

MONTGOMERY COUNTY HISTORIC PRESERVATION COMMISSION
STAFF REPORT

Address:	29 Holt Place, Takoma Park	Meeting Date:	3/11/2026
Resource:	Contributing Resource Takoma Park Historic District	Report Date:	3/4/2026
Applicant:	Emily Suran and David Peter (Richard Vitullo, Architect)	Public Notice	2/25/2026
Review:	HAWP	Tax Credit:	No
Permit Number:	1148592	Staff:	Devon Murtha

PROPOSAL: Demolition of existing deck and patio, construction of rear addition

STAFF RECOMMENDATION

Staff recommends that the Historic Preservation Commission **approve with one (2) conditions** the HAWP application with final approval delegated to staff:

1. The applicant must submit complete materials specifications for review prior to issuance of final approval documents, including specifications for the proposed windows and doors.
2. The applicant must submit a tree survey prior to issuance of final approval documents.



Figure 1: The subject property at 29 Holt Place in the Takoma Park Historic District is indicated with a star.

PROPERTY DESCRIPTION

SIGNIFICANCE: Contributing Resource within the Takoma Park Historic District
 STYLE: Craftsman
 DATE: c. 1915-25

The subject property is located on Holt Place, and contains a two-story house executed in the Craftsman style. It is a Contributing Resource in the Takoma Park Historic District, featuring a one-story front, a side-gabled roof, and a rear deck. In 2013, the HPC approved a number of alterations to the house, including the addition of a rear deck and construction of a new garage.¹



Figure 2: View of subject property along Holt Place.

PROPOSAL

The applicant is proposing to demolish the existing non-historic wood deck and construct a new, one-story addition on the rear, as well as a one-story covered porch. According to the applicant,

This project scope of work is demolishing an existing rear 19'-0" x 18'-8" 1st floor wood deck structure and concrete patio, and constructing a new space. Overall, this structure will have a 394 s.f. footprint:

***1st Floor Family Room:** A new 14'-0" x 20'-0" Family Room, with a 5'-8" x 11'-0" Mudroom/Closet area to one side will be built at the rear of the house; there will also be a 6'-0" x 9'-0" inset rear wood stoop structure, with stairs to grade. The roof structure will have a gable shape with a 4:12 roof slope, matching the roof shape of the existing house; eave and rake*

¹ See HAWP approval for case no. 37/3-13-13K here:

https://mcatlas.org/tiles6/06_HistoricPreservation_PhotoArchives/HAWP/HAWP_Archive/UNKNOWN_TAKOMA%20PARK%20H.D._29%20HOLT%20PLACE_04112013.PDF.

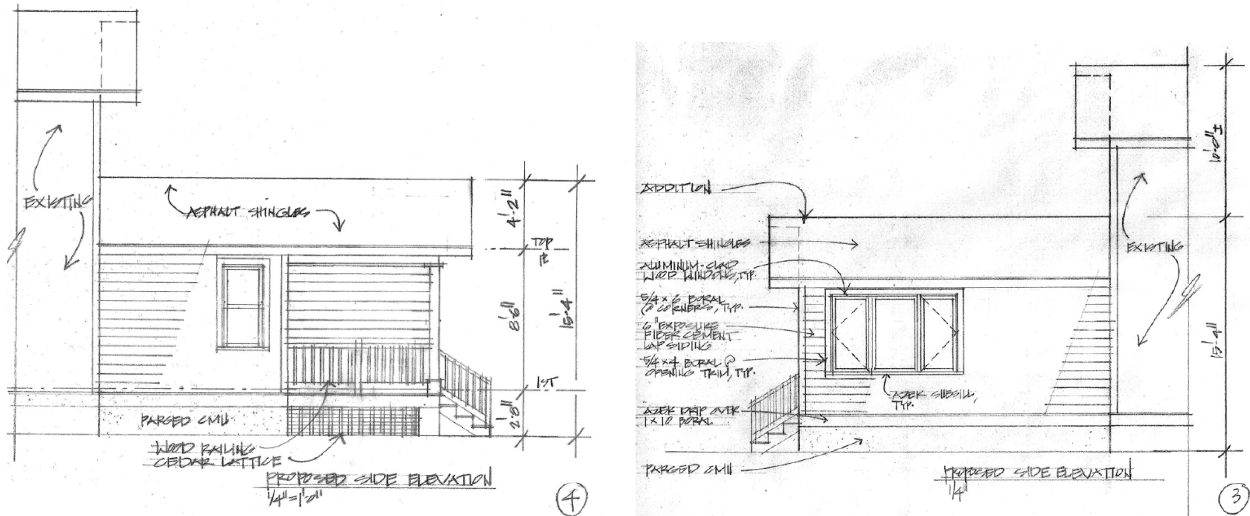


Figure 4: Side elevation of the proposed addition.

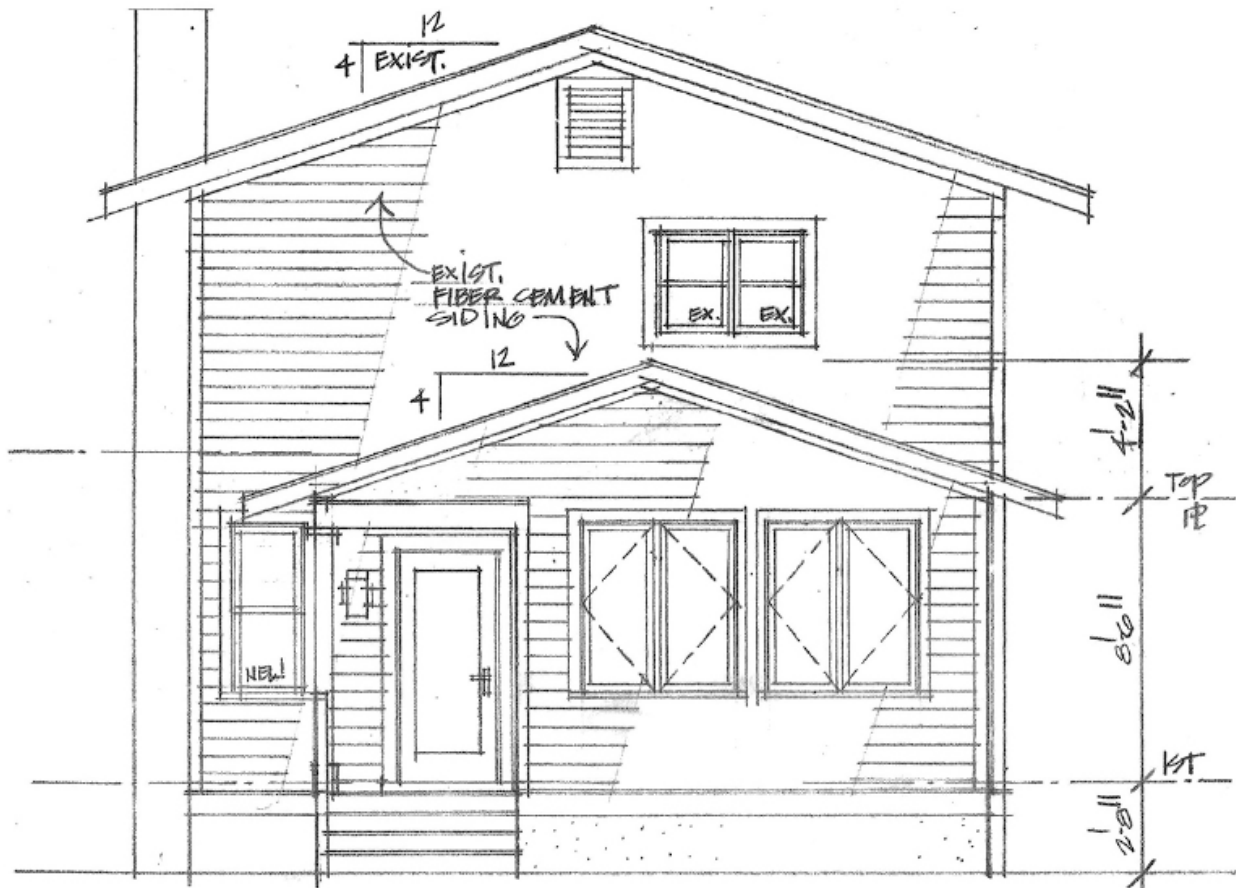


Figure 5: Proposed rear elevation.

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 *Montgomery County Code, Takoma Park Historic District (Guidelines)*, *Montgomery County Code Chapter 24A (Chapter 24A)*, and *the Secretary of the Interior's Standards for Rehabilitation (Standards)*. The pertinent information in these three documents is outlined below.

Takoma Park Historic District Guidelines

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.

Relevant factors to be considered in reviewing HAWPs on Contributing Resources include:

- all exterior alterations, including those to architectural features and details, should be generally 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 right-of-way which involve the replacement of or damage to original ornamental or architectural features are discouraged but may be considered and approved on a case-by-case basis;
- major additions should, where feasible, be placed to the rear of existing structures so that they are less visible from the public right-of-way; additions and alterations to the first floor at the front of a structure are discouraged but not automatically prohibited
- while additions should be compatible, they are not required to be replicative of earlier architectural styles
- second story additions or expansions should be generally consistent with the predominant architectural style and period of the resource (although structures that have been historically single story can be expanded) and should be appropriate to the surrounding streetscape in terms of scale and massing
- 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 from 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 at all 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 that 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;
- (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.
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 is supportive of the proposal to remove the existing deck and construct a one-story addition on the rear of the property. Staff is also supportive of the introduction of one (1) new window on the rear elevation.



Figure 6: Rear view of subject property.

Staff finds that existing rear deck and associated hardscaping are not historic, and their removal will have no impact on the historic fabric of the house, per the *Guidelines* and the *Standards*.

Per the *Guidelines*, the design review emphasis will be restricted to changes that are at all visible from the public right-of-way, and additions should, when feasible, be placed on the rear of structures. The proposed rear addition may be minimally visible from certain oblique vantage points along Holt Avenue, and therefore subject to review (Figure 7). However, due to its height, massing, and relationship to the historic house, Staff also finds that the addition to the rear will have minimal impact on the resource and the District as a whole, and its placement at the rear of the property is in keeping with the *Guidelines*. Staff finds that the the one-story height of the addition and its modest inset effectively differentiates its form the historic house.



Figure 7: View of subject property from the right of way along Holt Place. The approximate location of the addition is indicated with a yellow arrow.

Staff also finds that, per the *Standards*, the new construction will not destroy historic materials that characterize the property, and that the new addition will be undertaken in such a manner that if removed in the future, it will not impact the overall form and integrity of the property. Staff finds that the existing rear wall of the historic structure does not characterize the property, and that the introduction of new fenestration on the first story will have no impact on the essential form of the property. Additionally, due to a fire in 2012, many of the historic exterior materials have already been destroyed and replaced.

Staff finds that the proposed design and materials are compatible with the overall style of the house. The low-pitched gable roof mirrors that of the existing structure. The proposed materials, including the aluminum-clad windows, fibercement lap siding, and boral trim, are typical for additions in the Takoma Park Historic District. Staff notes that the applicant should submit more detailed material specifications, especially for the proposed doors and windows, prior to final approval.

The one material issue with this proposal is the wood grain on the fibercement siding. The HPC generally requires siding to have a smooth texture, as the simulated wood texture does not effectively mimic the look of real wood siding. However, Staff notes that the existing structure is already clad in faux wood-grain lap siding due to a lack of specifications required in the 2013 HAWP application. Staff notes that in this case, the proposed siding is consistent with the existing siding and should be approved.

Staff also notes that the application is missing a tree survey, which should be submitted prior to issuance of final approval documents.

STAFF RECOMMENDATION

Staff recommends that the Historic Preservation Commission **approve with one (2) conditions** the HAWP application with final approval delegated to staff:

1. The applicant must submit complete materials specifications for review prior to issuance of final approval documents, including specifications for the proposed windows and doors.
2. The applicant must submit a tree survey prior to issuance of final approval documents.

under the Criteria for Issuance in Chapter 24A-8(b)(1) and (2), and Chapter 24A-8(d) and the *Takoma Park Historic District* having found that the proposal will not substantially alter the exterior features of the historic resource and is compatible in character with the purposes of Chapter 24A;

and with the *Secretary of the Interior's Standards for Rehabilitation # 2, 9 and 10*;

and with the general condition that the applicant shall present an electronic set of drawings, if applicable, to 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 HPC as a revised HAWP application at staff's discretion;

and with the general condition that the applicant shall notify the HPC 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 301-495-1328 or devon.murtha@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	*	*	*	*	*		*

GATE

CONC. WALK

KITCHEN

WOOD DECK

DN GR

14'-0"

DN GR

CONC. PATIO

5'-0"

5'-0"

B.R.L.

DINING ROOM

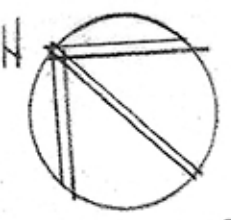
15'-4"

3'-4"

24'-4"

EXISTING FIRST FLOOR PLAN

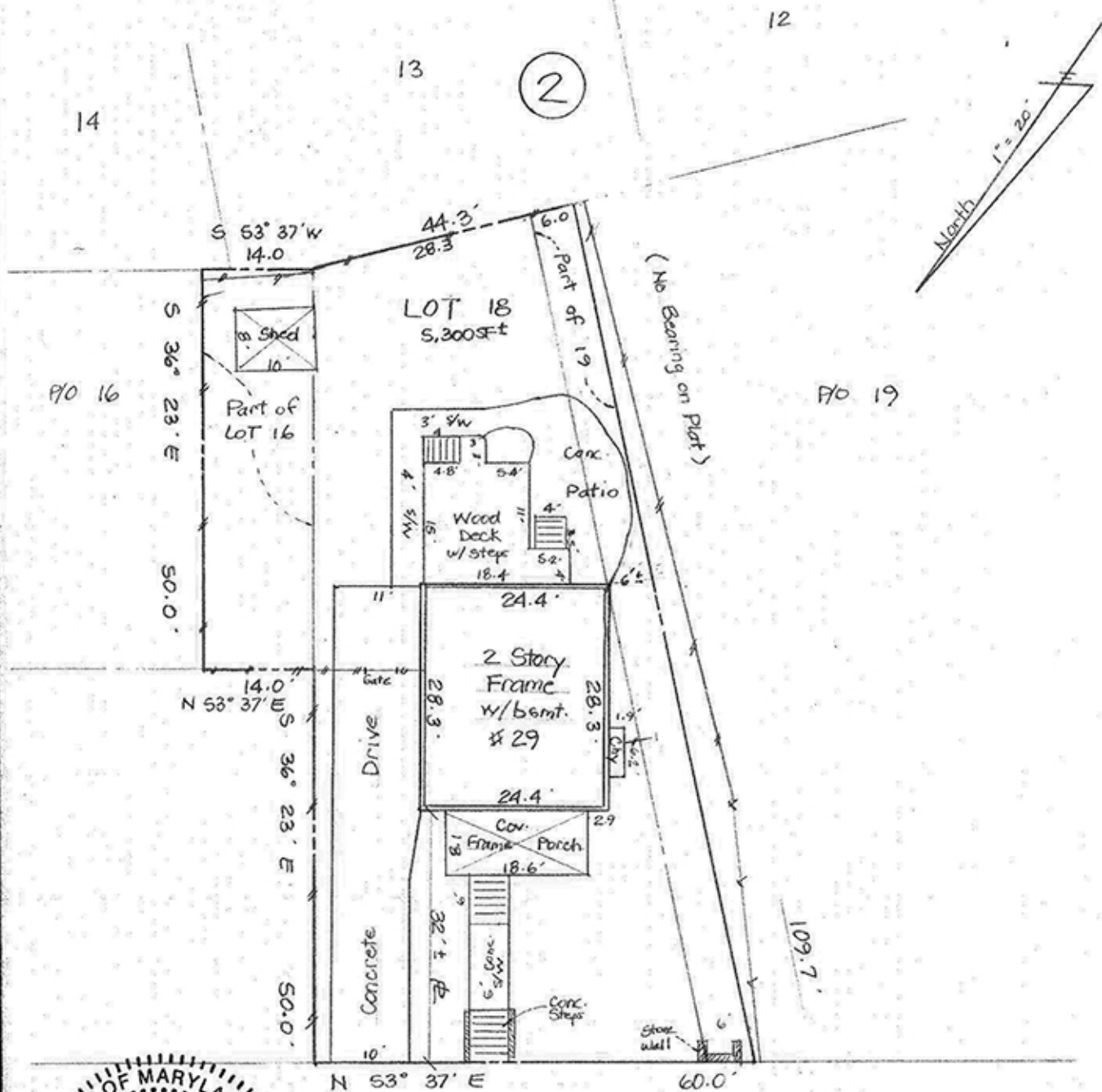
1/4" = 1'-0"



4

NOTES:

1. This plat is not intended for use in the establishment of property lines, but prepared for the exclusive use of the present property owners of record and/or those who purchase, mortgage or guarantee the title within six months from the date hereof and as to them i warrant this house location plat.
2. For title purposes only.
3. No title reports furnished at this time, subject to all easements and rights of ways of record.
4. Property corners have not been set with this survey. Property information was taken from the best available records.
5. This location plat is not to be used for the construction of fences or other improvements. A boundary Survey and lot stakeout would have to be performed to determine the location of all property lines as shown.
6. The Property shown hereon is located within Zone X as shown on F.E.M.A. Lood Insurance Rate Map Community Panel No. _____ of Montgomery County, Maryland.
7. This plat is valid within 6 months of date of signature.



HOLT (40' R/W) PLACE

DRAWN BY Tom O
 CHECKED BY Patty
 DATE 03-28-2021
 SCALE: 1" = 20
 JOB NO. 1 21-23
 CASE NO. M.WAGNER

SURVEYOR'S CERTIFICATE
 I hereby certify that the position of all the existing improvements on the above described property has been carefully surveyed by me or directly under my supervision and that they are located as shown. **THIS IS NOT A BOUNDARY SURVEY.**
3-29-2021
 Date
 Gregory C. Benefiel
 Registered Professional
 Land Surveyor, MD. No. 10994

HOUSE LOCATION PLAT
29 Holt Place
 Lot(s)/Parcel 18 ; Part 16/19, TM./Block 2
 Plat _____ Section _____ Phase _____

SURVEYS, INC.
 SURVEYORS • ENGINEERS • LAND PLANNERS
 PERMIT SERVICES
 950 MAIN STREET
 LAUREL, MARYLAND, 20707
 PHONE 301-716-0541 E-MAIL SURVEYS@COMVERZON.NET

HILL - CREST
(13TH) Wheaton Election District
Montgomery County, Maryland
 Plat Book 2 Plat No. 140
 Liber 48805 Folio 082 **S- 5644**





DESCRIPTION OF ***EXISTING*** STRUCTURE,
ENVIRONMENTAL SETTING AND HISTORICAL FEATURES
AT:

29 Holt Place, Takoma Park, MD 20912

This is an "Contributing Resource" 2-story Craftsman house, built in 1918, and it is located in the Takoma Park Historic District. The existing house has a 688 S.F. footprint, with a basement, rear wood deck, and concrete patio/walkway:

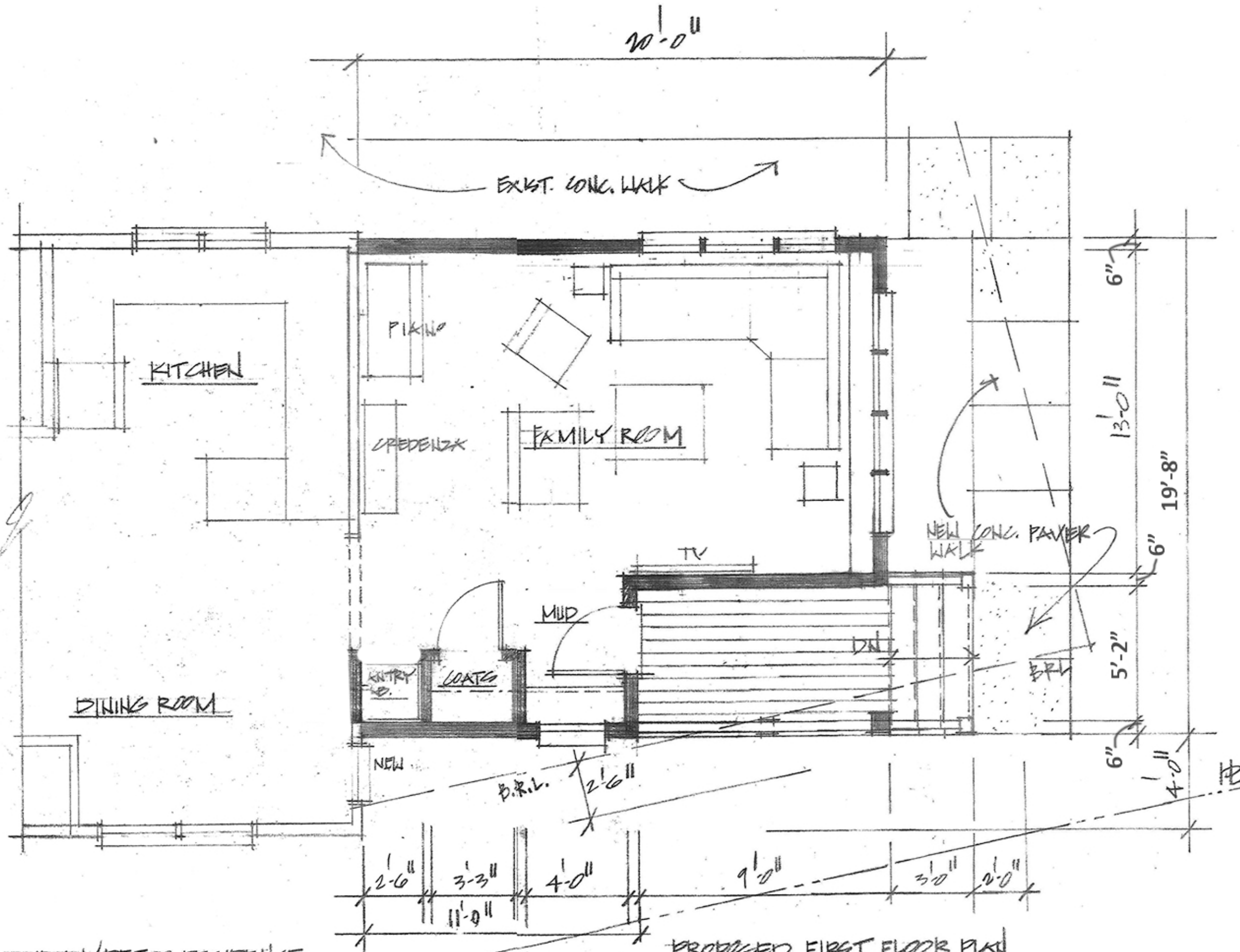
- a. Original House Structure:** The main house structure is wood framed with a gable roof (4:12 slope +/-), with the main ridge perpendicular to Holt Place.*
- b. Foundation:** The foundation is painted CMU.*
- c. Exterior Finish:** The exterior finish of the house is 6" exposure fiber cement lap siding, with wood grain texture, on the entire rear of the house; for the other 3 sides of the house, the top half is fiber cement siding and the bottom half is stucco. (Much of the original finish, as well as much of the interior, was destroyed in a fire approximately 12 years ago.) The exterior window and door trim is wood.*
- d. Windows and Doors:** There are no original windows in the house; all windows are replacement windows.*

DESCRIPTION OF THE ***PROPOSED*** PROJECT AND ITS
EFFECT ON THE HISTORIC RESOURCE:
29 Holt Place, Takoma Park, MD 20912

This project scope of work is demolishing an existing rear 19'-0" x 18'-8" 1st floor wood deck structure and concrete patio, and constructing a new space. Overall, this structure will have a 394 s.f. footprint:

1st Floor Family Room: *A new 14'-0" x 20'-0" Family Room, with a 5'-8" x 11'-0" Mudroom/Closet area to one side will be built at the rear of the house; there will also be a 6'-0" x 9'-0" inset rear wood stoop structure, with stairs to grade. The roof structure will have a gable shape with a 4:12 roof slope, matching the roof shape of the existing house; eave and rake overhangs will both be extended to 2'-0". This structure will be built using the following materials/details:*

- a. **Siding:** *Painted fiber cement wood-grain lap siding (6" exposure) on all 3 façades, with 5/4 x 6 Boral corner trim. An Azek drip over a 1 x 10 Boral bandboard will be located at the water table level.*
- b. **Roofing:** *Asphalt shingles.*
- c. **Windows and Doors:** *There will be 6 new windows in the 1st floor Family Room (left side and rear); 5 of them are to be aluminum-clad wood casement windows, 2'-6" wide x 5'-0" high, and one window will be a 3'-6" wide x 5'-0" high picture window. At the right side wall, there will be a 2'-6" x 5'-0" aluminum-clad wood double-hung. There will be one new aluminum-clad double hung window (2'-4" wide x 5'-4" high) in the rear wall of the original house, adjacent to the new addition. There will be painted 5/4 x 4 Boral trim at the window (and rear door) head and jambs, with an Azek subsill..*
- d. **Foundation Structure:** *Parged CMU foundation wall.*
- e. **Wood Stoop and Stairs:** *A PT wood-framed stoop and stairs with ipe decking, and a wood railing along one side. (See details)*
- f. **New Rear Concrete Landing:** *A 2'-0" x 6'-0" concrete landing will be built at the bottom of the wood stair and a new concrete walk along the rear addition, connecting the concrete landing and the existing concrete walk on the left side. (See plan).*



PROPOSED FIRST FLOOR PLAN

1/4" = 1'-0"

ZURAN/PETER RESIDENCE
 29 HOLT PL.
 TAKOMA PARK

ADDITION

ASPHALT SHINGLES

ALUMINUM-CLAD
WOOD WINDOWS, TYP.

5/4 x 6 BORAL
CORNERS, TYP.

6" EXPD. INS.
FIBER CEMENT
LAP SIDING

5/4 x 4 BORAL
OPENING TRIM, TYP.

AZEK DRIP OVER
1 x 10 BORAL

PAVED CMU

AZEK SUBSILL,
TYP.

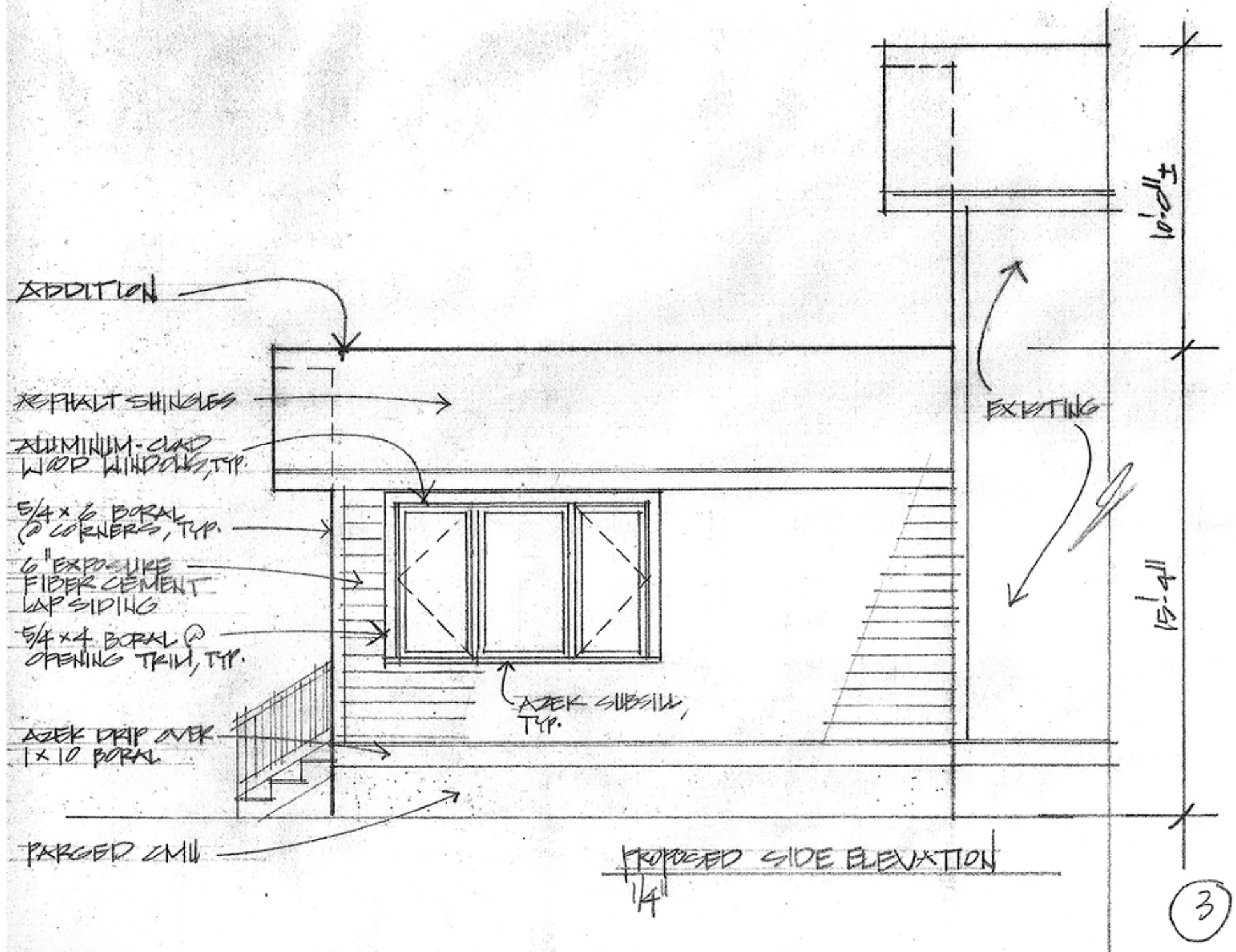
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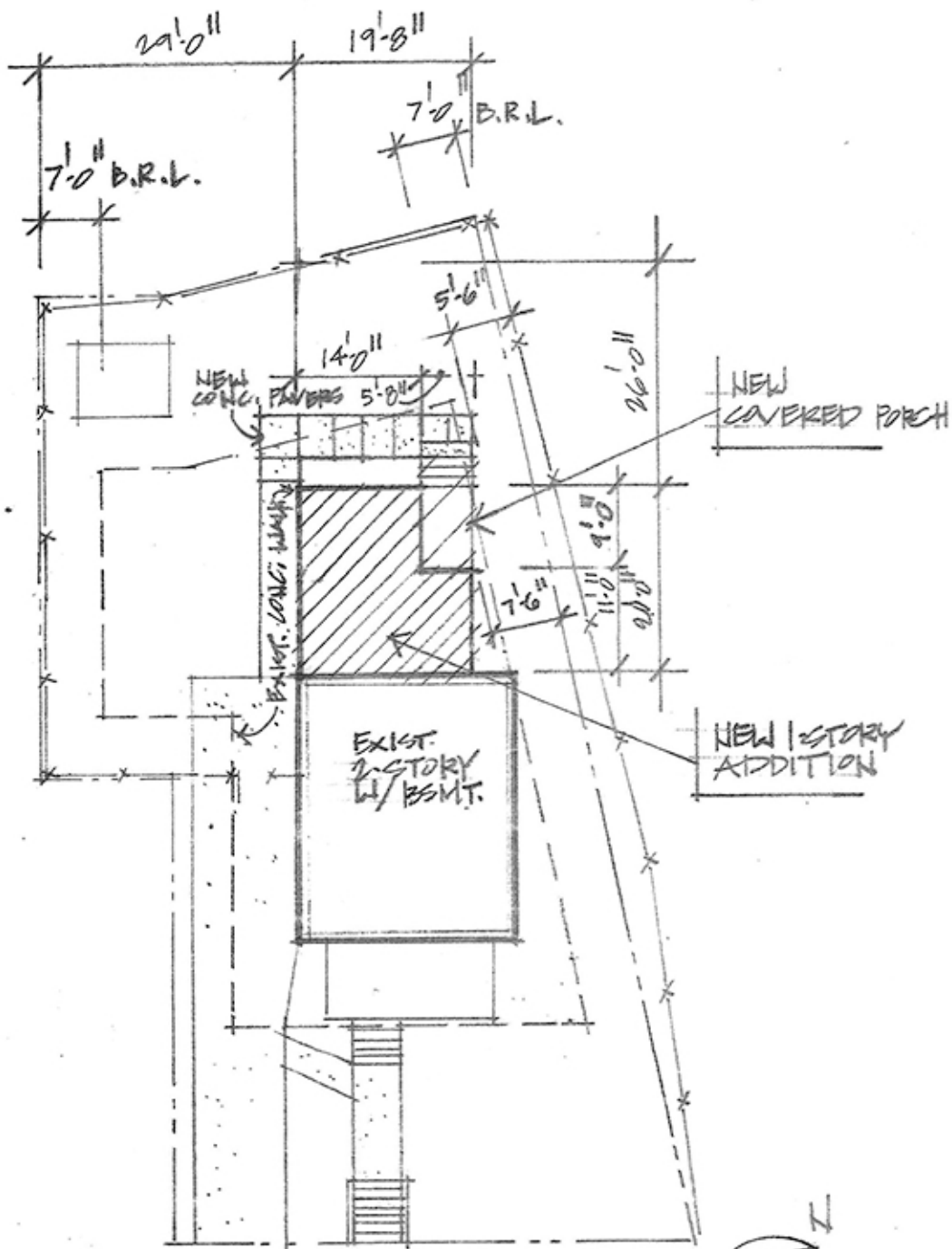
PROPOSED SIDE ELEVATION

10'-0" ±

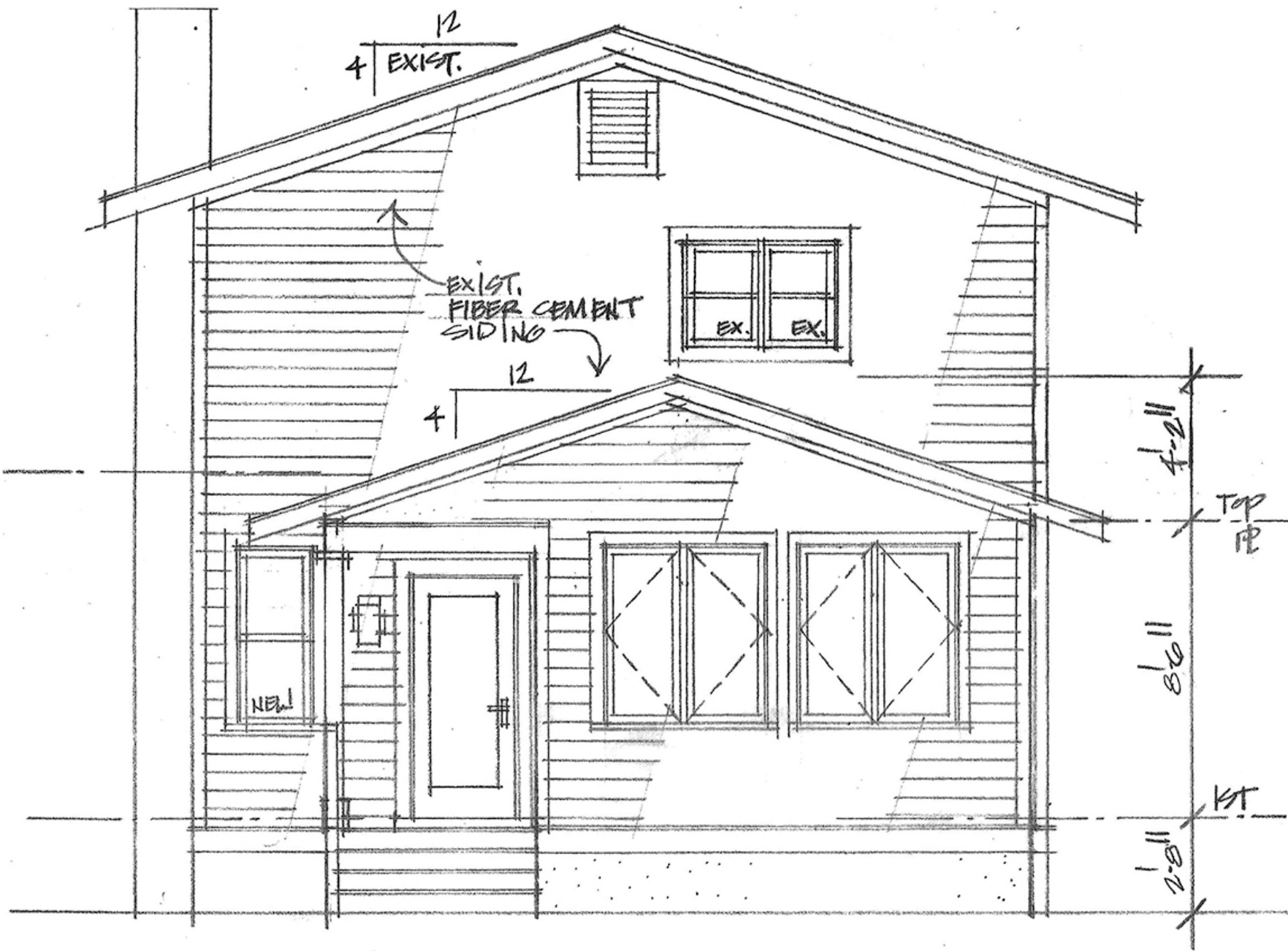
15'-4"

3





PROPOSED SITE PLAN
 1"=20'-0"



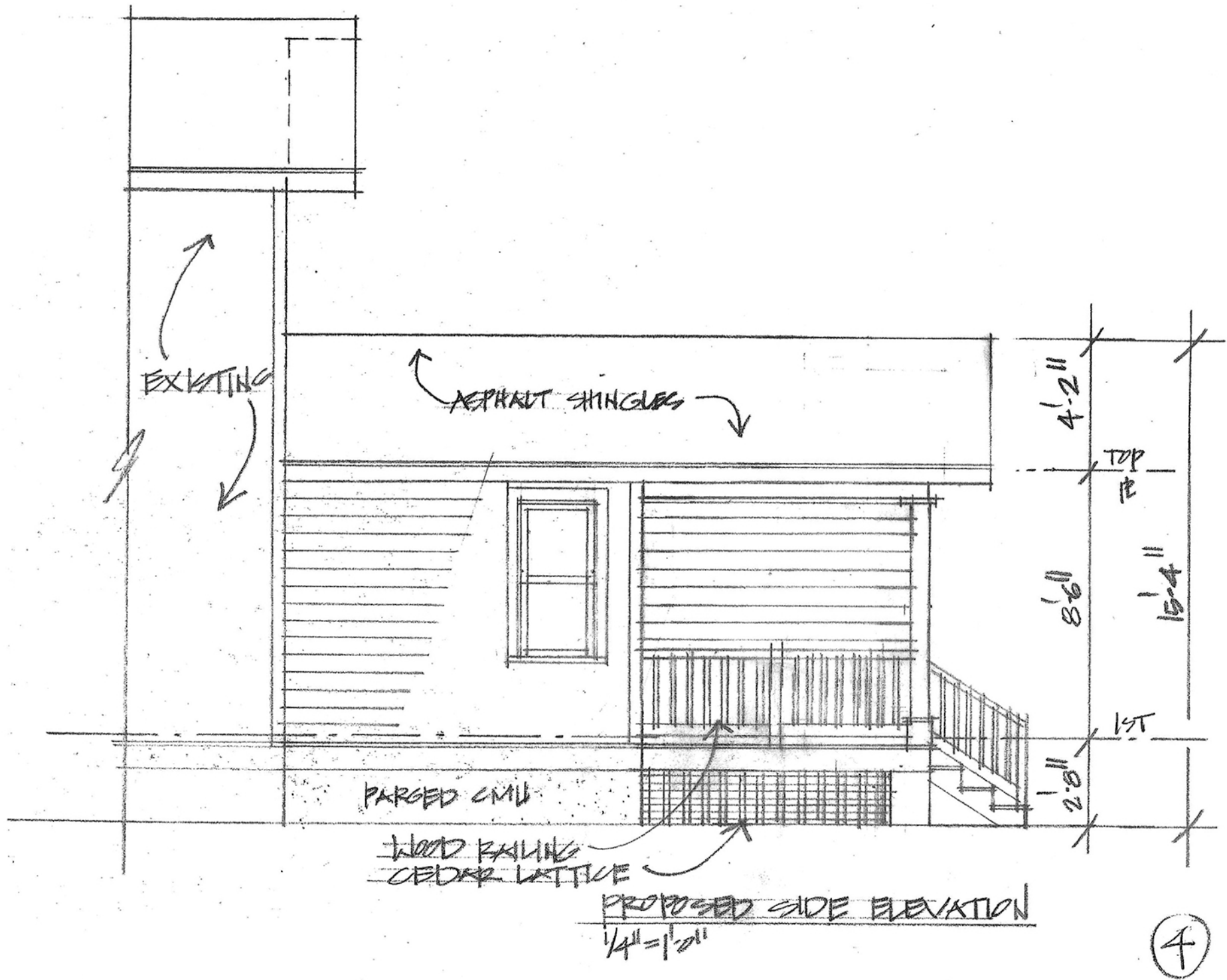
PROPOSED REAR ELEVATION
 1/4" = 1'-0"



SURAN/PETER

12.30.25





EXISTING

ASPHALT SHINGLES

4'-2"

TOP
1E

8'-6"

15'-4"

1ST

2'-0"

PARSED CMU

WOOD RAILING
CEDAR LATTICE

PROPOSED SIDE ELEVATION

1/4" = 1'-0"

4

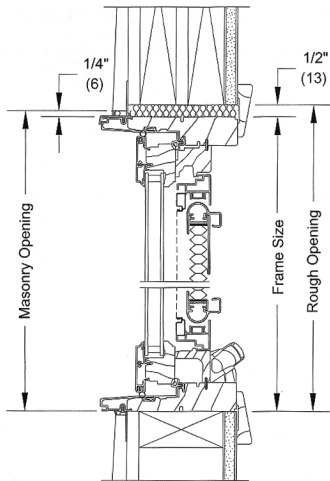






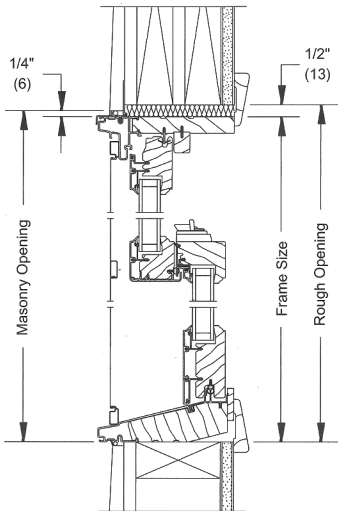


CASEMENT / CASEMENT PUSH OUT CONSTRUCTION DETAILS



HEAD JAMB AND SILL - OPERATOR
WITH OPTIONAL INTERIOR SHADES

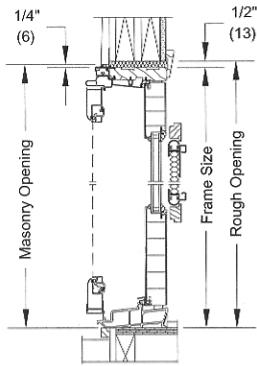
DOUBLE HUNG G2



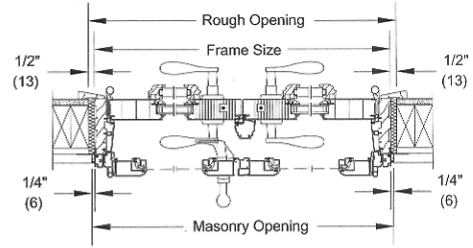
HEAD JAMB AND SILL - OPERATOR

Fiberglass-clad Wood Inswing Door

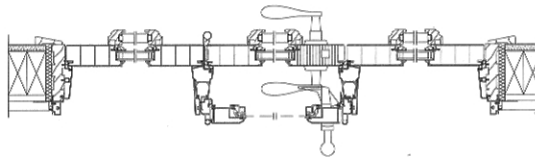
CONSTRUCTION DETAILS



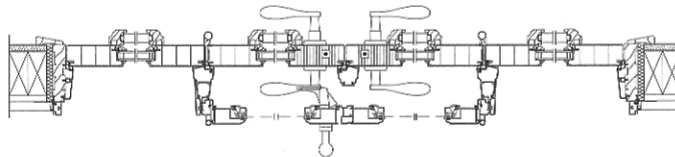
CLAD HEAD JAMB AND SILL
WITH ULTIMATE SWINGING SCREEN -
WITH OPTIONAL INTERIOR SHADES



CLAD 2 PANEL JAMB
XX LHI WITH ULTIMATE SWINGING SCREEN -
WITH INTERIOR SHADES



CLAD 3 PANEL JAMB
OXO LHI WITH ULTIMATE SWINGING SCREEN -
WITH INTERIOR SHADES



CLAD 4 PANEL JAMB
OXXO LHI WITH ULTIMATE SWINGING SCREEN -
WITH INTERIOR SHADES

HANDRAIL

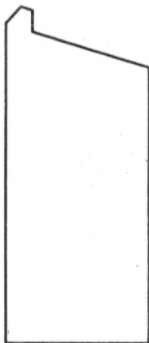
STOCK PINE



SM-8840
1-1/2 X 3-1/2
TOP PORCH RAIL



LWM-237
1-1/4 X 1-1/4
BALUSTER STOCK

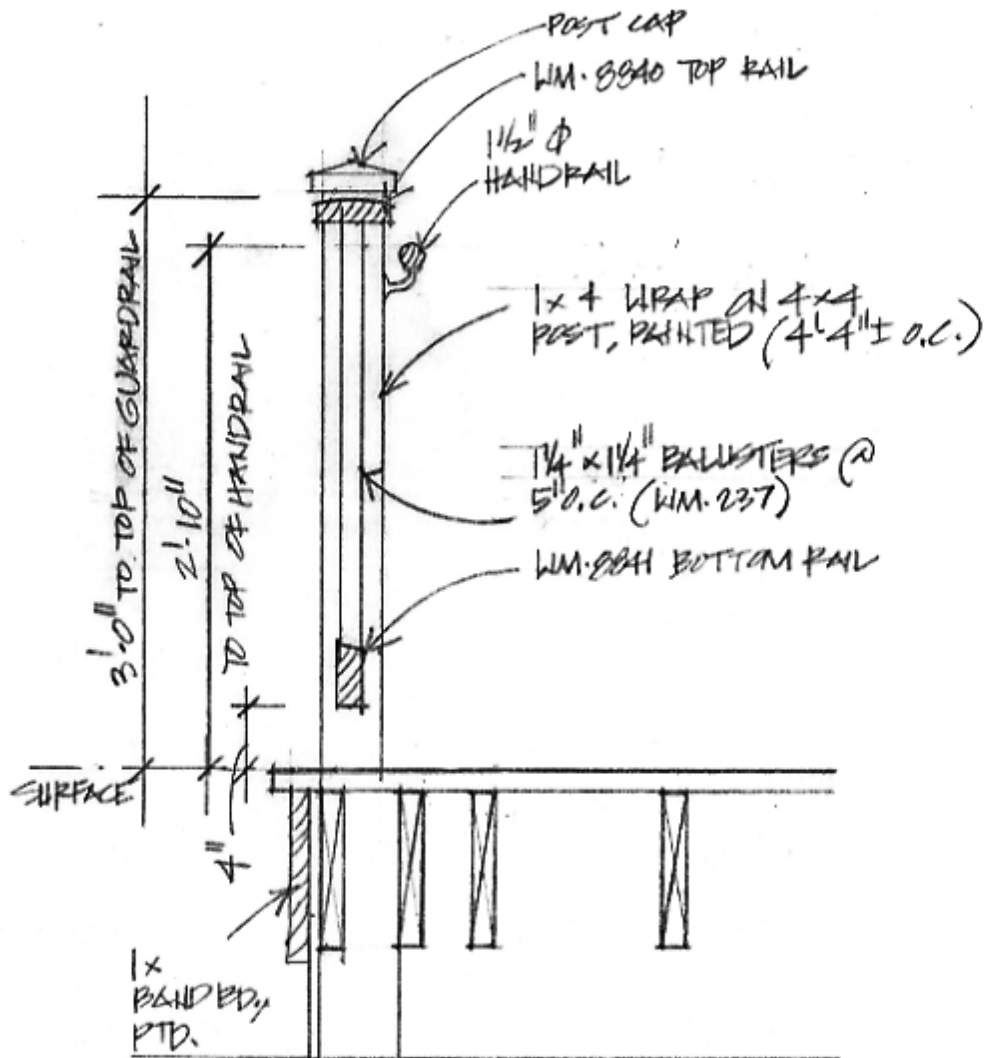


SM-8841
1-1/2 X 3-1/2
BOTTOM PORCH RAIL

SCALE: HALF SIZE

PAGE NO. A-54

BAR RAIL



RAIL SECTION
 1" = 1'-0"



DEPARTMENT OF PERMITTING SERVICES

Marc Elrich
County Executive

Rabbiah Sabbakhan
Director

HISTORIC AREA WORK PERMIT APPLICATION

Application Date: 2/11/2026

Application No: 1148592
AP Type: HISTORIC
Customer No: 1546803

Comments

For any correspondence, contact architect: Richard Vitullo 301-806-6447 rjv@vitullostudio.com

Affidavit Acknowledgement

The Homeowner is the Primary applicant
This application does not violate any covenants and deed restrictions

Primary Applicant Information

Address 29 HOLT PL
TAKOMA PARK, MD 20912
Othercontact VITULLO
Homeowner Suran (Primary)

Historic Area Work Permit Details

Work Type ADD
Scope of Work Demolish rear wood deck. Add new 1-story addition.