



Application for Certificate of Appropriateness

(§97-7 Application for Certificate of Appropriateness and Commission Review)

General Property Information

Landmark/District The Havre de Grace Colored School Museum and Cultural Center Inventory No. HA-1617-8
Address 555 Alliance Street, Havre de Grace, MD 21078
Tax ID Number 84-2019323
MHT Easement Property Yes No (if yes, please submit approval from easement holder)

Applicant

Name(s) RRMM Architects Telephone (410) 234-8444
Street Address 3700 Koppers Street, Suite 300 Cell Phone _____
City/Town Baltimore State MD Zip Code 21227
Email Address ckumor@rrmm.com
Applicant is: Owner Lessee Architect Contractor Other _____
Applicant shall be in attendance at the HPC meeting (please initial): CK

Property Owner(s) (if different from applicant)

Name(s) The Havre de Grace Colored School Museum and Cultural Center- Patricia Cole Telephone (443) 939-0366
Street Address 555 Alliance Street Cell Phone _____
City/Town Havre De Grace State MD Zip Code 21078
Email Address hdgcoloredschool@gmail.com

Contractor/Architect/Engineer

Name(s) RRMM Architects Telephone (410) 234-8444
Street Address 3700 Koppers Street, Suite 300 Cell Phone _____
City/Town Baltimore State MD Zip Code 21227
Email Address ckumor@rrmm.com

Historic Preservation Tax Credits

- Applying for Tax Credits:
- Maryland Rehabilitation Tax Credits (please submit approval from MHT)
 - Federal Investment Tax Credits (please submit approval from NPS)

Type of Work

- Exterior Alteration or Repair New Construction/Addition
 Demolition of a Structure Relocation of a Structure
 Other: _____

Description of Proposed Work

Please use this page to describe all work or create a comparable format with this information. Number items consecutively to describe all work, including exterior alterations or repairs, additions, site work, landscaping, and new construction. All proposed work must adhere to the design Guidelines and the Standards (see Instructions).

Number: 1	Exterior Feature: Flat Roof	Date of Exterior Feature: 1936
Describe existing exterior feature and its condition: The 1936 brick building's flat roof is in dire need of replacement as evidenced by numerous roof leaks. The single ply membrane installed over the existing asbestos containing built up asphalt roofing assembly has punctures in multiple locations and is no longer properly adhered to the original roofing or surrounding parapet walls.		
Photo Numbers: 1,2,5,6		Drawing Numbers: H-1, A-1, A-2, A-3
Describe work on exterior feature: Abatement of asbestos containing materials, replacement of existing single ply membrane and built up asphalt roofing over the 1936 building with new TPO roofing.		

Number: 2	Exterior Feature: Slate Shingle Gabled Roof	Date of Exterior Feature: 1912
Describe existing exterior feature and its condition: The 1912 slate shingle roofing displays significant wear, and approximately half of the shingles have already been replaced. Full replacement is warranted at this time.		
Photo Numbers: 3,4,7,8		Drawing Numbers: H-1, A-1, A-2, A-3
Describe work on exterior feature: Removal of the existing slate shingles and replacement with in-kind slate shingle roofing. All existing copper flashing will be replaced with new copper flashing.		

Number: 3	Exterior Feature: Arched Wood Framed Windows	Date of Exterior Feature: 1936
Describe existing exterior feature and its condition: The existing wood frames at two arched windows at the side elevations and an arched transom at the main entrance contain lead based paint and asbestos caulking. The glass is damaged, and multiple patterned glass panes have been replaced over time.		
Photo Numbers: 9,10,11		Drawing Numbers: Window Restoration Proposal SOW
Describe work on exterior feature: Perform window restoration on the (2) arched windows and (1) transom window to restore them to their original state, or near to it.		

Number:	Exterior Feature:	Date of Exterior Feature:
Describe existing exterior feature and its condition:		
Photo Numbers:		Drawing Numbers:
Describe work on exterior feature:		

Mandatory Application Checklist

Instructions: After completing your application, fill out and sign this checklist to ensure that your Application contains the documentation required for Historic Preservation Commission (HPC) review. Read and check each line carefully; the application review period will not begin until a completed application with checklist is submitted.

- GENERAL APPLICATION FORM** - I filled in all applicable fields. I understand that missing information will not be filled; therefore if my application is missing information it will be returned.
- DESCRIPTION OF PROPOSED WORK** - I have described ALL proposed work planned for the exterior of my property, including those specified in the designation report. I understand that all work must adhere to the *Harford County Historic Preservation Design Guidelines* and the *Secretary of the Interior's Standards for the Treatment of Historic Properties*, and be reviewed and approved by the HPC before work can begin.
- SUPPORTING DOCUMENTATION** - To illustrate my proposed project, I have attached Photographs, Plans, Elevation & Sections, Material or Color Samples, Site Plans, and/or Manufacturers' Specifications. See "Application Instructions" for details.
- SIGNATURE** - I signed and dated the application after printing.

Applicant Signature 

Date 4/19/2024

Owner Signature 

Date 4/19/2024

By signing this application, I hereby acknowledge that the information contained herein or subsequently submitted is true and correct to my knowledge.

Submission through email is **strongly** preferred. The completed application and supporting documentation must be submitted to historicpreservation@havredegracemd.com.

Applications will be accepted through U.S. mail or in-person drop off at the following location:

City of Havre de Grace Department of Planning
Attention: Planner, Historic Preservation Commission
City Hall
711 Pennington Avenue
Havre de Grace, MD 21078

For Office Use Only – Department of Planning

Havre de Grace Historic Preservation Commission Certificate of Appropriateness

Date of Public Meeting: May 14, 2024

Applicant/Owner in Attendance: [Signature]

Certificate of Appropriateness Required (§97-7)

- Approved as Submitted** – All proposed work adheres to the requirements of §97-7 of the Havre de Grace City Code. Building Permits can be released.
- Approved with Modifications** – The proposed work must be modified as follows to meet the requirements of §97-7 of the Havre de Grace City Code. Building Permits can be released with these modifications:

- Denied** – The proposed undertaking does not adhere to §97-7 of the Havre de Grace City Code. Do not release Building Permits for this Historic Landmark.

[Signature]

Chair, Havre de Grace Historic Preservation Commission

6/17/2024

Date

[Signature]

Director, City of Havre de Grace Planning Department

6/17/2024

Date

#01 NORTH ELEVATION



#02 WEST ELEVATION



#03 SOUTH ELEVATION



#04 EAST ELEVATION



#05 FLAT ROOF OVER 1936 BUILDING



#06 FLAT ROOF OVER 1936 BUILDING



#07 SHINGLED ROOF OVER 1912 BUILDING



#08 SLATE SHINGLES OVER 1912 BUILDING



#09 1936 ARCHED WOOD FRAMED WINDOW



#10 1936 ARCHED WOOD FRAMED WINDOW



#11 1936 ARCHED WOOD FRAMED TRANSOM



THE MUSEUM OF
GRACE
MUSEUM
CULTURAL CENTER, INC.

Museum Tours
by Appointment Only

Office Hours
Tue - Thur 10 am to 2 pm

For More Information Call:
(443) 939-0366
or
(410) 939-1839



www.fidgcoloredschool.net

NOTICE
ALL VISITORS
MUST SIGN IN AT THE
RECEPTION DESK

PLEASE
TEACHERS
STAY IN THE
OFFICE

Welcome

THE MUSEUM OF
GRACE

OPEN
DAILY
10 AM - 2 PM

The
Museum

WORCESTER EISENBRANDT INC.

2100 Gable Avenue, Baltimore, MD 21230
(410) 644-6580 Fax (410) 644-1662

March 12, 2024

Havre de Grace Colored School
Museum & Cultural Center
555 Alliance Street
Havre de Grace, MD

Attention: John Brunnett

Re: **Colored School Museum & Cultural Center Window Restoration- Pricing Proposal**

Worcester Eisenbrandt, Inc. (WEI) proposes to provide the required labor, material, and supervision to perform the following window restoration scope to two (2) arched windows and one (1) transom window above an entrance door at the Havre de Grace Colored School as outlined herein:

The total cost to provide the need access and perform the restoration to the three wood windows totals \$31,525.00.

Historic Wood Window Restoration Scope:

1. Mobilize the site with the required access equipment and supplies to perform the window restoration.
2. Window sashes will be removed, labeled, wrapped in poly and protection blankets for transport back to WEI's Mill Shop. Window stops and parting bead will be carefully removed and salvaged where possible. Window sashes will be removed from the inside, thus access will be required to these areas.
3. Temporary plywood protection will be secured within the opening to keep weather tight and secure until the sashes are restored and reinstalled.
4. Wood window frame repairs performed on site:
 - a. Window frame components from the interior stops outward will be stripped of all cracked, flaking, or otherwise failing paint. Paint removal will be by a wet scrape method using environmentally safe chemical strippers such as Back to Nature B*F*S (II) or equivalent, following proper lead paint removal procedures. All lead paint will be disposed of by WEI in accordance with local and federal regulations. Should on-site lead testing by an independent hygienist be desired, this will be performed at additional cost.
 - b. Once the paint has been removed, the exposed wood surfaces will be sanded sandpaper and cleaned with a mild detergent. Prior to coating, pH tests will be performed to ensure that the substrate is neutralized.
 - c. WEI will then confirm the required wood repairs; removing multiple layers of paint may expose additional wood decay that will be addressed.
 - d. Isolated areas of wood damage or decay over 1" square will be repaired with "Dutchman" methods. The damaged area will be removed and squared off to receive a new custom wood element. New "Dutchman" will be glued into place with exterior wood glue and sanded

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smooth to match the existing profile. Wood for "Dutchman" repairs will be of the same species and characteristics as the original material.

- e. Small damaged areas will be repaired using wood epoxies such as LiquidWood and WoodEpoxy, as manufactured by Abatron, Inc. and then sanded to a smooth uniform finish.
 - f. Existing wood elements that are decayed beyond repair will be replaced. Replacement elements will be fabricated at WEI's mill shop to match the original profile. Components will be made from exterior-grade hardwood.
 - g. Final surface repairs include sanding with 100-grit sandpaper and cleaning exposed wood elements.
 - h. WEI will prime with a Alkyd wood primer. Primer will be allowed to dry for a minimum of 24 hours. The existing window frames will then be sanded with 120-grit sandpaper and a second coat of primer applied as needed.
 - i. Recommended finish-paint will be with Semi-Gloss Finish. Color will be as directed by Owner.
 - j. Great care will be taken to ensure that the surrounding building components are not damaged during the course of our work.
5. Window sash repairs performed at WEI mill shop:
- a. Sash hardware will be removed and salvaged for reuse.
 - b. The existing glazing on the proposed windows will be carefully removed 100%. All glass will be labelled and removed with great care not to further damage glass or muntins. Damaged glass will be replaced to closely match the existing.
 - c. WEI will remove paint without damaging the wood by steaming them for approximately one half hour, and scraping while still wet. As the paint begins to dry (approximately 10 – 15 minutes) the scraping will be halted and the sash placed back into the steam to maintain a wet scrape condition. This process will be continued, as necessary, until the paint is removed.
 - d. After paint has been removed, the sash will be sanded and another condition survey performed to verify the original evaluation. The sash will be cleaned to remove all sanding dust, prior to being removed from the lead containment area for repairs.
 - e. All wood repairs to the sashes will be performed in the manner noted above for window frames.
 - f. Loose or failed joinery will be repaired and repinned. Special care will be taken to ensure the original sash dimensions do not change and that the original glass will fit in their original openings.
 - g. Following repairs to the sashes, they will be sanded with 100-grit sandpaper and wiped clean.
 - h. Sashes will be primed with Alkyd Primer.
 - i. Sashes will be lightly sanded again with 120-grit sandpaper and a second coat of primer applied.
 - j. Any panes that are cracked/broken will be replaced with single-pane float glass to closely match existing.
 - k. Glass will be set with glazing points and applied with Sarco Type "M" glazing compound. Ample putty will be applied so that pressing the glass into the sash forces excess to the surface of the entire perimeter. The bedding putty will be cut at an angle (not undercut). Front edge of rabbet will be filled with putty to form a triangular fillet forming a neat trim line. Excess compound is removed with mineral spirits before the glazing sets. Putty should have a uniform and smooth finish.

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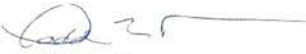
- l. Glazing putty should be firm before handling. Putty should set for a minimum of 16 to 21 days (depending on temperature and humidity) and sufficiently skinned over before Painting. Paint will be applied with a brush, such that the paint slightly extends onto the glass pane to ensure a watertight seal.
- m. Upon completion of final painting, the glass will be cleaned.
- n. Sash hardware will be reinstalled on sashes in original positions.
- o. Restored sashes will be protected and transported to the site for reinstallation.
6. Sashes will be reinstalled and fixed in place to be non-operable unless otherwise requested. Sashes will be caulked on the inside and outside to seal between the sash and the frame.
7. The existing sealant between all window frames and masonry will be removed, the joint cleaned, and the recaulked with a polyurethane sealant and closed cell backer rod.
8. Final touchup of the restored windows will be performed after final installation.

Clarifications/Exclusions:

1. Pricing excludes permits, potable water, and electric power. Pricing includes cleaning up of all work performed by WEI and disposal of all debris off site.
2. Pricing excludes repairs or replacement of interior trim and sills.
3. Pricing excludes installing of new weather stripping.
4. Pricing is based on WEI's normal wage rates and does not include Davis Bacon wage rates.
5. Pricing is based on normal working hours and does not include any premium (OT) costs.

Should you have any questions regarding the above noted proposal, please do not hesitate to contact me directly.

Respectfully Submitted,
WORCESTER EISENBRANDT INC.


Todd Anderson,
Vice President