January 10, 2018

Mr. William Kirwan
Historic Preservation Commission
8787 Georgia Avenue
Silver Spring, MD 20910

RE: 7034 Carroll Avenue, Takoma Park, Maryland

Dear Mr. Kirwan,

The Takoma Park Façade Advisory Board met on January 9, 2018, to review the design proposal for 7034 Carroll Avenue, Takoma Park, Maryland. The proposal is to be considered by the Historic Preservation Commission.

The property owner, John Mangan, presented the proposal for new signage for his business, Mangan Architects, at 7034 Carroll Avenue. The proposal is for a new exterior, free-standing wood and plastic sign to be constructed in the front yard of the property.

The Takoma Park Façade Advisory Board passed the following resolution:

**The Board voted to approve the sign proposal as presented (details attached).**

Thank you for the efforts of the Commission to preserve the unique architectural character of our historic business district. If you have questions regarding the Board’s action, please call me at 301-891-7205.

Sincerely,

Signature

Community Development Manager
HISTORIC PRESERVATION COMMISSION
301/563-3400

APPLICATION FOR
HISTORIC AREA WORK PERMIT

Contact Email: jmangan@mangangroup.com  Contact Person: John Mangan  Daytime Phone No.: 301-589-7900

Tax Account No.:  Carroll Ave Properties  Daytime Phone No.: 301-589-7900

Name of Property Owner:  7034 Carroll Ave  Takoma Park  MD  20912

Address:  Street Number:  Street:  City:  Zip Code:

Contractor:  Phone No.:  

Contractor Registration No.:  

Agent for Owner:  Daytime Phone No.: 301-589-7900

LOCATION OF BUILDING/PREMISE

House Number:  7034  Street:  Carroll Ave

Town/City:  Takoma Park  Nearest Cross Street:  Westmoreland

Lot:  26  Block:  Subdivision:  0025

Parcelling:

PART ONE: TYPE OF PERMIT/ACTIVITY AND USE

1A. CHECK ALL APPLICABLE:
☐ Construct ☐ Extend ☐ Alter/Renovate ☐ A/C ☐ Stab ☐ Room Addition ☐ Porch ☐ Deck ☐ Shed
☐ Move ☐ Install ☐ Wreck/Raze ☐ Solar ☐ Fireplace ☐ Woodburning Stove ☐ Single Family exterior sign
☐ Revision ☐ Repair ☐ Revocable ☐ Fence/Wall (complete Section 4) ☐ Other:

1B. Construction cost estimate:  $100.00

1C. If this is a revision of a previously approved active permit, see Permit #

PART TWO: COMPLETE FOR NEW CONSTRUCTION AND EXTEND/ADDING

2A. Type of sewage disposal:  01 ☐ WSSC  02 ☐ Septic  03 ☐ Other:

2B. Type of water supply:  01 ☐ WSSC  02 ☐ Well  03 ☐ Other:

PART THREE: COMPLETE FOR FENCE/RETAINING WALL

3A. Height _______ feet _______ inches

1B. Indicate whether the fence or retaining wall is to be constructed on one of the following locations:
☐ On party line/property line  ☐ Entirely on land of owner  ☐ On public right of way/assessment

I hereby certify that I have the authority to make the foregoing application, that the application is correct, and that the construction will comply with plans approved by all agencies listed and I hereby acknowledge and accept this to be a condition for the issuance of this permit.

Signature of owner or authorized agent:  [Signature]

Date:

Approved:  [Signature]  For Chairperson, Historic Preservation Commission

Disapproved:  [Signature]:  Date:

Application/Permit No.:  [Application/Permit No.]

Data Filed:  [Data Filed]  Date Issued:

SEE REVERSE SIDE FOR INSTRUCTIONS

Edit 5/21/99
There is no existing structure. This application is for an exterior wood sign. The sign will be constructed in a small mulched front yard.

The proposed work is a new exterior wood and plastic sign. It will be a smaller version of an existing non-historic sign in the same location.

2. SITE PLAN

Site and environmental setting, drawn to scale. You may use your plat. Your site plan must include:

a. the scale, north arrow, and date;

b. dimensions of all existing and proposed structures; and

c. site features such as walkways, driveways, fences, ponds, streams, trash dumpsters, mechanical equipment, and landscaping.

3. PLANS AND ELEVATIONS

You must submit 2 copies of plans and elevations in a format no larger than 11" x 17". Plans on 8 1/2" x 11" paper are preferred.

a. Schematic construction plans, with marked dimensions, indicating location, size and general type of walls, window and door openings, and other fixed features of both the existing resource(s) and the proposed work.

b. Elevations (facades), with marked dimensions, clearly indicating proposed work in relation to existing construction and, when appropriate, context. All materials and fixtures proposed for the exterior must be noted on the elevations drawings. An existing and a proposed elevation drawing of each facade affected by the proposed work is required.

4. MATERIALS SPECIFICATIONS

General description of materials and manufactured items proposed for incorporation in the work of the project. This information may be included on your design drawings.

5. PHOTOGRAPHS

a. Clearly labeled photographic prints of each facade of existing resource, including details of the affected portions. All labels should be placed on the front of photographs.

b. Clearly label photographic prints of the resource as viewed from the public right-of-way and of the adjoining properties. All labels should be placed on the front of photographs.

6. TREE SURVEY

If you are proposing construction adjacent to or within the drip line of any tree 6" or larger in diameter (at approximately 4 feet above the ground), you must file an accurate tree survey identifying the size, location, and species of each tree of at least that dimension.

7. ADDRESSES OF ADJACENT AND CONFRONTING PROPERTY OWNERS

For ALL projects, provide an accurate list of adjacent and confronting property owners (not tenants), including names, addresses, and zip codes. This list should include the owners of all lots or parcels which adjoin the parcel in question, as well as the owner(s) of lots or parcel(s) which lie directly across the street/highway from the parcel in question.

Please print (in blue or black ink) or type this information on the following page. Please stay within the guides of the template, as this will be photocopied directly onto mailing labels.
PLAT OR SITE PLAN GOES HERE
PROPOSED SIGN

EXISTING SIGN TO REMAIN

PROPOSED SIGN (PHOTOSHOP)
# HAWP Application: Mailing Addresses for Notifying

[Owner, Owner’s Agent, Adjacent and Confronting Property Owners]

<table>
<thead>
<tr>
<th>Owner’s mailing address</th>
<th>Owner’s Agent’s mailing address</th>
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<tbody>
<tr>
<td>Carroll Ave Properties LLC</td>
<td>John Mangan, AIA</td>
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<tr>
<td>7034 Carroll Ave Suite 3</td>
<td>Mangan Group Architects</td>
</tr>
<tr>
<td>Takoma Park, MD</td>
<td>7034 Carroll Ave Suite 3</td>
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<td>Takoma Park, MD</td>
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PROPOSED STREET SIGN FOR MANGAN GROUP ARCHITECTS
AT 7034 CARROLL AVE