



APPLICATION FOR  
HISTORIC AREA WORK PERMIT  
HISTORIC PRESERVATION COMMISSION  
301.563.3400

FOR STAFF ONLY:

HAWP# \_\_\_\_\_

DATE ASSIGNED \_\_\_\_\_

**APPLICANT:**

Name: \_\_\_\_\_

E-mail: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_

Tax Account No.: \_\_\_\_\_

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

Name: \_\_\_\_\_

E-mail: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_

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

☐ Deck/Porch

☐ Shed/Garage/Accessory Structure

☐ Addition

☐ Fence

☐ Solar

☐ Demolition

☐ Hardscape/Landscape

☐ Tree removal/planting

☐ Grading/Excavation

☐ Roof

☐ 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/Exc avation/Land scaing	*	*		*	*	*	*
Tree Removal	*	*		*	*	*	*
Siding/ Roof Changes	*	*	*	*	*		*
Window/ Door Changes	*	*	*	*	*		*
Masonry Repair/ Repoint	*	*	*	*	*		*
Signs	*	*	*	*	*		*

TAX CREDIT  
NARRATIVE

Please provide a short narrative describing the work that was done for the credit on Page 2 of the

**application.** Include in your description the following information:

- a. 1906 house in the historic town of Brookeville



Front of the house





Side of the house. Gutter repair. Window restoration.

b. This is a complete renovation. The house was not in livable condition.

c. Bathroom not usable. Painting failing in all the outbuildings. Leaking pipe in the old kitchen. Gutter issue. Water in the basement. All windows have peeling paint and not closing thus leaking air.

g. **(Optional Question)** Did this approach solve the rehabilitation problem?

We were not approved for wood window replacement. We looked for many wood window restoration companies but neither one can do the job. The general contractor did painting and restoration of the wood windows above grade and replace the windows in the basement with new windows.

Later with the help with Montgomery county Rental license place, we found this company who does wood window replacement. After numerous phone calls and emails I never received a quote. They did send below emails saying the window need to be replaced.



**kevin@blainewindowanddoor.com** Tue, Dec 17, 2024, 4:35 PM

to me

Per our site inspection on November 27, 2024 our service tech found the windows at the property with the address of 6 High St, Brookeville, MD beyond our scope of work for window repair. The windows were found to have significant misalignment of both the center meeting rails and one or more sash not closing into the correct position. Along with this many sashes were not designed to have any type of window balance hardware, there is no place to install sash ropes or pullies presently. Some of the sashes had been replaced with poorly crafted alternatives constructed out of 2x4 lumber routed for glass installation. With the significant amount of paint (containing lead at some point) along with a suspicion of water infiltration we are only able to offer the option of window replacement.

Our suggested replacement is the Kolbe Heritage series which were installed in a property located at 204 Market St, Brookville, MD also located in the same area in 2022. This series of windows has been approved in Georgetown, Washington DC and in Takoma Park, Maryland. All of which seek to maintain the same historical characteristics from the same time period. This is a fantastic option to get properties to meet modern performance and safety standards while maintaining the historical aesthetic of the area.

If the person from the historical society would like, our technician is willing to meet him at the property to review the condition of the windows.

Kevin King  
Sales Rep



Blaine Window & Door  
301-565-4975

Based on above email, I will continue work with the company and the permit office to see if we can get the window replaced.

h. we also did the gutter

Before pictures:















After pictures









