

Preliminary Consultation
MONTGOMERY COUNTY HISTORIC PRESERVATION COMMISSION
STAFF REPORT

Address:	23343 Frederick Road, Clarksburg	Meeting Date:	9/4/2024
Resource:	Contributing Resource (Clarksburg Historic District)	Report Date:	8/28/2024
Applicant:	Sherwin Wells	Public Notice:	8/21/2024
Review:	Preliminary Consultation	Tax Credit:	No
Case Number:	Pending	Staff:	Chris Berger
PROPOSAL:	Construction of new garage		

STAFF RECOMMENDATION

Staff recommends that the applicant make any revisions based upon the Historic Preservation Commission (HPC) comments and return with a second Preliminary Consultation.

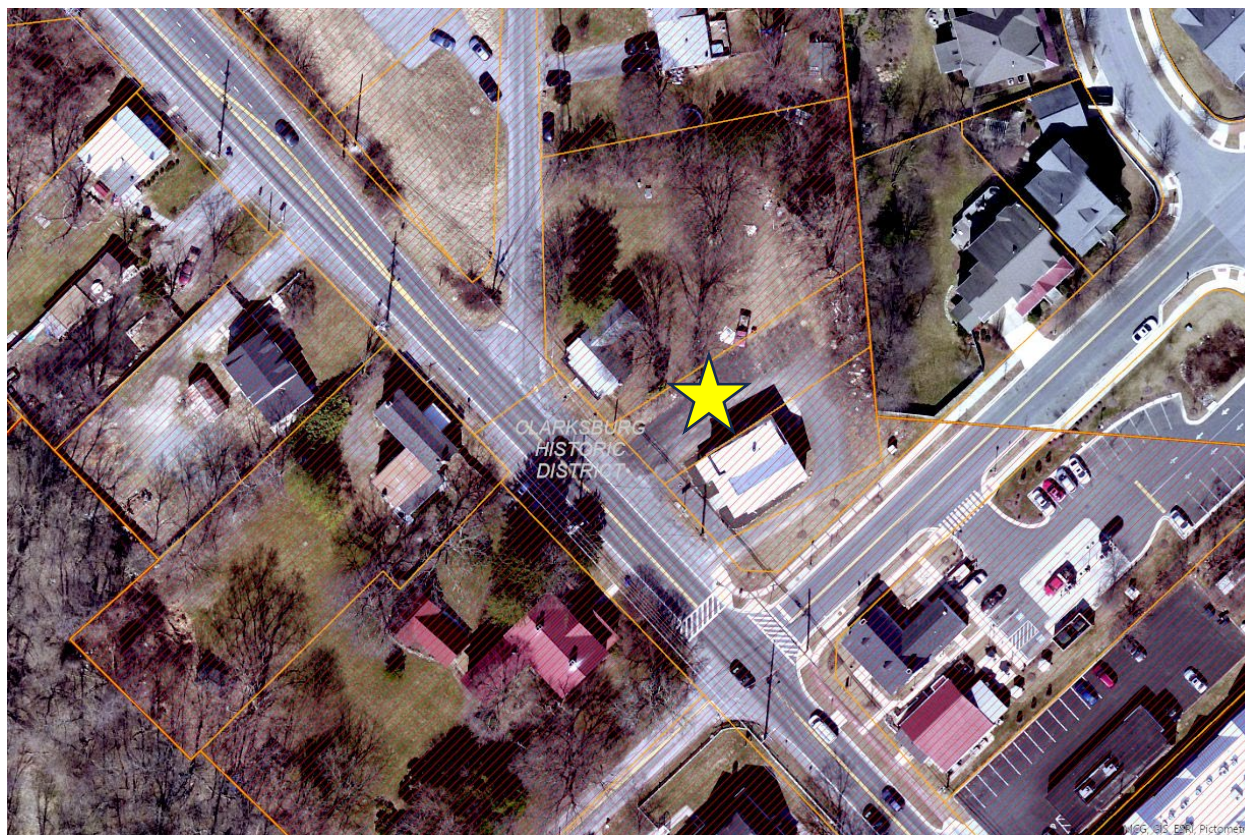


Figure 1: The subject property is indicated with a yellow star. It is located within the Clarksburg Historic District, indicated with red cross hatches.

PROPERTY DESCRIPTION

SIGNIFICANCE: Contributing Resource
 (Clarksburg Historic District)

DATE: Vacant lot

Excerpt from *Places From the Past*:

Early in the county's history, Clarksburg was a substantial center of commerce and transportation. John Clark surveyed the land and subdivided lots along Frederick Road in the early 1790s, yet the town's origins extended back to the mid-1700s. Michael Dowden built a hotel and tavern about 1754. A popular stop along the well-traveled Great Road between Frederick and Georgetown, Dowden's Ordinary is said to have provided lodging and entertainment for such well-known travelers as General E. Braddock, George Washington, and Andrew Jackson. According to tradition, John Clark's father William, from Lancaster County, Pennsylvania, had chosen this location, at the intersection of two Indian trails, as early as 1735 as a site for trading with Native Americans. His trading post may have influenced Dowden's choice for locating his ordinary.

John Clark built a general store and became the community's first postmaster. The post office, established 1800, was one of the first in the county. By 1850, the town was the third most populous in the county, and the residents numbered 250 by 1879.

One of the earliest structures in the community is found at the Clark-Waters House, 23346 Frederick Road. According to tradition, John Clark constructed the rear section in 1797. The building was enlarged and updated in the 1840s with the Greek Revival-style front section, under the ownership of Clark's daughter and son-in-law Mary and William Willson. One of the few remaining log buildings in the community is found at 23415 Frederick Road. Thomas Kirk probably built the John Leaman House (23415), now covered with clapboard siding, in 1801. John Leaman, a carpenter, purchased the house in 1871 and built the substantial rear addition around 1890.

John Clark, a Methodist, was a leader in organizing the Clarksburg Methodist Episcopal Church in 1788. The church has one of the oldest continuous Methodist congregations in the County. A log chapel was built on this site in 1794, a brick structure in 1853, and the present Gothic Revival-style church in 1909.

As a major stagecoach stop between Frederick and Georgetown, Clarksburg supported several inns and taverns. By the mid-1800s, the town also included general stores, a tannery and blacksmiths, and wheel wrights. William Willson probably built Willson's Store, 23341 Frederick Road, around 1842. In 1879, Clarksburg had 250 residents, making it the third most populous town in the County. The Queen Anne-style house at 23310 Frederick Road, known as Hammer Hill, was built c.1891-1900 by Clarksburg physician Dr. James Deetz and his wife Sarah. The name, Hammer Hill, comes from the tract name given this land in 1752. The William Hurley Shoe Shop, 23421 Frederick Road, probably built around 1842, is typical of early rural commercial structures in its simplicity and small scale. In the early 20th-century, it housed Helen Hurley's millinery shop. The house, located behind the shop, originally consisted of the rear portion that was built by Arnold Warfield about 1800. The building may contain an early log section. Hurley family owners of the house and shoe shop included shoemaker William Hurley and Clarksburg Brass Band organizer J. Mortimer Hurley.

Clarksburg has historically been a bi-racial town. While many African Americans settled,

after the Civil War, in communities separate from white settlements, freed slaves in Clarksburg built houses in and around the town. In 1885, John Henry Wims built his frame house in Clarksburg's center, at 23311 Frederick Road. The location of his dwelling near the post office was a convenience for Wims, one of the few black mail carriers working in the county.

One of the County's last and most elaborate remaining examples of a two-room schoolhouse is the Clarksburg School, 13530 Redgrave Place, built in 1909. One of the County's last and most elaborate remaining examples of the two-room schoolhouse, the Clarksburg School was in continuous use from 1909 to 1972. The cruciform-shaped building has a Colonial Revival-influenced design with pedimented and pilastered doorframe, oversize cornice returns, and gable overhang. Near the school are the sites of the earlier Clarksburg Academy (1833) and a one-room school.

Growth in Clarksburg declined in the late 19th century, when the B & O Railroad bypassed the town for nearby Boyds. The advent of the automobile and improved roads brought something of an economic revival beginning in the 1920s. New boarding houses opened in town to accommodate the new auto tourism.

The subject property is an irregularly shaped lot that measures 6,559 square feet with frontage on Frederick Road near the intersections with Clarksburg Square Road and Spire Street. The vacant lot is located between the circa 1860 building at 23345 Frederick Road to the west, and the circa 1842 building to the east at 23341 Frederick Road. The landscape consists of gravel and grass with trees and bushes along the perimeter.



Figure 2: This oblique aerial shows the subject property outlined in blue. Source: CONNECTExplorer



Figure 3: The subject property is located between the circa 1860 building at 23345 Frederick Road to the west (left), and the circa 1842 building to the east (right) at 23341 Frederick Road. Source: Google

PROPOSAL

The applicant proposes to construct a garage on the vacant lot in a location to be determined to serve an automobile-oriented business. In the initial submission, the applicant provided two photos of a prefabricated garage to represent what he sought to construct on the property (*Figure 4*). The 1.5-story building has a cross-gable roof with shed dormer on the rear covered with asphalt shingles. The wood-frame walls are covered with vinyl siding with singles in the gables. The windows are vinyl with faux shutters. The two doors on the two front-oriented garage bays appear to be aluminum. A fiberglass egress door is on the right-side elevation.



Figure 4: As part of the initial application submission, the applicant provided these representative photos of a prefabricated garage proposed for installation at the subject property.

In a June 24, 2024, phone call with the applicant and summary email (*Attachment 1*), staff expressed its opposition to the initial proposal; provided direction on a revised design; and noted the information missing from the application.

On August 12, 2024, email, the applicant submitted a screenshot of two-story garages from Mysheds.com (*Figure 5*). The two-story garages all are of contemporary residential designs and materials with gable or cross-gable roofs.



Figure 5: As part of the revised plans, the applicant sought input on these garage designs to be constructed at the subject property.

APPLICABLE GUIDELINES

The Historic Preservation Office and HPC consult several documents when reviewing alterations and new construction within the Clarksburg Historic District. These documents include the historic preservation review guidelines in the approved and adopted amendment for the Vision of Clarksburg: A Long-Range Preservation Plan (Vision), Montgomery County Code Chapter 24A (Chapter 24A), and the Secretary of the Interior's Standards for Rehabilitation (Standards). The pertinent information is outlined below.

Vision of Clarksburg

The document, published in 1992, provides guidance in evaluating the new construction in the historic district.

Building Type and General Characteristics

Set in rural northern Montgomery County, the majority of Clarksburg's historic resources date from 1799 to 1925. The identified primary buildings in Clarksburg include 19 dwellings, one church, two stores, one post office, and one school.

Building Setbacks

Clarksburg is a linear district with residential, religious, education, and commercial structures predominantly fronting on Frederick Road. The majority of the structures sited along Frederick Road are set-back from the street at an average distance of 40 feet. The perception and historic character within the Clarksburg Historic District is that the houses are set close to the road with regular intervals between them. This characteristic is one of the most important elements that unifies the streetscape.

Rhythm of Spacing Between Buildings

Clarksburg is characterized by the linear course of Frederick Road through the town, and the location of its primary resources within 130 feet from each other on regularly spaced residential lots. The character of the district is primarily residential, although commercial structures (historically and currently) are intermingled with the residential properties creating a unified streetscape. The location of the religious property and educational structures off the main road, and set further back from the street, strengthens the lateral residential rhythm of the historic streetscape.

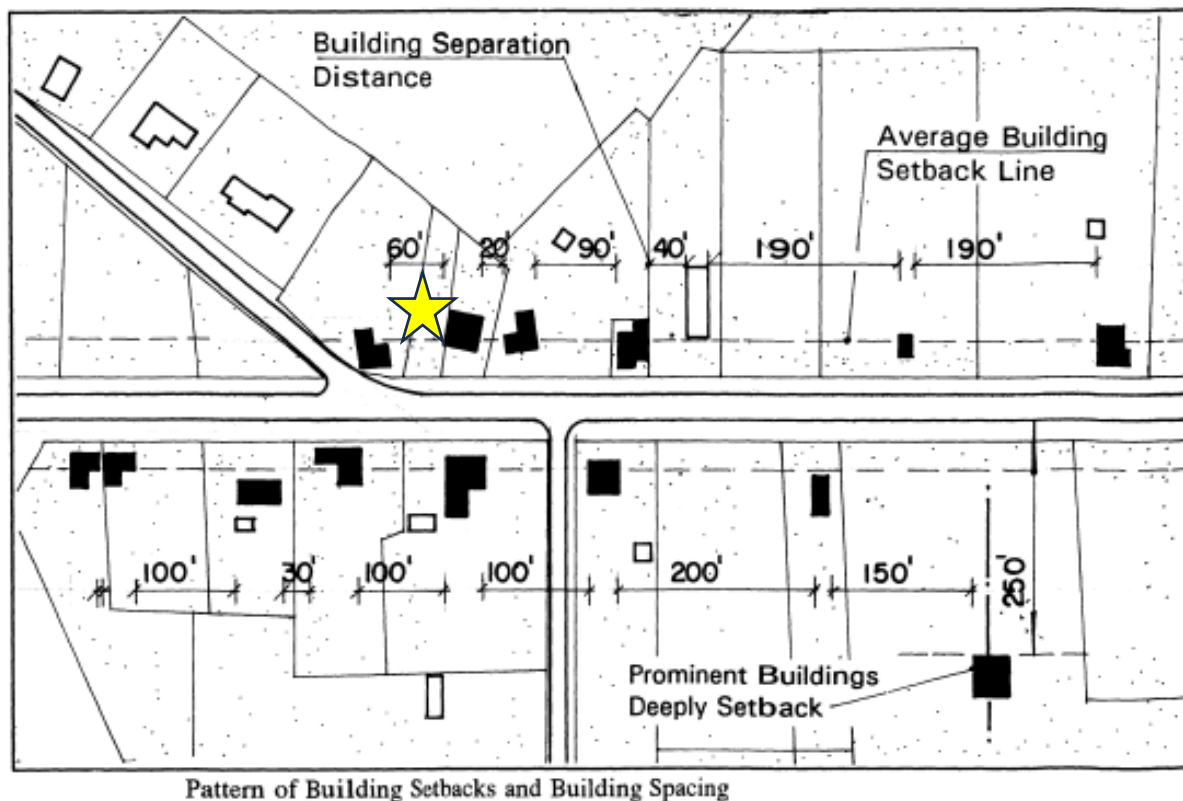


Figure 6: This diagram from the Vision shows the distance between buildings in the Clarksburg Historic District. The subject property is starred.

Geographic and Landscape Features

The small setback from Frederick Road of houses leaves a narrow area of land for the grass and shrubs that define the residential settings. Few fences define properties in Clarksburg; rather, shrubs and hedges delineate the setting of the house. Many of the houses are framed by two large trees with smaller, manicured plantings and flowers in front and immediately surrounding the dwelling. Grass is the primary ground cover. Large expanses of grass or cultivated gardens are located behind the primary resources.

Scale and Building Height

The historic houses in Clarksburg are similar in height, ranging only from two-stories to two and one-half stories. Nineteen percent of the historic houses in Clarksburg are two stories in height and 38% are two and one-half stories. This uniform scale contributes and is critical to the reading of the streetscape.

Directional Expression of Building

The facades of the historic houses in Clarksburg tend to be horizontally emphasized in composition. This reflects the changing styles of the early 19th century and early 20th century that generally tended to be more horizontal than the vertically oriented styles associated with the Victorian era in the late 19th century. Symmetrical and asymmetrical compositions are employed almost equally.

Roof Form and Materials

Seventy-three percent of Clarksburg's historic residences have gable roof forms, there are numerous variations including end gables, cross gables and elongated gables. Six hipped roofs are located in the

district (26%). Replacement roofing materials are found throughout the historic district, particularly asphalt shingles. Standing seam metal roofs remain on several buildings in the district.

Dominant Building Material

The dominant building material in Clarksburg is wood executed as clapboard and weatherboard. These buildings, which total 71 % of the building stock, retain much of their original wood trim and ornamental detail, significantly contributing to the visual appearance, character and integrity of the historic district. Only 29% percent of the structures are clad in replacement materials of aluminum siding or asphalt shingles. One brick structure is located in the district, now clad with numerous replacement materials.

Outbuildings

Few historic outbuildings remain in the Clarksburg Historic District. although several sheds, and small barns have been located. The oldest outbuilding appears to be a log structure now connected by a breezeway to the Leonidas Willson house. Several sheds and barns are associated with the Hammer Hill residence and appear to be of the same vintage as the original house. The steep slope of the roofs and similar materials as the main historic house help date these historic structures.

Architectural Styles

As one of the earliest communities in Montgomery County, many of the houses in Clarksburg were enlarged in the 1850s, expanding the original log and frame structures. These additions and alterations are reflected in the application of many Gothic Revival and Queen Anne porch and trim details. Although vernacular buildings dominate the district, four Federal style houses, two Queen Anne style, and one Gothic Revival style buildings stand out. Several vernacular I-houses and bungalows are located in the district, as well as two examples of the American Four Square style.

Montgomery County Code Chapter 24A-8

- (b) The commission shall instruct the director to issue a permit, or issue a permit subject to such conditions as are found to be necessary to insure conformity with the purposes and requirements of this chapter, if it finds that:
 - (1) The proposal will not substantially alter the exterior features of an historic site or historic resource within an historic district; or
 - (2) The proposal is compatible in character and nature with the historical, archeological, architectural or cultural features of the historic site or the historic district in which an historic resource is located and would not be detrimental thereto or to the achievement of the purposes of this chapter; or
- (c) It is not the intent of this chapter to limit new construction, alteration or repairs to any 1 period or architectural style.

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.” Because the property is a Master Plan Site, the Commission’s focus in reviewing the proposal should be the *Secretary of the Interior's Standards for Rehabilitation*. 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

Staff does not support any of the garage designs submitted by the applicant. The garages proposed do not meet Chapter 24A-8(b)(2) because they are incompatible in size, scale, design, and materials to the Clarksburg Historic District. The modern designs and materials evident in the photos appear more befitting contemporary residential neighborhoods than the rural historic district, where most of the buildings date from 1799 to 1925.

All the examples provided are front-loading garages that will be required to be sited close to the right of way, which is not a condition historically present in the Clarksburg Historic District. (The circa 1958 residence at 23411 Spire Street does have two front-loaded garages attached to the Ranch-style house but the property is a Non-Contributing Resource. The former detached garage at 23415 Frederick Road has two bays that have since been infilled by French doors and is set back approximately 150 feet from the right of way.) The single bay garage at 23356 Frederick Road is accessed from the side behind the main building, and what appears to be a former carriage house at 23345 Frederick Road is 1.5-stories tall with a steeply pitched gable roof set back approximately 130 feet from the public way.

Staff encourages the applicant to look toward the design, form, size, scale, setbacks, and materials of the existing commercial buildings in the district for direction. For example, the two contributing buildings at 23335 Frederick Road and 23329 Frederick Road each measure 1.5 stories tall and are set back approximately 15-20 feet from the right of way (*Figure 7*). They feature gable roofs, both front and side oriented, covered with either asphalt shingles or standing-seam metal. The walls on both are clad with horizontal wood siding.

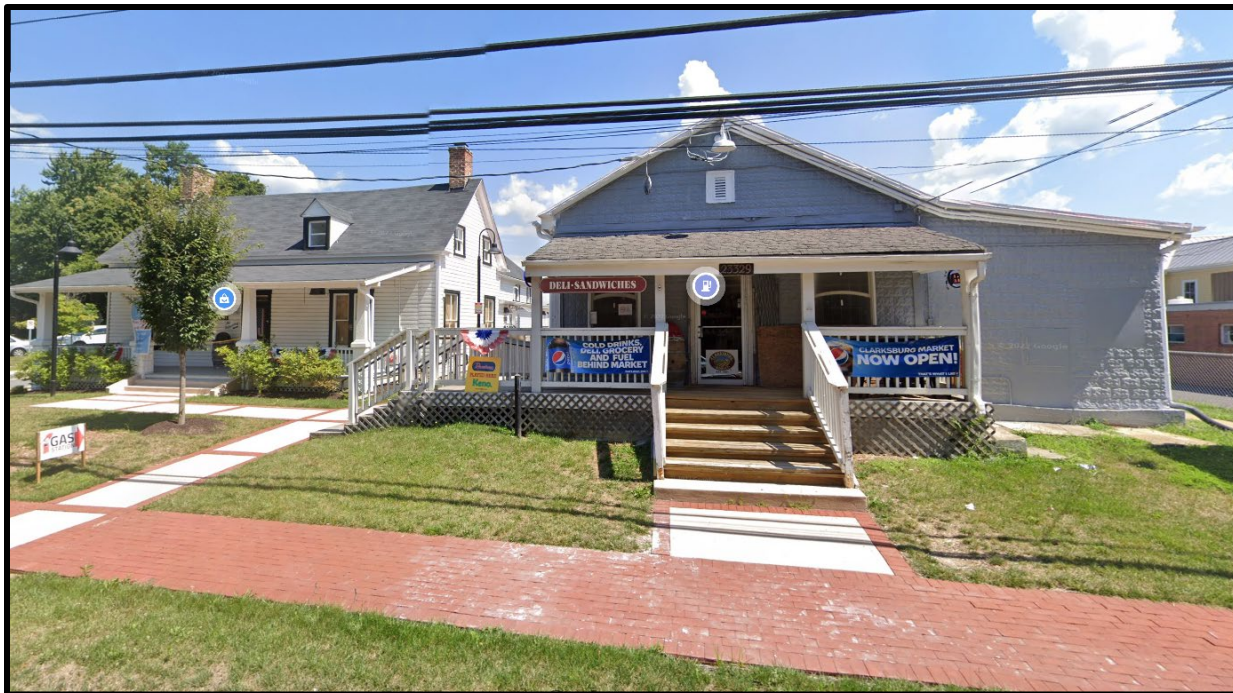


Figure 7: The buildings at 23335 Frederick Road, left, and 23329 Frederick Road, right, are examples of buildings in the Clarksburg Historic District with a commercial use. Source: Google

For a larger example, the applicant can look to the contributing resource at 23341 Frederick Road, which shares a property line with the subject property (*Figure 8*). It is 2.5-stories tall with a gable roof, covered with standing-seam metal. A shed-roofed addition was built at a later date. A one-story porch extends the length of the façade. All roofs are covered with standing-seam metal.



Figure 8: The Contributing Resource at 23341 Frederick Road is an examples of two-story commercial building in the Clarksburg Historic District. Source: Google

There is an example of infill new construction in the Clarksburg Historic District. In 2010, the HPC approved the construction of two-story, 13,464-square-foot commercial building on a vacant lot at 23315

Frederick Road with HAWP #13/10-09B (**Figure 9**). The Gothic Revival-style building has horizontal composite siding, standing-seam metal roofs, a full-width front porch, and fronts the right of way.



Figure 9: The building at 23315 Frederick Road was constructed in 2012 in the Clarksburg Historic District.

The applicant has not provided a site plan, and staff sought direction from Upcounty Planning on zoning requirements for the property (**Attachment 2**). First, the lot is an unrecorded and a plat must be recorded before it can be developed. The project also will be required to go through the Preliminary Plan of Subdivision process.

The building will need to be set back no more than 20 feet from the lot line, and at least 70 percent of the building must be within 20 feet of the line. There are no side or rear setbacks. Ten percent of the property must be open space. Parking must be located behind the front wall plane and cannot be located between the front wall plane and Frederick Road.

A driveway currently extends through the property to access the adjacent property to the west at 23345 Frederick Road, but no easement is recorded in land records.

Items to Include in HAWP Application

Staff recommends the following items be included in the HAWP application:

- Written description of the project.
- Site plan.
- Plans/elevations of the garage
- Material specifications for the garage's exterior features.
- Photos of the property.
- A tree survey if any trees will be removed.
- Letter of approval from the property owner, if not the applicant.

STAFF RECOMMENDATION

Staff recommends that the applicant make any revisions based upon the HPC's comments and return with

a second Preliminary Consultation.

Staff Requested HPC Feedback

- Appropriateness of the proposed garage designs submitted by the applicant.
- Building setbacks.
- Lot geographic and landscape features.
- Building scale and height.
- Building directional expression.
- Building roof form and materials.
- Dominant building material.
- Architectural style.
- Any other comments.

Attachment 1

From: [Berger, Chris](#)
To: ihelpamerica@gmail.com
Subject: 23341 Frederick Road, Clarksburg Garage
Date: Monday, June 24, 2024 4:59:00 PM

Good afternoon,

As discussed on the phone, the following is missing from your application:

- Detailed site plan.
- Detailed architectural drawings.
- Material specifications for the exterior features.
- Photos of the property, including where the garage will be located.
- A tree survey if any trees will be removed.

The deadline for the July 24 meeting is July 3. Email the revised application to HAWP@montgomeryplanning.org.

In order to be approved, the design of the garage will need to meet the regulations and be compatible with the historic character of the building on the property and the broader Clarksburg Historic District. See the [Vision of Clarksburg](#) and [Chapter 24A-8 of the County Code](#).

Based on the photos you submitted, it is highly unlikely the Historic Preservation Commission will approve the design of that garage and you should find a different design more befitting the historic district. Some suggestions:

- The garage height, scale, and massing should be less than that of the existing building. Limit the garage height to approximately 15 to 20 feet tall.
- The garage shown in the photos has a contemporary appearance. Look to the existing building and others in the district for design cues. The existing building has a front-oriented gable roof, wood lap siding, rectangular wood windows and doors, and standing seam metal roofs. The design and materials of the garage should be complimentary to this building.
- The roof pitch should be similar to the pitch of the gable on the existing building.

Zoning Planner Mark Beall should be able to answer your zoning and lot coverage questions. His email is mark.beall@montgomeryplanning.org.

Chris Berger, AICP

Cultural Resources Planner III

Montgomery County Planning Department
2425 Reedy Drive, 13th Floor, Wheaton, MD 20902
Chris.Berger@montgomeryplanning.org
Office: 301-495-4571

Attachment 2

From: [Beall, Mark](#)
To: [Berger, Chris](#)
Cc: [Butler, Patrick](#); [Mills, Matthew](#); [Kronenberg, Robert](#)
Subject: 23343 Frederick Road, Clarksburg Garage
Date: Thursday, August 22, 2024 9:06:10 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image007.png](#)
[image008.png](#)

Good Morning Chris,

I apologize for the delay in getting this to you. Please see the zoning information below for the subject project. There are a couple of concerns with the property and the use.

Zoning:

Zone: CRT-0.75, C-0.5, R-0.5, H-65

FAR: Commercial- 0.5 FAR

Open Space- 10%

Setbacks:

Front- 0'

Rear- 0'

Sides- 0'

Parking must be behind the front building line. So no parking between the building and the road.

Build-to-Area: 20' max, the building must be no further back than 20'. At least 70% of the front building wall must be within 20' or less of the front lot line.

Transparency: At least 40% of the front wall must have glass or doors or openings.

Subdivision:

This property is an unrecorded parcel and will be required to go through the Preliminary Plan process along with recording a plat.

Use:

Auto Repair (Minor) is a Limited Use within the CRT zone. The Limited Use requirements pertain to if the property abuts or confronts an Agricultural, Rural Residential or Residential Zone. Since this property does not abut or confront one of these zones, this is a Permitted Use. An Auto Repair (Minor) includes oil changes, tire replacement, battery replacement, minor scratch and dent repair, bed-liner installation, brakes, mufflers, and glass repair/replacement. Does not include repair or services for Commercial vehicles or heavy equipment. Auto Repair (Major) is a Conditional Use within the CRT zone. The Conditional Use can only be approved by the Hearing Examiner if the applicant can meet the Limited Use requirements which I believe this property cannot meet. Therefore, this use would not be allowed with this property. Auto Repair (Major) includes engine and transmission replacement or rebuild, body, and paint shops. Does not include repair or services for Commercial vehicles or heavy equipment.

Limited Use Requirements:

- i. All buildings must be set back a minimum of 100 feet from the abutting residential lot line.
- ii. All parking and storage for vehicles must be set back a minimum of 50 feet from the abutting residential lot line.
- iii. The minimum site is 20,000 square feet if not fully contained in a structure.
- iv. Access to the site from a street with a residential classification is prohibited.

Property Concerns:

The property appears to have a driveway accessing the neighboring property. Need to make sure there's not an

Attachment 2

ingress/egress easement on the property.

McAtlas says the owner is Espinoza AL but the Tax Records says the owner is Montgomery County. Screenshots provided below. Not sure which is correct or if either one is correct.

McAtlas:

The screenshot shows a web browser window with the address bar at mcatlas.org/viewer/. The browser's tab bar shows several tabs: MNCPPC General, Maps & Research, Ag Related, Training & Classes, Master Plans, Personal, GIF, and Adobe Acrobat. The page content includes a blue header with a close button (X) and the text "1 of 1". Below the header, the tax account number "00027908" is displayed. A table with the following data is shown:

Data Description	
Owner:	ESPINOZA AL
Owner (Secondary, if any):	
Premise Address	0 FREDERICK RD 0
Owner Address	23343 FREDERICK RD CLARKSBURG MD
County Land Use Code	910
County Land Use Category	Vacant
Public Use Type	
Exemption	
Assessment Date	2022
Land Assessment	\$3,200
Preferential Land Assessment	\$0
Improvement Assessment	\$0
Gross Floor Area	0
Number Of Stories	0
Number Of Dwelling Units	0
Year Built	0
Active	M
Town Code	
District	02
Subdivision Code	0001
Taxable Area (A=Acre, S=Sqft)	6,559 S
Liber/Folio	51974/0029
Lot	

Tax Records:

Attachment 2



Search Result for MONTGOMERY COUNTY

View Map	View GroundRent Redemption	View GroundRent Registration							
Special Tax Recapture: None									
Account Identifier:	District - 02 Account Number - 00027908								
Owner Information									
Owner Name:	MONTGOMERY COUNTY MARYLAND	Use: RESIDENTIAL							
		Principal Residence: NO							
Mailing Address:	101 MONROE ST ROCKVILLE MD 20850	Deed Reference: /68210/ 00410							
Location & Structure Information									
Premises Address:	FREDERICK RD 0-0000	Legal Description: LOT IN CLARKSBURG							
Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
EW31	0000	P121	2010001.16	0001				2025	Plat Ref:
Town: None									
Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use					
			6,559 SF	910					
Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements		
/									

Please let me know if you need anything else on this.



Thank you,
Mark Beall
Zoning, Public Projects & Ag Initiatives Section
Zoning Planner | Upcounty Division
Montgomery County Planning Department
2425 Reddie Drive, 13th Floor, Wheaton, MD 20902
mark.beall@montgomeryplanning.org
o: 301-495-1330



WE'VE MOVED!

THE NEW PARK AND PLANNING HEADQUARTERS IS NOW LOCATED AT
2425 REEDIE DRIVE, WHEATON, MD 20902



APPLICATION FOR HISTORIC AREA WORK PERMIT
HISTORIC PRESERVATION COMMISSION
301.563.3400

FOR STAFF ONLY:
HAWP#
DATE ASSIGNED

APPLICANT:

Name:
Address:
Daytime Phone:
E-mail:
City:
Zip:
Tax Account No.:

AGENT/CONTACT (if applicable):

Name:
Address:
Daytime Phone:
E-mail:
City:
Zip:
Contractor Registration No.:

LOCATION OF BUILDING/PREMISE: MIHP # of Historic Property

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: 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:

- New Construction
Addition
Demolition
Grading/Excavation
Deck/Porch
Fence
Hardscape/Landscape
Roof
Shed/Garage/Accessory Structure
Solar
Tree removal/planting
Window/Door
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.

Signature of owner or authorized agent

Date

HAWP APPLICATION: MAILING ADDRESSES FOR NOTIFYING
[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/Excavation/ Landscaping	*	*		*	*	*	*
Tree Removal	*	*		*	*	*	*
Siding/ Roof Changes	*	*	*	*	*		*
Window/ Door Changes	*	*	*	*	*		*
Masonry Repair/ Repoint	*	*	*	*	*		*
Signs	*	*	*	*	*		*





2-Story Mega Garage Examples



From: [Helpamerica Inc](#)
To: [Manarolla, Kevin](#)
Subject: Fwd: Shed Quote
Date: Saturday, August 10, 2024 10:04:11 AM

[EXTERNAL EMAIL] Exercise caution when opening attachments, clicking links, or responding.

Hello Kevin,

These are the designs I am trying to get approved. Can you provide any guidance?

Respectfully,

Sherwin Wells
President
HELPAMERICA Inc.
Direct: 240-483-5057

----- Forwarded message -----

From: **Info** <info@mysheds.com>
Date: Saturday, August 10, 2024
Subject: Shed Quote
To: Helpamerica Inc <ihelpamerica@gmail.com>

You can email here what you would like to see a proposal for.

[2 story single mega garage](#)

[2 story aframe garage](#)

[2 story double mega garage](#)

[2 story build on site](#)

Thank you,

Heather Zynn

From: Helpamerica Inc <ihelpamerica@gmail.com>

Sent: Saturday, August 10, 2024 9:00 AM

To: Info <info@mysheds.com>

Subject: Shed Quote

From: [Helpamerica Inc](#)
To: [Manarolla, Kevin](#)
Subject: Re: Automatic reply: Historic Preservation Review for Tree Removal
Date: Monday, August 12, 2024 11:55:45 AM
Attachments: [IMG_5530.png](#)

[EXTERNAL EMAIL] Exercise caution when opening attachments, clicking links, or responding.

Hello Kevin,

Would any of these designs be acceptable for 23343 Frederick Road Clarksburg MD?

Respectfully,

Sherwin Wells
President
HELPAMERICA Inc.
Direct: 240-483-5057

On Tuesday, August 6, 2024, Manarolla, Kevin
<Kevin.Manarolla@montgomeryplanning.org> wrote:

I will be out of the office starting Friday, August 2nd. And returning August 12th. If you need immediate assistance please contact Dan.Bruechert@montgomeryplanning.org.

From: [Helpamerica Inc](#)
To: [Manarolla, Kevin](#)
Subject: Re: Automatic reply: Historic Preservation Review for Tree Removal
Date: Monday, August 12, 2024 1:58:06 PM

[EXTERNAL EMAIL] Exercise caution when opening attachments, clicking links, or responding.

<https://my.matterport.com/show/?m=sEUckMQfZDt>

What about this one?

On Monday, August 12, 2024, Helpamerica Inc <ihelpamerica@gmail.com> wrote:

Hello Kevin,

Would any of these designs be acceptable for 23343 Frederick Road Clarksburg MD?

Respectfully,

Sherwin Wells
President
HELPAMERICA Inc.
Direct: 240-483-5057

On Tuesday, August 6, 2024, Manarolla, Kevin <Kevin.Manarolla@montgomeryplanning.org> wrote:

I will be out of the office starting Friday, August 2nd. And returning August 12th. If you need immediate assistance please contact Dan.Bruechert@montgomeryplanning.org.