

Classification of Work Index: Historic Preservation Commission Design Guidelines



Appendix A. Classification of Work

	TYPE OF WORK	ROUTINE MAINTENANCE	MINOR WORK (Staff)	MAJOR WORK (THPC)	INSPECTION REQUIRED
1	New Construction or Additions to Primary Building			X	X
2	Demolition of any primary structure or any part of a primary structure			X	X
3	Relocation of buildings			X	X
4	Alteration/Removal of Architecturally Significant Features			X	X
5	Alteration/Removal of Contributing Historical Features			X	X
6	Accessory Structures or Buildings: Repair/Replacement with no change in design, materials, or general appearance	X			
7	Accessory Structures or Buildings: Alteration		X		
8	Accessory Structures or Buildings: Additions			X	X
9	Accessory Structures or Buildings: New			X	X
10	Accessory Structures or Buildings: Removal of not architecturally or historically significant		X		X
11	Accessory Structures or Buildings: Removal of architecturally or historically significant			X	X
12	Architectural Details: Repair or Replace with no change in design, materials, or general appearance	X			
13	Architectural Details: Alteration, Addition, or Removal		X		
14	Awnings, Canopies or Shutters: Repair or Replace with no change in design, materials, or general appearance	X			
15	Awnings, Canopies, or Shutters: Alteration, Addition, or Removal		X		
16	Awnings, Canopies, or Shutters: Installation of New		X		
17	Carport: Alteration, Addition, or Removal			X	X
18	Carport: Construction of New			X	X
19	Chimney: Construction, Alteration, or Removal			X	X
20	Deck: Repair or Replace with no change in design, materials, or general appearance	X			

	TYPE OF WORK	ROUTINE MAINTENANCE	MINOR WORK (Staff)	MAJOR WORK (THPC)	INSPECTION REQUIRED
21	Doors: Alteration, Addition, or Removal		X		Case by case basis
22	Doors: Installation of New		X		Case by case basis
23	Doors (Storm): Installation, Alteration or Removal		X		Case by case basis
24	Driveway: Repair or Replacement with no change in design, materials, or general appearance	X			Case by case basis
25	Driveway: Alteration, Addition, or Removal		X		X
26	Driveway: Construction of New		X		X
27	Fences or Walls: Repair or Replacement with no change in design, materials or general appearance	X			
28	Fences or Walls: Construction of New		Side and Rear Yards	Front Yards	X
29	Fences or Walls: Removal		Side and Rear Yards	Front Yards	X
30	Foundations (Exposed): Repair or Replacement with no change in design, materials, or general appearance	X			
31	Foundations (Exposed): Alteration		X		Case by case basis
32	Gutters and Downspouts: Repair or Replace with no change in design, materials, or general appearance	X			
33	Gutters and Downspouts: Installation, Addition, or Removal		X		Case by case basis
34	House Numbers and Mailboxes: Installation		X		
35	Interior Alterations		X		
36	Landscaping, excluding the removal of trees 12" dbh		X		
37	Lighting Fixtures: Repair or Replacement with no change in design, materials, or general appearance	X			
38	Lighting Fixtures: Installation, Alteration, or Removal		X		
39	Masonry: Repair or Replacement with no change in design, materials, or general appearance	X			
40	Masonry: Construction, Alteration, or Removal		X		X
41	Mechanical Equipment: Installation of (such as heating and air conditioning units)		X		Case by case basis

	TYPE OF WORK	ROUTINE MAINTENANCE	MINOR WORK (Staff)	MAJOR WORK (THPC)	INSPECTION REQUIRED
42	Painting (Generally)	X			
43	Painting of previously unpainted brick			X	
44	Parking Area: Repair or Replace with no change in design, materials, or general appearance	X			
45	Parking Area: Alteration or Removal of an existing lot		X		
46	Parking Area: Construction of New (Residential or Commercial)			X	X
47	Patios: Repair or Replacement with no change in design, materials or general appearance	X			
48	Patios: Alteration, Addition, or Removal of an existing patio		X		Case by case basis
49	Patio: Construction of New		X		X
50	Porches: Alteration of Existing			X	X
51	Porches: Construction of New			X	X
52	Roof: Repair or Replacement of sloped coverings with no change in design, materials, or general appearance	X			
53	Roof: Alteration of sloped coverings			X	X
54	Roof: Repair or Replacement of flat coverings with no change in design, materials, or general appearance	X			
55	Roof: Alteration of flat coverings			X	
56	Roof: Alteration to a roof form to prevent damage to the resource			X	X
57	Signs: Repair, Replacement, or Re-Facing with no change in design, materials, or general appearance		X		
58	Signs: Installation, Alteration, or Removal			X	X
59	Stairs and Steps (Exterior): Repair or Replacement with no change in design, materials, or general appearance	X			
60	Stairs and Steps (Exterior): Alteration, Addition, or Removal			X	X
61	Stairs and Steps (Exterior): Construction of New			X	X
62	Surfaces (Exterior): Repair or Replacement with no change in design, materials, or general appearance	X			
63	Surfaces (Exterior): Alteration, Addition, or Removal			X	X
64	Swimming Pools, Hot Tubs, and Saunas: Repair to existing with no change in design, materials, or general appearance	X			

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65	Swimming Pools, Hot Tubs, and Saunas: New Construction, Alteration, or Addition			X	X
66	Swimming Pools, Hot Tubs, and Saunas: Removal		X		
67	Temporary Features: Installation, Alteration, or Removal of features necessary to ease difficulties associated with a medical condition		X		Case by case basis
68	Tree Removal (Large trees 12" dbh)		Damaged or Diseased Trees (with arborist letter)	All other trees	
69	Vents and Ventilators: Repair or Replacement with no change in design, materials, or general appearance	X			
70	Vents and Ventilators: Installation, Alteration, or Removal		X		Case by case basis
71	Satellite Dishes, Television Antennas, Televisions, Solar Panels, and/or other Electronic Equipment, Decks, Ramps, and Appurtenances <u>not visible</u> from the public right of way		X		Case by case basis
72	Satellite Dishes, Television Antennas, Televisions, Solar Panels, and/or other Electronic Equipment, Decks, Ramps, and Appurtenances <u>visible</u> from the public right of way			X	Case by case basis
73	Walks (Existing): Repair or Replacement with no change in design, materials, or general appearance	X			
74	Walks (Existing): Alteration, Addition, or Removal		X		Case by case basis
75	Walks: Construction of New		X		X
76	Walls (See Fences)				
77	Windows: Repair or Replacement with no change in design, materials, or general appearance	X			
78	Windows: Alteration or Removal of Existing			X	X
79	Windows: Installation of New			X	X
80	Windows: Caulking and Weatherstripping with no change in design, materials or general appearance	X			

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81	Windows (Storm): Installation, Alteration, or Removal		X		Case by case basis
82	Yard Accessories (play equipment, trampolines, tents, etc. placed in rear yards)		X		
83	Other Features Not Specifically Listed: Repair or Replacement with no change in design, materials, or general appearance	X			
84	Other Features Not Specifically Listed: Addition, Alteration, or Removal		X		
85	Certificates of Appropriateness: Changes to Previous		Most Changes	Changes deemed by staff to be substantial in nature	
86	Certificates of Appropriateness: Renewal		X		
87	Emergency installation of temporary features to protect a historic resource (that do not permanently alter the resource: six month duration; replacement with in-kind reconstruction or an approved Certificate of Appropriateness		X		