

MONTGOMERY COUNTY HISTORIC PRESERVATION COMMISSION
STAFF REPORT

Address:	10 Philadelphia Ave., Takoma Park	Meeting Date:	11/12/2025
Resource:	Contributing Resource Takoma Park Historic District	Report Date:	11/5/2025
Project Contact:	Susan Montgomery	Public Notice:	10/29/2025
Review:	HAWP	Tax Credit:	Yes
Case Number:	1136208	Staff:	Dan Bruechert
Proposal:	Window Replacement		

RECOMMENDATION

Staff recommends the HPC **approve** the HAWP application.

PROPERTY DESCRIPTION

SIGNIFICANCE: Contributing Resource to the Takoma Park Historic District
STYLE: Craftsman
DATE: 1918



Figure 1: The subject property is located near the Takoma Junction section of Takoma Park.

BACKGROUND

The HPC reviewed and approved two previous HAWPs to approve selective window replacements at the subject property. In 2014, the HPC approved the removal and replacement of two non-historic windows on the side elevations.¹ The HPC approved the replacement of four additional non-historic windows in 2020.²

PROPOSAL

The applicant proposes to remove and replace the remaining ten (10) non-historic vinyl windows and install sash kits matching the configuration, materials, and dimensions of the windows previously installed.

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)*.

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.

Contributing Resources should receive a more lenient 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. As stated above, the design review emphasis will be restricted to changes that are *at all visible from the public right-of-way*, irrespective of landscaping or vegetation.

Some of the factors to be considered in reviewing HAWPs on Contributing Resources include:

All exterior alterations, including those to architectural features and details, should be generally

¹ Staff has been unable to locate the approval documents for the 2014 HAWP, but has reviewed the Staff Report and meeting transcript and verified the HAWP to replace two windows was approved by consent.

² The 2020 HAWP approval documents to rehabilitate the porch and replace several windows are available here: https://mcatlas.org/tiles/06_HistoricPreservation_PhotoArchives/HAWP/6-24-2020/10%20Philadelphia%20Ave.,%20Takoma%20Park%20-%20914447%20-%20Approval%20Letter.pdf.

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 way-of-way which involve the replacement of or damaged to original ornamental or architectural features are discouraged, but may be considered and approved on a case-by-case basis

Original size and shape of window and door openings should be maintained, where feasible

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 from the public right-of-way should be allowed as a matter of course

All changes and additions should respect existing environmental settings, landscaping, and patterns of open space.

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
 - (4) The proposal is necessary in order that unsafe conditions or health hazards be remedied;
- (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 alteration of features, spaces and spatial relationships that characterize a property will be avoided.
5. Distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.

STAFF DISCUSSION

The subject property is a one-and-a-half story, side gable, stucco sided Craftsman bungalow. All of the original windows were replaced prior to 1996 when the current owners purchased the property. The applicants have replaced six of the non-historic vinyl windows with three-over-one sash windows and now seek HPC approval to replace the remaining ten (10) vinyl sash windows with Jeld-Wen Sitaline wood window sash kits. On the south elevation, the applicant proposes to install four replacement windows on the first floor and one replacement on the second floor (see *Figure 2*, below). On the north elevation, the applicant proposes to replace three first floor windows and two windows on the second floor. The HPC approved the proposed window in the two prior HAWPs at the subject property, linked above.



Figure 2: Right side of the subject property. The previously replaced windows are circled in red.

Staff finds the existing one-over-one vinyl sash windows are not historic fabric and their removal will not impact the historic character of the site and finds their removal should be approved as a matter of course.

Staff concurs with the HPC's earlier finding (and the previous Staff recommendation) that the proposed wood three-over-one replacement windows are compatible in design, material, and configuration with the historic building and recommends the HPC approve the HAWP under 24A-8(b)(1), (2), and (d); *Standards #2 and 5*, and the *Design Guidelines*.

Staff additionally, notes that by replacing the vinyl windows with historically appropriate wood windows the project is eligible for the county's Historic Preservation Tax Credit. Additional information about the program and the application form are available at our website, here: <https://montgomeryplanning.org/planning/historic/tax-credit-program/>.

STAFF RECOMMENDATION

Staff recommends that the Commission **approve** the HAWP application;

under the Criteria for Issuance in Chapter 24A-8(b)(1), (2) and (d), having found that the proposal 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* #2, #5;

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 dan.bruechert@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: _____

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:

Dave Lilly
23 west diamond ave
gaithersburg md 20877

QUOTE BY : Dave Lilly

SOLD TO :

PO# :

Ship Via : Ground

U-Factor Weighted Average: 0.29

Volume: 31.68

QUOTE # : JW2509001TV - Version 0

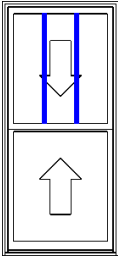
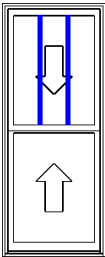
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PROJECT NAME: 10 PHILADELPHIA AVE

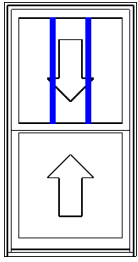
REFERENCE :

SHGC Weighted Average: 0.18

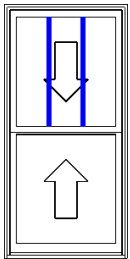
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LINE	LOCATION SIZE INFO	BOOK CODE DESCRIPTION	NET UNIT PRICE	QTY	EXTENDED PRICE
Line 1	32X70	SLPDHSP2832			
Sash Opening : 32 X 70		Siteline Wood Double Hung, Auralast Pine, Sash Replacement Kit, Sash Opening= 32 X 70 Primed Exterior, Primed Interior, 14 Deg Sill, White Jambliner, White Hardware, ,Recessed Sash Lock, Insulated SunResist Annealed Glass, Protective Film, Black Spacer, Argon Filled, Traditional Glz Bd, Primed Wood SDL, 7/8" Bead SDL w/Perm Wood Trad'l. Bead Int BAR, Light Bronze Shadow Bar, Colonial Top Lite(s) Only 3 Wide 1 High Top, IGThick=0.726(1/8 / 1/8), U-Factor: 0.29, SHGC: 0.18, VLT: 0.42, Energy Rating: 13.00, CPD: JEL-N- 885-04811-00001 PEV 2025.2.0.5193/PDV 7.922 (06/08/25)CW			
					
Viewed from Exterior. Scale: 1/2" =1'					
			\$942.90	4	\$3,771.60
Line 2	28 1/2 X 70	Siteline Wood Double Hung, Auralast Pine, Sash Replacement Kit,			
Sash Opening : 28 1/2 X 70		Sash Opening= 28 1/2 X 70 Primed Exterior, Primed Interior, 14 Deg Sill, White Jambliner, White Hardware, ,Recessed Sash Lock, Insulated SunResist Annealed Glass, Protective Film, Black Spacer, Argon Filled, Traditional Glz Bd, Primed Wood SDL, 7/8" Bead SDL w/Perm Wood Trad'l. Bead Int BAR, Light Bronze Shadow Bar, Colonial Top Lite(s) Only 3 Wide 1 High Top, *Custom-Width*, IGThick=0.726(1/8 / 1/8), U-Factor: 0.29, SHGC: 0.18, VLT: 0.42, Energy Rating: 13.00, CPD: JEL-N- 885-04811-00001 PEV 2025.2.0.5193/PDV 7.922 (06/08/25)CW			
					
Viewed from Exterior. Scale: 1/2" =1'					
			\$914.55	2	\$1,829.10

LINE	LOCATION SIZE INFO	BOOK CODE DESCRIPTION	NET UNIT PRICE	QTY	EXTENDED PRICE
Line 3	28 1/2 X 54	Siteline Wood Double Hung, Auralast Pine, Sash Replacement Kit,			
	Sash Opening : 28 1/4 X 54	Sash Opening= 28 1/4 X 54			
		Primed Exterior,			
		Primed Interior,			
		14 Deg Sill,			
		White Jambliner,			
		White Hardware, ,Recessed Sash Lock,			
		Insulated SunResist Annealed Glass, Protective Film, Black Spacer, Argon			
		Filled, Traditional Glz Bd,			
		Primed Wood SDL, 7/8" Bead SDL w/Perm Wood Trad'l. Bead Int BAR,			
		Light Bronze Shadow Bar, Colonial Top Lite(s) Only 3 Wide 1 High Top,			
		Custom-Width, IGThick=0.726(1/8 / 1/8),			
		U-Factor: 0.29, SHGC: 0.18, VLT: 0.42, Energy Rating: 13.00, CPD: JEL-N-			
		885-04811-00001			
		PEV 2025.2.0.5193/PDV 7.922 (06/08/25)CW			
			\$811.61	1	\$811.61
Line 4	32X66	SLPDHSP2830			
	Sash Opening : 32 X 66	Siteline Wood Double Hung, Auralast Pine, Sash Replacement Kit,			
		Sash Opening= 32 X 66			
		Primed Exterior,			
		Primed Interior,			
		14 Deg Sill,			
		White Jambliner,			
		White Hardware, ,Recessed Sash Lock,			
		Insulated SunResist Annealed Glass, Protective Film, Black Spacer, Argon			
		Filled, Traditional Glz Bd,			
		Primed Wood SDL, 7/8" Bead SDL w/Perm Wood Trad'l. Bead Int BAR,			
		Light Bronze Shadow Bar, Colonial Top Lite(s) Only 3 Wide 1 High Top,			
		IGThick=0.726(1/8 / 1/8),			
		U-Factor: 0.29, SHGC: 0.18, VLT: 0.42, Energy Rating: 13.00, CPD: JEL-N-			
		885-04811-00001			
		PEV 2025.2.0.5193/PDV 7.922 (06/08/25)CW			
			\$917.13	1	\$917.13

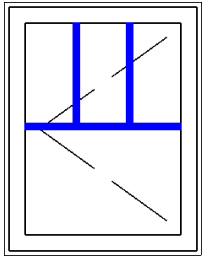


Viewed from Exterior. Scale: 1/2" =1'



Viewed from Exterior. Scale: 1/2" =1'

LINE	LOCATION SIZE INFO	BOOK CODE DESCRIPTION	NET UNIT PRICE	QTY	EXTENDED PRICE
Line 5	28x37-1/2	SWC2836			
	Rough Opening : 28 3/4 X 36 3/4	Frame Size : 28 X 36 Siteline Wood Casement, Auralast Pine, Primed Exterior, Primed Interior, No Exterior Trim, No Sill Nosing, 4 9/16 Jamb, 4/4 Thick, Hinge Left, Traditional Handle, White Hardware, US National-WDMA/ASTM, PG 35, Insulated SunResist Annealed Glass, Protective Film, Black Spacer, Argon Filled, Traditional Glz Bd, Primed Wood SDL, 7/8" Bead SDL w/Perm Wood Trad'l. Bead Int BAR, Light Bronze Shadow Bar, Grid Height= 15 1/16 Colonial Top Down, DLO To Ctr Of Bar, 3 Wide 1 High (4 Rect Lite) BetterVue Mesh Brilliant White Screen, IGThick=0.726(1/8 / 1/8), Clear Opening:18.1w, 31.5h, 3.9 sf,*Does not meet typical state code egress requirements but local codes may vary*, . U-Factor: 0.27, SHGC: 0.17, VLT: 0.39, Energy Rating: 16.00, CPD: JEL-N- 877-04292-00001 PEV 2025.2.0.5193/PDV 7.922 (06/08/25)CW			
			\$779.41	1	\$779.41
			Total:		\$8,108.85
			Tariff Surcharge:		\$51.48
			Total Units:	9	



Viewed from Exterior. Scale: 1/2" =1'

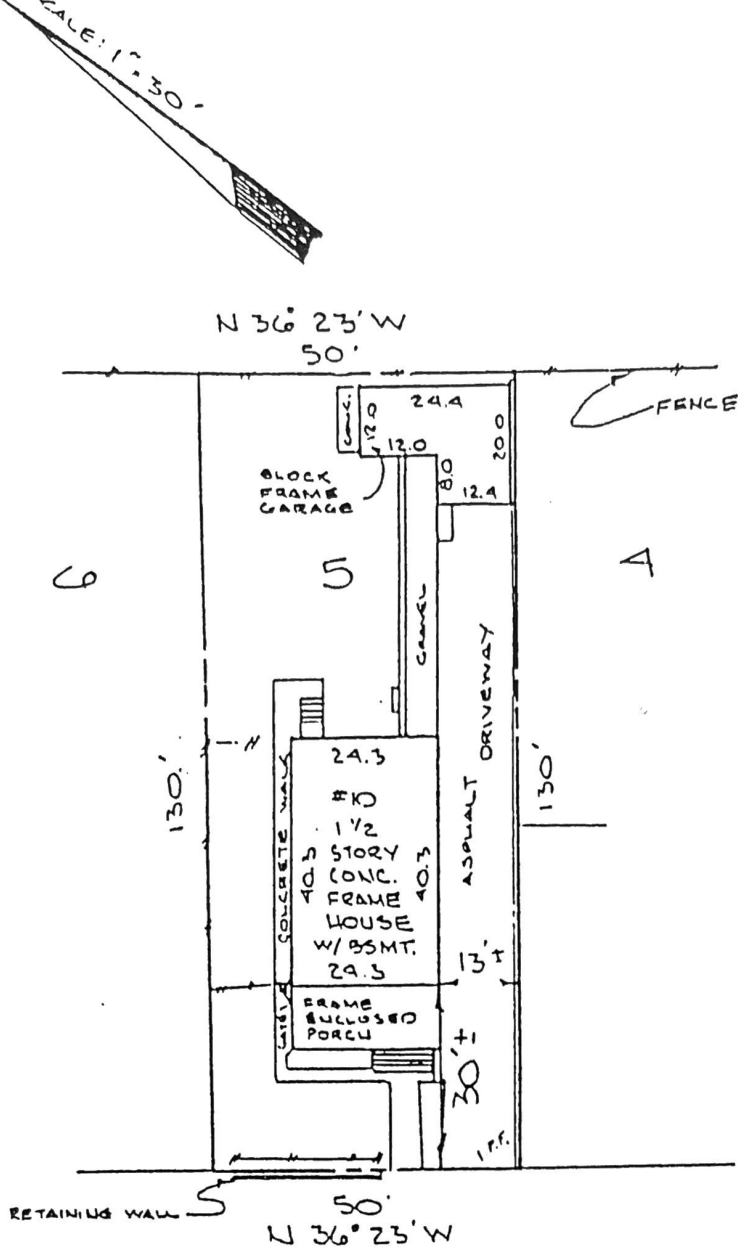


Protect yourself when you choose JELD-WEN AuraLast pine products backed by a limited lifetime warranty against wood rot and termite damage.









PHILADELPHIA AVENUE
(40' R/W.)
(FORMERLY
DENWOOD AVE.)

IMPROVEMENT LOCATION SURVEY
LOT 5 BLOCK 3
HILL-CREST
TAKOMA PARK
MONTGOMERY COUNTY, MD.

THIS SURVEY IS FOR TITLE PURPOSES ONLY



SURVEYOR'S CERTIFICATE

I hereby certify that the position of all existing improvements on the above described property has been carefully established by a transit-tape survey; and that, unless otherwise shown, there are no encroachments. Unless otherwise shown, corners have not been set with this survey. This survey is not to be used to determine property lines.

Michael J. Bazis

Michael J. Bazis

RPLS # 10956

JOB # 92-4446	DATE 10-8-92
FIELD J.S.	DRAFT J.R.D.
	P.B. 2 P# 140
	SCALE: 1" = 30'

R. C. KELLY
LAND SURVEYORS
10111 COLESVILLE ROAD, SUITE 123
SILVER SPRING, MD 20901
301-593-8005
& ASSOC., INC.