

V. Visioning Process and Goals for the Historic District

Introduction

As part of the overall planning study for the Broad Creek Historic District, three visioning workshops were held in the spring of 2001. The workshops were facilitated by C. Richard Bierce, AIA, historical architect and preservation consultant. This chapter contains Mr. Bierce's report and recommendations.

The purpose of the workshops was to facilitate citizen participation in the study with the objective of developing a consensus vision for the future of the historic district. Workshop I was focused upon understanding the resources of the historic district, including the history of the area, significance and character of individual resources, and the collective significance and character of the entire district, along with initial observations on needs and priorities. The first part of Workshop II was conducted as a brainstorming session in which current issues affecting the district were identified and compiled. From that point action agendas, goals, objectives and preferred options for the future of the historic district were expressed. The final event, Workshop III, was directed toward establishing a consensus recommendation from the community with respect to priorities for action in further protection and enhancement of the Broad Creek Historic District.

Workshop I: Designing for the Future

Livingston Road Streetscape Guidelines: Review of Implementation Proposals

The Livingston Road Streetscape Guidelines study was published in 1995, the result of an earlier series of community visioning and design workshops. The study contained sections on design priorities, potential solutions, guidelines, details and specifications and implementation strategies for future action.

To provide a point of departure for the current series of workshops, and to engage the community participants in defining accomplishments in the historic district since 1995, the implementation strategies chart from the Livingston Road Streetscape Guidelines was reviewed and specific events and achievements tabulated.

Accomplishments Since 1995	
Recommendation Category	Actions Taken:
1. Visibility	<ul style="list-style-type: none"> * a commitment has been made for gateway features to be constructed at the northern points of entry into the historic district * selective clearing on St. John's property has provided better views to the historic structures * clearing has begun along the road at Harmony Hall
2. Traffic	<ul style="list-style-type: none"> * four traffic-slowing humps were installed on Livingston Road (there is a strong desire among some members of the community that traffic circles be constructed as well)
3. Environment	<ul style="list-style-type: none"> * establishment of the Broad Creek Conservancy * a conservation easement was established for Piscataway House property * the viewshed along the WSSC to Broad Creek was improved by selective clearing; screening of the buildings from the Piscataway House property * reserved open space zoning for parkland * a bald eagle nest was found on M-NCPPC land in March 2001;
4. Historic District	<ul style="list-style-type: none"> * new brochure completed in 1997 * television coverage provided by Channels 5 and 9; newspaper articles about district * extraneous sidewalk removed at the Comcast property * fencing proposals to deter dumping * continued engagement of the community in planning the future of the Broad Creek Historic District, as evidenced by this workshop
5. Historic Theme/Culture	<ul style="list-style-type: none"> * St. John's Church has created festivals and tour programs at the church * grant-funding sources have been investigated for projects within the district;
6. Equestrian	<ul style="list-style-type: none"> * boarding stable established at Harmony Hall, more use of the paddocks * proposal for additional paddock-style fencing to be installed along Livingston Road;
7. Development	<ul style="list-style-type: none"> * the Livingston Road Streetscape Guidelines written and distributed to residents * public debate continues with respect to the future of the Fennell property
8. Legislative Initiatives	<ul style="list-style-type: none"> * expanded and continued contacts with local civic and political organizations * provision of focused communications to elected officials— local, regional and statewide.

Assessment of Historic District Administration, Design Review Process, and Guidelines

The *Broad Creek Historic District Design Guidelines* were first published in 1987 and approved by the County Council in 1988. One of the basic goals established for the 2001 visioning workshops was to determine whether a need exists to revise the guidelines, and if so, what level of thoroughness of revision should be sought. To provide a basis for evaluating the effectiveness of the current guidelines, a numerical summary was compiled, listing all projects that have received Historic Area Work Permits since 1986. The Historic Preservation Commission has approved these applications: eight for signs, 14 for alterations to historic and nonhistoric structures, five for new construction, and five for site work.

Participants were asked to evaluate the effectiveness and utility of the design guidelines, and the fairness of the review process from their individual perspectives as owners, residents, applicants, and stewards of the historic district. A number of comments were offered to support the general consensus that the design guidelines have served well to inform and direct the processes of historic district administration and project implementation. The volume of applications has been relatively low over the past 15-year period and no specific issues or challenges pertaining to the effectiveness or appropriateness of any of the guidelines have been raised.

Participants stated that a more inclusive range of public agencies needs to become more aware of the significance and fragile character of the historic and natural resources within the Broad Creek Historic District. Participants felt that these agencies should be held accountable for respecting the processes inherent to administration of the historic district.

There is acute awareness among participants of the imminent pressures for development in and around the historic district, which led to expression of strong concerns for amending the design guidelines. In addition to recognizing the need to refine some sections, participants thought that parts should be restructured to anticipate more intense and larger development projects, with particular emphasis on selective strengthening to better protect the more vulnerable aspects of the historic district.

New sections of the guidelines should be written to cover specific aspects of the built environment that were not anticipated in 1987. These might include roadside improvements, landscape and viewshed preservation, exterior and site lighting, and height/bulk and massing standards for new construction. Other topics should include the design of trails of all types and their associated improvements, hardware, and materials, and the stringent requirements for providing accessibility to public sites as quantified in the Americans with Disabilities Act (ADA) passed in 1992. Sections on public facilities, conservation, and maintenance might also be considered. Other new areas for inclusion in the guidelines might include sections on archaeology and waterfront preservation and design, including associated engineering features, e.g., the channel and any wharf remnants that may survive.

Specifically, the group addressed issues inherent in trail design that could be affected by guidelines, and which require careful preparation of a diverse range of design criteria. These criteria should deal with waterfront preservation and access, the varying needs of different user groups who might be

part of the braided trails concept, variable scales of reference for each of the trail types, and the criteria should also accommodate the possibility of design for trails with historic themes that relate to the history of the Broad Creek community. One such example cited was that of a War of 1812 theme trail that may traverse the historic district. The trail design criteria should also address the challenges of safe access to and from roads and other aspects of safety where the road and trails may be congruent. Maintenance access, trailhead (parking) location and design where applicable, and maintainability of materials and surfaces should be considered in the context of primary trails surface selection, an important aspect of visual compatibility.

To summarize, the group identified the following areas as likely and necessary candidates to be included in a revised and expanded version of the Broad Creek Historic District Design Guidelines:

- * Need a new section on trail design to include identification and ranking of critical areas around and between primary cultural resources;
- * Need a section which addresses procedures for archaeology, including monitoring on public projects and a general process for private development;
- * Need to enhance or expand guidelines on fencing within the historic district and more examples of appropriate wood fences;
- * Need to examine the effectiveness and scope of current guidelines pertaining to landscape preservation and design, viewshed preservation, or enhancement and design;
- * Need to integrate the streetscape guidelines into the more inclusive Broad Creek Historic District Design Guidelines;
- * Need for more specificity for all aspects of new construction, including site design, building massing, materials and setbacks;
- * Need to develop some site-specific guidelines on a limited basis for highly critical sites, to include such items as entry design, points of access to the site, lighting levels and types, signage, and landscape treatments;
- * Need to develop environmental preservation guidelines, as well as guidelines for construction within environmentally sensitive areas;
- * Need a new section for waterfront design and preservation;
- * Need to establish guidelines for general lighting levels and type throughout the historic district, most critically along the Livingston Road corridor;
- * Need to develop a section on accessibility to historic buildings and sites.

Designing for the Future

The next phase of the workshop turned to the questions of what, and how, and when, and by whom the next series of goals, objectives, strategies, and plans for the future care and development of the historic district would be identified and refined. This process was facilitated by a series of questions for the participants to use in focusing upon critical aspects of the essential character of the historic district and to identify and analyze what works well within it, what does not, and finally to consider what needs refinement, change or elimination.

The brainstorming sessions produced a wealth of responses to the questions of what the district should be and what it should become, and what are the

principal challenges and priorities to be met for this to occur. Listed below in no specific order, except as they emerged from the discussion, are a wide range of observations and suggestions for the future of the historic district.

Brainstorming the Future of the Broad Creek Historic District

- * Establish more trails;
- * Public use of the Fennell tract;
- * Consider the approach to public interpretation and development employed at St. Mary's City, such as reconstruction of the shape of vanished buildings, discrete parking areas, interpretive and educational facilities; archaeology program;
- * Public use of property owned by the National Park Service;
- * Emphasize and retain the rural character of the Broad Creek Historic District;
- * Establish interpretive themes including tobacco, fishing, small farming, equestrian uses;
- * Consider proximity to Washington as an asset for the Broad Creek Historic District;
- * Consider resolution of the inherent conflicts between preservation of the historic district and the infrastructure needs for visitors, such as road improvements and parking;
- * Protect the rural lifestyle and strong sense of place;
- * Encourage water access to historic district; could relieve some of the road development pressure, and is historically appropriate;
- * Consider internal zones for the historic district, such as preservation zone, resource zone, or utilitarian zone, to assist in planning and prioritization;
- * Emphasize the integrity of the historic and natural resources within the Broad Creek Historic District;
- * Provide additional protection and stabilization for the Want Water ruins and site;
- * Enhance the eighteenth-century social history interpretation, relating the presence of George Washington and the role of St. John's Church in the community;
- * Establish a material culture preservation and exhibition program;
- * Consider use of Silesia School for museum purposes;
- * Consider moving the school to a site within the Broad Creek Historic District;
- * Establish a broader context for Broad Creek Historic District history and development;
- * Take advantage of plans for heritage programs at National Harbor;
- * Take advantage of water access to the Broad Creek Historic District and its links to other sites and attractions in the immediate vicinity;
- * Expand the historical context and comparative analysis of the Broad Creek Historic District to include the lower Potomac valley, southern Maryland, and U.S. history;
- * Build upon interactive programs to create a broader constituency for the historic district;
- * Resolve the balance and conflicts inherent in "use" versus "preservation";

- * Tell the full, more inclusive story of Broad Creek history through themes that address topics requiring much additional research such as African-American history, the U.S. Civil War, native cultures;
- * Use available technology for interactive programs and to provide virtual access rather than physical access to fragile or isolated resources;
- * Acquire additional green-space buffers to protect vulnerable resources;
- * Ensure continuation of collaborative process among the principal organizations such as M-NCPPC, National Park Service, the Broad Creek Conservancy, the Broad Creek Historic District Advisory Committee, as well as affinity or advocacy groups from the larger outside community;
- * Establish an archaeology program as a critical first step to precede program development;
- * Procure grant fund sources for Phase I archaeology at Harmony Hall and ultimately for the whole district;
- * Look for evidence of paths from the channel to tobacco warehouse and to St. John's Church from Broad Creek;
- * Leave archaeological resources undisturbed; the National Park Service has no current plans;
- * Develop an aggressive plan for dealing with litter, maintenance, pick-up schedules, fines, fencing, patrols;
- * Restore trail from St. John's Church to Harmony Hall;
- * Work to establish a "more elaborate sense of place" within the Broad Creek Historic District;
- * Change the Broad Creek Historic District community and culture to become more proactive in seeking consensus, funding for projects, etc.
- * Move ahead on designation process for Livingston Road as a scenic by-way; ensure that Livingston Road retains its "rural residential" designation;
- * Encourage more bicycle traffic through the historic district;
- * Include scenic and historic protection criteria in the design guidelines;
- * Resist efforts to widen Livingston Road;
- * Seek to rename the portion of Livingston Road that traverses the historic district as "Old Livingston Road";
- * Seek clarification from the U.S. Postal Service regarding mailbox regulation, as well as the permitted use of Broad Creek, with proper zip code information;
- * Develop protection plans for the unique environmental resources in the historic district, including botanical resources as well as the channel;
- * Encourage the use of native species in plantings within the historic district, to be based upon new studies currently underway including seveneenth-century species;
- * Encourage efforts to document historic origin of day lilies, jonquils, and daffodils planted in certain areas of the district;
- * Consider additional traffic calming steps such as:
 - * Making Broad Creek Church Road one way;
 - * Add a three-way stop on Livingston Road at the Mills Lumber site;
- * Consider improvements at Broad Creek Church Road for better drainage, flood control, solid-board fencing to deter dumping of trash;
- * Consider such program suggestions as inviting a George Washington character actor to participate in local events such as Broad Creek Day and the St. John's Church Festival, as well as to conduct special workshops and shows that might feature other historic personages;
- * Form a local fife and drum corps;

- ✧ Investigate a request from a George Washington University study group for tourism to create a water-access campsite on the property at Harmony Hall.

Finally, there was reiteration of the need to establish and emphasize a definitive “sense of place” for the Broad Creek Historic District.

As a concluding exercise, the group identified the following list of critical issues, again in no specific order:

Critical Issues (which become priorities)

- ✧ Preservation and enhancement of Livingston Road;
- ✧ Maintenance of the Livingston Road corridor;
- ✧ Enhancement of the historic district gateways;
- ✧ Ensure preservation of the resources, then design broad-based interpretive plans with multiple sites;
- ✧ Better communications needed for residents/potential buyers;
- ✧ More informational signage and markers needed;
- ✧ Increase public agencies’ awareness of the historic district;
- ✧ A biological resources inventory should be initiated/continued;
- ✧ Reinforce the overall sense of ownership in the historic district by residents as well as community supporters;
- ✧ Commence the process of designation of Livingston Road as a scenic by-way;
- ✧ Develop a means to obtain outside funding resources.

Workshop II: Coming to Consensus

Session 1: Recapitulation and Brainstorming

Some time was spent to review the findings of the first workshop and to provide the opportunity for additional suggestions to supplement the already large group of data pertaining to future needs, dreams and wishes for the historic district. Capsule summaries of the reviews of past accomplishments were distributed, as were unedited lists of all previous suggestions for improvement and development. The group provided some more thoughts and suggestions regarding the future of the historic district, which have been added to the list in the previous section describing the first workshop.

Goal Setting

This session was intended to turn the discussion in the direction of formulating goals for the historic district, employing concepts and suggestions from the many concerns already stated. Participants were asked to design goals that met the criteria embodied in the acronym SMART, to wit: Specific, Measurable, Attainable, Realistic and Timely.

The list that emerged from this process in the short time available was later combined with a distillation from earlier discussions to form the basis for extended discussions regarding the priorities for implementation during the final workshop.

The first effort at preparing concise and focused goals produced the following statements, again in no specific order:

Goals for the Broad Creek Historic District—

- * Expand the historic district;
- * Ensure restoration of Harmony Hall (house);
- * Protect the character of Livingston Road, as the backbone of the historic district;
- * Achieve a defined sense of place to be preserved, protected and enhanced;
- * Provide public education and interpretation programs;
- * Facilitate use, enjoyment and appreciation of the historic district by the public;
- * Complete a Phase I Archaeology Survey for various properties in the historic district;
- * Design an interpretive plan for the district that defines the sense of place and acknowledges the regional contexts and beyond;
- * Develop the Silesia School as an interpretive center or visitor center at Harmony Hall (n.b., demolition permits had been issued prior to the date of this meeting);
- * Revise the Broad Creek Historic District Design Guidelines;
- * Ensure preservation of all resources within the historic district;
- * Change Livingston Road name;
- * Install new entry signs or redesign gateways to the historic district;
- * Clear the north gate at Harmony Hall, restore access;
- * Preserve and stabilize Want Water and the channel;
- * Emphasize the early and unique engineering features of the channel;
- * Underground all utilities in the historic district;
- * Adopt the Mount Vernon example of protecting the river viewsheds through an aggressive easement program;
- * Resolve issues of tourism versus isolation;
- * Identify and manage appropriately the areas included within functional zones and resource zones throughout the historic district;

Small Group Reports

In order to further refine the process of defining goals and objectives for specific conceptual areas within the Broad Creek Historic District, the participants were divided into three small groups to study and discuss the following topics:

- Group I— History, cultural resource management
- Group II— Land use and development, trails, transportation, environmental resource management;
- Group III— Design guidelines, public programs, outreach, legislative initiatives;

The groups were asked to prepare an outline report conforming to the following format:

1. Identification of Issues

2. Recommended Actions
3. Assignment of Responsibility
4. Completion Schedule

The three groups produced a thorough list of specific, goal-related issues and established an initial sense of responsibility and schedule for completion. The essence of each of the specific issues described in the group reports was combined with the above goal statements and with all previous suggestions to form the basis for discussion of priority setting in Workshop III.

Upon final adoption of goals and objectives for the historic district, the matrix begun by the small groups should be reviewed, amended as needed to conform to the larger goals, and completed. This will provide a firm basis for work plans and strategic studies for the historic district for some time into the future.

A verbatim list of the principal issues identified by each of the small groups is presented below.

Group 1: History and cultural resource management issues—

- * Harmony Hall restoration/management
- * St. John's Church/archaeology
- * Archaeology—prehistoric
- * Interpretation/research, native and African-American cultures
- * Documentation
- * Expand historic district; criteria, survey
- * Documentation of Piscataway House
- * Historic context, interconnection
- * Education
- * Livingston Road—artery, treatment
- * Connections with Alexandria
- * Funding—Oxon Hill Foundation Funds
- * Guidelines
- * Threatened resources
 - * Silesia School
 - * Lyles family graves
 - * Site of Fort Foote African-American School
 - * Other cemeteries
 - * Chapel Hill
- * Robert Stein burial site

Group 2: Land use and development, transportation, environmental resource management issues—

- * Fennell tract
- * Encourage transportation by land and water
- * Investigation/planning of trails (water, walking, equestrian, bike)
- * Archaeology of trail placement
- * Bibliography of previous studies for all Group 2 items
- * Botanical/wildlife survey
- * Road trash
- * Development easements
- * Traffic circles

- * Viewshed
- * New foundation plantings on Comcast property
- * Best use of Harmony Hall
- * Schoolhouse
- * Paddock fencing
- * History of eighteenth-century plants at Harmony Hall/District
- * Clear/restore gate to Harmony Hall
- * Sewage overflow problem
- * Utility lines

Group 3: Design guidelines, public programs/outreach, and legislative initiatives issues—

Design:

- * Comprehensive design for Livingston Road within design guidelines
- * Strengthen guidelines for new construction and for historic area work permits, landscaping, fencing
- * Address parking issues, shielding any necessary parking
- * Concern for additional power or overhead lines and tree-trimming issues
- * Traffic circles for traffic calming
- * Right-of-way maintenance

Outreach:

- * Broad Creek Day—in conjunction with St. John's Church fair
- * New roadside marker—Livingston Road, Indian Head Highway
- * Web page
- * Speakers' bureau (with multimedia presentations)
- * Public relations
- * Outreach to publications
- * Promotion of brochures
- * Neighborhood newsletter
- * Notices at regional center
- * Utilize the "grand opening" of new police station
- * Build on attracting National Harbor visitors to historic district
- * Colonial Day at Harmony Hall
- * What period of significance? What emphasis? Rural America, layering of different eras
- * Develop relationship with German-American Society

Harmony Hall Partnership Announcement by the National Park Service

John Hale, Superintendent of National Capital Parks East, National Park Service (owner and steward of the Harmony Hall site and its rich collection of resources), provided the workshop participants with a complementary affirmation of the value of the current visioning process. He gave a brief summary of the recent management history of the site. In announcing his recommendations for the future of Harmony Hall, he acknowledged that the National Park Service must have local assistance in caring for the site; he has concluded that a working relationship with the Broad Creek Conservancy offers the most appropriate course of action for protecting the property. The National Park Service will prepare an agreement with the Conservancy in the near future in the context of completing the National

Park Service draft management plan. Some of the challenges before the new partnership include preparing a historic structures report, a landscape plan, and possibly a furnishings plan. Mr. Hale's comments and recommendations were very well received by the workshop participants, made as they were in the context of setting goals for protecting this and other resources in the historic district.

Workshop III: Setting Priorities

Purpose

In a few words, the purpose of the meeting was "devoted to establishing the final priorities of the workshop participants." To facilitate discussion, all of the data gathered was culled and organized into categories sharing a broad theme or other unifying factor. In so doing, the intent was to identify and include the full spectrum of all statements and comments made by participants and to present the categories as clearly and concisely as possible. There was no attempt to edit or remove any particular concern, but rather to ensure a way to include each within a broader but related topic area. The only objective in reduction was to limit the larger topics to as few as would be feasible.

The outcome was that 14 broad and inclusive goal statements were drafted to be presented at the meeting. They are reproduced below, as they were for the participants, in no particular order or sequence. The letter designation was intended only to facilitate reference and discussion. No preference or hierarchy of importance is intended.

Proposed Goals for the Broad Creek Historic District

- A. *Enhance Livingston Road* (includes the full range of suggestions such as changing the name, designating the scenic by-way, streetscape preservation, safety improvements, traffic mitigation, etc.);
- B. *Restore Harmony Hall* (Harmony Hall includes conceptually all cultural and natural resources which comprise the property, as well as the manor house; programmatically it includes all ancillary activities pertinent to management of the site or which may be developed including visitor services and educational programs);
- C. *Provide Resource Documentation* (by reference this includes the full range of all necessary, required or useful documentation, historic landscape reports, environmental assessments and natural resources surveys, and archaeological surveys);
- D. *Expand the Historic District*;
- E. *Amend the Design Guidelines* (includes all references to editing, altering existing text and graphic presentation, as well as the clear mandate to provide new sections for trails, waterfront, new construction, and some site-specific criteria);
- F. *Define the Sense of Place*;

- G. *Identify and Protect Significant Viewsheds* (includes waterside and over water, as well as land forms, road and spatial corridors, and landscape);
- H. *Develop Trails* (may include braided concept, water access, thematic, or geographic trails; may include other associated recreational facilities such as remote campsites);
- I. *Preserve Threatened or Vulnerable Resources* (includes a need to protect the Fennell tract, other structures, grave sites and natural resources, outside as well as inside the historic district, as a means to link the district with its larger historical and environmental contexts);
- J. *Develop Broad Scope Public Interpretation and Education Plans* (should include many items not now widely recognized or known such as ethnic history, wars and the historic district, and expanded social history, as well as relating the historic district to its larger historical context);
- K. *Develop Comprehensive Publicity and Promotional Plans*;
- L. *Identify and Cultivate Funding Sources* (to support program development, research and documentation, conservation and enhancement efforts);
- M. *Infrastructure Management and Improvement* (may include undergrounding of utilities, lighting, street drainage, parking and visitor facility design, postal boxes, etc.); and
- N. *Solve the Trash Problems.*

Setting Priorities

In lieu of creating a rigid ranking of all goals into a single hierarchical priority list, it was suggested that the group organize them around the concept of "levels of urgency." Level I goals were suggested as being "critical," with the sense that failure to act quickly and decisively could result in a loss of integrity or the irreversible loss of tangible resources within the historic district and its immediate surroundings. This level also includes "lead goals," whose accomplishment will prepare the fundamental data bases for subsequent planning, decision making, and development in the historic district. There is a clear need to begin implementation on these goals as soon as possible, and it is suggested that action steps for this group of goals be initiated no later than 12 to 18 months from the time the goals are adopted.

Level II goals were seen as "essential," but not as urgent from a time standpoint. Their accomplishment is in some respects dependent upon, or at least naturally sequential to, many of the action steps necessary for the Level I goals. As a whole, the goals in this level might be characterized as activities that supplement, support and extend the initiatives laid out in Level I. In general, specific objectives and action steps related to Level II goals should be initiated within 18 to 36 months from the time the goals are adopted.

Level III goals were seen as "important," in the sense that their accomplishment will follow the natural sequence of implementation after more time-sensitive and preparatory steps have been undertaken or begun. As a practical consideration, this may mean that some of the activities and

improvements anticipated in the goals of this level will be started as far into the future as 36 to 60 months from the time the goals are adopted. Again, as circumstances permit, specific activities in support of project objectives may be scheduled earlier than this general time frame.

In the course of assigning levels of priority for the goals, the group adopted the position that “urgency” comprised two aspects. The concept of a goal being time-sensitive, as in the case of active threats to the historic district, is clear. However, some goals were considered urgent because of the recognized need to make the case for the historic district stronger and clearer. This line of thought for goals was characterized in the discussion as value-based (or by some as philosophical). Thus the final form of the prioritized goals has the three levels of urgency, each with two columns, one labeled “time-sensitive,” the other labeled “value-based.”

In the final tabulation of assigning these 14 broad and inclusive goals to their appropriate place on the priority chart, the group decided to elevate one goal above all others in significance. As was stated more than once, and by more than one speaker, the fundamental challenge to this visioning process is that of identifying, naming, describing, feeling, and ultimately owning the attributes that come together to define the special place that is Broad Creek.

Goal F, “Define the Sense of Place,” is placed above the chart of time-sensitive and value-based goals, and it belongs on neither side. As someone said, “everything else flows from a clear sense of who we are and what we are as a community and historic district: values, resources, priorities and goals.”

As the group completed its collective work, the goals chart looked like Table 1.

In its summary format, this chart represents a prodigious amount of energy and emotional investment by the dedicated group of citizens whose good fortune it is to live in, work in, be neighbor to, or just to care for this “place,” yet to be fully defined, known as Broad Creek. The concerns and values the group brought to this process have been expressed and validated and now prioritized, as the prelude to action. The adoption of these priorities, which begin with a question about the heart of the matter, followed by goals addressing protection and education and enhancement of the Broad Creek Historic District, is a gift of great value to the community. It should, and will, guide conservation and preservation, as well as growth, development and enhancement for public benefit well into the future for this district. Kudos should be widely distributed to all who participated.

Observations and Recommendations Regarding Priorities

As noted above, the decision to place the goal to “Define the Sense of Place” at the top of the entire list was an enlightened step that had the effect of shaking the basic logic of the other priority assignments right into place. The overall design is clear, logical, workable and defensible. It could be adopted without amendment, and many years of creative and rewarding work will await the organizations and individuals who have and will sign on to make it happen.

Table 1
BROAD CREEK HISTORIC DISTRICT GOALS

IMMEDIATE: Define the Sense of Place (F)		
Goal Level	Time-Sensitive Goals	Value-Based Goals
Level I: CRITICAL	Preserve threatened resources (I)	Develop interpretation and education plans (J)
	Protect significant viewsheds (G)	Restore Harmony Hall (B)
	Enhance Livingston Road (A)	
Level II: ESSENTIAL	Identify funding sources (L)	Provide resource documentation (C)
	Amend the design guidelines (E)	
Level III: IMPORTANT	Improve infrastructure management (M, N)	Expand the historic district (D)
	Develop publicity and promotion programs (K)	Develop trails (H)

There is only one area which may require rethinking. It is important to emphasize the appropriate treatment of the resources at Harmony Hall, and this is accomplished in placing the restoration goal in Level I; indeed, many of the collective resources that comprise Harmony Hall may require this priority assignment if they are clearly endangered. However, because there are many layers and details embodied in the goal "Restore Harmony Hall," some of them, indeed most, may not merit being identified as Level I priority. Of more concern is the placing of research and documentation as a Level II priority goal, i.e., below the goal of restoration of Harmony Hall. Professional standards mandate that research must precede restoration to provide an informed basis for making decisions. This is even more critical in instances where there is a substantial gap in understanding the resources, as at Harmony Hall, most notably regarding archaeology.

Therefore, at this point of detailed thinking about the future of the historic district, it is strongly recommended that the goal "Restore Harmony Hall" be identified as a Level II priority and that the goal "Provide Resource Documentation" be identified as a Level I priority—a simple switch. As more detailed action plans emerge, there will be some additional adjustments of Level I versus Level II priorities in each of these broad areas.

Another factor, as yet only nascent in its potential to influence this process, is the newly created stewardship role for the Broad Creek Conservancy at Harmony Hall. Some time will be required for the relationship and responsibilities to the resources and to the historic district to reach a workable equilibrium. Once that occurs, an altered dynamic will emerge and there may be entire new categories of site-specific needs, concerns and priorities that must be integrated into the larger context of these broad goals.

A final observation is that it appeared at one point in the discussion of priorities as if another goal statement might be required to express the concerns of workshop participants in regard to dealing with the practical realities of problem solving on behalf of the historic district and particularly its threatened resources. The sense of the group was that there is a need for

an effective public advocacy effort to ensure the long-term success of the Broad Creek project. It was recognized that this advocacy will be best handled by the groups or individuals responsible for implementing each goal. Advocacy was defined as a tool to serve all programs, rather than as a separate, discrete activity.

Recommendations and Conclusions

Principal Goal: "Define the Sense of Place"

The importance of this goal cannot be overstated, and its elevation to the top of the chart was an intuitively wise action on the part of the workshop participants. As someone was heard to comment, everything else about the Broad Creek Historic District, the values it embodies and the goals engendered in this process, flows from the results of the effort to define the sense of this place. The goal statement itself meets the threshold criteria for validation under the SMART review: Specific, Measurable, Attainable, Realistic and Timely.

Time is of the essence in this step and the sooner it can be formally initiated and completed, the better. Achieving community consensus on the meaning, significance, feeling, and the physical, historical, social and metaphysical "sense" of Broad Creek as a complete entity will challenge, animate and empower for a long time the stewardship efforts that will ensue from this visioning experience.

It is not absolutely clear at this time who the principal instigators or managers of the process ought to be, but surely a collaborative venture among M-NCPPC, the Broad Creek Historic District Advisory Committee, and the Broad Creek Conservancy would guarantee the most inclusive and broadly based participation, fundamental to success. The types of catalytic questions employed in the first workshop to stimulate free thinking about the Broad Creek Historic District could be refined and given more intentional focus for this effort. Examples of such questions might include the following: "How would you describe the historic district to outsiders," or "What one word best describes your own feelings about the significance of the historic district," or "In a few words, what are the purposes of the Broad Creek Historic District?"

Clearly there will need to be a moderator/facilitator, ideally an individual with thorough knowledge of the area, its resources and citizens, who can assist the process of transforming visual or other sensory and intellectual images into concise, coherent and meaningful statements. Once this process has been done, the final steps would include producing a well-written summation of the consensus "definition of the sense of place" and the articulation of a clear mission statement for the Broad Creek Historic District.

Of note, and worthy of retention for this process, are some cogent observations offered by participants near the conclusion of the workshop. These observations characterize the historic district as a living, constantly changing entity, one whose identity is made up of the stories of the many people who have lived, and who do live, within the Broad Creek community, and how these diverse peoples have lived with, managed, created, altered and conserved the natural and cultural resources within it.

Once the mission statement is developed, a strategic public relations blitz should be designed to reach all of the key constituencies mentioned throughout the workshops: residents, neighbors, local press, local politicians, congressional representatives, etc. Some examples of the type of low-cost efforts to spread the good word that might be effective include the production and distribution of a few hundred bumper stickers or simple placards with a message something like "I love the Broad Creek Historic District." These will provide a way to keep the questions alive in the public consciousness and they will also begin to expand the circle of those with a special interest in preserving and protecting the Broad Creek Historic District. Creating the reality that this goal requires is the starting place.

**Level I Goals:
Critical—1. "Preserve Threatened Resources"**

This goal, which is both a call to establishing a proactive and assertive ethic, will demand actions. It includes a strong statement of recognition of the broader historical and natural environments in which the small but exquisite entity of the Broad Creek Historic District exists. It is a sure sign of growing strength, responsibility and maturation of the preservation movement in this community. This goal acknowledges and accepts a leadership role in widening the scope of preservation and conservation activities in, around and beyond the historic district, and it will be energized by more fully understanding the magnitude and intensity of the threats that abound in the larger context.

In order to make some manageable sense of these threats, they might be divided into two general categories:

- (a) threats of an immediate and dire nature, such as demolition of a specific resource, e.g., Silesia School, or a cemetery, and
- (b) threats that are more long term and systemic, such as how to ensure preservation of watersheds and vistas.

In the first instance, an emergency task force could be charged with cataloging those urgent temporal threats and with designing some specific short-term actions and strategies to be shared with the affected community. The longer-term issues, such as creating an easement acquisition process (which would entail analysis of critical needs, assignment of easement holding and monitoring responsibilities to the most effective public or private agency) could be assigned to another small task force with a targeted deadline for reports and recommendations.

The important element, the unifying factor in these working components of this goal, is the absolute need to start these efforts as soon as possible.

**Level I Goals:
Critical—2. "Develop Interpretation
and Education Plans"**

"In the end, we will conserve only what we love; we will love only what we understand, and we will understand only what we are taught." This reiteration of a fundamental truth by a Senegalese conservationist is a reminder of

the urgency to create the means, to maintain the currency, to renew constantly the base, and to communicate the “sense of place” that is the Broad Creek Historic District and the values it embodies to everyone, everyday and everywhere.

Building the constituency starts with each individual, and how each person sees and experiences, and ultimately understands that the sense of place will determine the final long-term outcomes for the Broad Creek Historic District and its community. With awareness comes the responsibility to teach, and to convey information, in all forms, to as many as can be reached. As was frequently expressed by community members at the workshops, the story is broad and its chapters diverse, and there is no more compelling challenge than to weave these chapters into the fabric, the “sense” of what is told, taught and communicated about the Broad Creek community.

A great deal of information has been amassed to this point pertaining to some aspects of the whole history of Broad Creek, and much of it is in a form that could be shared easily with school groups and community organizations. While the necessary research continues on a number of fronts as described in another goal, it is recommended that existing materials be distributed and presented as widely as possible to any group that will listen. This might include homeowners’ associations, service and community-based organizations, churches in the community, scouting groups, and most critically, the schools. The county’s history curriculum coordinator should be consulted and challenged to assist in designing appropriate programs and delivery methods for levels K-12. It is too soon to encourage organized tour groups to descend *en masse* into the historic district, but some limited opportunities and participation in already established community programs should be encouraged for school groups.

Level I Goals:
Critical—3. “Provide Resource
Documentation and Research”

As noted previously, it is recommended that this goal be elevated to Level I, rather than Level II, where the workshop design group had assigned it. The reasons are not complex, for it is self-evident that critical aspects of educational programs and restoration projects are highly dependent upon a deep and rich base of information gleaned from all available sources. Much good work has been started, and some finished, but there is a clear recognition that the difference between what is known about the Broad Creek Historic District, compared to what is assumed or speculated, is vast. Reducing the gap is the challenge, and it is justified as being time sensitive, and as an expression of the value of broader understanding. Examples of the type of research effort that will be included are historic structures reports, conservation assessments, historic landscape reports, archaeological surveys, and environmental surveys, as well as continued archival and documentary research.

The critical role and needs for the research and documentation programs merit a special effort to start soon. The mix of cultural and natural resources in the historic district presents an opportunity to go well beyond the limits of convention when thinking about how to pay for this effort. These resources are characterized by the strong sense of integrity that pervades the whole area, as well as the integrity within many of the separate

elements, the rare gift of an undisturbed archaeological archive of untold significance in the townsite of Broad Creek/Aire, the unique engineering feature of the channel, and the thriving contemporary community with deep roots in many periods of the history of Broad Creek.

It is legitimate to conceive of a research/documentation/conservation project which is: (a) worthy of the types of world significance or pioneering types of scholarship in projects funded by the Getty Conservation Trust, and (b) so broad and far reaching that it can only be sustained by seeking the levels of assistance that are represented by institutions such as the Getty Trust. It is recommended that a collaborative effort, shared by the relevant public agencies and private support organizations such as the Broad Creek Conservancy, to create this type of large scale and comprehensive project design be undertaken by project principals as soon as is feasible.

Level 1 Goals:
Critical—4. “Protect Significant Viewsheds”

Identification of the most significant viewsheds should be undertaken as soon as possible, using a combination of existing map resources, GIS resources, and by walking the roads, boundaries and other features within the historic district. Once identified, each should be evaluated in terms of the nature of the threats and a sense of the urgency with which each should be met. Site-specific strategies should be developed with the help of relevant public agencies and may include plans for more intentional maintenance and conservation of natural resources that define viewsheds, the creation of an easement program which would target property owners within or adjacent to the areas to be preserved, and it might include a focused effort to acquire in fee, by purchase or donation, specific lands crucial to the process. This work, as well as many of the tasks germane to the large-scale preservation of the Broad Creek community, should be a collaboration between public and private agencies.

Level 1 Goals:
Critical—5. “Enhance Livingston Road”

Many of the individual concepts and suggestions envisioned with this goal have their origins in the 1995 Livingston Road Streetscape Study, such as initiatives for naming sections of the road, for improving safety conditions, for calming traffic, and for continuing other improvement projects along the corridor. The overall value of these objectives for the benefit of the historic district has been validated and reaffirmed as urgent by the workshop participants. Current efforts and initiatives should proceed as detailed in the earlier study.

Level II Priorities:
Essential—1. “Identify Funding Sources”

A high level of funding will be required to realize all of the many goals and objectives created through this process. As suggested above, a substantial grant application should be prepared to address the many research tasks that must precede program development and restoration projects. This is

but one facet of the overall need and it may require a number of smaller grant applications and awards in order to meet fully the scope of the task requirements. There are a number of grant-funding organizations that can be approached for support, but in most cases matching funds or other types of in-kind match will be a requirement.

This suggests that a funding strategy for the Broad Creek Historic District must include several components and must engage the public and private partners equally. Clearly, the Broad Creek Conservancy will have a leading role in this process as the Conservancy begins to assume its stewardship of Harmony Hall and seek to establish financial balance. It may be possible that some level of continued subvention from the National Park Service for maintenance and repair will be available, as well as capital improvement funds for basic stabilization work. It does not seem likely that federal funds will be routinely available for program development and enhancements within the historic district, or even at Harmony Hall itself. Similarly, it does not appear that regular appropriations for operations and maintenance would be available from county or state governments either, although capital improvement grants and one-time appropriations could be sought.

The bulk of on-going operations, program development, and maintenance for the several resources in the historic district that are or may be accessible for public enjoyment would be sustained by a strong, locally based fundraising effort with two major elements. The first could be a corporate-giving program targeted at local or regional businesses with an interest (to be cultivated) or other form of historical affinity with any aspect of the history of Broad Creek. The second arm of the system would be, of necessity, an earned-income program. This would include a membership or "Friends of" component, a sales division, an admissions element, special events and "special use" programs, which in essence consist of a premium fee based upon use of some parts of the historic site.

It is not now possible to project any reasonable idea of revenue potential, but building the mechanics and operational systems of the several components in tandem with the emerging needs of management, restoration and research could begin at any time.

Level II Priorities: Essential—2. "Restore Harmony Hall"

The realization of this ambitious goal will be in evolution and development for a number of years. Current constraints include the noted lack of adequate documentation, funding and the still-emerging stewardship agreement between the National Park Service and the Broad Creek Conservancy. However, it should be noted that this broad goal embraces more than a narrow definition of restoration limited to buildings or other cultural resources.

As was understood throughout the workshop discussion, Harmony Hall is an integrated resource with significant natural as well as cultural assets, and "restoration" in this context goes well beyond a scholarly exercise in "freezing time." It includes the concepts that wildlife management practices, watershed conservation, cultural resource conservation, and enhancement would be carried out to the highest standards and in balanced development. It also implies that public access and use of these diverse resources

will be studied, planned and built to accommodate these uses appropriately and protectively. Master planning may begin tomorrow, but implementation will be a long-term, incremental achievement.

**Level II Priorities:
Essential—3. “Amend the Design Guidelines”**

Evaluation of the Broad Creek Historic District Design Guidelines was a basic objective to the planning study of which these workshops are a part. As discussed in detail in previous sections, there was a clear, consistent and strong sense among the participants that there is a need to prepare several new sections of the guidelines. This need is based upon the assessment that new threats, such as intensified development pressures in and around the historic district, new legal requirements, such as mandated by the Americans with Disabilities Act, and new awareness of protecting archaeological resources, should be anticipated and met by an expanded set of guidelines. There are parts of the existing guidelines that still serve the original purposes well, but there are others which need to be revised and strengthened.

The basic recommendation is to begin drafting and adopting new sections, or updating individual sections of the guidelines incrementally, to meet or anticipate specific needs or threats as they arise. At some point, it would be cost effective to combine old, new and revised sections in a newly designed and reissued version of the design guidelines.

**Level III Priorities:
Important—1. “Improve Infrastructure Management”**

For purposes of setting priorities, two separate but related goals were combined into one. They each have to do with the visual and environmental quality and integrity of the historic district. They include resolution of the long time, and highly vexing problems resulting from the illegal dumping of trash in the northern part of the historic district, and adopting a comprehensive policy and plan for the undergrounding of utilities, improving regulatory and informational signs, and designing and implementing road and drainage improvements.

Most of these items can only be accomplished in cooperation with public agencies, but the specific nature and timing of changes and improvements can be influenced greatly by constituents of Broad Creek through such mechanisms as the design guidelines and by coordinating master-planning efforts for individual sites, such as Harmony Hall, and other important projects such as protecting significant viewsheds. Vigilance and maintaining open communications with public utilities and public works agencies will be required on a constant basis.

**Level III Priorities:
Important—2. “Develop Publicity
and Promotion Programs”**

A large-scale public outreach effort will be possible only when a considerable portion of the research and development tasks described in the

previous sections are completed, or are well underway. Programming, designing and building the necessary visitor facilities, including road and parking improvements, must be begun before any steps to invite large groups of visitors from outside the immediate community are taken.

However, as suggested in the discussion for disseminating the mission statement for the historic district, there will be a constant need for publicity and outreach of limited scope throughout the evolution of these projects. It will be useful to establish and maintain a network of sources and outlets within the community and beyond, in terms of the various media, to keep members, residents, friends and potential donors aware of the progress being made. As has been done to date, encouraging and facilitating feature stories in the press and vignettes for television should be continued.

Level III Priorities: Important—3. “Expand the Historic District”

The need to undertake this type of effort should be carefully considered only after the steps for protecting threatened resources have begun and after much more of the research objectives for the historic district have been accomplished. There may be alternative ways to achieve some of the basic objectives of including properties in the district without engaging the likely opposition to such a prospect, but there may be equally strong and compelling historic, cultural or economic reasons to pursue uniting more of the total entity of Broad Creek within the boundaries of a coherent district. These objectives can best be met by incorporating the historic research materials into the long-term processes of educating and building the Broad Creek constituency, each several years in the making.

Level III Priorities: Important—4. “Develop Trails”

In light of other concerns and needs that focused specifically upon the preservation and protection issues faced by the historic district, the goal of providing increased access for the public was given a less urgent rating in this process. The need to develop and provide access for public benefit is acknowledged and expected, but one result of this visioning process has been the realization that managing change in a sensitive environment requires good planning and appropriate advance work. Much of this has to occur before large-scale development of any type should be considered. But, if it should become necessary to consider an accelerated development schedule, there is now a clearer sense of the predesign steps and priorities to be respected.

Conclusions

The Broad Creek Historic District is a remarkable resource equally rich in history and in natural features. It is significant locally and it is significant nationally. It has been the beneficiary of diligent and conscientious stewardship by private citizens, residents, neighbors and friends, and by public servants at community and national levels. Yet, it is not safe. The future is

upon us and it is relentlessly bearing down upon the vulnerable, fragile, and irreplaceable world of Broad Creek.

Thanks to the foresight and determination of those who planned and executed this visioning process, the Broad Creek Historic District has acquired and refined some very strong defensive devices. These goals, the product of the community and individuals who care most for the historic district, will become the foundation for plans and objectives that will serve to protect, preserve and enhance the Broad Creek Historic District well into the twenty-first century. It is safe to say that Broad Creek is in good hands, and it is imperative to say to all who contributed to this process, "Well done!"

BROAD CREEK HISTORIC DISTRICT DESIGN GUIDELINES

Purpose

Consistent with the purposes of Subtitle 29, the Broad Creek Historic District Design Guidelines have been developed to preserve and enhance the quality of life in the Broad Creek Historic District. The Guidelines are meant to provide all concerned with a tool for protecting those characteristics of Broad Creek that make it a special place in which to live, work and enjoy our historic heritage.

Every historic district has a special “visual character” of its own. This visual character is the product of both its natural and manmade features, including buildings, gardens, wooded areas, bodies of water, roads and walkways. The purpose of these Design Guidelines is to protect the special visual character of the Broad Creek Historic District by preventing alterations or new construction which are inappropriate, while at the same time allowing for change in response to the needs of the community.

The Guidelines are intended to assist property owners, the Historic Preservation Commission, and its Local Advisory Committee in evaluating plans for alterations to existing buildings and their settings and for new construction in the district. They are advisory in nature and are not intended to supersede the county’s zoning ordinance, subdivision or public safety regulations, or other applicable sections of the County Code. The historic district property owner must comply with all applicable county ordinances, in addition to those procedures and standards adopted by the Historic Preservation Commission. As county agencies, working with the Advisory Committee and the Historic Preservation Commission, gain experience in applying the Guidelines, more specific standards may be added.

Design Guidelines for Rehabilitation and New Construction: Historic Properties

The Prince George’s County Historic Preservation Commission has adopted the guidelines set out in *The Secretary of the Interior’s Standards for Rehabilitation* (Standards) in reviewing proposals for alterations to historic structures. Developed by the U.S. Department of the Interior, National Park Service, the Standards are used to determine whether the historic and architectural character of a building has been preserved during rehabilitation. Rehabilitation is defined as the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving those portions and features of the property that are significant historically and architecturally. The following Guideline summarizes the philosophy of the Standards:

Guideline: *Repairs or alterations to a historic building must not change, obscure, damage or destroy the materials and architectural features that are important in defining the building’s historic and architectural character.*

The Secretary of the Interior’s Standards for Rehabilitation: [Comment: The standards have been updated since the date of the original BCHD Design Guidelines to reflect recent changes by the National Park Service.]

1. *A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.*

2. *The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*
3. *Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.*
4. *Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.*
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. Where the severity of 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.*
7. *Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.*
8. *Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.*
9. *New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.*
10. *No additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

Design Guidelines for Rehabilitation: Nonhistoric Properties

In the case of nonhistoric properties, a HAWP will be required for new construction, reconstruction, moving, demolition, or major modification of the exterior features of the structure or substantial alteration of the structure's setting. Activities that qualify as "ordinary maintenance" work will not require a HAWP (see Attachment 1).

Guideline: *Alterations and additions to nonhistoric structures should be visually compatible with the existing building in terms of size, shape, and materials used.*

Guideline: *Residential buildings adapted for nonresidential use should retain their residential character as appropriate for the District.*

Design Guidelines for New Construction: Nonhistoric Properties

New construction in the historic district must be approved by the Historic Preservation Commission. This includes requests for “primary structures,” such as residential or commercial buildings; “secondary structures,” such as garages, storage sheds and carports; structures that are moved into the district; additions to existing buildings; and demolition.

The Commission recognizes that there is a potential for conflict between the Design Guidelines and County Ordinances and standards and will work closely with other county agencies to identify and resolve these conflicts early in the planning process.

Guideline: New construction should be compatible with the rural character of the district and with the existing buildings in terms of siting, setback, and materials.

For example, the following would apply:

1. The use of traditional building materials (wood, stone, certain types of brick) is encouraged as being in keeping with the rural character of the area.
2. New construction should be sited in accordance with the setback guidelines and explanatory notes in Design Guidelines for Site Details.
3. Subdivision and site plans for new construction should include the retention of important natural features such as significant trees and shrubs and natural land cover.
4. Subdivision and site plans for new construction should have a minimum impact on the rural character of Livingston Road.

Design Guidelines for Site Details: Applicable to All Historic Properties

Setback:

Although county regulations require a setback of 25 feet from the front lot line in the R-R and R-E Zones and 50 feet in the O-S Zone, many of the existing structures in the district have setbacks that exceed those requirements. The existing pattern of deep building setbacks is important to the visual quality of the district and contributes to its rural character. In addition, deep setbacks provide a buffer from the heavy traffic on Livingston Road.

Guideline: Lot size permitting, the orientation of new buildings should at least approximate the average setback of adjacent buildings on the same side of the road, to reinforce the existing setback pattern. In large new developments within the historic district, siting and side yard spacing should vary in order to avoid a repetitious subdivision pattern and to take advantage of the natural features of the property.

Landscaping:

[Comment: The character of the Broad Creek Historic District is due, in large part, to the preponderance of trees and other vegetation. The trees and vegetation also provide a buffer from Livingston Road.]

Guideline. Insofar as possible, property owners should maintain existing trees and shrubs. For new construction, site plans should, wherever practical, provide for the retention of desirable trees and shrubs and the site's natural topography.

Guideline. New development in wooded areas should retain a buffer strip of woodland between the development and adjoining properties and/or the road. The size of the buffer strip will depend on the size of the site to be developed. Current large undeveloped tracts, for instance, should retain a natural buffer zone of at least 50 feet between the development and adjoining properties and the road, where possible.

In instances of a minor subdivision, i.e., four or fewer lots in a one-family residential zone, where there is an absence of natural vegetation to buffer the site to be developed (or in a major subdivision with little or no natural vegetation), buffering plantings should be added at the time of development. Undisturbed areas within developing tracts should exceed county minimum requirements. (See Sections 24-107, 24-117 and 24-132 of the Subdivision Regulations, Attachment 2).

The Planning Director is requested to refer all applications for minor subdivision in the Broad Creek Historic District to the Historic Preservation Commission staff for review. The above Landscaping Guidelines apply to all subdivisions, regardless of size.

Fences:

A county Building Permit and a Historic Area Work Permit are required for the erection of walls or fences over four feet in height. However, a property owner within the Broad Creek Historic District should contact the LAC before erecting any fence of any height that will be visible from a road within the district, or from a historic property.

Guideline: Fences should be constructed of materials which are compatible with the rural character of the district. If chain link or similar type fences are necessary, the visual impact should be ameliorated by the planting of hedges or other appropriate vegetation

Driveways:

A county grading and/or building permit is required for the construction of a driveway covering more than 500 square feet. In such cases a HAWP will also be required.

Ordinances that set the standards for driveways and aprons can have an adverse effect on the district if they require changes that are not in keeping with the district's character.

Guideline: *The existing pattern of driveways (generally, long and narrow and surfaced in gravel or asphalt) is important to the visual character of the district and should be maintained.*

Guideline: *New driveways serving residential properties should be 10 feet wide for the greatest part of their length. At the roadway intersection (where the driveway meets Livingston Road), the driveway width should be 24 feet, in accordance with rural driveway standards.*

Guideline: *New driveways should be designed to accommodate large trees and other natural features. Existing driveways should be maintained in keeping with the above recommendations. In a new subdivision, driveway cuts should be kept to a minimum to protect the visual quality of Livingston Road.*

In order to protect the character of the district, the LAC and/or the property owner should request a waiver from the Department of Public Works and Transportation (DPW&T) if that Department's standards require that new driveways have wider aprons than would be consistent with the character of the District.

Signs:

A county sign permit is required for the erection of any nongovernmental sign not specifically exempted by the County Code (Section 27-602, see Attachment 3) A HAWP is required for the erection of most signs not related to public safety or exempted by Section 27-602 to be placed on public view within the District.

Guideline: *Signs should be in keeping with the rural character of the district.*

For instance:

The size of the sign should be related to the size of the building. Generally, signs for businesses that are located in residential structures should be smaller than those for buildings built for commercial purposes.

The color of sign and the materials used should be compatible with the color of the building and the character of the district, i.e., in Broad Creek, earth tones and natural materials such as wood should be used rather than vivid colors on plastic or metal signs; therefore, signs that are out of scale, brightly colored, intensely lighted, which move or flash, cover a window, or which obscure important architectural features should be avoided.

Parking:

The County Parking Regulations (Section 27-564 of the Zoning Ordinance) require that:

When a parking lot is located in a yard abutting a street, a landscaped strip shall be provided on the property along the entire street line and the strip shall be at least six feet wide, measured from the street line. In any parking lot containing 20 or more parking spaces, five percent of the total area of the lot shall be devoted to interior landscaping.

Guideline: *Parking areas should be placed where they will have minimal visual impact. Parking areas that are visible from the street or from adjoining properties should be screened and landscaped in such a way as to reinforce the district's rural character. Where space permits, landscaping should include trees.*

Design Guidelines for the Streetscape

Livingston Road:

Although Livingston Road is heavily used, it has retained its rural character because it is relatively narrow (with a paved area 22 feet wide) and because sidewalks, curbs, and gutters are absent. In addition, the heavy natural roadside vegetation reinforces the rural character of the district and (in some areas) screens buildings from the road.

Guideline: *In order to protect the district's rural character, the existing paved width of Livingston Road should be maintained and the provisions requiring curbs, gutters and sidewalks for new subdivisions waived, as would be the case if Livingston Road were to be downgraded to the category of Rural Road. The roadside vegetation should be retained, but selective clearing may be undertaken if required to protect the line-of-sight of motorists exiting driveways. All road work will be carried out under Rural Road Standards for primary roads.*

Internal Subdivision Streets:

If land is developed into a subdivision, any internal subdivision streets should be developed according to rural road standards.

Guideline: *In order to protect the district's rural character, internal subdivision streets should be developed to rural primary residential road standards, with drainage swales rather than the provision of curbs, gutters, and sidewalks.*

Street Signs:

Street signs and informational signs can detract from the appearance of the district if they are not compatible in design and with the character of the district. Among the signs exempted by the Code are the regulatory, warning, and directional signs put in place by the Department of Public Works and Transportation.

Guideline: *Street signs and other markers should enhance, and not detract from, the district, and be compatible with its rural character in design and materials.*

Public Utilities:

Overhead utility lines, which are much in evidence, and transformers detract from the visual quality of the district. The addition of contemporary, high intensity street lights can also have an adverse impact on the district. (Since all street lighting is installed and maintained by the utility company serving the area, pole and light designs have been standardized. Any request for lighting will need coordination between district residents, the utility company involved, and the DPW&T.)

Guideline: *Utility lines serving new developments should be underground. Adequate screening should be provided for gas and electric meters and transformers. Where utility poles are required, only wooden poles should be used in the Historic District. Efforts should be made to restrict transit of the Historic District by utility lines serving areas outside the district.*

Guideline: *Street lighting should be of an appropriate design (as approved by the DPW&T, the utility company, the HPC, and the LAC) in order to maintain the rural character of the district.*

Historic District Entrances:

The three entrances to the Historic District (the intersections of Oxon Hill and Livingston Roads, Fort Washington and Livingston Roads and Broad Creek Church and Oxon Hill Roads) are important in providing a proper introduction to the district.

Guideline: *Since the Regional Center at the southern entrance will be heavily used because of its activities, special attention should be given to improving and maintaining the appearance of the parking areas with landscaping. Large trees should be planted between the Center and Livingston Road.*

Design Guidelines for Publicly Owned Land

The Historic District contains significant areas that are publicly owned land, much of which is currently wildlife habitat and all of which contribute to the rural quality of the district.

Guideline: *New development on publicly owned land should be planned so as to have a minimum impact on the District's historic properties and its rural character.*

Guideline: *Development plans should include proposals for landscaping, for buffer areas and for open spaces.*

Plans for the development of parkland should be reviewed by the LAC early in the project planning stage, as part of the normal community review procedures, to ensure that design aspects will have minimal impacts on the rural quality of the Historic District.



Historic Preservation Commission

Prince George's County Maryland

COUNTY ADMINISTRATION BUILDING • UPPER MARLBORO, MD. 20772 • 301-952-2520

Appendix A: Attachment 1

SPECIFIC ITEMS TO BE CONSIDERED AS ORDINARY MAINTENANCE

1. Repair or replacement of roofs, gutters, siding, external doors and windows, trim, lights, and other appurtenant fixtures with like materials of like design;
2. Landscaping;
3. Paving repair using like materials of like design;
4. Painting on nonmasonry surfaces using same or substantially the same color.

“Ordinary maintenance” is work that does not alter the exterior features of a Historic Site or contributing structure within a Historic District. Exterior features include architectural style, design, and general arrangement of the exterior; the color, nature and texture of building materials; and the type and style of all windows, doors, light fixtures, signs, and similar items found on, or related to the exterior of a Historic Site or historic resource within a Historic District. Within M-NCPPC parkland trail construction, posting of park-related signs and ongoing maintenance programs are included in this definition of ordinary maintenance.

This definition of ordinary maintenance applies, whenever appropriate to the environmental setting of the property, as well as the building structure or object itself.

Excerpt from Subtitle 24 (Subdivision)

Sec. 24-107. Jurisdiction.

(a) This Subtitle shall apply to all subdivision of land, as defined herein, within the boundaries of that part of the Regional District in Prince George's County, Maryland.

(b) No land shall be subdivided within the Regional District in Prince George's County until:

(1) The subdivider or his agent shall obtain approval of the preliminary and final plats by the Planning Board (or the Planning Director in the case of minor subdivisions); and

(2) The approved final plat is filed in the Land Records of Prince George's County.

(c) The following shall be exempt from the requirement of filing a subdivision plat, except for any portion of land within a Chesapeake Bay Critical Area Overlay Zone unless otherwise noted below:

(1) Partition through action of a court of competent jurisdiction unless or until development of the land is proposed for any use other than single-family detached dwellings and uses accessory thereto;

(2) The division of land and distribution, in kind, to the heirs upon the distribution of an estate unless or until development of the land is proposed for any use other than one-family detached dwellings and uses accessory thereto;

(3) A conveyance of one-half (1/2) acre or more to a son or daughter or lineal descendant or antecedent of the grantor from a tract retaining five (5) or more acres, provided that any lot so created shall be used solely for a one-family detached dwelling and uses accessory thereto and is in compliance with the provisions of the Zoning Ordinance as described in Section 24-107(d);

(4) A conveyance to a public utility for transmission line purposes;

(5) A conveyance to a governmental agency for public use;

(6) A conveyance of property used exclusively for agricultural purposes which, at the time of conveyance, is assessed as agricultural land;

(7) Any subdivision of land by deed of a lot prior to January 1, 1982, provided:

(A) The proposed use is for a single-family detached dwelling and uses accessory thereto; or

(B) The total development proposed for the subdivision does not exceed five thousand (5,000) square feet of gross floor area; or

(C) The development proposed is in addition to a development in existence prior to January 1, 1990, and does not exceed five thousand (5,000) square feet of gross floor area; or

(D) The development of more than five thousand (5,000) square feet of gross floor area, which constitutes at least ten percent (10%) of the total area of the site, has been constructed pursuant to a building permit issued on or before December 31, 1991.

(E) The proposed use is for an addition to an existing school facility for which no increase in existing enrollment is proposed.

(8) A resubdivision to correct a drafting or engineering error for property which is not the subject of a record plat;

(9) The sale or exchange of land between adjoining property owners to adjust common boundary lines, provided that no additional lots are created, for property which is not the subject of a record plat;

(10) A conveyance resulting from foreclosure proceedings or trustees' sales pursuant to a deed of trust or mortgage, deeds in lieu of foreclosure, trustees' deeds and final decrees of foreclosure. For purposes of this Subtitle, the execution and/or recordation of a deed of trust or mortgage shall not constitute a conveyance of property.

(11) In the Chesapeake Bay Critical Area Overlay Zone, the filing of a subdivision plat shall not be required if the land was subdivided:

(A) By any method in paragraphs 1 through 10, above, prior to October 30, 1989;

(B) By the method in paragraph (3), provided that the land to be conveyed lies outside the Critical Area Overlay Zone;

(C) By the method in paragraph (5), provided that the conveyance restricts use of the land to public uses in perpetuity.

(12) A conveyance, by lease or sale, from a public agency for an arena (stadium). In this case, any portion of the property not conveyed by the public agency that is used for a recreational use shall also be exempt from the requirement of filing a subdivision plat. Additionally, any portion of the property that is subsequently conveyed and used for recreational purposes, other than a stadium, shall also be exempt. This exemption shall only apply to the requirement for a preliminary plat. A final plat approved pursuant to Subsection (d) shall be recorded in the Land Records of Prince George's County prior to designation of the land as a record lot.

(13) A conveyance from a church of an existing parsonage for use as a single-family dwelling, and uses accessory thereto, provided both uses comply with the minimum lot area requirements set forth in Subtitle 27.

(d) Any conveyance of property pursuant to the provisions of Subsection (c) shall not exempt the property from the provisions of the Zoning Ordinance. Upon application by any party contemplating a conveyance pursuant to Subsection (c), the application shall be reviewed by the Planning Board staff for compliance with the provisions of the Zoning Ordinance, and the application may be treated as a request for a minor subdivision for which no preliminary plat shall be required, if the applicant so indicates and pays the required fee.

(CB-48-1981; CB-145-1986; CB-63-1989; CB-100-1989; CB-81-1990; CB-103-1992; CB-54-1995; CB-51-1996; CB-65-1998; CB-59-1999)

Sec. 24-117. Procedures for minor subdivisions.

(a) **Definition.** In instances in which four (4) or fewer lots in a one-family residential zone are being created, or where filing a subdivision plat is optional, as provided in Section 24-107(d) or as provided in Section 24-108, the applicant may follow the procedure for a minor subdivision. No applications filed under Division 6 of this Subtitle or for land located within Chesapeake a Bay Critical Area Overlay Zone, however, shall be considered a minor subdivision.

(b) **Time Limitations.** Within forty (40) calendar days of submission, preliminary plats for minor subdivisions shall be approved, approved with modifications, or denied by the Planning Director, after receipt of comments from the Subdivision Review Committee.

(c) **Basis for Approval.** The Planning Director shall make a finding that the proposed subdivision conforms with the provisions of this Subtitle as the basis for approval; provided, however, that no proposed subdivision shall be approved under these procedures if the Planning Department representative or any representative of any agency that will require a subsequent permit, advises that the proposed subdivision is not in conformance with all pertinent laws and regulations.

(d) **Appeals.** The applicant may file an appeal with the Planning Board within twenty (20) calendar days after the date of the Planning Director's action.

(e) **Final Plat.** If the minor subdivision preliminary plat is approved or approved with modifications, the subdivider shall proceed promptly to prepare the final plat. Unless a final plat, prepared in accordance with the approved preliminary plat, including any modifications, is filed with the Planning Board within twenty-four (24) months of approval, the Planning Director's approval shall be deemed cancelled.

(f) Any final plat submitted pursuant to the provisions of Subsection (e) of this Section, or Section 24-107(d), or as provided in Section 24-108 shall be approved or disapproved by the Planning Director within twenty (20) calendar days, or the Planning Director shall refer it to the Planning Board for final action within thirty (30) calendar days of acceptance of the application for processing. (CB-48-1981; CB-73-1987; CB-63-1989)

Sec. 24-132. Woodland conservation, tree preservation, clearing, replacement.

(a) Except for land located in the Chesapeake Bay Critical Area Overlay Zones, and development comprised of lands zoned Residential, R-M, and M-X-T, for which there is an approved single Conceptual Site Plan applicable to all of the properties, development shall comply with the provisions for woodland conservation and tree preservation established in Subtitle 25 of the Prince George's County Code.

(b) For land located in the Chesapeake Bay Critical Area Limited Development or Resource Conservation Overlay Zones, cutting or clearing of trees shall be prohibited except that:

(1) Commercial harvesting of trees is permitted in conformance with a Forest Management Plan and Timber Harvesting Plan prepared by a registered, professional forester and approved by the Maryland Forest, Park and Wildlife Service;

(2) Individual trees may be cut for personal use provided that the cutting does not impair water quality or existing habitats;

(3) Individual trees may be removed which are in danger of falling or causing damage to dwellings or other structures or which are in danger of falling and thereby causing the blockage of streams, or resulting in accelerated shore erosion;

(4) Horticultural practices may be used to maintain the health of individual trees;

(5) Other cutting techniques may be undertaken under the advice and guidance of the Maryland Departments of Agriculture and Natural Resources, if necessary, to preserve the forest from extensive disease, infestation, or threat of fire; and

(6) Trees may be cut or cleared in accordance with an approved Conservation Plan and Conservation Agreement.

(c) In the Chesapeake Bay Critical Area Overlay Zones, trees removed pursuant to an approved Conservation Plan and Conservation Agreement shall be replaced in accordance with the Conservation Manual by reforestation, afforestation, or a fee in lieu of reforestation or afforestation may be paid. All fees in lieu shall be maintained in a specially created fund under the administration of the Director, Department of Environmental Resources, and shall be used solely for reforestation or afforestation in the Chesapeake Bay Critical Area Overlay Zones.

(d) In the case of development comprised of lands zoned Residential, R-M, and M-X-T, for which there is an approved single Conceptual Site Plan applicable to all of the properties, the Woodland Conservation/Afforestation Threshold shall be in accordance with the requirements for the M-X-T Zone. (CB-48-1981; CB-73-1987; CB-63-1989; CB-74-1989; CB-6-1993; CB-45-1997)

Excerpt from Subtitle 27 (Zoning)

Sec. 27-602. Signs exempt from sign permit.

(a) Types of signs exempt from sign permit, when all applicable Design Standards of Division 3, Subdivision 3, of this Part are met:

(1) **Public:** Signs of a noncommercial nature which are erected by, or ordered to be erected by, a public official in the performance of official duty, or by a governmental agency, such as: safety signs; traffic control signs; signs of historical interest; and names or locations of cities, towns, and villages.

(2) **Real estate, directional:** Temporary signs containing a directional arrow and advertising real estate for sale or lease, not located on the premises being advertised.

(3) **Real estate, identification:** Temporary signs advertising the prospective sale or lease of real estate, located on the premises being advertised.

(4) **Temporary Signs - Institutional:** Temporary signs pertaining to events sponsored by a church; library; school; hospital; fire station; community center; day care center for children; service, fraternal, or civic organizations; or other similar group.

(5) **Theater bills and changeable copy:** The changing of bills of acts and features on frames for which a permit has been issued, and changing the copy of any changeable copy sign.

(6) **Window signs:** Signs painted on windows to identify the occupants of buildings in Commercial or Industrial Zones, and in Commercial Zones, temporary signs located in or on the interior side of windows which indicate the products or services offered in the building.

(b) The erection or continued existence of the signs listed above shall require conformance with the following:

(1) An electrical permit shall be obtained, where applicable;

(2) A building permit shall be obtained, where applicable;

(3) The signs shall be maintained in accordance with the requirements of this Part for all signs; and

(4) The requirements of Division 3, Subdivision 4, below, shall be followed.

(c) Unless otherwise specified within the regulations for the individual zones, in the I-3, M-X-T, and Comprehensive Design Zones, these signs shall be approved by the Planning Board at the time of Detailed Site Plan or Specific Design Plan approval.

(CB-77-1985; CB-109-1989; CB-23-1992; CB-59-1993)



Historic Preservation Commission

Prince George's County Maryland

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Appendix B

Procedures for the Establishment and Operation of Local Advisory Committees (LACs)

Adopted 04/21/85
Amended 12/17/85
Amended 05/19/87
Amended 02/15/00

I. Authorization

Pursuant to the Prince George's County Historic Preservation Ordinance, Section 29-106, "Powers and Duties of the Commission" the Historic Preservation Commission (HPC) is authorized "to appoint members to Local Advisory Committees to assist and advise the Commission in the performance of its functions."

The Adopted and Approved *Historic Sites and Districts Plan*, 1981, states (p. 90):

"Local Historic District Advisory Committees to the Historic Preservation Commission may be appropriate in some cases, and citizen groups and municipalities may wish to make recommendations to the Historic Preservation Commission on the appointment of the advisory committee members."

The Historic Preservation Commission may establish LACs in areas of potential Historic Districts.

II. Purpose

- To assist and advise the Historic Preservation Commission in the performance of its duties;
- To serve as the liaison between historic district residents and the HPC;
- To act as the "educational arm" of the HPC within a historic district.

III. Membership

Number: An LAC will consist of from 5-11 members, the majority of whom will be residents of the historic district which they represent. Representatives of organizations concerned with the protection of the historic district may be appointed; each organizational representative may have an alternate, with voting privileges at meetings that the member cannot attend.

Terms: The term of membership shall be 3 years, with the terms of initial appointees being staggered so that no more than 3 appointments shall expire in any one year.

Appointment Procedures: Appointments of members and alternates will be made by the HPC, with the advice of local civic groups, municipal officials, and other organizations concerned with the protection and maintenance of the historic district. The comments of the appropriate groups will be solicited early in the appointment process.

Once appointed, new LAC members should attend an HPC meeting at the earliest possible date for orientation purposes. The HPC will schedule a special meeting with all LACs at least once a year. Vacancies on the Committee should be filled within 30 days after they occur. In the case of expiration of terms, members may continue to serve until their successors are appointed.

Qualifications: At least one member should have, by special interest, experience, or training, expertise in architecture or architectural history. The remaining members shall be selected because of their interest, experience and training in such areas as history, planning, real estate, construction techniques, urban design, and preservation, or because they represent a civic organization or other organizational entity concerned with the protection and maintenance of the historic district.

Termination of Appointments: In keeping with HPC Rules of Procedure, appointments may be terminated by the HPC if the appointee fails to attend three consecutive scheduled LAC meetings.

IV. Meetings:

LACs will hold meetings as necessary, at least one week before the date of the monthly HPC meeting. All meetings will be open to the public and held in a public place such as a church or school. If possible, notice of LAC meetings will appear in the local newspaper at least one week prior to the meeting date. Minutes of all meetings shall be recorded and kept on file for public inspection and copies shall be forwarded to the HPC.

V. Responsibilities

Each LAC shall, in its capacity as an advisory body to the HPC:

1. Review all plans for new construction and alterations to the exteriors of existing buildings and/or their settings, using the criteria in Section 29-111 of the Historic Preservation Ordinance to determine what is appropriate. It is the responsibility of the LAC to forward comments and recommendations to the HPC in a timely fashion.

2. Encourage property owners considering alterations or new construction to seek LAC and/or HPC assistance early in the planning process so that building plans will be compatible with the character of the district or the property in question.
3. Educate residents of the District regarding the Secretary of the Interior's Standards for Rehabilitation; the role of the HPC and the HAWP process; appropriate renovation techniques and materials; and local, state and federal financial incentives for preservation.
4. Monitor compliance with Historic Area Work Permits and report to the Commission any work which is not in compliance or which is done without HPC review.
5. Assist the HPC in documenting and evaluating district properties, where necessary.
6. Develop, with the assistance of the HPC, specific design guidelines for each district for new construction and the renovation of existing structures.
7. Review and comment upon legislation, proposed subdivisions, site plans or zoning changes which affect the district, using information supplied by the HPC, where available.
8. Develop local support for preservation efforts and the County's preservation program.
9. Send a representative to the HPC meetings at which HAWP applications from their District will be discussed.

VI. HAWP Application Review Process and the LAC

1. Property owners in historic districts having Local Advisory Committees should submit work plans to their LAC to be scheduled for review at the next regularly scheduled meeting. This review can take place before the HPC receives the application.
2. [Comment: Upon receipt of an application for a HAWP within a historic district which has an LAC,] HPC staff will determine whether the material has also been submitted to the LAC for review; if it has not, the HPC shall forward (within one day) a copy of the application and all supporting materials to the Chairman of the LAC for review and comment.
3. The LAC will be responsible for notifying the applicant of the date and time of the LAC meeting at which his work plans will be discussed; for submitting written recommendations to the HPC in a timely fashion following its meeting, and for indicating criteria met (or not met) and conditions recommended to be imposed, if any, in comments to the HPC.
4. The LAC will review each proposal for exterior work to determine whether it constitutes "Ordinary Maintenance" or "Substantial Alteration," as defined by the HPC, and advise the applicant accordingly.
5. In keeping with Section 29-111 (c) of the Historic Preservation Ordinance, the LAC shall be lenient in its review of plans for the alteration of structures of little historical or architectural significance located in a Historic District, and plans for new construction in its review of a Historic District, unless such plans would seriously impair the historic or architectural significance of nearby resources or impair the character of the District as a whole. Where new

construction is concerned, the LAC will be primarily concerned with building materials (including colors), scale and setback, in determining compatibility.

6. The LAC will submit its comments to the HPC not later than two weeks before the next HPC meeting (i.e., 15 days before the HPC meeting).

7. The HPC will not decide upon an application for a HAWP until it has received the comments of the LAC, unless the LAC allows the period set aside for it to comment to pass without acting.

8. The HPC may accept, reject or modify the recommendations of the LAC. Rejections must be by a two-thirds (2/3) majority vote of the Commission and the record must indicate the criteria (Section 29-111 of the Historic Preservation Ordinance) used by the HPC for rejecting or modifying LAC recommendations.

9. Property owners seeking assistance from the HPC in preparing initial work plans must also be referred to the appropriate LAC.

THE HISTORIC AREA WORK PERMIT (HAWP) PROCESS

In order to preserve and protect the special characteristics of the Broad Creek Historic District, property owners must file for a HAWP before undertaking certain types of exterior alterations or new construction on their properties. There are three steps to the HAWP process: (1) filing of a HAWP application with the Historic Preservation Commission in Upper Marlboro, (2) review of the HAWP by the Local Advisory Committee (LAC) in Broad Creek, and (3) review by the Historic Preservation Commission. For the purposes of HAWP evaluations, properties in the Broad Creek Historic District are divided into two categories, "historic" and "nonhistoric."

A Historic Area Work Permit (HAWP) shall be obtained from the Historic Preservation Commission (HPC) before undertaking any alterations, new construction, demolition, or grading that will affect the exterior or visual setting of a property that has been classified as a "Historic Site." In the Broad Creek Historic District, this term applies only to the Harmony Hall, Piscataway House, St. John's Church, and Want Water Ruins properties. The HAWP process does not apply to work that falls under the definition of "ordinary maintenance." [Comment: HAWP applications are available from the Historic Preservation Commission office (M-NCPPC).] (See Attachment 1.)

For nonhistoric properties in the District, a HAWP shall be obtained before undertaking any exterior work requiring a County Building Permit or County Grading Permit. Whether or not a county permit is required, a HAWP shall also be obtained before erecting any sign or other advertisement. Property owners are encouraged to contact the Historic Preservation Commission office before the filing of HAWP applications to discuss their plans. Preliminary informal discussions will help expedite the process.

LAC review is required before undertaking any exterior alterations to existing buildings or new construction, or a radical change in the visual character of the property that could be visible from Livingston Road, Broad Creek Church Road, Old St. John's Way, a Historic Site, or from Broad Creek and its estuary.

An applicant for a HAWP shall:

1. Obtain appropriate forms and instructions from the HPC office at the County Administration Building Lakeside Offices in Upper Marlboro.
2. Upon completing the HAWP application form, submit the form to the HPC for forwarding to the LAC Chairman.

The Chairman of the LAC shall:

1. Upon receipt of the HAWP application, schedule an LAC meeting within two weeks for the purpose of LAC review of the proposed work.
2. Notify the applicant of the date, time and place of the LAC meeting and invite the applicant to attend.

The LAC shall:

1. Conduct a public meeting at which the proposed work shall be reviewed in accordance with the Broad Creek Historic District Design Guidelines.
2. Make the nature and the basis of its recommendations to the HPC known to the applicant.
3. Submit to the HPC, in writing, its recommendations on the applicable LAC review form (Attachment 2) regarding the proposed work within three days of the completion of its review. After that, a copy shall be mailed to the applicant.
4. Send a copy of the minutes of each of its meetings to the HPC, where they shall be available for public inspection.

The HPC shall then:

1. Notify the applicant of its receipt of the LAC recommendations.
2. Conduct its review at a public meeting (to which the applicant is invited) according to its established procedures.

In the case of any application for work within an Environmental Setting of a Historic Site, or on nonhistoric property located within a Historic District, the Commission shall be lenient in its judgment of applications for structures of little historic or design significance or for new construction. This means that the Commission shall authorize issuance of such permit, with any necessary conditions, if authorization of such permit would not impair the character of the Historic Site or Historic District.

If a property owner does not apply for a Historic Area Work Permit, or disregards the decision of the Historic Preservation Commission on a Historic Area Work Permit, the violation is subject to a substantial fine [Subtitle 29, Division 7, Section 29-121]. Decisions of the Historic Preservation Commission are appealable to the Circuit Court (Section 29-122).



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Appendix C: Attachment 1

USE BLACK INK OR TYPE

OFFICE USE

HAWP Application # _____

Received Date _____

Building/Grading/Sign Permit # _____

Application Accepted
as completed

Historic Site Number _____

Historic Site Name and Address _____

HPC Decision Date _____

HISTORIC AREA WORK PERMIT APPLICATION

Applicant and Phone #s: _____

Mailing Address: _____

Owner: _____

Property Address: _____

Property Zoning: _____ Within Municipal Limits: Yes No

(Names and Addresses) _____

TYPE OF CHANGE

- Alteration
- Addition
- New Building
- Moving
- Demolition
- Repair
- Grading
- Excavation
- Sign
- Other

WORK BEING PERFORMED BY:

Architect or Engineer: _____

Building Contractor: _____

Other: _____

PROPOSED USE: _____

- _____ The information on this application represents an accurate description of the proposed work. I have omitted nothing which might affect the decision of the Historic Preservation Commission.
- _____ I understand that the approval of this application by the Prince George's County Historic Preservation Commission does not constitute approval of other required permit applications.
- _____ I agree to supply two additional photographs of the proposed work when the work is completed.
- _____ I will attend (or send a representative to attend) the Public Appearance on this application.

(Signature of Applicant)

(Date)

(Signature of Owner)

(Date)

PRINCE GEORGE ' S COUNTY PRESERVATION COMMISSION
LOCAL ADVISORY COMMITTEE REVIEW FORM

Exterior Alterations

I. Location of Property

- a. Located within the _____ Historic District.
- b. Address of property: _____
- c. Name and address of owner of property: _____

- d. Is this property a contributing resource within the Historic District? _____
- e. On a map of the District, locate this property and any adjacent historic resources. Will work have impact on these historic resources? (Explain) _____

II. Description of Proposed Work (Please attach a plan showing the nature, extent and location of the work to be done, in addition to the materials to be used, and answer the following questions.)

- a. Will this work be on the front, rear, or side of the structure? _____

- b. Will the work be visible from the street? _____
- c. What materials will be used? Colors? _____

- d. Will these materials be compatible with existing materials? In what way? If not, in what way will they be incompatible? _____

- e. Will the work alter exterior characteristics that contribute to the property's architectural and/or historical significance?

III. Recommendation of the Local Advisory Committee

a. Approval

1. Which of the criteria found in the Historic Preservation Ordinance [Section 29-111(b) or (c)] (see below) of the Prince George's County Code does this work meet? _____

2. What conditions, if any, must be met in order for the work to meet the above criteria? (Example: the proposed windows should be double hung to conform with existing windows.) _____

b. Disapproval

1. On what grounds is disapproval recommended? [Section 29-111(a)]

2. How could this proposal be altered so as to merit approval? _____

IV. Additional Comments

Date on which LAC meeting was held: _____

Form completed by _____ Telephone: _____

Date of referral to HPC _____

Section 29-111. Criteria for Historic Area Work Permits.

(a) The Commission shall instruct the Director to deny a permit if it finds, based on the evidence and information presented to it, that the alteration for which the permit is sought would be inconsistent with, or inappropriate or detrimental to, the preservation, enhancement, or ultimate protection of the historic resource and the purposes of this Subtitle.

(b) The Commission shall instruct the Director to issue a permit subject to such conditions as are found to be necessary to insure conformance with the purposes and requirements of this Subtitle, if it finds that:

(1) The proposal will not substantially alter the exterior features of the historic resource;

(2) The proposal is compatible in character and nature with the historical, archeological, architectural, or cultural features of the historic resource and is in harmony with the purpose and intent of this Subtitle;

(3) The proposal will enhance or aid in the protection, preservation, and public or private utilization of the historic resource in a manner compatible with its historical, archeological, architectural, or cultural value;

(4) The proposal is necessary in order to remedy unsafe conditions or health hazards;

(5) The proposal is necessary in order that the owner of the subject property not be deprived of reasonable use of the property or suffer undue hardship; or

(6) In balancing the interests of the public in preserving the historic resource with the use and benefit of the alternative proposal, the general public welfare is better served by issuance of the permit.

(c) In the case of any application for work within an Environmental Setting of a Historic Site, or on property located within a Historic District, the Commission shall be lenient in its judgment of applications for structures of little historical or design significance or for new construction. This shall mean that the Commission will authorize issuance of such permit, with any necessary conditions, if authorization of such permit would not impair the character of the Historic Site or Historic District.

(d) Nothing in this Subtitle shall be construed to limit new construction, alteration, or repairs to any particular period or architectural style.

(CB-142-1981.)

PRINCE GEORGE ' S COUNTY HISTORIC PRESERVATION COMMISSION
HISTORIC DISTRICT ADVISORY COMMITTEE REVIEW FORM

New Construction

Fill out one form for each type of work: site and subdivision review; grading permit; building permit; sign permit.

I. Location of Property

- a. Located within the _____ Historic District.
- b. Address of property: _____
- c. Name and address of owner of property: _____

- d. On a map of the district, locate this property and adjacent historic resources. Briefly describe each adjoining resource (e.g., 1½-story frame bungalow, 2½-story Shingle Style Queen Anne, etc.); attach photo to show streetscape. _____

- e. Would proposed work be visible from the street? _____
- f. Would it be visible from other historic resources within the district? If so, which ones?

II. Site and Subdivision Plans

- a. For a subdivision, how many new houses or lots are proposed? _____
- b. How does the density compare with surrounding lots? (note on map) _____
- c. Does the proposed siting of the house or houses have a negative impact on adjoining resources or on the District as a whole? If so, how? _____

- d. Is proposed new construction compatible with adjoining resources and the District as a whole in terms of materials to be used, color(s), scale and setback? _____

III. Grading (Applicant is required to furnish a plat map of the lot that accurately shows the location of existing trees.)

- a. Does the proposed grading substantially alter the existing land? _____
- b. Does it cause removal of substantial vegetation? _____
 1. Is this removal detrimental to the character of the district? _____

2. Can any detrimental effect be remedied by additional plantings? If so, what kind and where? _____

IV. Building Permits

- a. Style of house? (attach sketch) _____
- b. Are the new structures (or structure) compatible in design, scale, set-back, materials and color(s) with adjoining structures and with the Historic District? _____
If not, in what way are they incompatible? _____

V. Sign Permits

- a. Size _____
- b. Materials _____
- c. Features _____
- d. Compatibility _____

VI. Recommendation of Local Advisory Committee

a. **Approval**

1. Which criteria in the Historic Preservation Ordinance [Section 29-111(b) or (c)] (see below) of the Prince George's Code does work meet? _____

2. What conditions, if any, must be met in order for the proposed work to meet the above criteria? _____

b. **Disapproval [Section 29-111(a)]**

1. On what grounds? _____

2. How could the proposal be altered so as to merit approval? _____

VII. Additional Comments

Date on which LAC meeting was held _____

Form completed by _____ Telephone _____

Date of referral to HPC _____

Section 29-111. Criteria for Historic Area Work Permits.

(a) The Commission shall instruct the Director to deny a permit if it finds, based on the evidence and information presented to it, that the alteration for which the permit is sought would be inconsistent with, or inappropriate or detrimental to, the preservation, enhancement, or ultimate protection of the historic resource and the purposes of this Subtitle.

(b) The Commission shall instruct the Director to issue a permit subject to such conditions as are found to be necessary to insure conformance with the purposes and requirements of this Subtitle, if it finds that:

- (1) The proposal will not substantially alter the exterior features of the historic resource;*
- (2) The proposal is compatible in character and nature with the historical, archeological, architectural, or cultural features of the historic resource and is in harmony with the purpose and intent of this Subtitle;*
- (3) The proposal will enhance or aid in the protection, preservation, and public or private utilization of the historic resource in a manner compatible with its historical, archeological, architectural, or cultural value;*
- (4) The proposal is necessary in order to remedy unsafe conditions or health hazards;*
- (5) The proposal is necessary in order that the owner of the subject property not be deprived of reasonable use of the property or suffer undue hardship; or*
- (6) In balancing the interests of the public in preserving the historic resource with the use and benefit of the alternative proposal, the general public welfare is better served by issuance of the permit.*

(c) In the case of any application for work within an Environmental Setting of a Historic Site, or on property located within a Historic District, the Commission shall be lenient in its judgment of applications for structures of little historical or design significance or for new construction. This shall mean that the Commission will authorize issuance of such permit, with any necessary conditions, if authorization of such permit would not impair the character of the Historic Site or Historic District.

(d) Nothing in this Subtitle shall be construed to limit new construction, alteration, or repairs to any particular period or architectural style.

(CB-142-1981.)

Livingston Road Street Guidelines and Alternatives, October 1995

IMPLEMENTATION STRATEGIES AND FUTURE ACTIONS			
Recommendation	Action	Who	When
1. VISIBILITY			
Unify the streetscape of Livingston Road	<ul style="list-style-type: none"> • Install proposed fencing along Livingston Road • Inventory existing fences 	BCHDAC and residents	Short-term
Increase awareness and unify the Historic District's rural character	<ul style="list-style-type: none"> • Construct gateways at three entrances to the Broad Creek Historic District • Seek funding from: <ul style="list-style-type: none"> ◦ Local businesses, tobacco companies, PEPCO, M-NCPPC Capital Improvement Program 	BCHDAC and residents	Long-term
Open vistas to existing historic properties within Broad Creek Historic District	Selectively clear woodland vegetation to provide visibility to historic homes along Livingston Road	BCHDAC and residents, with help from DER	Mid-term
Enhance visual character along Livingston Road	Plant native flowers, shrubs, etc. (plant outside right-of-way, residents will have to maintain)	Community, DER and local businesses	Short-term
2. TRAFFIC			
Reduce speed along Livingston Road	Install traffic circles and/or humps acceptable to DPW&T and BCHDAC	DPW&T, at request of community	Long-term
Reduce traffic volume along Livingston Road	<ul style="list-style-type: none"> • Pursue alternate routes for traffic • Seek reclassification for Livingston Road as a scenic/historic road • Support intersection upgrade at Indian Head Highway 	DPW&T, at request of community	Long-term

IMPLEMENTATION STRATEGIES AND FUTURE ACTIONS			
Recommendation	Action	Who	When
Encourage strict speed enforcement	<ul style="list-style-type: none"> • Maintain liaison with Prince George's County Police • Publicize speed enforcement 	Prince George's County Police, DPW&T, BCHDAC and community	Long-term
3. ENVIRONMENT			
Discourage illegal dumping in the Broad Creek Historic District	Establish a landscape committee to report illegal dumping on a regular basis	BCHDAC and residents, with help from DPW&T/DER	Short-term
Enhance waterway views of Broad Creek crossings at Oxon Hill Road	Plant native trees and shrubs along Oxon Hill Road sediment control project and stabilize bank with wildflowers instead of grass seed	WSSC, DPW&T, SCD, DER and community volunteers	Short-term
Enhance waterway views of Broad Creek along WSSC Pump Station driveway and river drainage path	Add native trees, shrubs and perennials along driveway and at entrance gate to property	WSSC and community	Short-term
Identify native wetland areas and enhance with plantings	<ul style="list-style-type: none"> • Prepare survey of surrounding wetlands, Chesapeake Bay Critical Area and 100-year floodplain data • Undertake plantings where appropriate 	Natural Resources Division (M-NCPPC) and DER with community volunteers, at request of BCHDAC	Short-term to long-term
Institute Potomac River/Broad Creek Conservancy as a land preservation and ecology center	<ul style="list-style-type: none"> • Coordinate with local businesses, residents and surrounding communities to establish Broad Creek Preserve parameters • Connect with Potomac River Heritage Area 	DER, WSSC, County Council and Accokeek Foundation at request of BCHDAC	Long-term

IMPLEMENTATION STRATEGIES AND FUTURE ACTIONS			
Recommendation	Action	Who	When
4. HISTORIC DISTRICT			
Establish consensus on streetscape guidelines with residential community and local businesses	Survey local residential owners and community with ideas on proposed Historic District guidelines	BCHDAC	Short-term
Organize local outreach to neighboring areas about Historic District issues	Draft column/articles for neighborhood newsletters about upcoming Broad Creek issues. Potential newsletters include: <ul style="list-style-type: none"> • Tantallon • Potomac Valley • Broad Creek • St. John's Way 	BCHDAC in cooperation with newsletter editors	Short-term
Expand Historic District	Approach property owners	BCHDAC	Short term
Protect District as a neighborhood of special rural/historic significance	Develop overall master plan for Historic District	M-NCPPC, community at request of BCHDAC	Long term
5. HISTORIC THEME/CULTURE			
Provide cultural activities for local residents and neighboring Prince George's County communities	Use Harmony Hall Regional Center to hold "Cultural Day" activities, such as: fishing, nature tours, etc.	Harmony Hall Regional Center (M-NCPPC), community, DER and local businesses, at initiative of BCHDAC	Short-term
Participate in County Tricentennial activities	Provide exhibit and walking tour	BCHDAC and HHRC staff	Short-term
Fund college interns to conduct historic research and archeology; research history of tobacco farming; conduct archeology of sites of St. John's Church and of town of Aire	<ul style="list-style-type: none"> • Conduct fundraising to create grants for scholars • Cooperate with the National Park Service and University of Maryland Archives 	BCHDAC and other historic groups	Long-term

IMPLEMENTATION STRATEGIES AND FUTURE ACTIONS			
Recommendation	Action	Who	When
6. EQUESTRIAN			
Emphasize the existing equestrian presence of the Broad Creek Historic District	Use paddock or crossbuck fence theme along Livingston Road	Private property owners	Short-term
7. DEVELOPMENT			
Steer existing commercial and residential development to comply with the Broad Creek Historic District Design Guidelines and Streetscape Guidelines Encourage "village" architecture	<ul style="list-style-type: none"> • Provide and distribute BCHDAC Design Guidelines and draft Livingston Road Streetscape Guidelines to residents • Brochure • Newspaper articles 	BCHDAC, M-NCPPC	Short-term
Reduce parts of Livingston Road rights-of-way to the approved 40-foot width	Remove Maryland Cable curbing and sidewalk	Maryland Cable permission, at request of community, and DPW&T	Long-term
Purchase Fennell tract	Apply for ISTE A funding	BCHDAC	Long-term
8. LEGISLATIVE INITIATIVES			
Adopt draft Livingston Road Streetscape Guidelines	Submit guidelines to County Council for review and adoption	BCHDAC	Long-term
Establish annual legislative program	Establish Legislative Liaison Committee <ul style="list-style-type: none"> • Increase fine for littering in Historic District • Seek amendments to new master plan (e.g., downzoning Fennell and Mills property) • Seek law to designate Livingston Road as State scenic road • Ban illegal hunting in Broad Creek 	BCHDAC, community, State and County, and other historic organizations	Annual and Long-term
Seek funding for Broad Creek Historic District	Apply for funding from: <ul style="list-style-type: none"> • Chesapeake Bay Trust, National Trust for Historic Preservation, U.S. Fish and Wildlife Service, National Wildlife Federation, M-NCPPC Capital Improvement Program, MDNR/POS, NPS, PGH, MHT, PEPCO and DOT (ISTEA Funds) 	Newly established annual legislation committee, determined by BCHDAC	Short-term

Abbreviations:

BCHDAC = Broad Creek Historic District Advisory Committee
DER = Department of Environmental Resources
DOT = Department of Transportation
DPW&T = Department of Public Works and Transportation
ISTEA = Intermodal Surface Transportation Efficiency Act
HHRC = Harmony Hall Regional Center
MDNR/POS = Maryland Department of Natural Resources/Program Open Space
MHT = Maryland Historical Trust

M-NCPPC = Maryland-National Capital Park & Planning
Commission
NPS = National Park Service
PEPCO = Potomac Electric Power Company
PGH = Prince George's Heritage
SCD = Soil Conservation District
WSSC = Washington Suburban Sanitary Commission

Acknowledgments

Fern V. Piret, Ph.D. Planning Director
Michael E. Petrenko, AICP Deputy Director
Al Dobbins, AICP Chief, Community Planning Division

Project Team

Gail C. Rothrock, AICP	Supervisor, Planning & Preservation Section, Community Planning Division
Susan G. Pearl	Historian, Planning & Preservation Section
Heather C. Higgins	Preservation Planner, Planning & Preservation Section
Brenda Iraola	Planner Coordinator, Planning and Design Section, Community Planning Division
Cecilia Lammers	Supervisor, Environmental Planning Section, Countywide Planning Division
Fred J. Shaffer	Trails Planner, Countywide Planning Division
Jim Stasz	Environmental Planner, Countywide Planning Division
Michael Colgan	Environmental Planner, Countywide Planning Division
Glen Burton	Transportation Planner, Countywide Planning Division
Marilynn Lewis	Park Planner, Department of Parks and Recreation*

Technical Support

Mary E. Goodnow	Publications Specialist
Susan Kelley	Supervisor, Publications and Graphics and Office Services
Judy Leyshon	Graphic Designer
Dee McChesney	Publications Specialist
Terri Plumb	Publications Specialist
Gary Thomas	Principal Planning Technician
Elaine Wright	Administrative Aide III

*former employee

Preservation Consultant

C. Richard Bierce, AIA,

Broad Creek Historic District Advisory Committee

Carroll J. Savage, Chairman	John Hale, National Park Service
Richard Krueger, Vice-Chairman	Jim Sautter
Helen H. O'Leary	Phyllis Cox
Richard Scott	Siegfried W. Ising
David A. Turner	Carolyn Cooper
Marian DiLorenzo	

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Arthur Cox	David Tilch, Jr.
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