

**BALTIMORE COUNTY LANDMARKS PRESERVATION COMMISSION**

[http://www.baltimorecountymd.gov/Agencies/planning/historic\\_preservation/index.html](http://www.baltimorecountymd.gov/Agencies/planning/historic_preservation/index.html)

105 West Chesapeake Avenue, Suite 101, Towson, Maryland 21204 (410) 887-3495

**APPLICATION FOR PROPERTY TAX CREDIT FOR HISTORIC RESTORATION AND REHABILITATION - COMMERCIAL PROPERTIES**

***PART I - APPLICATION FOR CERTIFICATE OF ELIGIBILITY***

**GENERAL PROPERTY INFORMATION:**

Property Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Property Owner Name & Address: \_\_\_\_\_

\_\_\_\_\_

Telephone # (Please indicate work, home or cell): \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Property Tax ID#: \_\_\_\_\_ Tax Map #: \_\_\_\_\_ Tax Parcel #: \_\_\_\_\_

**CURRENT USE OF PROPERTY (PLEASE CHECK ONLY ONE):**

Condominiums  Vacant (if yes indicate number of years)

Apartment  Industrial

Retail or Office

Other \_\_\_\_\_ Proposed use of the property \_\_\_\_\_

**HISTORIC ELIGIBILITY:**

Property is an eligible historic resource by being listed in (please check all that apply)

**Baltimore County Final Landmarks List (Cite name and landmark #)**

\_\_\_\_\_

**National Register of Historic Places (Cite name)**

\_\_\_\_\_

**Contributing structure in National Register Historic District (Cite name of property & district)**

\_\_\_\_\_

**Contributing structure in Baltimore County Historic District (Cite name of property & district)**

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The undersigned owner(s), or authorized representative, of the property identified above attest to the information provided is correct, and hereby apply for certification by the Baltimore County Department of Planning that the property qualifies to participate in the Baltimore County Rehabilitation Tax Credit program. Furthermore, the owner(s) hereby agree that, if the property identified does not already have a delineated historic environmental setting (or is not in a National Register or Baltimore County Historic District), the Landmarks Preservation Commission shall delineate the setting in accordance with County law.

\_\_\_\_\_  
Owner or authorized representative

\_\_\_\_\_  
Co-owner (if applicable)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**Certificate of Eligibility:**

The Baltimore County Department of Planning hereby determines, in accordance with Section 11-2-201 (f)(2), of the Baltimore County Code, 2003, that the property identified in this application is a historic resource eligible under item 7\_\_\_\_\_ to apply for the Baltimore County Property Tax Credit for Historic Restoration and Rehabilitations.

\_\_\_\_\_  
Director of Planning or authorized designee

\_\_\_\_\_  
Date

**Submit this form to:**

**Baltimore County Department of Planning  
Landmarks Preservation Commission  
Jefferson Building  
105 West Chesapeake Avenue, Suite 101  
Towson, Maryland 21204**

For questions, please contact Vicki Nevy, Preservation Services, 410-887-3495  
[vnevy@baltimorecountymd.gov](mailto:vnevy@baltimorecountymd.gov)

**APPLICATION FOR PROPERTY TAX CREDIT FOR HISTORIC RESTORATION AND REHABILITATION - COMMERCIAL PROPERTIES**

***PART II - APPLICATION FOR CERTIFICATE OF APPROPRIATENESS  
(Description of Proposed Work)***

**PROPERTY INFORMATION:**

Property Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Property Owner Name & Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone # (Please indicate work, home or cell): \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

***All Part II Applications must include the following information. Incomplete applications will not be processed other than to inform the applicant of the deficiencies.***

- Copy of Part I Certification signed by the Baltimore County Department of Planning
- Basic historic information about the property (construction date of building(s), maps, historic photographs & aerials, if available etc.)
- Site plan, including photo locations
- Photographs of the exterior of all sides of the existing structure(s) and of all interior rooms and spaces to be affected by the rehabilitation/restoration work
- Photographs of the buildings on the immediately abutting properties
- Elevation drawings, where exterior rehabilitation work is proposed
- Cross-sections and/or detail drawings for interior work
- A summary description form for each work item with detailed description of the conditions to be altered or corrected by the proposed work, including materials to be used and indication of whether the work constitutes repair or replacement of architectural features
- Estimated total work of the rehabilitation (excluding: architectural design consultation fees, site work, landscaping and new construction) \$\_\_\_\_\_

I, the owner or authorized representative of the real property located at \_\_\_\_\_, (tax map \_\_\_\_\_, tax parcel \_\_\_\_\_) hereby attest that, to the best of my knowledge, the information provided in this Part II application is correct.

**Owner/representative's name (Please Print)**

**Authorized Signature**

**Date**

**Reviewed by Preservation Services:** \_\_\_\_\_

**Submit this form and all related documentation to:**

Baltimore County Department of Planning, Landmarks Preservation Commission  
Jefferson Building, 105 West Chesapeake Avenue, Suite 101  
Towson, Maryland 21204

For questions, please contact Vicki Nevy, Preservation Services, 410-887-3495 [vnevy@baltimorecountymd.gov](mailto:vnevy@baltimorecountymd.gov)

Part II Application - Summary descriptions of the proposed rehabilitation work (excluding site work and construction of additions or new structures)

Work Item #: \_\_\_\_\_ Photo(s) #: \_\_\_\_\_ Drawing(s) #: \_\_\_\_\_

Architectural feature, approximate date and existing condition(s):

Description of work and effect on existing condition(s):

Work Item #: \_\_\_\_\_ Photo(s) #: \_\_\_\_\_ Drawing(s) #: \_\_\_\_\_

Architectural feature, approximate date and existing condition(s):

Description of work and effect on existing condition(s):

**Reviewed by Preservation Services:** \_\_\_\_\_