



HOWARD COUNTY HISTORIC PRESERVATION COMMISSION

ELlicott City Historic District ■ LAWYERS HILL HISTORIC DISTRICT

3430 Court House Drive ■ Ellicott City, Maryland 21043

Administered by the Department of Planning and Zoning

www.howardcountymd.gov

410-313-2350

FAX 410-313-3467

TDD 410-313-2323

HPC EXECUTIVE SECRETARY EXEMPTION DETERMINATION FOR MINOR ALTERATIONS

APPLICANT INFORMATION:	PROPERTY INFORMATION:
Melissa Schroeder 3785 Church Road Ellicott City, MD 21043	Property Address: 3785 Church Road, Ellicott City
	Minor Alteration Case Number: MA-21-04
	Property Information: Map 25A, Parcel 192

OWNER INFORMATION:	HISTORIC DISTRICT INFORMATION
Melissa Schroeder 3785 Church Road Ellicott City, MD 21043	Ellicott City Historic District <input checked="" type="checkbox"/>
	Lawyers Hill Historic District <input type="checkbox"/>

PROPOSED WORK:
The Applicant proposes to replace the side door, located on the new addition/garage. The existing door is a wood door that has water damage and wood rot. The existing door is ½ light over 2 panel door and the Applicant proposes to replace it with a craftsman style ¾ light over 2 panel wood door (Douglas Fir). The existing door is painted burgundy and the new door will be stained a red mahogany

COMPLIANCE WITH GUIDELINES:
The Executive Secretary has determined that the proposed work is considered a minor alteration and is consistent with the Guidelines as referenced below.
Chapter 6.G: Rehabilitation and Maintenance of Existing Buildings; Entrances
1) "...Otherwise, use a door appropriate to the period and style of the building."
Chapter 7: New Construction, Additions, Porches and Outbuildings
2) "Use doors and simple entrance designs that are compatible those on the existing building or similar buildings nearby."
3) "On any building, use exterior materials and colors (including roof, walls and foundations) similar to or compatible with the texture and color of those on the existing building."

Date Posted to HPC Website:	Executive Secretary Signature	DocuSigned by:
2/9/2021	2/9/2021	<i>Beth Burgess</i>
	Beth Burgess, Executive Secretary Historic Preservation Commission	2009CCB91D534A7... Date

**3785 Church Road, Ellicott City
Minor Alteration Determination**

AFTER 5 DAYS POSTING ON WEBSITE:

Written Objection WAS NOT Received:	Written Objection WAS Received:	Date Issued:
<input type="checkbox"/> No written objection was received and the proposed work was determined to be a minor alteration, not requiring Commission approval.	<input type="checkbox"/> Yes, a written objection was received. A Certificate of Approval is required.	

Executive Secretary Signature

Beth Burgess, Executive Secretary Date
Historic Preservation Commission

HOWARD COUNTY HISTORIC PRESERVATION COMMISSION

GENERAL APPLICATION FOR CERTIFICATE OF APPROVAL AND TAX CREDIT PRE-APPROVAL

SUBMIT 10 COPIES of this application package, including all supporting materials required on pages 2-5 of this application to Howard County Department of Planning and Zoning. Applications must be received no later than 5:00 pm 22 days prior to the meeting. Applications can be submitted via mail, but may result in missing the deadline. Applications are not accepted via email or fax.

Address: 3430 Court House Drive, Ellicott City, MD 21043

Meeting Information

The Historic Preservation Commission (HPC) meets at 7:00 pm generally on the first Thursday of each month at 3430 Court House Dr., Ellicott City, MD. Please contact us regarding emergency applications.

Questions

Please contact Samantha Holmes, Historic Preservation Planner at 410-313-4428 or sholmes@howardcountymd.gov.

FOR STAFF USE ONLY

Application #:

HPC -

MA - 21-04

Meeting Date:

posted online

Date Received:

RECEIVED

By Samantha Holmes at 3:20 pm, Feb 08, 2021

PROPERTY INFORMATION

Address of Subject Property: 3785 Church Rd, Ellicott City MD 21043

Name of Property Owner: Melissa Schroeder

Historic District (please check): Ellicott City Local Historic District Lawyers Hill Local Historic District

Is this property listed on the Howard County Historic Sites Inventory? Y N #HO- _____

APPLICANT INFORMATION

Name of Applicant (please only provide one name for contact purposes): Melissa Schroeder

Mailing address: 3785 Church Rd, Ellicott City, MD 21043

Phone No. (W) 443-420-8485 (H) 443-420-8485

Email: ms.melissa.schroeder@gmail.com Contact Preference: email

BELOW FOR STAFF USE ONLY

Tax Account Number: _____

Map _____ Parcel _____

Part 1: General Application for Certificate of Approval

ALL APPLICATIONS MUST INCLUDE: The information required in this checklist must be provided or the application will be incomplete and may be rejected for consideration by the Commission. Please check each box below to confirm you have provided this information.

- Labeled, color photographs of existing property conditions, printed on 8.5x11 paper, no more than two images per page. Do not submit individual 4x6 photographs.
- A detailed description of the proposed work (include below or provide on a separate sheet of paper if more space is needed— do not add proposed work into the Guidelines justification section).
- Product specification sheets/photographs of product that clearly shows materials, colors, and dimensions.
- Plot plan of property, site plans, or elevations (as applicable to proposal; but required for any new construction).
- For major alterations: elevation drawings of proposed structure indicating dimensions, design, height, color, and materials. Product spec sheets are required for all new elements.
- A completed Part 2 of this application (page 3-4). Application may be rejected if not complete. If Part 2 is not suitable for your project, please type up a detailed explanation on a separate piece of paper.
- A completed Part 3 of this application (page 5) if you seek tax credits for any work.
- A completed Part 4 of this application (page 5). If the owner is not the applicant, the owner's signature is also required.
- I have read the Ellicott City or Lawyers Hill Design Guidelines and find my proposal complies with the recommendations in the Guidelines, as indicated below.

DESCRIPTION OF PROPOSAL: If more room is required, please provide write up on a separate sheet of paper to best organize proposed work. Continue to Part 2 (page 3-5) to complete required checklists.

Due to significant water damage + wood rot, proposing the replacement of the home's side door with another wood door of the same dimensions. Proposing a darker wood stain for the new door as opposed to burgandy paint of the current door, which should complement the brown garage door and blend in better as a side entrance, keeping emphasis on the front door.

DESIGN GUIDELINES: Consult the Ellicott City or Lawyers Hill Design Guidelines on the Howard County website at <https://www.howardcountymd.gov/Departments/Planning-and-Zoning/Conservation-and-Preservation/Historic> and provide a brief description of how the proposal meets the recommendations of the Guidelines, including the applicable chapter and section. Please type up on a separate sheet of paper if more space is needed.

The proposed door is a simple paneled wood + glass of the original size.

Part 2: General Application for Certificate of Approval Checklist

TYPE OF ALTERATION: Please check the appropriate box for the proposed work and fill in required blanks. Specs sheets and photos must be provided or the application may be considered incomplete and rejected for consideration by the Commission.

You may create your own document if it better explains the project, be sure to include details such as materials and colors for all existing/previously existing and proposed features.

DOORS AND STORMS DOORS: Refer to page 35 of the Ellicott City Guidelines and pages 26-29 of the Lawyers Hill Guidelines.

Existing Type: 1/2 Lite 2 Panel

Proposed Type: 3/4 Lite 2 Panel

Existing Color: Painted Burgundy

Proposed Color: Wood-stain Red Mahogany

Existing Material: Wood

Proposed Material: WOOD (Douglas Fir)

Additional Info Included: Yes No

Specs/Photos Included: Yes No

Is this item being repaired? Yes No

Is this item being replaced? Yes No

I seek tax credit pre-approval for this item.

For any proposed door replacement—the spec sheets must show the actual panel and window arrangement of new doors. Photos of existing doors should indicate the location on the house of any door proposed to be replaced.

WINDOWS: Refer to page 38 of the Ellicott City Guidelines and page 26 of the Lawyers Hill Guidelines.

Existing Material: _____

Proposed Material: _____

Existing Color: _____

Proposed Color: _____

Existing Sash Arrangement: _____

Proposed Sash Arrangement: _____

Additional Info Included: Yes No

Specs/Photos Included: Yes No

Is this item being repaired? Yes No

Is this item being replaced? Yes No

I seek tax credit pre-approval for this item.

For any proposed window replacement—the spec sheets must show the actual sash arrangement of the new windows. Photos of existing windows should indicate the location on the house of any window proposed to be replaced.

WALLS/SIDING: Refer to pages 25-30 of the Ellicott City Guidelines and pages 21-24 of the Lawyers Hill Guidelines.

Existing Material: _____

Proposed Material: _____

Existing Color: _____

Proposed Color: _____

Additional Info Included: Yes No

Specs/Photos Included: Yes No

Is this item being repaired? Yes No

Is this item being replaced? Yes No

I seek tax credit pre-approval for this item.

Part 3: Historic Property Tax Credits

Historic Property Tax Credits 20.112 and 20.113 Eligibility Requirements

Please check the appropriate box:

In accordance with Sections 16.606, 20.112 and 20.113 of the Howard County Code, I request the pre-approval of eligible work to qualify for property tax credits for the following preservation and restoration work:

- A structure listed on (or eligible for inclusion in) the Howard County Historic Sites Inventory and is designated by the Commission as historically significant.
- An existing principal structure or historic outbuilding located within a local historic district in Howard County, which is determined by the Commission to be of historic or architectural significance, or to be architecturally compatible with the historic structures in the district .
- A landscape feature located within a local historic district or listed on the Historic Sites Inventory, which is determined by the Commission to be of historic or architectural significance.
- A cemetery, at least 50 years old, not operated as a business, which is listed on the Howard County Cemetery and Gravesites Inventory under Section 16.1303 of the County Code.

Please Note: There is a separate application for final tax credit approval. Copies of cancelled checks, receipts and paid invoices are required for final approval. Invoices should be itemized to separate repairs to the items pre-approved from those that are not eligible for the tax credit.

Part 4: Authorizing Signature to Submit Application:

I hereby certify by the below signatures(s) that the information supplied herewith is correct and complete and authorizes such periodic on-site inspections by the Department of Planning and Zoning and its agents as may be necessary to review this application and any petitions filed in connection herewith and to enforce the Historic District Guidelines and other applicable laws. This right-of-entry shall continue until all administrative appeals pertaining to the property have been exhausted. I have read and understand the above terms regarding the Historic Property Tax Credit Programs.

SIGNATURE(S):

If the Applicant is not the owner of the subject property, the owner's signature authorizing the proposed work is required .

M. Schwelb 2/2/21
Applicant or Authorized Agent Date

Owner (if different than Applicant) Date

HDC -

TAX CREDIT SUPPLEMENTAL WORKSHEET

FOR ELLICOTT CITY AND LAWYERS HILL HISTORIC DISTRICTS

Please check appropriate box indicating the items you are seeking tax credit pre-approval for. If applying for Historic Tax Credits and you are located in the Ellicott City or Lawyers Hill Historic Districts, an Application for a Certificate of Approval is required. Provide all applicable details on the Application for Certificate of Approval.

Please note: The items you request for tax credit pre-approval should directly correlate with items checked for approval on the Certificate of Approval Application.

PAINTING: Provide details on Certificate of Approval Application.

I am seeking tax credit pre-approval for this item.

ROOF: Provide details on Certificate of Approval Application.

I am seeking tax credit pre-approval for this

WINDOWS: Provide details on Certificate of Approval Application.

I am seeking tax credit pre-approval for this

SHUTTERS: Provide details on Certificate of Approval Application.

I am seeking tax credit pre-approval for this

WALLS/SIDING: Provide details on Certificate of Approval Application.

I am seeking tax credit pre-approval for this

DOORS AND STORMS DOORS: Provide details on Certificate of Approval Application

I am seeking tax credit pre-approval for this

OTHER (such as porch, foundation, etc. Please explain): Provide details on Certificate of Approval Application.

I am seeking tax credit pre-approval for this

List item(s): _____

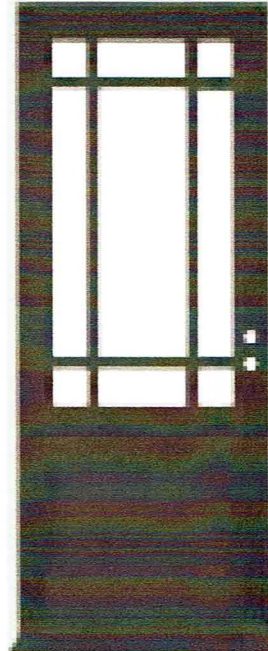
Current Door:

(Temporarily added silver kick plate due to significant water damage and wood rot.)



Proposed Door:

“Craftsman Prairie 3/4 Lite Red Mahogany Stain Left-Hand/Inswing Douglas Fir Prehung Front Door”



Link to proposed door: <https://www.homedepot.com/p/Krosswood-Doors-36-in-x-80-in-Craftsman-Prairie-3-4-Lite-Red-Mahogany-Stain-Left-Hand-Inswing-Douglas-Fir-Prehung-Front-Door-PHED-DF-439-30-68-134-LH-512-RM/312653967>

Location of Door (Side Entrance):

