



The Maryland-National Capital Park and Planning Commission

**PRINCE GEORGE'S COUNTY**  
**Planning Department**

1616 McCormick Drive, Largo, MD 20774 • pgplanning.org • Maryland Relay 7-1-1

## NON-CAPITAL GRANT PROGRAM

### MEMORANDUM

**DATE:** May 14, 2024

**TO:** Historic Preservation Commission

**VIA:** Thomas Gross, Supervisor, Historic Preservation Section  
Kacy Rohn, HPC Liaison, Historic Preservation Section

**FROM:** Daniel Tana, Planner III, Historic Preservation Section

**RE:** **Non-Capital Grant Program Application 2024-002**  
**Mt. Hermon Lodge Adaptive Reuse Planning (Located in Hyattsville National Register Historic District 68-010)**

Applicant: Kayleigh Kulp  
4709 40<sup>th</sup> Avenue  
Hyattsville, MD 20781

Owner: One Seventy Nine Temple Holding Corporation  
P.O. Box 305  
Hyattsville, MD 20781

### **Background**

The applicant has submitted an application for a non-capital grant in the amount of \$25,000 to fund the planning of the adaptive reuse of the Mount Hermon Masonic Lodge. The Mount Hermon Masonic Lodge (4207 Gallatin Street, Hyattsville) is a two-story Romanesque Revival brick building built in 1893.

Located at the intersection of Gallatin Street and 42nd Avenue, just west of Baltimore Avenue, the lodge serves as a recognizable local landmark and is a contributing structure within the Hyattsville National Register Historic District. Capped with a gable roof, this building has a rectangular footprint seven bays long on the side elevations, running parallel to 42nd Avenue. The front elevation is three bays wide and is embellished with two corner buttresses leading to pyramidal pinnacles and a first and second story that projects out under a small, hipped roof. There is also evidence of earlier quoining—likely the same stone as that found in the sills and door surround—running from the ground up to the pinnacles, which appears to have been removed and replaced with later brick infill. The first story of the front elevation features a central double-leaf entry with stone quoining surrounding paneled wood doors. The first-story windows are 4/4 wood-sash with 2-light awning transom windows, though several of the ones toward the south (rear) end of the building on the side elevations are bricked over. Many of the second-story windows are boarded, however, the original fenestration includes a double row of segmental-arch brick lintels and stone sills similar to the first-story windows. Each of the second-story openings has been sized down by

brick infill and new rowlock sills. Important features of the lodge include buttresses on each elevation, brick corbelling, three brick chimneys, and a stone insignia of the Masonic symbol G, which is centered above the facade entrance. The building is currently unused and vacant.

The requested funds would specifically be used to help fund a feasibility study; the production of architectural plans of the existing conditions; the first phase of design development; plans for required upgrades to mechanical, electrical, and plumbing infrastructure; and structural engineering plans. The project is planned to begin in May 2024 and end in March 2025.

## Recommendations

Based on the information provided by the applicant and the Historic Preservation Commission's adopted Non-Capital Grant Guidelines, staff recommends the approval of a Non-Capital Grant in the amount of **\$25,000.00** as meeting the following Criteria for Evaluation:

- (A) **Project Impact/Educational Outreach Value.** The project stimulates or prompts other historic preservation projects or programs throughout the community, or raises awareness of historical, architectural, archeological, or cultural resources and promotes the preservation of such resources.

*Recognition of the financial assistance from the non-capital grant program in the adaptive reuse and rehabilitation of an extremely visible local landmark is likely to make more people aware of the non-capital grant program and other elements of the County's historic preservation program.*

- (B) **Significance.** The architectural, archeological, or cultural significance of the resource (National Register, local designation).

*The subject resource is a contributing structure within the Hyattsville National Register Historic District, a well-known landmark in the City of Hyattsville, and is likely to be evaluated for designation as a County Historic Site.*

- (E) **Protective Value.** The project contributes to the long-term preservation, conservation, or documentation of the architectural, archeological, or cultural resources of the County.

*This project is the first step toward the rehabilitation and reuse of this architectural resource after many years of being unused. Additionally, the applicant intends to undertake the rehabilitation in adherence to the Secretary of the Interior's Standards.*

- (F) **Administrative/Professional Capability.** Personnel for the project has the necessary training, education, and experience to carry out specific project goals. The project sponsor and administrative personnel have a record of successfully administering grant monies, meeting project deadlines, and following established procedures. The grant application is filled out clearly and concisely.

*The applicant has previously owned a County Historic Site, rehabilitated that Historic Site, and utilized other County and State historic preservation incentives, including the Historic Property Grant Program.*

Historic Preservation Commission  
Non-Capital Grant Application 2024-002 Memorandum  
Mt. Hermon Lodge Adaptive Reuse Planning  
May 14, 2024  
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#### Attachments

2024-002 Non-Capital Grant Program Application

cc: One Seventy Nine Temple Holding Corp.  
P.O. Box 305  
Hyattsville, MD 20781



Figure 1. Mount Hermon Lodge north (front) elevation, May 11, 2024.





Figure 2: Mount Hermon Lodge east elevation, May 11, 2024.





Figure 3: Mount Hermon Lodge west elevation, May 11, 2024.





Figure 5: Mount Hermon Lodge front door detail, May 11, 2024.





Figure 6: Mount Hermon Lodge north elevation, first floor window detail; May 11, 2024.





PRINCE GEORGE'S COUNTY

Historic Preservation Non-Capital Grant Application

- Please read the Policies and Procedures and Guidelines and Application carefully. The applicant must be a certified 501(c)(3) non-profit organization or an individual property owner in Prince George's County to be eligible.
It is strongly recommended that you contact the Grant Administrator prior to applying to discuss project eligibility.

The application below shall be submitted to the Grant Program Administrator via regular U.S. Mail. Send the completed application to "Grant Program Administrator, Historic Preservation Section, 14741 Governor Oden Bowie Drive, Upper Marlboro MD 20772."

1. Applicant Information

Form fields for applicant information including Name of Applicant (Kayleigh Kulp), Title (Contract Purchaser), Street Address (4709 40th Avenue), City (Hyattsville), ZIP (20781), Telephone, and Email Address (kayleighkulp@gmail.com).

2. Organization's Mission Statement

Mission statement text: Applicant is an individual property owner in Prince George's County and is contract purchaser of the Mt. Hermon Lodge at 4207 Gallatin Street in Hyattsville.

3. Please Indicate Which Category Your Application is Eligible For

- Preservation/Planning Consultant
Preservation Education Project
Planning Study
Project Design
Other (describe)

4. Amount Being Requested (Not to exceed \$25,000)

Form for amount requested: Mini-Grant (up to \$5,000) (no match required) or Other (\$5,001-\$25,000) \$25,000 (50% match required)

5. Have You (or Your Organization) Received a Grant From This Program Before?

Form for grant history: Yes (checkbox) No (checkbox checked)
If yes, when was the grant awarded and for what project?

Empty text box for providing details of previous grants.

PROJECT DESCRIPTION

6. Project Name

Project Name: Mt. Hermon Lodge 4207 Gallatin Street Adaptive Reuse

7. Date(s) Project Will Occur

Date(s) Project Will Occur: Summer/Fall 2024

8. Project Location

Project Location: 4207 Gallatin Street, Hyattsville, MD 20781

**IF THE PROJECT INVOLVES A HISTORIC RESOURCE, PLEASE COMPLETE QUESTIONS 9, 10, 11**

**9. Name of Historic Site, Historic Resource, and/or Historic District**

**Owner**

**Address**

**Date(s) of Construction**

**Is the Project Site Recognized as Having Architectural/Cultural/Historical Significance By Any of the Following Designation Programs?**

	<b>Yes</b>	<b>No</b>	<b>Eligible</b>	<b>Year</b>
<b>Individually Listed in the National Register of Historic Places</b>				
<b>Contributing Property to a National Register Historic District</b>				
<b>County Historic Site or District</b>				
<b>County Historic Resource</b>				
<b>Other</b>				

**10. Describe the Project Site and Explain its Architectural/Cultural/Historical Significance**

**11. What is the current use of the site?**

**12. Project Narrative**

Describe the proposed project and indicate the purposes for which the funds requested will be used? Describe any products that will result from this project.



**13. Project Rationale**

How does the project fit in the eligible project categories? Why is the project important? How will the community benefit from its completion? Who is the targeted audience?

**14. Project Schedule**

What is the project schedule? When will the portion for the project to be funded by the grant be completed?

**15.**

Describe future plans for the project beyond this grant application. How will consultant reports be utilized, how will educational materials be distributed, how will educational programs become sustainable?

**16.**

Have any other organizations/professionals been involved in or provided guidance for this project? Please indicate names and involvement.

**17.**

If applicable, has a consultant been chosen for this project? If yes, please provide name, contact information, and attach résumé. If no, please indicate process of determining consultant.

**18.**

How will the county's support of this project be recognized?

**19. Budget**

Please list the total project cost, breaking down the major project expenses.

Note: Please indicate the source(s) of matching funds, if applicable, and how they will be secured. A table may be appended to the application if you need more space.

<b>WORK ITEM</b>	<b>GRANT</b>	<b>CASH</b>	<b>IN-KIND</b>	<b>DONATED</b>	<b>TOTAL COST</b>
<b>TOTALS</b>					



**20. Budget Attachments**

Please include:

- A list of your organization’s Board of Directors/Trustees
  
- Organizational Budget
  
- Internal Revenue Service determination letter of tax-exempt status
  
- Résumé or CV of consultant or other professional working on project
  
- Photographs of project (if applicable)
  
- News articles about your project (if applicable)

**CERTIFICATION** – Grant must be certified by executive director or board chairman/president.  
I acknowledge that a final report is due upon completion of the portion of the project that has been funded by this grant program.

I have been authorized by the applicant to submit this application for funding from the Prince George’s County Historic Preservation Non-Capital Grant Program

**NAME**

**TITLE**

**DATE**

**SIGNATURE**



## **Mt. Hermon Lodge Non-Capital Grant Application Continued Kayleigh Kulp - applicant**

### **10. Project Significance**

The property belongs to the Order of Free and Accepted Masons, a secret society, which, according to online research,

Estimates of the worldwide membership of Freemasonry in the early 21st century ranged from about two million to more than six million. Freemasonry evolved from the guilds of stonemasons and cathedral builders of the Middle Ages.

Specifically, Hyattsville's Mount Hermon Lodge No. 179 is only Romanesque Revival building in the city and was established in 1886. The lodge's first meeting place was the old school in Bladensburg. On August 5, 1885, the lodge decided to find quarters elsewhere after a controversy arose over the amount of rent that the lodge was paying, according to online sources.

Furthermore, "Louis D. Wine and Geo. J. Johnson offered on May 1, 1883 to present the lodge with a free building site in Hyattsville. The offer was declined with thanks at the time, but when it was made again years later the lodge on June 16, 1891 accepted the lot on which the present temple stands. Brother Wine, chiefly responsible for the gift and a past master of Hiram Lodge No. 10 of Washington, D.C., was elected an honorary life member of this lodge October 1, 1895 in token of the lodge's appreciation. As soon as the lodge came into possession of the lot the members began to plan to build a temple upon it. The first building committee was appointed October 18, 1882 and the cornerstone of the new building was laid May 2, 1893, with ceremonies commensurate with the dignity of the craft. The members assembled at the old hall at three P. M. and proceeded to the railroad station where they met a special train from Washington bearing the visitors from that place accompanied by Schroeder's band. They were also joined by the Cadet Corps and Drum Corps from the Maryland Agriculture College and all paraded to the site of the new building where printed programs were distributed. Grand Lecturer Dukehart gave an address of welcome and Grand Master Williamson laid the corner stone using the same gavel used by Past Master Geo. Washington at the cornerstone laying of the U. S. Capitol. The solid silver pitcher in which the oil was carried formerly belonged to Capt. Randall Holden of Rhode Island, who died in 1796. An address by Past Master Richard P. Evans of this lodge. The opening prayer and benediction were pronounced by Grand Chaplain C. B. Smith of the District of Columbia. There were many difficulties to be overcome however, by this group of only forty men, and the building was finally completed by the third building committee headed by Jackson H. Ralston. The lodge moved into the new temple March 3, 1896. On December 6, 1921 a building committee was appointed to plan the construction of a new temple. It was first decided to build on the present site of the Arcade theater. However, this decision was later changed and the old temple was



rebuilt, being completed late in 1925. The first meeting in the rebuilt temple was held January 1, 1926 and was followed by a reception and dance.”

## **12. Project Narrative**

The property is proposed as adaptive reuse in the Neighborhood Activity Center zone as 5 apartments + 2-3 commercial units. Because this is the first time the building will undergo restoration and construction in about 100 years, extensive plans and reports are required to source architecturally accurate components for its restoration and bring the building up to today’s residential and commercial building codes. The funds will be used to hire consultants to prepare various plans and reports as deliverables, including:

1. Architectural plans for the adaptive reuse of the building as 5 residential apartments + 2-3 commercial units.
2. Prepare specifications for restoration or replacement of historic elements, such as large exterior windows and doors that are currently in disrepair, and former window openings that were bricked in that should be opened again. The applicant is seeking income tax credits through the Maryland Historical Trust and National Park Service, and will need to complete a survey of existing features of the properties and proposed work on those features for those applications.
3. Boundary survey to determine how current zoning parking requirements etc. can be accommodated on the property.
4. Mechanical, electrical, and plumbing engineering plans to show how the property’s systems can be designed to accommodate its adaptive mixed use.

## **13. Project Rationale**

### **A. Project Impact/Educational Outreach Value.**

**The project stimulates or prompts other historic preservation projects or programs throughout the community, or raises awareness of historical, architectural, archeological, or cultural resources and promotes the preservation of such resources. (20 points)**

The contract purchaser has spent over eight months negotiating this sale with the Mt. Hermon Lodge freemasons fraternal organization, ultimately striking a deal because the contract purchaser demonstrated her commitment to preserving the property’s physical architectural elements as well as incorporating its cultural history into the redevelopment of the property.

The Mt. Hermon Lodge has been coveted for redevelopment for years, so its sale is going to draw attention in the local area. This offers an opportunity for the contract purchaser to communicate her intentions, plans, and financial support from the county in a way that hopefully inspires others to pursue a similar path with historic sites around the county and in Hyattsville.

The fact that part of the lodge will be redeveloped into publicly-usable commercial space allows the contract purchaser to incorporate relics, items, and educational materials into the redevelopment plans, which she has discussed with the lodge leaders.

### **B. Significance. The architectural, archeological, or cultural significance of the resource (National Register, local designation). (20 points)**

As mentioned earlier in the application, the Mt. Hermon Lodge's storied history in the neighborhood likely makes it eligible for the National Register, but it is already a contributing building in the Hyattsville Historic District. Though there is a lot of deferred maintenance, it is possible for the building to be restored and the elements are not unrecognizable at present.

**C. Innovation Value. The project has potential to be a model and/or produce a unique product. (20 points)**

The project's adaptive mixed-use will be a testament to the relevancy of these buildings, even in 2023 and beyond. The building will incorporate publicly-accessible spaces with unique residential ones, with incorporation of the lodge's history into the building's common areas. It also shows the collaboration that can be achieved between historic preservation-minded developers and sellers who can no longer maintain their buildings.

**D. Urgency. Resource imminently endangered. (10 points)**

Members of the Mt. Hermon Lodge are not in the financial or administrative position to continue maintaining this building, and it continues to need more and more care. A plan must be in place, and action must be taken, as soon as possible to ensure the building remains stable.

**E. Protective Value. The project contributes to the long-term preservation, conservation, or documentation of the architectural, archeological, or cultural resources of the County. (20 points)**

As part of the agreement to sell the property, the buyer will record a county historic preservation easement on the property. This, in addition to the stringent applications that will be made to the Maryland Historical Trust and National Park Service for its rehabilitation and redevelopment, will ensure that the property stays true to its historic integrity.

**F. Administrative/Professional Capability. Personnel for the project has the necessary training, education, and experience to carry out specific project goals. The project sponsor and administrative personnel have a record of successfully administering grant monies, meeting project deadlines, and following established procedures. The grant application is filled out clearly and concisely. (10 points)**

The contract purchaser has completed several historic property designations with Prince George's County, and also successfully completed Maryland Historical Trust and National Park Service applications. She is experienced in redeveloping historic properties and is quite familiar with the requirements each government body has for each incentive. Furthermore, she is engaging consultants who are also experienced in this endeavor.

## CONSULTANT CV

### TRIPLE LINE STUDIO/RAYYA NEWMAN

Rayya Newman is a public interest architect and the founder of Triple Line Studio. Over the past 20 years she has worked in the DC area at the nonprofit/for-profit sister firms Inscape Publico and Inscape Studio, the top ranking international firm ZGF, and the local boutique firm CORE. In 2017 her project, Pyramid Atlantic Art Center, an adaptive reuse project in the heart of historic Hyattsville, won Preservation Maryland's Community Choice Award. In addition to running her own Hyattsville-based firm, Rayya also teaches design studios as a professor at the University of Maryland School of Architecture, Planning, and Preservation.

In her free time, Rayya has volunteered as Chapter Director for the Open Architecture Collaborative, an international volunteer based nonprofit working to improve and help communities through socially responsible and sustainable design. She is an AIA member, LEED-accredited, and SEED-certified professional. Rayya believes in the triple bottom line approach to sustainability and has highlighted public interest design projects, events, and people in the DC area on her blog, [www.publicinterestdesign-dc.org](http://www.publicinterestdesign-dc.org)

Rayya recently created a NEW blog, [www.allofourhomes.com](http://www.allofourhomes.com), to document and share the sustainable renovation of her 1905 Folk Victorian Farmhouse in Maryland. The blog features videos and articles with expert tips, residential tax incentives, sustainable design, renovation ideas, and Scandinavian culture. She gives talks at her local preservation society and hopes to spread the word on how to live 'green' in old houses.

See Rayya's [career portfolio](#).

Our Approach.

We walk you through the project process so that everyone is on the same page every step of the way. We work with you to put together your project team, from the stakeholders within your organization to the contractors, engineers, and designers on the project. We attentively listen to your needs and use engagement tools to draw out issues that may have been overlooked. We assist with grants and advise on incentives that can save you money and help you realize your project.

SEE RESOURCES.

What is the Triple Bottom Line?



Triple Line Studio was founded on the principles of the “triple bottom line”, a description John Elkington came up with in 1994 to describe a more balanced approach to economics focusing on the environment and people as much as on profit. Also referred to as the 3 P’s - people, profit, planet - this approach in design factors in all three social, economic, and environmental aspects for a more sustainable project.

At Triple Line Studio we provide Architectural services for Small Businesses + Nonprofits.

At Triple Line Studio we enhance small business & nonprofit spaces. We work with you to define a scope of work for your space - old or new, big or small, owned or leased - and amplify your mission to support your organization’s triple bottom line. From stakeholder engagement to concept plans we have the tools to coach you along the way. You’ll have the information you need to target grants, dazzle donors, interest investors, and launch a capital project to transform your organization.

SEE [SERVICES](#).



Rayya

On Wed, Apr 17, 2024 at 2:39 PM Kayleigh Kulp <[kayleigh.kulp@gmail.com](mailto:kayleigh.kulp@gmail.com)> wrote:

Hi Rayya - here are a few questions I have about the proposal, timeline and next steps. I'd like to sort this out this week if possible, so I can move on the non-cap grant.

1. Feasibility study - makes sense. I think the better fit for us would be to work with the NEW zoning code and not the old one (we have a choice for the next two years).
2. test fit 1st floor - I think I'll hold on this part until we get further down the line....we know that this would be a great restaurant space and probably the new tenant would do this themselves....
3. Programming - I get what you're saying on this, but I don't think it's super necessary in this case just because we are already doing a test fit of the apartments for feasibility, but is this something we can look at once we get past some of the more crucial parts first like the test fits and the existing conditions drawings?

Could we start to lay out some of the estimates and timeframes for getting to completed construction drawings by the end of the year? I'd like to see the big picture and also see where we'll be once it's time to apply for the COmpetitive Commercial MHT tax credit in August...<https://mht.maryland.gov/Pages/funding/tax-credits-competitive-commercial.aspx> Can you also clarify when in the process/timeline structural engineers and MEP will be engaged?

A few other things I will intend to apply for are the PG historic cap grant and the Hyattsville facade improvement grant....

In addition to the MEP rec you already gave me, can I get another referral also? Just like to talk to at least two folks...

Thank you so much!  
Kayleigh

On Mon, Mar 25, 2024 at 3:39 PM Rayya Newman - Triple Line Studio <[rayya@triplelinestudio.com](mailto:rayya@triplelinestudio.com)> wrote:

Hi Kayleigh,

Yes, the feasibility study includes the initial code research/requirements for adding residential units plus calling the county to find out if/what it would take to use the exterior fire escape as a second means of egress, plus a test fit blocked out to see how many bedrooms/bathrooms etc with a corridor.

Programming is that "list of ingredients", both current/existing and ideal. I'm attaching an example. Once design begins then the "proposed" program is compared to the ideal. It's a helpful tool and we typically start projects with this. We input the "current" sqft from the existing conditions drawings and then work with the client to populate the "ideal" column to make sure their revenue targets are met.

Let me know if you have any other questions!

Best,  
Rayya

RAYYA NEWMAN AIA, LEED AP BD+C, SEED  
c: 202.930.1617  
e: [rayya@triplelinestudio.com](mailto:rayya@triplelinestudio.com)  
w: [www.triplelinestudio.com](http://www.triplelinestudio.com)

On Mon, Mar 25, 2024 at 2:56 PM Kayleigh Kulp <[kayleigh.kulp@gmail.com](mailto:kayleigh.kulp@gmail.com)> wrote:

Thank you! I have a few questions about the feasibility study - so is this you confirming with the county the density allowed and including a test fit of the 3rd floor?

I'm not familiar with "programming," - wouldn't this be covered under your existing conditions drawings?

On Mar 22, 2024, at 5:10 PM, Rayya Newman - Triple Line Studio <[rayya@triplelinestudio.com](mailto:rayya@triplelinestudio.com)> wrote:

Hi Kayleigh,

It was so nice to finally meet you! I am so happy that "the lodge" is finally getting the attention it deserves and with you at the helm.

Here are some numbers for you based on what we discussed. Please let me know what you would like to include in a proposal to share with Daniel Tana & team for the grant and I'll put one together for you.

--

**PROJECT: The Lodge - 4207 Gallatin St Hyattsville MD 20781**

**FEASIBILITY STUDY 3RD FLOOR: \$7,000 (2 weeks)**

Feasibility study for adding 5 to 6 residential units on 3rd floor and attic. Includes code analysis for egress requirements.

**TESTFIT 1ST FLOOR (MAIN SPACE): \$1,600 (1/2 week)**

Testfit for layout of restaurant/bar on first floor in the main "ballroom". Includes basic seating layout for occupancy count with kitchen located up 1/2 flight in meeting room area.

**PROGRAMMING: \$2,400 (1 week)**

Existing program listing square footage of each space currently. Future program listing future square footage of each space desired.

**EXISTING CONDITIONS DRAWINGS & CODE RESEARCH: \$12,000 (3 to 4 weeks)**



As-built drawings of building. General building and code information.

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Feel free to reach out to me with any questions! I'll be working Monday from 1:00pm - 5:00pm and then out of town through April 2nd, but still checking emails.

Also, I will be sending an invoice for our consultation in another email. That will be deducted from this proposal should you sign a contract with Triple Line Studio.

Thanks, and I look forward to hearing from you!

Best,  
Rayya

RAYYA NEWMAN AIA, LEED AP BD+C, SEED  
c: 202.930.1617  
e: [rayya@triplelinestudio.com](mailto:rayya@triplelinestudio.com)  
w: [www.triplelinestudio.com](http://www.triplelinestudio.com)

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w: [www.triplelinestudio.com](http://www.triplelinestudio.com)

## CORE ARCHITECTS PROJECT ESTIMATE: 4207 GALLATIN

### Input dates (from initial call):

June 2024; Due diligence period ends

August 2024; commercial and historic grant submission due

Permit ready by Fall 2024, before Thanksgiving\*

December 1, 2024: Settle on or before

Construction begins April 2025

\* this schedule does not include time for interim pricing and historic reviews (!)

**May:** CORE Building Survey and Testfit (3 floors plus attic)

Zoning & Parking analysis, Decide unit mix, and Tenant occupancies

**June:** Provide proposed Testfit for interior, core layout, and Exterior Schematic Design:

Submit Historical Concept review; end of Due Diligence period

**July-Aug:** Schematic Design for grant sub (focus on core/shell)

Food Service, Struct, Civil & MEP involvement begins

**End August:** Submit Commercial & Historic Grant (ends SD)

**Sept-Oct:** Design Development

8 weeks

Begin utility upgrade applications, where possible

**Oct-Nov:** Construction Docs

8 weeks complete: *does not include design and documenting Retail interiors*

5 Residential Units, 2 White Box Retail spaces, and Core/Shell work

**Dec:** Close on building; Permitting Phase begins

File for Permit

Issue to Bidders

**Jan-March:** Permitting & Bidding

With permit, issue IFC

**April:** Construction starts (Construction Admin begins)

### Architectural Fees:

Plan & Concept Design:	\$30,000
Schematic Design:	\$40,000
Design Development:	\$55,000
Construction Docs:	\$65,000
Permitting :	\$10,000
Construction Admin:	Hourly, \$50,000 est.
<b>Total</b>	<b>\$250,000</b>

Structural Est. \$75,000

MEP Est. \$65,000

Civil Est \$15,000

Dry Utility Consultant \$10,000

Food Service Cons. \$5,000

**From:** Monika Mevissen mmevissen@metropolitanengineering.com  
**Subject:** RE: MEP scope - commercial conversion  
**Date:** March 22, 2024 at 4:39 PM  
**To:** Kayleigh Kulp kayleigh.kulp@gmail.com

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Kayleigh,

I can send you a complete proposal later, but for now I wanted to provide you with a rough estimate on our fees, which will be \$36,000.00. We can structure the deliverables into two phases, Design Development and Construction Documents, and provide Construction Administration Services on an hourly basis:

DD	\$18,000.00
CD	\$18,000.00
CA	hourly

Thank you,  
Monika

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**From:** Kayleigh Kulp <kayleigh.kulp@gmail.com>  
**Sent:** Friday, March 22, 2024 3:09 PM  
**To:** Monika Mevissen <mmevissen@metropolitanengineering.com>  
**Subject:** Re: MEP scope - commercial conversion

Yes thank you

On Mar 22, 2024, at 3:03 PM, Monika Mevissen  
<[mmevissen@metropolitanengineering.com](mailto:mmevissen@metropolitanengineering.com)> wrote:

Kayleigh,

I am still waiting for our estimating team to send me the estimate. We are assuming that the retail/restaurant spaces will be delivered as a dark shell. Is that correct?

Monika

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**From:** Kayleigh Kulp <[kayleigh.kulp@gmail.com](mailto:kayleigh.kulp@gmail.com)>  
**Sent:** Thursday, March 21, 2024 8:53 AM  
**To:** Monika Mevissen <[mmevissen@metropolitanengineering.com](mailto:mmevissen@metropolitanengineering.com)>  
**Subject:** Re: MEP scope - commercial conversion

Great thanks!

On Mar 20, 2024, at 4:14 PM, Monika Mevissen  
<[mmevissen@metropolitanengineering.com](mailto:mmevissen@metropolitanengineering.com)> wrote:



Hi Kayleigh,

Thank you for following up. I should be able to send it to you tomorrow.

Monika

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**From:** Kayleigh Kulp <[kayleigh.kulp@gmail.com](mailto:kayleigh.kulp@gmail.com)>  
**Sent:** Wednesday, March 20, 2024 10:14 AM  
**To:** Monika Mevissen  
<[mmevissen@metropolitanengineering.com](mailto:mmevissen@metropolitanengineering.com)>  
**Subject:** Re: MEP scope - commercial conversion

Hi Monika, just wanted to follow up here on the estimate?

On Mar 14, 2024, at 10:31 AM, Kayleigh Kulp  
<[kayleigh.kulp@gmail.com](mailto:kayleigh.kulp@gmail.com)> wrote:

Sure, it's Mt Hermon Lodge Preservation Project  
LLC and 4207 Gallatin Street Hyattsville MD  
20781

On Mar 14, 2024, at 10:30 AM,  
Monika Mevissen  
<[mmevissen@metropolitanengineering.com](mailto:mmevissen@metropolitanengineering.com)> wrote:

Good morning Kayleigh,

Thank you again for reaching out  
yesterday.

Please let me know the name of the  
company I can make the proposal out to  
and the address of the property.

Sincerely,

**Monika Mevissen**

**From:** Christian Astiz [castiz@ctaengineers.com](mailto:castiz@ctaengineers.com)   
**Subject:** RE: Possible MEP project in Hyattsville  
**Date:** April 23, 2024 at 4:07 PM  
**To:** KayleighKulp@gmail.com



Good afternoon, fees would be approx. \$50K

Regards



**Christian Astiz, PE MBA**  
Vice President – Business Development

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**From:**  
Kayleigh Kulp

<[kayleigh.kulp@gmail.com](mailto:kayleigh.kulp@gmail.com)>

**Sent:** Tuesday, April 23, 2024 3:46 PM

**To:** Christian Astiz <[castiz@ctaengineers.com](mailto:castiz@ctaengineers.com)>

**Subject:** Possible MEP project in Hyattsville

I got your information from Rayya Newman and I was curious about getting a rough estimate from you for MEP drawings. The building is a masonic lodge that is all commercial but will be split into 5 apartments + 2-3 commercial units. At least one commercial unit will be a restaurant use and the other one probably a "light" restaurant use.

The property is located at 4207 Gallatin Street in Hyattsville if you'd like to check it out on Google maps. It's about 9k sf. Thanks so much in advance for your help!

Kayleigh Kulp