

MONTGOMERY COUNTY HISTORIC PRESERVATION COMMISSION
STAFF REPORT

Address:	3713 Underwood St., Chevy Chase	Meeting Date:	3/11/2026
Resource:	Clark House (#35/75) Individually Listed Master Plan Site	Report Date:	3/4/2026
Applicant:	Hannah Graae & Duke Schaeffer	Public Notice:	2/25/2026
Review:	HAWP	Tax Credit:	n/a
Case Number:	1149140	Staff:	Dan Bruechert
Proposal:	Partial Demolition, Rear Addition Construction, and Fenestration Alteration		

STAFF RECOMMENDATION

Staff recommends that the HPC **approve with three (3) conditions** the HAWP application. Final approval authority is delegated to Staff.

1. Detailed material specifications for the doors and windows must be submitted to ensure they are consistent with the square profile simulated divided lites with spacer bars for review and approval before the issuance of the final HAWP approval documents.
2. A stone specification for the proposed retaining walls needs to be submitted for review and approval before issuance of the final HAWP approval documents.
3. Material specifications and dimensions for the proposed window wells must be submitted for review and approval before the issuance of the final HAWP approval documents.

PROJECT DESCRIPTION

SIGNIFICANCE: Master Plan Site (*Clark House 35/75*)
STYLE: Queen Anne
DATE: 1898

The house is a two-and-a-half story clapboard frame dwelling, three bays wide, with an asphalt shingled front gable roof and a single-story porch in the right front corner. The façade contains one-over-one sash windows, while the remaining windows are two-over-two sash windows. There is a Palladian window in the front gable and the left front corner contains decorative scroll work. On the right side, there is a rectangular bay with a large central one-over-one window flanked by two narrower one-over-one sash windows. There is a screened-in back porch with a shed roof, supported by wood piers.

The Clark House is one of the 19 houses that were added to the Master Plan for Historic Preservation in lieu of an expansion of the Chevy Chase Village Historic District. So, while these properties are not governed by the *Chevy Chase Village Historic District Design Guidelines*, their development is associated with the growth of the Chevy Chase.

From *Places from the Past*:

“Like the Earll House, the Clark House was the residence of one of Otterbourne’s Founders. Eugene B. Clark built his house at 3713 Underwood in 1897. Clarke remained involved in the development of Otterbourne – investigating, for example, the best options for a community sewage disposal system. The

Clark House is noteworthy for its continuity of ownership, having remained in the original family for 40 years.

“The Clark House was likely designed by or based on the designs of H. Galloway Ten Eyck, New Jersey architect. The exterior design bears striking similarities with his Design #52, and the floorplan is nearly identical with Design #61. Ten Eyck’s pattern book was discovered in Eugene Clark’s personal papers which remained in the house after its 1953 sale. The Clarke House is noteworthy for its original double-lot setting.”

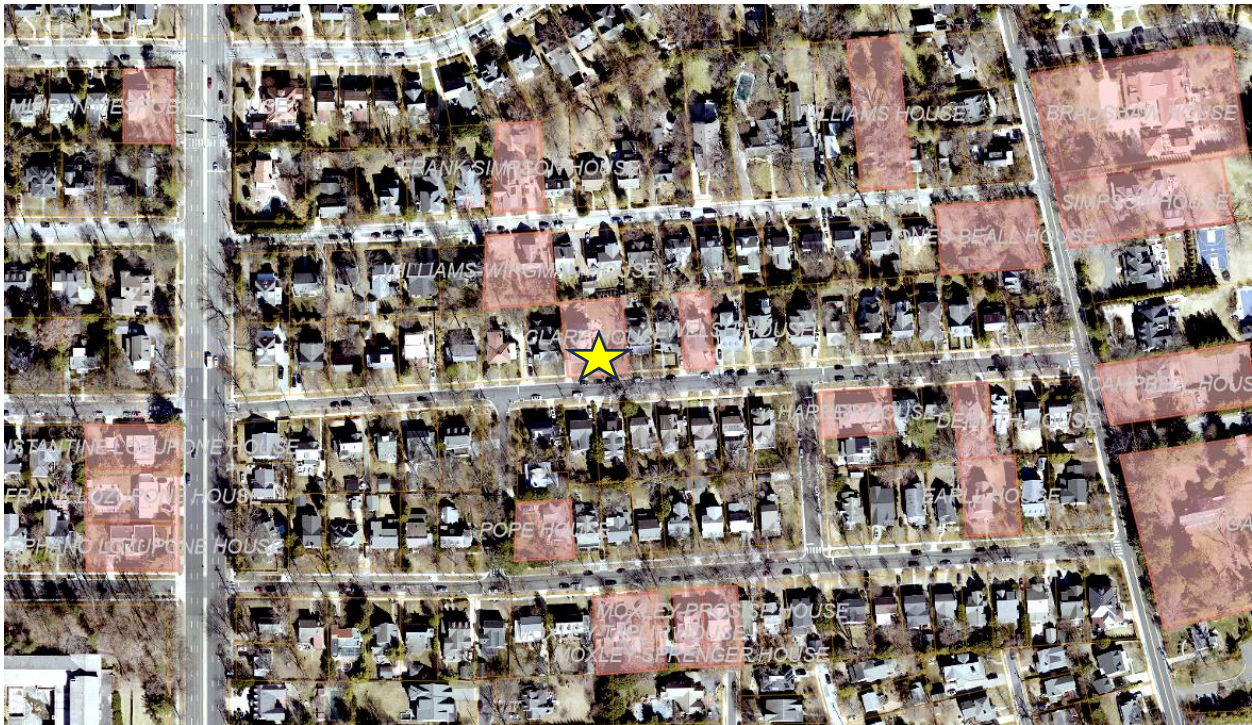


Figure 1: The Clark House is located between Connecticut Ave. and Brookville Rd.

PROPOSAL

The applicant proposes to demolish the existing screened-in porch and construct a new one-story addition with a basement in its place. The applicant also proposes to alter the fenestration at the basement level.

APPLICABLE GUIDELINES

When reviewing alterations and additions to a Master Plan site several documents are to be utilized and guidelines to assist the Commission in developing their decision. These documents include Montgomery County Code chapter 24A (Chapter 24A) and the *Secretary of the Interior’s Standards for Rehabilitation (Standards)* and can be guided by the details in the Design Guidelines for Historic Sites and Districts in Montgomery County, Maryland (*Design Guidelines*). The pertinent information in these documents is outlined below.

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.

Secretary of the Interior's Standards for Rehabilitation

2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, space and spatial relationships that characterize a property will be avoided.
3. Each property shall be recognized as a physical record of its time, place and use. Changes to a property that has acquired historic significance in their own right will be retained and preserved.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportions, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will 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

At the rear of the Clark House, there is a wood-framed screened-in porch with a shed roof. Staff records show a partial-width rear porch at the subject property, which indicates the existing porch is not in its original configuration. The applicant proposes to demolish the existing rear porch and construct a one-story addition with a walk-out basement in its place.

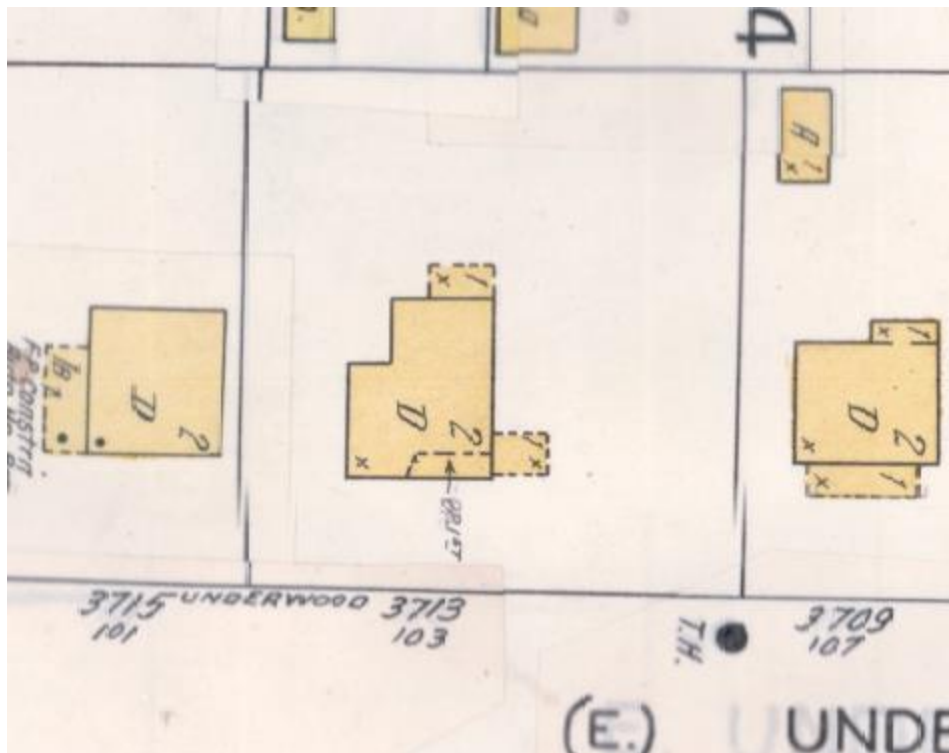


Figure 2: Sanborn Fire Insurance Map (1927-1963) showing a partial-width rear porch at the subject property.

Partial Demolition

Based on the Sanborn Fire Insurance Map, the existing rear porch does not appear to be a historic feature. Due to the subject property's configuration, only the northeast corner of the porch is visible from the public right-of-way. Furthermore, Staff finds its simple architectural details lack much of the architectural embellishments found on the remainder of the historic house.

Staff finds the demolition of this porch will not have a substantial impact on the historic character of the house or its significant architectural features. Staff supports the removal of the rear porch under 24A-8(b)(2) and *Standard #2*.



Rear Addition Construction

In place of the existing rear screened-in porch, the applicant proposes to construct a one-story addition with a partial expansion of the basement. The proposed addition measures 18'3" × 23' 3" (eighteen feet, three inches deep by twenty-three feet, three inches wide), which is approximately twice the depth of the existing rear porch. To separate the addition from the historic construction, the rear addition has an inset of approximately 1' (one foot), creating a hyphen, before stepping the side walls out by several inches. The addition's side walls will be inset from the historic wall planes by several inches. The addition largely consists of pairs of two-over-two aluminum-clad sash windows, with one sliding glass door, and paintable PVC trim. The addition is topped by a low-hipped architectural shingle roof with skylights on the east and west roof slopes. At the addition's rear, the applicant proposes to install a stucco insert on the back side of the interior fireplace. The applicant proposes to retain or reconstruct the existing wood stairs on the east side.

The applicant proposes to extend the basement by 7' 10" (seven feet, ten inches). The exterior walls will be constructed out of painted parged CMU blocks. At the rear of the basement expansion, the applicant proposes to install two pairs of sliding glass doors. A pair of two-over-two sash windows are proposed on the basement addition's west elevation. Due to the site's topography, no openings are proposed on the east elevation.

The other change associated with the proposed addition is a minor alteration to the existing grade and the construction of stone veneer retaining walls to the east and west sides of the proposed addition. The new grade will allow walk-out access to the extended basement. Staff finds the grade change will not have a substantial impact on the character of the Master Plan Site and that the retaining walls will only be minimally visible from the public right-of-way. Because a stone specification was not provided with the application materials, Staff recommends that the HPC add a condition to the approval of this HAWP requiring the submission of a stone specification before the issuance of the final HAWP approval documents. Final approval authority to ensure the stone is compatible with the site can be delegated to Staff. With the recommended condition, Staff recommends the HPC approve the new grade and retaining walls under 24A-8(b)(2) and *Standards* #2, #9, and #10.



Figure 3: Perspective view of the proposed addition from the northeast.

Staff finds the addition, located behind the existing house, is in a location that will limit its visibility and not visually compete with the historic architecture. Staff further finds that the side wall plane insets help the historic building to retain its primacy. The one-story form and lower-pitched hipped roof ensure the mass of the addition does not detract from the larger, vertically oriented historic house. Staff finds the size, placement, and massing of the addition are compatible with the character of the existing house and are consistent with 24A-8(b)(2) and *Standards* #2, #9, and #10.

The materials proposed for the building addition, which largely consist of aluminum-clad wood windows and doors with interior spacer bars, architectural shingles, paintable PVC trim, and painted parged block, are appropriate for additions and new construction in the environmental setting of Master Plan Sites. The HPC has consistently determined that these materials are acceptable substitutes for traditional building

materials. As a specification for the windows and doors was not provided, Staff recommends the HPC add a condition requiring the submission of this information for Staff review and approval before the issuance of the final HAWP approval documents. Staff finds the wood posts and brick chimney are also appropriate under *Standards #2* and *#9*.

With the recommended condition Staff finds addition is consistent with 24A-8(b)(2) and *Standards #2*, *#9*, and *#10*.

Fenestration Alteration

At the basement level, the applicant proposes to enlarge several existing windows and install window wells. On the east elevation, the applicant proposes to create four new windows with window wells (see *Fig. 4*, below). The existing windows on the west elevation are wood two-lite awning windows. The applicant proposes to remove and replace the existing windows, enlarge the openings, and install larger aluminum-clad two-over-two windows. A window well is proposed for the window closest to the street on the west elevation (see *Fig. 4*, below). One of the windows on the west elevation will satisfy egress requirements in a new bedroom. The proposed windows are two-over-two aluminum-clad sash windows that match the design of the historic wood windows and the windows proposed for the addition, discussed above.

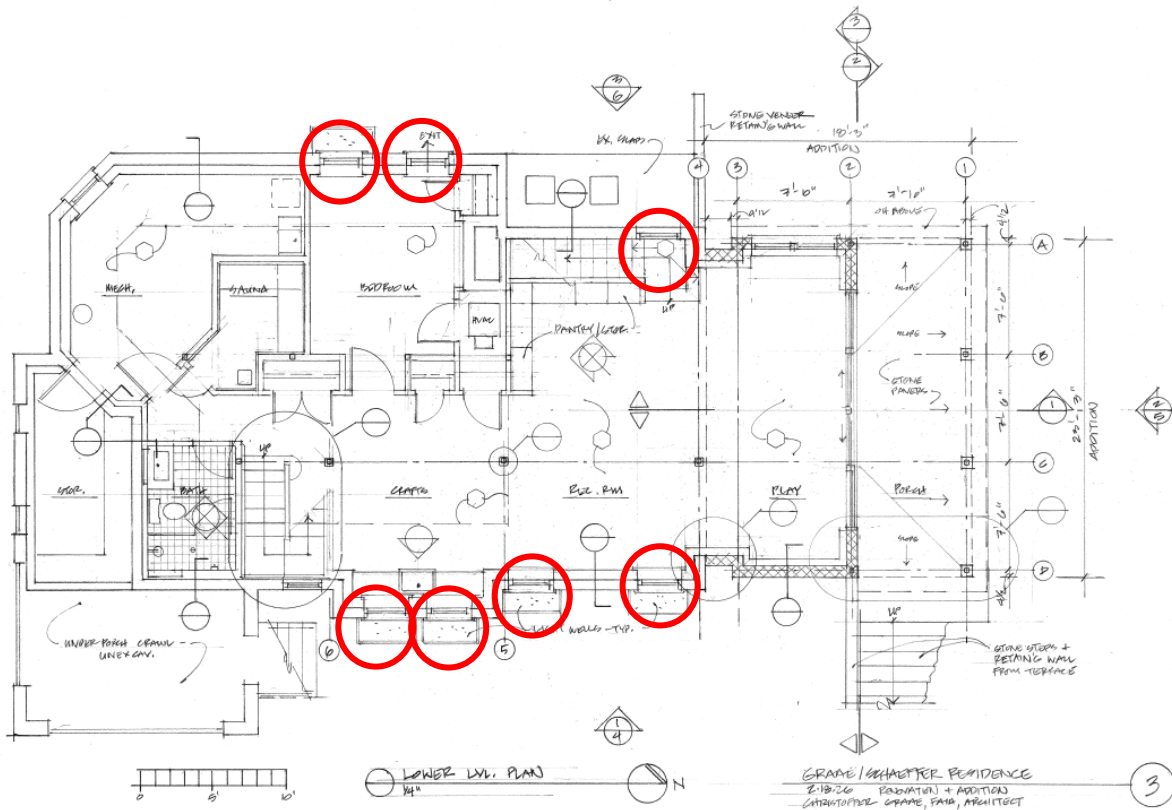


Figure 4: Basement floorplan with the enlarged windows circled.

The HPC has typically provided wider latitude to make changes at the basement and foundation levels, as these locations generally do not contribute to the architectural character or significance of the historic resource. Staff finds that the level of leniency is warranted in this instance, as the existing windows are utilitarian features that do not contribute to the house’s high-style Queen Anne architecture. Staff finds the proposed window design is compatible with the character of the house. The HPC generally requires wood windows to be installed on above-grade openings of Master Plan sites, but due to the reduced architectural significance of the basement-level openings, it has allowed aluminum-clad windows. Staff

finds this proposal is an appropriate use of aluminum-clad windows and recommends the HPC approve the windows under 24A-8(b)(2) and *Standard #2*.

Material and design specifications were not provided for the proposed window wells. Staff finds that because window wells are below-grade features, they are likely to have a minimal impact on the character of the Master Plan Site. Staff encourages the HPC to add a condition to the approval of this HAWP that requires the applicant to submit detailed material and dimension specifications for the proposed window wells before Staff issues the final HAWP approval documents. With the recommended condition, Staff finds the proposed basement windows and window wells are appropriate under 24A-8(b)(2) and *Standard #2*.

STAFF RECOMMENDATION

Staff recommends that the Commission **approve with three (3) conditions** the HAWP application. Final approval authority is delegated to Staff:

1. Detailed material specifications for the doors and windows must be submitted to ensure they are consistent with the square profile simulated divided lites with spacer bars for review and approval before the issuance of the final HAWP approval documents.
2. A stone specification for the proposed retaining walls needs to be submitted for review and approval before issuance of the final HAWP approval documents.
3. Material specifications and dimensions for the proposed window wells must be submitted for review and approval before the issuance of the final HAWP approval documents;

under the Criteria for Issuance in Chapter 24A-8(b)(2) 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 and 10*;

and with the general condition that the applicant will obtain all other applicable Montgomery County or local government agency permits. After the issuance of these permits, the applicant must contact this Historic Preservation Office if any changes to the approved plan are made;

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.

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	*	*	*	*	*		*

Attachment 1 – Written Description & Materials Specifications

I. Written Description

a. Description of Property

Listed in the Montgomery County Master Plan for Historic Preservation as an Individual Site (Survey No. M:35-75), the Clark House dates from 1897 on a double lot, mostly occupying lot 15 with the wrap-around porch partially overlapping into Lot 14. We are only the third owner of this house, which we purchased in 2017. The exterior has remained largely unchanged with most of the original trim, siding, doors and windows. Prior to our arrival the building was in poor shape except for the roof covering which was replaced with asphalt shingles perhaps 15 years or more ago and at the same time the two main roof dormers sides – which presumably originally had bevel/clapboard siding – was covered or replaced with shingles as well. We substantially restored the interior of the building in 2017, selectively replaced windows and mechanical, electrical and plumbing systems, and later renovated the deteriorated front porch and third floor - all under MC and HAWP permits.

b. Description of Work Proposed

Owners propose to remove the deteriorated shed-roofed screened porch and west stairs (unlikely original to the house) and to renovate the existing 1,200 sf lower-level into a finished living space with guest bedroom and play areas, with a 255 sf extension with sliding patio doors out to a 185 sf open porch area under the balance of the addition above. The "four seasons" addition above at the back of the house would provide for a 430 sf family room, open to the kitchen with access down to the east terrace. The addition is designed to complement the historic features of this Queen Anne Victorian home, while also making a clear demarcation between the new construction and the original house. The exterior elements would be aligned with and similar in detail to the historic elements, but simplified and updated with today's composite materials. The facades are designed in 'bays', each with expansive factory-mulled pairs of double-hung windows for a light-filled and extensively screened space, in style and proportions compatible with the historic house's fenestrations. As part of the basement renovation, the floors will be lowered and the deteriorated existing basement windows replaced and enlarged, with one of the bedroom windows meeting egress requirements.

The design, shape and detailing of the addition and its hip roof design is intended to compliment the original building's stepped gables and its many hipped roof forms of porches, bays and dormers.

II. Materials Specifications

Roof – Architectural multi-layer composite shingles similar to either Owens Corning TrueDefinition Duration Shingles or Certainteed Grand Manor Shingles. Remaining roofs of existing house's main roofs, gables and dormers will eventually be replaced with the same specification. There will be two copper finished and flashed roof window well cut-outs of the large "cricket" roof for the two windows indicated on the rear elevation. Gutters and downspouts will be similar to existing as white finished aluminum with leaf guards.

Chimney – The chimney above the roof will be framed, sheathed, lathed and an application of textured painted plaster will be applied with a metal cap and stainless steel spark arrestor.

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Walls – Walls of the first floor addition are dominated by windows, sliding doors and trimmed-out pilasters and panels, except for a portion in the gap between the new and existing building, which will be filled with Boral Duration Polyash ½ x 5-1/2 beveled siding with a finished sightline similar to the existing building’s siding of 4” profile – all to be finish painted. A portion of the back north wall in the middle bay occupied by the interior fireplace and built-in will be a painted textured stucco finish on sheathing similar to the chimney.

Trim – All vertical and horizontal trim and column wraps will be 100% cellular PVC in white.

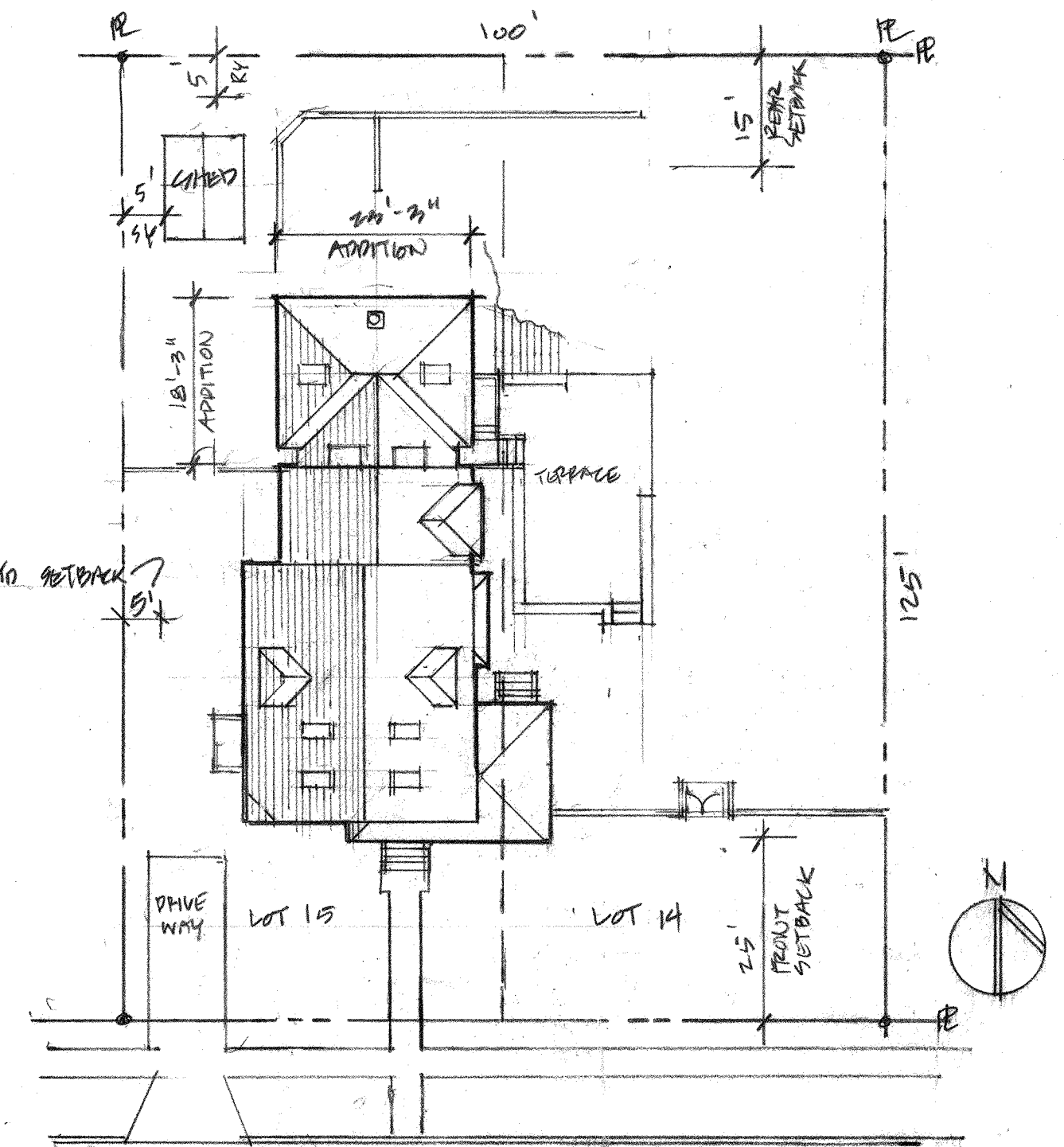
Windows – Windows will be white aluminum, double-hung, clad exterior and painted wood interior wood, similar to what was installed for replacement windows in the major renovation completed in 2017. Windows will be 2-over-2 muntins, similar to the predominant windows in the existing house - with simpler square profile exterior and interior as simulated divided lites with spacer bars (SDLD).

Lower Level Walls – The portions of the lower level walls that are not either windows or sliders will be constructed of reinforced Concrete Masonry Units to support structural loads above and retain grade where required. A textured stucco will be applied and painted to match the existing building’s painted double-wythe foundation walls.

APPLICATION FOR HISTORIC AREA WORK PERMIT
 MONTGOMERY COUNTY
 HISTORIC PRESERVATION COMMISSION



PERSPECTIVE NORTH + EAST VIEWS

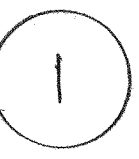


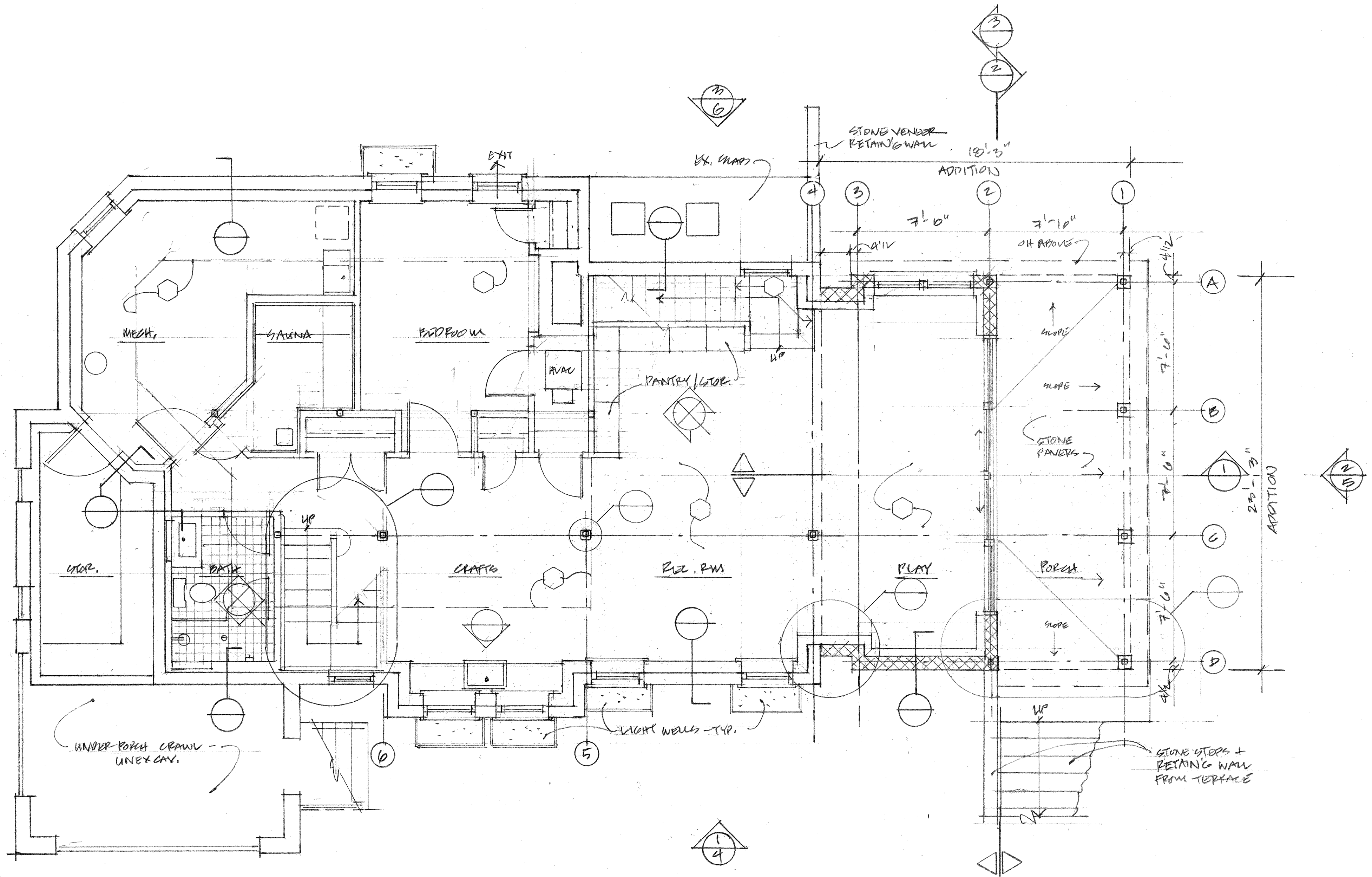
22713 UNDERWOOD STREET CHEVY CHASE, MD.

SITE PLAN

1:20

GRABE/SCHAEFFER RESIDENCE
 2.18.20 RENOVATION + ADDITION
 CHRISTOPHER GRABE, FAIA, ARCHTCT.

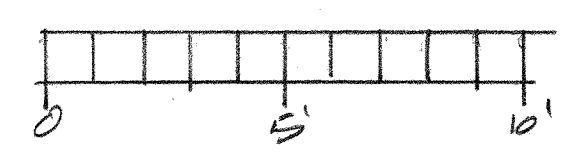
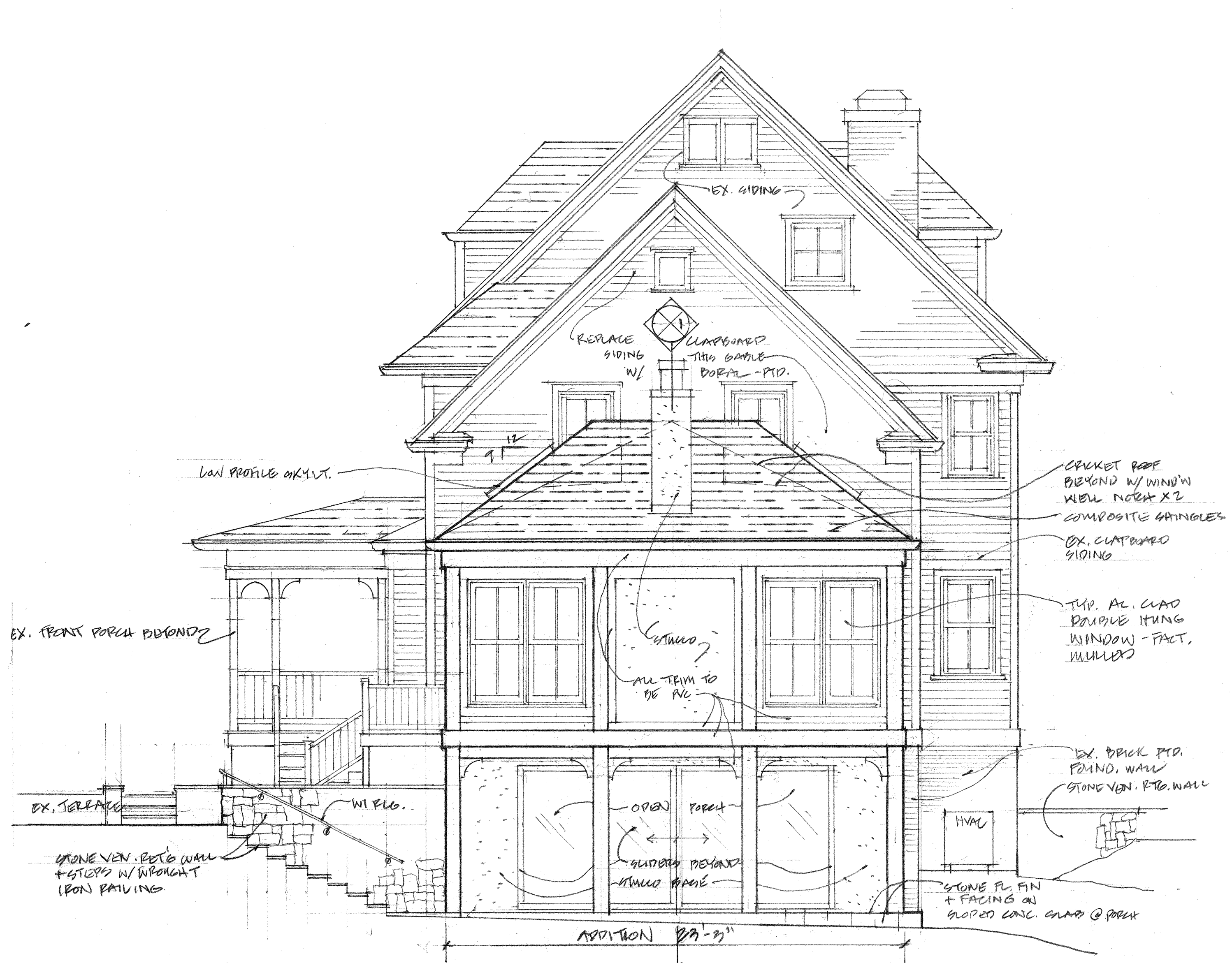




LOWER LVL. PLAN
1/4" = 1'-0"

GRABE/SCHAEFFER RESIDENCE
2.18.26 RENOVATION + ADDITION
CHRISTOPHER GRABE, FAIA, ARCHITECT

3



② NORTH ELEV.
1/4"

GRATE / GCH AFTER RESIDENCE
218.26 RENOVATION + ADDITION
CHRISTOPHER GRATE, FAIA, ARCHITECT



SMALL CHIMNEY
COMPOSITE SHINGLES

TYP. AL. LEAD
DOUBLE HUNG
WINDOWS - FACT.
MULLED
AL. TRIM PVC

BOARD SIDING

MATCH EX. WATER TABLE
EX. WOOD SIDING

TRIM

EX. BRICK FOUND. FTG.

ENLARGE OPINGS +
REPL. THESE WINDOWS
LINE EX. LL FLOOR
LINE NON LL FLOOR

STONE VEN. CMU RETAINING WALL

EX. BRICK EDGE - PTD.

OPEN PORCH

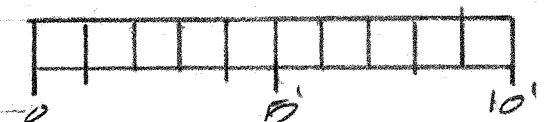
EX. GRADE

NEW GRADE

SMALL BASE - PTD.

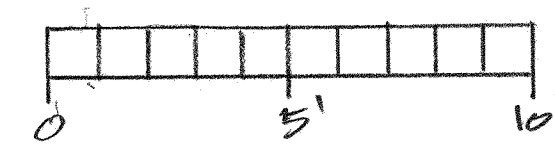
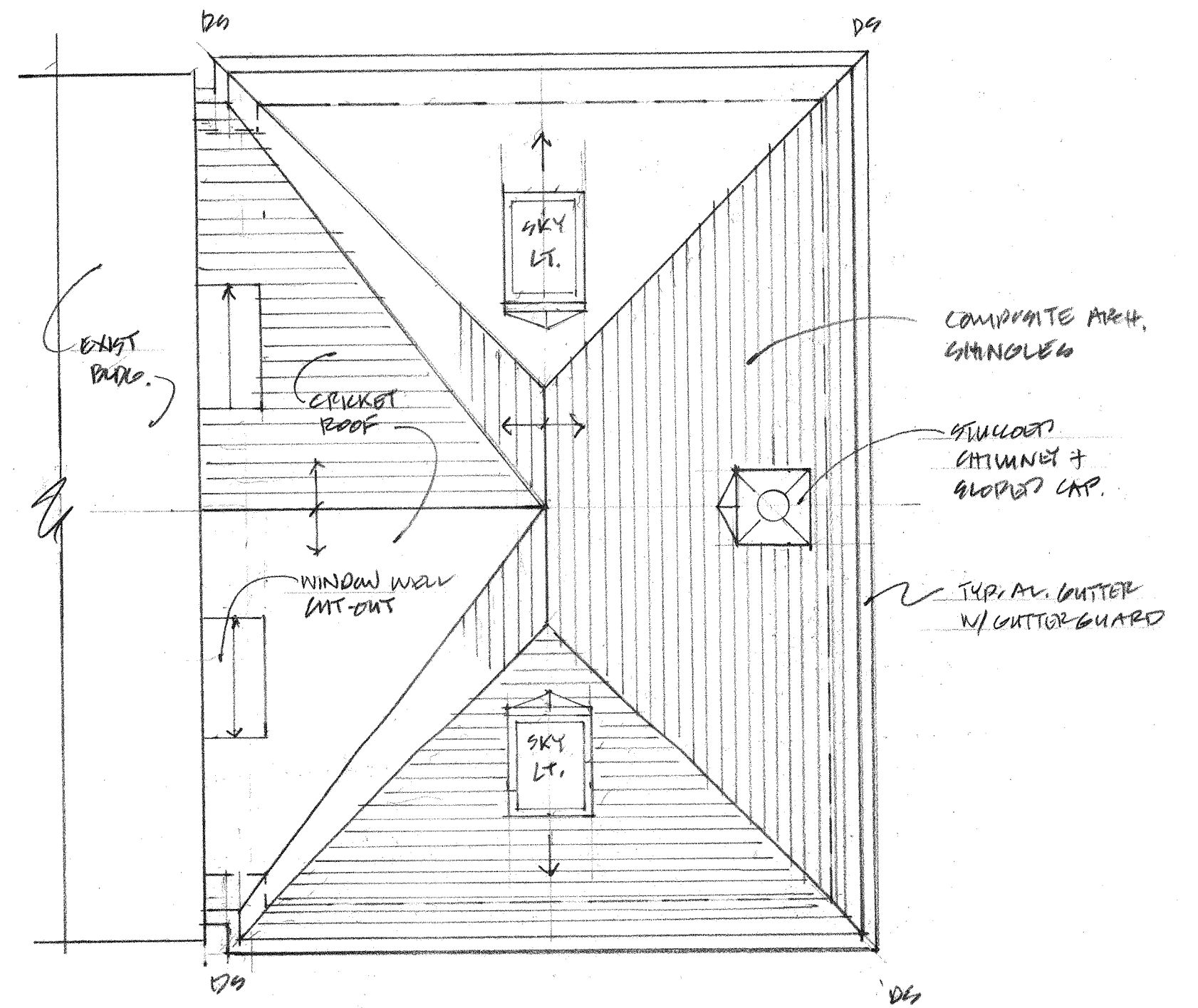
13' 3" ADDITION

WEST ELEV.
1/4"



GRADE / SCHAEFFER RESIDENCE
2.18.26 RENOVATION + ADDITION
CHRISTOPHER GRADE, FAIA ARCHITECT

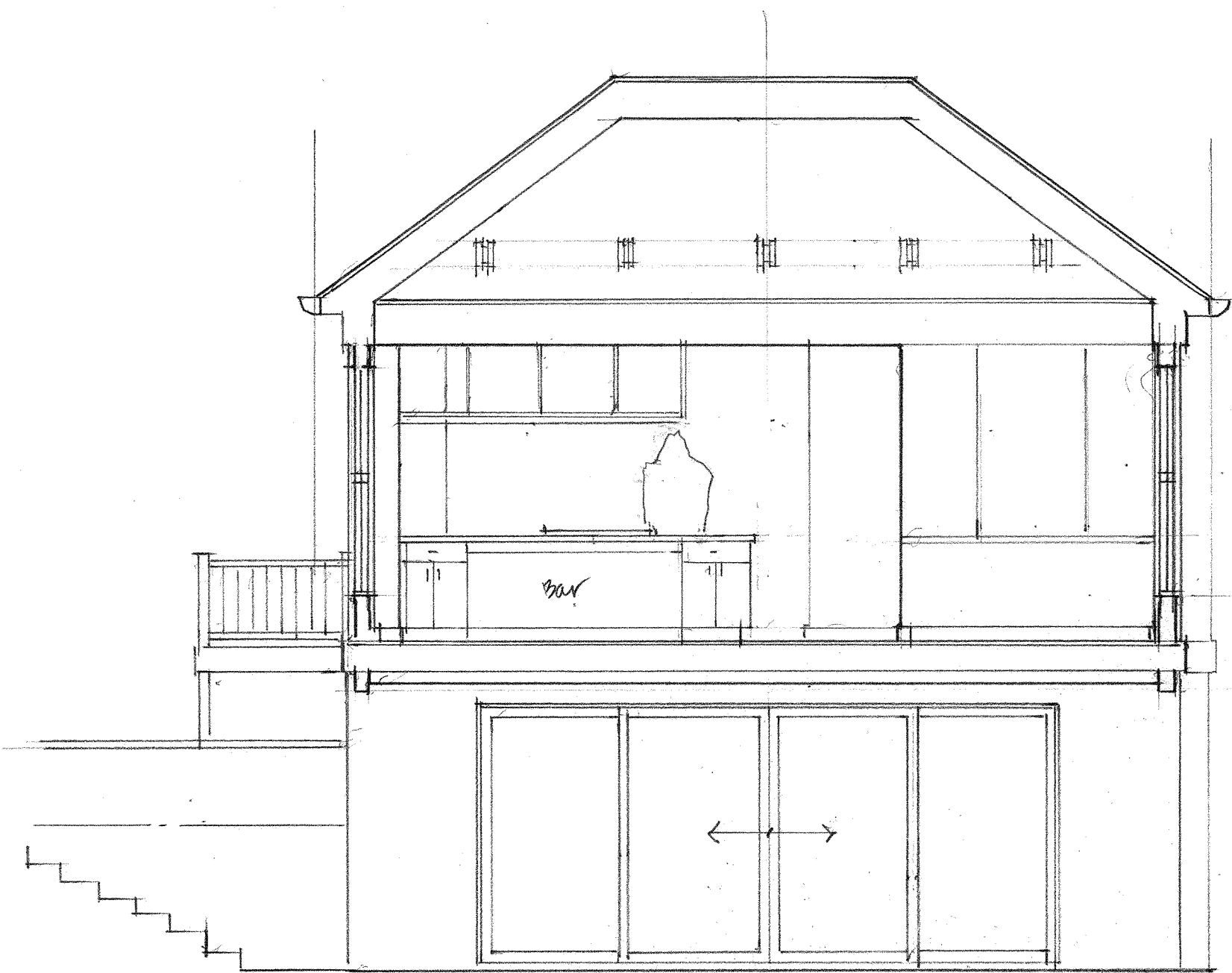
6



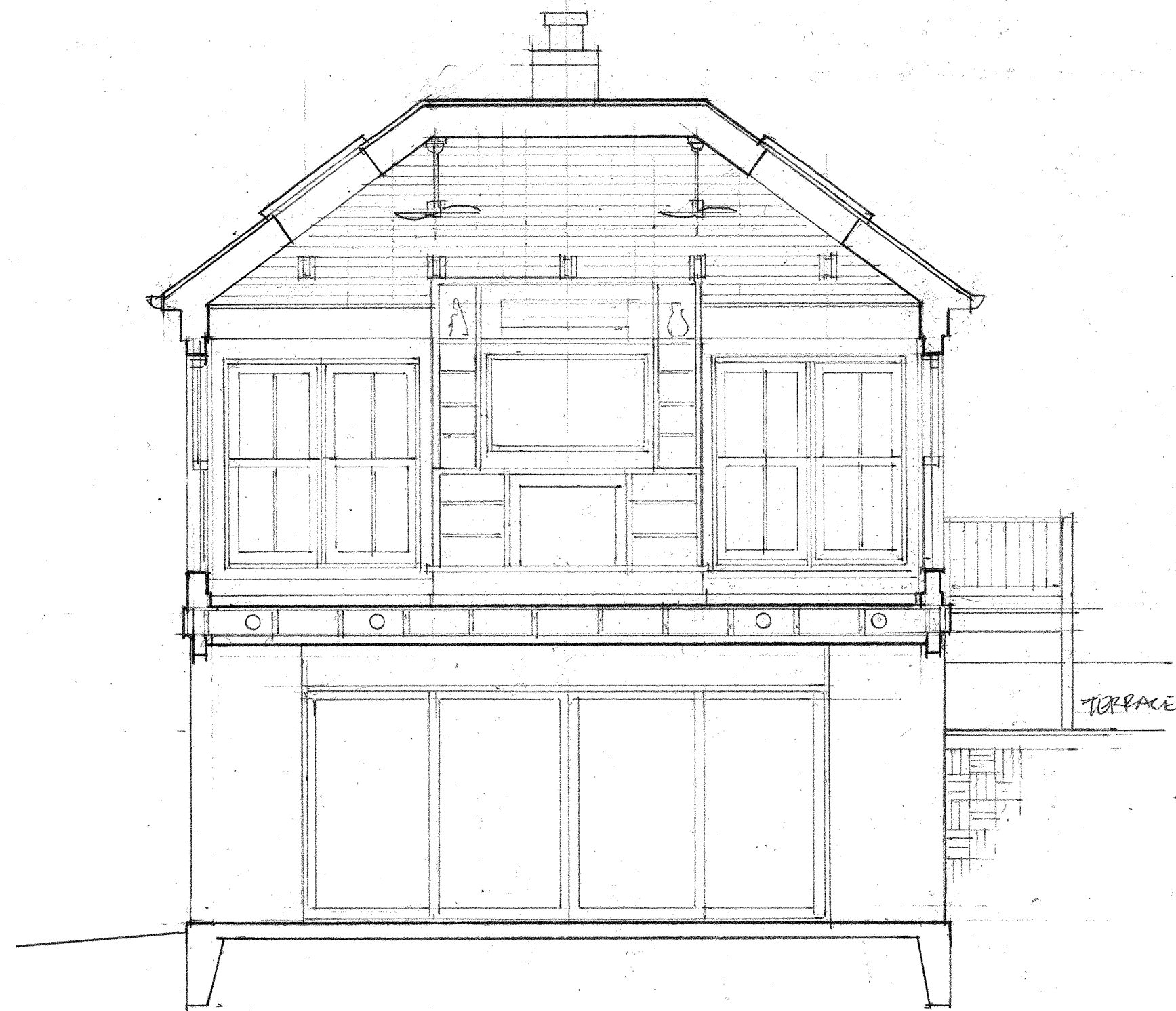
ADDITION ROOF PLAN
1/4"

GRABE/SCHAEFFER RESID.
2-18-76 (END + ADDITION)
CARL STOFFER GRABE, FAIA, ARCH.

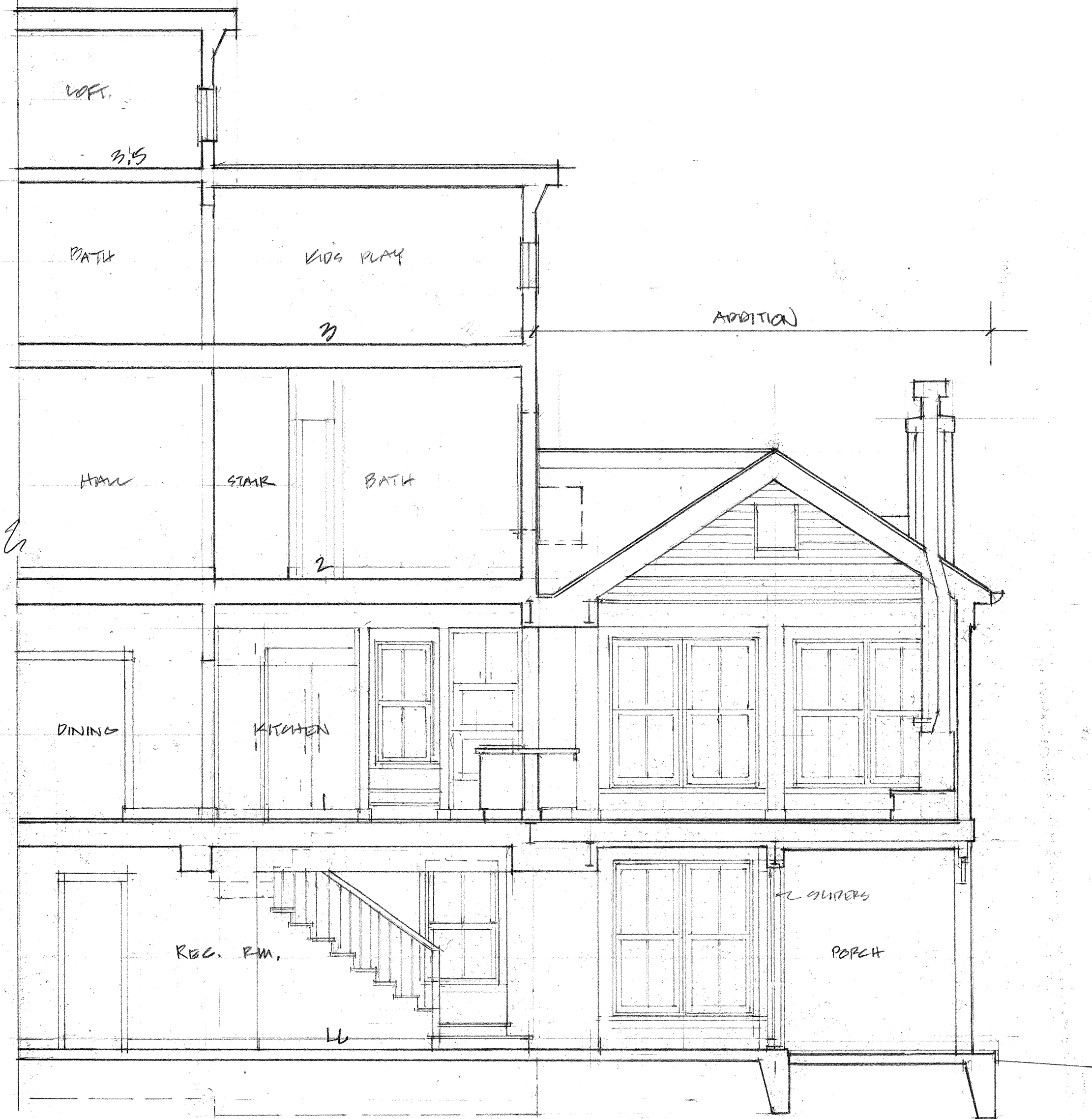
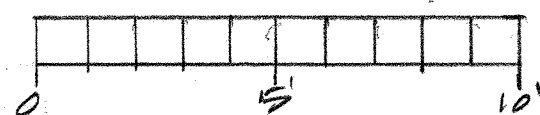
7



3 SOUTH SECTION
1/4"



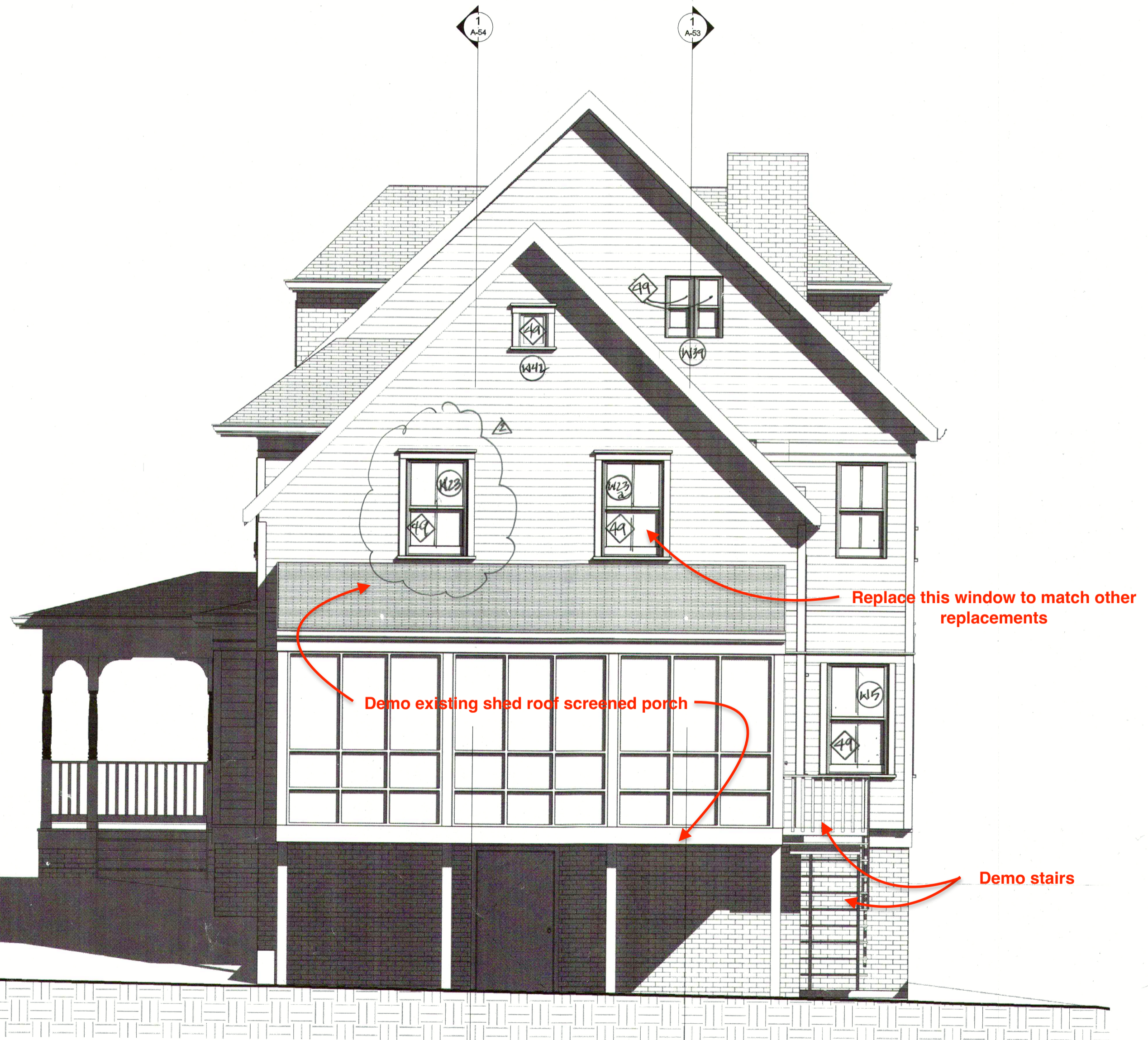
2 NORTH SECTION
1/4"



1 WEST SECTION
1/4"

GRAAE/COLHAETTER RESIDENCE
2018.26 RENOVATION + ADDITION
CHRISTOPHER GRAAE, FAIA, ARCHITECT

8



Drawing Scale: 1/4" = 1'-0"
 0' 2' 4' 8' 16'

Addition and Renovations
 2-4-26

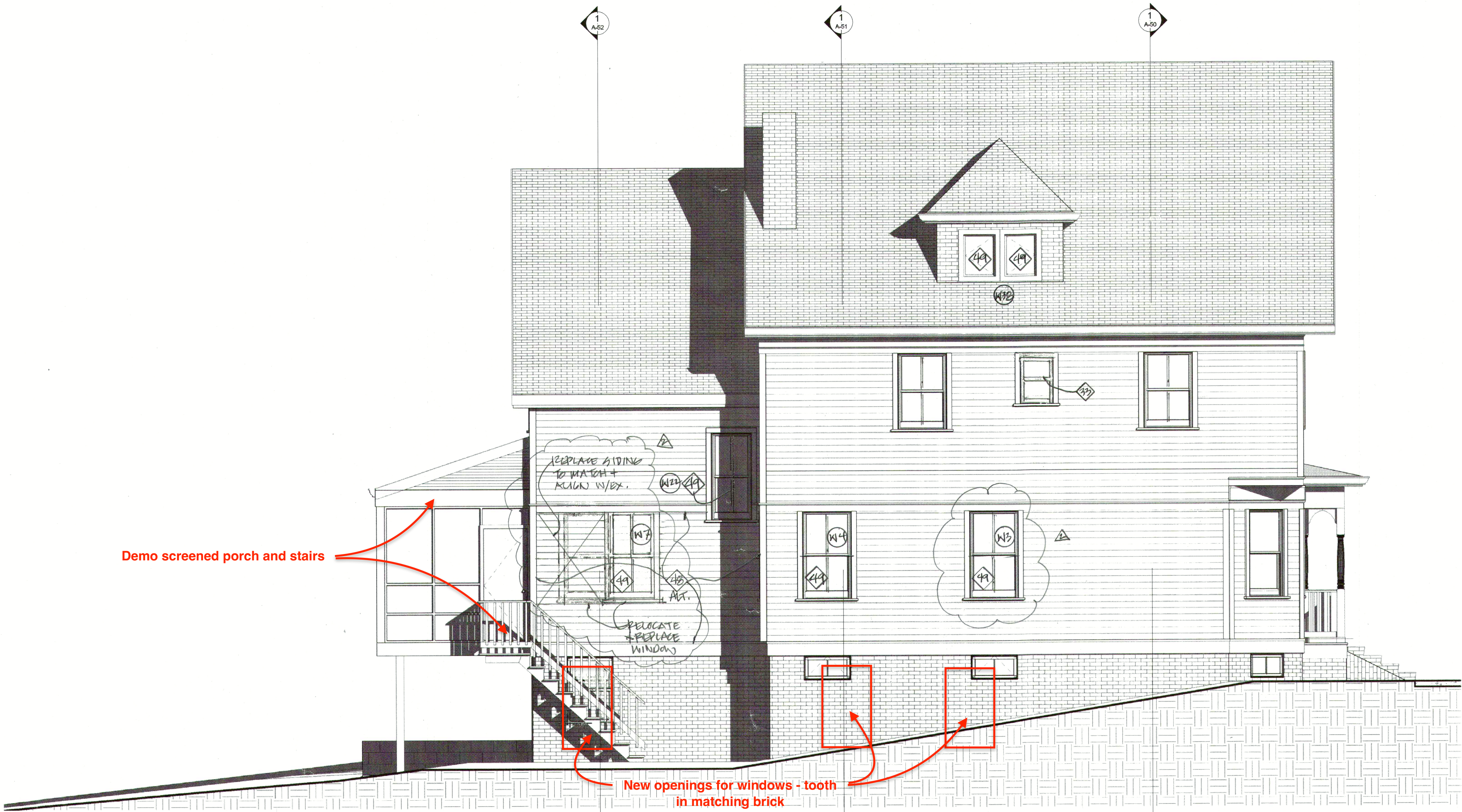
Clark House
 Duke Schaeffer & Hannah Graae
 3713 Underwood St. Chevy Chase, MD 20815

9.12.17 10.2.17 11.2.17 Δ 12.10.17 Δ

2017-01-Clark House

NORTH ELEVATION

12

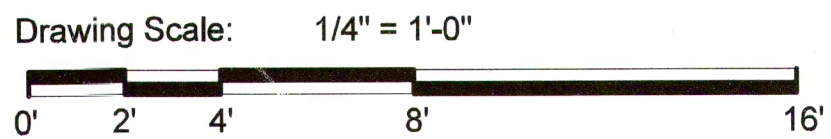


Demo screened porch and stairs

REPLACE SIDING TO MATCH + RAIN W/EX.

RELOCATE + REPLACE WINDOW

New openings for windows - tooth in matching brick



Addition and Renovations
2-4-26

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9.12.17 10.2.17 11.2.17 12.18.17

2017-01-Clark House

WEST ELEVATION

13

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Attachment 2 – Photographs

South View (front façade):



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South View (front façade):



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East Façade:



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Northeast Façade:



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North View (rear façade):



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Northwest view (rear/west façade):



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West façade:



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West façade:

