

MONTGOMERY COUNTY HISTORIC PRESERVATION COMMISSION
STAFF REPORT

Address:	36 Philadelphia Avenue, Takoma Park	Meeting Date:	3/8/2023
Resource:	Non-Contributing Resource Takoma Park Historic District	Report Date:	3/1/2023
Applicant:	Wesley Jay & Kristen Reppert (Karen Rowley, Agent)	Public Notice:	2/25/2023
Review:	HAWP	Tax Credit:	N/A
		Staff:	John Liebertz

Permit Number: 1020827

PROPOSAL: Regrading, fence installation, and hardscaping.

STAFF RECOMMENDATION

Staff recommends that the Historic Preservation Commission (HPC) **approve with six (6) conditions** the HAWP application, and with the general condition that all items shall be submitted to Staff for approval before the release of any permits:

1. Include a note on the fence wall specification sheet that the fence will be wood.
2. Delete reference to the “4’-high” fence in the quote.
3. Replace the black vinyl post caps with wood or metal post caps.
4. Submit all gate design and specification sheets.
5. Require the application submit a copy of the City of Takoma Park’s Tree Impact Assessment, include the location of all trees along the proposed fence line on the site plan, and include a note how the fence will be treated at these locations.
6. Submit dimensions and details for the regraded area and trashcan pad near the chimney along the north elevation of the building.

ARCHITECTURAL DESCRIPTION

SIGNIFICANCE: Non-Contributing Resource within the Takoma Park Historic District
STYLE: New Traditional Craftsman
DATE: 2017

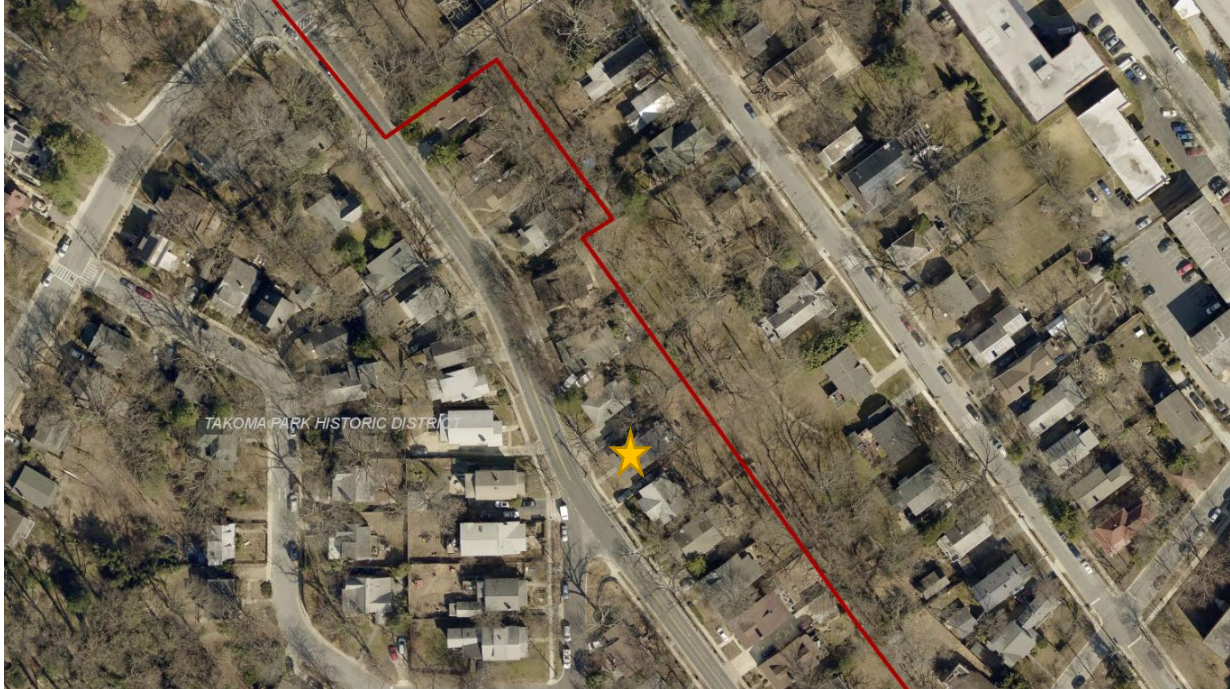


Figure 1: The subject property at 36 Philadelphia Avenue is located on the east side of the Philadelphia Avenue. The red line is the boundary of the Master Plan Historic District and the yellow star is the location of the subject dwelling.

PROPOSAL

The applicant proposes to: 1) remove the existing chain link fence on the side and rear extents of the property; 2) install a new fence with gates; 3) convert an existing rain garden into a drywell; 4) install fieldstone pavers/steppers around the edge of the existing rear patio; and 5) regrade around the chimney on the north elevation to permit waterflow away from the foundation, install river rock, and semi-level an area for a trashcan pad.

APPLICABLE GUIDELINES

The Historic Preservation Office and Historic Preservation Commission (HPC) consult several documents when reviewing alterations and new construction within the Takoma Park Historic District. These documents include the historic preservation review guidelines in the approved and adopted amendment for the *Takoma Park Historic District (Guidelines)*, *Montgomery County Code Chapter 24A (Chapter 24A)*, and the *Secretary of the Interior's Standards for Rehabilitation (Standards)*. The pertinent information in these three documents is outlined below.

Takoma Park Historic District Guidelines

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

- The design review emphasis will be restricted to changes that are all visible from the public right-of-way, irrespective of landscaping or vegetation (it is expected that the majority of new additions will be reviewed for their impact on the overall district), and
- The importance of assuring that additions and other changes to existing structures act to reinforce and continue existing streetscape, landscape, and building patterns rather than to impair the character of the historic district.

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

- Non-Contributing/Out-of-Period Resources are either buildings that are of little or no architectural and historical significance to the historic district or are newer buildings that have been constructed outside of the district’s primary periods of historical importance. These types of resources should receive the most lenient level of design review.
- Most alterations and additions to Non-Contributing/Out-of-Period Resources should be approved as a matter of course. The only exceptions would be major additions and alterations to the scale and massing of Non-Contributing/Out-of-Period Resources which affect the surrounding streetscape and/or landscape and could impair the character of the historic district as a whole.

Montgomery County Code, Chapter 24A-8

The following guidance which pertains to this project are as follows:

- (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 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
- (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

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:

- 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 Non-Contributing Resource to the Takoma Park Historic District and features a New Traditional Craftsman-styled house constructed in 2017. The *Takoma Park Historic District (Guidelines)* listed a no longer extant Dutch Colonial-styled dwelling—a Contributing Resource to the historic district—on the subject property. In 2012, Montgomery County condemned the building and declared it unsafe for occupancy and a public nuisance due to its hazardous condition. The District Court of Maryland issued an Abatement Order that the property owner failed to comply with which resulted in the court authorizing the City of Takoma Park to demolish the building.¹ The Historic Preservation Commission approved the demolition of the house in June 2012 and the construction of the current house in 2016.²



Figure 2: View of the former contributing house demolished in 2012, undated (left), and view of the façade of the non-contributing house from Philadelphia Avenue, 2023 (right).

Source: Montgomery Planning.

The current proposal includes the following items: 1) the conversion of an existing 13' x 30' rain garden located to the rear of the dwelling to a dry well; 2) removal of the existing chain-link fence; 3) installation of approximately 200' of a 6'-tall, capped rail, wood picket fence with black vinyl post caps in the rear half of the property; 4) construction of two 4'-wide fence gates accessing the rear of the property from the side yards and a 3'-wide gate accessing the neighboring property to the east; and) installation of fieldstone pavers/steppers around the edge of the rear patio.

Dry Well

Staff finds that the proposed conversion of the rain garden to a dry well is consistent with the applicable guidelines. The existing rain garden is located in the rear of the property and is not visible from the public rights-of-way. The installation of a dry well will not adversely affect the surrounding streetscape or

¹ For more information, <https://documents.takomaparkmd.gov/government/city-council/ordinances/2012/ordinance-2012-43.pdf>.

² For more information on the demolition, <https://mcatlas.org/filetransfer/HistoricPreservation/Temp%20Files/I.I%20-%2036%20Philadelphia%20Avenue,%20Takoma%20Park.PDF>. For more information on the construction of the current house, <https://mcatlas.org/filetransfer/HistoricPreservation/Temp%20Files/I.E%20-%2036%20Philadelphia%20Avenue,%20Takoma%20Park.pdf>.

landscape. The proposal, however, is presently under review with the City of Takoma Park's Stormwater Management. All permit approvals from the City of Takoma Park must be acquired to proceed with this work.



Figure 3: View of the rear of the subject property, 2023. The red arrow points to the location of the existing rain garden which would be converted to a dry well and the yellow arrow points to examples of trees along the proposed fence.

Source: Montgomery Planning.

Fence Installation

Staff finds that the proposed fence is consistent with the applicable guidelines. The new 6'-tall, capped rail, picket fence would be located in the rear half of the property and setback at least 60' from the public right-of-way. In general, the design, materials, height, and location are all compatible with the historic district and will not adversely affect the surrounding streetscape or landscape. Staff, however, recommends several conditions due to conflicting or missing information in the application.

First, there are several large trees directly along the property line where the proposed fence would be installed. The applicant verbally proposed to stop and start the fence at the mid-point of the subject tree(s). Staff recommends that the applicant submit a copy of the Tree Impact Assessment to ensure protection of significant trees and that all trees are noted on the site plan. The plan should include a note on how the fence will be installed at these locations. Second, the quote (included in the submission) suggests the use of "pressure treated Space Board Fence" but the plans fail to identify the fence material. Staff recommends that the applicant include a note on the fence/wall specification sheet that the fence will be constructed of wood to avoid confusion. Third, the quote has a reference to a "4-high" fence instead of the 6'-tall fence noted in the plans. Staff recommends that the applicant address this inconsistency. Fourth, the proposal is missing designs and specification sheets for all three fence gates. Staff recommends that submission of these details. Lastly, the proposal includes the use of "black caps" suggesting vinyl fence post caps. Staff recommends the replacement of the vinyl post caps with a material (wood or metal) that is compatible with the character of the historic district.

Fieldstone Pavers/Steppers

Staff finds that the proposed 18" to 24" fieldstone pavers/steppers are consistent with the applicable guidelines. The proposed element would border the rear patio with no visibility from the public rights-of-way. The material and location are compatible with the historic district and will have no impact to the surrounding streetscape or landscape.

Regrade Foundation Near Chimney and Trashcan Pad

Staff finds that the proposed regrade around the chimney on the north elevation, addition of 1”-3” river rock, and semi-leveling the ground for a trashcan pad consistent with the applicable guidelines. There will be no adverse effect to the streetscape. The submission, however, fails to include the dimensions of the pad on the site plan or if any edging will be included to hold the river rock in place. Staff recommends that these materials be submitted prior to the issuance of final permits.



Figure 4: View of the chimney on the north elevation, 2023. The red arrow points to the current location of the trashcan pad.

Source: Montgomery Planning.

After full and fair consideration of the applicant’s submission, staff finds the proposal, as modified by the conditions, consistent with the Criteria for Issuance in Chapter 24A-8(b)(1), (2), and (d), having found the proposal is consistent with the *Secretary of the Interior’s Standards for Rehabilitation #9 and #10*, and *Takoma Park Historic District Guidelines* outlined above.

STAFF RECOMMENDATION

Staff recommends that the Commission **approve with six (6) conditions** the HAWP application, and with the general condition that all items shall be submitted to Staff for approval before the release of any permits:

1. Include a note on the fence wall specification sheet that the fence will be wood;
2. Delete reference to the “4’-high” fence in the quote;
3. Replace the black vinyl post caps with wood or metal post caps;
4. Submit all gate design and specification sheets;
5. Require the application submit a copy of the City of Takoma Park’s Tree Impact Assessment, include the location of all trees along the proposed fence line on the site plan, and include a note how the fence will be treated at these locations;
6. Submit dimensions and details for the regraded area and trashcan pad near the chimney along the north elevation of the building;

*Amended building plans showing these conditions has been met shall be submitted for review to staff before submitting for final permits;

under the Criteria for Issuance in Chapter 24A-8(b), (1), (2) & (d), having found that the proposal is consistent with the *Takoma Park Historic District Guidelines*, and therefore will not substantially alter the exterior features of the historic resource and is compatible in character with the district and the purposes of Chapter 24A;

and with the *Secretary of the Interior's Standards for Rehabilitation* #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 john.liebertz@montgomeryplanning.org to schedule a follow-up site visit.



**APPLICATION FOR
HISTORIC AREA WORK PERMIT**
HISTORIC PRESERVATION COMMISSION
301.563.3400

FOR STAFF ONLY:
HAWP# _____
DATE ASSIGNED _____

APPLICANT:

Name: Reppert E-mail: Khkpermits@yahoo.com
Address: 36 Philadelphia Ave City: Takoma Park Zip: 20912
Daytime Phone: 410 507 7705 Tax Account No.: 13-01064644

AGENT/CONTACT (if applicable):

Name: Karen Rowley E-mail: Khkpermits@yahoo.com
Address: 293 Southland Ct City: Dunkirk Zip: 20754
Daytime Phone: 410 507-7705 Contractor Registration No.: _____

LOCATION OF BUILDING/PREMISE: MIHP # of Historic Property 1020 827

Is the Property Located within an Historic District? Yes/District Name _____
 No/Individual Site Name _____

Is there an Historic Preservation/Land Trust/Environmental Easement on the Property? If YES, include a map of the easement, and documentation from the Easement Holder supporting this application.

Are other Planning and/or Hearing Examiner Approvals /Reviews Required as part of this Application? (Conditional Use, Variance, Record Plat, etc.?) If YES, include information on these reviews as supplemental information.

Building Number: 1017134 Street: 36 Philadelphia Ave
Town/City: Takoma Park Nearest Cross Street: _____
Lot: 18 Block: 3 Subdivision: Hill Crest Parcel: _____

TYPE OF WORK PROPOSED: See the checklist on Page 4 to verify that all supporting items for proposed work are submitted with this application. Incomplete Applications will not be accepted for review. Check all that apply:

- | | | |
|---|--|--|
| <input type="checkbox"/> New Construction | <input type="checkbox"/> Deck/Porch | <input type="checkbox"/> Shed/Garage/Accessory Structure |
| <input type="checkbox"/> Addition | <input checked="" type="checkbox"/> Fence | <input type="checkbox"/> Solar |
| <input type="checkbox"/> Demolition | <input type="checkbox"/> Hardscape/Landscape | <input type="checkbox"/> Tree removal/planting |
| <input type="checkbox"/> Grading/Excavation | <input type="checkbox"/> Roof | <input type="checkbox"/> Window/Door |
| | | <input checked="" type="checkbox"/> Other: <u>convert rain garden to drywell</u> |
- ① steps + retaining wall*

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

Karen Rowley
Signature of owner or authorized agent

2/14/23
Date

HAWP APPLICATION: MAILING ADDRESSES FOR NOTIFYING
 [Owner, Owner's Agent, Adjacent and Confronting Property Owners]

<p>Owner's mailing address</p> <p>Reppert 36 Philadelphia Ave Tak. Park 20912</p>	<p>Owner's Agent's mailing address</p> <p>Karen Rowley 293 Southland Ct Dunkirk MD 20754</p>
<p align="center">Adjacent and confronting Property Owners mailing addresses</p>	
<p>34 Philadelphia Ave Tak. Park MD 21912 Moise Claude Jr.</p>	<p>39 Philadelphia Ave Tak. Park MD 21912 Thomas Bray</p>
<p>37 Philadelphia Ave Tak. Park MD 21912 Christopher Durban</p>	<p>116 Grant Avenue, Takoma Park 20912 120 Grant Avenue, Takoma Park 20912</p>
<p>38 Philadelphia Ave Tak. Park MD 21912 Gary Lovett</p>	<p>256 Park Avenue, Takoma Park 20912</p>

Work Item 1: _____

Description of Current Condition:

Attached

Proposed Work:

Work Item 2: _____

Description of Current Condition:

Attached

Proposed Work:

Work Item 3: _____

Description of Current Condition:

Attached

Proposed Work:



DEPARTMENT OF PERMITTING SERVICES

Marc Elrich
County Executive

Rabbiah Sabbakhan
Director

HISTORIC AREA WORK PERMIT APPLICATION

Application Date: 2/6/2023

Application No: 1020827
AP Type: HISTORIC
Customer No: 1456964

Comments

Building permit 101734 for reference

Affidavit Acknowledgement

The Contractor is the Primary applicant authorized by the property owner
This application does not violate any covenants and deed restrictions

Primary Applicant Information

Address 36 PHILADELPHIA AVE
TAKOMA PARK, MD 20912

Othercontact Polizos (Primary)

Othercontact reppert

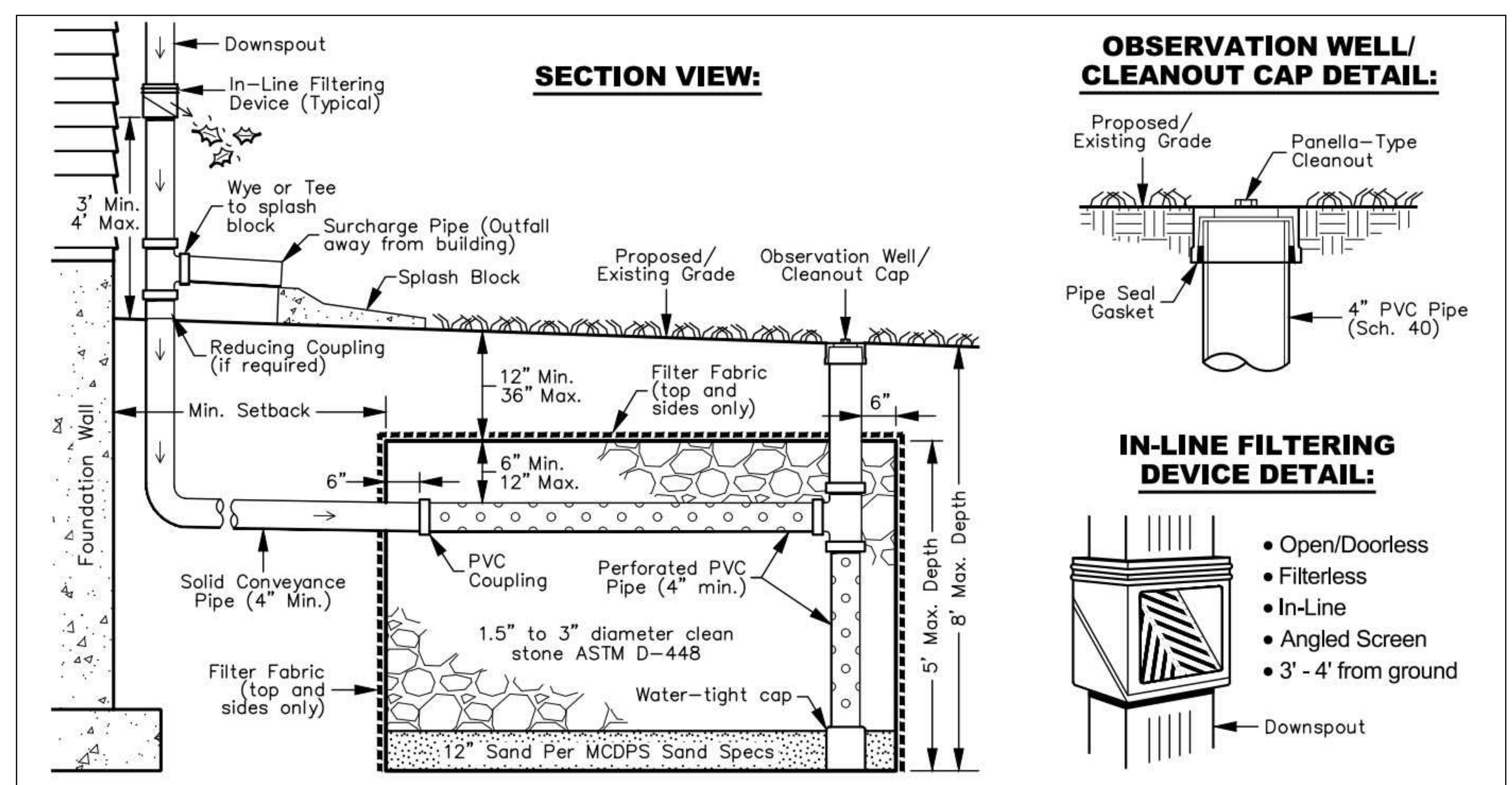
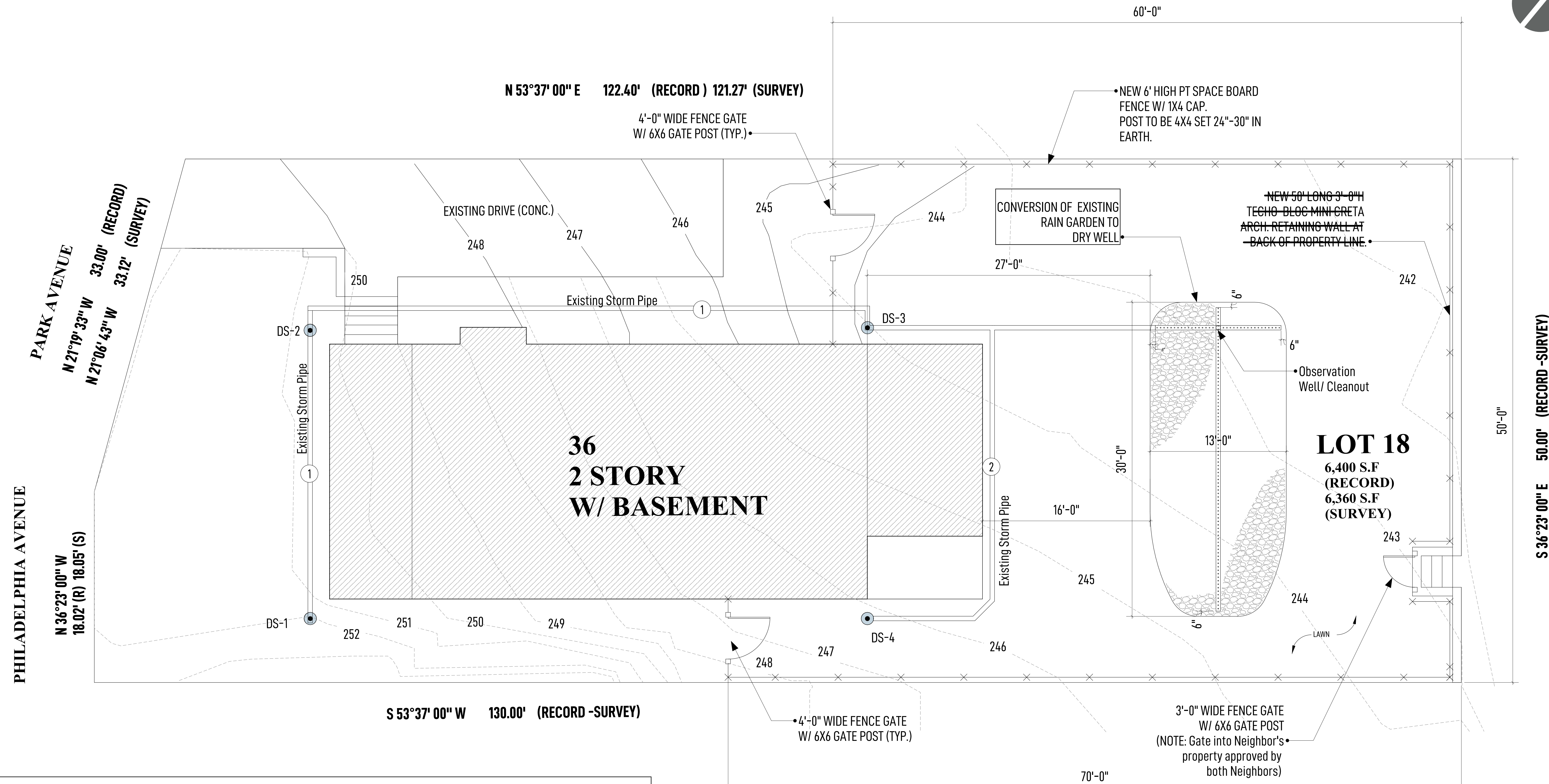
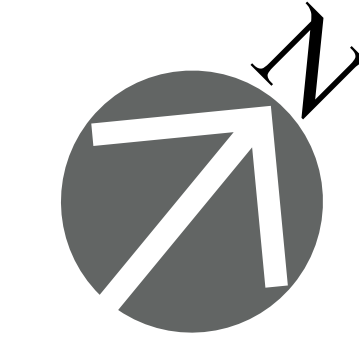
Othercontact Rowley

Historic Area Work Permit Details

Work Type ALTER

Scope of Work convert exist rain garden to drywell, 3' high retaining wall, 6' fence, stone steppers

DRY WELL (Conversion of existing Rain garden) TO THE REPPERT RESIDENCE



DRY WELL PLAN
1/4"=1'-0"

DRY WELL DETAILS
NTS

APPROVAL STAMP

REPPERT RESIDENCE
36 Philadelphia Ave. MD 20912

CADD
JAP

DRAWING TITLE
DRY WELL PLAN

#	REVISION	DATE
4	Sheet size and scale changed per County review	01/08/23
3	Fence height changed to 6'-0"	12/12/22
2	PERMIT	12/10/22
1	PRE-PERMIT	12/09/22

SCALE
1/4"=1'-0"

DATE
12/10/22

A01

SHEET SIZE : Arch E (36" X 48")

FENCE AND WALL TO THE REPPERT RESIDENCE



4610 Sandy Spring Road
Burtonsville, MD 20914

301-490-5577

APPROVAL STAMP

REPPERT RESIDENCE

36 Philadelphia Ave. MD 20912

CADD

JAP

DRAWING TITLE

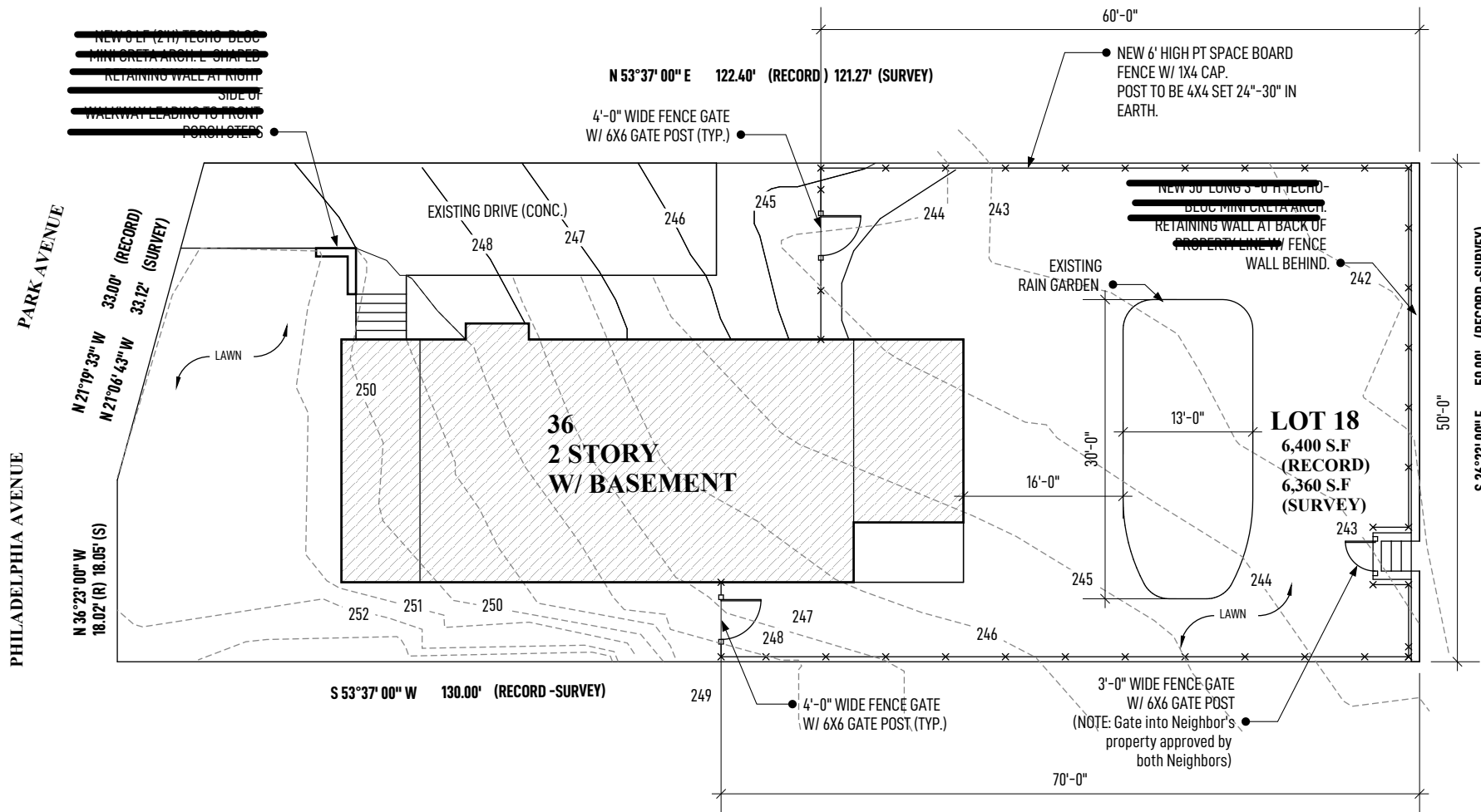
FENCE WALL PLAN

##	REVISION	DATE
3	Fence height changed to 6'-0"	12/12/22
2	PERMIT	12/10/22
1	PRE-PERMIT	12/09/22

SCALE
SEE PAGE

DATE
12/07/22

A01



FENCE WALLPLAN

1/16"=1'-0"



4610 Sandy Spring Road
Burtonsville, MD 20914

301-490-5577

APPROVAL STAMP

REPERT RESIDENCE

36 Philadelphia Ave. MD 20912

CADD

JAP

DRAWING TITLE

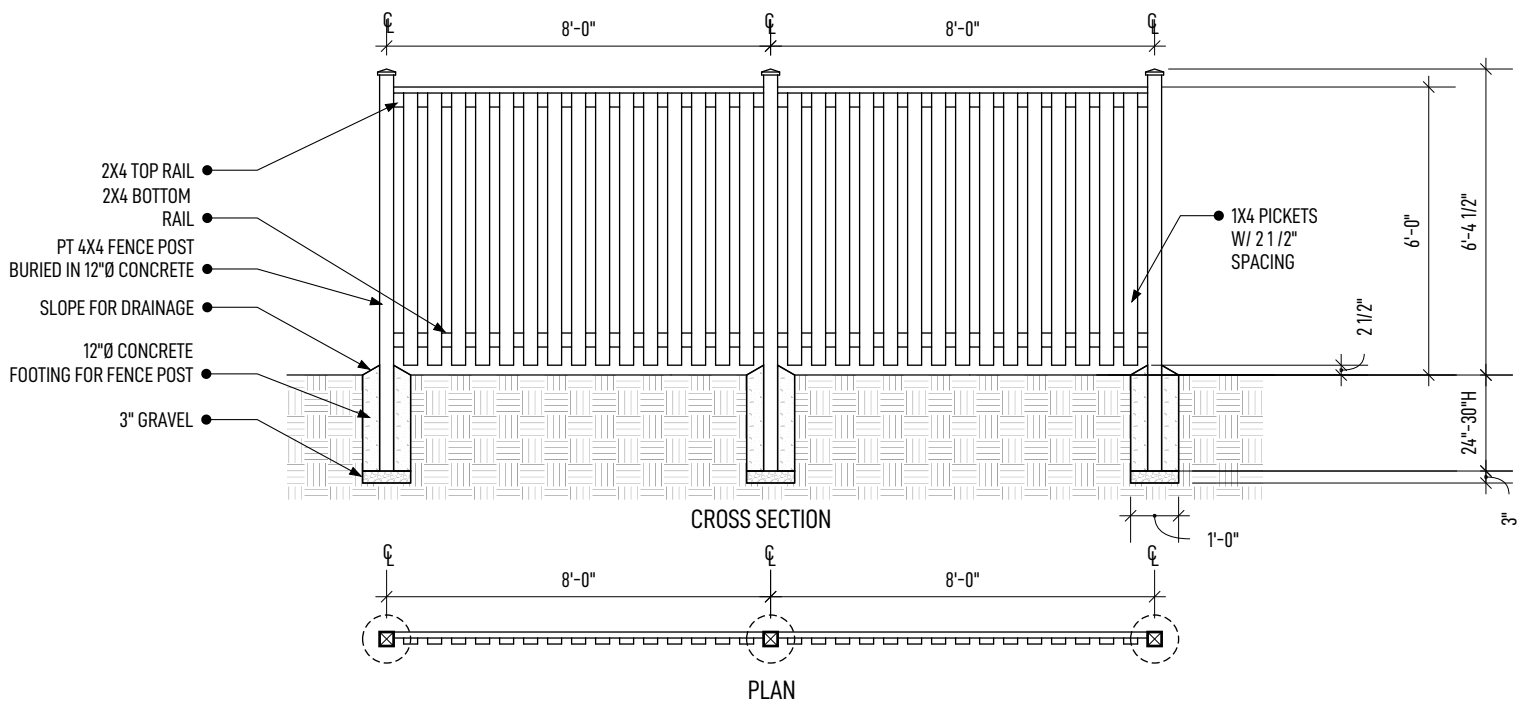
FENCE WALL DETAILS

3	Fence height changed to 6'-0"	12/12/22
2	PERMIT	12/10/22
1	PRE-PERMIT	12/09/22
##	REVISION	DATE

SCALE
SEE PAGE

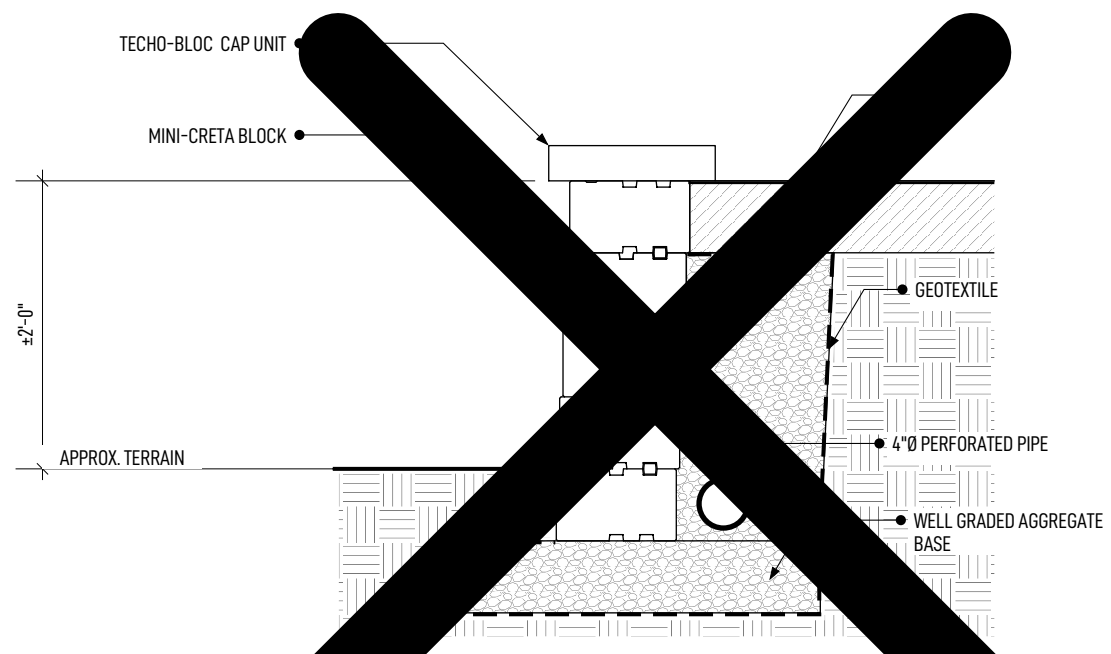
DATE
12/07/22

A02



FENCE WALL

1/4" = 1'-0"



MINI-CRETA 6" RETAINING WALL

3/4" = 1'-0"



Planning@takomapark.gov

WESLEY REPPERT
36 PHILADELPHIA AVENUE
TAKOMA PARK, MARYLAND 20912

Sales: Matt Hemric
Wesley Reppert- Amended-Landscape-Hardscape
Maryland 20912

Est ID: EST3498707

Date: Oct-06-2022

Design Services

Complete design requirements to construct.

Permitting Process

Obtain permits for storm water management, hardscape and carpentry.

Dry Well

Convert existing rain garden into a drywell.

*This portion of work is contingent on permit approval.

Cleanup/Metal Edging/Wood Chips

Cleanup includes, weeding, edging, pruning and ivy removal as needed.

Purchase, deliver and install recycled woodchips for the right-side fence line in order to keep weeds and ivy at bay.

SOD

Hometown Landscape
PO Box 4727
Silver Spring, Maryland
20914

P.3014905577

www.hometownlandscape.com
sales@hometownlandscape.com

Purchase, deliver and install sod throughout the front yard and a portion of the front right-side yard.

Ground preparation includes existing grass and weed removal and tilling fresh topsoil.

E Shaped Retaining Wall

Install one Techno-Blue Mini-Creta Architectural E-shaped retaining wall at the right side of walkway leading to front porch steps.

Wall to be approximately 2' high and up to 8' in length.

Wall/Steps Backyard

Install one approximately 50' long 3' high Techno-Blue Mini-Creta Architectural retaining wall at the back property line including matching architectural wall block steps to pass between neighbor's lot close to the back right corner of property.

*This portion of work is contingent on permit approval.

*Price is good with additional work to be completed.

Field Stone Border and Trashcan Pad

Grade right side foundation on both sides of the chimney for positive water flow away from the foundation. Apply landscape fabric and 1"-3" river rock upon completion of grading. One section to be semi leveled to account for a storage/trash can pad etc.

Install/inset 18"-24" field stone steppers around the perimeter of the back patio.

6' Space Board Fence

Remove and haul existing chain link fence.

Install approximately 150' l/ft, 4' high pressure treated Space Board Fence with 1"x4" cap board.

Install 2'-4' and 1'-3' matching gates with hardware.

Post to be 4"x4" (gate posts to be 6"x6"), set 24"-30" in the earth or to refusal dry packed in concrete. Horizontal runners (2-runners per section) to be 2"x4". Vertical boards to be 1"x4" spaced at +/- 2.5". Posts to be capped with black caps. Nails

to be galvanized shank.

Property corners to be marked by homeowner.

*This portion of work is contingent on permit approval.

6' Space Board Back Neighboring Fence Line

Matching fence shared with neighboring property line at the back of the lot installed on top of the retaining wall.

(Additional Scope) Stump Removal

Remove large stump where the retaining wall is to be constructed, haul and dispose.

Subtotal

Taxes

Estimate Total

General Conditions

All Material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra cost will be done only upon written change order. The cost will become an extra charge over the above estimate. All elements of this agreement are contingent upon strikes, accidents, or delays beyond our control. Customer to carry fire, tornado and other necessary insurance. Our workers are fully covered with Workman's Compensation Insurance.

General: Hometown Landscape & Lawn Service and Hometown Tree Experts, LLC shall provide a competent work force to perform all work required on site. All work duties shall be performed in a safe, workman-like manner according to standard practices, causing as little inconvenience as reasonably possible to the owner. All work, once initiated, shall proceed in a timely fashion; however, we cannot be held responsible for delays beyond our control. Hometown Landscape & Lawn Service and Hometown Tree Experts, LLC reserves the right to charge for your scheduled service even if that service is not rendered due to conditions under your control. Such conditions include, but are not limited to: a locked gate, excessive garbage or animal waste, a yard that has already been serviced by someone other than Hometown Landscape & Lawn Service and Hometown Tree Experts, LLC, a dangerous pet, workers in lawn or landscape, or excessive leaves if not under contract for leaf removal. Any damages caused by Acts of God but not limited to severe weather, issues related to a pandemic or any other legally recognized basis for contract excuse as well as any act other than those caused by Hometown Landscape and Lawn Service employees are not covered by the contract. Services required to remedy such circumstances will be dealt with as additional services.

City of Takoma Park

Housing and Community Development Department

Main Office 301-891-7119
Fax 301-270-4568
www.takomaparkmd.gov



7500 Maple Avenue
Takoma Park, MD 20912

MUNICIPALITY LETTER

December 15, 2022

To: Wesley, reppert 
36 Philadelphia Ave
khkpermits05@yahoo.com 301-490-5577

To: Department of Permitting Services
2425 Reedie Drive, 7th floor
Wheaton, Maryland 20902

From: Planning and Development Services Division

THIS IS NOT A PERMIT – For Informational Purposes Only

VALID FOR ONE YEAR FROM DATE OF ISSUE

The property owner is responsible for obtaining all required permits from Montgomery County and the City of Takoma Park. If this property is in the **Takoma Park Historic District**, it is subject to Montgomery County Historic Preservation requirements.

Representative Name: Karen Rowley khkpermits05@yahoo.com 410-507-7705

Location of Project: 36 Philadelphia Ave

Proposed Scope of Work: Convert existing rain garden into a dry well. L shaped retaining wall 2' high 8' long at right side in front. 50' long x 3' high retaining wall by back property line. 150' of 6' high fence space board

The purpose of this municipality letter is to inform you that the City of Takoma Park has regulations and city permit requirements that may apply to your project. This municipality letter serves as notification that, in addition to all Montgomery County requirements, you are required to comply with all City permitting requirements, including:

- Tree Impact Assessment/Tree Protection Plan
- Stormwater management
- City Right of Way

Failure to comply with these requirements could result in the issuance of a Stop Work Order and other administrative actions within the provisions of the law. Details of Takoma Park's permit requirements are attached on page 2.

The issuance of this letter does not indicate approval of the project nor does it authorize the property owner to proceed with the project. The City retains the right to review and comment on project plans during the Montgomery County review process.

City Of Takoma Park

The City of Takoma Park permits for the following issues:

Tree Impact Assessment/Tree Protection Plan/Tree Removal Application:

Construction activities that occur within 50 feet of any urban forest tree (7 and 5/8" in trunk diameter or greater), located on the project property or on an adjacent property, may require a Tree Impact Assessment and possibly a Tree Protection Plan Permit. Make sure to submit a request for a Tree Impact Assessment and schedule a site visit with the City's Urban Forest Manager if any urban forest tree is in the vicinity of proposed construction activities. See the Tree Permits section of the City website for the specific conditions in which a Tree Impact Assessment is required. Depending on the Urban Forest Manager's conclusion following the Tree Impact Assessment, you may need to prepare a full Tree Protection Plan and apply for a Tree Protection Plan Permit as well. Separately, the removal of any urban forest tree will require a Tree Removal Permit application. The tree ordinance is detailed in the City Code, section 12.12. For permit information check: <https://takomaparkmd.gov/services/permits/tree-permits>. The City's Urban Forest Manager can be reached at 301-891-7612 or urbanforestmanager@takomaparkmd.gov.

Stormwater Management:

If you plan to develop or redevelop property, you may be required to provide appropriate stormwater management measures to control or manage runoff, as detailed in City Code section 16.04. All commercial or institutional development in the city must apply for a Stormwater Management Permit regardless of the size of the land disturbance. Additions or modifications to existing detached single-family residential properties do not require a Stormwater Management permit if the project does not disturb more than 5,000 square feet of land area. For more information on visit: <https://takomaparkmd.gov/government/public-works/stormwater-management-program/>. The City Engineer should be contacted to determine if a City permit is required. The City Engineer can be reached at 301-891-7620.

City Right of Way:

- To place a **construction dumpster or storage container** temporarily on a City right of way (usually an adjacent road), you will need to obtain a permit. A permit is not required if the dumpster is placed in a privately-owned driveway or parking lot.
- If you plan to install a new **driveway apron**, or enlarge or replace an existing driveway apron, you need a Driveway Apron Permit.
- If you plan to construct a **fence** in the City right of way, you need to request a Fence Agreement. If approved, the Agreement will be recorded in the Land Records of Montgomery County.

For more information and applications for City permits, see: <https://takomaparkmd.gov/services/permits/> or contact the Department of Public Works at 301-891-7633.

Failure to comply with the City's permitting requirements could result in the issuance of a Stop Work Order and other administrative actions within the provisions of the law.

eSigned via SeamlessDocs.com
Rowley
Key: 38bf2056e22713c0b979ea7ee94776a

Rowley

12-15-2022

eSigned via SeamlessDocs.com
Planning Department
Key: 19fe64f123e98a3ff4576219059d5fbc

12-15-2022