

## APPENDIX: CLASSIFICATION OF WORK—GENERAL GUIDELINES

	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 structure			X	X
3	Demolition of any part of a structure			X	X
4	Relocation of buildings			X	X
5	Alteration/Removal of Archeologically Significant Features			X	X
6	Alteration/Removal of Contributing Historical Features			X	X
7	Repair/Replacement of existing Accessory Structures or Buildings when there is no change in design, materials, or general appearance	X			
8	Alteration of existing Accessory Structures or Buildings		X		
9	Additions to existing Accessory Structures or Buildings			X	X
10	New Accessory Structures or Buildings			X	X
11	Removal of existing Accessory Structures or Buildings which are not architecturally or historically significant			X	X
12	Removal of existing Accessory Structures or Buildings which are architecturally or historically significant			X	X
13	Repair or Replacement of Architectural Details when there is no change in design, materials, or general appearance	X			
14	Alteration/Addition/Removal of Architectural Details		X		
15	Repair/Replacement of Awnings, Canopies, or Shutters when there is no change in design, materials, or general appearance	X			
16	Alteration/Addition/Removal of existing Awnings, Canopies, or Shutters		X		
17	Installation of New Awnings, Canopies, or Shutters		X		
18	Alteration/Addition/Removal of Carports			X	X
19	Construction of New Carports			X	X
20	Construction/Alteration/Removal of Chimneys			X	X
21	Repair/Replacement of Decks when there is no change in design, materials, or general appearance	X			
23	Alteration/Addition/Removal of Doors		X		Case by case basis
24	Installation of new Doors		X		Case by case basis
25	Installation/Alteration/Removal of storm Doors		X		Case by case by basis
26	Repair/Replacement of existing Driveways when there is no change in design, materials, or general appearance	X			Case by case basis

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26	Alteration/Addition/Removal of existing Driveways		X		X
27	Construction of new Driveways		X		X
28	Repair/Replacement of existing Fences, Walls, Hedges or other Screen Plantings when there is no change in design, materials, or general appearance	X			
29	Construction of new Fences, Walls, Hedges or other Screen Plantings		Side and rear yards	Front yards	X
30	Removal of existing Fences, Walls, Hedges or other Screen Plantings		Side and rear yards	Front yards	X
31	Repair/Replacement of exposed Foundations when there is no change in design, materials, or general appearance	X			
32	Alteration of exposed Foundations		X		Case by case basis
33	Repair/Replacement of Gutters and Downspouts when there is no change in design, materials, or general appearance	X			
34	Installation/Addition/Removal of Gutters and Downspouts		X		Case by case basis
35	Installation of House Numbers and Mailboxes		X		
36	Repair/Replacement of exterior Lighting Fixtures when there is no change in design, materials, or general appearance	X			
37	Installation/Alteration/Removal of exterior Lighting Fixtures		X		
38	Repairs/Replacement, including repainting, to existing Masonry when the color and composition of the mortar match the original, and new brick or stone matches the original	X			
39	Construction/Alteration/Removal of Masonry		X		X
40	Installation/removal of Mechanical Equipment, such as heating and air conditioning units		X		Case by case basis
41	Repair/Replacement of existing Parking Lots when there is no change in design, materials, or general appearance	X			
42	Alteration/Removal of existing Parking Lots		X		
43	New Construction of/Addition to Parking Lots			X	X
44	Repair/Replacement of existing Patios when there is no change in design, materials, or general appearance	X			
45	Alteration/Addition/Removal of existing Patios		X		Case by case basis
46	Construction of new Patios		X		X
47	Alteration of existing Porches			X	X
48	New Construction/Addition/ Removal of Porches			X	X
49	Repair/Replacement of sloped Roof coverings when there is no change in design, materials, or general appearance	X			
50	Alteration of sloped Roof coverings			X	X

	TYPE OF WORK	ROUTINE MAINTENANCE	MINOR WORK (Staff)	MAJOR WORK (THPC)	INSPECTION REQUIRED
51	Repair/Replacement of flat Roof coverings when there is no change in design, materials, or general appearance	X			
52	Alteration of flat Roof coverings		X		
53	Alteration of Roof form to prevent damage to the resource			X	X
54	Installation of Satellite Dishes and/or Television Antennas		X		Case by case basis
55	Repair/Replacement of Signs when there is no change in design, materials, or general appearance	X			
56	Installation/Alteration/Removal of Signs		X		Case by case basis
57	Repair/Replacement of exterior Stairs and Steps when there is no change in design, materials, or general appearance	X			
58	Alteration/Addition/Removal of exterior Stairs and Steps			X	X
59	Construction of new exterior Stairs and Steps			X	X
60	Repair/Replacement of exterior Surfaces when there is no change in design, materials, or general appearance	X			
61	Alteration/Addition/Removal of exterior Surfaces			X	X
62	Repair to existing Swimming Pools when there is no change in design, materials, or general appearance	X			
63	New Construction/Alteration/ Addition to Swimming Pools			X	X
64	Removal of Swimming Pools		X		
65	Installation/Alteration/Removal of Temporary Features that are necessary to ease difficulties associated with a medical condition		X		Case by case basis
66	Repair/Replacement of existing Vents and Ventilators when there is no change in design, materials, or general appearance	X			
67	Installation/Alteration/Removal of Vents and Ventilators		X		Case by case basis
68	Repair/Replacement of existing Walks when there is no change in design, materials, or general appearance	X			
69	Alteration/Addition/Removal of existing Walks		X		Case by case basis
70	Construction of new Walks		X		X
71	Walls (see Fences)				
72	Repair/Replacement of Windows when there is no change in design, materials, or general appearance	X			
73	Alteration/Removal of existing Windows			X	X
74	Installation of new Windows			X	X
75	Installation/Alteration/Removal of storm Windows		X		Case by case basis

	TYPE OF WORK	ROUTINE MAINTENANCE	MINOR WORK (Staff)	MAJOR WORK (THPC)	INSPECTION REQUIRED
76	Caulking and weatherstripping Windows when there is no change in design, materials, or general appearance	X			
77	Repair/Replacement of other features not specifically listed when there is no change in design, materials, or general appearance	X			
78	Addition/Alteration/Removal of other features not specifically listed		X		Case by Case basis
79	Changes to previous Certificates of Appropriateness		Most changes	Changes deemed by staff to be substantial in nature	X
80	Renewal of expired Certificate of Appropriateness		X		
81	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		