



# Baltimore County Historic Preservation

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LUTHERVILLE COMMUNITY ASSOCIATION

2-18-2025

# Overview

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- Who we are
- Types of historic properties
- Historic Reviews
  - What are they and what needs to be reviewed
- Design Guidelines
- Code Enforcement
- Tax Credits

# Who is Baltimore County Historic Preservation?

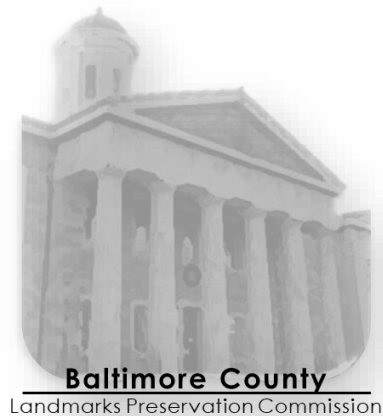
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## Staff Members

- 2 Planners within the Department of Planning

## Landmark Preservation Commission (LPC)

- 15-member volunteer commission of preservation and design professionals and/or historians, planners, or related fields appointed by the County Executive or County Council members



# Types of Historic Properties

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## Federal:

- National Park Service
- National Historic Landmarks
- National Register of Historic Places
- **Not regulatory** at the local level
- Mostly Honorary

## State:

- Maryland Inventory of Historic Properties
- Maryland Historical Trust (MHT)
- BA-##
- **NOT a historic designation**
- **NOT regulatory**
- Used to determine if something is eligible for designation

## Local:

- Baltimore County Landmarks
- County Historic Districts
- **Regulatory**



# Baltimore County Historic Designations

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- **Regulatory & Protections under Zoning Code**

- *Article 32 Title 7 of the Baltimore County Code*

- **Landmarks List - 397**

- Preliminary Landmarks – 1
  - Final Landmarks – 396

- **County Historic Districts – 17**

- 10 districts, including Lutherville
  - 7 individual properties

# How does a property or area become a Landmark or historic district?

## 1. Nomination

- Criteria must be met
- Petition of owners (for historic districts)

## 2. Review by the Landmarks Preservation Commission

- Public hearing
- vote for or against

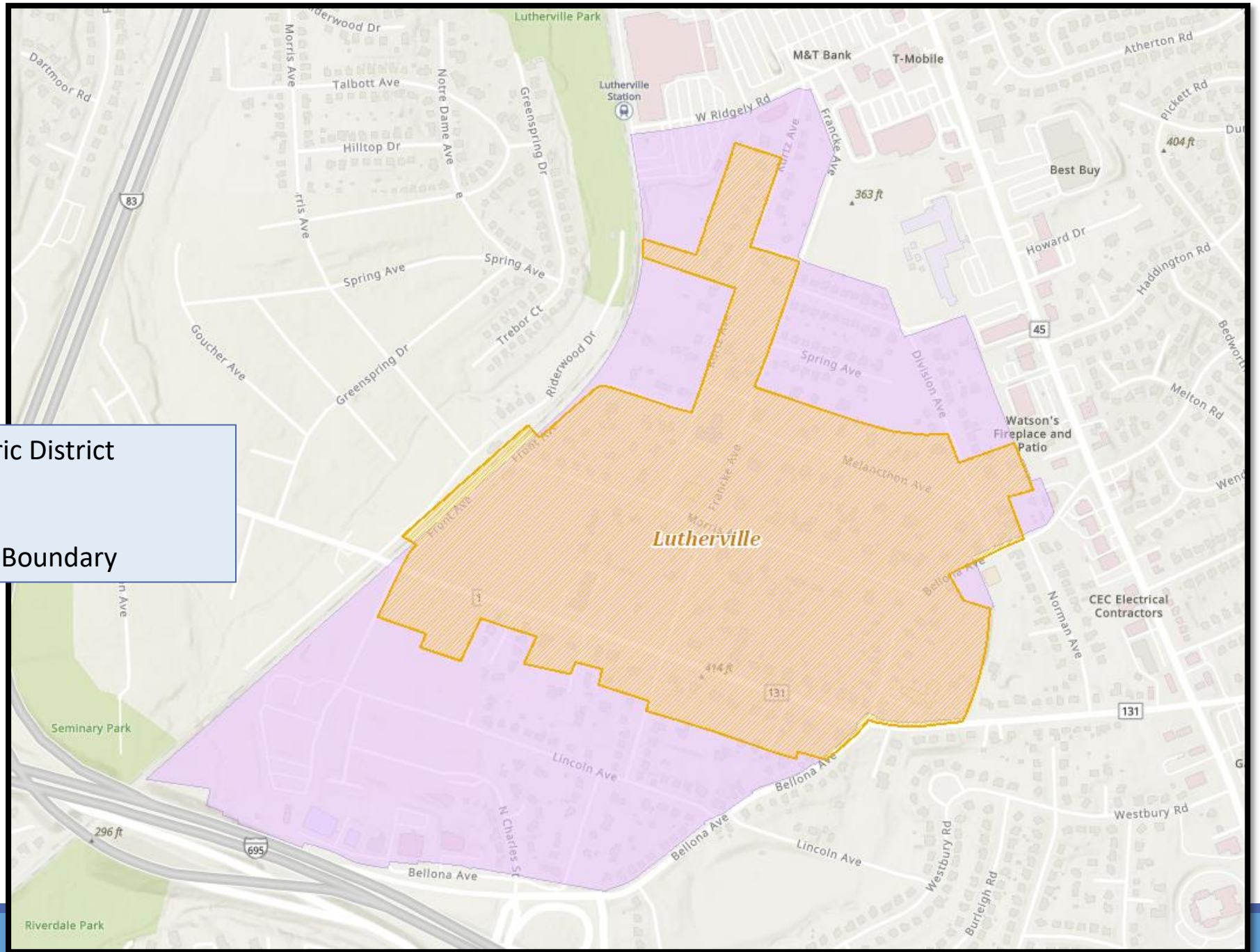
## 3. Review by the County Council

- Public Hearing
- Introduce legislation
- Vote for creation



Lutherville National Register Historic District  
Boundary

Lutherville County Historic District  
Boundary



# Benefits of Historic Designation

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- Honor and Prestige
- Contributing Properties are Eligible for the County's Tax Credit program
  - County property tax credit for 20% of qualified expenses
- Contributing Properties may be Eligible of the State's Tax Credit program (NRHD)
  - State income tax credit for 20% of qualified expenses
- On average, property values are higher in locally-designated historic districts and retain their value compared with adjacent neighborhoods without historic designation
- Reviews for compatible new construction and infill development
- Helps to prevent needless demolition and arbitrary/ insensitive alterations



# What is an Historic Review?

- Properties on the Landmarks List
- ALL properties within a County Historic District

The screenshot shows a web page with a breadcrumb trail: HOME > DEPARTMENTS > PLANNING > HISTORIC PRESERVATION > APPLY FOR HISTORIC REVIEW. The main heading is 'APPLY FOR HISTORIC REVIEW'. The text explains that properties on the Landmarks List or within a Baltimore County Historic District (BCHD) are subject to Article 32 Title 7 of the Baltimore County Code, requiring a Historic Review by the Landmarks Preservation Commission (LPC). It notes that all exterior alterations also require a Baltimore County building permit. The page includes a section titled 'DETERMINE IF YOUR PROPERTY REQUIRES A HISTORIC REVIEW' with instructions to contact Historic Preservation Staff or use the 'My Neighborhood' map. A sidebar on the right contains a menu with 'APPLY FOR HISTORIC REVIEW' highlighted, and a 'CONTACT US' section with the address: Jefferson Building, Suite 101, 105 West Chesapeake Avenue, Towson, Maryland 21286.

- Historic Design Review by the LPC
- Building Permit Required
- LPC issues a Certificate of Appropriateness (COA)
- Design Guidelines
- Separate process from a building permit



**Contributing**



**Non-Contributing**



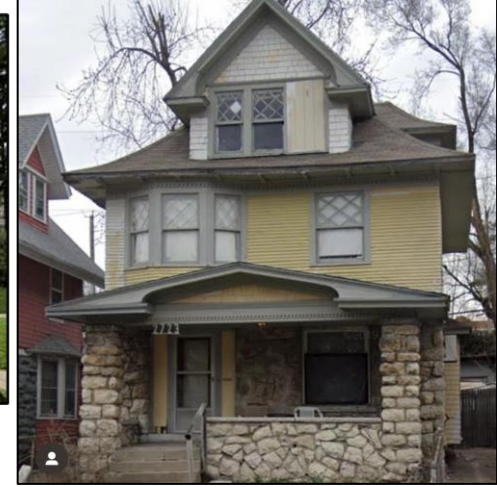
# What Needs Review

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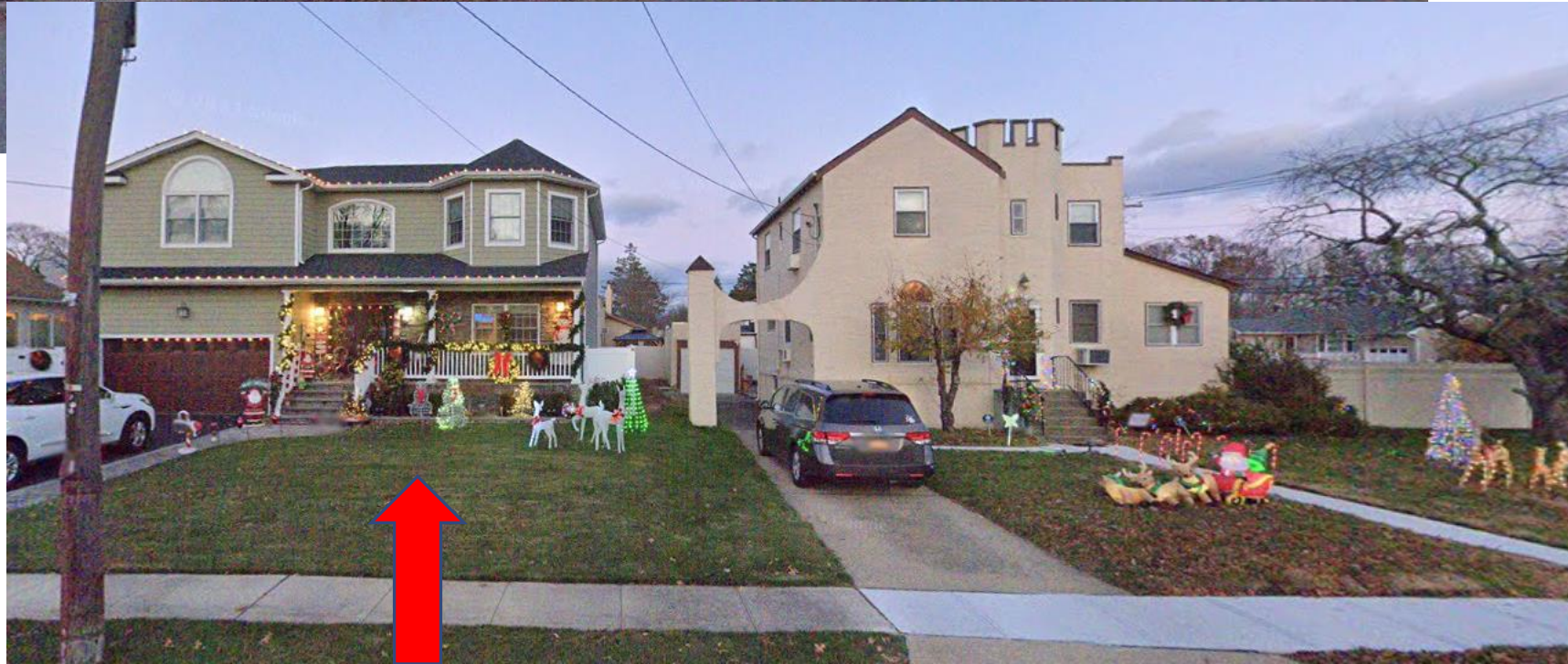
- ADA ramps
- Additions and new construction
- Accessory structures of any size (sheds, tree houses, garages, etc)
- Decks
- Demolition or partial demolition
- Hardscapes (patios, fire pits, walkways, driveways)
- Fences of all heights
- Major Repairs and replacements to roofing, gutters, siding, windows, exterior doors, porches, steps and gutters
- Retaining walls of all heights
- Signs
- Solar panels
- Swimming pools, hot tubs



Examples of what could happen if there was no local designation







Incompatible infill  
No local designation exists

# No Reviews Required

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- Work to the interior, unless it involves a tax credit project
- Any small repair projects that would be considered general maintenance (no change in material or feature)
- County and State road maintenance
- Change of Occupancy or Use
- General landscaping projects (planting/removal of trees, flowerbeds, gardens)
- Paint Color selection
- Painting, unless part of a tax credit project
- Property line and neighbor disputes
- Seasonal decorations
- General Zoning requirements
- Lot line adjustments



# Design Guidelines

- ❑ based on the Secretary of the Interior's Standards for Historic Rehabilitation
- ❑ Resource for property Owners
- ❑ LPC uses for Review decisions
- ❑ Expanded chapters on New Construction and Additions
- ❑ more guidance on signs and solar
- ❑ New section for Non-Contributing resources

## BALTIMORE COUNTY HISTORIC PRESERVATION



## DESIGN GUIDELINES

# IMPORTANT:

Historic Review Applications are Separate  
from Building Permit Applications

# Recommendations

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1. Do your due diligence! Plan project in advance – timeline & due dates for submissions and LPC meetings
  - initial inquiry to us, if needed
  - Depending on the type of project, check Zoning requirements for setbacks, height, etc., will you need any variances, etc
2. Read through our Design Guidelines to help develop your scope of work
3. Read through our Application Instructions (Please!!!)
3. Complete our application.
  - Please review application check-lists!!



## How to Complete a Historic Review Application

For Projects located in County Historic Districts or for Structures on the Preliminary or Final Landmarks List

Please fill out each application section according to the information below so Staff and the LPC have enough material to review the application. Staff may not provide any missing information on the applicant's behalf, therefore, incomplete applications will be returned for completion. All proposed projects must follow *Baltimore County's Historic Preservation Design Guidelines* and the *Secretary of the Interior's Standards for Rehabilitation*.

Baltimore County's Historic Preservation Design Guidelines:

<https://resources.baltimorecountymd.gov/Documents/Planning/historic/AdoptedDesignGuidelines.pdf>

Secretary of the Interior's Standards for Rehabilitation: <https://www.nps.gov/tps/standards.htm>

Contact Staff in advance of the deadline to discuss your application and requirements, if needed. Please plan your project in advance to allow the necessary time to prepare the application and supplementary materials for submission. Deadline and submission information is located on page five (5).

**Questions?** Contact Staff at 410-887-3495 or by email at [histpres@baltimorecountymd.gov](mailto:histpres@baltimorecountymd.gov)

**1. PROPERTY INFORMATION.** Enter the property's address, city, zip code, and County Council District number.

Enter the Landmark name OR the name of the County Historic District the property is located in.

For County Historic Districts, please indicate if the property is a contributing or non-contributing resource. If you are unsure, contact Staff for assistance.

If the application is for an infill construction on a vacant lot, please select, "vacant lot."

Please enter the property owner's information.



## Historic Review Application

Exterior and site changes to all properties within Baltimore County's local historic districts and those listed on the Preliminary and Final Landmarks List must be approved by the Landmarks Preservation Commission (LPC) by issuing a *Certificate of Appropriateness* or *Notice to Proceed* through the Historic Review process. In addition, all work requires a building permit.

**Instructions:** Fill out this form in accordance with the Historic Review Application Instructions. Please type or print clearly in the spaces provided.

### 1. Property Information

Street: \_\_\_\_\_ County Council District: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Landmark **OR** County Historic District Name: \_\_\_\_\_  
 For County Historic Districts:  Contributing  Non-Contributing  Vacant lot  
 Property Owner (s): \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

### 2. Type of Work

(Select all that are applicable to your project)

- Repair** (of existing):
- Doors  Windows/Shutters  Roofing  Façade Materials  Foundations  Porches/Steps
  - Accessory Structure(s)  Lighting/Awnings  Hardscaping  Gutters/Downspouts
  - Driveway/parking  Signage  Fencing  Chimneys
  - Other: \_\_\_\_\_
- Replacement** (of existing):
- Doors  Windows/Shutters  Roofing  Façade Materials  Foundations  Porches/Steps
  - Accessory Structures  Lighting/Awnings  Hardscaping  Gutters/Downspouts
  - Driveway/ parking  Signage  Fencing  Chimneys
  - Other: \_\_\_\_\_
- New** (does not currently exist):
- Doors  Windows/Shutters  Roofing  Façade Materials  Foundations  Porches/Steps
  - Accessory Structures  Lighting/Awnings  Hardscaping  Gutters/Downspouts

**5. Mandatory Application Checklist** (The following is **required** for ALL applications)

- Application Form** – I have filled in all applicable fields. I understand that Staff may not fill in any missing information on my behalf, therefore if my application is missing information it will be returned to me for completion.
- Photographs** – (for context) I have included, current color photographs of all sides of the primary structure (front, rear, sides). And any photographs as outlined in the **Project Submittal Checklists**, applicable to my project. Photos are labeled and organized as described in the photo submission requirements in the application instructions. I understand that poor quality, improperly labeled and/or printed on copy paper photos will not be accepted.
- Site Plan** – (for context) I have included a site plan that depicts the property’s existing and proposed conditions. The site plan is clearly labeled and shows lot lines, all structures, dimensions, fencing, streets, driveways/walkways, the location of any proposed work, and any additional information applicable to my project as outlined in the “project submittal checklist”
- Supplementary Materials** – I have included the minimum required materials applicable to my project (s), as outlined in the **Project Submittal Checklists** that are located after this page. I have attached the checklist(s) to my application. I understand that Staff may not provide any missing information on my behalf, therefore, if my application is missing information it will be returned to me for completion.
- Baltimore County Historic Design Guidelines** – I have read the Baltimore County Historic Design Guidelines and planned my project accordingly. I understand that my proposed project must adhere to the guidelines outlined.
- Signature** – I have signed and dated the application and Mandatory Checklist. I understand that Staff may not provide any missing information on my behalf, therefore, if my application is missing information it will be returned to me for completion. And I understand that my project won’t be scheduled for review until my application is determined complete.

I attest that I have read and understand the Historic Review Application form and Instructions, and have gathered all the information required to initiate a review by the Landmarks Preservation Commission.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# Project Submittal Checklists

## WINDOWS, DOORS, & FAÇADE MATERIALS

### Repair or Replacement of Material or Feature

- Photographs of ALL items to be repaired or replaced. They should accurately show the style, type, material, age
- Detail photographs that accurately show the condition of all items to be repaired or replaced
- Detailed description of existing material or feature
- Detailed description of the proposed change in material or feature, including repairs
- Samples/renderings and specifications of replacement materials or features
- If applicable, historic photographs or photographs of physical documentation of features being returned to the structure

## ROOFING & ROOF FEATURES (includes gutters, chimneys, and roof mounted solar)

### Repair or Replacement of Material or Feature

- Photographs of area(s) involved.
- Detail photographs that accurately show the condition of the material or feature
- Detailed description of existing material or feature, including condition
- Detailed description of the proposed change in material or feature, including repairs, if applicable
- For Gutters : Existing & Proposed locations of Gutters & Downspouts identified on drawings or photos
- Samples/renderings and specifications of replacement materials or features
- For Chimneys: Description of the existing mortar composition, joint type, and color
- If applicable, historic photographs or photographs of physical documentation of features being returned to the structure

### Roof Mounted Solar

- Photographs of the area(s) involved
- Street view photos showing potential visibility and the property's relationship to neighboring houses, if applicable
- The general location of where the proposed panels will be located identified on a site plan
- Renderings of the proposed panels showing potential visual impact, if applicable
- Roof plan showing the proposed layout/configuration of the panels and associated equipment
- Photo examples of the proposed panels and photo examples of the panels on other homes

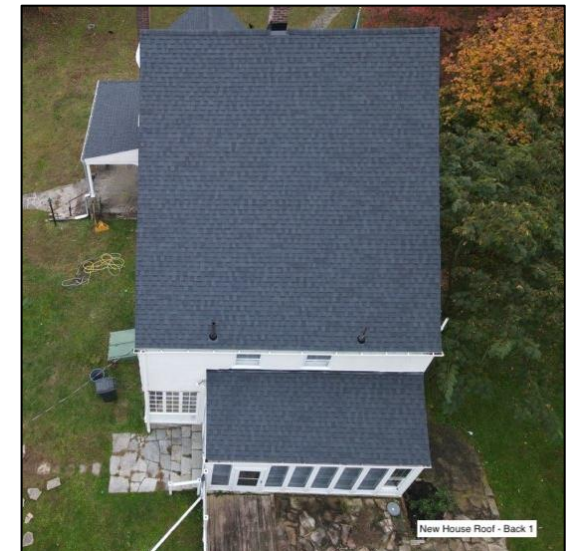


# Code Enforcement

- Work without a building permit
- Work without approval by the LPC
- Constituent Driven

1. Contact us and/or report it. Online 311  
<https://baltimorecountymd.citysourced.us/servicerequests/create>
  - Mention in the description that it is in a Historic District or Historic Property
  - Photos are very helpful
2. Staff will check to see if there's a permit or LPC review
3. Correction Notice or Stop Work order –
  - opportunity to fix the issues before penalties
  - Directs property owners to contact our office
  - After the fact or Ex-post fact review by the LPC
  - 6 months to correct the issue
4. No contact/movement on Correction Notice – Citation is issued
5. Administrative Law Judge (ALJ) Hearing
  - Final Order – penalties

# Tax Credits



# County Tax Credits

Residential & Commercial  
Property taxes available

## Eligible Properties

- Final Landmarks
- National Register Listings
- **Contributing Resources in National Register & County Historic Districts**

The screenshot shows the Baltimore County Government website page for the Historic Rehabilitation Tax Credit program. The page features a navigation menu with links for Home, Departments, Planning, Historic Preservation, and Historic Rehabilitation Tax Credit. A search bar and a translate button are located in the top right corner. The main content area includes a heading for the Historic Rehabilitation Tax Credit, a brief description of the program, and a list of eligible properties with expandable sections for Residential and Commercial Property Tax Credits. A sidebar on the right provides links to explore historic preservation, including the Landmarks Preservation Commission, application for historic review, and historic rehabilitation tax credit. Contact information for the Historic Preservation department is also provided.

**BALTIMORE COUNTY**  
GOVERNMENT

Search for agencies, services and more... TRANSLATE

HOME > DEPARTMENTS > PLANNING > HISTORIC PRESERVATION > HISTORIC REHABILITATION TAX CREDIT

## HISTORIC REHABILITATION TAX CREDIT

Baltimore County offers a historic property tax credit for certain rehabilitation projects for those residential and commercial properties that qualify. The program took effect on January 30, 2006, through County Council Bill Number 151-05.

[Open All](#)

- + RESIDENTIAL PROPERTY TAX CREDIT
- + COMMERCIAL PROPERTY TAX CREDIT

### ELIGIBILITY

The following are eligible for the County's Historic Rehabilitation Tax Credit program:

- Properties listed on the [Baltimore County Final Landmarks List](#)—Note: Delineation of a Historic Environmental Setting (HES) may be required to process a tax credit application for a Landmarked structure, where a HES does not currently exist. It is only required if the property does not have any National Register designation, which would qualify it for tax credits regardless of its landmark status.
- Contributing resources within [Baltimore County Historic District](#)
- Individually listed properties, or contributing resources within a Historic District on the [National](#)

### EXPLORE HISTORIC PRESERVATION

- LANDMARKS PRESERVATION COMMISSION →
- APPLY FOR HISTORIC REVIEW →
- HISTORIC REHABILITATION TAX CREDIT →**
- LANDMARKS AND HISTORIC DISTRICTS →

### CONTACT US

**HISTORIC PRESERVATION**  
Jefferson Building, Suite 101  
105 West Chesapeake Avenue  
Towson, Maryland 21204

**EMAIL**  
histpres@baltimorecountymd.gov

# Residential

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- 20% of total qualified rehab expenses as a property tax credit
- Must be owner occupied (not a rental property)
- minimum of \$1000 expenses
- Work must be approved prior to start
- 3 part application process
- Credit balances rollover until it runs out or 10 years
- transferable to a new owner
- Work must meet our Design Guidelines
- **Can be combined with a State tax credit application**
- **State approval allows for Staff level approvals for work**

## Projects that Qualify

- Basement waterproofing
- Chimney repair and lining
- Exterior Painting
- Interior plaster repair
- Masonry repointing
- Plumbing, electrical and mechanical systems
- Window restoration
- Storm Windows (interior & exterior)
- Repairs and In-kind replacements to siding, roofing, windows, porches, etc

## Projects that DO NOT Qualify

- Projects that are primarily remodeling in nature (e.g. new kitchens or bathrooms)
- Carpeting
- Consulting fees
- Curtains, blinds, rugs or other interior décor
- Equipment/tool purchases
- Landscaping (e.g. flowerbeds, tree planting, gardens)
- New appliances, fixtures, kitchen cabinets, etc.
- New construction
- Non-historic outbuildings
- Pest control, chimney cleaning, drain cleaning, etc.
- Sidewalks, patios, driveways, decks
- anything outside the footprint of the house





DEPARTMENT OF PLANNING  
Maryland Historical Trust

## Resources

[Fact Sheet](#)

[FAQs](#)

[Application Instructions](#)

[Part 1](#)

[Part 2](#)

[Part 3](#)

[Part 3 Expense Spreadsheet](#)

[Amend Application](#)

[Electronic Application Submission Instructions](#)

[Electronic File Format Standards and Naming Conventions](#)

## Additional Resources

[National Register of Historic Places](#)

[Comptroller of Maryland](#)

[Tax Credit Program Statute](#)

## Homeowner Tax Credit

Homeowners have the opportunity to earn a state income tax credit equal to 20 percent of qualified rehabilitation expenditures. The credit is capped at \$50,000 in a 24-month period and must have a minimum of \$5,000 of eligible expenses to qualify.

The state homeowner tax credit may be used with local historic tax credits, although MHT review is independent of local review and may not be waived or substituted for local approval. Please contact your county or municipality for more information about local tax credits.

The review period runs approximately 30-45 days after MHT receives a complete application and review fee.

Consultation may be appropriate for comprehensive and significant rehabilitation projects. Prospective applicants are encouraged to contact MHT tax credit staff early in the planning process. Early communication allows MHT the opportunity to provide useful guidance in identifying potential design issues, site or building challenges as well as providing opportunities for further discussion on how to complete a successful application, and schedule site visits if determined necessary.

## Application Process

# How do I find out if my property is in a District or a Landmark?

1. Email staff: [histpres@baltimorecountymd.gov](mailto:histpres@baltimorecountymd.gov)
2. Search the County's "My Neighborhood" Map







# Select "County Historic District" and/or "Landmarks List" layer



**Baltimore County - My Neighborhood**

**My Neighborhood** Select a Property from the Map

enter ADDRESS or 10-DIGIT TAX ACCOUNT

**Search**

**Get Started**

1. Locate a property:
  - Search above using an Address or 10-Digit Tax Account Number.
  - Zoom in to a property, then click the button labeled 'Select a Property from the Map', and click on the map location.
2. Information related to the property location will display in a report in this panel.

**Layer List**

**Operational layers**

- MyNeighborhood
- 200 Scale Grid
- Baltimore County Historic District
- Building Footprints
- Census Blocks
- Census Block Groups
- Census Tracts
- Chamber of Commerce
- Commercial Revitalization Areas
- Commuter Rail Stations
- Conservation Easements
- Colleges
- Congressional Districts
- Contours

The screenshot shows a map of Baltimore County with numerous red starburst markers indicating historic districts. The map is overlaid with a grid and various geographical features. The interface includes a search bar, a toolbar with navigation and layer management icons, and a detailed layer list on the right side.



### 3. Type in the address & click Search

**Baltimore County - My Neighborhood**

**ECONOMIC**

|                                    |                  |
|------------------------------------|------------------|
| Commercial Revitalization District | No Feature Found |
| Enterprise Zone                    | No Feature Found |
| Economic Park Center Name          | No Feature Found |
| Economic Park Center Type          | No Feature Found |

**ENVIRONMENTAL**

|                  |   |
|------------------|---|
| Watershed Name   | <a href="#">Jones Falls</a>                         |
| River Basin Name | Patapsco River                                      |
| Subshed Name     | Roland Run  |
| Soil Name        | Wiltshire-Urban land complex, 0 to 8 percent slopes |

**HISTORIC**

|                                     |                  |
|-------------------------------------|------------------|
| National Register Historic District | LUTHERVILLE      |
| Baltimore County Historic District  | Lutherville      |
| Landmark Name                       | No Feature Found |
| MIHP Number                         | No Feature Found |

**LAND MANAGEMENT**

|                         |  |
|-------------------------|--|
| URDL Land Type          | Urban                                  |
| Growth Tier Description | Served by public sewer and inside URDL |

**ZONING CASE HISTORY**

|                            |                  |
|----------------------------|------------------|
| Zoning History Case Number | No Feature Found |
|----------------------------|------------------|

**Property: 0819000475**

|              |                         |
|--------------|-------------------------|
| Tax PIN      | 0819000475              |
| DISTRICT     | 08                      |
| Owner Name 1 | ST PAUL LUTHERAN CHURCH |
| Owner Name 2 |                         |
| Address 1    | 1609 KURTZ AVE          |
| Address 2    |                         |
| Owner City   | LUTHERVILLE             |
| Owner State  | MD                      |
| Owner Zip    | 21093                   |
| DESCRIPT3    | SE COR CHURCH LANE      |

Map labels: Melancthon Ave, Kurtz Ave, Webster Ave, Morris Ave, Spring Ave, Lutherville, CSX Railroad.

Scale: 200ft

Coordinates: -76.62839424 Degrees

POWERED BY esri

# Where to find us?

[www.baltimorecountymd.gov/departments/planning](http://www.baltimorecountymd.gov/departments/planning)

**BALTIMORE COUNTY**  
GOVERNMENT

Search for agencies, services and more...

## PLANNING

*the County's growth and development for future generations.*

### MOST POPULAR SERVICES

- 2024 COMPREHENSIVE ZONING MAP PROCESS
- MAPS AND PUBLICATIONS
- COMMUNITY PLANNING
- LAND PRESERVATION
- DEVELOPMENT AND LAND USE
- HISTORIC PRESERVATION**

> ALL PLANNING SERVICES

The Department of Planning implements programs and projects that strengthen existing communities, revitalize older commercial centers and preserve rural resources.

### CONTACT US

**DEPARTMENT OF PLANNING**  
The Jefferson Building, Suite 101  
105 West Chesapeake Avenue  
Towson, Maryland 21204

**EMAIL**  
planning@baltimorecountymd.gov

**PHONE**  
410-887-3211

**FAX**  
410-887-5862

**BALTCOGO311**



# Questions??

Historic Preservation  
Baltimore Co. Dept of Planning  
[Histpres@baltimorecountymd.gov](mailto:Histpres@baltimorecountymd.gov)  
410-887-3495



<https://www.baltimorecountymd.gov/departments/planning/historic-preservation>



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Baltimore County Department of Planning