



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:
<p>Robert Z. Hollenbeck, AIA Howard County Department of Public Works 9801 Broken Land Parkway Columbia, MD 21046</p> <p>Minor Alteration Case Number: MA-20-46</p>	<p>Property Address:</p> <ol style="list-style-type: none"> 1. Stream channel adjacent to Parking Lot F, in the vicinity of 8398 Main Street/ Ellicott Mills Drive and Main Street 2. Stream channel adjacent to Parking Lot E, to the west of/ in the vicinity of 8334 Main Street 3. Stream channel adjacent to Parking Lot D, to the south of/ in the vicinity of 8307 Main Street/8318 Forrest Street 4. Stream channel adjacent to Main Street near the intersection of Maryland Avenue, to the north of/ in the vicinity of 3711 Maryland Avenue

OWNER INFORMATION:	HISTORIC DISTRICT INFORMATION
<p>Howard County Department of Public Works 3430 Court House Drive Ellicott City, MD 21043</p>	<p>Ellicott City Historic District <input checked="" type="checkbox"/></p> <p>Lawyers Hill Historic District <input type="checkbox"/></p>

PROPOSED WORK:
<p>The Applicant proposes to install a sign post with placard numerals in the stream channel (affixed to the mortar in the channel wall) at up to four locations along Main Street. This project is to assist the Howard County Department of Police, Office of Emergency Management and DPW Stormwater staff in monitoring the water levels in the stream channel that parallels main street. A designation sign/pole indicating "CP" (Critical Point) will be placed adjacent along the nearest public right of way visible by automobile. If the "CP" sign can be affixed to an existing pole in the vicinity, it will be. The signs will consist of black aluminum posts with aluminum sign backer and lettering as indicated in attachments to the application.</p> <p>Approval for up to four locations without specifying exact location is requested such that the exact location can be adjusted in the field based on condition of stream channel wall, and to be readily viewed / viewed from existing cameras as required. Once flood mitigation projects are complete and signs are no longer needed, they will be removed and mortar repaired in kind / pavement material patched as required.</p>

COMPLIANCE WITH GUIDELINES:
<p>The Executive Secretary has determined that the proposed work is considered a minor alteration and is consistent with the Guidelines as referenced below.</p> <p>Chapter 11.D: Signs; Traffic, Directional and Other Public Signage</p> <ol style="list-style-type: none"> 1) Use directional and informational signs conservatively, in locations that maximize their effectiveness. Limit the number of freestanding poles to limit streetscape clutter. 2) Design signs of a particular type with a consistent style, lettering, size, color and logo. 3) When possible, mount signs on existing poles, or poles of a traditional design and material.

Date Posted to HPC Website:	Executive Secretary Signature
10/16/2020	<p>DocuSigned by:  10/16/2020 <small>2009CCB01D534A7...</small></p> <hr/> <p>Beth Burgess, Executive Secretary Date Historic Preservation Commission</p>

<p align="center">Channel Signs Minor Alteration Determination</p>		
<p align="center">AFTER 5 DAYS POSTING ON WEBSITE:</p>		
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.	
<p align="center">Executive Secretary Signature</p>		
<hr/> <p>Beth Burgess, Executive Secretary Date Historic Preservation Commission</p>		

cc: County Projects File

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 - **20-46**

Meeting Date:

posted online

Date Received:

RECEIVED

By Samantha Holmes at 3:45 pm, Oct 13, 2020

PROPERTY INFORMATION

1. Stream channel adjacent to Parking Lot F, in the vicinity of 8398 Main Street/ Ellicott Mills Drive and Main Street
2. Stream channel adjacent to Parking Lot E, to the west of/ in the vicinity of 8334 Main Street
3. Stream channel adjacent to Parking Lot D, to the south of/ in the vicinity of 8307 Main Street/8318 Forrest Street
4. Stream channel adjacent to Main Street near the intersection of Maryland Avenue, to the north of/ in the vicinity of 3711 Maryland Avenue

Address of Subject Property: Various locations in stream channel adjacent to Main Street, Ellicott City

Name of Property Owner: Howard County Department of Public Works

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): Robert Z. Hollenbeck, AIA
Howard Co. Department of Public Works

Mailing address: 9801 Broken Land Parkway

Phone No. (W) 410-313-5784 (H) _____

Email: rhollenbeck@howardcountymd.gov Contact Preference: n/a

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.

Howard Co. Department of Police / Office of Emergency Management / DPW Stormwater staff monitor the water level in the stream channel which parallels Main Street during severe weather events. To more accurately communicate real time information, this application seeks approval to install a sign post with placard numerals in the stream channel (affixed to the channel wall) at up to four locations along Main Street. A designation sign/pole indicating "CP" will be placed adjacent along the nearest public right of way visible by automobile. If the "CP" sign can be affixed to an existing pole in the vicinity, it will be. The signs will consist of black aluminum posts with aluminum sign backer and lettering as indicated in attachments to this application. Proposed sign pole and materials are consistent with other locations throughout the Historic District. Refer to attachment for additional information.

Sign posts will be affixed to the stream channel walls through mortar joints only.

Approval for up to four locations without specifying exact location is requested such that the exact location can be adjusted in the field based on condition of stream channel wall, and to be readily viewed / viewed from existing cameras as required. Once flood mitigation projects are complete and signs are no longer needed, they will be removed and mortar repaired in kind / pavement material patched as required.

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.

Chapter 11, D. 'Traffic, Directional & Other Public Signage':

Proposed signage type / style is consistent with other signs throughout the area, consistent with the guidelines. Signs will be placed as needed (up to four locations) and removed when not needed, consistent with the Guidelines directive to minimize to extent needed.

Please note that proposed color schemes in this application have been coordinated with emergency operations plans / procedures and the Dept. of Public Works, Bureau of Highways, Traffic Engineering Division.

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.

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 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.

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.

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

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.

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

Description: **Signage to monitor water depth in stream channel, with associated designation sign at street level. Image 3 and 4 in attachment depict design intent. An overall schematic and detail of each sign is included in attachment. Generally each type will be attached to black aluminum pole and use aluminum signage stock consistent with other street signs along Main Street.**

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.

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 .



10/13/2020

Applicant or Authorized Agent

Date

Owner (if different than Applicant)

Date



Image 1: Existing signage in place outside of Historic District. Represents intent / purpose of signage to communicate water level.



Image 2: Overall type of pole, cap, and aluminum plate / hardware for proposed signage.

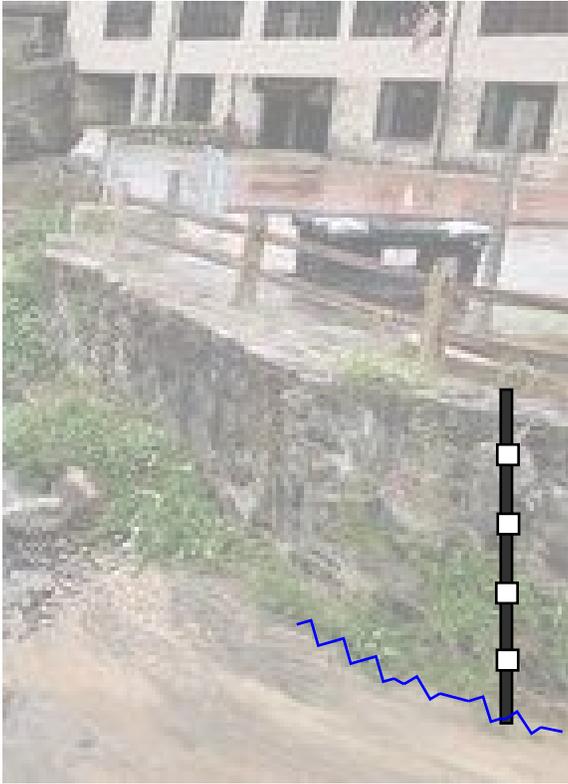
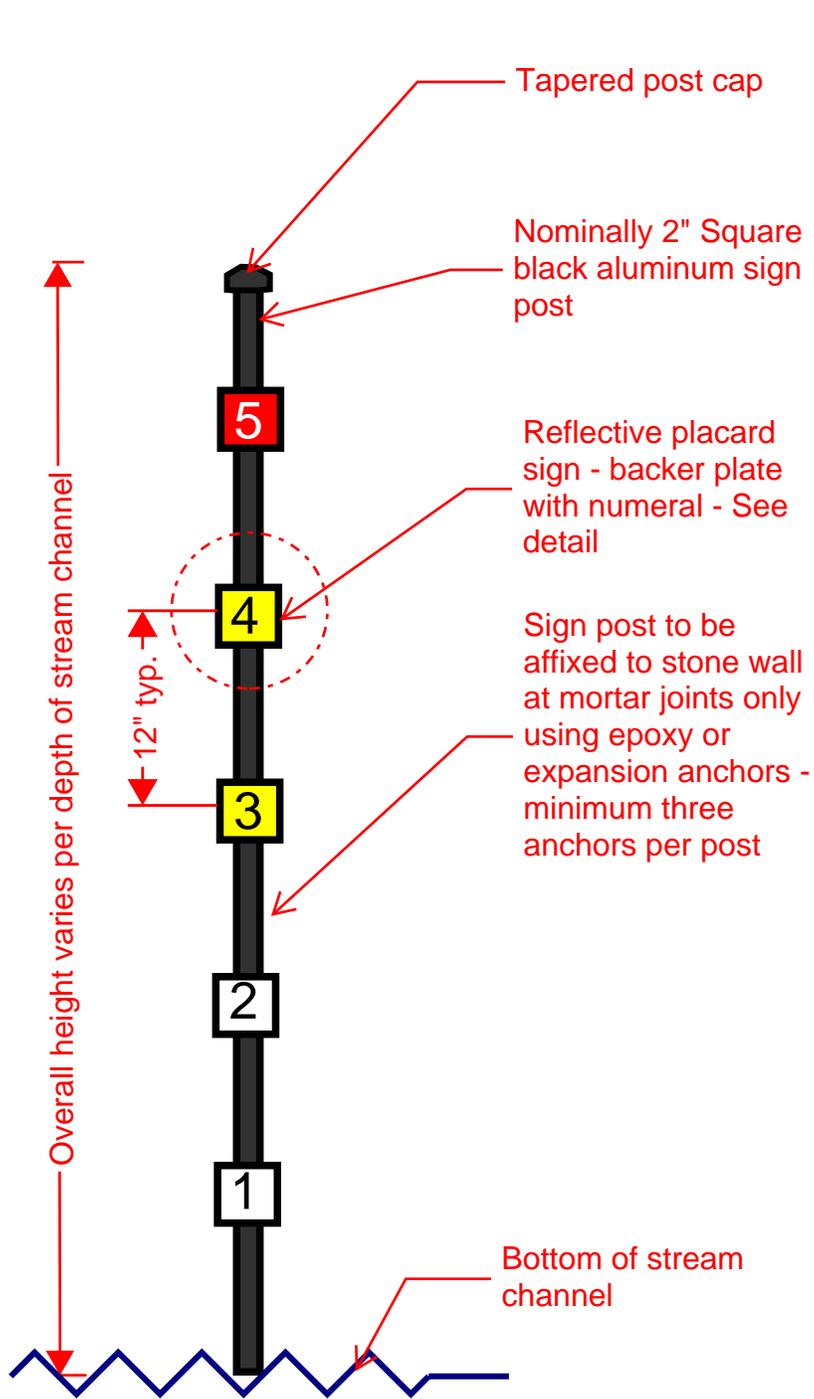


Image 3: Illustrive overlay of pole / signs affixed to channel wall (typical)

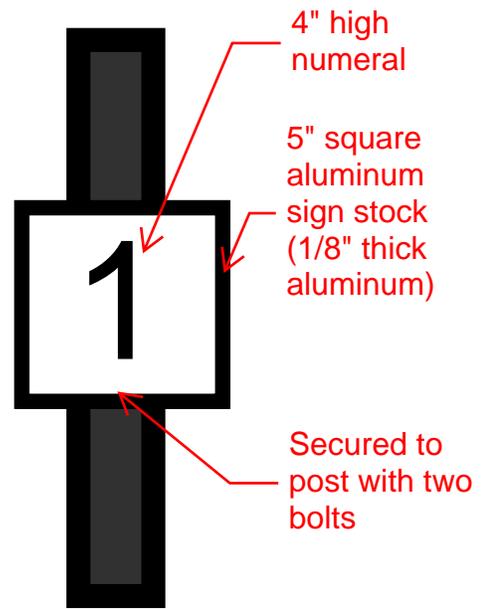


Image 4: Illustrive overlay of pole / signs affixed to channel wall (typical)



Overall Schematic - Stream Channel Sign (Typical)

Not to Scale



Variation 1: Black letters on white background (white background color will match street signs along Main St.)



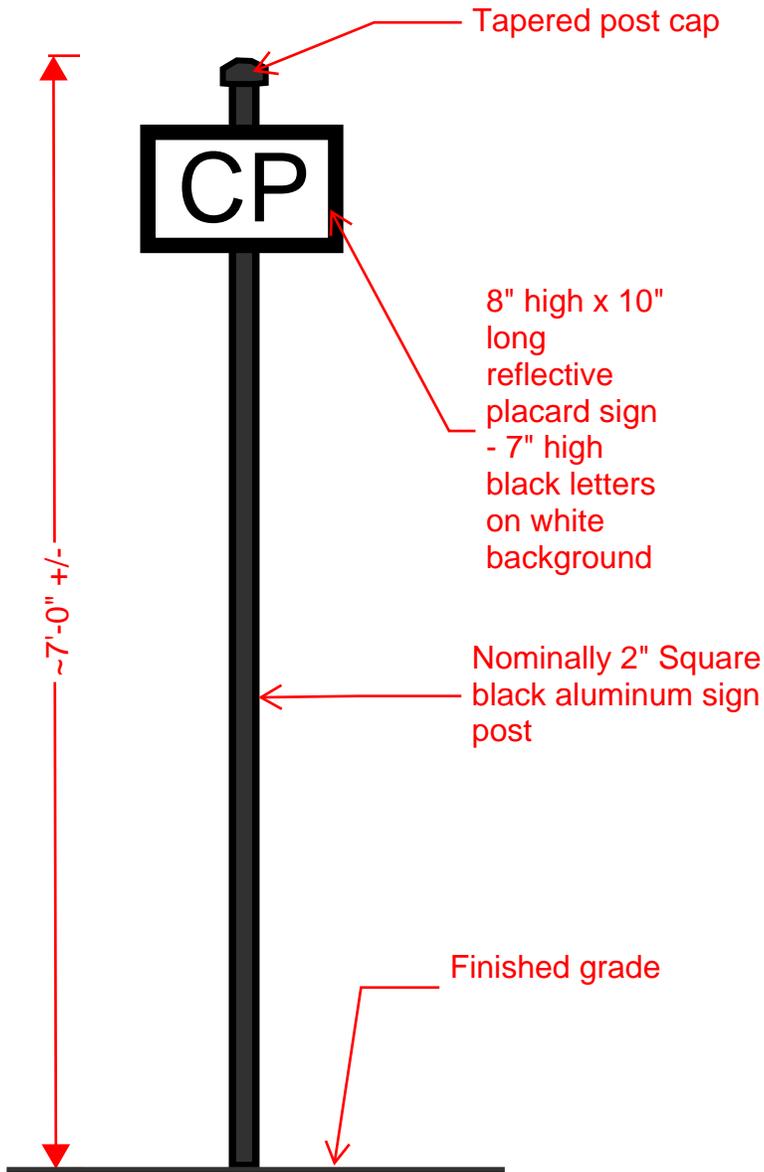
Variation 2: Black letters on yellow background (yellow color will match typical street sign)



Variation 3: White letters on red background (red color will match stop sign color)

Detail - Placard Signs

Not to Scale



**Overall Schematic -
Street Level Signs (Typical)**

Not to Scale

