

### APPENDIX G – CLASSIFICATION OF WORK – GENERAL GUIDELINES

The following chart has been provided as a reference for Routine Maintenance, Minor Work, and Major Work as defined in the Cape Charles Zoning Ordinance Article VIII.

Please call the Planning & Zoning Department with any questions.

Type of Work	Routine Maintenance	Minor Work	Major Work	Zoning Inspection Required	Code Review
1 <del>Painting or repainting of a non-masonry structure does not require approval.</del>					
2 Accessory Structures* or Buildings, Additions or Alterations to existing that can be seen from the public right-of-way			X	X	
3 Accessory Structures or Buildings, Additions or Alterations to existing that cannot be seen from the public right-of-way		X		X	
4 <del>Accessory Structures* or Buildings, Alterations to existing that can be seen from the public right-of-way</del>			<del>X</del>	<del>X</del>	
5 <del>Accessory Structures or Buildings, Alterations to existing that cannot be seen from the public right-of-way</del>		<del>X</del>		<del>X</del>	
6 Accessory Structures* or Buildings, New Construction that can be seen from the public right-of-way			X	X	
7 Accessory Structures or Buildings, New Construction that cannot be seen from the public right-of-way		X		X	
8 Accessory Structures or Buildings, Repairs to existing when there is no change in design, materials, or general appearance	X			Case-by-case basis	
9 Accessory Structures* or Buildings, Replacement of existing		X		X	
10 Architectural Details, Alteration/Addition/Removal of existing			X	X	
11 Architectural Details, Repair/Replacement to existing when there is no change in design, materials, or appearance	X			Case-by-case basis	
12 Awnings, Canopies, or Shutters, Additions/Installation of new/Removal			X	X	
13 <del>Awnings, Canopies, or Shutters, Alterations/Removal when there is no change in design or materials</del>		<del>X</del>		<del>X</del>	
14 Awnings, Canopies, or Shutters,	X			Case-by-	

Formatted Table

Commented [CL1]: Keep #1 but repeat #1 Painting in the alphabetical order of the table

Commented [CL2]: Define Accessory Structures\* (does this have a minimum or maximum size limit or is it defined by use)

Formatted Table

Commented [CL3]: Refer to additional notes below #4

Formatted: Strikethrough

Commented [CL4]: Add alterations to line 2 & 3 and delete lines 4 & 5 since there is no different requirements for additions or alterations

Formatted: Strikethrough

Formatted: Strikethrough

Commented [CL5]: Refer to additional notes below #4

Commented [CL6]: Clearly define Architectural details

Commented [CL7]: Delete Row 13

Formatted: Strikethrough

Formatted: Strikethrough

Formatted: Strikethrough

# G

	Repair/Replacement when there is no change in design, materials, or appearance			X	case-basis
15	Buildings, Relocation			X	X
16	Carpports, Alteration/Addition/Removal		X		X
17	Carpports, New Construction that can be seen from the public right-of-way		✗	✗	✗
18	Carpports, New Construction that cannot be seen from the public right-of-way		X		✗
19	Certificate of Appropriateness, Modification to previously approved <u>(could require HDRB approval)</u>		X		Case by Case
20	Certificate of Appropriateness, Renewal of Expiring <u>(revise to 1 year approval term)</u>		✗		
21	Chimneys, Alteration/Construction/Removal			X	X
22	Chimneys, Reflash existing, <u>caps, stucco, caulking</u> when there is no change in design, materials, or appearance	✗		✗	
23	Decks, Alteration/Addition/Removal		X		X
24	Decks, Repair/Replace of existing when there is no change in design, materials, dimensions, appearance	✗		✗	✗
25	<u>25a) Doors (Exterior), Alterations/Addition/Removal – different style or opening size(Major/ ZA inspection)</u>  <u>25b) Create new line: Doors (Exterior), Replacement – same style with different material (Minor Work/No ZA)</u>  <u>25c) Create new line: Doors (Exterior), Replacement – when there is no change in design, materials, or appearance (Routine Maintenance – No inspection)</u>			X	X
26	Doors (Exterior), New Installation <u>or New opening (ie. window to door)</u>			X	X
27	Doors (Storm), Installation <u>(front facing only)/Removal</u>		✗	✗	X
28	Driveways, Alteration/Addition/Removal/ <u>Repair/Replacement</u> of existing when there is a change in design, materials, dimensions, or appearance  <u>Create a new line: Driveways, Repair/Replacement of existing when there is no change in design,</u>			X	X

Formatted: Font: 12 pt, Font color: Custom Color(RGB(35,31,32))

# G

## APPENDIX G

DRAFT DOCUMENT July 31, 2025

	<u>materials, dimensions, or appearance</u> <u>(Routine Maintenance – No inspection)</u>				
29	Features not specifically listed, Addition/Alteration/Removal			X	Case-by- case basis
30	Features not specifically listed, Repair/Replacement when there is no change in design, materials, or appearance	X	X		Case-by- case basis
31	Fences, New Construction/ <u>Alteration of Placement</u>		X		X
32	Fences, Repair/Replacement of <u>with approved</u> <u>materials from guidelines</u>	X	X		X
33	Foundations, Alteration/ <u>Replacement of exposed</u>			X	X
34	Foundations, Repair of exposed when there is no change in design, materials, or general appearance	X			X
35	Foundation Vents and Ventilators, Alteration/Installation/Removal		X		Case-by- case basis
36	Foundation Vents and Ventilators, Repair/Replacement of existing when there is no change in design, materials, or general appearance	X			
37	Gutters and Downspouts, Repair/Minor Replacement when there is no change in design, materials, or appearance	X			
38	Gutters and Downspouts, <u>Replacement</u> /Installation/Addition/Removal		X		
39	Lighting Fixtures (Exterior), Alteration/Installation/Removal		X		X
40	Lighting Fixtures (Exterior), Repair/Replacement when there is no change in design, materials, or appearance	X			
41	<u>41 a) Masonry, Alteration/Construction/Removal</u> <u>(Major Work with Zoning Inspection Required)</u>  <u>Break this into two lines:</u> <u>41 b) Masonry, Alterations (Utility penetrations,</u> <u>hose bibs, vents) (Routine Maintenance and No</u> <u>Zoning Inspection)</u>			X	X
42	Masonry, Repainting ( <u>Painting of unpainted</u> <u>masonry is not allowed</u> ) <del>only when using existing</del> <del>color. Painting to another color or treatment and</del> <del>painting of unpainted masonry not allowed.</del>	X	X		X
43	Masonry, Repairs/Replacement when the color and composition of the mortar match the original, and new brick or stone matches the original	X			
44	Masonry, Repointing	X	X		
45	Patios, Alteration/Addition/Removal of existing		X		Case-by-

**Commented [CL8]:** Needs further definition – for example: An architectural feature is a distinct, prominent element of a building that contributes to its overall design, function, or aesthetic appeal, whether functional or decorative. These elements, which can include structural components like columns and arches or decorative features like molding and windows, help define a structure's character, style, and purpose, often reflecting the cultural and technological context of their creation.

# G

				case basis	
46	Patios, New Construction		X	X	
47	Patios, Repair/Replacement of existing when there is no change in design (including dimensions), materials, or appearance	X			
48	Porches, Addition/Expansion/Removal of existing			X	
	Porches, Alteration of existing			X	
49	<u>Insert another line: Porches, Repair/Replacement when there is no change in design, materials, or appearance (Routine Maintenance with no Zoning Inspection)</u>			X	
50	Primary Buildings, Additions of Commercial or Residential that can be seen from the public right-of-way			X	
51	Primary Buildings, Additions of Commercial or Residential that cannot be seen from the public right-of-way		X	X	<b>Commented [CL9]:</b> What is the definition of Primary Buildings? Zoning only mentions relative to solar panels
52	Primary Buildings, New Construction of Commercial or Residential			X	
53	Primary building, Repainting non-masonry	X			<b>Commented [CL10]:</b> Delete this line as it is covered in Line #1 and whatever the new line # is in the P section
54	<del>Roof Covering, Alteration/Replacement of existing when there is a change in design, materials, or general appearance</del>			<del>X</del>	<b>Formatted: Strikethrough</b>
55	Roof Coverings, Repair/Replacement when there is no change in design, materials, or appearance (excluding color)	X	X	X	<b>Formatted: Strikethrough</b>
56	Roof Forms & Covering, Alteration, Replacement of existing when there is a change in design, materials, or general appearance			X	
57	Satellite Dishes and/or Television Antennas, Installation  <u>Create a new line: Satellite Dishes and/or Television Antennas Removal/Replacement of existing when there is no change in design, materials, or general appearance (Routine Maintenance no Zoning Inspection)</u>		X	Case-by-case basis	<b>Commented [CL12]:</b> Review Communication/Data Equipment in guidelines <b>Formatted: Highlight</b> <b>Formatted: Highlight</b>
58	*Screening (hedges, plants, or other visual buffer) that is utilized to mitigate the public viewpoint of an Accessory Structure. This may be a designated condition for an approved Certificate of Appropriateness		X	X	<b>Commented [CL13]:</b> Need clarification or definition
59	Significant Features, Alteration/Removal			X	<b>Commented [CL14]:</b> Needs clarification or definition

# G

## APPENDIX G

DRAFT DOCUMENT July 31, 2025

60	Signs, Alteration/Installation/Removal (must comply with the CCZO Article V.) <u>(Excludes historic markers and signs excluded by the sign ordinance.)</u>		X		X	
61	Signs, Repair/Replacement when there is no change in design (including dimensions), materials, or general appearance	X				
62	Solar Panels, Installation of new that can be seen from the public right-of-way			X	X	
63	Solar Panels, Installation of new that cannot be seen from the public right-of-way		X		X	
64	Solar Panels, Repair/replacement when there is no change in design, materials, or general appearance	X	X		X	
65	Stairs and Steps (Exterior – <u>Street View</u> ), Alteration/Addition/Removal <u>Add new line: Stairs and Steps (Exterior – Non-street View), Alteration/Addition/Removal (Minor Work with Case By Case Basis Zoning Inspection)</u>			X	X	
66	Stairs and Steps (Exterior), New Construction			X	X	
67	Stairs and Steps (Exterior), Repair/Replacement when there is no change in design, materials, or general appearance	X			X	
68	Surfaces (Exterior) not specifically listed, Addition/Alteration/Removal			X	X	Commented [CL15]: Need clarification or definition
69	Surfaces (Exterior) not specifically listed, Repair/Replacement when there is no change in design, materials, or appearance	X	X		X	
70	Structure, Demolition of Contributing in whole or part			X	X	
71	Structure, Demolition of Non-Contributing in whole or part		X		X	
72	Structure, Emergency Stabilization					X <u>Not historic but requires zoning administrator approval and building code official review X</u>
73	Swimming Pools, Addition/Alteration/New Construction. A fence is required to be placed around the perimeter of the pool. A fence is required to be placed around the perimeter of the pool in compliance with the Virginia Building Code.					X <u>Not historic but requires zoning administrator approval and building code official review X</u> <u>Case-by-case basis</u>
74	Swimming Pools, Removal					X <u>Not historic but requires zoning administrator approval and building code official review X</u> <u>Case-by-case basis</u>
75	Swimming Pools, Repairs to existing	X				
76	Temporary Features, Emergency Installation/Emergency Stabilization to protect a					X <u>Not historic but requires zoning administrator approval and building</u>

Formatted Table



	historic property that do not alter the resource	<u>code official review</u> ✕	
77	<u>Temporary Family Health Care Structures</u> <u>Temporary Features</u> , Installation/Alteration/Removal that are necessary due to a medical condition <u>per 15.2-2292.1.</u>	✕ <u>Not historic but requires zoning administrator approval and building code review</u> <del>Case-by-case basis</del>	

# G

## APPENDIX G

DRAFT DOCUMENT July 31, 2025

	Walkways, Addition/Alteration/New Construction/Removal/ <del>Repair/Replacement</del>				
78)	<u>Create a new line: Walkways, Repair/Replacement when there is no change in design, materials, or general appearance (Routine Maintenance with No Zoning Inspection)</u>		X		X
79)	Walls, New Construction/ <del>Alteration of Placement</del>		X		X
80)	Walls, Repair/Replacement of existing <u>with approved materials from guidelines</u>	X	X		X
81)	Windows, Alteration/Removal of existing			X	X
82)	Windows, Caulking and weatherstripping when there is no change in design, materials, or general appearance	X			
83)	Windows, Installation of new			X	X
84)	Windows ( <u>includes casings and sills</u> ), Repair/Replacement when there is no change in design, materials, or general appearance	X	X		X
85)	Windows (Storm), Installation/Alteration/Removal		X		Case-by-case basis
86)	<u>86 a) Shutters Repairs/Replacement – Like for Like (Routine No Zoning)</u> <u>86 b) Shutters Alterations/Removal/New Construction (Major Work / Zoning Inspection)</u>				
87)	<u>Fuel Tanks Addition / Removal</u>	<u>Not historic but requires zoning administrator approval and building code review</u>			
88)	<u>Hand Rails and Stair Rails and Porch Rails Repairs/Replacement – Like for Like (Routine No Zoning)</u> <u>Hand Rails and Stair Rails Alterations/Removal/New Construction (Major Work / Zoning Inspection)</u>				
89)	<u>Showers (Outdoor) Repairs/Replacement – Like for Like (Routine No Zoning)</u> <u>Showers (Outdoor) Alterations/Removal/New Construction (Minor Work / Case by Case)</u>				
90)	<u>90 a) Siding - Repairs/Replacement – Like for Like (Routine No Zoning)</u> <u>90 b) Siding - Alterations/Removal (Major Work / Zoning Inspection)</u>				

Commented [CL16]: The category is too broad

Commented [CL17]: How does Building Code determine? Not historic but requires zoning administrator approval and building code review

Formatted: Left

Commented [CL18]: How does Building Code determine? Not historic but requires zoning administrator approval and building code review

Commented [CL19]: How does Building Code determine? Not historic but requires zoning administrator approval and building code review



91)	<u>provision for outdoor kitchens, outdoor firepits, built in BBQs, saunsa, hot tubs, etc</u>					
-----	---	--	--	--	--	--

Additional notes:

- Reformat table to maintain the alphabetical order