

MONTGOMERY COUNTY HISTORIC PRESERVATION COMMISSION
STAFF REPORT

Address:	7314 Willow Avenue, Takoma Park	Meeting Date:	3/25/2026
Resource:	Contributing Resource Takoma Park Historic District	Report Date:	3/18/2026
Applicant:	Kathy Milton and Steve Fabry (Rick Leonard, Agent)	Public Notice:	3/11/2026
Review:	HAWP	Tax Credit:	n/a
Permit No.:	1150529	Staff:	Laura DiPasquale
Proposal:	Fence replacement and alterations, <u>and window replacement</u>		

STAFF RECOMMENDATION

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

ARCHITECTURAL DESCRIPTION

SIGNIFICANCE: Contributing Resource to the Takoma Park Historic District
STYLE: Bungalow
DATE: 1920s-30s

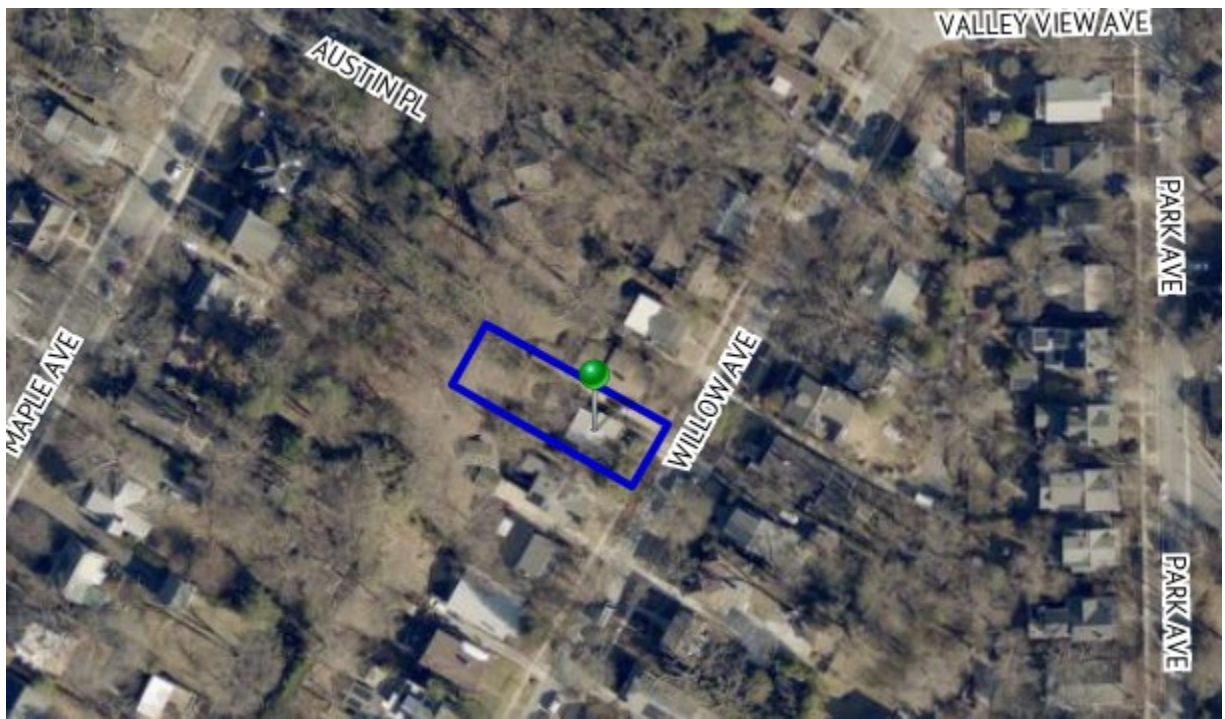


Figure 1: 7314 Willow Avenue, outlined in blue.

PROPOSAL

The applicant proposes to replace three existing wood basement windows with new aluminum-clad Marvin Elevate windows, and to replace sections of existing fencing wood privacy fencing and gates with new 6-ft tall, 1x4-inch cedar fencing with ¼-inch gaps and new wood gates topped with 7-¼-inch tall by approximately 6-ft wide pergola elements.



Figure 2: View of the south side of the house and the location of one section of existing fencing to be replaced. Two of the three windows proposed for replacement are located behind the fence at the foundation level (March 2026, Historic Preservation Division).



Figure 3: View of the north side of the house and the location of the other section of existing fencing to be replaced. One of the three windows proposed for replacement is located along this elevation behind existing shrubbery (March 2026, Historic Preservation Division).

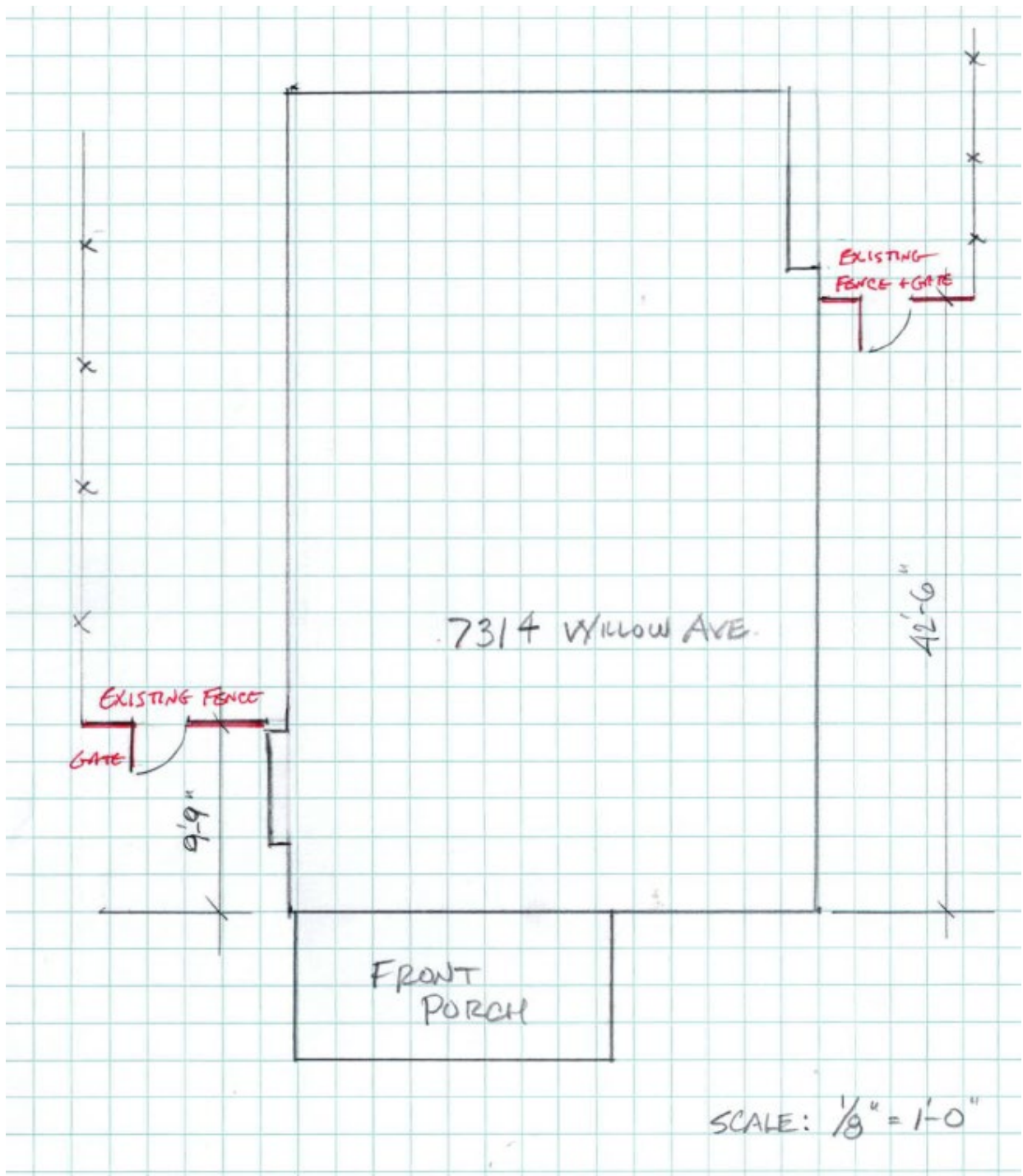


Figure 4: Site plan showing the location of the proposed fence and gate replacement.

APPLICABLE GUIDELINES

When reviewing alterations and new construction within the Takoma Park Historic District several documents are to be utilized as guidelines to assist the Commission in developing their decision. 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)*. The pertinent information in these documents is outlined below.

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.

A majority of the buildings in the Takoma Park Historic District have been assessed as being “Contributing Resources.” While these buildings may not have the same level of architectural or historical significance as Outstanding Resources or may have lost some degree of integrity, collectively, they are the basic building blocks of the Takoma Park district. They are important to the overall character of the district and the streetscape due to their size, scale, and architectural qualities, rather than for their particular architectural features.

Contributing Resources should receive a more lenient level of design 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.

Residential Areas

In Takoma Park, there are a number of elements which define the streetscape and building patterns.

- Use of decorative stone retaining walls (where required by topographic changes) and occasionally fences to define a sidewalk line and separate yards from street.
- Sidewalks and planting strips along the street.
- Orientation of driveways and parking areas to the rear and side of buildings.
- Extensive landscaping, including mature trees and flowering plants (e.g. azaleas).

The following guidance which pertains to this project are as follows:

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

Fence Replacement and Alterations

On the south side of the house, set back 9-ft 9-inches from the front wall plane., the applicants propose to replace approximately 10 feet of existing fence boards and a gate running parallel to the street, and on the north side of the house, set back 42-ft 6-inches from the front wall plane of the house, the applicants propose to replace approximately 9 feet of fence boards and a gate running parallel to the street. Staff finds that the proposed work is largely in-kind, with the exception of the gate design and an additional pergola feature proposed over the gates. Staff finds that the proposed fencing, gates, and pergola features will not damage or remove any historic materials that characterize the property and are compatible with the resource and district, per *Standards 2 and 9 and Chapter 24A-8(b)(1) and (2)*.



Figure 7: View of the existing fencing along the south side of the house (March 2026, Historic Preservation Division).

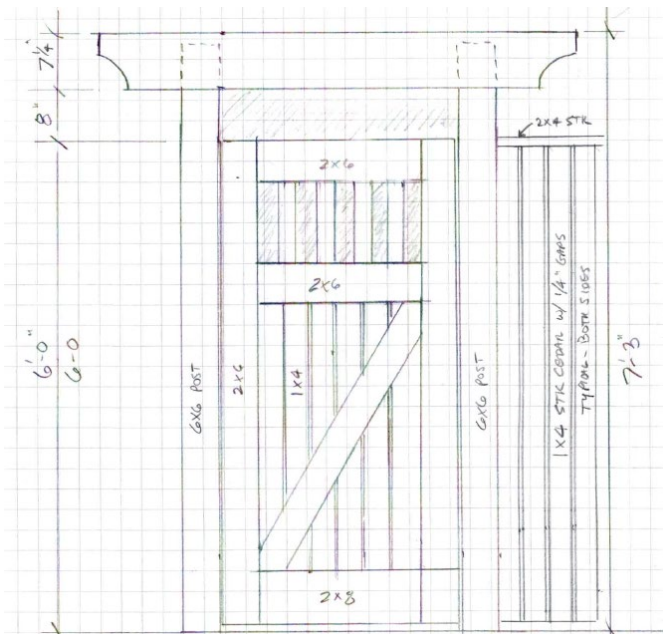


Figure 8: Proposed gate and pergola detail.

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) of the *Takoma Park Historic District Guidelines*, 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, 6, and 9;

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 301-495-2167 or laura.dipasquale@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:

1920's 30's Category 2 Bungalow

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

Replacing 3 basement windows which are inoperable, frames rotting, allowing mice to enter house.

WINDOWS WILL BE REPLACED WITH MARVIN ELEVATE AWNING
WINDOWS - 3 LITE S/DL TO MATCH EXISTING MUNTIN PATTERN.

WINDOWS ARE NOT VISIBLE FROM STREET

(2) REPLACE GATES AND FENCE BOARDS - BOTH SIDES OF HOUSE
BETWEEN HOUSE AND SIDE FENCE DUE TO AGE/DETERIORATION.
FENCE BOARDS TO BE SIMILAR - STR CEDAR. GATES -
SEE ATTACHED SKETCH.



0004.19.01 (Current)
 availability and pricing subject to change.

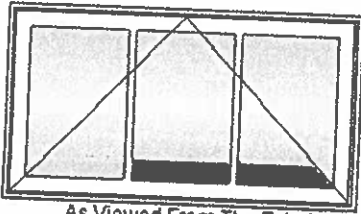
Heritage
 7314 Willow Ave
 Quote Number: EMHPEGL

LINE ITEM QUOTES

The following is a schedule of the windows and doors for this project. For additional unit details, please see Line Item Quotes. Additional charges, tax or Terms and Conditions may apply. Detail pricing is per unit.

Line #1	Mark Unit:	Net Price:	1,036.81
Qty: 2		Ext. Net Price:	2,073.62
		USD	

MARVIN 



As Viewed From The Exterior

Entered As: FS
 MO 41 1/2" X 22 1/4"
 FS 41" X 22"
 RO 42" X 22 1/2"
Egress Information
 No Egress Information available.
Performance Information
 U-Factor: 0.27
 Solar Heat Gain Coefficient: 0.27
 Visible Light Transmittance: 0.46
 Condensation Resistance: 57
 CPD Number: MAR-N-251-01240-00001
Performance Grade
 Licensee #899
 AAMA/WDMA/CSA 101/I.S.2/A440-17
 LC-PG50 1219X1197 mm (48X47.1 in)
 Water Resistance: 7.52 psf
 LC-PG50 DP +50/-50
 FL9686
 Utrex Fiberglass: AAMA 624

Stone White Exterior
 White Interior
 Elevate Awning - Roto Operating
 Frame Size 41" X 22"
 Rough Opening 42" X 22 1/2"
 Stone White Exterior
 White Interior
 IG
 Low E2 w/Argon
 Silver Stainless Steel Perimeter and Spacer Bar
 7/8" SDL - With Spacer Bar - Silver
 Rectangular - Special Cut 3W1H
 Stone White Ext - White Int
 White Folding Handle
 Interior Aluminum Screen
 Bright View Mesh
 White Surround
 4 9/16" Jamb
 Nailing Fin
 ***Note: Divided lite cut alignment may not be accurately represented in the OMS drawing. Please consult your local representative for exact specifications.
 ***Note: Unit Availability and Price is Subject to Change

Initials required

Seller: _____

Buyer: _____



SOUTH SIDE BASEMENT WINDOWS
7314 WINDOW A/B.

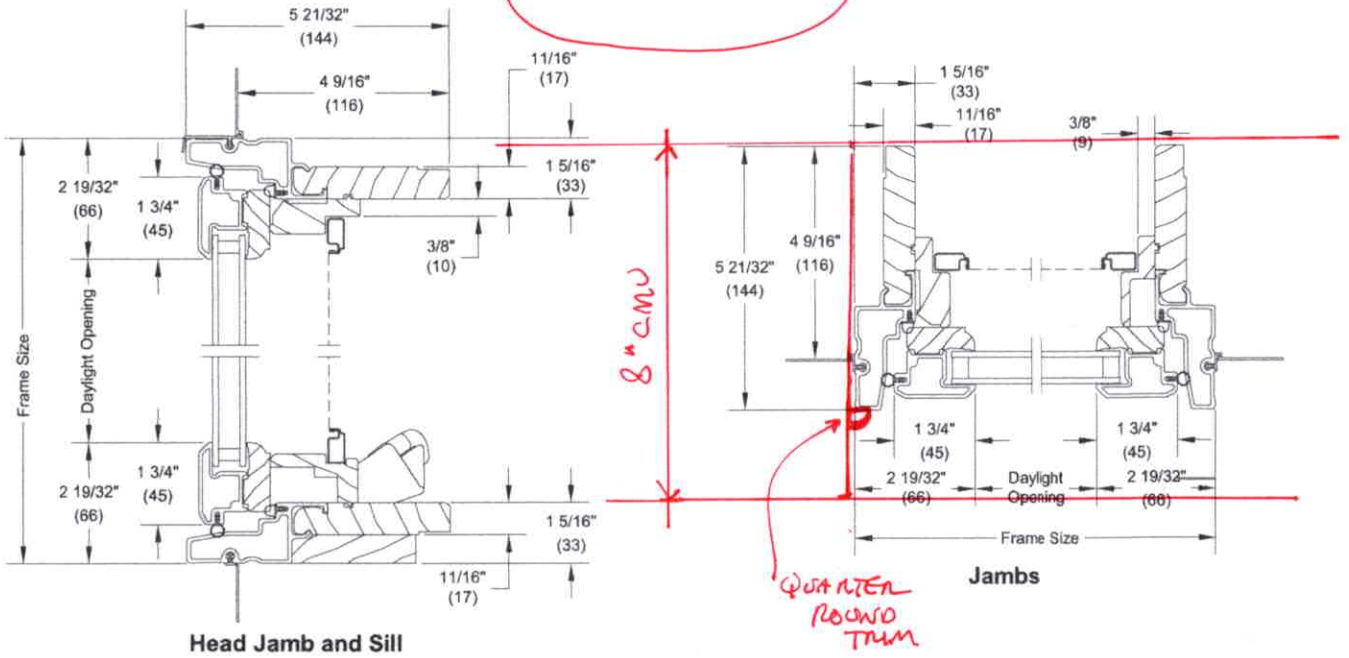


NORTH SIDE WINDOW
MISSING 1 MUNTIN

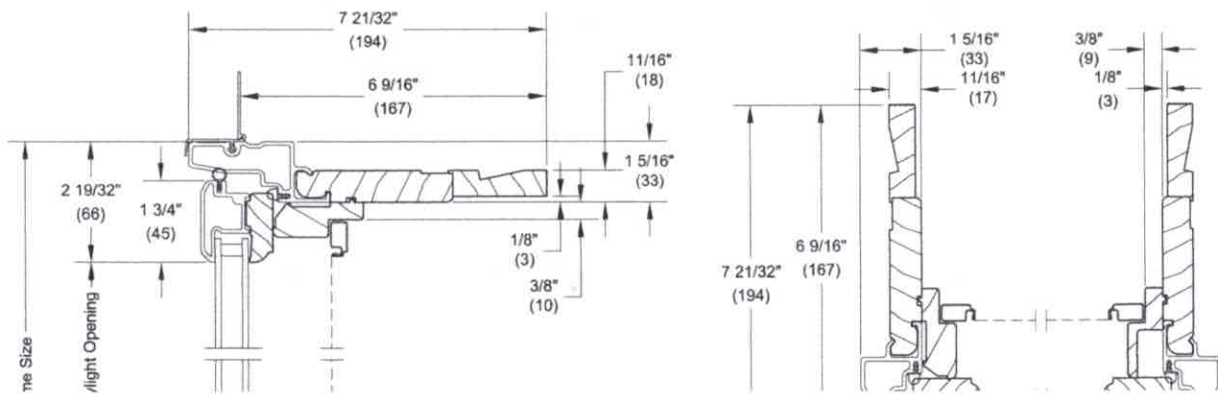
Section Details: Operating - Casement / Awning

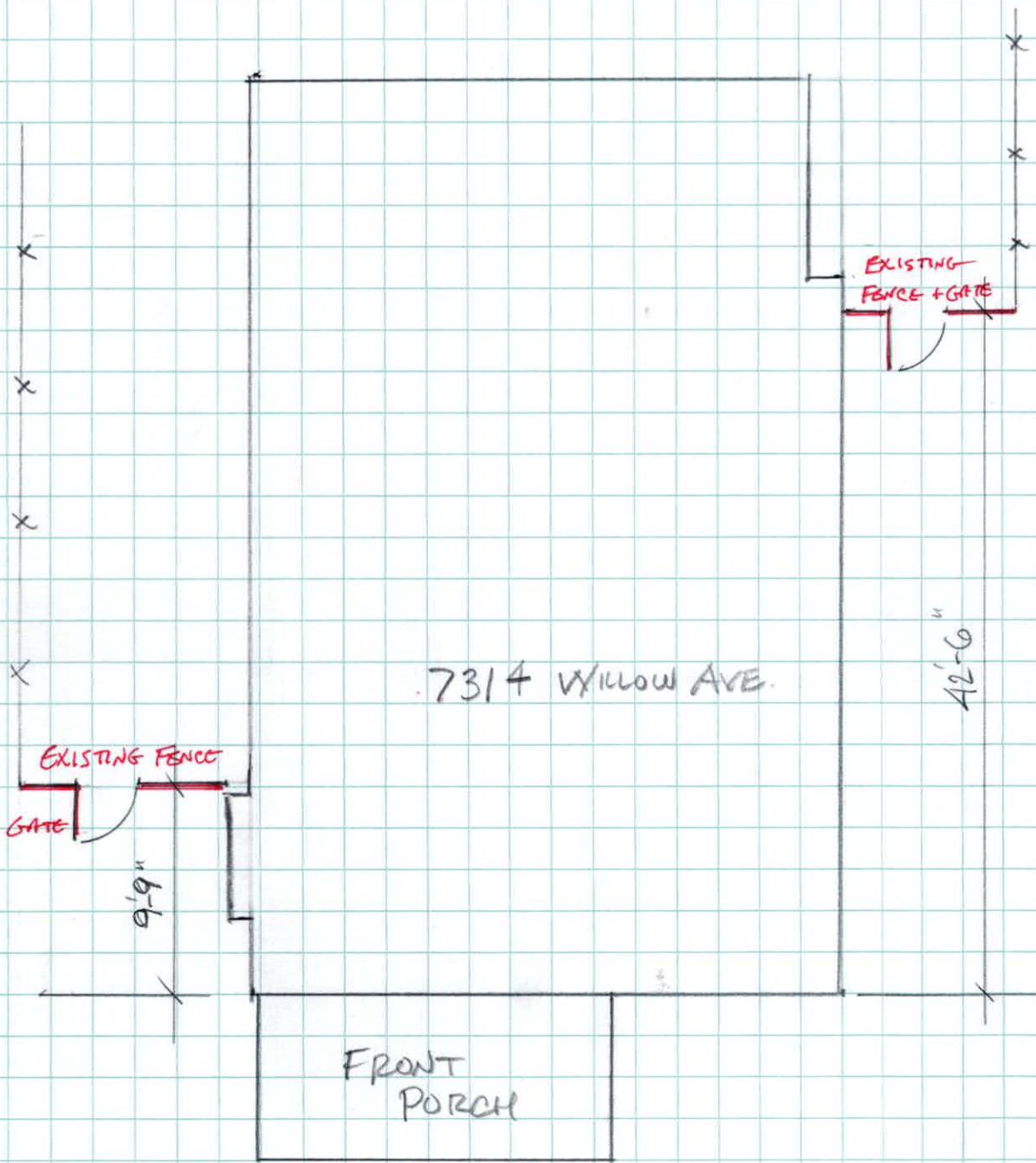
Scale: 3" = 1' 0"

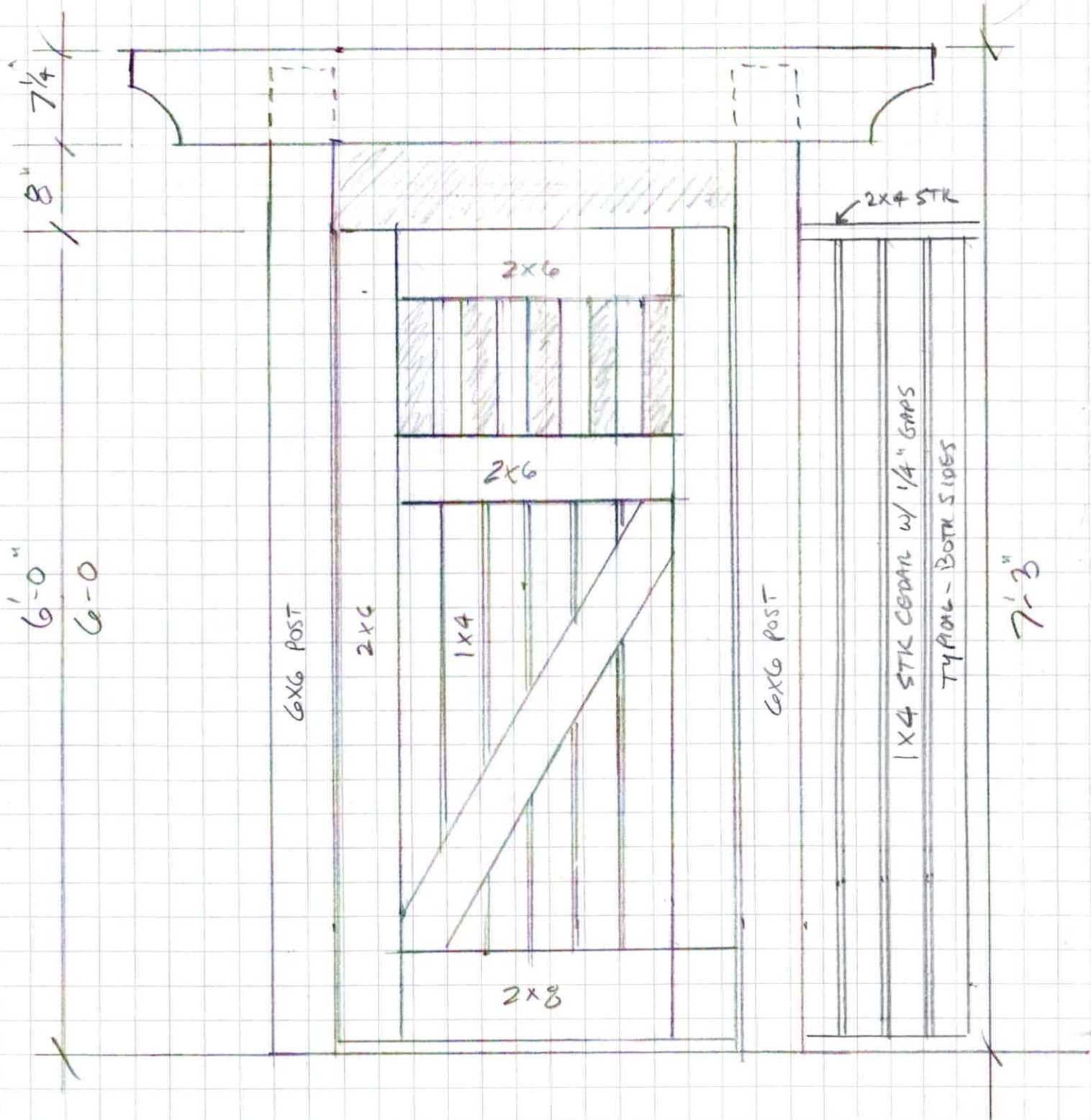
Operating - 4 9/16" (116)



Operating - 6 9/16" (167)







GATE + FENCE ELEVATION







