



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:
Kathleen P. Taylor 3575 Church Road Ellicott City, MD 21043	Property Address: 3575 Church Road, Ellicott City Minor Alteration Case Number: MA-19-27 Property Information: Map 25, Parcel 15
OWNER INFORMATION:	HISTORIC DISTRICT INFORMATION
Kathleen P. Taylor 3575 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 make the following repairs:

- 1) Metal porch roof and bay window roof need patching and repair. Propose to apply Henry Pro-Grade 586 fiber-based aluminum coating in silver.
- 2) Repair French inlaid gutters on front, sides and back of house. The inlaid gutters are made of the original tin roofing material. Over time, that tin has cracked, and created areas where water leaks through the soffit underneath. The cracks in the tin are sealed and patched, then the paint is applied to seal and protect the tin gutters.
- 3) Replace rotten soffits with new wood soffits and paint with exterior white semi-gloss. The soffits have been damaged by the water that has leaked through the tin gutter above, causing the wood to rot.
- 4) Repair side downspouts. The downspout repairs mentioned in the contractor's estimate refer to the area of the inlaid gutter where the water enters the downspout. There is water damage and rot to the hidden downspout. The actual aluminum downspouts are not damaged, rather it is the connection between the inlaid gutter and the downspouts that is damaged.

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.E: Roofs, Dormers and Gutters

- 1) Retain and repair historic roofing material.
- 2) Routine Maintenance – Maintaining gutters and downspouts and installing replacements of a similar size, location, and finish, in the same color as existing gutters and downspouts or a color consistent with the exterior building walls.

Chapter 5 – Routine Maintenance


- 1) Repair or replacement of roofs, gutters, siding, external doors and windows, trim, lights and other appurtenant fixtures using the same materials and design.

COMPLIANCE WITH COUNTY CODE SECTION 20.112 FOR TAX CREDIT PRE-APPROVAL:

The Executive Secretary has determined that the proposed work is eligible for historic property tax credits and is consistent with the County Code as referenced below.

- 1) The repair or replacement of exterior features of the structure;
- 2) Work that is necessary to maintain the physical integrity of the structure with regard to safety, durability, or weatherproofing;

3) Maintenance of the exterior of the structure, including routine maintenance as defined in section 16.601 of the County Code.

Date Posted to HPC Website:	Executive Secretary Signature
6/19/19	 6/19/19 Beth Burgess, Executive Secretary Date Historic Preservation Commission

**3575 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		
<div style="display: flex; justify-content: space-between;"> <div data-bbox="98 1151 515 1220"> _____ Beth Burgess, Executive Secretary Historic Preservation Commission </div> <div data-bbox="616 1151 679 1182"> _____ Date </div> </div>		

**IMPORTANT
APPLICANT INFORMATION**

- As the work progresses, if you find that changes to the pre-approved work are necessary, you must contact the Historic Preservation Commission Staff representative to determine if the proposed changes must be approved.
- In order for labor to be eligible for the tax credit, the contractor must hold an active MHIC license or other applicable license. All invoices must include the contractor's license number and a clear, itemized scope of work for each item being claimed.
- Submit receipts and canceled checks for materials or contracts showing that the invoice has been paid. Copies of receipts are acceptable.
- Indicate the total amount of tax credit being claimed on the application form.
- Submit photographs showing the completed work.

When the work has been completed, submit the Final Tax Credit Application form and your application will be scheduled for the next available Commission meeting for which it meets the application deadline. A dollar amount of tax credit will be approved based on the receipts, checks, contracts, and documentation submitted. The final approval will then be forwarded to Howard County Department of Finance.

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. 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-19-27
FIP -	
Meeting Date:	
	7/11/19
Date Received:	
RECEIVED	
MAY 23 2019	
By	

PROPERTY INFORMATION

Address of Subject Property: 3575 Church Road Ellicott City, MD 21043

Name of Property Owner: Richard + Kathleen Taylor

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): Kathleen P. Taylor

Mailing address: 3575 Church Road Ellicott City MD 21043

Phone No. (W) 410.746.9600 (H) 410.750.3761 Cell 410.952.4157

Email: krtaylorch@hotmail.com Contact Preference: Cell or 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 (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: 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 4-5) to complete required checklists.

- Metal Porch and Bay Window Roof - Need patching and repair - Money Fiber Based Aluminium coating in silver to be applied.
- Repair French inlaid gutters - front, sides, and back of house.
- Repair soffits and paint - white exterior semi-gloss
- Repair side downspouts

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.

No Interior Damage - All Exterior Repairs

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

None - Private Residence

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: _____

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 and page 31 of the Lawyers Hill 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. 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.

Porch and Bay Window

ROOF: Refer to page 31 of the Ellicott City Guidelines and page 26 of the Lawyers Hill Guidelines.

Existing Material: Metal

Proposed Material: Repair Existing Metal

Existing Color: Silver

Proposed Color: Silver

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 and page 28 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.

French Inlaid Gutters, soffits, Downspouts (left side)

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: Repair Existing French Inlaid Gutters and paint
Repair soffits and paint with white exterior
semi-gloss, Repair Downspouts on left side

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.

Rotted soffits

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.
4. There is a separate application for final tax credit approval. Copies of cancelled checks, receipts and paid invoices are required for final approval.

Façade Improvement Program - Ellicott City only

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.
6. There is a separate application for reimbursement of funds. Copies of cancelled checks, receipts and paid invoices are required for reimbursement.

SIGNATURE(S):

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

			
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.

Facade Improvement Program General Conditions—Ellicott City only

N/A

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:

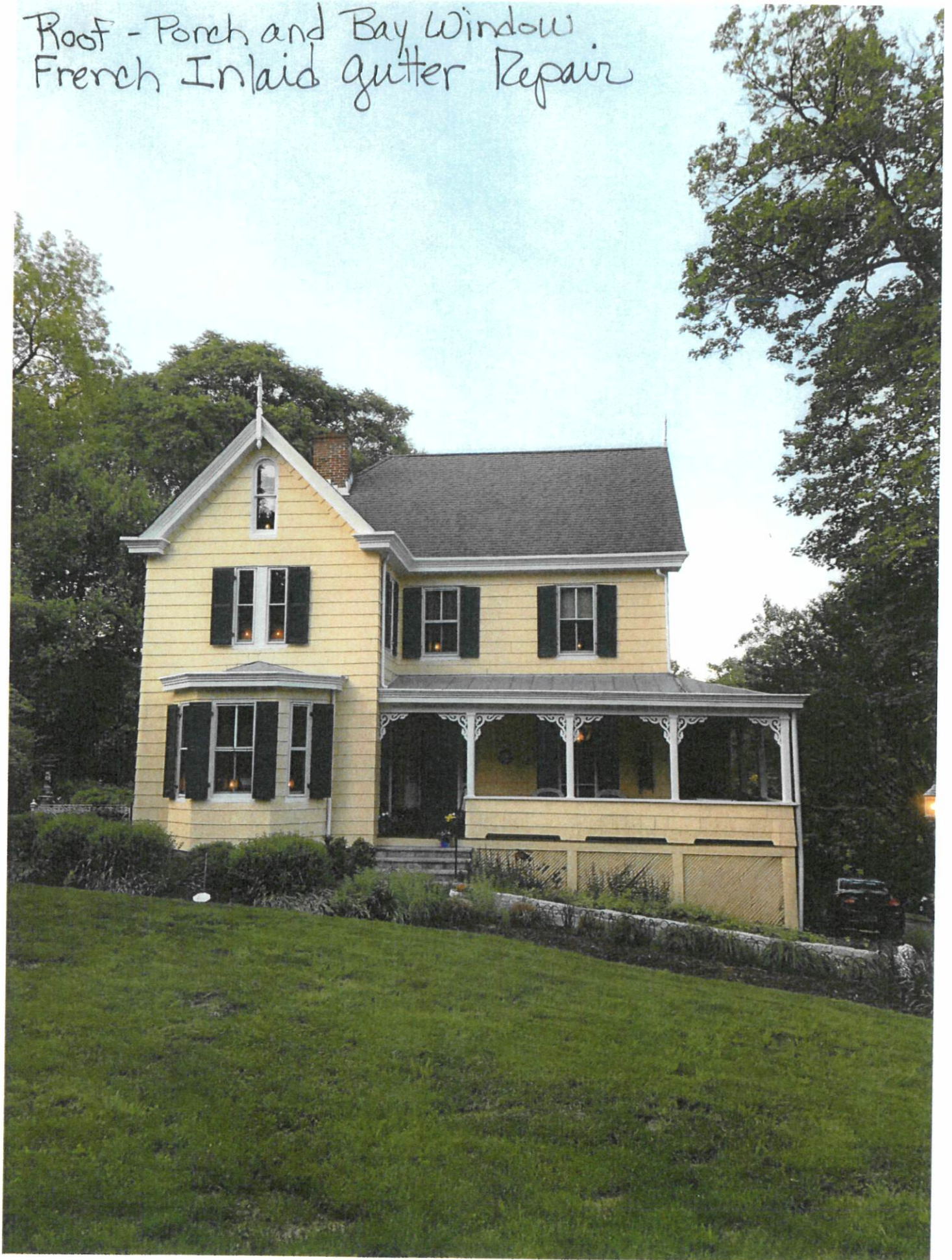
I hereby certify by the signatures(s) below that the information supplied herewith is correct and complete and authorizes such periodic on-site inspections by the Department of Planning and Zoning and its agents as may be necessary to review this application and any petitions filed in connection herewith 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 is required .

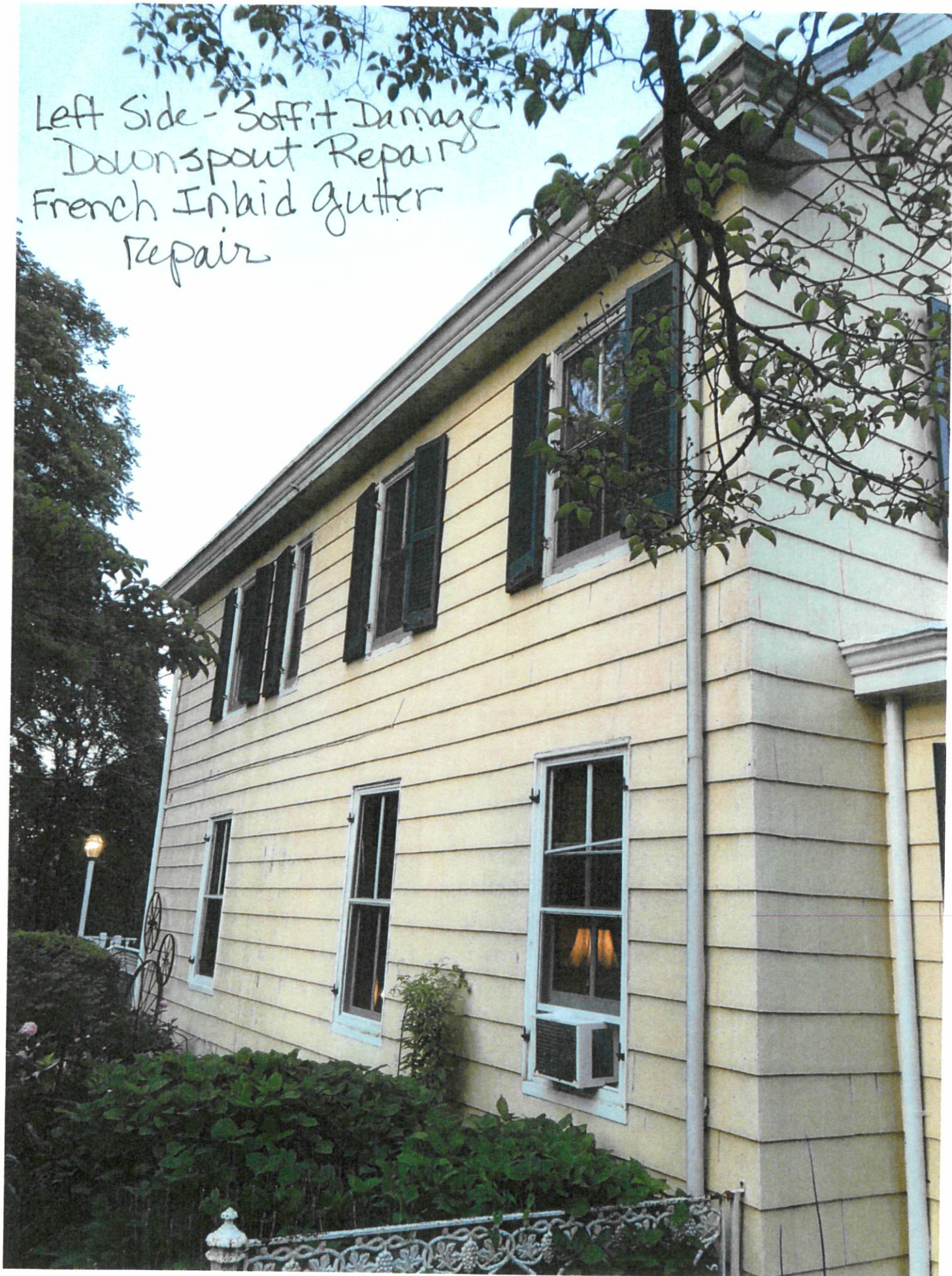
SIGNATURE(S):

_____	_____	_____	_____
Applicant or Authorized Agent	Date	Owner (if different than Applicant)	Date

Roof - Porch and Bay Window
French Inlaid Gutter Repair



Left Side - Soffit Damage
Downspout Repair
French Inlaid gutter
Repair



Left Side - Soffit Damage
Downspout Repair
French Inland Gutter Repair



Back - French Inlaid Gutter
and Soffit Repair



Back-French Inlaid
Gutter and Soffit
Repair





3575 Church Rd Ellicott City Md 21043

GAYLE A POMEROY <japomeroy@verizon.net>

Mon 5/13/2019 1:30 PM

To: krltaylorch@hotmail.com <krltaylorch@hotmail.com>

Pomeroy Contracting

7 Seminole Ave

Catonsville Md 21228

Pomeroy Contracting will provide the materials and labor to perform the following

1)Scrape and prep all metal roofs (porch,bay window) and French inlaid gutters

2)Caulk all seams

3)Repair damaged drop on left front upper main gutter

4)Repair damaged down spout on rear porch roof over kitchen window

5)Repair damaged soffit and paint (upper main left)

6)Paint (2) coats exterior semi gloss

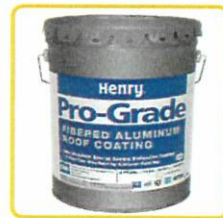
7) Installation of Moncey Fiber based aluminum paint on all metal roofing

Total \$3485.00

Payment as follows 1/3 down balance upon completion of the job

Thanks John Pomeroy

Sent from my iPad



Pro-Grade® 586 Fibered Aluminum Roof Coating

Pro-Grade® 586 Fibered Aluminum Roof Coating is a premium fibered aluminum coating for new or aged smooth surface BUR, modified bitumen membranes, aged galvanized metal roofs and new asphalt emulsion that forms a tough, brilliant reflective surfacing. It can decrease air conditioning costs and can lower the inside temperature of buildings, up to 20°F cooler in the summer.

Features and benefits

- One-coat application – no primer required
- Helps extend the existing roof membrane life cycle
- ENERGY STAR® Certified
- Helps lower interior temperatures as well as energy costs
- UL Certified
- CRRC Rated
- Miami-Dade County Approved
- Restoration System installation qualifies for up to 10-Year Material, Labor & Workmanship Henry Gold Seal Warranty
- For professional use only

Sizes available

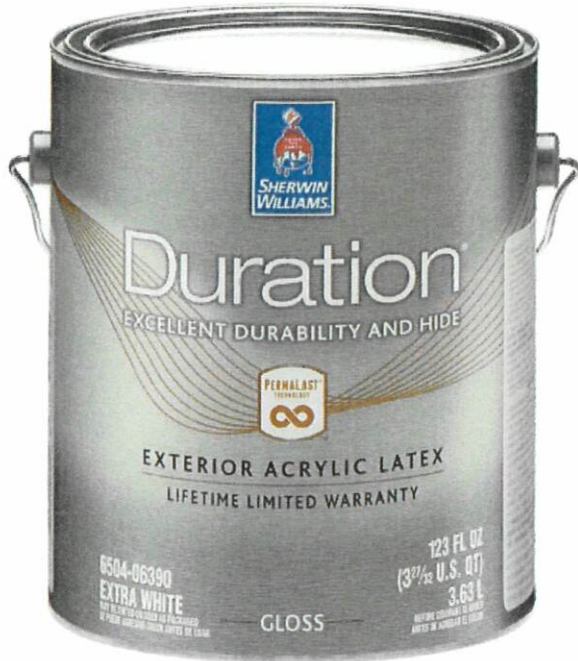
- 5 gallon pail and 50 gallon drum

Porch and Bay Windows
Metal Roof Paint



Product Details

Paint for soffits and
Front Lip of French
Inlaid gutters



DURATION EXTERIOR ACRYLIC LATEX

OVERALL RATING



Now available in a low lustre finish. Formulated with PermaLast™ Technology — for more durability and a thicker coat. Excellent protection from cracking, peeling and blistering. Meets the most stringent regulations. Self-priming Low temperature application. Sherwin-Williams VinylSafe® paint colors allow you the freedom to choose from 100 color options, including a limited selection of darker colors formulated to resist warping or buckling when applied to siding. Available in flat, satin and gloss sheens. Backed by a lifetime warranty.

Container Size: **1 Gallon**

Sheen: **Gloss**

Base: **Extra White**

List Price: \$82.99

Sale Price: \$58.09

You Save: \$24.90 (30%)

Sales Number: 6504-06390

Product Number: K34W00251

We can also be reached by phone at:
1-800-4-SHERWIN (1-800-474-3794)



Product Details

- Formulated with PermaLast™ Technology — for more durability and a thicker coat.
- Excellent protection from cracking, peeling and blistering.
- Meets the most stringent VOC regulations.
- Self-priming
- Low temperature application down to 35°F.
- Sherwin-Williams VinylSafe® paint colors allow you the freedom to choose from 100 color options, including a limited selection of darker colors formulated to resist warping or buckling when applied to sound, stable vinyl siding.
- Available in flat, satin and gloss sheens.
- Backed by a lifetime limited warranty

AVAILABLE SHEENS
Satin

NOTES: