



FOR STAFF ONLY:
HAWP# 1124626
DATE ASSIGNED _____

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

APPLICANT:

Name: Mary & Ed Bartlett
Address: 4 W. Melrose Street
Daytime Phone: 301-318-6496

E-mail: marybartlett1@gmail.com
City: Chevy Chase Zip: 20815
Tax Account No.: 00454561

AGENT/CONTACT (if applicable):

Name: Todd McPhee
Address: 7400 Lakeview Drive, N407
Daytime Phone: 301-252-9218

E-mail: smartremodelingservices@gmail.com
City: Bethesda Zip: 20817
Contractor Registration No.: 108928

LOCATION OF BUILDING/PREMISE: MIHP # of Historic Property 35/013-000A

Is the Property Located within an Historic District? Y Yes/District Name Chevy Chase Village
 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: 4 Street: W Melrose
Town/City: Chevy Chase Nearest Cross Street: Connecticut Avenue
Lot: 7 Block: 43 Subdivision: 0009 Parcel: 0000

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 type="checkbox"/> Hardscape/Landscape | <input type="checkbox"/> Tree removal/planting |
| <input type="checkbox"/> Grading/Excavation | <input type="checkbox"/> Roof | <input checked="" 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.

Todd McPhee

7/10/25

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
Mary & Ed Bartlett
4 W Melrose Street
Chevy Chase, MD 20815

Owner's Agent's mailing address
Todd C. McPhee
7400 Lakeview Drive, #N407
Bethesda, MD 20817

Adjacent and confronting Property Owners mailing addresses

Roman Martinez
2 W Melrose Street
Chevy Chase, MD 20815

RDB RESIDENCE TRUST
3 W Melrose Street
Chevy Chase, MD 20815

James Gerber
6 W Melrose Street
Chevy Chase, MD 20815

John McMakin
5 W Melrose Street
Chevy Chase, MD 20815

David Lashway
3 W Lenox
Chevy Chase, MD 20815

Robin Brooks
5 W Lenox
Chevy Chase, MD 20815

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

4 W Melrose is located on a tree lined street with a sidewalk that fronts a brick stairway that takes you up a flight of stairs to the front entrance. There is also a two car garage at street level down a short driveway. The home is yellow sided with white trim and dark green shutters and front door. There is a walkable flat copper roof over the gutter and slate roof over the main two story home.

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

Remove two casement windows at the rear west dormer. New shorter casement windows will be installed to correct the flashing and prevent further leaking. The new windows will approximate the appearance and size of the opposite dormer windows on the east side of the house.

Work Item 1: Window Casements

Description of Current Condition:

Windows are too close to the roof line and need to be removed and replaced to raise up the sil and properly flash this area. Windows are not of historic fabric, but are on a historic home, one of the 12th built in Chevy Chase Village.

Proposed Work:

R&R casements windows with new shorter casements; frame a small section of wall to flash with copper and side with lap wood siding to match the existing siding. The existing trim will be removed and reset, and/or replaced with matching trim as required. New siding and trim will be painted at the dormer.

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	*	*	*	*	*		*

WEST DORMER



WEST DORMER WINDOWS ARE FLUSH WITH ROOF LINE.
NEW WEST DORMER WINDOWS WILL BE RAISED TO
FLASH DORMER WALL AT ROOF LINE.

EAST DORMER



EAST DORMER WINDOWS ABOVE ROOF LINE WITH COPPER FLASHING AT ROOF LINE. THE NEW WEST
DORMER REPALCEMENT WINDOWS WILL MATCH THE EAST DORMER WALL AESTHETIC.

INDEX OF SHEETS

- HAWP 1- BARTLETT WEST DORMER EXISTING WINDOWS EXTERIOR VIEW (scale $\frac{3}{4}$ " = 1')
- HAWP 2- BARTLETT WEST DORMER WINDOW REPLACEMENTS EXTERIOR VIEW (scale $\frac{3}{4}$ " = 1')
- HAWP 3- BARTLETT WEST DORMER COPPER APRON FLASHING DETAIL (scale 3" = 1')
- HAWP 4- BARTLETT WEST DORMER REPLACEMENT WINDOWS (Andersen) SPECS



REMOVE EXISTING
WINDOWS AND TRIM

REMOVE AND RESET EXISTING SIDING; PROVIDING
NEW MATCHING SIDING AS REQUIRED

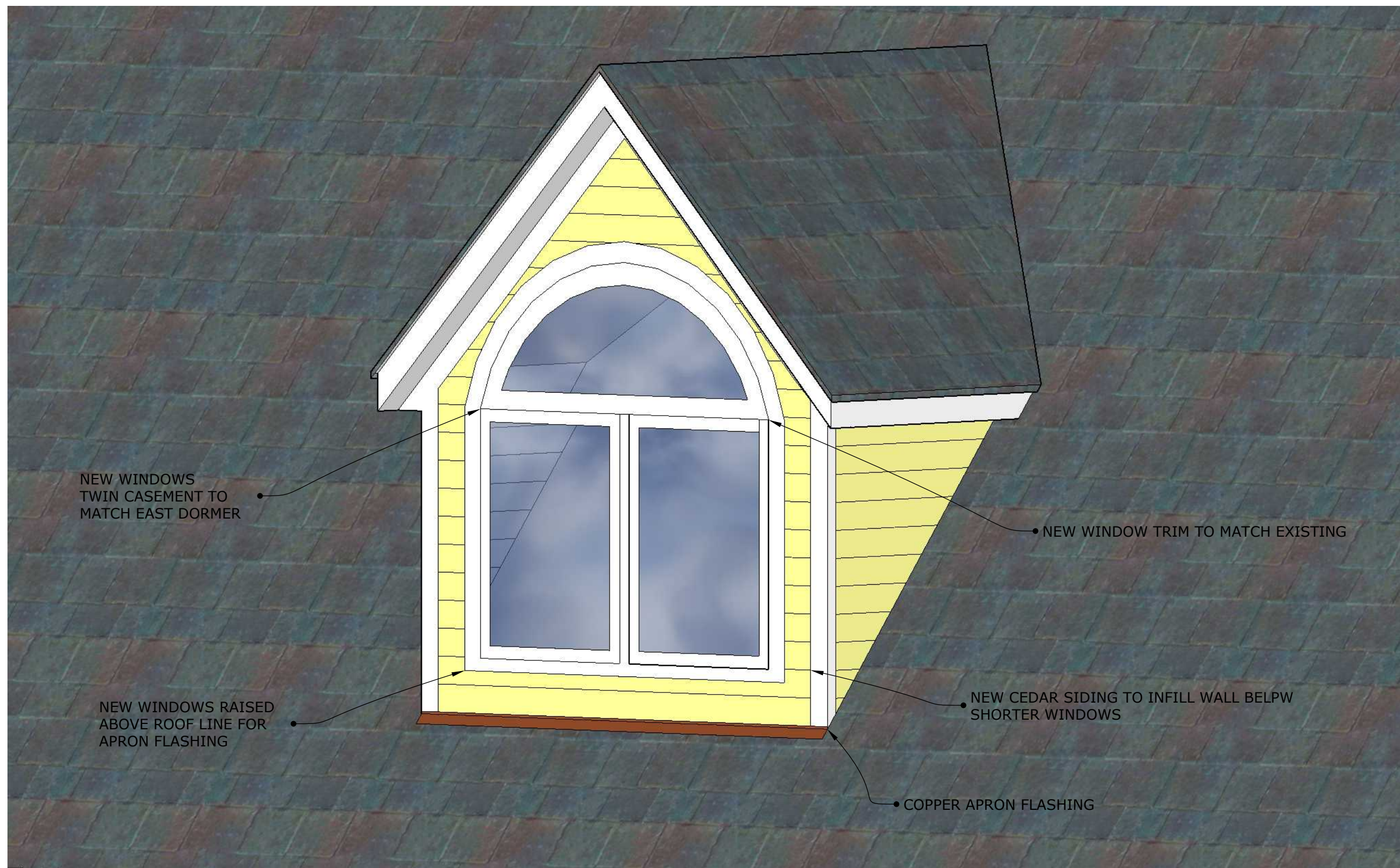
EXISTING WINDOWS TIGHT TO THE ROOF LINE; NO FLASHING

BARTLETT WEST DORMER EXISTING WINDOWS 3/4 EXTERIOR VIEW

4 WEST MELROSE STREET CHEVY CHASE, MD 20815

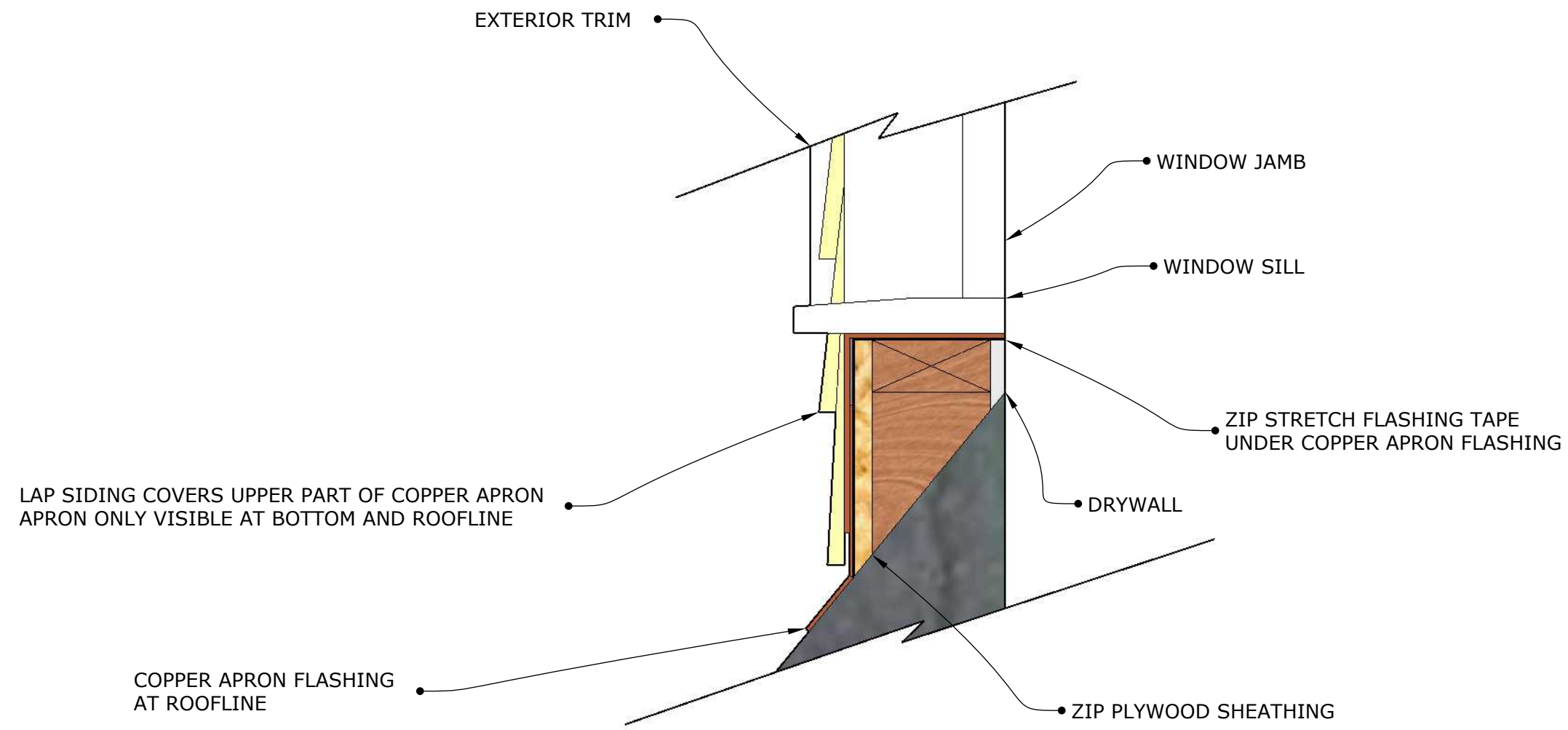
HAWP-1

SCALE 3/4"=1'



BARTLETT WEST DORMER WINDOW REPLACEMENTS
4 WEST MELROSE STREET CHEVY CHASE, MD 20815

HAWP 2
SCALE 3/4"=1'



BARTLETT WEST DORMER REPLACEMENT WINDOWS FLASHING & WALL SECTION DETAIL
4 WEST MELROSE STREET CHEVY CHASE, MD 20815

SOLD BY:

 Artisan Windows Llc
 15416 Tierra Dr
 Silver Spring, MD 20906-1266

SOLD TO:
CREATED DATE

4/15/2025

LATEST UPDATE

4/15/2025

OWNER

Kelly Thurman

Abbreviated Quote Report

QUOTE NAME	PROJECT NAME	QUOTE NUMBER	CUSTOMER PO#	TRADE ID
Melrose Street 400	Unassigned Project	7376096		

ORDER NOTES:
DELIVERY NOTES:
Item
Qty
Operation
Location

100

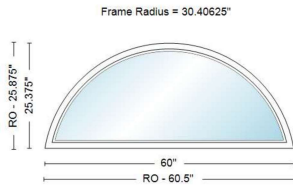
1

Fixed

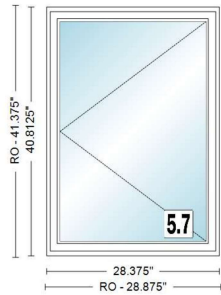
None Assigned

RO Size: 60 1/2" x 25 7/8"
Unit Size: 60" x 25 3/8"

ASW 5'X2' 1 3/8", Unit, Complementary Eyebrow, 2 7/8" Frame Depth, Direct Set, White Exterior Frame, Pine w/White - Painted Interior Frame, Fixed, Dual Pane Low-E4 Standard Argon Fill Stainless Glass / Grille Spacer, Flexible White Drip Cap Wrapping: 4 9/16" Interior Extension Jamb Pine / White - Painted Standard Complete Unit Extension Jambs, Factory Applied, 3 1/4" WM445 Pine / White - Painted Arch Casing, Pine / White - Painted 3 7/8" x 3 7/8" 2 Plinth Block(s)



Unit #	U-Factor	SHGC	ENERGY STAR
A1	0.29	0.35	NO



<u>Item</u>	<u>Qty</u>	<u>Operation</u>	<u>Location</u>
200	2	Left	Stock size CW135

RO Size: 28 7/8" x 41 3/8"

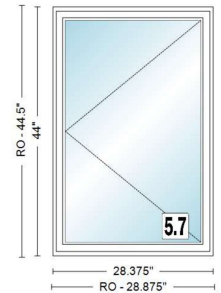
Unit Size: 28 3/8" x 40 13/16"

CW135, Unit, 400 Series Casement, Installation Flange, White Exterior Frame, White Exterior Sash/Panel, Pine w/White - Painted Interior Frame, Left, Hinge for Widest Clear Opening, Dual Pane Low-E4 Standard Series Argon Fill Traditional Trim Stop Profile Stainless Glass / Grille Spacer, Contemporary Folding, White, White, Full Screen, Aluminum Wrapping: 4 9/16" Interior Extension Jamb Pine / White - Painted Standard Head and Side Member Extension Jamb, Factory Applied

Hardware: PSC Contemporary Folding White PN:1361561

Insect Screen 1: 400 Series Casement, CW135 Full Screen Aluminum White PN:1345075

Unit #	U-Factor	SHGC	ENERGY STAR Clear Opening/Unit #	Width	Height	Area (Sq. Ft)
A1	0.28	0.32	NO	A1	22.5660	36.3810



<u>Item</u>	<u>Qty</u>	<u>Operation</u>	<u>Location</u>
300	2	Left	Custom Size

RO Size: 28 7/8" x 44 1/2"

Unit Size: 28 3/8" x 44"

PSC 2' 4 3/8"X3' 8", Unit, 400 Series Casement, Installation Flange, White Exterior Frame, White Exterior Sash/Panel, Pine w/White - Painted Interior Frame, Left, Hinge for Widest Clear Opening, Dual Pane Low-E4 Standard Series Argon Fill Traditional Trim Stop Profile Stainless Glass / Grille Spacer, Contemporary Folding, White, White, Full Screen, Aluminum Wrapping: 4 9/16" Interior Extension Jamb Pine / White - Painted Standard Head and Side Member Extension Jamb, Factory Applied

Hardware: PSC Contemporary Folding White PN:1361561

Insect Screen 1: 400 Series Casement, PSC 28.375 x 44 Full Screen Aluminum White

Unit #	U-Factor	SHGC	ENERGY STAR Clear Opening/Unit #	Width	Height	Area (Sq. Ft)
A1	0.28	0.32	NO	A1	22.5660	39.5680

CUSTOMER SIGNATURE_____DATE_____

* All graphics as viewed from the exterior. ** Rough opening dimensions are minimums and may need to be increased to allow for use of building wraps or flashings or sill panning or brackets or fasteners or other items.

Thank you for choosing Andersen Windows & Doors