



**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  
AND TAX CREDIT PRE-APPROVAL**

APPLICANT INFORMATION:	PROPERTY INFORMATION:
Randy Marriner 4411 Manor Lane Ellicott City, MD 21042	Property Address: 3733 Old Columbia Pike Minor Alteration Case Number: MA-17-01 Property Information: Map 25A, Parcel 135
OWNER INFORMATION:	HISTORIC DISTRICT INFORMATION
Randy Marriner 4411 Manor Lane Ellicott City, MD 21042	Ellicott City Historic District <input checked="" type="checkbox"/> Lawyers Hill Historic District <input type="checkbox"/>

PROPOSED WORK:
Install two wall mounted entrance lights/lanterns (Minka, Rivendale Court lantern) at building entrance. The light fixtures are bronze with copper highlights. The fixtures were temporarily hung in order to take the photograph for the application.

COMPLIANCE WITH GUIDELINES:
The Executive Secretary has determined that the proposed roof replacement and gutter work/cleaning is considered a minor alteration and is consistent with the Guidelines as referenced below.
Chapter 9.E – Outdoor Lighting Fixtures
1) Choose and locate lighting fixtures to be visually unobtrusive. Use dark metal or a similar material.
2) Place attached lighting fixtures in traditional locations next to or over a door.

Date Posted to HPC Website:	Executive Secretary Signature
1/6/17	<u>Beth Burgess</u> 1/6/17 Beth Burgess, Executive Secretary      Date Historic Preservation Commission

# COMBINED APPLICATION FOR APPROVAL

## HISTORIC PRESERVATION COMMISSION, FAÇADE IMPROVEMENT PROGRAM AND TAX CREDIT PRE-APPROVAL APPLICATIONS FOR APPROVAL

**SUBMIT 10 COPIES** of this application package, including all supporting materials required on pages 2-3 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. Emergency meetings are being scheduled, please check the website.

### Questions

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

### FOR STAFF USE ONLY

#### Application #:

HPC - 17-01

FIP - 16-23

#### Meeting Date:

posted online

#### Date Received:

RECEIVED

DEC 29 2016

### PROPERTY INFORMATION

Address of Subject Property: 3733 OLD COLUMBIA PIKE, ELICOTT CITY, MD 21043

Name of Property Owner: E.C. HOLDINGS / MANOR LNTR

Tax Account Number: 02-237156

Map 025 A Parcel 0135

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

Please list all current businesses or number of apartment units in the building:

MANOR HILL TAVERN

### APPLICANT INFORMATION

Name of Applicant (please only provide one name for contact purposes): RANDY MARKENBER

Mailing address: 4411 MANOR LN, ELICOTT CITY MD 21042

Phone No. (W) 410 215 4001 (H) CELL

Email: RANDY@VICTORIARESTAURANTGROUP.COM Contact Preference: CELL

## 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 (see below or provide separate sheet of paper if needed).
- 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). *N/A*
- For new construction or major alteration: elevation drawings of proposed structure indicating dimensions, design, height, color, and materials. Product spec sheets are required for all new elements. *N/A*
- A completed Part 2 of this application (page 4-5). 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.
- I have read the Ellicott City or Lawyers Hill Design Guidelines and find my proposal complies with the recommendations in the Guidelines.

**DESCRIPTION OF PROPOSAL:** For complex applications, please provide write up on a separate sheet of paper to best organize proposed work. Continue to Part 2 (page 4-5) to complete required checklists.

*INSTALLATION OF ENTRANCE LIGHTS*

## 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.

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

Existing Type: \_\_\_\_\_

Proposed Type: \_\_\_\_\_

Existing Color: \_\_\_\_\_

Proposed Color: \_\_\_\_\_

Existing Material: \_\_\_\_\_

Proposed Material: \_\_\_\_\_

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.

I seek Façade Improvement Funds for this item.

**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.

I seek Façade Improvement Funds for this item.

**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.

I seek Façade Improvement Funds for this item.

**PAINTING:** Refer to page 50 of the Ellicott City Guidelines.

Existing Color: \_\_\_\_\_

Proposed Color: \_\_\_\_\_

Paint Chip Included:  Yes  No

Area(s) to be painted: \_\_\_\_\_

Additional Info Included:  Yes  No

I seek tax credit pre-approval for this item.

I seek Façade Improvement Funds for this item.

**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

**ROOF:** Refer to page 31 of the Ellicott City 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.

I seek Façade Improvement Funds for this item  
(only porch roofs/storefront window roofs qualify).

**SHUTTERS:** Refer to page 42 of the Ellicott City Guidelines.

Existing Type: \_\_\_\_\_

Proposed Type: \_\_\_\_\_

Existing Color: \_\_\_\_\_

Proposed Color: \_\_\_\_\_

Existing Material: \_\_\_\_\_

Proposed Material: \_\_\_\_\_

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.

I seek Façade Improvement Funds for this item.

**OTHER (such as lighting, railings, other repairs, tree removal, etc. Please explain in detail):** Refer to applicable Guidelines. For signs please use separate Sign Application. Please attach additional pages as necessary or write up separate document.

Description: INSTALLATION OF TWO WALL MOUNTED LANTERN FIXTURES  
AT BUILDING ENTRANCE

Specs/Photos Included:  Yes  No

Additional Info 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.

I seek Façade Improvement Funds for this item.

**PLEASE SUBMIT ADDITIONAL PAGES AS NECESSARY. 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.**


**Historic Property Tax Credits**

- 1. The Howard County Historic Property Tax Credit program provides a tax credit equal to 25% of the cost of Eligible, pre-approved work. This type of tax credit may be applied to projects costing \$500 or more.
- 2. The property tax credit applies to the repair/replacement of exterior features of the entire building (doors, windows, siding, masonry, painting, etc). The interior only qualifies if it is to repair/replace an element that contributes to the structural stability of the building.
- 3. Invoices should be itemized to separate repairs to the items pre-approved from those that are not eligible for the tax credit.

**Façade Improvement Program**

- 1. This program is offered as a grant through the Maryland Department of Housing and Community Development and the Maryland Historical Trust.
- 2. The funding for this program only applies to the front of the building; sides and rear do not qualify.
- 3. While damage may have occurred to the entire building, invoices for payment should be itemized to separate the repairs to the front of the building from the remainder of construction work. Invoices that are not itemized for the front of the building will not get reimbursed.
- 4. Two quotes from licensed contractors are required to participate in this program. Funding will be based on the lowest of the two quotes although you can use whichever contractor you prefer.
- 5. The program provides up to \$10,000 in matching funds, or 50% of the cost of the work, for façade repair or restoration. Funds are available on a first come first serve basis. Approval for funding expires 6 months after HPC approval is issued.

**SIGNATURE(S):**

	12/29/16		
Applicant or Authorized Agent	Date	Owner (if different than Applicant)	Date

I hereby certify by the above 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 and Façade Improvement Program.

**Please provide a brief description of damage to the interior of the building, not withstanding merchandise.** For example, 'all interior wood floors must be replaced. Plaster or drywall walls and ceilings must be replaced.' While the County program does not provide funding for these items, we may be able to connect you with programs that can assist.

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## Facade Improvement Program General Conditions

It is expressly understood and agreed that the Applicant is not an agent, employee or subcontractor of Howard County Government.

It is expressly understood and agreed that the Applicant shall be solely responsible for all safety conditions and compliance with all safety regulations, building codes, building permits, HPC requirements, ordinances, and other applicable regulations.

It is expressly understood and agreed that work completed prior to the receipt of a Letter of Commitment is ineligible for funding.

It is expressly understood and agreed that the Applicant will not seek to hold Howard County Government and/or its agents, employees, officers and/or directors liable for any property damage, personal injury, or other loss relating in any way to the Façade Improvement Project.

The Applicant shall be responsible for maintaining valid and sufficient insurance coverage for property damage and personal injury relating to the Façade Improvement Project.

The applicant agrees to maintain the property and improvements, including, but not limited to, promptly removing graffiti, sweeping and shoveling in front of the property.

The applicant agrees to return a pro-rated amount of the grant money received if the improvement is removed within two years.

The applicant authorizes Howard County Government to promote an approved project, including, but not limited to, displaying Ellicott City Façade Improvement Program signage at the site, during and after construction, and using photographs and descriptions of the project in Partnership materials and press releases.

### HISTORIC PRESERVATION COMMISSION GENERAL CONDITIONS:

I hereby certify by the signatures(s) below 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 Preservation Guidelines and other applicable laws. This right-of-entry shall continue until all administrative appeals pertaining to the property have been exhausted.

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

### SIGNATURE(S):

  
Applicant or Authorized Agent

12/29/16  
Date

\_\_\_\_\_  
Owner (if different than Applicant) Date



MANOR HILL TAVERN

PROPOSED ENTRANCE

LIGHTING



MINNOR HILL TOWER  
PROPOSED ENTRANCE FIXTURE

Michael J Greer  
Contractor

MHIC License # 29172

**ESTIMATE**

DATE: December 29, 2016

TO: Mr. Randy Marriner  
Manor Hill Tavern  
3733 Old Columbia Pike  
Ellicott City, MD 21043

PROJECT: Tavern Entrance Lighting

We propose to furnish and install two each:

Minka, Rivendale Court, wall mounted lanterns, item #72303-291.

Permits have already been approved for these fixtures.

LUMP SUM \$1,235.00

We will install these fixtures upon your approval and that of the ECHPC.

1820 Bowersox Road, New Windsor, Maryland 21776  
Phone/Fax 410-635-6840