

- ~~H. Covered by other zoning ordinance requirements as administrated by the Zoning Administrator unless altered by the overlay ordinance.~~
- ~~I. Receiving historic preservation tax credits through state or federal offices.~~
- ~~J. Demolition of non-contributing buildings or structures.~~
- K. ~~Alterations or repairs made to a building or structure for the purpose of temporary emergency stabilization.~~

**Section 8.16: Description of Proposed Work**

Changes proposed to a property within the Historic District fall into one of the following categories. The nature of the work will determine whether the change proposed requires the department or Historic District Review Board (HDRB) approval. Not every project requires a property owner to obtain a Certificate of Appropriateness (COA). There are three (3) basic categories for projects: Routine Maintenance, Minor Work, and Major Work. The property owner must confirm with the department that the project is consistent with the appropriate work level. The following will give a brief description of each and indicate whether a COA is required by either staff or HDRB.

- A. **\*Routine Maintenance** items are types of exterior work that keep the property in good condition. Such projects include any repair where no change is made to the appearance of the structure or site.

**REPAIRS** are any or all work involving the replacement of existing work with equivalent like-for-like material for the purpose of maintenance, but not including any addition, change, or modification in construction.

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Routine Maintenance ~~will~~ may not require the issuance of a COA by staff or the HDRB. The property owner ~~must will inform~~ check with the department ~~electronically of the scope of the project and that the project is consistent with routine maintenance. There will be no fee associated with routine maintenance, and work can start immediately. The staff will acknowledge receipt. At the discretion of the department, a notification application for routine maintenance may be forwarded to the HDRB if the work deemed questionable as to the proper classification and may require further approvals. Work may be stopped until proper approvals are received. is questionable as to whether it is consistent with the Cape Charles Historic Overlay District Design Guidelines (HDODG).~~