



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:
Laura Steensen	Property Address: 3880 Ellicott Mills Drive
3880 Ellicott Mills Drive	Minor Alteration Case Number: MA-17-14
Ellicott City, MD 21043	Property Information: Map 25A, Parcel 157

OWNER INFORMATION:	HISTORIC DISTRICT INFORMATION
Laura and Erik Steensen 3880 Ellicott Mills Drive Ellicott City, MD 21043	Ellicott City Historic District <input checked="" type="checkbox"/> Lawyers Hill Historic District <input type="checkbox"/>

PROPOSED WORK:
Build a 20 foot wide by 20 foot deep and 6 foot high deer fence around future vegetable garden on west lawn behind arbor and master bedroom addition. The fence will be constructed with 4x4 pressure treated posts, spaced every 5 feet. The posts will be surrounded by chicken wire barrier and natural branches will make up the rails, as shown in the photo in the application, so the chicken wire will blend into the branches and not be highly visible. The intent is to look similar to fencing found in the 1800s. The fence will only be visible when the trees are not in bloom.

COMPLIANCE WITH GUIDELINES:
The Executive Secretary has determined that the proposed work is a considered minor alteration and is consistent with the Guidelines as referenced below.
Chapter 9: Landscape and Site Elements
1) Install open fencing, generally no more than five feet high, of wood or dark metal.
2) Construct new site features using materials compatible with the setting and with nearby historic structures, particularly for features visible from a public way.
3) Not Recommended – Metal fences such as chain link, chicken wire, and expanded metal screening, except in connection with non-historic buildings in locations not visible from a public way.
The Guidelines recommend that generally fences should not be more than five feet high. This fence is for an area of limited size and will be 6 feet high to prevent deer from entering the vegetable garden. Likewise, the Guidelines recommend against chicken wire, except in connection with non-historic buildings in locations not visible from a public way. The chicken wire is also being proposed due to the use as a vegetable garden in order to keep animals out. The chicken wire will be screened by the branches that will make up the rails, as shown in the photo submitted with the application. The fence will be most visible from the neighboring non-historic development Burgess Mill (located outside of the historic district). The garden and fence will not be highly visible from Main Street as there is a 30-40 foot grade change and buildings along the street. The garden and fence will not be visible from Ellicott Mills Drive.

Date Posted to HPC Website:	Executive Secretary Signature
3/16/17	 3/16/17 Beth Burgess, Executive Secretary Date Historic Preservation Commission

3880 Ellicott Mills Drive
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.	Wednesday, November 23, 2016

Executive Secretary Signature

Beth Burgess, Executive Secretary Date
Historic Preservation Commission

cc: insert address File
Document1

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 #:

MA-17-14

FIP -

Meeting Date:

posted online

Date Received:

RECEIVED

MAR 15 2017

PROPERTY INFORMATION

Address of Subject Property: 3880 Ellicott Mills DR

Name of Property Owner: LAURA & ERIC Steensen

Tax Account Number: 02-194317

Map 25A Parcel 157

Is this property listed on the Howard County Historic Sites Inventory? Y N #HO- 315

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

Ø

APPLICANT INFORMATION

Name of Applicant (please only provide one name for contact purposes): LAURA Steensen

Mailing address: 3880 Ellicott Mills DR

Phone No. ^{cell} 410-961-9079 (H) 410-659-0250

Email: LSteensen@gmail.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).
- 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.
- 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.

Build a 20'w x 25'd x 6'h deep fence around vegetable garden on west lawn behind Arbor.

Fence material will be 4x4 PT posts, spaced every 5'. Post will be surrounded by a chicken wire barrier. NATURAL branches will make up the "rails" between posts. See photo A for fence example

See photo B for existing conditions.

See diagram C for location of garden

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: CONSTRUCTION OF A FENCE 20' x 25' x 6' h AROUND A
VEGETABLE GARDEN. FENCE WILL BE MADE OF 4" x 4" PT WOOD POSTS
AND NATURAL BRANCHES, SIMILAR TO 1800'S FENCING. IT WILL ONLY BE VISIBLE
WHEN LEAVES HAVE FALLEN.

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.

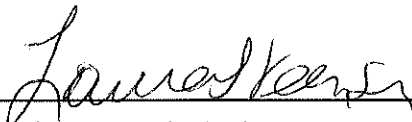
Historic Property Tax Credits

- 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):

	3/15/17		
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.

NA

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):

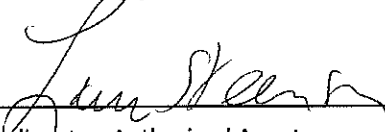
	<u>3/15/17</u>	_____	_____
Applicant or Authorized Agent	Date	Owner (if different than Applicant)	Date

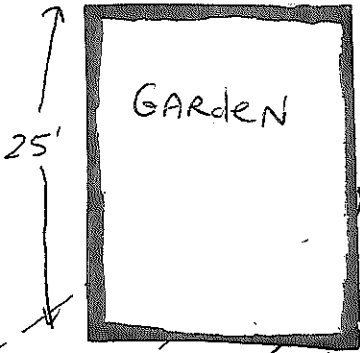
Photo A
fence
example



photo B
existing
conditions



← 20' →



25'

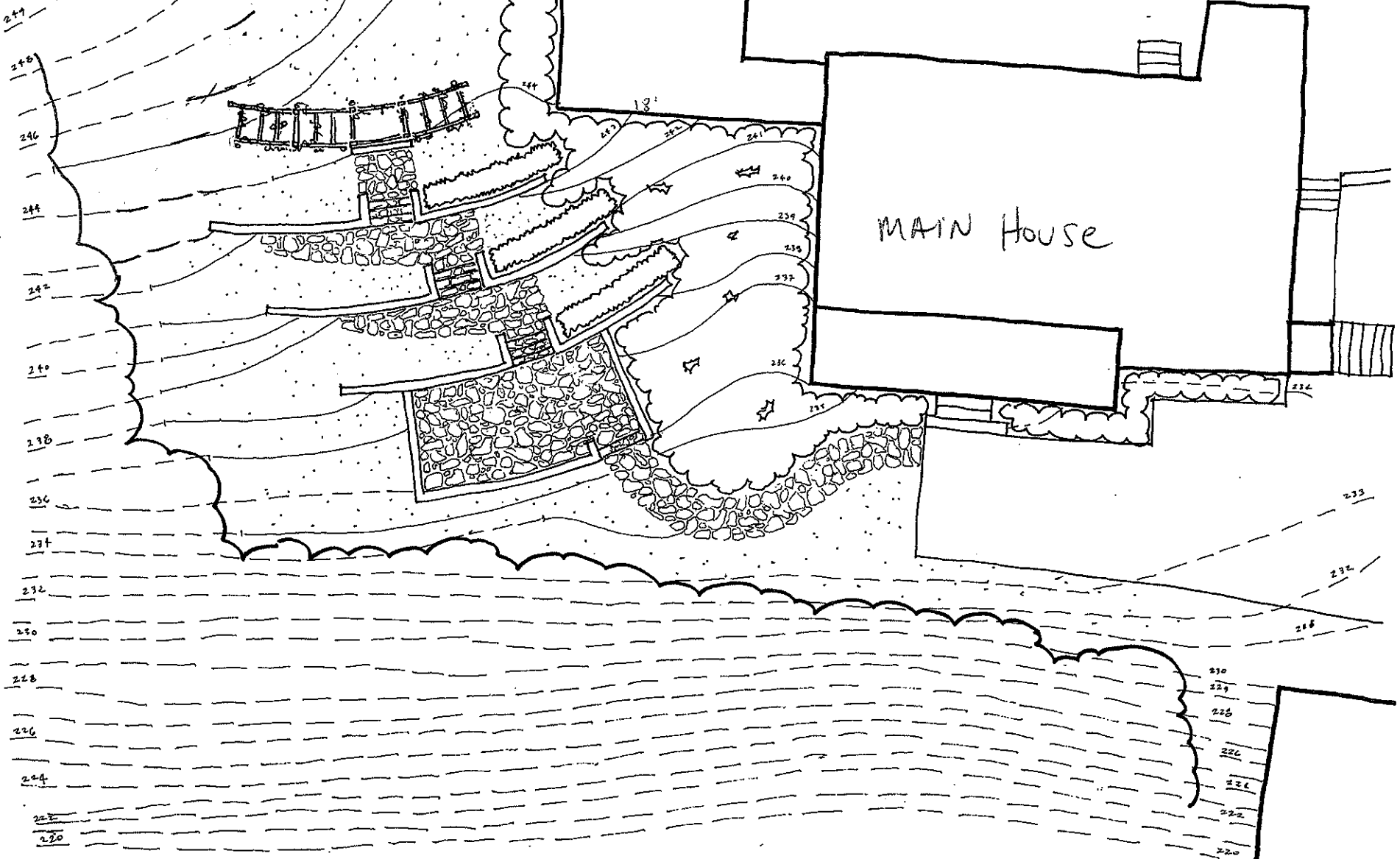
GARDEN

3880 Ellicott Mills Dr
Garden location
Diagram C

MATERIALS PLAN
1" = 10'-0"

MASTER
BR
29' Addition

MAIN House



249
248
246
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