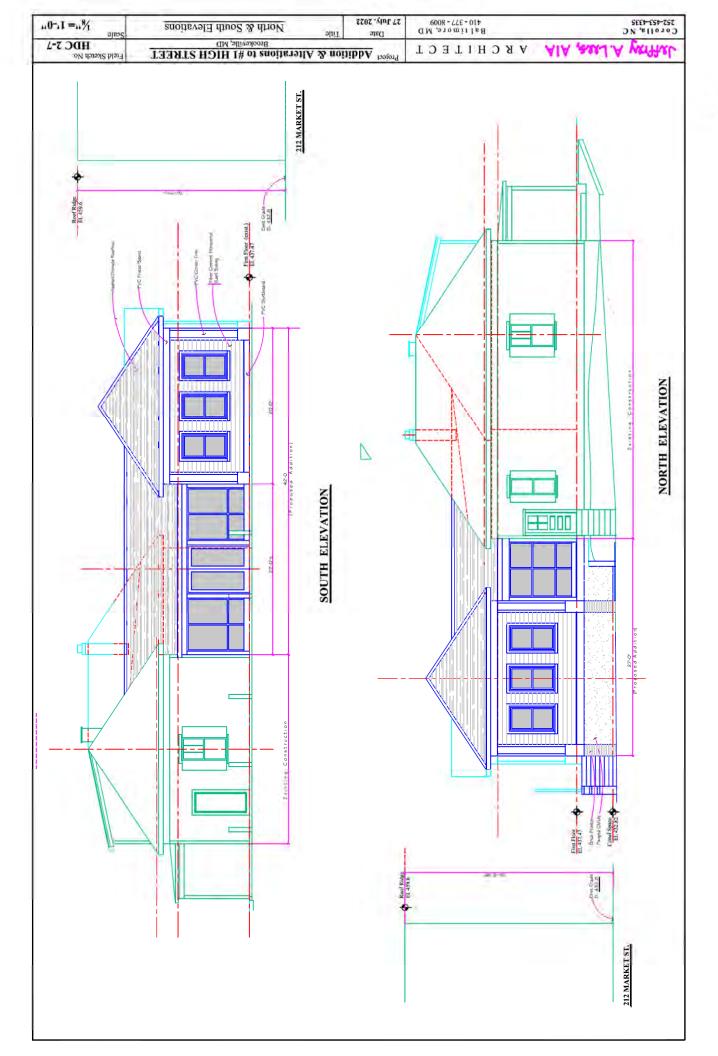














Date 27 July, 2022 Bal timore, MD 410-377-8009

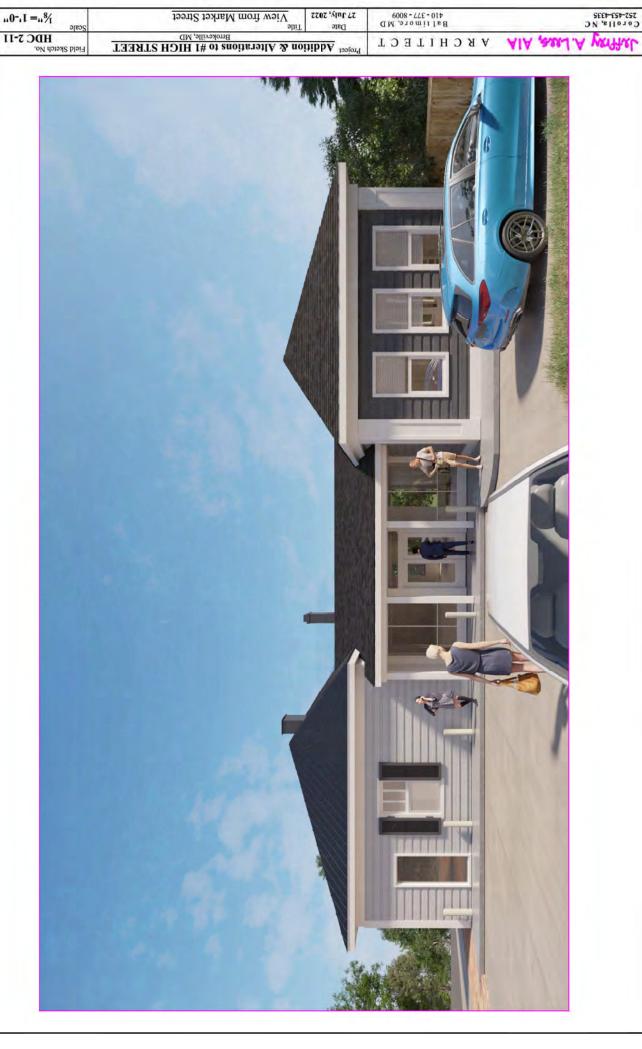
Bird's Eye View from High St.

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252-453-4335 C 0 T 0 11 8, N C





252-453-4335 Corolla, NC



Title View from Market Street

..0-.I =..8/1

Date 27 July, 2022

Bal timore, MD 410-377-8009

HARDIE® PLANK

Smooth

You can't go wrong with this simple, clean look.

Statement Collection™ Products

Size Options

Thickness

0.312"

Weight 2.34 lbs. per square foot

Length 144"

Widths	8.25"	
Exposures	7"	
Pcs./Pallet	210	

Siding Color Options



Need more color/size options for a customer?

+ See Dream Collection™ Colors/Sizes

Primed for Paint

Size Options

Thickness

0.312"

Weight 2.40 lbs. per square foot

Length 144"

Widths	6.25"	5.25"	7.25"	
Exposures	5"	4"	6"	
Pcs./Pallet	308	360	252	
Widths	8 25			
Exposures	7-			
Prs /Pallel	230			



Architect Series® Traditional Hung Window

Detailed Product Description - Aluminum-Clad Exterior

Frame

- Select softwood, immersion treated with Pella's EnduraGuard® wood protection formula in accordance with WDMA I.S.-4. The EnduraGuard formula includes three active ingredients for protection against the effects of moisture, decay, stains from mold and mildew. Plus, an additional ingredient adds protection against termite damage.
- Interior exposed surfaces are clear pine.
- Exterior surfaces are clad with aluminum.
- Components are assembled with screws, staples and concealed corner locks.
- Overall frame depth is 5" (127 mm) for a wall depth of 3-11/16" (94 mm)
- Optional factory applied jamb extensions available between 4-9/16" (116mm) and 7-3/16" (183mm) wall depths.
- Vinyl jamb liner (LX includes wood / clad inserts).
- Optional factory installed fold-out installation fins with flexible fin corners.
- Optional factory-applied EnduraClad® exterior trim.

- Select softwood, immersion treated with Pella's EnduraGuard® wood protection formula in accordance with WDMA I.S.-4. The EnduraGuard formula includes three active ingredients for protection against the effects of moisture, decay, stains from mold and mildew. Plus, an additional ingredient adds protection against termite damage.
- Interior exposed surfaces are clear pine.
- Exterior surfaces are clad with aluminum and sealed.
- Corners mortised and tenoned, glued and secured with metal fasteners.
- Sash thickness is 1-7/8" (47 mm).
- Sash exterior and interior profile is ogee.
- Double-Hung: Upper sash has surface-mounted wash locks] [Single-Hung: Fixed upper sash has surface-mounted wash locks] [Arch Head units have no wash locks).
- Lower sash has concealed wash locks in lower check rail.
- · Sashes tilt for easy cleaning.
- Simulated-Hung units have non-operable upper and lower sashes.

Weatherstripping

- Water-stop santoprene-wrapped foam at head and sill.
- . Thermoplastic elastomer bulb with slip-coating set into lower sash for tight contact at check rail
- Vinyl-wrapped foam inserted into jamb liner to seal against sides of sash.

Glazing System

- Quality float glass complying with ASTM C 1036.
- Custom and high altitude glazing available.
- Silicone-glazed 11/16" dual-seal insulating glass [[annealed] [tempered]] [[clear]. [[Advanced Low-E] [SunDefense™ Low-E] [AdvancedComfort] [NaturalSun Low-E] with argon]] [[bronze] [gray] [green] Advanced Low-E with argon].

Exterior

- Aluminum-clad exteriors shall be finished with EnduraClad® protective finish, in a multi-step, baked-on finish.
 - Color is [standard] [feature] [custom].
- · Aluminum-clad exteriors shall be finished with EnduraClad Plus protective finish
 - with 70% fluoropolymer resin in a multi-step, baked-on finish Color is [standard] [feature] [custom].

Interior

· [Unfinished, ready for site finishing] [factory primed with one coat acrylic latex] [factory prefinished [paint] [stain] 1].

Hardware

- Galvanized block-and-tackle balances are connected to self-locking balance shoes which are connected to the sashes using zinc die cast terminals and concealed within the frame.
- Sash lock is [standard (cam-action)] [historic spoon-style] [air-conditioner lock].
 Two sash locks on units with frame width 37" and greater.
- Optional sash lift furnished for field installation. Two lifts on units with frame. width 37" and greater.
- Hardware finish is [baked enamel [Champagne] [White] [Brown] [Matte Black]] [Satin Nickel] [Oil-rubbed Bronze] [Distressed Bronze] [Distressed Nickel]

Optional Products

- Integral Light Technology® grilles
 - Interior grilles are [7/8"] [1-1/4"] [2"] ogee profile that are solid pine. Interior surfaces are [unfinished, ready for site finishing] [factory primed] [factory prefinished (paint) (stain) 1).
 - Exterior grilles are [7/8"] [1-1/4"] [2"] ogee profile that are extruded
 - Patterns are [Traditional] [Prairie] [Top Row] [New England] [Victorian] (Diamond).
 - Insulating glass contains non-glare spacer between the panes of glass.
 - Grilles are adhered to both sides of the insulating glass with VHB acrylic adhesive tape and aligned with the non-glare spacer.

- or -

- · Grilles-Between-the-Glassy
 - . Insulating glass contains 3/4" contoured aluminum grilles permanently installed between two panes of glass,
 Patterns are [Traditional] [9-Lite Prairie] [Cross] [Top Row]

 - Interior color is [White] [Tan 3] [Brown 3] [Putty 3] [Black] [Ivory] [Sand Dune] [Harvest] [Cordovan] [Brickstone].
 - Exterior colors is [standard]:.

Screens

- InViewTM screens
 - [Half-Size] [Full-Size s] black vinyl-coated 18/18 mesh fiberglass screen cloth complying with the performance requirements of SMA 1201, set in aluminum frame fitted to outside of window, supplied complete with all necessary hardware.
 - Full screen spreader bar placed on units > 37" width or > 65" height.
 - Insect screen frame finish is baked enamel, color to match window cladding.

Hardware

- Optional factory applied limited opening device available for vent units in stainless steel; nominal 3-3/4" opening. Limiting device concealed from view.
- Optional factory applied window opening control device available. Device allows window to open less than 4" with normal operation, with a release mechanism that allows the sash to open completely. Complies with ASTM F2090-10.

⁽¹⁾ Contact your local Palla sales representative for current designs and color options.

⁽²⁾ Available on units glazed with Low-E insulated glass with argon, clear insulated glass and obscure insulated glass.

⁽³⁾ Tan, Brown and Putty Interior GBG colors are available in single-tone (Brown/Brown, Tan/Tan or Putty/Putty). Other interior colors are also available with Tan or Brown exterior.

⁽⁴⁾ Full screens are available on units ≤ 96" height.

⁽⁵⁾ Appearance of exterior grille color will vary depending on Low-E coating on glass.

TRIFAB® VG (VERSAGLAZE®)

TRIFAB® VG 450, 451 & 451T (THERMAL) FRAMING SYSTEMS & TRIFAB® 451UT (ULTRA THERMAL) FRAMING SYSTEM



Design + Performance Versatility with Unmatched Fabrication Flexibility



Trifab® VersaGlaze® is built on the proven and successful Trifab® platform – with all the versatility its name implies. There are enough framing system choices, fabrication methods, design options and performance levels to please the most discerning building owner, architect and installer. The 4.5° depth Trifab® VersaGlaze® Framing System family is available with non-thermal, thermal and ultra-thermal performance levels. The ultra-thermal Trifab® 451UT Framing System, is designed for the most demanding thermal performance and employs a dual Isolock® thermal break.

AESTHETICS

Trifab* VersaGlaze* Framing Systems offer designers a choice of front-, center-, back- or multi-plane glass applications, Structural silicone glazing (SSG) and weatherseal glazing options further expand designers' choices, allowing for a greater range of possibilities for specific project requirements and architectural styles. All systems have a 4-1/2" frame depth; Trifab® VersaGlaze® 450 has 1-3/4" sightlines, while Trifab® VersaGlaze® 451/451T and Trifab® 451UT have 2" sightlines.

With seamless incorporation of Kawneer entrances or windows, including GLASSvent® visually frameless ventilators, Trifab® framing can be used on almost any project. These framing systems can also be packaged with Kawneer curtain walls and overhead glazing, thereby providing a full range of proven, and tested, quality products for the owner, architect and installer from a single-source supplier.

ECONOMY

Trifab® VersaGlaze® 450/451/451T/451UT Framing Systems offer a variety of fabrication choices to suit your project:

- · Screw Spline for economical continuous runs utilizing two-piece vertical members that provide the option to pre-assemble units with controlled shop labor costs and smaller field crews for handling and installation. (available for all systems)
- . Shear Block for punched openings or continuous runs using tubular moldings with shear block clips that provide tight joints for transporting large pre-assembled multi-lite units, (available for 450/451/451T systems)
- · Stick for fast, easy field fabrication. Field measurements and material cuts can be done when metal is on the jobsite. (available for 450/451/451T systems)
- · Pre-glazed The combination of screw spline construction with pre-glazing in the shop accelerates installation and reduces field labor time while minimizing disruption to the surrounding area or existing tenants. Making it an exceptional choice for new or retrofit applications, particularly in urban areas or where space is limited. (available for 451/451T/451UT framing)



Brighton Landing Cambridge, Massachusetts ARCHITECT ADD Inc., Cambridge, Massachusetts GLAZING CONTRACTOR Ipswich Bay Glass Company, Inc., Rowley, Massachusetts PHOTOGRAPHER @ Gordon Schenck, Jr.

All systems can be flush glazed from either the inside or outside. The weatherseal option provides an alternative to SSG vertical mullions for Trifab® VersaGlaze® 450/451/451T. This ABS/ASA rigid polymer extrusion allows complete inside glazing and creates a flush glass appearance on the building exterior without the added labor of scaffolding or swing stages. Additionally, high-performance flashing options are engineered to eliminate perimeter sill fasteners and associated blind seals.

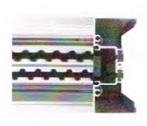
FOR THE FINISHING TOUCH

Architectural Class I anodized aluminum and painted finishes in fluoropolymer (AAMA 2605) and solvent-free powder coatings (AAMA 2604) offer a variety of color choices.

PERFORMANCE

Kawneer's Isolock® thermal break technology creates a composite section, prevents dry shrinkage and is available on Trifab® VersaGlaze® 451T. For even greater thermal performance, a dual Isolock® thermal break is used on Trifab® 451UT.





Trifab® 451UT uses a dual Isolock® thermal break (right) and features a new highperformance sill design, which incorporates a screw-applied end dam (left), ensuring positive engagement and tight joints between the sill flashing and end dam.

U-factor, CRF values and STC ratings for Trifab® framing systems vary depending upon the glass plane application. Project-specific U-factors can be determined for each individual project. (See the Kawneer Architectural Manual or Kawneer.com for additional information.)

Thermal simulations showing temperature variations from exterior/cold side to interior/warm side.







Trifab® 451UT

Trifab® VersaGlaze® 451

PERFORMANCE TEST STANDARDS

COLD

r Infiltration ASTM E283			
Water	AAMA 501, ASTM E331		
Structural	ASTM E330		
Thermal	AAMA 1503		
Thermal Break	AAMA 505, AAMA TIR-A8		
Acoustical	AAMA 1801, ASTM E1425		



Front



Center





SSG



WARM



Weathersea

Kawneer Company, Inc. Technology Park / Atlanta

555 Guthridge Court

770.449.5555

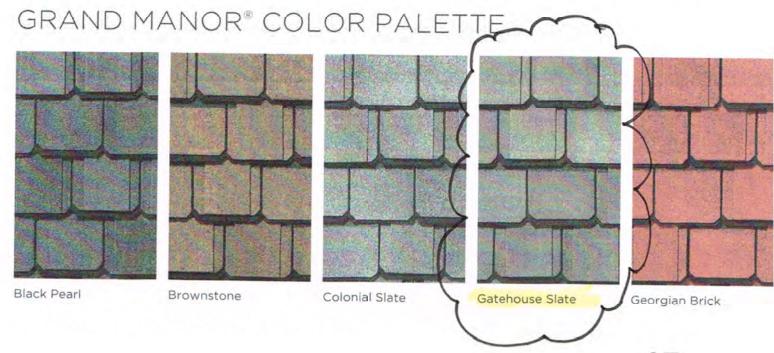


GRAND MANOR®

Luxury Roofing Shingles







Strength with Style

GRAND MANOR®

- · Class A fire resistance
- · Algae resistance
- 110 MPH wind warranty, upgradable to 130 MPH
- · Lifetime-limited warranty



SPECIFICATIONS

- Two full-size, fiberglass-based shingles with randomly applied tabs
- Authentic depth and dimension of natural slate
- · Virtual five-layer coverage when applied
- · 425 lbs. per square

CertainTeed products are tested to ensure the highest quality and comply with the following industry standards:

Fire Resistance:

- · UL Class A
- UL certified to meet ASTM D3018 Type 1

Wind Resistance:

- UL certified to meet ASTM D3018 Type 1
- · ASTM D3161 Class F

Tear Resistance:

- UL certified to meet ASTM D3462
- CSA standard A123 5

Wind Driven Rain Resistance:

 Miami-Dade Product Control Acceptance: Please reference www.certainteed.com to determine approved products by manufacturing location.

Quality Standards:

ICC-ES-ESR-1389 & ESR-3537

WARRANTY

- Lifetime limited transferable warranty against manufacturing defects on residential applications
- 50-year limited transferable warranty against manufacturing defects on group-owned or commercial applications
- · STREAK Fighter 15-year algae-resistance warranty
- . 10-year SureStart™ protection
- 15-year 110 MPH wind-resistance warranty
- Wind warranty upgrade to 130 MPH available. CertainTeed starter and CertainTeed hip and ridge required.

See actual warranty for specific details and limitations.



Staff's Site Visit Photos & Supplemental Fence Information

