



City of Gaithersburg

31 South Summit Avenue
Gaithersburg, Maryland 20877

Historic District Commission Agenda
City Hall - Council Chambers
Wednesday, November 30, 2016, 7:30 PM

I. CALL TO ORDER

II. APPROVAL OF MINUTES

A. September 28, 2016

III. HISTORIC AREA WORK PERMIT REVIEWS

A. HIST-7448-2016
605 Steinbeck Avenue
Mixed Use Development (MXD) Zone
Porch floor replacement
HISTORIC AREA WORK PERMIT

B. HIST-7453-2016
11 Russell Avenue
Central Business District (CBD) Zone
Retroactive review of fence and shed construction and tree removal
HISTORIC AREA WORK PERMIT

IV. STAFF UPDATES

A. Summit Hall Smokehouse Video

V. COMMISSION UPDATES

VI. ADJOURNMENT

To confirm accessibility accommodations, please contact Chris Berger at 301-258-6330, or email cberger@gaitHERSBURGMD.GOV.

Please turn off all cellular phones and pagers prior to the meeting. Hand held signs brought may not be displayed in a manner which disrupts the meeting, blocks the view of spectators or cameras and poses a safety concern [e.g., signs mounted on stakes]. Your cooperation is appreciated.

The public is invited to attend and observe this session, but except in instances when the committee expressly invites public comments, no member of the public may participate in the discussions. The public may submit written comments to the committee staff liaison to be forwarded to the committee for its consideration. The City of Gaithersburg welcomes citizen involvement on committees. Please visit the City's website at www.gaitHERSBURGMD.GOV for vacancies.

This Commission is empowered to meet and act under Article XII of the City Code of Gaithersburg. The technical qualifications of the staff of this Commission and the members of the Commission are on file with the City of Gaithersburg, are available on request to any applicant, and are hereby made a part of the legal record of each and every application heard today. Each application heard today is considered on its own merits and is not to be considered as establishing a precedent for any other application.

This electronic version of materials related to applications before the City of Gaithersburg Historic District Commission is provided as a courtesy to interested parties. This is not the official record of matters before the Historic District Commission, and the City of Gaithersburg cannot guarantee the accuracy of electronic transmissions. Click here to view the [City of Gaithersburg Website Disclosure Statement](#). Materials provided electronically are provided as submitted by applicants; the City of Gaithersburg is not responsible for materials submitted by applicants. All materials included in this transmission are subject to change. The official record of any matter before the Historic District Commission is available for inspection by the public during regular business hours at City Hall, 31 South Summit Avenue, Gaithersburg, Maryland 20877.

ANNOUNCEMENTS

The next Historic District Commission will be held on Sunday, December 31, 2017, at City Hall, 7:30 PM.



City of Gaithersburg

31 South Summit Avenue
Gaithersburg, Maryland 20877

DRAFT

Historic District Commission Meeting Minutes
City Hall - Council Chambers
Wednesday, September 28, 2016, 7:30 PM

I. CALL TO ORDER

A meeting of the Historic District Commission was called to order at 7:30 p.m. with Chair Kirtz presiding. Committee members present: Marc Feinstein, Mary Jo LaFrance, Robert Love, John Roddy, and Dean Ventola. (Alternate Commissioner Love did not participate in the public meetings because a full commission was present.) Staff present: Chris Berger, Sandra Gross, Frank Johnson, Tom Lonergan, Martin Matsen, and Trudy Schwarz.

II. APPROVAL OF MINUTES

A. August 24, 2016

Motion was made by John Roddy, seconded by Mary Jo LaFrance, that August 24, 2016, be approved.

Vote: 5-0

III. HISTORIC AREA WORK PERMIT REVIEWS

A. HIST-7414-2016 5 South Summit Avenue Central Business District (CBD) Zone Rehabilitation of Olde Towne Park Plaza HISTORIC AREA WORK PERMIT

The commissioners had no conflicts.

Planner Berger provided an introduction. The City locally designated the property in 1983. In 2014 the Mayor appointed citizens to an ad hoc committee to study the plaza and identify goals and features for the site. The Planning Commission reviewed the plans at its September 7, 2016, meeting and approved with no conditions.

Steven Torgerson, a design associate at A. Morton Thomas Engineering, gave a PowerPoint presentation of the plaza rehabilitation. He was joined by Sandra Gross, an engineer with the City's Public Works, and Tom Lonergan, the City's

economic development director. The focal point will be a multifunction space that will feature a splash fountain. The project will include parking, bioretention areas, pavers, lighting, benches, landscaping, and decorative air conditioning screens that feature historical images of Gaithersburg. Shade structures may also be constructed depending on the budget.

Commissioner Feinstein was complimentary of the design, specifically the splash fountain. He inquired about the reduction in size of the parking lot. Mr. Torgerson and Economic Development Director Lonergan both said the ad hoc committee discussed the topic, and the plaza's parking lot size was a compromise. Commissioner Feinstein said some of the light poles appeared too narrow and out of scale. Mr. Torgerson responded that the tall light poles are intended to be secondary to the trees among them. Commissioner Feinstein inquired about how the parking lot will be closed for special events. Parking barricades will be placed at the lot's entrance.

Commissioner La France had similar concerns about the lighting but was satisfied with Mr. Torgerson's response.

Vice Chair Roddy asked if the splash fountain was to have a varied grade. Mr. Torgerson said the grade will slope about an inch to the middle of the fountain.

Commissioner Ventola asked how many parking spaces will be lost with removal of the existing lot. It will be about a dozen spaces. He inquired about the status of the Budd Car. It is proposed to be moved pending development to the adjacent parcel to the east. He asked if the parking islands in the proposed lot will be raised or flat. They will be raised. He complimented the air conditioning screens but was concerned the perforated panels may not block the appearance or sound of the units. He also praised the lighting under the benches, use of the parking lots for vendors, reduction in size of on-site parking, multifunctionality of the fountain, potential installation of shade structures, LED lighting, train allee, and trees.

Chair Kirtz was also complimentary of the project. However, he said the benches were too modern for the site.

Motion was made by Dean Ventola, seconded by John Roddy, that HIST-7414-2016, 5 South Summit Avenue, Central Business District (CBD) Zone, Rehabilitation of Olde Towne Park Plaza, **HISTORIC AREA WORK PERMIT**, be approved.

Vote: 5-0

B. HIST-7401-2016
111 Meem Avenue
Medium Density Residential (R-90) Zone
Deck alteration; gate installation
HISTORIC AREA WORK PERMIT

There were no conflicts.

Planning Berger provided a staff presentation. The building is noncontributing to the Chestnut/Meem Historic District. The applicant seeks to alter the existing deck and install a gate on the existing fence.

The applicant and owner, Xiaozhong "Alex" Bao, was available for questions.

Commissioner Ventola inquired about the height of the proposed fence. It will be 8 feet tall. He said the fence appeared to be excessive and asked the applicant why it was so tall. Mr. Bao said he bought the property with the existing fence already in place and did not wish to replace it with a lower fence.

Commissioner La France agreed the fence was too high and suggested the fence be lowered should it be rebuilt.

Commissioner Feinstein reminded that the existing fence was approved by the HDC in 2001.

Motion was made by Dean Ventola, seconded by John Roddy, that HIST-7401-2016, 111 Meem Avenue, Medium Density Residential (R-90) Zone, Deck alteration; gate installation, **HISTORIC AREA WORK PERMIT**, be approved with one (1) condition:

1. The applicant must receive a fence permit and deck permit from the City before beginning work.

Vote: 5-0

C. HIST-7413-2016
102 Chestnut Street
Medium Density Residential (R-90) Zone
Tree removal
HISTORIC AREA WORK PERMIT

There were no conflicts. Commissioner La France disclosed she lives in the Chestnut/Meem Historic District.

Planner Berger provided a staff presentation. The applicant seeks to remove an apple tree in the rear yard that is in poor condition.

All commissioners agreed the tree was in poor condition and should be removed with the condition that a replacement tree is planted. Commissioner Ventola

added a second condition that the stump is ground down to grade.

Motion was made by Mary Jo LaFrance, seconded by John Roddy, that HIST-7413-2016, 102 Chestnut Street, Medium Density Residential (R-90) Zone Tree removal, **HISTORIC AREA WORK PERMIT**, be approved with two (2) conditions:

1. The applicant shall plant a replacement tree on the property of a species listed on the Chestnut/Meem Historic District Guidelines' suggested plant list.
2. The stump shall be down ground to grade.

Vote: 5-0

IV. STAFF UPDATES

V. COMMISSION UPDATES

Chair Kirtz said the Maryland Association of Historic District Commission's Crab Feast on September 10 in Cambridge, Maryland, was a success.

VI. ADJOURNMENT

Motion was made by John Roddy, seconded by Marc Feinstein, that Adjournment, be approved.

Vote: 5-0

STAFF COMMENTS FOR HISTORIC DISTRICT COMMISSION

Meeting Date: Wednesday, November 30, 2016

Title: **Historic Area Work Permit Application:
HIST-7448-2016, Porch floor replacement on
England-Crown Manor House**

Request: **CONDUCT REVIEW OF HISTORIC AREA
WORK PERMIT APPLICATION**

Address: 605 Steinbeck Avenue

Zone: MXD (Mixed Use Development)

Historic Property: Individually designated as the England-Crown Farm
(HD-32)

Applicant/Owner: VII Crown Farm Owner, LLC

Staff Liaison: Chris Berger, Planner

Enclosures:

Staff Comments and Location Map

Exhibits

- Exhibit 1: HIST-7448-2016 Application
- Exhibit 2: Correspondence
- Exhibit 3: HIST-1021-2012 Staff Report and Meeting Minutes
- Exhibit 4: HIST-1021-2012 Revised Plans
- Exhibit 5: Existing Photos
- Exhibit 6: Notifications



Figure 1. Location aerial of 605 Steinbeck Ave.

STAFF COMMENTS

I. Purpose and Objective

The purpose and objective of this agenda item is for the City of Gaithersburg's Historic District Commission (HDC) to conduct a review of Historic Area Work Permit (HAWP) application HIST-7448-2016, porch floor replacement (**Exhibit 4**). The subject property is located on Steinbeck Avenue between Salk Circle and DeCoverly Drive within Crown Farm. Known as the England-Crown Manor House, it is part of a historic resource designated by the City in 2008 (HD-32).



Exhibit 5. The England-Crown Manor House (November 2016).

II. Scope of Review

In accordance with § 24-227(a) of *The City Code*, a HAWP is required for work on public or private property that would affect the historic, archaeological, or architectural significance of a designated historic resource, any portion of which is visible or intended to be visible from the public-right-of-way, must be issued pursuant to the provisions of this chapter before:

- (1) Constructing, reconstructing, moving, relocating, demolishing or in any manner modifying, changing or altering the exterior features of any designated historic site or historic resource located within the city;

- (2) Performing any grading, excavating, constructing or substantially modifying, changing or altering the environmental setting of a historic site or a historic resource located within the city;

Section 24-227.2 of *The City Code* specifies the following with respect to HAWP reviews:

- (a) The historic district commission, in evaluating an application for a historic area work permit, shall consider and render its decision based on the following factors:
 - (1) The preservation of the historic, archaeological, or architectural significance of the site or structure and its relationship to the historic, archaeological or architectural significance of the surrounding area;
 - (2) Guidelines for rehabilitation and new construction design for designated sites, structures, and districts adopted by resolution of the mayor and city council, including criteria for construction, alteration, reconstruction, moving and demolition which are consistent with the Secretary of the Interior's Standards for Rehabilitation;
 - (3) The relationship of the exterior architectural features of the structure to the remainder of the structure and surrounding area;
 - (4) The general compatibility of the exterior design, scale, proportion, arrangement, texture and materials proposed to be used; and
 - (5) Any other factors, including aesthetic factors, which the commission deems pertinent.
- (b) In the case of an application for work on a historic resource, the commission shall be lenient in its judgment on 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 significance of surrounding historic resources. The historic district commission shall be strict in its judgment of plans for site or structures determined by research to be of historic, architectural or archaeological significance.

III. Existing Property Description/Background

The England-Crown Manor House is a two-and-one-half-story, Gothic Revival style farmhouse that was constructed circa 1894. A number of additions have been constructed at the south elevation, including the second-floor porch. Two outbuildings, the Smokehouse and Log House, are located on the same parcel as the Manor House.

The property was annexed into the City in 2006. The Mayor and City Council designated the England-Crown Farm as a historic resource on February 19, 2008. The historic resource designation number, HD-32, encompasses two separate tax parcels and, at the time of designation, was comprised of nine buildings/structures. On May 29, 2011, a fire destroyed the dairy barn, the milk house, and the hay barn, leaving six extant buildings/structures.

After the fire, the property's then owner, SunBrook Partners, contracted with Joseph J. Coratola, Jr., AIA of Coratola Architectural Studio, to prepare restoration plans for the Manor House and Log House. The HDC approved the plans for the two buildings at its October 4, 2012, meeting with HIST-1021-2012. The HAWP expired on October 4, 2014. As part of HIST-1021-2012, the second floor porch was restored and roll roof flooring was installed.

The applicant now seeks to remove the roll roofing from the second floor deck and replace it with flashing and Duradek, a vinyl waterproof membrane floor and roofing material.

The applicant also seeks to repair the lattice panels at the front porch; repoint the brick foundation piers; caulk and paint the window header trim; and paint the front porch steps and posts. None of this additional work requires a HAWP.



Exhibit 5. The second floor porch of the England-Crown Manor House (November 2016).



Exhibit 5. The second floor porch of the England-Crown Manor House. The porch floor is currently covered with roll roofing (November 2016).



Exhibit 2. Representative photos of the Duradek Ultra Heritage Series, the material proposed for the second floor porch floor.

IV. Guidelines/Project Design

The subject property is individually designated, so the *Historic District Design Guidelines for the Brookes, Russell, and Walker Historic District and Individually Designated Sites* apply.

The Guidelines state in regards to house design elements on Page 31, “New, additional, or replacement construction work on existing houses should be compatible with the historical design elements.”

On the next page, the Guidelines note the following in regard to materials, “If a material is developed in the future that can provide an appearance that is historic, it may be used on a case-by-case basis.”

Finally, the Guidelines note on Page 41:

New work must harmonize with the character and scale of the existing house. The new work shall be differentiated from the old. It shall be compatible in height, scale, materials, elevations, texture, color, and details.

V. Staff Notes

The applicant seeks a porch floor that will be both durable and aesthetically pleasing. According to the Guidelines, a nonhistoric material such as Duradek may be used on a case-by-case basis so long as it is compatible and in harmony with the remainder of the building. It is Staff’s opinion that the proposed porch floor meets these parameters. Further, the porch floor will not be readily visible from the public right of way.

VI. Conclusion

Staff recommends **THE HISTORIC DISTRICT COMMISSION, BASED ON THE EXHIBITS SUBMITTED, THE APPLICANT’S TESTIMONY, AND THE STAFF REPORT FINDINGS AND RECOMMENDATION, APPROVE HISTORIC AREA WORK PERMIT HIST-7448-2016, PORCH FLOOR REPLACEMENT, FINDING IT IS IN COMPLIANCE WITH §24-227.2 OF THE CITY CODE, WITH NO (0) CONDITIONS.**



PLANNING AND CODE ADMINISTRATION

City of Gaithersburg · 31 South Summit Avenue · Gaithersburg, Maryland 20877 · Telephone: (301) 258-6330 · Fax: (301) 258-6336
plancode@gaitthersburgmd.gov · www.gaitthersburgmd.gov

HISTORIC AREA WORK PERMIT APPLICATION

All information must be complete to initiate processing of application

SUBJECT PROPERTY

Street Address 9800 FIELDS ROAD, GAITHERSBURG, MD 20878

APPLICANT

Name VII CROWN FARM OWNER, LLC

Street Address 10740 PARKRIDGE BOULEVARD, SUITE 110

City RESTON State VA Zip Code 20191

Telephone Numbers: Work (703) 391-7258 Cell (703) 944-4990 E-mail Address DRAMSEY@WBPROPERTIES.COM

PROPERTY OWNER

Name VII CROWN FARM OWNER, LLC

Street Address 10740 PARKRIDGE BOULEVARD, SUITE 110

City RESTON State VA Zip Code 20191

Telephone Numbers: Work (703) 391-7258 Cell (703) 944-4990 E-mail Address DRAMSEY@WBPROPERTIES.COM

TYPE OF WORK (Check All that Apply)

- Work is Visible from the Public Right of Way
- You Intend to Apply for County, State or Federal Tax Credits (see submission requirements)
- There are Deed or Easement Restrictions on the Exterior of the Property (see submission requirements)

WORK DESCRIPTION

EXTERIOR RENOVATIONS ONLY (CARPENTRY; MASONRY; ROOFING)

SUBMISSION REQUIREMENTS

- Marked Up Site Plan/Survey Showing Location of Work
- Architectural Evaluations (optional)
- Photograph of Impacted Area (optional)
- Photograph of Exterior Structure (optional)





DISCOVERY DRIVE

ALLEY F-1

ALLEY F-2

STEINBECK AVENUE

HEMINGWAY DRIVE

ALLEY S-1

ALLEY S-2

Historic House Site

STRUMMER LANE

PARCEL #7

ALLEY R-1

ALLEY R-2

S/VB

100YR

WB

WB

WB

GODDALL STREET

STEINBECK AVENUE

PARCEL #1

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29

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From: William Dowd
To: [Chris Berger](#)
Cc: [HELEN KIM](#); [David Ramsey](#); [Wayne Harper](#)
Subject: RE: England Crown
Date: Tuesday, November 22, 2016 7:37:11 AM

Chris,

We will be using the Ultra Heritage series/ Aspen.



William Dowd
Westbrook Properties
10740 Parkridge Boulevard, Suite 110
Reston, VA 20191
M: (703) 755-5399
WDowd@WbProperties.com

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From: Chris Berger [mailto:CBerger@gaithersburgmd.gov]
Sent: Monday, November 21, 2016 4:27 PM
To: William Dowd <WDowd@WbProperties.com>
Cc: HELEN KIM <hkim@warnercon.com>; David Ramsey <DRamsey@WbProperties.com>
Subject: RE: England Crown

Bill,

I am finalizing my staff report for the new Duradeck porch floor at the Crown Manor House. Can you choose a representative photo of what you want to install at the Crown Manor House? Something from their website is fine: <https://duradek.com/vinyl-decking/>

I will install a Historic District Commission meeting notification sign at the property tomorrow. It can be thrown away after the Nov. 30 meeting.

Chris Berger, M.H.P.

Planner II
Staff Liaison to the Historic District Commission
Planning and Code Administration
City of Gaithersburg
31 South Summit Avenue
Gaithersburg, Maryland 20877
Phone: 301-258-6330
Fax: 301-258-6336
City website: www.gaithersburgmd.gov

The opinions expressed in this message are not necessarily those of the City of Gaithersburg staff, mayor, or council.

From: William Dowd [mailto:WDowd@WbProperties.com]
Sent: Thursday, November 10, 2016 10:15 AM
To: Chris Berger
Cc: HELEN KIM; David Ramsey
Subject: Re: England Crown

Thank you

William Dowd
Westbrook Properties
10740 Parkridge Boulevard, Suite 110
Reston, VA 20191
M: (703) 755-5399
WDowd@WbProperties.com

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On Nov 10, 2016, at 10:00 AM, Chris Berger <CBerger@gaithersburgmd.gov> wrote:

Perfect. Thanks, Bill.

Chris Berger, M.H.P.

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From: William Dowd [<mailto:WDowd@WbProperties.com>]
Sent: Thursday, November 10, 2016 9:59 AM
To: Chris Berger; HELEN KIM
Cc: David Ramsey
Subject: RE: England Crown

Chris,

The following are the proposed improvements for Crown Farm Manor House:
We will remove the roll roofing from the second floor deck and install a Duradek roofing system and flashing.
The lattice panels on the front porch will be repaired. The brick foundations will be pointed up.
The window header trim will be caulked and painted to match existing.
The front porch steps and posts will be painted to coincide with the look and feel of the remainder of the existing porch.

William Dowd
Westbrook Properties
10740 Parkridge Boulevard, Suite 110
Reston, VA 20191
M: (703) 755-5399
WDowd@WbProperties.com

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From: Chris Berger [<mailto:CBerger@gaithersburgmd.gov>]
Sent: Wednesday, November 09, 2016 2:01 PM
To: HELEN KIM <hkim@warnercon.com>; William Dowd <WDowd@WbProperties.com>
Cc: David Ramsey <DRamsey@WbProperties.com>
Subject: RE: England Crown

Helen and Bill,

For the Crown Farm Manor House application, I need a brief, emailed description of the proposed changes that will note what work will be done and where.

Chris Berger, M.H.P.

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Staff Liaison to the Historic District Commission
Planning and Code Administration
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City website: www.gaithersburgmd.gov

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From: HELEN KIM [<mailto:hkim@warnercon.com>]
Sent: Thursday, November 03, 2016 9:23 AM
To: Chris Berger; William Dowd
Cc: David Ramsey
Subject: RE: England Crown

Good morning Chris,

Attached is the Historic Area Work Permit Application along with the site plan of the Historic House.

Please let me know if you need anything else.

v/r,

Helen Kim
Assistant Project Manager

Warner Construction Consultants, Inc.

2273 Research Boulevard, Suite 500
Rockville, Maryland 20850

Office: 240-599-7130
Fax: 301-670-7977
Mobile: 703-965-8396

hkim@warnercon.com
www.warnercon.com

From: Chris Berger [<mailto:CBerger@gaithersburgmd.gov>]
Sent: Thursday, November 03, 2016 8:49 AM
To: William Dowd <WDowd@WbProperties.com>
Cc: HELEN KIM <hkim@warnercon.com>; David Ramsey <DRamsey@WbProperties.com>
Subject: RE: England Crown

Bill,

You could just email me a scan of the Historic Area Work Permit application form. No need for you to make a trip over here when we only need digital copies.

As for Greg Dennison's Residential Improvement permit application, he will require a paper copy and a digital copy of the application and plans.

Chris Berger, M.H.P.

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Planning and Code Administration
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City website: www.gaithersburgmd.gov

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council.

From: William Dowd [<mailto:WDowd@WbProperties.com>]
Sent: Thursday, November 03, 2016 7:35 AM
To: Chris Berger
Cc: HELEN KIM; David Ramsey
Subject: FW: England Crown

Chris,

Here is the scan copy of the drawings we will be submitting today.
Do I drop the application and drawings off with you?
Thanks for your help.

William Dowd
Westbrook Properties
10740 Parkridge Boulevard, Suite 110
Reston, VA 20191
M: (703) 755-5399
WDowd@WbProperties.com

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From: HELEN KIM [<mailto:hkim@warnercon.com>]
Sent: Wednesday, November 02, 2016 12:32 PM
To: William Dowd <WDowd@WbProperties.com>
Subject: FW: England Crown

Bill,

Attached is the electronic file of the redlined Historic House drawings.

v/r,

Helen Kim
Assistant Project Manager

Warner Construction Consultants, Inc.
2273 Research Boulevard, Suite 500
Rockville, Maryland 20850

Office: 240-599-7130
Fax: 301-670-7977
Mobile: 703-965-8396

hkim@warnercon.com

www.warnercon.com

From: EGI Gaithersburg [<mailto:gaithersburg@egicopycenter.com>]

Sent: Wednesday, November 2, 2016 12:24 PM

To: HELEN KIM <hkim@warnercon.com>

Subject: England Crown

<image001.png>

EGI Printing & Graphics

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GAITHERSBURG, MD 20877

301-948-4803

www.egiprinting.com

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<https://www.facebook.com/egicopycenter>

STAFF COMMENTS FOR HISTORIC DISTRICT COMMISSION

Meeting Date: Thursday, October 4, 2012

Title: Historic Area Work Permit – HIST-1021-2012, Farmhouse and Log House Rehabilitation Plans

Request: **ISSUANCE OF PERMIT/CERTIFICATE OF APPROVAL**
FOR HISTORIC AREA WORK PERMIT - HIST-1021-2012
Farmhouse and Log House Rehabilitation Plans

Address: 605 Steinbeck Avenue

Historic Resource: England-Crown Farm, HD-32

Applicant: Joseph J. Coratola, Jr., AIA

Owner: SunBrook Partners

Architect: Joseph J. Coratola, Jr., AIA - Coratola Architectural Studio, LLC.

Enclosures: *Staff Comments, Index of Memoranda, and Memoranda*



Background

The building at 605 Steinbeck Avenue, a circa 1894, two-and-one-half-story, Gothic Revival farmhouse is the centerpiece of the England-Crown Farm (HD-32). Located on the same lot as the farmhouse, is a log house that dates to approximately the mid- to late-nineteenth century. The lot is zoned MXD (Mixed Use Development), as are the lots adjoining and confronting the property.

The England-Crown Farm was designated a local historic resource by the Mayor and City Council of the City of Gaithersburg on February 19, 2008. The historic resource designation number, HD-32, encompasses two separate tax parcels and, at the time of designation, was comprised of nine buildings/structures. The England-Crown Farm is eligible for listing on the National Register of Historic Places.

In May 2011, a fire consumed the dairy barn, the milk house, and the hay bar, leaving six extant buildings/structures. Following the May 2011 fire, a six-foot high, chain-link fence was erected around the perimeter of the remaining building/structures, and the windows and doors on the farmhouse were sealed/boarded.

In October 2011, as part of Historic Area Work Permit - 116A (HAWP-116A), steps were taken by the property owner to ensure the stabilization of the log house by overseeing the installation of temporary exterior shoring.

The farmhouse and the log house are located on a fee simple lot that will be sold by SunBrook Partners to a private homeowner. SunBrook Partners have contracted with Joseph J. Coratola, Jr., AIA of Coratola Architectural Studio to prepare the extensive rehabilitation plans for the two buildings.

The Maryland Historic Trust approved the applicant's rehabilitation plans on August 22, 2012 as part of a Section 106 review for the property (Exhibit #2), finding the plans to be in conformance with *The Secretary of Interior's Standards for the Treatment of Historic Properties*, 36 CFR 68.

Proposed Project

The applicant seeks to begin work on the rehabilitation of the farmhouse and the log house. Prior to commencing work, the Historic District Commission (HDC) of the City of Gaithersburg must review those aspects of the plans that call for exterior alterations to the farmhouse and the log house.

In accordance with §24-227.1(d)(1) of *The City of Gaithersburg Code of Ordinances*, the applicant must be issued a historic area work permit prior to beginning rehabilitation and implementing the proposed alterations.

The exterior alterations of the farmhouse include:

- 1. Installation of guard rails on the verandas (conformance to the International Residential Code).*
- 2. Installation of replacement front door. The farmhouse is currently missing its original front door.*
- 3. Installation of shutters, flanking each two-over-two, double-hung sash window. Original shutters were found in the log house and will be reused; new shutters will be constructed to match the originals.*

The exterior alterations of the log house include:

- 1. Installation of cedar shakes for roof sheathing.*
- 2. Installation of six-over-six, double-hung, sash windows, constructed of wood on the first-story.*
- 3. Four-light, fixed windows, constructed on wood, will be installed within the gable ends.*
- 4. Solid core wood doors will be installed on each elevation, replacing deteriorated remains of each of the original doors.*
- 5. Replacement clapboards will be installed where original cladding is no longer present.*

Farmhouse

Proposed exterior alterations to the farmhouse include the installation of a guard rail on the front veranda and the installation of a guard rail on the second-story, rear veranda. The guard rails are being installed in order to conform to the *International Residential Code*.

The guard rails will be comprised of two-by-two pickets with a beveled cap and bottom rail. The guard rails can be removed in the future without causing any irreversible damage to either of the original porches.

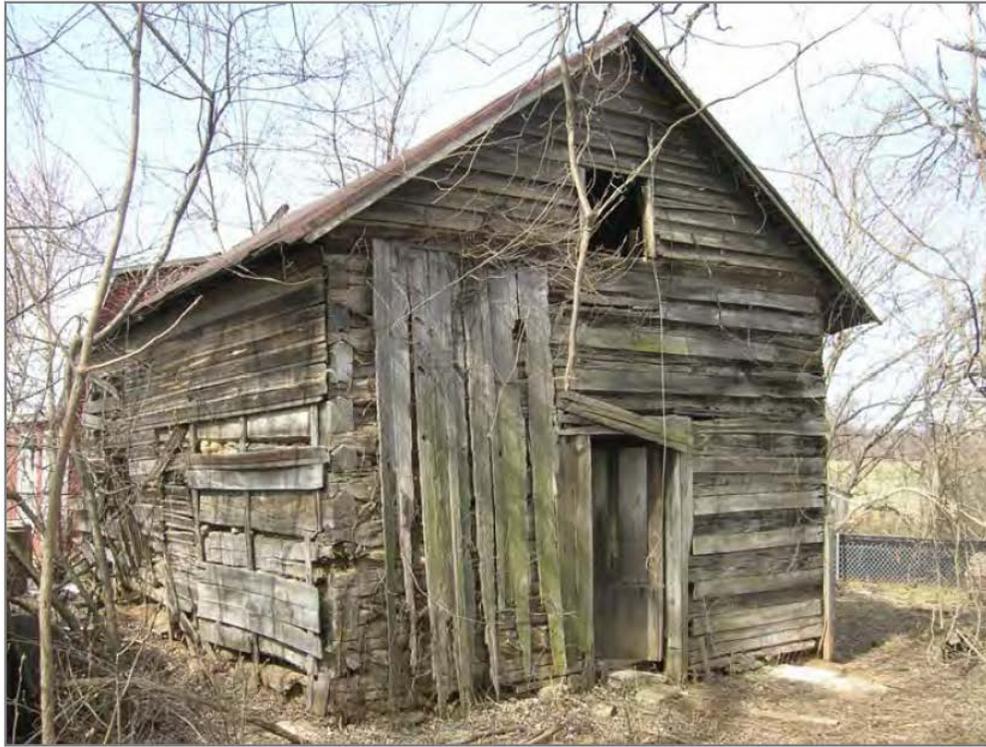


The farmhouse is currently missing its front door. As a result, a new front door will be installed in the original location. The style and material of the door will match that of the original front door.

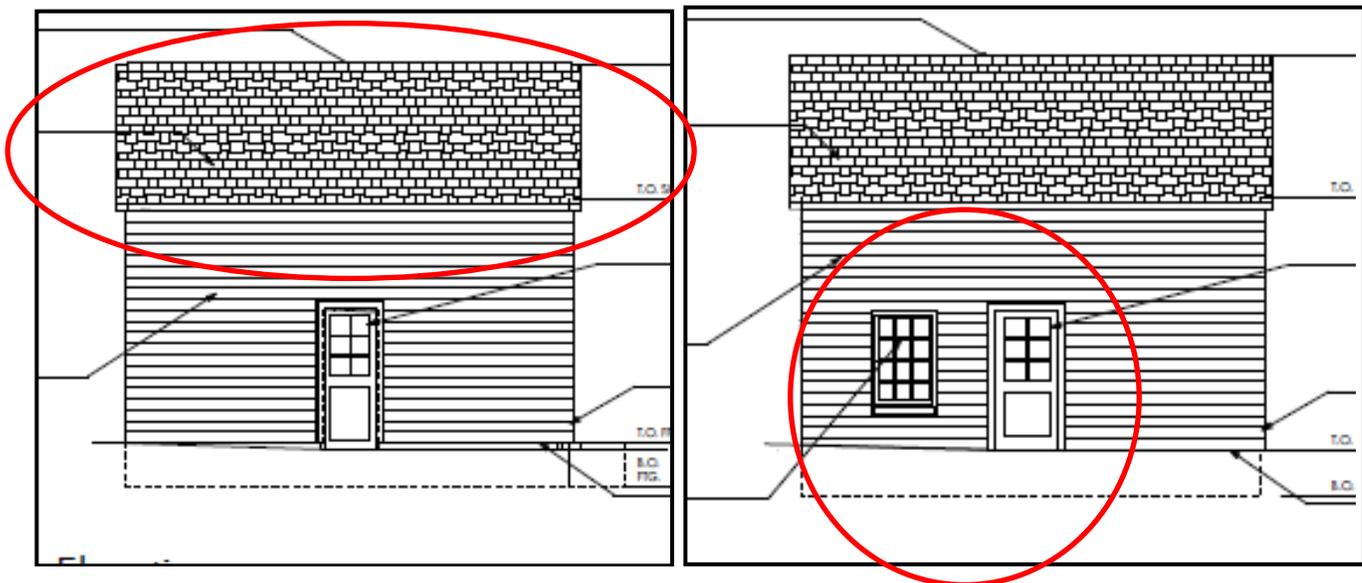


Several of the farmhouse's original wood shutters were found in the log house and will be repaired and reused, flanking each of the two-over-two, double-hung sash windows on the farmhouse.

Log House



Proposed exterior alterations to the log house include the removal of the corrugated metal sheathing, which will be replaced with beveled sawn cedar shakes. The existing fenestration is either non-existent or in total disrepair, therefore, the installation of new fenestration is called for. Windows on the first-story will be six-over-six, double-hung, sash windows, constructed of wood. Four-light, fixed windows, constructed on wood, will installed within the gable ends. Solid core wood doors will be installed on each elevation, replacing what remains of each of the original doors. Door furniture will include wrought-iron, square butt hinges featuring ball finials. Each door will have three such hinges, with a black iron patina.





Coratola Architectural Studio and their log construction specialist, Mr. David Gibney of Historic Restoration Specialists (Exhibit #3), determined that the logs that are in good condition should be reused, with new logs being utilized as infill for those that are missing, and/or are rotten beyond repair.

Historic Restoration Specialists noted that the building should be systematically cataloged and dismantled with each component of the building being individually photographed and each piece of the building being individually numbered with metal tabs. When applicable, notes on each building component should be taken, indicating any special characteristics of that component, and/or any special considerations that should be taken into account. The original footprint of the building should be clearly delineated with stakes.

The foundation will be reconstructed using a rubble stone foundation built on a new concrete slab featuring a vapor barrier and laid in manner to allow for the installation of a new floor structure. Replacement logs will be pine and milled/machine cut to differentiate the old from the new. Logs will be held in place, as they were originally held in place, via gravity, with v-notched, corner notching locking each log in place.

Virtually none of the original chinking remains. Replacement chinking will be composed of a lime cement and sand mixture.

The log house was originally clad in horizontal bands of clapboard siding. Some of the original clapboards remain, and those that are salvageable will be reused. On those portions of the building where the siding is not salvageable, and/or on those portions of the building where the original siding is no longer present, replacement clapboards will be installed.

Scope of Review

The Maryland Historic Trust approved the applicant's rehabilitation plans on August 22, 2012 (Exhibit #2), finding the plans to be in conformance with *The Secretary of Interior's Standards for the Treatment of Historic Properties*, 36 CFR 68. The plans as described in this introduction, and as more thoroughly detailed in Exhibit #9 and in Exhibit #10 are same plans approved by the Maryland Historic Trust and are ready for implementation, pending the HDC's issuance of a certificate of approval for historic area work permit HIST-1021-2012.

Compliance with City Code

As specified in §24-227(a)(1) of *The City of Gaithersburg Code of Ordinances* a historic area work permit is required prior to:

- (1) Constructing, reconstructing, moving, relocating, demolishing, or in any manner modifying, changing or altering the exterior features of any designated historic site or historic resource located within the city;*

By requesting to install a guard rail and a front door to the farmhouse and by requesting to install a cedar shake roof, new fenestration, and new siding to the log house, the applicant seeks to make modifications to the exterior features of a designated historic resource (England-Crown Farm, HD-32).

Compliance with the Standards

The proposed project complies with *The Secretary of Interior's Standards for the Treatment of Historic Properties*, 36 CFR 68, Standard #5, #6, and #9:

- 5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.*
- 6. Deteriorated historic features shall be repaired rather than replaced. When the severity of the deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.*
- 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.*

MINUTES
HISTORIC DISTRICT COMMISSION MEETING
October 4, 2012
Council Chambers, City Hall

I. CALL TO ORDER

Time:

Chair Chris Kirtz called the meeting to order at 7:30 P.M.

Commissioners Present:

Arkin, Richard L.
Kirtz, Chris (Chair)
La France, Mary Jo
McCutcheon, John (Alternate, acting full commissioner)
Roddy, John (Vice Chair)
Ventola, Dean
Weich, Ruthzaly

Commissioners Absent:

Feinstein, Marc

Planning and Code Administration Staff Present:

Bowling, Matt (Planner and Liaison to the Historic District Commission)
Pruss, Lauren (Planning Director)

Historic District Commission's Opening Statement

Chair Kirtz read the Opening Statement, as follows: "this Commission is empowered to meet and act under Article XII of the City Code of Gaithersburg. The technical qualifications of the staff of this Commission and the members of the Commission are on file with the City of Gaithersburg, are available on request to any applicant, and are hereby made a part of the legal record of each and every application heard today. Each application heard today is considered on its own merits and is not to be considered as establishing a precedent for any other application."

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31 South Summit Avenue
Gaithersburg, Maryland 20877

II. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Motion was made by Commissioner Roddy, seconded by Commissioner Arkin, to approve the minutes of the September 6, 2012, Historic District Commission regular meeting as amended.

Motion carried by a 5-0-2 vote (Commissioner La France and Commissioner McCutcheon abstained).

III. HISTORIC AREA WORK PERMIT REVIEWS

HIST-1021-2012- Historic Area Work Permit Application, 605 Steinbeck Avenue, Gaithersburg, Maryland 20878, England-Crown (HD-32), Farmhouse and Log House Rehabilitation

Staff introduced the application and provided a brief comments/overview of the proposed work and informed the Commission that due to a potential conflict interest, the formal applicant, Mr. Joseph J. Coratola, Jr., AIA, would not be available to participate in the review of Historic Area Work Permit Application: HIST-1021-2012.

Chair Kirtz opened the Commission's review of the application by encouraging the property owner's representative, Mr. Karl Alt of SunBrook Partners, to participate in the proceedings. The Commission asked a number of questions, seeking further clarification on a number of topics including: the installation of guard rails on the veranda of the Farmhouse, the age of the Log House, the choice of sheathing for the roof of the Log House, the Log House's fenestration, and the decision to clad the Log House with horizontal bands of clapboard siding in those places where the original siding is no longer present. The Commission also inquired on the Maryland Historical Trust's consultation process through Section 106 of the National Historic Preservation Act.

Motion by Commissioner Roddy, seconded by Commissioner Weich, to close the record for Historic Area Work Permit Application: HIST-1021-2012.

Motion carried by a 6-0-1 vote (Commissioner Ventola abstained)

Commissioner Ventola abstained from the vote to close the record, because he felt that the record needed to include documentation of the specific rehabilitation requirements set forth by the Maryland Historical Trust as part of the Section 106 consultation process.

Motion by Commissioner Arkin, seconded by Commissioner Roddy, to issue an approval for Historic Area Work Permit Application: HIST-1021-2012, finding the applicant's proposal to be, in general, an outstanding and important example of historic preservation, and finding the proposed work to be compliance with *The Secretary of Interior's Standards for the Treatment of Historic Properties*, 36 CFR 68, Standard #5, #6, and #9:

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31 South Summit Avenue
Gaithersburg, Maryland 20877

5. *Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.*
6. *Deteriorated historic features shall be repaired rather than replaced. When the severity of the deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.*
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.*

Motion carried by a 6-0-1 vote (Commissioner Ventola abstained).

Commissioner Ventola abstained from the vote to issue an approval for Historic Area Work Permit Application: HIST-1021-2012, because he felt that the rehabilitation plans for the Log House should not include the cladding of the building with horizontal bands of clapboard siding in those places where the original siding is no longer present.

The Commission was concerned with the decision by the Maryland Historical Trust to require the replacement of horizontal bands of clapboard siding in those places on the Log House where the original siding is no longer present. The Commission urged the applicant, and the property owner, to further inquire with the Maryland Historical Trust as to whether or not the inclusion of the installation of replacement horizontal bands of clapboard siding were the most appropriate form of rehabilitation in this particular instance. The Commission felt, that in the instance of the Log House, the rehabilitation would best be completed without the inclusion of the replacement cladding for the exterior of the building.

IV. OTHER HDC BUSINESS

None

V. UPDATES

None

VIII. ADJOURNMENT

CITY OF GAITHERSBURG
31 South Summit Avenue
Gaithersburg, Maryland 20877

Motion made by Commissioner Roddy, seconded by Commissioner Ventola, to adjourn the meeting at 9:12 P.M.

Motion passed by a 6-0-1 vote (Chair Kirtz abstained).

England Crown Farm Main House

9800 Field Road
Gaithersburg, MD 20878



PHOTOGRAPH



PROJECT TEAM

Owner: Sunbrook Partners
7200 Wisconsin Ave.
Suite 750
Bethesda, MD 20814

Architect: Coratola Architectural Studio, LLC
300 East Diamond Ave.
Gaithersburg, MD 20877
Tel.: 301.775.2867
Fax.: 301.519.0176

Structural Engineer: Keast & Hood Co.
1850 M Street NW
Suite 610
Washington, DC 20036
Tel.: 202.223.1941
Fax.: 202.223.1842

DRAWING INDEX

- G-001.1 Cover Sheet
- ~~EC-101.1 Existing Conditions Plans~~
- ~~EC-102.1 Existing Conditions Plans~~
- ~~EC-201.1 Existing Conditions Elevations~~
- ~~A-101.1 Restoration Plans~~
- ~~A-102.1 Restoration Plans~~
- ~~A-103.1 Restoration Plans~~
- ~~A-104.1 Restoration Plans~~
- A-201.1 Restoration Elevations
- A-202.1 Restoration Elevations
- A-203.1 Restoration Elevations
- A-204.1 Restoration Elevations
- ~~S-001.1 General Notes~~
- ~~S-002.1 General Notes~~
- ~~S-101.1 Foundation and First Floor Framing Plans~~
- ~~S-102.1 Second Floor and Attic Framing Plans~~
- ~~S-103.1 Sections and Details~~

SEAL

Professional Certification: "I certify that these documents were prepared or approved by me, and that I am a duly licensed architect under the laws of the State of Maryland, license number 11006, Expiration Date: 09-23-2013."

PROJECT NO: 100010
DRAWN BY: HGB
CHECK BY: JC
SCALE: As noted
COPYRIGHT: 2012

MARK	DATE	DESCRIPTION
	8/30/10	MT Submission
Δ	6/12/11	MT Resubmission
Δ	6/22/12	MT Resubmission

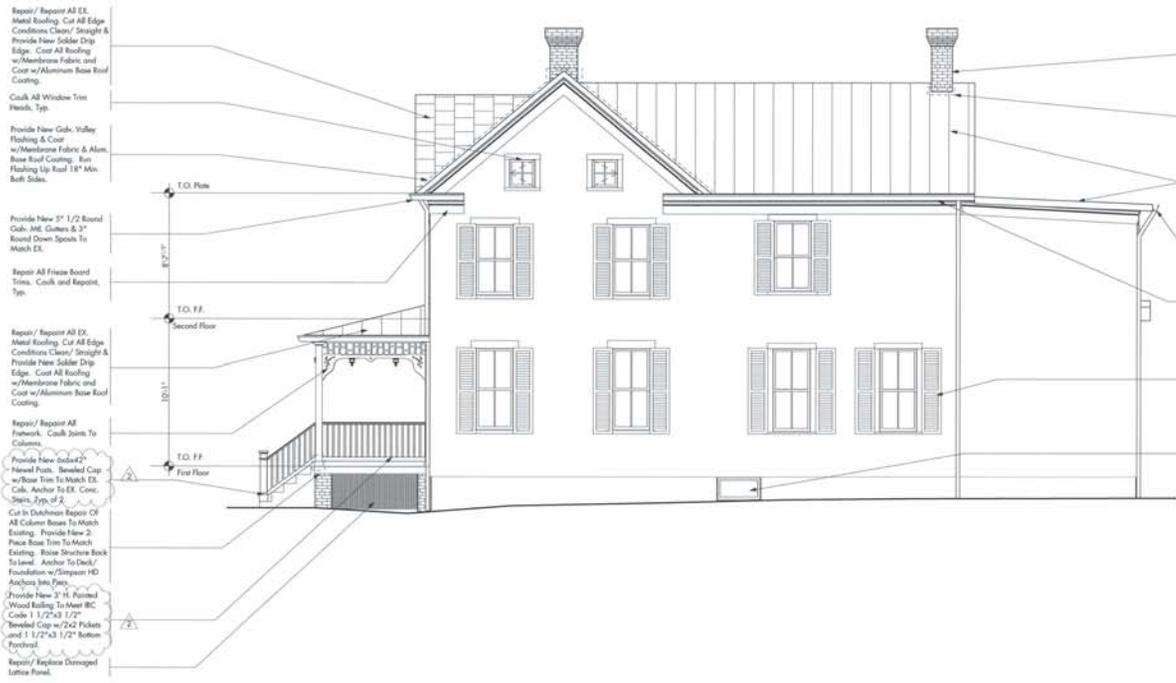
Written dimensions on these drawings shall have precedence over scale dimensions. Contractor shall verify and be responsible for all dimensions and conditions on the job. This office must be notified of any variations from the dimensions and conditions.

SHEET
G-001.1
OF 17



Elevation General Notes

- ROOFING:** All existing metal roofing to be repaired in kind. Patch damaged sections with galvanized steel stamped pattern to match form or standing seams to match old roofing. Repair damaged 1x6 gable sheathing to match existing where damaged. Provide new flashing around all projections to make water tight utilizing lead flashing. Cut edge of roofing or fascia boards to straight clean line and solder new metal drip edge around entire perimeter. Install new membrane fabric over entire roof and post on aluminum base coat coating.
- VALLEY FLASHING:** Provide all new valley flashing at all valley joints with galvanized steel flashing, run up each side of roofing 18" min. Install membrane fabric and post on aluminum base coat finish.
- ROOF DECK:** Remove all existing roofing or second floor roof deck post down to sheathing. Repair all lead board ceiling to match existing. Install new layer of 3/4" exterior grade tongue and groove plywood sheathing over lead board. Screw sheathing into structure. See structural drawings for bearing reinforcement. ~~Install new waterproofing system per manufacturer. Provide all flashing components and metal drip edge. Flash up all walls. Provide new all flashing at door sill.~~
- CHIMNEYS:** All chimneys to be repaired with brick carter's mortar to match existing. Rebuild all damaged chimneys to make structurally sound and self supporting. Provide all new lead flashing at roof connections to make completely weather-tight. ~~Rebuild all damaged chimneys to make structurally sound and self supporting. Provide all new lead flashing at roof connections to make completely weather-tight.~~
- STUCCO SIDING:** Existing stone pebble finish stucco to remain. Fill any and all cracks over 1/8" wide with the material. Provide drip flashing at base of wall over stone rubble foundation or other dissimilar materials. All stucco siding to be repaired.
- GUTTERS & DOWNSPOUTS:** Replace all full round gutters and install downspouts with new 5" galvanized steel gutters and 3" diameter downspouts to match existing. Provide all connectors, anchors, boots etc. Paint all pieces. Run to precast concrete splash blocks.
- FASCIA TRIM AND SOFFITS:** Repair all 1x6 fascia as necessary. Replace missing and damaged trim with wood trim to match existing. Repair soffits as necessary. Replace where water or insect damage has occurred with wood boards to match existing. Caulk all joints, seams and joint all trim.
- FRONT TRIM:** All brass trim to be repaired caulked. Where damage occurs patch with wood epoxy resin and repair fully. If completely damaged, replace trim pieces with wood to match profile. Scrape patch down to solid substrate, caulk seams and repair with two coats of exterior grade acrylic paint.
- WINDOWS:** Repair all doors to work and condition. Replace broken panes with glass to match existing. Provide new glazing compound on all muntins along with glazing points. Provide all new weatherstripping and door sweeps for all doors. Repair all door hardware to working order. Where hardware is missing replace with in-kind hardware. Rekey all locks. Front door is missing and is to be replaced with new steel flat matches historic unit.
- DOORS:** Repair all doors to work and condition. Replace broken panes with glass to match existing. Provide new glazing compound on all muntins along with glazing points. Provide all new weatherstripping and door sweeps for all doors. Repair all door hardware to working order. Where hardware is missing replace with in-kind hardware. Rekey all locks. Front door is missing and is to be replaced with new steel flat matches historic unit.
- FRONT PORCH:** All 1x4 string and groove boards to remain and be repaired. Replace damaged areas with in-kind materials and patterns. Repair all framing with new pressure treated material stained red to existing joists. Repair existing slab board trim. Provide new lead board trim around entire perimeter where missing. Rebuild damaged brick piers back to solid structural supporting foundation system. All columns to have Dutchman repairs at base with new pressure treated material and anchored to foundation system with Simpson Strongtie stainless steel post anchor systems and covered with new 2-piece base trim that matches existing. Raise roof back to level. Repair all decorative network and repair. See roof note above for roof repair. Repair all lead board ceiling, scrape all paint and prep for new primer/paint.
- BARNDICK:** Install new 3/4" tall railing at front porch and roof deck to meet the 2009 International Residential Code. Provide all wood components that consist of a levelled 3 1/2" x 1 1/2" cap piece, 2x2 pickets at 4" on center and a 1 1/2" x 3 1/2" bottom porch rail. All painted. Provide 42" tall newel posts of existing front steps, anchor to concrete with Simpson Strongtie stainless steel post anchor system. Newel post to be fast with bracketed cap and base trim to match porch columns.
- FOUNDATION:** Existing masonry foundation to remain. Existing foundation existing walls applied to walls as a repair. Repair all cracks with epoxy resin per structural drawings. Provide new lime cement mortar and rekey mortar joints for repair.
- CEILING & BARNMATE FLOOR:** Dig down existing concrete floor surface for new slab. Remove all concrete slab with depth 10" (10" minimum) and install new 4" concrete slab with 4" ground base. Do not disturb stone rubble foundation. Consult Structural Engineer. Insulate floor joists above with R-30 Insulation. Install radon venting system per code.
- CEILING SPACE:** Install new gyp on walls and 6 mil poly vapor barrier. Insulate floor joists above with R-30 Insulation. Install radon venting system per code.
- WALLS:** All walls to be repaired as necessary. Where plaster has come loose from left, install in-situ plaster anchoring system to the back of wall. Repair missing/damaged sections with new plaster finished smooth to match existing. Install all concrete walls with 2000# psi concrete rubble system that is insect resistant and prevent of R value of R-13 and creates air infiltration barrier. Install all down to existing wall paper. Prep for new finish.
- CEILING:** Remove all remaining plaster down to ceiling/roof structure. Repair missing/damaged and water staining to existing 2nd floor/ceiling structure. Insulate all ceiling and edge floors with R-30 Insulation. Install new green board and plaster anchor system. Any chimney flashing ceiling elements existing are to be repaired in-kind and prepared for reinstallation.
- ATTIC/CEILING:** Remove existing insulation in entire attic floor. Install new ceiling plaster per structural drawings. Install 2000# psi concrete rubble foundation system per structural drawings. Provide new 15/22" CXX 48" Insulation. Install new all flashing at door sill.



Repair/ Replace All EX. Metal Roofing. Cut All Edge Conditions Clean/ Straight & Provide New Sill/ Drip Edge. Coat All Roofing w/Membrane Fabric and Coat w/Aluminum Base Coat Coating.

Coat All Window Trim Muntin, Top.

Provide New Gable Valley Flashing & Coat w/Membrane Fabric & Alum. Base Coat Coating. Run Flashing Up Roof 18" Min. Both Sides.

Provide New 5" 1/2 Round Gable. MS. Cutoffs & 3" Round Down Spouts To Match EX.

Repair All Front Board Trim. Caulk and Repair, Top.

Repair/ Replace All EX. Metal Roofing. Cut All Edge Conditions Clean/ Straight & Provide New Sill/ Drip Edge. Coat All Roofing w/Membrane Fabric and Coat w/Aluminum Base Coat Coating.

Repair/ Replace All Frontwork. Caulk Joints To Columns.

Provide New 2x4x2x4 Hand Posts. Sanded Cap w/Base Trim To Match EX. Conc. Steps. Top of 2x4x2x4 Cut In Dutchman Repair Of All Column Bases To Match Existing. Provide New 2-Piece Base Trim To Match Existing. Raise Structure Back To Level. Anchor To Dwy/ Foundation w/Simpson HD Anchor Bolt Down.

Provide New 3" R. Finish Wood Railing To Meet IRC Code 1 1/2"x3 1/2" Railed Cap w/2x2 Pickets and 1 1/2"x3 1/2" Bottom Horizontal.

Repair/ Replace Damaged Lattice Panel.

Repair/ Replace Existing Chimney w/Time Muntin To Match Existing. ~~Provide New Lead Flashing Around Chimney~~

Provide New Lead Flashing Around Chimney

Repair/ Replace All EX. Metal Roofing. Cut All Edge Conditions Clean/ Straight & Provide New Sill/ Drip Edge. Coat All Roofing w/Membrane Fabric and Coat w/Aluminum Base Coat Coating.

Provide New 5" 1/2 Round Gable. MS. Cutoffs & 3" Round Down Spouts To Match EX.

Rebuild Damaged Frontwork Trim, Caulk. Repair All Pieces.

Provide New Shutters On All Windows As Detailed In Elevation. Repair EX. Shutters. Stained In Log Structure Where Appropriate. Provide New Hardware/ Base Existing As Located.

Repair Damaged Basement Window Units. Replace Broken Glass and Provide New Glazing Compound, Typ. of All Basement Window Units.

Right Side Elevation
Scale: 1/4" = 1'-0"

Coratola
ARCHITECTURAL studio LLC

301 E. Diamond Ave. Gaithersburg, MD 20877
P: 301-258-7770 F: 301-926-7537
www.coratolaarchitecture.com

England Crown Farm
Main House
9800 Field Road
Gaithersburg, MD 20878

Restoration Elevations

SHEET TITLE

SEAL

Professional Certification: "I certify that these documents were prepared or approved by me, and that I am a duly licensed architect under the laws of the State of Maryland, license number 11008, Expiration Date: 09/22/2013."

PROJECT NO: 100010
DRAWN BY: HGB
CHECK BY: JIC
SCALE: As noted
COPYRIGHT: 2012

MARK	DATE	DESCRIPTION
	8/30/10	AHT Submission
	4/12/11	AHT Re-submission
	6/22/12	AHT Re-submission

When dimensions on these drawings shall have precedence over scale dimensions, Contractor shall verify and be responsible for all dimensions and conditions on the job. This office must be notified of any variations from the dimensions and conditions.

SHEET
A-204.1
OF 17



Historic District Commission
HIST-7448-2016
Exhibit 5

















Gaithersburg

City of Gaithersburg
31 S. Summit Ave.
Gaithersburg, MD 20877

**NOTICE OF PUBLIC MEETING
CITY HISTORIC DISTRICT COMMISSION
WEDNESDAY, NOVEMBER 30, 2016, at 7:30 P.M.
City Hall Council Chambers
31 S. Summit Ave., Gaithersburg, MD 20877**

You are receiving this postcard to inform you of a proposal for change within 200 feet of your property, or you have expressed an interest in the subject plan(s).

APPLICATION TYPE: Historic Area Work Permit
FILE NUMBERS: HIST-7448-2016
LOCATION: 605 Steinbeck Ave.
PROPOSAL: Porch floor replacement

For additional information, you may review the project file at the Planning and Code Administration offices located at City Hall, 31 S. Summit Ave., Gaithersburg, Maryland, from 8 a.m. to 5 p.m., Monday through Friday. You may also refer to the City website at www.gaithersburgmd.gov or contact us via telephone at 301-258-6330.

owner_name_line_1	owner_name_line_2	owner_address_line_1	owner_address_line_2	owner_address_city	owner_ad	owner_address_zip_code
CF7 OWNER LLC		C/O THE WORMALD COMPANIES	5283 CORPORATE DR STE 300	FREDERICK	MD	21703
HUON JEFF	TOAL SARAH	30 MILLCREST CT		DERWOOD	MD	20855
CALKINS DAVID	CALKINS LAURIE	623 CROWN PARK AVE		GAITHERSBURG	MD	20878
M I HOMES OF DC LLC		21355 RIDGETOP CIR SUITE 220		STERLING	VA	20166
PINEDA OSKHAR R	PINEDA EILEEN S	444 SALK CIR		GAITHERSBURG	MD	20878
JAYADEVA NITHIN E		465 SALK CIR		GAITHERSBURG	MD	20878
SCHAFFER MARTIN P	SCHAFFER JOCELYN S	477 SALK CIR		GAITHERSBURG	MD	20878
HEARL WILLIAM G	HEARL MAUREEN A	448 SALK CIR		GAITHERSBURG	MD	20878



Gaithersburg

A CHARACTER COUNTS! CITY

CITY OF GAITHERSBURG
31 South Summit Avenue
Gaithersburg, Maryland 20877
Telephone: 301-258-6330

NOTICE OF PUBLIC HEARING

The City of Gaithersburg's Historic District Commission will conduct a public hearing at the time and place noted below.

Meeting: **HISTORIC DISTRICT COMMISSION**
Application Type: **HISTORIC AREA WORK PERMIT**
File Number: **HIST-7448-2016**
Location: **605 STEINBECK AVENUE**
Applicant: **VII CROWN FARM OWNER, LLC**
Day/ Date/Time: **WEDNESDAY, NOVEMBER 30, 2016, 7:30 P.M.**
Place: **COUNCIL CHAMBERS, GAITHERSBURG CITY HALL
31 SOUTH SUMMIT AVENUE**

*****IMPORTANT*****

The applicant requests that the City of Gaithersburg, Historic District Commission, grant a Certificate of Approval for a porch floor replacement. Section 24-227(a) of the *City of Gaithersburg Code* requires applicants to submit a Historic Area Work Permit application for work on public or private property that would affect the historic, archaeological, or architectural significance of a designated historic resource, any portion of which is visible or intended to be visible from the public-right-of-way. Contact the Planning and Code Administration at 301-258-6330 should have you any questions and/or to learn more about this process and your ability to offer testimony and input.

CITY OF GAITHERSBURG

Chris Berger, Planner
Planning and Code Administration

SEE LOCATION MAP ON REVERSE SIDE



LOCATION MAP



Gaithersburg
A CHARACTER COUNTY CITY

HISTORIC DISTRICT COMMISSION

HIST-7448 605 STEINBECK AVE.
-2016 PORCH FLOOR

FILE NUMBER

TITLE

HISTORIC AREA WORK PERMIT

APPLICATION TYPE

WEDNESDAY

DAY

11/30/2016

DATE

7:30 P.M.

GAITHERSBURG CITY HALL
31 SOUTH SUMMIT AVENUE

*SUBJECT TO CHANGE
CALL 301-258-6330
www.gaithersburgmd.gov

STAFF COMMENTS FOR HISTORIC DISTRICT COMMISSION

Meeting Date: Wednesday, November 30, 2016

Title: **Historic Area Work Permit Application:
HIST-7453-2016, retroactive reviews of fence,
sheds, and tree removal**

Request: **CONDUCT REVIEW OF HISTORIC AREA
WORK PERMIT APPLICATION**

Address/Name: 11 Russell Avenue / Brewster-Lipscomb House

Zone: CBD (Central Business District)

Historic Property: Individually designated as the Brewster-Lipscomb House (HD-27) and Contributing to the Brookes, Russell, and Walker Historic District (HD-14)

Applicant/Owner: Brendan O’Neill/O’Neill Land, LLC

Staff Liaison: Chris Berger, Planner

Enclosures:

Staff Comments and Location Map
Exhibits

Exhibit 1: Application
Exhibit 2: Applicant’s Supporting Materials
Exhibit 3: Correspondence with Applicant
Exhibit 4: HAWP 68 and AFP-00-031 Approved Site Plan
Exhibit 5: HAWP 68B
Exhibit 6: Existing photos 11.22.16
Exhibit 7: HIST-4605-2016 Staff Report
Exhibit 8: Notifications



Figure 1. Location aerial of 11 Russell Avenue.

STAFF COMMENTS

I. Purpose and Objective

The purpose and objective of this agenda item is for the Historic District Commission (HDC) of the City of Gaithersburg to conduct a review of Historic Area Work Permit (HAWP) Application: HIST-7374-2016, retroactive review of the construction of the fence and sheds and removal of a tree at 11 Russell Avenue. The building is both individually designated and contributes to the Brookes, Russell, and Walker Historic District.



Exhibit 6. The residence at 11 Russell Ave., facing east (November 2016).

II. Scope of Review

In accordance with § 24-227(a) of *The City Code*, a HAWP is required for work on public or private property that would affect the historic, archaeological, or architectural significance of a designated historic resource, any portion of which is visible or intended to be visible from the public-right-of-way, must be issued pursuant to the provisions of this chapter before:

- (1) Constructing, reconstructing, moving, relocating, demolishing or in any manner modifying, changing or altering the exterior features of any designated historic site or historic resource located within the city;

- (2) Performing any grading, excavating, constructing or substantially modifying, changing or altering the environmental setting of a historic site or a historic resource located within the city;

Section 24-227.2 of *The City Code* specifies the following with respect to HAWP reviews:

- (a) The historic district commission, in evaluating an application for a historic area work permit, shall consider and render its decision based on the following factors:
 - (1) The preservation of the historic, archaeological, or architectural significance of the site or structure and its relationship to the historic, archaeological or architectural significance of the surrounding area;
 - (2) Guidelines for rehabilitation and new construction design for designated sites, structures, and districts adopted by resolution of the mayor and city council, including criteria for construction, alteration, reconstruction, moving and demolition which are consistent with the Secretary of the Interior's Standards for Rehabilitation;
 - (3) The relationship of the exterior architectural features of the structure to the remainder of the structure and surrounding area;
 - (4) The general compatibility of the exterior design, scale, proportion, arrangement, texture and materials proposed to be used; and
 - (5) Any other factors, including aesthetic factors, which the commission deems pertinent.
- (b) In the case of an application for work on a historic resource, the commission shall be lenient in its judgment on 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 significance of surrounding historic resources. The historic district commission shall be strict in its judgment of plans for site or structures determined by research to be of historic, architectural or archaeological significance.

III. Description/History

The building at 114 Meem Avenue, known as the Brewster/Lipscomb House, is a two-story Colonial Revival style building that was constructed circa 1890. In 2000 the City locally designated the property as the Brewster/Lipscomb House (HD-27). The building also contributes to the Brookes, Russell, and Walker Historic District (HD-14).

In 2000, the HDC approved HAWP 68, which proposed the rehabilitation of the building into office use and its relocation on to a new foundation 12.3 feet forward and 10 feet to the south on the parcel. Also that year, the Planning Commission approved AFP-00-031.

In 2001, the HDC approved HAWP 68B, which allowed the construction of a six (6)-foot tall fence

measuring 144 feet long on the south property line.

IV. Project Design/Guidelines

The project includes three (3) work items: 1.) retroactive approval of the fence; 2.) retroactive approval of four (4) sheds; and 3.) retroactive review of a tree removal. The *Historic District Guidelines for the Brookes, Russell, and Walker Historic District and Individually Designated Sites* apply.

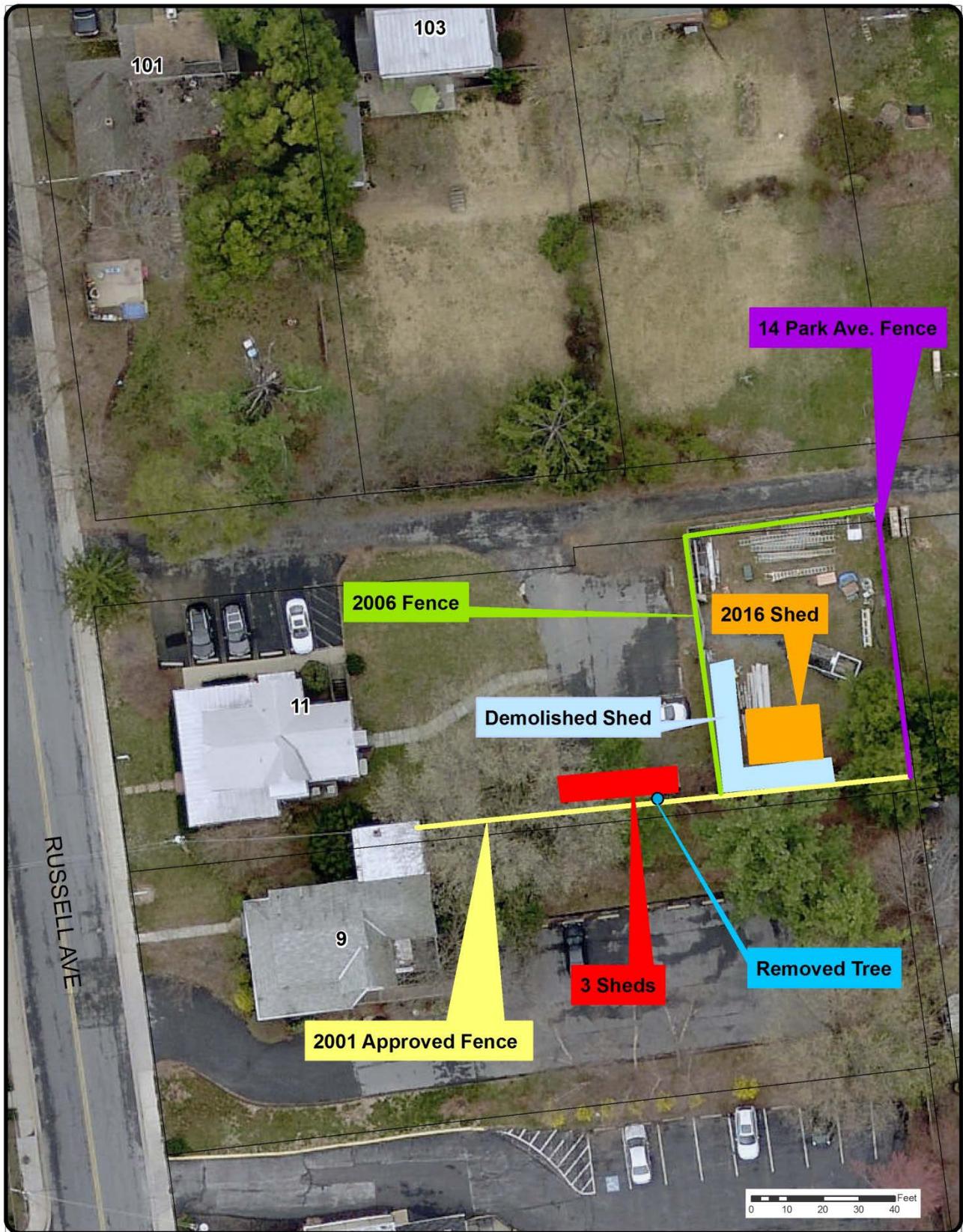


Figure 2. Aerial of 11 Russell Avenue showing the discussed changes.

1. Retroactive Review of Fence

In 2001, the HDC approved HAWP 68B, which allowed the construction of a six (6)-foot tall wood, board-abutting-board fence measuring 144 feet long on the south property line. It appears to Staff this section of the fence was built.

According to the applicant, the rear section of the property was enclosed by a six (6)-foot tall fence in 2006. A HAWP was not procured prior to construction for this section of the fence. A construction company has offices in the main building, and the fence protects construction equipment stored on the property. This pine wood board-abutting-board fence measures 129 feet long and includes four (4) inch wide boards and 4-by-4 treated posts. Entry is through a pair of six (6) foot wide gates.

According to Page 26 of the Guidelines, “The fence style should be appropriate for the architectural style and scale of the house.” The Guidelines state that board-abutting-board fences may be constructed “for rear yards only.” The Guidelines also require that fence posts and framework are located within the fence, and a fence can be no more than six (6) feet tall.



Exhibit 6. The gate and fence that encloses the rear section of the property at 11 Russell Ave., facing east (November 2016).



Exhibit 6. The interior portion of the fence at 11 Russell Ave., facing west (November 2016).



Exhibit 6. The exterior portion of the fence at 11 Russell Ave., facing north (November 2016).

2. Retroactive Review of Four (4) Sheds

The applicant seeks retroactive review of four (4) sheds that are located on the property. Three of the sheds are located in a row along the south property line. The sheds are identical in appearance with cinder block foundations, wood walls, centered double wood doors, and shed roofs covered with asphalt shingles. The two (2) sheds to the east both measure approximately 70 square feet, and the third shed farthest to the west measures about 56 square feet. All the sheds are approximately seven (7) feet tall. These three (3) sheds are first evident in an aerial taken in 2014.

The fourth shed is located within the fenced-in area at the rear of the property and was constructed earlier this year. It replaced a previous shed in the same location that was built circa 2007. No HAWP or shed permit was procured prior to the construction or demolition of the previous shed.

The existing structure is a 20-by-16 foot pole shed open on the north elevation. The pole shed is supported by treated 6-by-6 wood posts resting on concrete sunk 30 inches into the ground. The walls are covered on three sides by 6-inch wide cedar boards, and the shed roof is covered with corrugated metal. According to the applicant, the roof shape reflects the design of the rear of the Brewster/Lipscomb House.

According to Page 40 of the Guidelines, accessory structures must only be located in the rear yard and must adhere to § 24-163 of the City Code. According to the § 24-163(a), “The total ground area of all accessory structures shall occupy no more than twenty-five (25) percent of the rear yard.” The rear yard of 11 Russell Avenue measures approximately 11,500 square feet; the four (4) sheds measure approximately 500 square feet. § 24-163(a) also states that the footprint of an accessory structure must not be larger than fifty (50) percent of the footprint of the primary structure. The footprint of the primary structure is approximately 1,500 square feet; the largest shed is 320 square feet. Further, the subject property, zoned CBD, has no setback requirements per § 24-160F.4(b).



Exhibit 6. The three sheds located at south boundary of the property at 11 Russell Ave., facing southeast (November 2016).



Exhibit 6. The three sheds located at the south boundary of the property at 11 Russell Ave., facing southwest (November 2016).



Exhibit 6. The newly constructed pole shed located at the rear of the property at 11 Russell Ave., facing southeast (November 2016).



Exhibit 6. The newly constructed pole shed located at the rear of the property at 11 Russell Ave., facing southwest (November 2016).

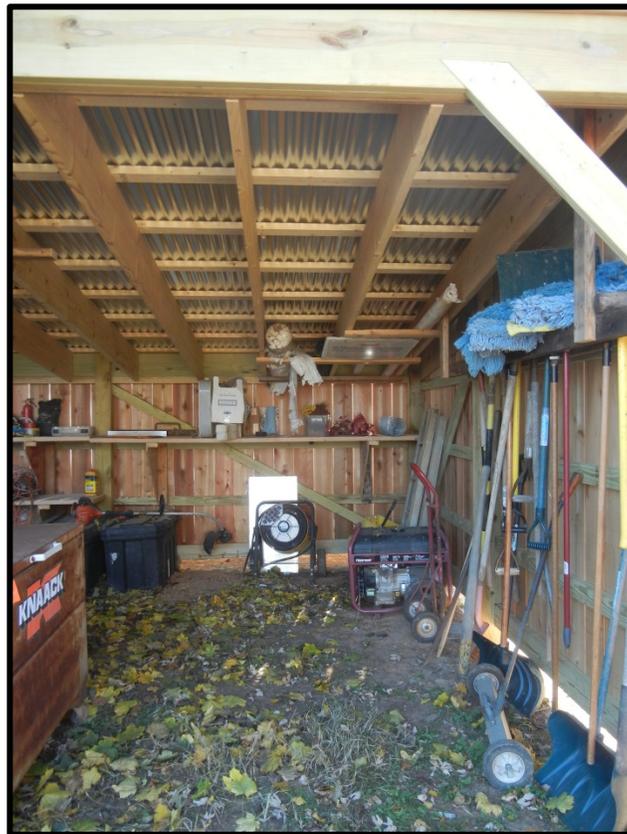


Exhibit 6. The interior of the newly constructed pole shed located at the rear of the property at 11 Russell Ave., facing southeast (November 2016).

3. Retroactive Review of Tree Removal

In October 2016, the applicant removed a white pine tree that measured approximately 26 inches in diameter. According to the applicant, the “tree was essentially dying and threatening our and our neighbor’s property and our parking lot” (**Exhibit 2**).

The tree was not evaluated in the 1999 Tree Inventory of the Gaithersburg Historic District, because the building was not yet within the Brookes, Russell, and Walker Historic District.

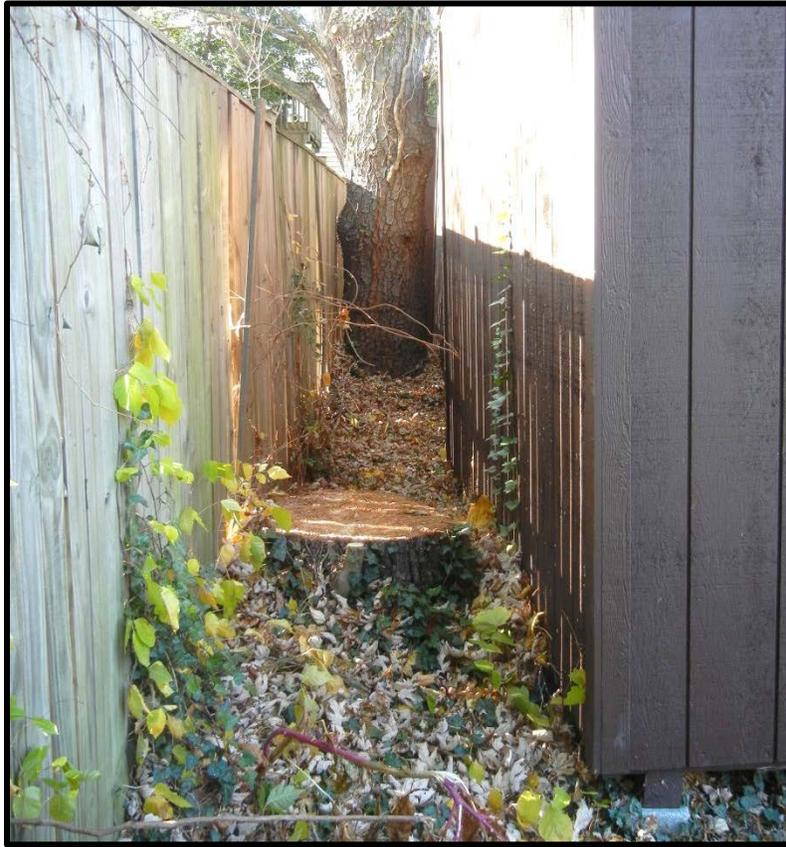


Exhibit 6: The stump of the removed pine tree (November 2016).



Exhibit 6: The stump of the removed pine tree (November 2016).

V. Analysis

Staff does not condone the placement of a fence without receiving both HDC and City approval. The existing property owner successfully received a HAWP and a fence permit in 2001 for a section along the south boundary of the property, yet five years later he enclosed the rear of the property without first obtaining the necessary permits. Review is necessary to ensure the fence meets the design standards for the neighborhood and is constructed within the property boundaries. Staff does not dispute the necessity of a fence at the location in order to protect equipment related to the business located in the main building. It should be noted that the fence is about 175 feet from Russell Avenue at the closest point and not readily visible from that street. It also appears to meet the Guidelines' standards for fences. Therefore; Staff supports retention of the 2006 fence section if the applicant applies for a retroactive fence permit within thirty (30) days of the HDC's final action.

Staff also does not condone the placement of four (4) sheds on the property. In all, the current property owner has placed five (5) sheds on the property and demolished one (1)—all without HDC and City review. Review is necessary prior to construction to guarantee the sheds meet design guidelines, City Code requirements, and meet building code safety standards. There is a historical basis for shed-roofed outbuildings in the Brookes, Russell, and Walker Historic District. At the March 26, 2014, the HDC approved HIST-4605-2014 (**Exhibit 7**), the demolition of two shed-roofed outbuildings at 19 Walker Avenue, a contributing building to the district. The main building was constructed in 1923, and the shed-roofed outbuildings likely had a similar construction date. The outbuildings at 19 Walker Avenue were completely enclosed. Therefore, Staff is of the opinion that the 320-square-foot open pole shed constructed at 11 Russell Avenue should also be enclosed in keeping with the traditional agricultural outbuilding designs of the neighborhood.

Finally, Staff supports the removal of the white pine tree so long as the applicant receives a retroactive tree removal permit within thirty (30) days of the HDC's final action and plants a replacement tree of a recommended species listed in the Guidelines.

VI. Conclusion

Staff recommends THE HISTORIC DISTRICT COMMISSION, BASED ON THE EXHIBITS SUBMITTED, THE APPLICANT'S TESTIMONY, AND THE STAFF REPORT FINDINGS AND RECOMMENDATION, APPROVE HISTORIC AREA WORK PERMIT HIST-7453-2016, RETROACTIVE REVIEWS OF FENCE, SHEDS, AND TREE REMOVAL, FINDING IT IS IN COMPLIANCE WITH §24-227.2 OF THE CITY CODE, WITH THREE (3) CONDITIONS:

1. The applicant shall apply for one (1) retroactive fence permit; four (4) retroactive shed permits; one (1) retroactive tree removal permit; and one (1) Amendment to Final Site Plan Staff Approval within 60 days of the HDC's final action on HIST-7453-2016;
2. The applicant shall work with Staff to enclose the existing open pole shed with historically appropriate doors, prior to the issuance of a shed permit; and
3. The applicant shall plant a replacement tree within six (6) months of the HDC's final action of a species listed on the *Historic District Guidelines for the Brookes, Russell, and Walker Historic District and Individually Designated Sites* that measures at least two (2) inches in diameter at breast height (DBH).



PLANNING AND CODE ADMINISTRATION

City of Gaithersburg · 31 South Summit Avenue · Gaithersburg, Maryland 20877 · Telephone: (301) 258-6330 · Fax: (301) 258-6336
plancode@gaitthersburgmd.gov · www.gaithersburgmd.gov

HISTORIC AREA WORK PERMIT APPLICATION

All information must be complete to initiate processing of application

SUBJECT PROPERTY

Street Address 11 RUSSELL AVE GAITHERSBURG, MD 20877

APPLICANT

Name BRENDAN O'NEILL (ONEILL LAND LIC)
Street Address 11 RUSSELL AVE
City GAITHERSBURG, MD 20877 State _____ Zip Code _____
Telephone Numbers: Work 301-840-9310 Cell _____ E-mail Address _____

PROPERTY OWNER

Name SAME
Street Address _____
City _____ State _____ Zip Code _____
Telephone Numbers: Work _____ Cell _____ E-mail Address _____

TYPE OF WORK (Check All that Apply)

- Work is Visible from the Public Right of Way
- You Intend to Apply for County, State or Federal Tax Credits (see submission requirements)
- There are Deed or Easement Restrictions on the Exterior of the Property (see submission requirements)

WORK DESCRIPTION

STYLE SHED
1. REPLACE DETERIORATED SHED WITH "POLE" CONSTRUCTED ON 8" X 18" FOUNDATION. SHED CEDAR SIDING, METAL ROOF,
2. REMOVE 24' DEAD WHITE PINE
3. CONSTRUCT 129' OF 6' BOARD FENCE

SUBMISSION REQUIREMENTS

- Marked Up Site Plan/Survey Showing Location of Work
- Architectural Evaluations (optional)
- Photograph of Impacted Area (optional)
- Photograph of Exterior Structure (optional)



November 16, 2016

Chris Berger, M.H.P.
Planner II

Staff Liaison to the Historic District Commission Planning and Code Administration City of Gaithersburg
31 South Summit Avenue
Gaithersburg, Maryland 20877

Re: 11 Russell Ave

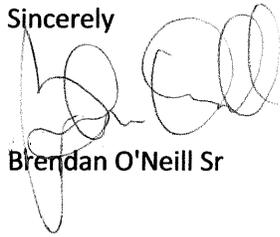
Hi Chris:

I am enclosing the following information that you requested regarding my Application for shed and fence construction and tree removal:

1. A list of work that was completed at 11 Russell Ave.
2. Photos include:
 - a. 2 Photos of the shed
 - b. 2 Photos of the shed showing scale and location on the property
 - c. 3 photos of 11 Russell Ave which support the shed roof design. Please note that we tried to mimic the shed roof on the rear of 11 Russell which is adjacent to the new shed in the rear yard.
 - d. 1 photo of neighbor showing shed roof on historic building
3. Statement on historical significance/justification of shed
4. Copies of notices sent to adjacent property owners
5. Revised Historic Area Work Permit App
6. Staff Approval App
7. Site plan showing shed, tree and fence
8. \$150 check

Please let me know if you need additional information.

Sincerely



Brendan O'Neill Sr

11/16/16

To Whom it may concern:

11 RUSSELL AVE, GAITHERSBURG, MD 20877

1. Fence Added:
 - a. 4" pine board fence w/ 4x4 treated posts, 6' high, left natural to weather, with two 6' gates, 129' total length
 - b. Built by Clinton Fence in 2006
2. Old shed removed:
 - a. 6' lean-to shed built against fence mentioned above w/ no sides and 4x4 posts to house shovels and wheelbarrows etc
 - b. Built approx. 2007
 - c. Demolished 2016
3. New shed replaced:
 - a. Built to replace the old deteriorating shed
 - b. Regarding architectural style of new shed:
 - i. The new shed replaces a shed roof lean to that was there previously,
 - ii. Matches the shed roof on adjacent historic Brewster-Lipscomb House (see pics)
 - iii. Is consistent with other shed roofs in historic Gaithersburg (see sample pic)
 - c. Pole shed built with treated 6x6 posts resting on 8"x 18"x 18" concrete 30" in the ground, open one side, curtain walls on 3 sides with 6" cedar siding, let-in angle braces, metal roof. (See pics)
 - d. Shed is 20' wide by 16' deep (roughly 10% less in square footage than the shed which it replaced); height is 9' +/- in front by 7' +/- in the rear.
4. Tree removed:
 - a. White pine
 - b. 26" diameter
 - c. Tree was essentially dying and threatening our and our neighbor's property and our parking lot.

Respectfully submitted



Brendan O'Neill Sr.

11 RUSSELL AVENUE

STATEMENT ON HISTORICAL SIGNIFICANCE/JUSTIFICATION OF NEW SHED

We have constructed a 20 x16 shed in the rear yard of 11 Russell Ave.

We used the "shed roof" design for its simplicity and function and because it mimicked the shed roof on the rear of the Historic Brewster Lipscomb House which we carefully restored in 2002. (see photographs). Shed roofs were commonplace for outbuildings in 17th, 18th and 19th century construction. Many period houses used shed wings off of main gable structures for porches or dependencies because they easily flow from and support the main structure.

You will also note from the pictures attached that we used angle braces on the corners, which we carefully mortised into the adjacent posts.

Our intent was to create a simple supporting structure that blended with the main property structure.

And speaking of blending, we left the cedar siding without finish in order to create a weathered look.

Brendan O'Neill Sr

A handwritten signature in black ink, appearing to read "Brendan O'Neill Sr". The signature is stylized and somewhat abstract, with a large loop at the top and a vertical line extending downwards from the bottom left.











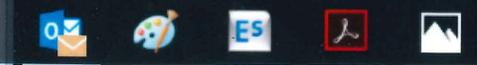






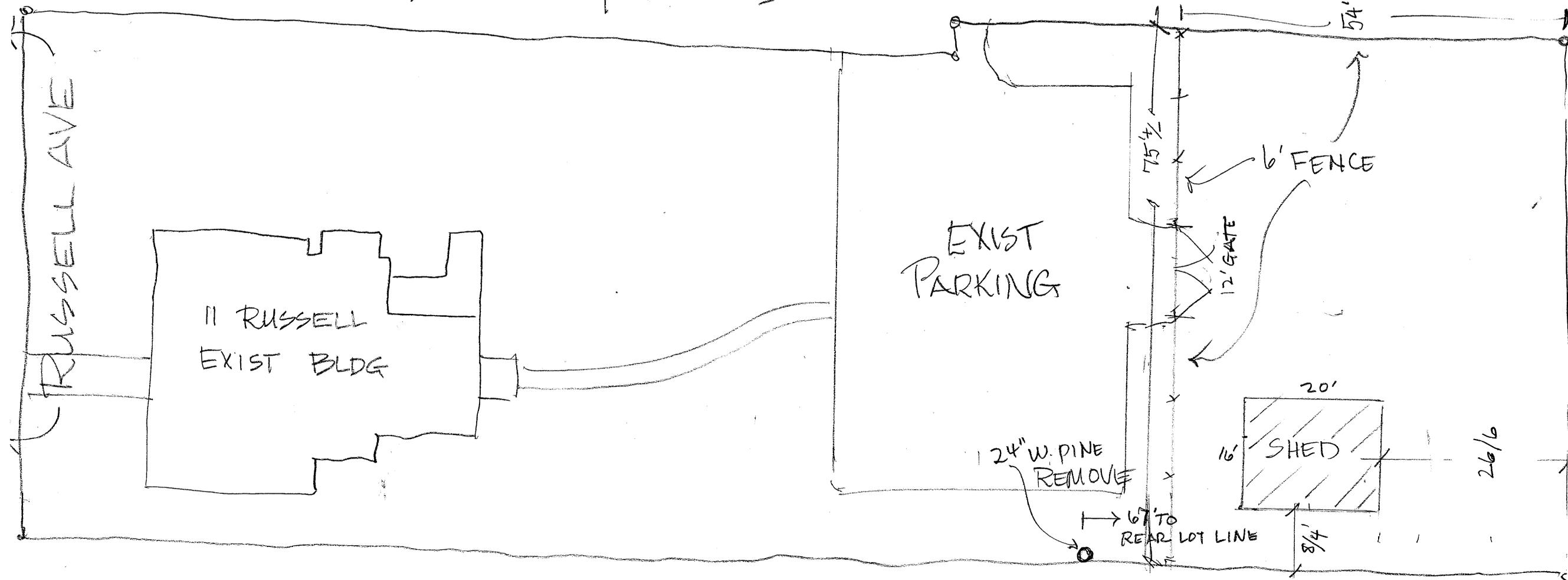
Google

Image capture: Oct 201



Des

← ALLEY →



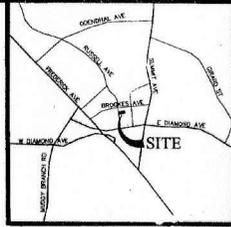
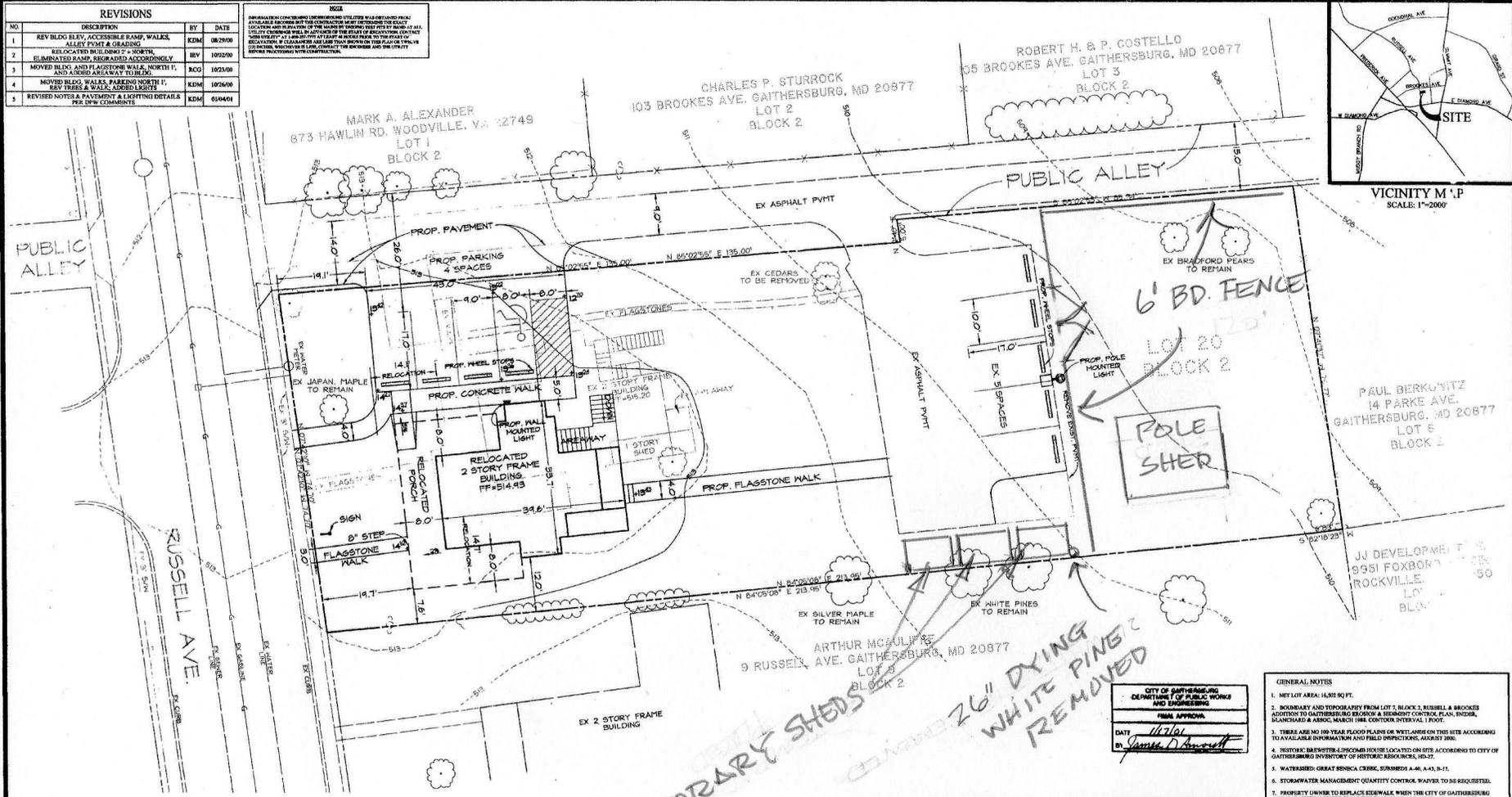
ONEILL LAND

11 RUSSELL AVE GAITH, MD.

SHED / TREE REM. SITE PLAN

REVISIONS			
NO.	DESCRIPTION	BY	DATE
1	REV BLDG ELEV, ACCESSIBLE RAMP, WALKS, ALLEY FENCE & GRADING	KDM	08-29-09
2	RELOCATED WALKWAY FROM 2' NORTH, ELIMINATED RAMP, REGRADED ACCORDINGLY	JBY	10/23/09
3	MOVED BLDG AND FLAGSTONE WALK, NORTH 11' AND A DRIB AREA AWAY TO BUILD	KCO	10/24/09
4	MOVED BLDG, WALKS, PARKING NORTH 11', REV TREES & WALKS, ADDED LIGHTS	KDM	10/26/09
5	REVISED NOTES, PAVEMENT & LIGHTING DETAILS FOR DOW COMMENTS	KDM	01/04/10

NOTES
 UNAVAILABLE TO CONSTRUCTION OPERATIONS. THESE NOTES ARE FOR INFORMATION ONLY. AVAILABLE BEFORE THE CONSTRUCTION OF THE PROJECT. THE EXACT LOCATION AND PLACING OF THE MARKERS SHOULD BE CHECKED BY ALL CONTRACTORS AT ALL TIMES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES. ALL UTILITIES SHALL BE DEPTH MARKED TO THE PROPERTY LINE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES.



VICINITY MAP
 SCALE: 1"=2000'

CITY OF GAITHERSBURG
 DEPARTMENT OF PUBLIC WORKS
 AND ENGINEERING
 FINAL APPROVAL
 DATE: 11/16/09
 BY: James D. Ansell

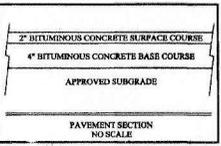
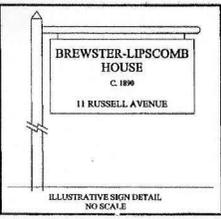
CITY OF GAITHERSBURG
 HISTORIC DISTRICT COMMISSION
 81 SOUTH HAMM AVENUE, GAITHERSBURG, MARYLAND 20877
APPROVED
 AT THE REGULARLY SCHEDULED MEETING OF THE HISTORIC DISTRICT COMMISSION HELD ON 11/16/09, UNDER NO. 66
 THIS SHANTY WAS GRANTED *Conditional Approval*
 DATE: 11-16-09 BY: *Christina Stetler*
NOTE: ANY REVISIONS TO SIGNED PLANS MUST BE REAPPROVED BY THE HDC.

CITY OF GAITHERSBURG PLANNING COMMISSION
 81 SOUTH HAMM AVENUE, GAITHERSBURG, MARYLAND 20877
SITE PLAN APPROVAL
 AT THE REGULARLY SCHEDULED MEETING OF THE PLANNING COMMISSION HELD ON 11/16/09, APPLICATION NO. *11-01-09*
 THIS SHANTY WAS GRANTED *Conditional Approval*
 DATE: 11-16-09 BY: *Christina Stetler*
NOTE: ANY REVISIONS TO SIGNED PLANS MUST BE REAPPROVED BY THE PLANNING COMMISSION.

- GENERAL NOTES**
- NET LOT AREA 14,800 SQ. FT.
 - BOUNDARY AND TYPICALITY FROM LOT 3, BLOCK 2, MUELL & BROOKES ADDITION TO GAITHERSBURG ELEVATOR & SEWERAGE CONTROL PLAN, INDEXED, BLANKED AS A RECORD DRAWING. THE CONTROL INTERVAL IS 100 FT.
 - THERE ARE NO 10 YEAR FLOOD PLAINS OR WETLANDS ON THIS SITE ACCORDING TO AVAILABLE INFORMATION AND FIELD INSPECTIONS, AUGUST 2009.
 - HISTORIC BREWSTER-LIPSCOMB HOUSE IS LOCATED ON SITE ACCORDING TO CITY OF GAITHERSBURG INVENTORY OF HISTORIC RESOURCES, 1987.
 - WATERSEED: GREAT BRASSICA CRUCIF., SUNSEEDS A-46, A-43, B-17.
 - STORMWATER MANAGEMENT QUANTITY CONTROL WAIVER TO BE REQUESTED.
 - PROPERTY OWNER TO REPLACE SIDEWALK WHEN THE CITY OF GAITHERSBURG DEMANDS TEMPORARY FOR PLANNING COMMISSION MEETINGS, 4/27/01, DATED NOVEMBER 1, 2009.
 - OWNER TO MAINTAIN GRASS SURFACE TO PROVIDE STORM WATER QUALITY CONTROL.

SITE SUMMARY	REGULATORY REQUIREMENTS	
	REQUIRED	PROVIDED
CBD ZONE	NOT SPECIFIED	14.50 SQ. FT. 0.374 AC.
SITE AREA	NOT SPECIFIED	14,800 SQ. FT.
BUILDING FOOTPRINTS	NOT SPECIFIED	4,937 SQ. FEET, MIN. 4,744 SQ. FEET, MAX. 4,152 SQ. FEET, MIN.
FROM STREET	NOT SPECIFIED	
FROM SIDE	NOT SPECIFIED	
FROM REAR	NOT SPECIFIED	
BUILDING HEIGHT	4 STORY MAX.	2 STORIES
GREEN AREA	NOT SPECIFIED	72% (11,848 SQ. FT.)
PARKING SPACES	1 SPACES/700 SQ. FT. GROSS FLOOR AREA; 6 SPACES/400 (1,334 SQ. FT. GFA)	9 SPACES, INCLUDING 1 UNIVERSAL ACCESSIBLE SPACE.
INTERNAL GREEN AREA	10% MIN. OF PARKING AREA; 21 SQ. FT. BASED ON 1,334 SQ. FT. PARKING AREA.	17%, 188 SQ. FT.

1 MARYLAND REGISTERED PROFESSIONAL ENGINEER OR ARCHITECT SEAL AND SIGNATURE ON PLANS WILL BE ACCEPTED AS PRIMA FACIE EVIDENCE THAT PLANS ARE IN COMPLIANCE WITH APPLICABLE CODES AND REGULATIONS.



Dewberry & Davis LLC
 A Dewberry Company
 Engineers
 Planners
 Surveyors
 Landscape Architects
 804 West Diamond Avenue, Suite 200
 Gaithersburg, MD 20878
 (301) 948-8300 Fax: (301) 238-7607
 www.dewberry.com

SITE PLAN
BREWSTER-LIPSCOMB HOUSE
LOT 20, BLOCK 2, RUSSELL & BROOKES ADDITION
 CITY OF GAITHERSBURG, MARYLAND

Drawn by: KDM
 Designed by: KDM
 Checked by: JRC
 Date: AUG 2009
 Scale: 1"=10'
 Zone: CBD
 Sheet: 1 of 1
 Computer number: P:\PROJECTS\2009\14\756\Deliver\Site_Plan\Site.dwg
 Designer's name: Kevin M. Stetler
 File number: SP-548

From: Brendan O'Neill Sr
To: [Chris Berger](#)
Cc: [Brendan O'Neill Jr](#)
Subject: RE: 11 russell ave
Date: Tuesday, November 22, 2016 5:34:56 PM
Attachments: [IMG_20161122_0002.pdf](#)
[russell site plan IMG_20161122_0001_NEW.pdf](#)

Chris:

Attached is the App for the 3 temp sheds and the site plan requested. Since I am at home currently and leaving early tomorrow morning for Thanksgiving out of town I had to prepare and send these from home to beat your deadline. I hope they are satisfactory. If you have any questions you can reach me by phone or by email. I will be checking both out of town.

I am sorry for all of this and thank you for your patience.

Best

Brendan

-----Original Message-----

From: Chris Berger [<mailto:CBerger@gaithersburgmd.gov>]
Sent: Tuesday, November 22, 2016 4:35 PM
To: Brendan O'Neill Sr <boneillsr@oneilldev.com>
Subject: RE: 11 russell ave

Brendan,

No need to start over. We can still go forward with the Historic Area Work Permit application scheduled for Nov. 30 if you can get me ASAP the 1.) updated Site Plan showing all 4 sheds, the tree, and the fence; 2.) provide the dimensions of the 3 sheds; and 3.) an estimate of when they were placed.

For your Staff Approval application, I can then use your updated site plan. No need to send out new notifications to the adjacent property owners.

And then we will need a shed permit filed for each of the 3 sheds. No rush on the shed permit applications because they cannot be approved until the HDC approves them first. As you know, Greg Dennison will review those.

Chris Berger, M.H.P.

Planner II

Staff Liaison to the Historic District Commission Planning and Code Administration City of Gaithersburg

31 South Summit Avenue

Gaithersburg, Maryland 20877

Phone: 301-258-6330

Fax: 301-258-6336

City website: www.gaithersburgmd.gov

The opinions expressed in this message are not necessarily those of the City of Gaithersburg staff, mayor, or council.

-----Original Message-----

From: Brendan O'Neill Sr [<mailto:boneillsr@oneilldev.com>]
Sent: Tuesday, November 22, 2016 4:24 PM
To: Chris Berger

Subject: RE: 11 russell ave

Wow, Chris, I was not aware that temp structures needed a permit.

I guess we don't look too good in the City's eyes at this point. Although we really try to keep our building and grounds maintained.

Where do I go from here? I guess start all over again with an application and letters to neighbors and new hearing date.

-----Original Message-----

From: Chris Berger [<mailto:CBerger@gaithersburgmd.gov>]

Sent: Tuesday, November 22, 2016 4:09 PM

To: Brendan O'Neill Sr <boneillsr@oneilldev.com>

Subject: RE: 11 russell ave

Brendan,

Sorry, but the sheds require HDC approval and a shed permit for each, no matter how temporary in nature.

Chris Berger, M.H.P.

Planner II

Staff Liaison to the Historic District Commission Planning and Code Administration City of Gaithersburg

31 South Summit Avenue

Gaithersburg, Maryland 20877

Phone: 301-258-6330

Fax: 301-258-6336

City website: www.gaithersburgmd.gov

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-----Original Message-----

From: Brendan O'Neill Sr [<mailto:boneillsr@oneilldev.com>]

Sent: Tuesday, November 22, 2016 3:50 PM

To: Chris Berger

Subject: RE: 11 russell ave

Those are temporary sheds that sit on a few cinder block elevated off the ground. My understanding is that temp shed don't require any approval

-----Original Message-----

From: Chris Berger [<mailto:CBerger@gaithersburgmd.gov>]

Sent: Tuesday, November 22, 2016 3:48 PM

To: Brendan O'Neill Sr <boneillsr@oneilldev.com>

Subject: RE: 11 russell ave

Importance: High

Brendan,

I stopped by and took photos today of the property--thank you.

But on my visit I noticed the 3 additional sheds located on the property to the south of the parking lot. I searched our

system, and we do not have records of them, so they too will require retroactive review from the HDC and a shed permit for each. Do you know approximately when the sheds were built? What are the dimensions of each?

What I need from you by first thing tomorrow morning: Indicate on the attached site plan to scale the locations of the 4 sheds, removed tree, and fence and return to me.

Chris Berger, M.H.P.
Planner II
Staff Liaison to the Historic District Commission Planning and Code Administration City of Gaithersburg
31 South Summit Avenue
Gaithersburg, Maryland 20877
Phone: 301-258-6330
Fax: 301-258-6336
City website: www.gaithersburgmd.gov

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-----Original Message-----

From: Brendan O'Neill Sr [<mailto:boneillsr@oneilldev.com>]
Sent: Monday, November 21, 2016 3:27 PM
To: Chris Berger
Cc: Martin Johnson; Kerri Ford; Brendan O'Neill Jr; Susan Tucker
Subject: RE: 11 russell ave

Hi Chris:

Feel free to stop by tomorrow and post the sign. You will need a key to our yard in the rear to take photos of the shed. Please come into the office to get the key. I will not be there but the folks in the office will have it.

Brendan, Martin, Kerri or Susan:

Can you all provide Chris, who is a Planner for Gaithersburg, with a key to access tomorrow the yard in back to take photos of the shed for the Historic Hearing?

-----Original Message-----

From: Chris Berger [<mailto:CBerger@gaithersburgmd.gov>]
Sent: Monday, November 21, 2016 3:21 PM
To: Brendan O'Neill Sr <boneillsr@oneilldev.com>
Subject: RE: 11 russell ave

Brendan,

I received your supporting materials and Staff Approval application--thank you.

I will be posting a sign in front of your property tomorrow to advertise the meeting. The sign can be thrown away as soon as the meeting ends on Nov. 30.

When I post the sign tomorrow do you mind if I enter your property and take additional photos of the fence and shed?

Chris Berger, M.H.P.
Planner II
Staff Liaison to the Historic District Commission Planning and Code Administration City of Gaithersburg

31 South Summit Avenue
Gaithersburg, Maryland 20877
Phone: 301-258-6330
Fax: 301-258-6336
City website: www.gaithersburgmd.gov

The opinions expressed in this message are not necessarily those of the City of Gaithersburg staff, mayor, or council.

-----Original Message-----

From: Chris Berger
Sent: Tuesday, November 08, 2016 4:07 PM
To: 'Brendan O'Neill Sr'
Subject: RE: 11 russell ave

Brendan,

1. Yes, provide written information about each alteration listed in parentheses.
2. The HDC is retroactively reviewing the shed, fence, and tree. However, the shed is the only item that will require a retroactive Staff Approval application as well. The tree of course requires a retroactive tree removal permit, and the fence requires a retroactive fence permit.
3. The 1 Historic Area Work Permit application you submitted covers the shed, fence, and tree, and they will all be reviewed at the Nov. 30 Historic District Commission meeting.

Chris Berger, M.H.P.
Planner II
Staff Liaison to the Historic District Commission Planning and Code Administration City of Gaithersburg
31 South Summit Avenue
Gaithersburg, Maryland 20877
Phone: 301-258-6330
Fax: 301-258-6336
City website: www.gaithersburgmd.gov

The opinions expressed in this message are not necessarily those of the City of Gaithersburg staff, mayor, or council.

-----Original Message-----

From: Brendan O'Neill Sr [<mailto:boneillsr@oneilldev.com>]
Sent: Tuesday, November 08, 2016 3:42 PM
To: Chris Berger
Subject: RE: 11 russell ave

Thanks Chris. Couple of questions in CAPS below

-----Original Message-----

From: Chris Berger [<mailto:CBerger@gaithersburgmd.gov>]
Sent: Tuesday, November 08, 2016 3:30 PM
To: Brendan O'Neill Sr <boneillsr@oneilldev.com>
Subject: RE: 11 russell ave

Brendan,

As discussed today please send me the following:

Description of work that was completed and when it was done (fence added, shed added, shed demolished, new shed built, tree removed) OVER AND ABOVE THE DESCRIPTION IN MY APP YOU WANT ME TO PREPARE A DESCRIPTION OF EACH ITEM IN PARENS?)

More photos of the shed that better show its scale and location on the property

Measurement of fence height

The HDC meeting is Nov. 30 at 7:30 pm in the City Council Chambers.

If the HDC approves the shed, IS THE HDC APPROVING ONLY THE FENCE?
then you will need to apply for a Staff Approval application.

As part of the application, you need to notify adjacent property owners. I attached the list of adjacent property owners and the form that will need need to be sent to each person. Make a copy of each form before you send and include the copy with your Staff Approval application.

You will also need a retroactive fence permit. IS THERE ANOTHER APP THAT I SUBMIT FOR THIS? DO I NEED TO GO BEFORE THE HDC FOR THIS?

Chris Berger, M.H.P.

Planner II

Staff Liaison to the Historic District Commission Planning and Code Administration City of Gaithersburg

31 South Summit Avenue

Gaithersburg, Maryland 20877

Phone: 301-258-6330

Fax: 301-258-6336

City website: www.gaithersburgmd.gov

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-----Original Message-----

From: Brendan O'Neill Sr [<mailto:boneillsr@oneilldev.com>]

Sent: Wednesday, November 02, 2016 12:02 PM

To: Chris Berger

Subject: RE: 11 russell ave

Tuesday at 1 will be fine. Should we meet at City Hall?

-----Original Message-----

From: Chris Berger [<mailto:CBerger@gaithersburgmd.gov>]

Sent: Wednesday, November 02, 2016 12:00 PM

To: Brendan O'Neill Sr <boneillsr@oneilldev.com>

Subject: RE: 11 russell ave

I am out on Monday.

We are open Tuesday, Nov. 8. We could meet with you at 1 p.m. that day.

Or we could meet you at 9:30 am or 2:30 p.m. next Wednesday, Nov. 9.

Let me know what works.

Chris Berger, M.H.P.
Planner II
Staff Liaison to the Historic District Commission Planning and Code Administration City of Gaithersburg
31 South Summit Avenue
Gaithersburg, Maryland 20877
Phone: 301-258-6330
Fax: 301-258-6336
City website: www.gaithersburgmd.gov

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-----Original Message-----

From: Brendan O'Neill Sr [<mailto:boneillsr@oneilldev.com>]
Sent: Wednesday, November 02, 2016 11:56 AM
To: Chris Berger
Subject: RE: 11 russell ave

Thank you. I would be happy to meet with you. I assume you meant next week below. And since I am out of town tomorrow and Friday, Next week would be fine. Is Monday OK? I assume you all are closed Tuesday.

-----Original Message-----

From: Chris Berger [<mailto:CBerger@gaithersburgmd.gov>]
Sent: Wednesday, November 02, 2016 11:41 AM
To: Brendan O'Neill Sr <boneillsr@oneilldev.com>
Subject: RE: 11 russell ave

Brendan,

Planning Director Trudy Schwarz, Community Planning Manager Greg Mann, and myself would like to meet with you to discuss 11 Russell. Should the Historic District Commission retroactively approve your shed, we may have a solution that would allow your shed to remain in its current location.

Let me know if you are free tomorrow (Thursday), Friday, or a day next meet to meet us at City Hall.

Chris Berger, M.H.P.
Planner II
Staff Liaison to the Historic District Commission Planning and Code Administration City of Gaithersburg
31 South Summit Avenue
Gaithersburg, Maryland 20877
Phone: 301-258-6330
Fax: 301-258-6336
City website: www.gaithersburgmd.gov

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-----Original Message-----

From: Chris Berger
Sent: Tuesday, November 01, 2016 3:47 PM
To: 'Brendan O'Neill Sr'
Subject: RE: 11 russell ave

Thank you. I will have an answer for you as soon as possible.

Chris Berger, M.H.P.
Planner II
Staff Liaison to the Historic District Commission Planning and Code Administration City of Gaithersburg
31 South Summit Avenue
Gaithersburg, Maryland 20877
Phone: 301-258-6330
Fax: 301-258-6336
City website: www.gaithersburgmd.gov

The opinions expressed in this message are not necessarily those of the City of Gaithersburg staff, mayor, or council.

-----Original Message-----

From: Brendan O'Neill Sr [<mailto:boneillsr@oneilldev.com>]
Sent: Tuesday, November 01, 2016 3:37 PM
To: Chris Berger; Gregory Dennison
Subject: 11 russell ave

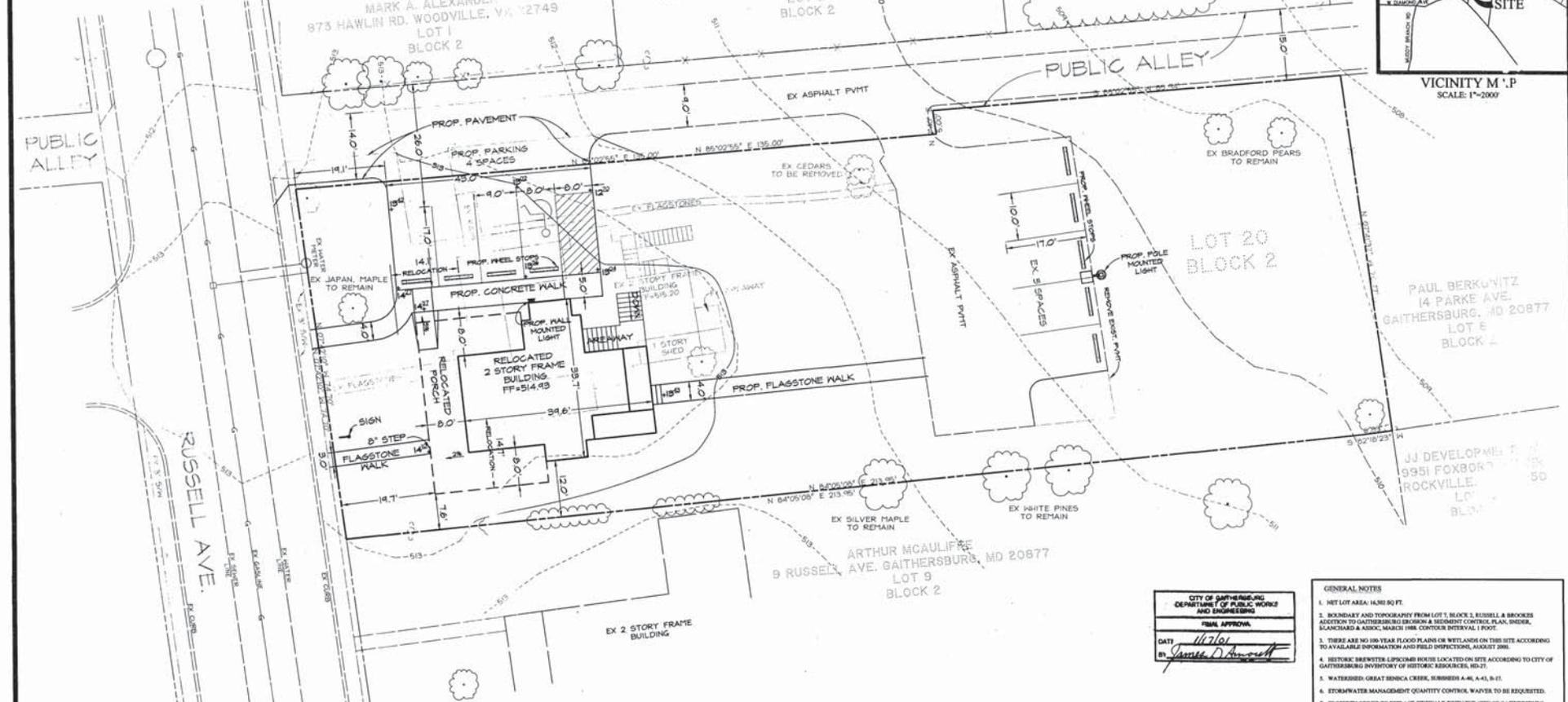
Greg and Chris:

Attached are pics of the shed. Please note several items:

- my superintendent said the 6x6 posts are on 8"x18"x18" concrete footers which are 30" in the ground.
- note the rack bracing throughout the walls.

REVISIONS			
NO.	DESCRIPTION	BY	DATE
1	REV BLDG ELEV, ACCESSIBLE RAMP, WALKS, ALLEY FENCE & SHADING	KDM	08/29/00
2	RELOCATED BUILDING 2 NORTH, ELIMINATED RAMP, REGRADDED ACCORDINGLY	REV	10/02/00
3	MOVED POLE AND FLAGSTONE WALK NORTH, AND ADDED ABEWAY TO BLDG	BCD	09/23/00
4	MOVED BLDG WALK, PARKING NORTH, REV TREES & WALK, ADDED LIGHTS	KDM	09/26/00
5	REVISED NOTES & PAVEMENT & LIGHTING DETAILS PER DOW COMMENTS	KDM	01/04/01

NOTES
 INFORMATION CONCERNING THE PROPOSED UTILITIES WAS OBTAINED FROM THE CITY OF GAITHERSBURG. THE LOCATION AND DEPTH OF THE UTILITIES IS SHOWN ON THE SITE PLAN. THE LOCATION AND DEPTH OF THE UTILITIES IS SUBJECT TO FIELD SURVEY. ALL UTILITIES SHOWN ARE TO BE DELETED OR RELOCATED TO THE FRONT OF THE PROPOSED BUILDING. THE UTILITIES ARE TO BE DELETED OR RELOCATED TO THE FRONT OF THE PROPOSED BUILDING. THE UTILITIES ARE TO BE DELETED OR RELOCATED TO THE FRONT OF THE PROPOSED BUILDING.



Dewberry & Davis LLC
 A Dewberry Company
 Engineers
 Surveyors
 Landscape Architects
 804 West Diamond Avenue, Suite 200
 Gaithersburg, MD 20878
 (301) 948-8300 Fax: (301) 258-7607
 www.dewberry.com

SITE PLAN
BREWSTER-LIPSCOMB HOUSE
LOT 20, BLOCK 2, RUSSELL & BROOKES ADDITION
 CITY OF GAITHERSBURG, MARYLAND

CITY OF GAITHERSBURG
 DEPARTMENT OF PUBLIC WORKS
 AND ENGINEERING
FINAL APPROVAL
 DATE: 1/17/01
 BY: James D. Amos

CITY OF GAITHERSBURG
HISTORIC DISTRICT COMMISSION
 81 SOUTH HANBY AVENUE, GAITHERSBURG, MARYLAND 20877
APPROVED
 AT THE REGULARLY SCHEDULED MEETING OF THE HISTORIC DISTRICT COMMISSION HELD ON 1/17/01 AT 7:00 PM. THE COMMISSION HAS GRANTED conditional approval TO THE SITE PLAN.
 DATE: 1/17/01 BY: Victoria Stetler
NOTE: ANY REVISIONS TO SIGNED PLANS MUST BE REAPPROVED BY THE HDC.

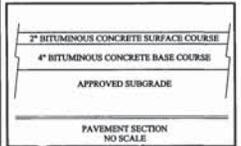
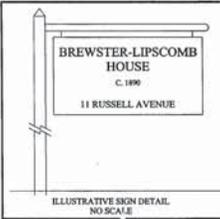
CITY OF GAITHERSBURG PLANNING COMMISSION
 81 SOUTH HANBY AVENUE, GAITHERSBURG, MARYLAND 20877
SITE PLAN APPROVAL
 AT THE REGULARLY SCHEDULED MEETING OF THE PLANNING COMMISSION HELD ON 1/17/01 APPLICATION NO. 00-00181 HAS GRANTED conditional approval TO THE SITE PLAN.
 DATE: 1/17/01 BY: Victoria Stetler
NOTE: ANY REVISIONS TO SIGNED PLANS MUST BE REAPPROVED BY THE PLANNING COMMISSION.

- GENERAL NOTES**
- NET LOT AREA: 14,362 SQ. FT.
 - BOUNDARY AND TOPOGRAPHY FROM LOT 1, BLOCK 2, RUSSELL & BROOKES ADDITION TO GAITHERSBURG BLOCK 2 & RELOCATED CONTROL PLAN, UNDER, BLANCHARD & ARDC, MARCH 1998 CONTROL INTERVAL: 100'
 - THERE ARE NO 100-YEAR FLOOD PLANS OR WETLANDS ON THIS SITE ACCORDING TO AVAILABLE INFORMATION AND FIELD INSPECTIONS, AUGUST 2000.
 - HISTORIC BREWSTER-LIPSCOMB HOUSE LOCATED ON SITE ACCORDING TO CITY OF GAITHERSBURG DEPARTMENT OF HISTORIC RESOURCES, 10/07.
 - WATERSHED: GREAT SENeca CREEK, SUBWatershed A-46, A-41, & 47.
 - STORMWATER MANAGEMENT QUANTITY CONTROL WAIVER TO BE REQUESTED.
 - PROPERTY OWNER TO REPLACE SIDEWALK WHEN THE CITY OF GAITHERSBURG DETERMINES IT NECESSARY PER PLANNING COMMISSION MINUTES, 1/17/01, DATED NOVEMBER 1, 2000.
 - OWNER TO MAINTAIN GRASS SURFACE TO PROVIDE STORM WATER QUALITY CONTROL.

SITE SUMMARY	CRD ZONE	
	REQUIRED/PERMITTED	PROPOSED
SITE AREA	NOT SPECIFIED	14,362 SQ. FT.
BUILDING SETBACKS	NOT SPECIFIED	41.5 FT. MIN.
FRONT STREET	NOT SPECIFIED	41.5 FT. MIN.
FRONT SIDE	NOT SPECIFIED	41.5 FT. MIN.
FRONT REAR	NOT SPECIFIED	41.5 FT. MIN.
BUILDING HEIGHT	4 STOREYS MAX.	2 STOREYS
GREEN AREA	NOT SPECIFIED	72%; 11,844 SQ. FT.
PARKING SPACES	1 SPACE/100 SQ. FT. GROSS FLOOR AREA; 6 SPACES MIN. (1.5M SQ. FT.)	9 SPACES, INCLUDING 1 CONTIGUOUS ACCESSIBLE SPACE.
INTERNAL GREEN AREA	10% MIN. OF PARKING AREA; 121 SQ. FT. REQUIRED ON 1200 SQ. FT. PARKING AREA	12%; 164 SQ. FT.

7 MARYLAND REGISTERED PROFESSIONAL ENGINEER OF ARCHITECT SEAL AND SIGNATURE ON PLANS WILL BE ACCEPTED AS PRIMA FACIE EVIDENCE THAT PLANS ARE IN COMPLIANCE WITH APPLICABLE CODES AND REGULATIONS.

Richard M. Meyer
 REGISTERED PROFESSIONAL ENGINEER
 1/18/01



Drawn by: KDM
 Designed by: KDM
 Checked by: JRC
 Date: AUG 2000
 Scale: 1"=10'
 Sheet: CBD
 Project: HIST-7453-2016
 File number: SP-548



CERTIFICATE OF APPROVAL

Historic Area Work Permit 68B
11 Russell Avenue
Brendan O'Neill

The City of Gaithersburg Historic District Commission hereby grants approval to Historic Area Work Permit 68B, finding the request to add a flat board, six-foot high fence of pressure treated wood in compliance with Secretary of Interior Standard One which requires minimal change to the environment and Standard Ten, which states that new additions, if removed, retain the integrity of the historic property. The fence will be allowed to age naturally, will have no gate, and will be set approximately six inches inside the property line to protect the tree on the property line, with due care given to the placement of poles and holes for tree root protection.

The property, located at 11 Russell Avenue, is a designated historic site.

Work on an approved project should start within six months of approval and be completed within one year of the date of the issuance of this Certificate, or within other specified time frames, or the Certificate expires.

Deviation from the plan approved on this date shall not be permitted without submission of an amended plan which is subject to the approval of the City of Gaithersburg Historic District Commission. Any such non-compliance shall serve automatically to revoke this historic area work permit approval.

The Certificate does not constitute the right to commence construction or relieve the applicant of City Code requirements, or those of other governmental jurisdictions. The applicant should contact the Department of Planning and Code Administration in City Hall for further information and assistance regarding the City's permit procedures.

City of Gaithersburg Historic District Commission

GERALDINE EDENS, VICE CHAIR

Date of Approval: December 17, 2001

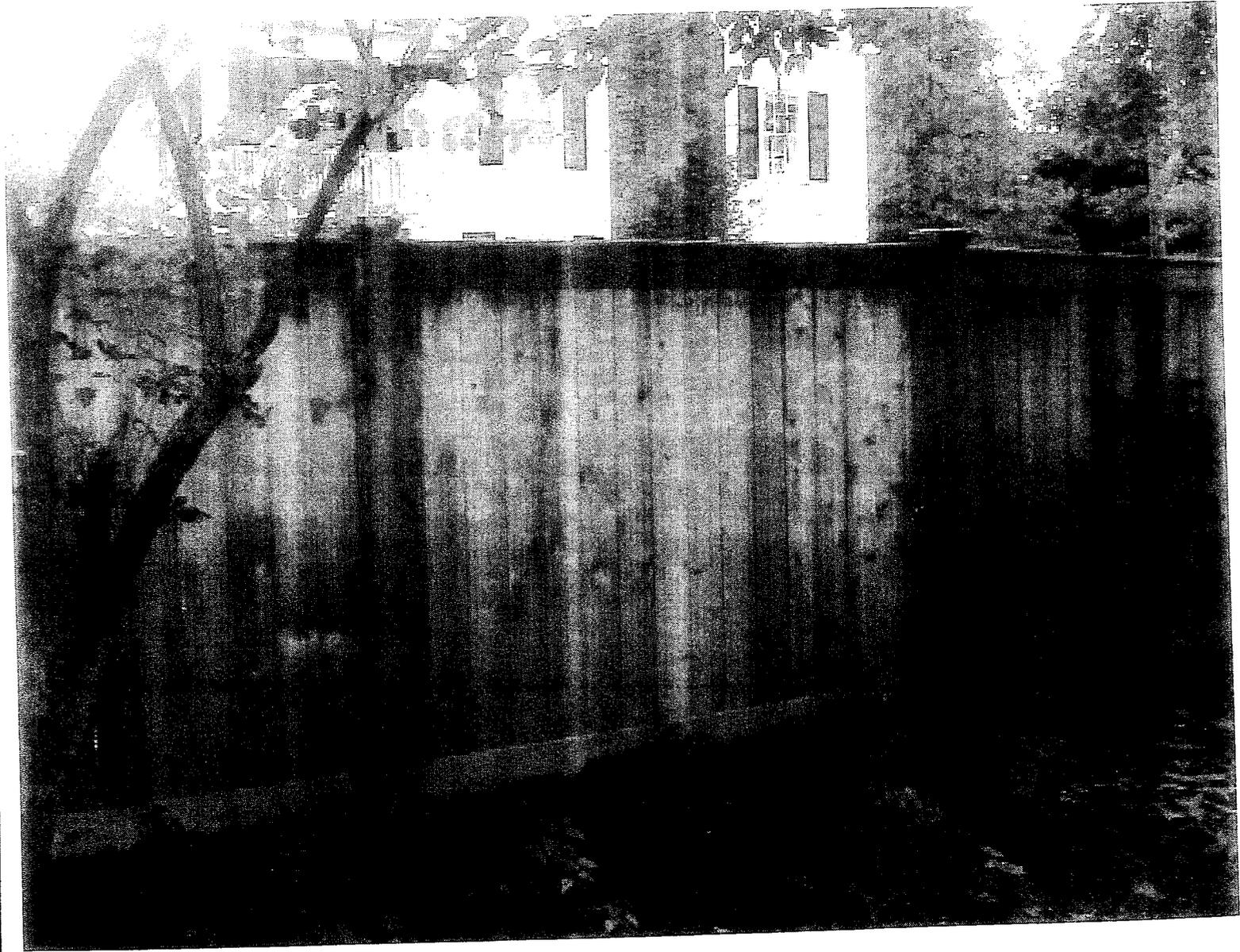
City of Gaithersburg • 31 South Summit Avenue, Gaithersburg, Maryland 20877-2098
301-258-6300 • FAX 301-948-6149 • TTY 301-258-6430 • cityhall@ci.gaithersburg.md.us • www.ci.gaithersburg.md.us

MAYOR
Sidney A. Katz

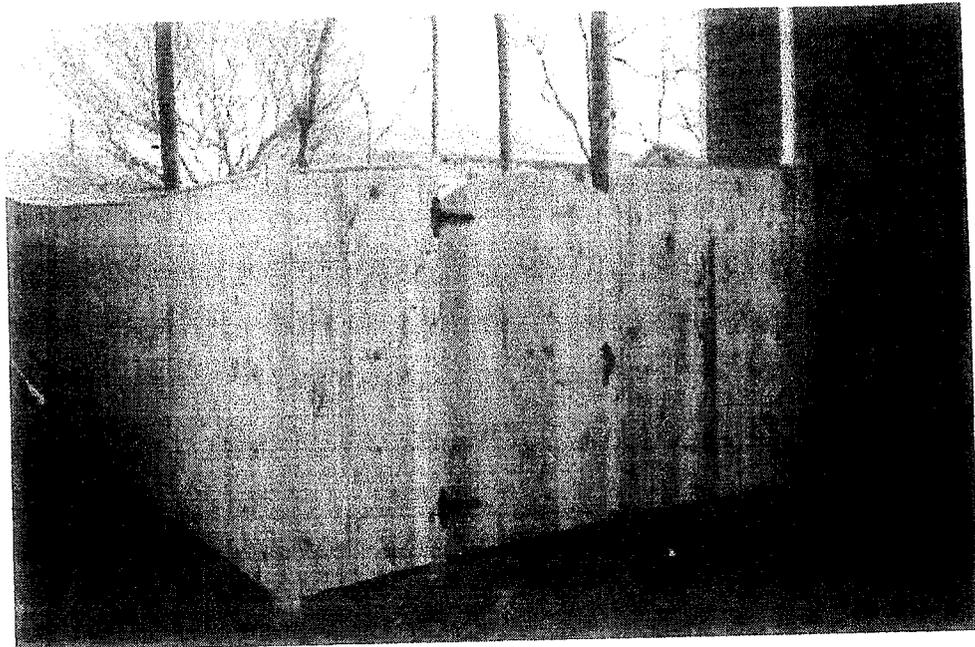
COUNCIL MEMBERS
Stanley J. Alster
Geraldine E. Edens
Henry F. Marraffa, Jr.
John B. Schlichting
Ann T. Somerset

CITY MANAGER
David B. Humpton

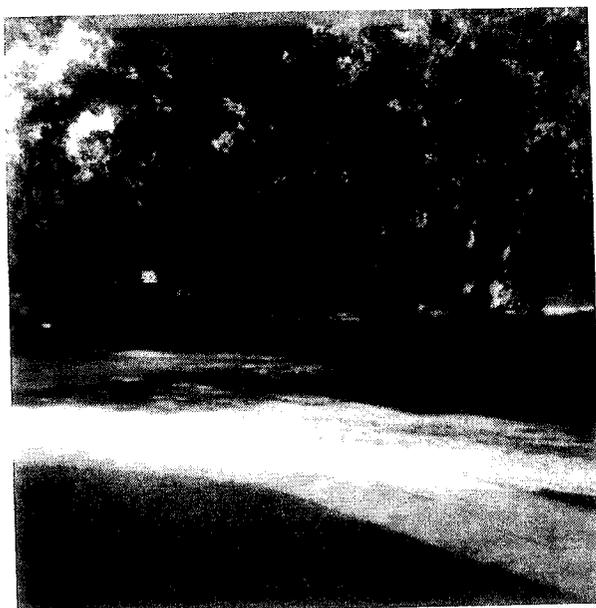
Historic District Commission
HIST-7453-2016
Exhibit 5



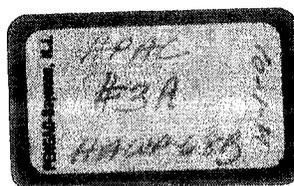
How fence will look from 9 Russell side.



How siding will look from the alley. There will be no gate.



http://www.expertfence.com/photo_3.3.3.jpg



10/23/2001

JC



PERMIT

Permit#: PI-B011477
Fence Permit

Address: 11 RUSSELL AVE GB
Parcel #:2847204
Location:Right rear of property

Date Printed: 12/19/2001
Total Fees: \$30.00
Fence Height: 6

Lot/Block: 202
Zone: CBD

Subdivision:
Historic (Y/N): N

Contact Information:

Applicant: BRENDAN ONEILL SR

Phone: 301-840-9310

Contractor: CLINTON FENCE COMPANY, INC.
2630 OLD WASHINGTON ROAD WALDORF MD 20601

Phone: 301-843-1108 License #/Type:1705 /MHIC

Owner: O'NEILL LAND LLC
11811 GLEN MILL RD POTOMAC MD 20854

Phone:

Fees Paid:

Fence Fee: \$30.00

Description of Work/Conditions and Fence Type:

Wooden board on board. Fence to be set in approximately 6 inches from property line to protect trees on property line with due care given to placement of holes and posts to protect tree roots. No gate. Fence will be allowed to age naturally. Call for final inspection (301) 258-6338.

I hereby certify that I have read and examined this permit and that all statements are true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulation construction or the performance of construction.

This permit becomes null and void if work or construction authorized is not commenced within 6 months of issue date, or if construction or work is suspended or abandoned for a period of 120 days at any time after work has commenced. Approved only as noted on plans. Call for all required inspections, (301) 258-6338. All S.D.A. conditions must be met. Fire department access must be maintained at all times.

Applicant

Date

12-20-01

Owner

Approved

Pat Patula (sh)

~~11-17-08~~ 11-17-08 Finalled



11
ONEILL
WALTON

Historic District Commission
HIST-7453-2016
Exhibit 6





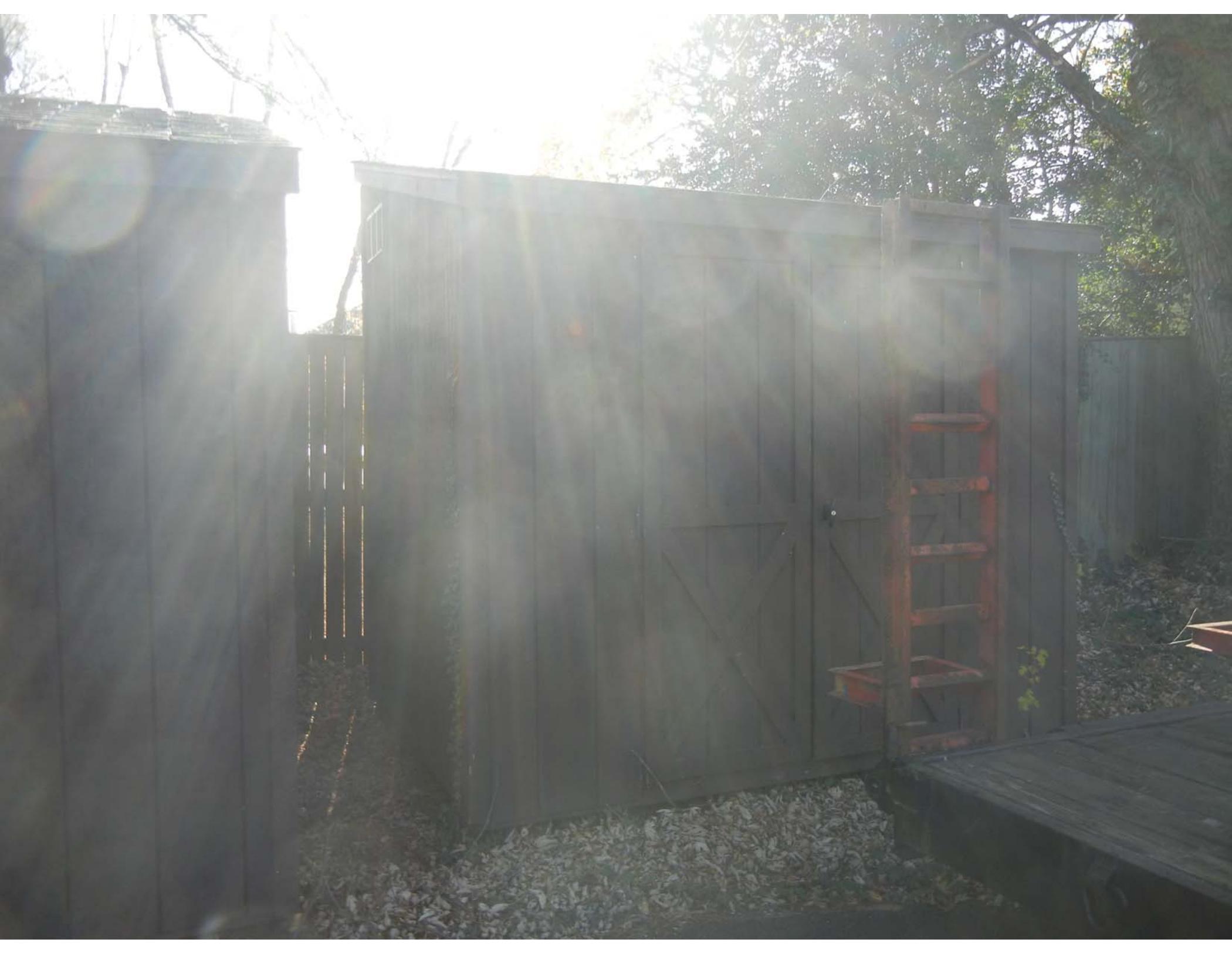














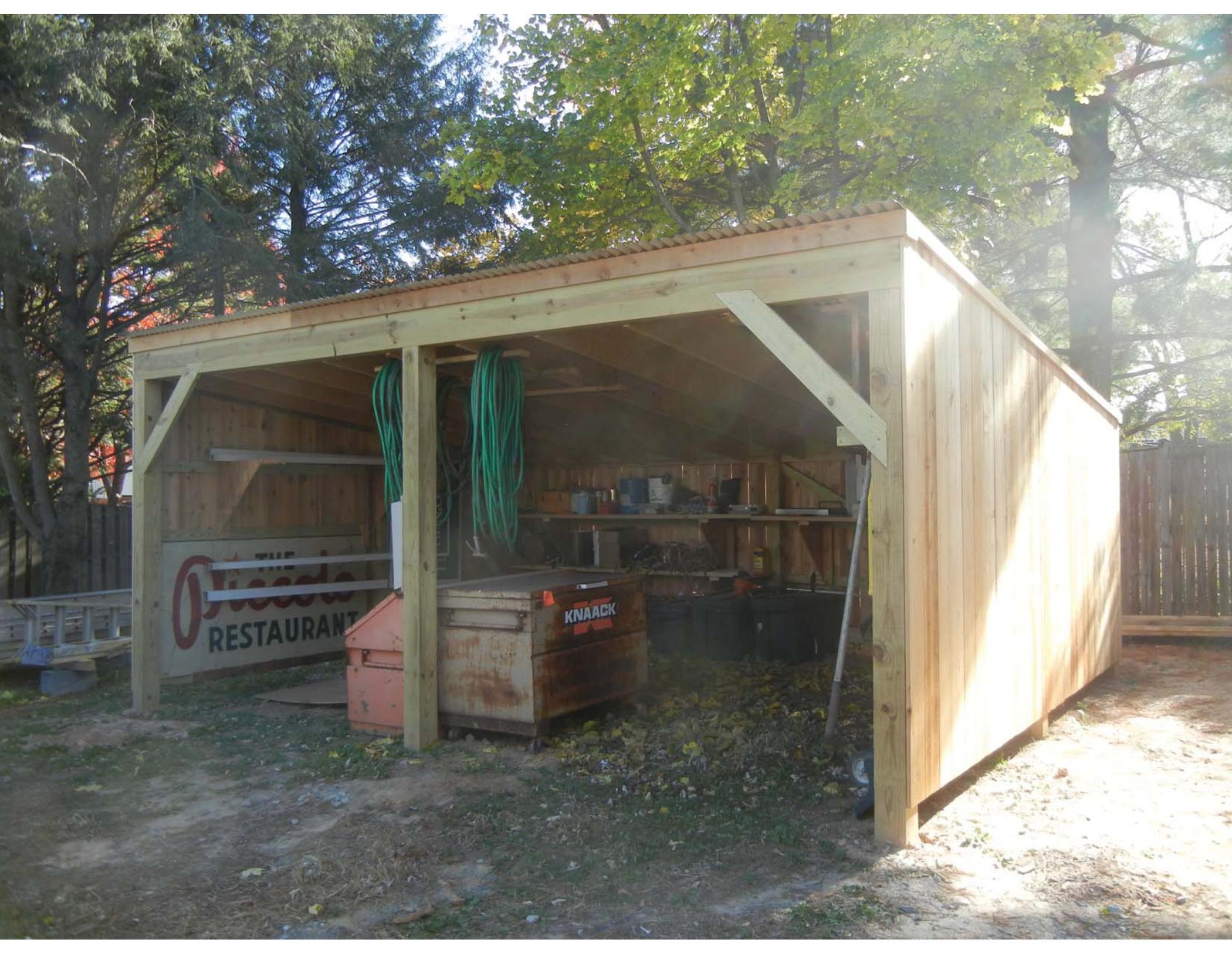






The Needle RESTAURANT

KNAACK



THE
Piccolo
RESTAURANT

KNAACK







WALK
CLOSED
AHEAD
—
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SIDEWALK
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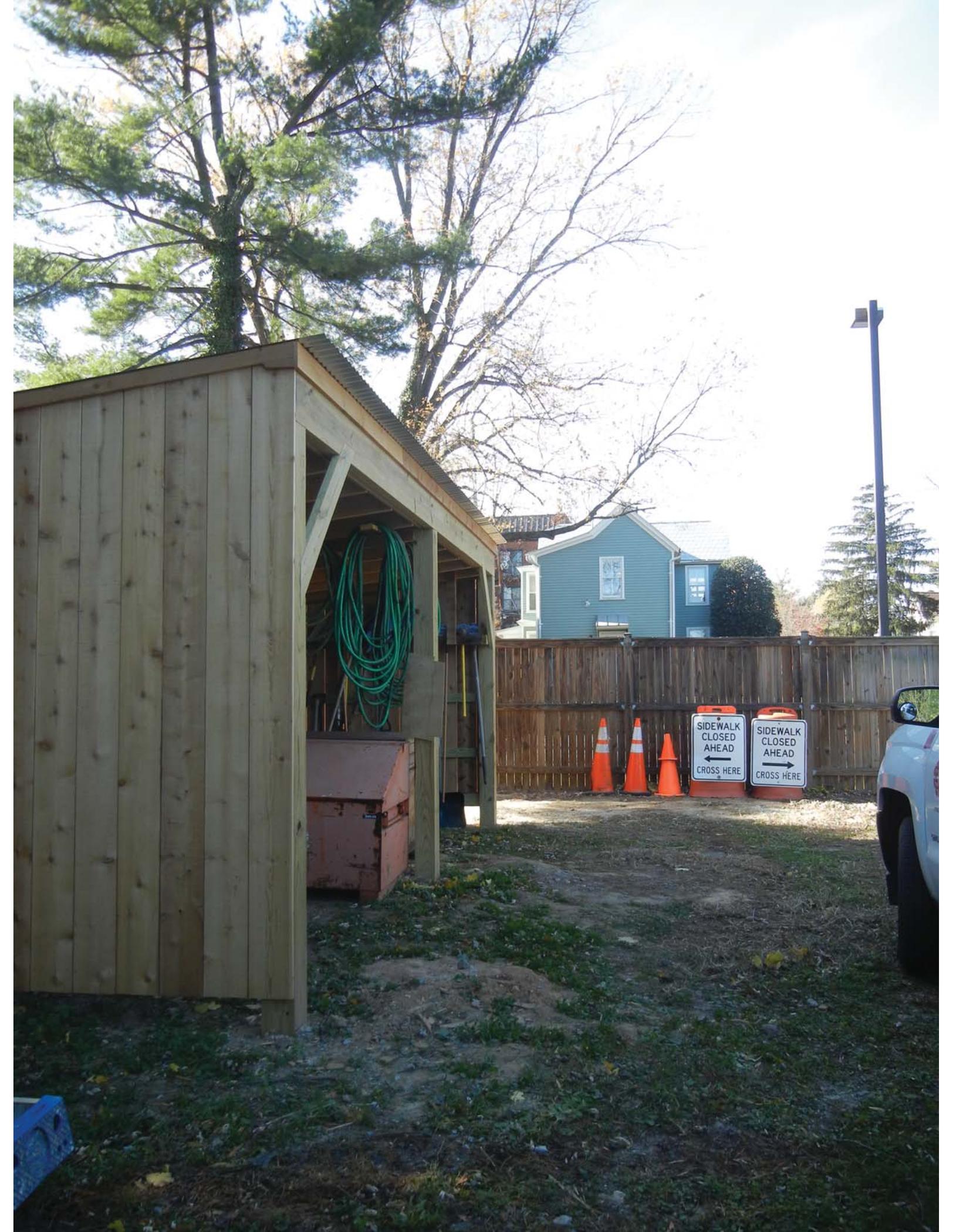
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DILL
CEMENT
CORPORATION
800-555-5555
840-9510

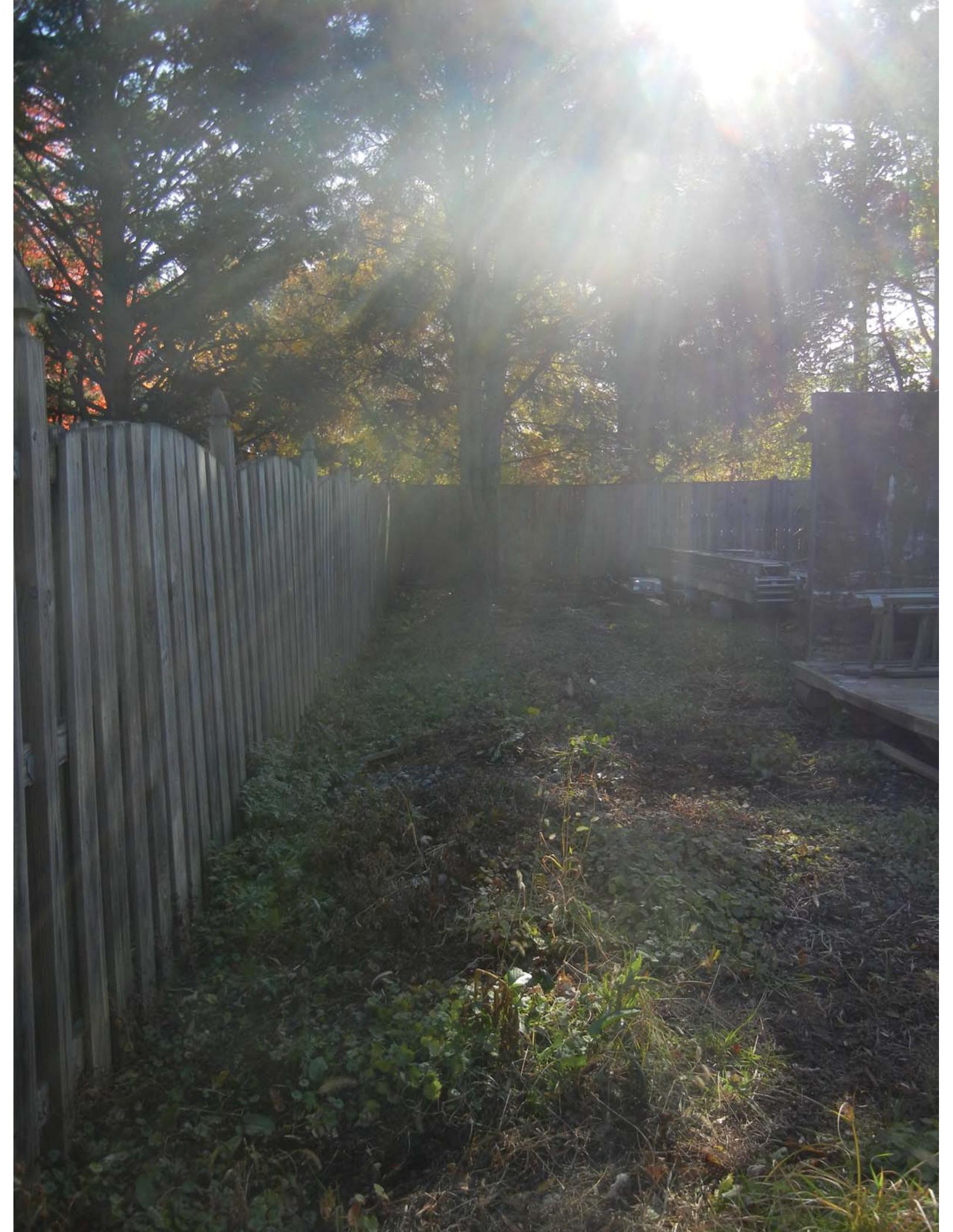


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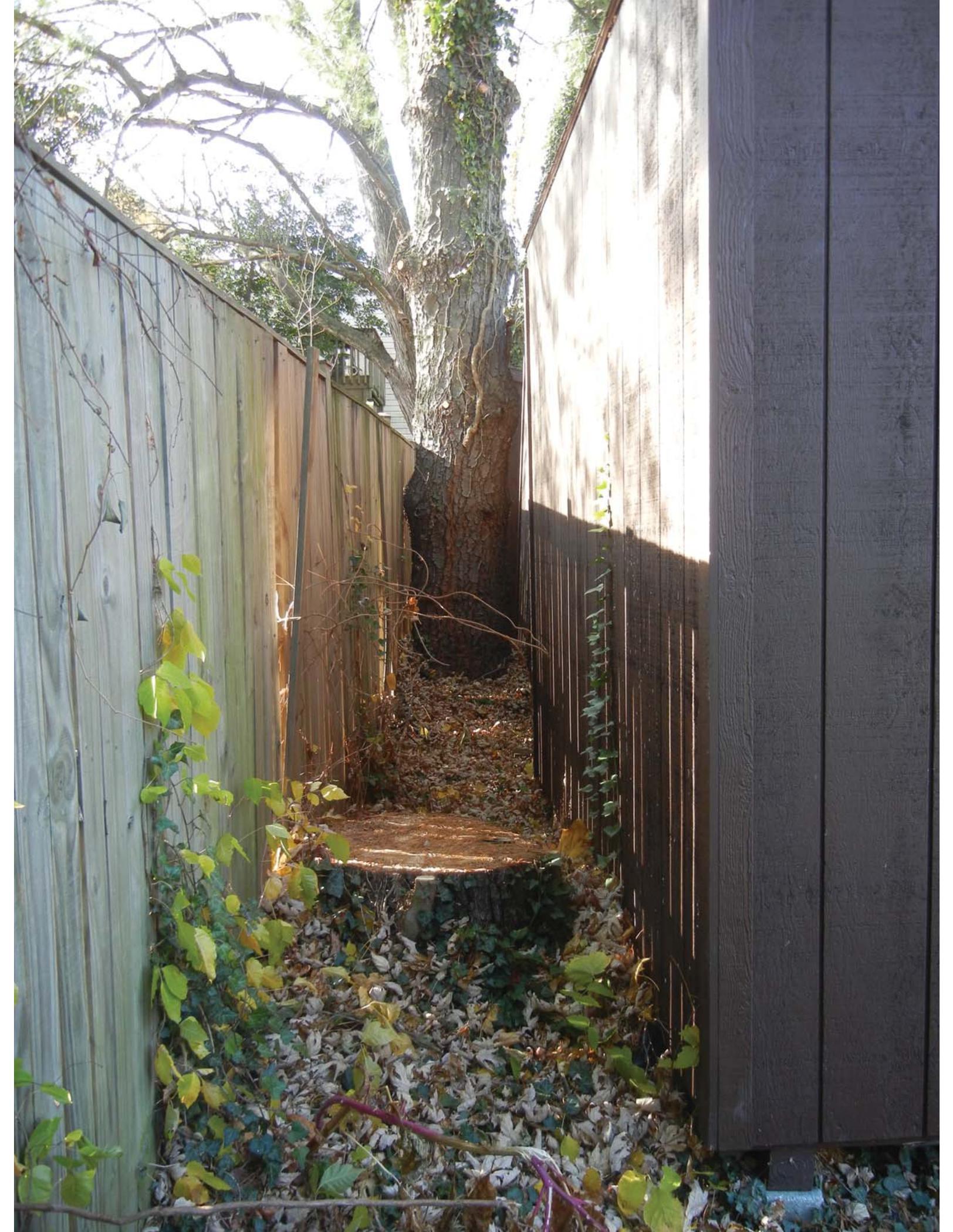


RESTAURANT

KNAACK

7E6777







STAFF COMMENTS FOR HISTORIC DISTRICT COMMISSION

Meeting Date: **Wednesday, March 26, 2014**

Title: **Historic Area Work Permit Application:**

HIST-4605-2014

Removal of Two Sheds Located in Rear Yard.

Request: **CONDUCT REVIEW OF HISTORIC AREA WORK
PERMIT APPLICATION**

Address: **19 Walker Avenue, Gaithersburg, MD 20877**

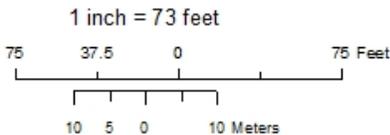
Historic District: **HD-14, *Brookes, Russell, and Walker Historic District*
(Contributing Resource)**

Applicant: **Ann S. Ferguson**

Owner: **Ann S. Ferguson**

Enclosures: *Exhibit #1: Location Aerial*
Exhibit #2: Application with Photographs
Exhibit #3: Location of Sheds in Rear Yard
Exhibit #4: Notes from Applicant
Exhibit #5: Paid Check from Applicant
Exhibit #6: Email from Karyn and Mark Ryan
Exhibit #7: Notification Postcard
*Exhibit #8: Guidelines for the Brookes, Russell, and Walker
Historic District*

LOCATION AERIAL



STAFF COMMENTS

I. Purpose and Objective

The purpose and objective of this agenda item is for the Historic District Commission (HDC) of the City of Gaithersburg to conduct a review of Historic Area Work Permit Application (HAWP): HIST-4605-2014, removal of two sheds (accessory structures) located in rear yard.

View of 19 Walker Avenue from Public-Right-of-Way



Alternate View of 19 Walker Avenue from Public-Right-of-Way



II. Scope of Review

In accordance with Section 24-227(a) of *The City Code* a HAWP is required for work on public or private property which would affect the historic, archaeological, or architectural significance of a designated historic resource, any portion of which is visible or intended to be visible from the public-right-of-way.

Acting in accordance with Section 24-227.2 of *The City Code* the HDC in evaluating a HAWP shall consider and render its decision based on the following factors:

“(a) The historic district commission, in evaluating an application for a historic area work permit, shall consider and render its decision based on the following factors:

- (1) The preservation of the historic, archaeological, or architectural significance of the site or structure and its relationship to the historic, archaeological or architectural significance of the surrounding area;*
- (2) Guidelines for rehabilitation and new construction design for designated sites, structures, and districts adopted by resolution of the mayor and city council, including criteria for construction, alteration, reconstruction, moving and demolition which are consistent with the Secretary of the Interior's Standards for Rehabilitation;*
- (3) The relationship of the exterior architectural features of the structure to the remainder of the structure and surrounding area;*
- (4) The general compatibility of the exterior design, scale, proportion, arrangement, texture and materials proposed to be used; and*
- (5) Any other factors, including aesthetic factors, which the commission deems pertinent.*

(b) In the case of an application for work on a historic resource, the commission shall be lenient in its judgment on 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 significance of surrounding historic resources. The historic district commission shall be strict in its judgment of plans for site or structures determined by research to be of historic, architectural or archaeological significance.”

III. Guidelines and Project Design

The proposed work must follow the guidance provided within the *Design Guidelines for the Brookes, Russell, and Walker Historic District*. Pages 40 of The Guidelines note the following with regard to accessory structures:

“Accessory structures are important to the site and context of the neighborhood as is the main house and should be well maintained. These include outdoor storage sheds, trash receptacles (screened or concealed), and children’s play equipment.

Accessory structures shall follow the requirements in Section 24-163 of the City Code, as may be amended from time to time.

Accessory structures shall be located only in the rear yard

A residential improvement permit is required to install an accessory structure, e.g., a shed.”

The applicant, Ann S. Ferguson, intends on removing both of the sheds from the property in their entirety. The applicant notes (**Exhibit #3**) that the two sheds *“are harboring wild animals and in disrepair, they are beginning to fall on ground due to constant digging underneath by the animals.”* They go on to note that when the City provided a service for trapped animals to be relocated, they called upon the City approximately to relocate a variety of animals (nearly one hundred in total) including: ground hogs, raccoons, opossum, and foxes. The applicant notes that the City no longer provides this service and the cost of hiring a private animal control specialist to relocate one trapped animal is approximately \$375.00, as shown on the paid check dated April 3, 2013 (**Exhibit #4**).

Furthermore, the applicant notes that the remains of dead animals are problem and, most importantly of all, the threat posed to the young children who live nearby by the foxes, who are very protective of their young, is very real. Karyn and Mark Ryan note that *“even when were on our enclosed screen porch the adult fox came through the fence into our yard, snarled and barked at us in effort to protect the den”* (**Exhibit #5**).

IV. Existing Architecture

19 Walker Avenue is a contributing resource to the Brookes, Russell, and Walker Historic District. The historical name of the property/house is the “Magruder” property/house. It is a two-and-one-half-story Foursquare with Colonial Revival stylistic details constructed circa 1923. It features a full-width front porch with Tuscan porch supports, nine light side passage door, paired double-hung sash windows, hipped dormer, and hipped roof.

The applicant is seeking to remove two sheds located in the rear yard of the property. The applicant believes that both of the sheds are over fifty-years-old and were probably constructed sometime shortly after the main house was constructed (which was circa 1923). Both sheds feature brick foundations, German siding, and shed roofs clad with corrugated metal.

Two Sheds Located in Rear Yard of 19 Walker Avenue Photograph #1



Two Sheds Located in Rear Yard of 19 Walker Avenue Photograph #2



Two Sheds Located in Rear Yard of 19 Walker Avenue Photograph #3



Two Sheds Located in Rear Yard of 19 Walker Avenue Photograph #4



Two Sheds Located in Rear Yard of 19 Walker Avenue Photograph #5



Two Sheds Located in Rear Yard of 19 Walker Avenue Photograph #6



Two Sheds Located in Rear Yard of 19 Walker Avenue Photograph #7



V. Conclusion

Staff respectfully recommends that the Historic District Commission:

- 1. CONDUCT A REVIEW OF THE PROPOSED WORK (HIST-4605-2014) AT 19 WALKER AVENUE, A CONTRIBUTING RESOURCE TO THE BROOKES, RUSSELL, AND WALKER HISTORIC DISTRICT.**

AND

- 2. APPROVE, BY MOTION, THE PROPOSED WORK - REMOVAL OF TWO SHEDS LOCATED IN REAR YARD OF 19 WALKER AVENUE.**

AND

- 3. FINDING THE PROPOSED WORK TO BE IN COMPLIANCE WITH SECTION 24-227.2 OF THE CITY CODE. IN PARTICULAR, SECTION 24-227.2 (a)(5) OF THE CITY CODE, WHICH ALLOWS THE HISTORIC DISTRICT COMMISSION TO BASE ITS DECISION ON:**

“ON ANY OTHER FACTORS, INCLUDING AESTHETIC FACTORS, WHICH THE COMMISSION DEEMS PERTINENT.”

AND

- 4. FINDING THAT THE PROPOSED WORK IS A NECESSARY STEP IN ALLEVIATING THE THREAT POSED BY THE ANIMALS THAT ARE HARBORING WITHIN THE SHEDS TO THE PROPERTY OWNER/APPLICANT AND OTHER RESIDENTS LIVING IN THE BROOKES, RUSSELL, AND WALKER HISTORIC DISTRICT.**



Gaithersburg

City of Gaithersburg
31 S. Summit Ave.
Gaithersburg, MD 20877

**NOTICE OF PUBLIC MEETING
CITY HISTORIC DISTRICT COMMISSION
WEDNESDAY, NOVEMBER 30, 2016, at 7:30 P.M.
City Hall Council Chambers
31 S. Summit Ave., Gaithersburg, MD 20877**

You are receiving this postcard to inform you of a proposal for change within 200 feet of your property, or you have expressed an interest in the subject plan(s).

APPLICATION TYPE:	Historic Area Work Permit
FILE NUMBERS:	HIST-7453-2016
LOCATION:	11 Russell Ave.
PROPOSAL:	Retroactive review of fence and shed construction and removal of tree

For additional information, you may review the project file at the Planning and Code Administration offices located at City Hall, 31 S. Summit Ave., Gaithersburg, Maryland, from 8 a.m. to 5 p.m., Monday through Friday. You may also refer to the City website at www.gaithersburgmd.gov or contact us via telephone at 301-258-6330.

owner_name_line_1	owner_name_line_2	owner_address_line_1	owner_address_line_2	owner_address_city	owner_adc	owner_address_zip_code
REYES MARIA D		18 PARK AVENUE		GAITHERSBURG	MD	20877
HURTADO FELIPA G		109 BROOKES AVE		GAITHERSBURG	MD	20877
WILSON ROBERT W ET AL		107 BROOKES AVE		GAITHERSBURG	MD	20877
ZHU XUGUANG		105 BROOKES AVE		GAITHERSBURG	MD	20877
BLALOCK JAMES A. 3RD	BLALOCK LYNN A.	627 AZALEA DR #1		ROCKVILLE	MD	20850
ALEXANDER LYLE A		152 LIZZIE MILLS RD		CASTLETON	VA	22716
BARRETT MATTHEW T	BARRETT AMELIA S	16 PARK AVE		GAITHERSBURG	MD	20877
GLINSMANN MATTHEW & MARIA		12 RUSSELL AVE		GAITHERSBURG	MD	20877
BERKOWITZ PAUL ET AL		14 PARK AVE		GAITHERSBURG	MD	20877
GLINSMANN MATTHEW & MARIA		12 RUSSELL AVE		GAITHERSBURG	MD	20877
AMARO GUSTAVO M & MARY S		30 STEELE AVE		ANNAPOLIS	MD	21401
MCAULIFFE ARTHUR L 3RD		9 RUSSELL AVE		GAITHERSBURG	MD	20877
I&M INVESTMENTS LLC		6 PARK AVE		GAITHERSBURG	MD	20877
NIESEN PAUL R & CANDACE		7 RUSSELL AVE		GAITHERSBURG	MD	20877
HERITAGE PTNSHP		8501 GARFIELD DR		GAITHERSBURG	MD	20882
COVELL CHARLES L JR ET AL TR		5828 WINEGROVE CT		DERWOOD	MD	20855
HOWELL PETER B JR &	CATHERINE A RIMMER	21 BROOKES AVE		GAITHERSBURG	MD	20877
SHARP FREEMAN S & N P		C/O KARA M KARR	463 WEST WATER ST	HARRISONBURG	VA	22801
No. 8 Russell Avenue Condominiums	Jim Koss	3583 Hamlet Place		Chevy Chase	MD	20815



Gaithersburg

A CHARACTER COUNTS! CITY

CITY OF GAITHERSBURG
31 South Summit Avenue
Gaithersburg, Maryland 20877
Telephone: 301-258-6330

NOTICE OF PUBLIC HEARING

The City of Gaithersburg's Historic District Commission will conduct a public hearing at the time and place noted below.

Meeting: **HISTORIC DISTRICT COMMISSION**
Application Type: **HISTORIC AREA WORK PERMIT**
File Number: **HIST-7453-2016**
Location: **11 RUSSELL AVENUE**
Applicant: **O'NEILL LAND, LLC**
Day/ Date/Time: **WEDNESDAY, NOVEMBER 30, 2016, 7:30 P.M.**
Place: **COUNCIL CHAMBERS, GAITHERSBURG CITY HALL
31 SOUTH SUMMIT AVENUE**

*****IMPORTANT*****

The applicant requests that the City of Gaithersburg, Historic District Commission, grant a Certificate of Approval for the retroactive review of the construction of a fence and shed and removal of a tree. Section 24-227(a) of the *City of Gaithersburg Code* requires applicants to submit a Historic Area Work Permit application for work on public or private property that would affect the historic, archaeological, or architectural significance of a designated historic resource, any portion of which is visible or intended to be visible from the public-right-of-way. Contact the Planning and Code Administration at 301-258-6330 should have you any questions and/or to learn more about this process and your ability to offer testimony and input.

CITY OF GAITHERSBURG

Chris Berger, Planner
Planning and Code Administration

SEE LOCATION MAP ON REVERSE SIDE



LOCATION MAP



Gaithersburg
A CHARACTER COUNTY CITY

HISTORIC DISTRICT COMMISSION

HIST-7453
-2016

FILE NUMBER

RETROACTIVE SHED,
FENCE AND TREE

TITLE

HISTORIC AREA WORK PERMIT

APPLICATION TYPE

WEDNESDAY

DAY

11/30/2016

DATE

7:30 P.M.

GAITHERSBURG CITY HALL
31 SOUTH SUMMIT AVENUE

*SUBJECT TO CHANGE
CALL 301-258-6330
www.gaithersburgmd.gov