

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

<b>Address:</b>	8 Columbia Avenue, Takoma Park	<b>Meeting Date:</b>	8/16/2023
<b>Resource:</b>	Contributing Resource <b>Takoma Park Historic District</b>	<b>Report Date:</b>	8/9/2023
<b>Applicant:</b>	Lori Potts-Dupre	<b>Public Notice:</b>	8/2/2023
<b>Review:</b>	HAWP	<b>Tax Credit:</b>	Yes
<b>Permit Number:</b>	1033456	<b>Staff:</b>	John Liebertz

**PROPOSAL:** Replacement of roof and associated alterations.

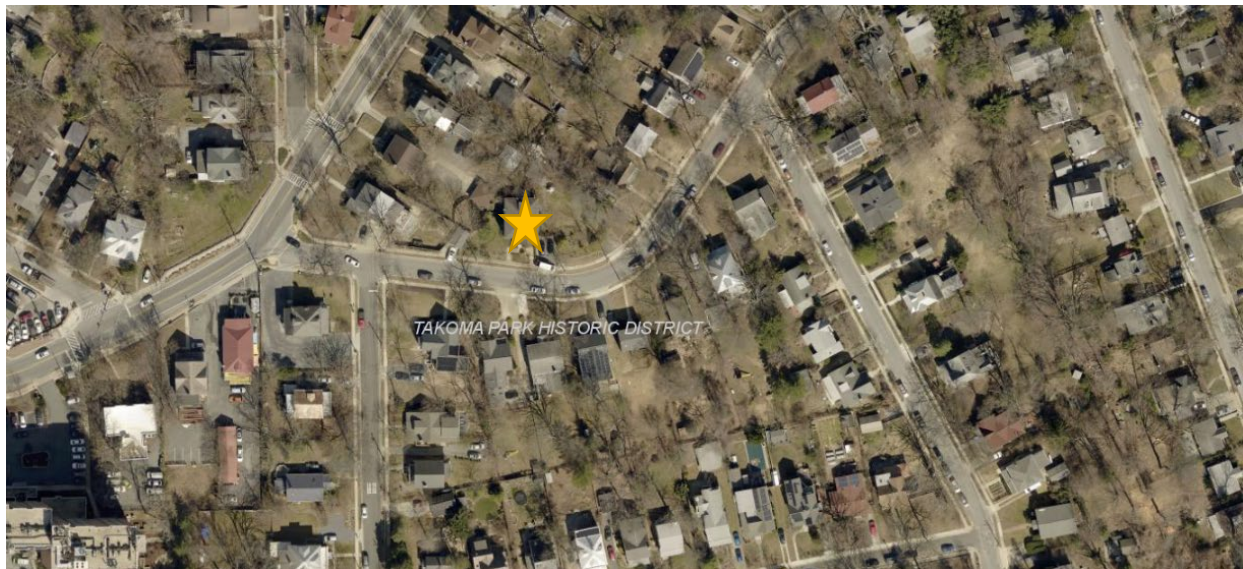
**STAFF RECOMMENDATION**

Staff recommends that the Historic Preservation Commission (HPC) **approve with one (1) condition** the HAWP application with final review and approval delegated to staff.

1. The applicant shall submit specifications for the architectural asphalt shingle to be installed on the roof.

**ARCHITECTURAL DESCRIPTION**

**SIGNIFICANCE:** Contributing Resource within the Takoma Park Historic District  
**STYLE:** Neo-Classical  
**DATE:** c. 1906 and 1953



**Figure 1:** The subject property at 8 Columbia Avenue (noted with the yellow star) is located on the north side of Columbia Avenue.

## **PROPOSAL**

The applicant proposes to: 1) remove a radio antenna and its associated equipment from the roof of the building; and 2) replace the existing three-tab, asphalt-shingle roof with an architectural asphalt shingle roof on the two-story section of the house.

## **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.

A majority of the buildings in the Takoma Park Historic District have been assessed as being "Contributing Resources." While these buildings may not have the same level of architectural or historical significance as Outstanding Resources or may have lost some degree of integrity, collectively, they are the basic building blocks of the Takoma Park district. They are important to the overall character of the district and the streetscape due to their size, scale, and architectural qualities, rather than for their particular architectural features.

Contributing Resources should receive a more lenient level of design review than those structures that have been classified as Outstanding. This design review should emphasize the importance of the resource to the overall streetscape and its compatibility with existing patterns rather than focusing on a close scrutiny of architectural detailing. In general, however, changes to Contributing Resources should respect the predominant architectural style of the resource.

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

- All exterior alterations, including those to architectural features and details, should be generally consistent with the predominant architectural style and period of the resource and should preserve the predominant architectural features of the resource; exact replication of existing details and features is, however, not required.
- Minor alterations to areas that do not directly front on a public right-of-way -such as vents, metal stovepipes, air conditioners, fences, skylights, etc. should be allowed as a matter of course; alterations to areas that do not directly front on a public right-of-way which involve the replacement of or damage to original ornamental or architectural features are discouraged but may be considered and approved on a case-by-case basis.

- Some non-original building materials may be acceptable on a case-by-case basis; artificial siding on areas visible to the public right-of-way is discouraged where such materials would replace or damage original building materials that are in good condition.
- Alterations to features that are not visible at all from the public right-of-way should be allowed as a matter of course.

***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;
  - (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
- (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:

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

## STAFF DISCUSSION

The subject property is a Contributing Resource to the Takoma Park Historic District and features a two-story, hipped-roof, Neo-Classical influenced building first constructed c. 1906 which then underwent substantial alterations in 1953. The design and the use of the building has changed over the years. Currently it functions as a single-family dwelling and is located mid-block on the north side of Columbia Avenue. The Seventh-Day Adventist Church constructed the wood-frame building as its first school in Takoma Park in 1906; it briefly served as a place of worship as well at that time. The school featured lap wood siding on the first story and wood shingles on the second story. In 1938, the school faced overcrowding and the Adventists transferred students to the newly constructed John Nevins Andrews Elementary School. The City of Takoma Park then acquired the property. In the 1940s, the Takoma Park Health and Welfare Center, Takoma Park Municipal Center, a cooperative nursery, kindergarten, and police court each utilized the building. In 1951, the Takoma Park City Council tentatively agreed to remodel the structure as the main municipal building. The city remodeled the exterior of and added the brick veneer in 1953. The police headquarters, governmental offices, and public hearings were all located within this building. The city added the subject police radio antenna and civil defense air-raid sirens to the roof of the building in the mid-twentieth century. In 1979, the Turbyville family acquired the property from the City of Takoma Park and renovated it to a single-family dwelling. There was one Historic Area Work Permits (HAWP) approved for the property in 1988 for minor alterations related to the installation of a chimney.<sup>1</sup>



**Figure 2: View of 8 Columbia Avenue. The building's use changed over the years. The left image from 1906 shows it as a school, the center image from 1953 as a municipal building, and the right image from 2023 as a single-family house.**

**Source: Historic Takoma and Montgomery Planning.**

Staff finds the removal of the police radio antennae and other equipment (*Figure 3*) to be consistent with the applicable guidelines and recommends approval. The mid-twentieth century, non-functional equipment is the potential source of water infiltration leading to interior damage. Furthermore, the prior use of the building as a municipal office building is aptly represented by the remodeling of the exterior to its current appearance with the enact brick-veneer siding and retention of the 25' flagpole in the front yard. Views of the structural base of the radio antennae system are limited unless traveling west on Columbia Avenue (*Figure 3*). Staff finds that the removal of this equipment would not have an adverse effect to the character of the site or the historic district.

<sup>1</sup> For more information on approved permits, [https://mcatlas.org/tiles/06\\_HistoricPreservation\\_PhotoArchives/Padlock/HAR60640006/Box042/37-3\\_Takoma%20Park%20Historic%20District\\_8%20Columbia%20Avenue\\_05-12-1988.pdf](https://mcatlas.org/tiles/06_HistoricPreservation_PhotoArchives/Padlock/HAR60640006/Box042/37-3_Takoma%20Park%20Historic%20District_8%20Columbia%20Avenue_05-12-1988.pdf).





**Figure 3: View of the antennae and associated equipment, 2022-2023.**  
**Source: Applicant and Google.**

Staff finds the replacement of the three-tab, asphalt-shingles with architectural asphalt shingles on the main roof to be consistent with the applicable guidelines and recommends approval. Typically, such applications would be reviewed at the staff-level, but the removal of the radio equipment required approval of the HPC.

After full and fair consideration of the applicant's submission, staff finds the proposal, as modified by the condition, consistent with the Criteria for Issuance in Chapter 24A-8(b), (1), (2), (3), and (d), having found the proposal is consistent with the *Secretary of the Interior's Standards for Rehabilitation #9*, and *Takoma Park Historic District Guidelines*.

### **STAFF RECOMMENDATION**

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

1. The applicant shall submit specifications for the architectural asphalt shingle to be installed on the roof.

under the Criteria for Issuance in Chapter 24A-8(b), (1), (2), (3) and (d), having found that the proposal, as modified by the condition, 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 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](mailto: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# 1033456  
DATE ASSIGNED 06/06/2023

**APPLICANT:**

Name: LORI POTTS-DUPRE  
Address: 8 COLUMBIA AVE  
Daytime Phone: 301 908-4728

E-mail: LORI.POTTS-DUPRE@gmail.com  
City: Takoma Park Zip: 20912  
Tax Account No.: \_\_\_\_\_

**AGENT/CONTACT (If applicable):**

Name: Jack Dodson  
Address: 12212 Distribution Pl.  
Daytime Phone: 301 230-7663

E-mail: jack@RoofMasters.com  
City: Beltzville Zip: 20705  
Contractor Registration No.: 50663

**LOCATION OF BUILDING/PREMISE:** MIHP # of Historic Property 8 Columbia Ave

Is the Property Located within an Historic District?  Yes/District Name Takoma  
 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: \_\_\_\_\_ Street: \_\_\_\_\_

Town/City: \_\_\_\_\_ Nearest Cross Street: \_\_\_\_\_

Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Subdivision: \_\_\_\_\_ 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 type="checkbox"/> Fence                          | <input type="checkbox"/> Solar                           |
| <input type="checkbox"/> Demolition         | <input checked="" type="checkbox"/> Hardscape/Landscape | <input type="checkbox"/> Tree removal/planting           |
| <input type="checkbox"/> Grading/Excavation | <input checked="" type="checkbox"/> Roof                | <input type="checkbox"/> Window/Door                     |
|   |   | <input type="checkbox"/> Other: _____                    |

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.

Lori Potts-Dupre \_\_\_\_\_ 6/29/23  
Signature of owner or authorized agent Date

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

<p><b>Owner's mailing address</b>                  LORI Potts-DupRE                  8 Columbia Ave                  Takoma Park MD                  20912</p>	<p><b>Owner's Agent's mailing address</b></p>
<p align="center"><b>Adjacent and confronting Property Owners mailing addresses</b></p>	
<p>Ron Levine                  11 Columbia Ave                  T.P. MD                  20912</p>	<p>Jennie Kneeder                  5 Columbia Ave                  T.P. MD 20912                  &amp; Annie Kneeder/Sam Bryson                  (owners)</p>
<p>Ken &amp; Jen Celding                  20 Columbia Ave                  T.P. MD 20912</p>	<p>Briana Maley &amp; Neal Cohen                  13 Columbia Ave                  T.P. MD 20912</p>
<p>Jenni Tonti &amp; Andrew Marsh                  7 Columbia Ave                  T.P. MD 20912</p>	<p>7105 Carroll Avenue, Takoma Park MD 20912                  7107 Carroll Avenue, Takoma Park MD 20912                  7109 Carroll Avenue, Takoma Park MD 20912                  7111 Carroll Avenue, Takoma Park MD 20912</p>

19 Columbia Avenue, Takoma Park MD 20912

15 Columbia Avenue, Takoma Park MD 20912

Work Item 1: ROOF

Description of Current Condition:  
leaky roof

Proposed Work:  
replace roof with new asphalt shingles

Work Item 2: n/a

Description of Current Condition:

Proposed Work:

Work Item 3: n/a

Description of Current Condition:

Proposed Work:



Description of Property: Please describe the building and surrounding environment. Include information on significant structures, landscape features, or other significant features of the property:

former Seventh Day Adventist School & Civic Building in Takoma Park.

significant feature: antennae (radio?) on wooden structure on top of the roof.

Do we need to keep it or may we remove it when we replace the roof?

Description of Work Proposed: Please give an overview of the work to be undertaken:

Replace leaky roof



6/5/2023 09:44

Lucas  
Lucas

**INFORMATION - CASE# 471007**

*Case Type* MAILLOG  
*Case Type* MAIL LOG  
*Description*  
*Primary Contact* LORI  
*Primary Contact Last Name* LORI POTTS-DUPRE  
*Address Location*  
 Case is Open.  
 Current milestone is Process Case.  
 Current unpaid amount of \$0.00.  
*Building Application* no  
*License Application* no  
*Project Application* no  
*Use Application* no

**Case Information**

**Status Dates**

*Processed* 6/5/2023 09:44  
*by* MAYRA NATAL  
*Resolution*  
*by*  
*Expire Date*

**Case Information**

*Case Group*  
*Resolution Code*  
*Source*  
*Case Name* LORI POTTS-DUPRE  
*Priority*  
*Priority Description*  
 Comments  
 DROP OFF; ENCLOSED:  
 APP. FOR HISTORIC AREA WORK PERMIT.

**Code Violations**

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**Case Details**

(Tab Not Loaded)

**Reviews**

(Tab Not Loaded)

**Inspections**

(Tab Not Loaded)

**Hearings**

(Tab Not Loaded)

**Conditions**

Approve Selected Conditions

**Conditions**

Condition Type	Approval	Approved By	Approval Date	Applied By	Applied Date	Assigned To	System	Supervisor Required	Comments
NextProces	APPROV	NATAM	6/5/2023 09:44	NATAM	6/5/2023 09:44		Y		
NextPreRes				NATAM	6/5/2023 09:44		Y		

**Fees**

(Tab Not Loaded)

**Contacts**

(Tab Not Loaded)

**Sites**

(Tab Not Loaded)

**Employees**

(Tab Not Loaded)

**Related Records**

(Tab Not Loaded)

**Logs**

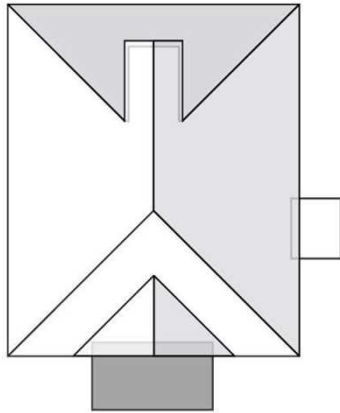
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**Attachments**

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8 Columbia Ave, Takoma Park, MD 20912

Report: 52447538



In this 3D model, facets appear as semi-transparent to reveal overhangs.

## PREPARED FOR

Contact: Jack Dodson  
Company: Roof Masters  
Address: 9710 Traville Gateway Dr #  
242  
Rockville, MD 20850-7408  
Phone: 240-660-0022

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## MEASUREMENTS

Total Roof Area =2,034 sq ft  
Total Roof Facets =8  
Predominant Pitch =6/12  
Number of Stories >1  
Total Ridges/Hips =132 ft  
Total Valleys =31 ft  
Total Rakes =44 ft  
Total Eaves =204 ft

Measurements provided by [www.eagleview.com](http://www.eagleview.com)



Certified Accurate

[www.eagleview.com/Guarantee.aspx](http://www.eagleview.com/Guarantee.aspx)

## IMAGES

The following aerial images show different angles of this structure for your reference.

Top View





# IMAGES

North Side



South Side



# IMAGES

East Side



West Side

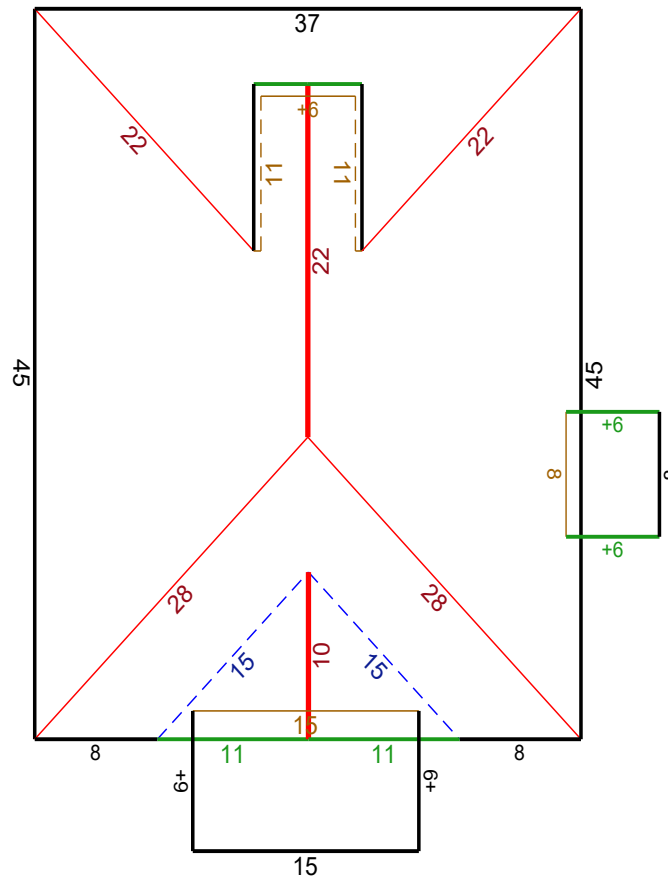


# LENGTH DIAGRAM

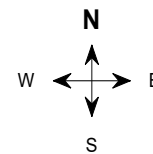
Total Line Lengths:

**Ridges = 32 ft**  
 Hips = 100 ft

 Valleys = 31 ft  
 Rakes = 44 ft  
 Eaves = 204 ft

 Flashing = 31 ft  
 Step flashing = 22 ft  
 Parapets = 0 ft


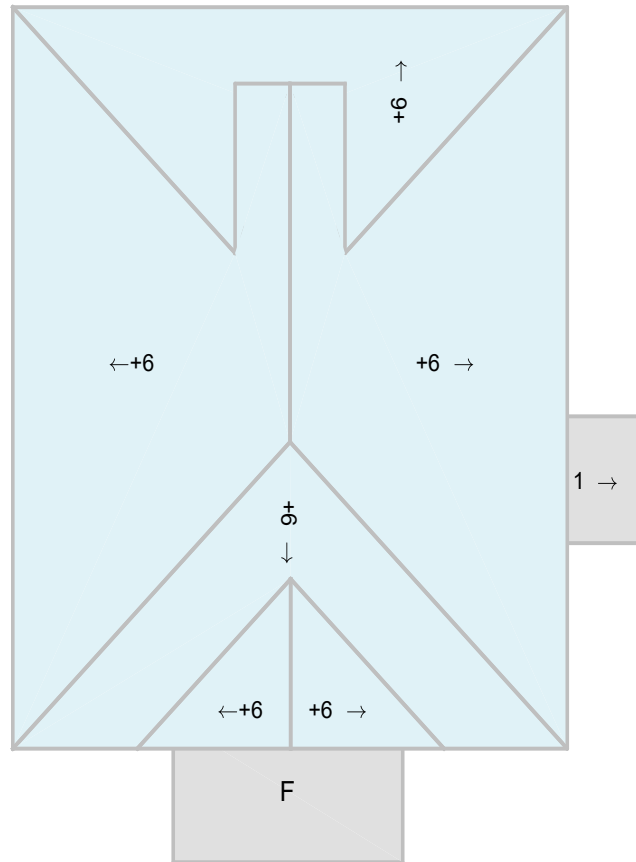
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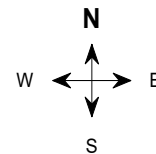
**Note:** This diagram contains segment lengths (rounded to the nearest whole number) over 5.0 Feet. In some cases, segment labels have been removed for readability. Plus signs preface some numbers to avoid confusion when rotated (e.g. +6 and +9).

# PITCH DIAGRAM

Pitch values are shown in inches per foot, and arrows indicate slope direction. The predominant pitch on this roof is 6/12



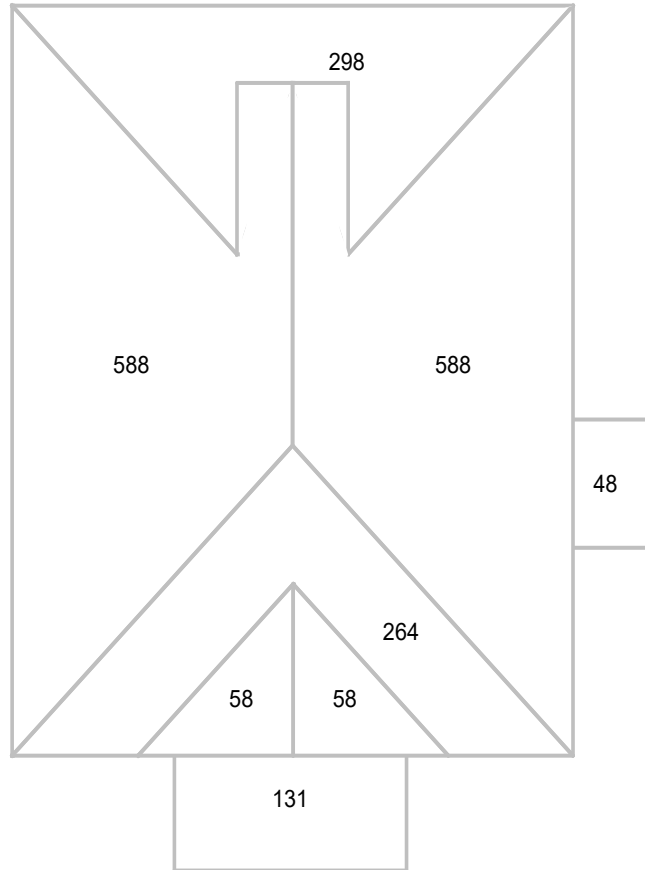
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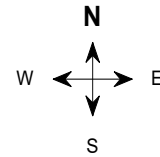
**Note:** This diagram contains labeled pitches for facet areas larger than 20.0 square feet. In some cases, pitch labels have been removed for readability. Blue shading indicates a pitch of 3/12 and greater. Gray shading indicates flat, 1/12 or 2/12 pitches. If present, a value of "F" indicates a flat facet (no pitch).

# AREA DIAGRAM

Total Area = 2,034 sq ft, with 8 facets.



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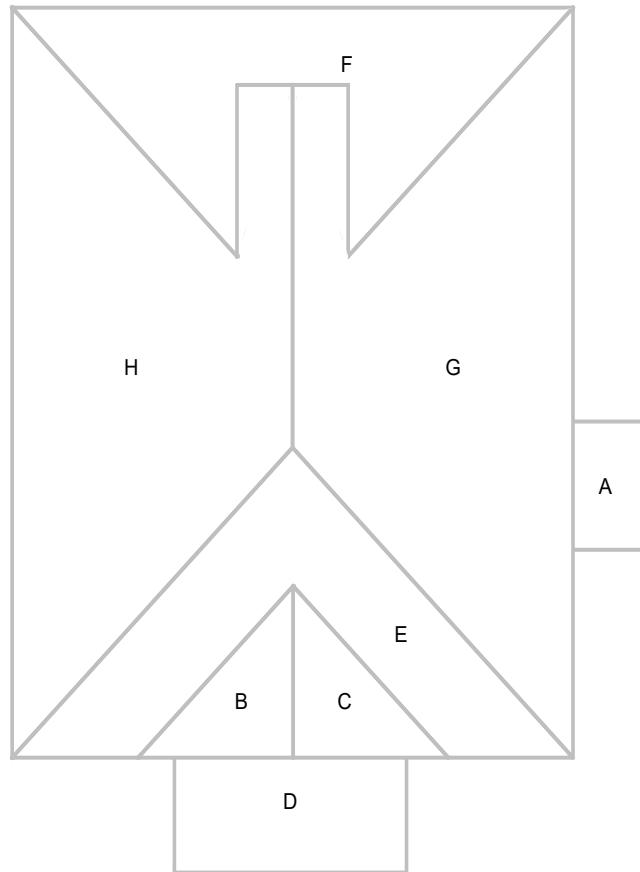


**Note:** This diagram shows the square feet of each roof facet (rounded to the nearest Foot). The total area in square feet, at the top of this page, is based on the non-rounded values of each roof facet (rounded to the nearest square foot after being totaled).

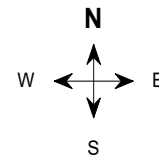


## NOTES DIAGRAM

Roof facets are labeled from smallest to largest (A to Z) for easy reference.



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# REPORT SUMMARY

## All Structures

Areas per Pitch			
<b>Roof Pitches</b>	0/12	1/12	6/12
<b>Area (sq ft)</b>	130.6	48.2	1854.4
<b>% of Roof</b>	6.4%	2.4%	91.2%

The table above lists each pitch on this roof and the total area and percent (both rounded) of the roof with that pitch.

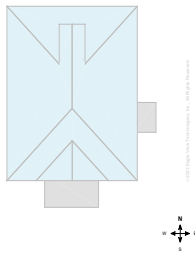
Structure Complexity		
Simple	Normal	Complex

Waste Calculation										
NOTE: This waste calculation table is for asphalt shingle roofing applications. All values in table below only include roof areas of 3/12 pitch or greater. For total measurements of all pitches, please refer to the <b>Lengths, Areas, and Pitches</b> section below.										
Waste %	<b>0%</b>	4%	9%	14%	17%	<b>19%</b>	21%	24%	29%	
Area (Sq ft)	<b>1855</b>	1930	2022	2115	2171	<b>2208</b>	2245	2301	2393	
Squares *	<b>18.66</b>	19.33	20.33	21.33	22.00	<b>22.33</b>	22.66	23.33	24.00	
	<b>Measured</b>					<b>Suggested</b>				

\* Squares are rounded up to the 1/3 of a square

Additional materials needed for ridge, hip, and starter lengths are not included in the above table. The provided suggested waste factor is intended to serve as a guide—actual waste percentages may differ based upon several variables that EagleView does not control. These waste factor variables include, but are not limited to, individual installation techniques, crew experiences, asphalt shingle material subtleties, and potential salvage from the site. Individual results may vary from the suggested waste factor that EagleView has provided. The suggested waste is not to replace or substitute for experience or judgment as to any given replacement or repair work.

## All Structures Totals



Total Roof Facets = 8

### Lengths, Areas and Pitches

- Ridges = 32 ft (2 Ridges)
- Hips = 100 ft (4 Hips).
- Valleys = 31 ft (2 Valleys)
- Rakes† = 44 ft (6 Rakes)
- Eaves/Starter‡ = 204 ft (11 Eaves)
- Drip Edge (Eaves + Rakes) = 248 ft (17 Lengths)
- Parapet Walls = 0 (0 Lengths).
- Flashing = 31 ft (5 Lengths)
- Step flashing = 22 ft (2 Lengths)
- Predominant Pitch = 6/12

**Total Area (All Pitches) = 2,034 sq ft**

### Property Location

Longitude = -77.0083232  
 Latitude = 38.9756019

### Notes

This was ordered as a residential property. There were no changes to the structure in the past four years.

† Rakes are defined as roof edges that are sloped (not level).  
 ‡ Eaves are defined as roof edges that are not sloped and level.

8 Columbia Ave, Takoma Park, MD 20912

Report: 52447538

**Online Maps**

Online map of property

[http://maps.google.com/maps?f=g&source=s\\_q&hl=en&geocode=&q=8+Columbia+Ave,Takoma+Park,MD,20912](http://maps.google.com/maps?f=g&source=s_q&hl=en&geocode=&q=8+Columbia+Ave,Takoma+Park,MD,20912)

Directions from Roof Masters to this property

[http://maps.google.com/maps?f=d&source=s\\_d&saddr=9710+Traville+Gateway+Dr+#+242,Rockville,MD,20850-7408&daddr=8+Columbia+Ave,Takoma+Park,MD,20912](http://maps.google.com/maps?f=d&source=s_d&saddr=9710+Traville+Gateway+Dr+#+242,Rockville,MD,20850-7408&daddr=8+Columbia+Ave,Takoma+Park,MD,20912)

8 Columbia Ave, Takoma Park, MD 20912

Report: 52447538

## IMPORTANT LEGAL NOTICE AND DISCLAIMER

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Contractors agree to always conduct a preliminary site survey to verify Roof Report ordered. In the event of an error in a Report, your sole remedy will be a refund of the fees paid by you to obtain this Report.









