



# City of Cambridge

## PLANNING AND ZONING

1025 WASHINGTON STREET  
CAMBRIDGE, MARYLAND 21613  
TELEPHONE: 410-228-1955  
FAX: 410-228-1474

MIDREJAY (V/TTY) 7-1-1 or 1-800-735-2258

HPC - CoA# 2021-011
ARC #
EAR #

## Application to the Historic Preservation Commission

### Check the Appropriate Requested Action:

- **Informal Review**
    - Discuss with Staff and the Commission preliminary design ideas for a project. The Commission will address the appropriateness of the proposal and provide guidance.
  - **Administrative Review Certificate (ARC)**
    - Meet with staff to discuss projects eligible for administrative review, such as in-kind replacement of deteriorated features, minor work not impacting the architectural character, or repairs and in-kind restorations etc. (see attached Minor Work Items Chart attached)
  - **Emergency Approval Review (EAR)**
    - Meet with staff to qualify the level of emergency of the repairs and replacements
    - One or more Commissioner will confirm (site visit may be required) in addition to Staff
  - **Formal Review - (Certificate of Appropriateness / HPC-CoA)**
    - Requires a full review by the Historic Preservation Commission
    - Typical projects that apply (please check relevant sections below)
      - Construction of any new buildings, additions, or accessory structures
      - Exterior Building Alteration (facades, roof, porches, entrance stoops...)
      - Signage or Graphics
      - Landscaping/Fencing/Patios/Paving
      - Demolition/Moving a Structure/Removal of a character defining feature
      - Other:
- 
- **Consent Agenda** - Application is presented at HPC meeting, if Commissioners have questions, it becomes a full HPC review, otherwise it is voted upon without discussion

**Note: Please refer to Administrative / Minor Works Item chart attached for details on HPC-CoA requirements**

### PROPERTY INFORMATION:

3 Choptank Avenue. Cambridge, Maryland 21613

Street Address	City	State	Zip Code
Tax Map 301, Parcel 189.	Zoning R-4		1896
Map/Parcel Number	Current Zoning		Year Built

**APPLICANT INFORMATION:**

**Michelle K. Dolge**

Name

**3145 Beech Street, NW, Washington, DC, 20015**

Street Address

City State

Zip Code

**michelledolge247@gmail.com**

E-Mail Address

**202-438-7302**

Phone Number

Fax Number

**PROPERTY (LAND) OWNER: (IF DIFFERENT THAN APPLICANT)**

**Michelle K. Dolge Exempt Trust**

Name

**3145 Beech Street, NW, Washington, DC 20015**

Street Address

City

State

Zip Code

**michelledolge247@gmail.com**

E-Mail Address

**202-438-7302**

Phone Number

Fax Number

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**CONTRACTOR/ARCHITECT (if applicable)**

**Jennifer Connoley Landscape Design**

Name

**613 South Washington Street, Easton, Maryland 21601**

Address

**410-200-1563**

Daytime phone number

**jen@jeld-landscapedesign.com**

Email address

MHIC or Registration # \_\_\_\_\_

Please indicate below which sides of the building are impacted and provide documentation as applicable:

- € Main street front façade
- € Side yard facades
- € Rear façade and rear side of house
- € Outbuildings

Please use the table below to indicate the existing elements that will be affected by the project.

- Back porch steps: currently brick, to be rebuilt with new brick
- Walkway: currently pavers, to be relaid using ivory travertine
- Fences: currently iron, to be re-installed with black powder coated aluminum fencing at the proper height for pool safety.

**Scope of Work:** Describe the proposed project *in detail*, including all changes to the building, site, or lot. Include all features to be removed, replaced, altered, repaired, and/or added. Attach more sheets to provide all drawings and to describe all proposed elements, materials and their specifications.

The historic home at 3 Choptank Avenue is located on a double lot, with the structure on the lot furthest from the river. We propose installing an in-ground gunite pool closest to the house, yet still maintaining as much of the open lot between the home and the water as possible. There would be very little change to the existing elements, except to pull up existing brick pavers (which are not original to the house, but were installed during the 2011 renovation), and installing ivory travertine as the hardscape pool deck. Proper grading will be done which would require the back steps to the porch to be rebuilt (in brick, keeping with the historic elements of the home) in order to address water drainage. Plantings will be improved so as to shield the pool from the street view. An above ground hot tub will be placed between the pool and the house, with new plantings. A 4 foot high black powder coated aluminum fence will be constructed around the 3 sides of the home (excepting the river side, which has a large sea wall already). Pictures are attached. Landscaping and design is being performed by Jennifer Connoley Landscape Design, and the pool construction will be installed by Aqua Pools.

We've included 2 drawings, either fitting on one page (for ease), and a two-page large set for detail.

You'll also find a series of pictures of the house and yard where the pool will be installed, from all views. Two other images include an example of the fencing to be installed, and the travertine pavers to be used as the pool deck.

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**Please complete the following checklist of required elements to complete your application.**

**Attachments Checklist:** In order to ensure completeness of your application, please complete the following checklist of required documentation. *Any application without the necessary documentation and deemed incomplete by staff will not be accepted nor presented at the HPC hearing.*

**Required Documentation:**

**For All Applications (HPC-CoA, ARC and EAR):**

**Completed/ signed application form**

**"Before" photos** of existing conditions, should show the entire site, plan and elevation where the work is to be completed.

**"After" photos/drawings/renderings:** should indicate what the property will look like after proposed work is completed.

**Specifications** and/or materials brochures describing in detail the manufacture, material, proportions and details of all new proposed elements of repair, replacement or new construction

**For New Construction, Addition or Demolition**

**Site plan, to scale.** A site plan should include: property lines, lot dimensions, fence location, fence length and height, existing structure(s), existing or proposed porches, decks and outbuildings, right-of-way or access easements on the property (even if not in use), distance from property lines, and location of surrounding roads.

**Floor Plans** (showing existing conditions, demolition and new construction)

**Dimensioned elevation drawings** of all sides affected (including any demolition & new construction)

**Construction Details** (including all materials specifications, ornamental elements, special features)

**For Fences, Porches and Site Improvements (decks, garages, sheds, pergolas)**

**Site plan, to scale.** A site plan should include: property lines, lot dimensions, fence location, fence length and height, existing structure(s), existing or proposed porches, decks and outbuildings, right-of-way or access easements on the property (even if not in use), distance from property lines, and location of surrounding roads.

**Drawings/photographs** of proposed alteration and modifications to site

**Material specifications** including picture or product brochure of proposed product, as well as specification sheet for construction materials and pre-fabricated elements

**Solar Panels**

**Roof plan, to scale,** showing the location of all panels on the roof

**Elevations** of locations with solar panels

**Photos** of "before", and if possible "after" conditions viewed from street level or rights-of-way

**Signage**

**Dimensioned drawing/rendering** of proposed sign and placement on the building

**Photos** of streetscape, including surrounding signage if applicable.

**Modifications to mature trees and significant natural landscape features**

**Photos** of existing conditions as they relate to the streetscape

I have reviewed, and I understand the applicable HPC guidelines for my project.

  
Applicant/Owner Signature

5/4/2020  
Date

OFFICE USE ONLY			
Date Received: _____	Taken By: _____	Receipt #: _____	HPC Application #: _____
Documents provided: 1 original _____	Meeting Date: _____		
Filing Fees-Residential _____ \$50.00	Commercial & Non-Residential _____ \$100.		
Administrative Review _____ (No charge)	Request for Extension: _____ (No charge if filed before expiration date).		













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July 2, 2020

Michele Dolge

RE: 3 Choptank Avenue  
Inground Pool

Ms. Dolge;

This letter is to inform you that your potential new property is located with an area of the City exempt from the Critical Area requirements. As discussed previously, you will have to get the Historic Preservation Commission (HPC) approval, as this property is located within the historic district. Upon submitting an application to this Commission, there will be a public hearing. The Commission will review the application and pending their approval, you would proceed to get a building permit.

I have included an application for the HPC, the UDC section of the code regarding setback requirements and a Zoning Determination regarding the location of your rear yard.

Since the pool will be located within the 100-year flood zone, associated mechanical and electrical equipment shall be elevated in accordance with the City's Floodplain Management Ordinance.

Please feel free to give me a call with any questions.

*Patricia Escher*

Patricia Escher, A.I.C.P., Division Manager, City Planner  
Division of Planning and Zoning, Historic Preservation and Housing, D.P.W.  
1025 Washington Street  
Cambridge, Maryland, 21613  
410-228-1955  
[pescher@choosecambridge.com](mailto:pescher@choosecambridge.com)

CC: Herve Hamon, Historic Preservation Planner



#3 CHOPTANK FENCE





#3 ЧОПТАНК - POOL DECK

