

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	Inspection Required
1)	Painting or repainting of a non-masonry structure does not require approval.				
2)	Accessory Structures* or Buildings, Additions to existing that can be seen from the public right-of-way			X	X
3)	Accessory Structures or Buildings, Additions to existing that cannot be seen from the public right-of-way		X		X
4)	Accessory Structures* or Buildings, Alterations to existing that can be seen from the public right-of-way			X	X
5)	Accessory Structures or Buildings, Alterations to existing that cannot be seen from the public right-of-way		X		X
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			X	X
13)	Awnings, Canopies, or Shutters, Alterations/Removal when there is no change in design or materials		X		X
14)	Awnings, Canopies, or Shutters, Repair/Replacement when there is no change in design, materials, or appearance	X			Case-by-case basis
15)	Buildings, Relocation			X	X
16)	Carports, Alteration/Addition/Removal		X		X
17)	Carports, New Construction that can be seen from the public right-of-way		X		

18)	Carports, New Construction that cannot be seen from the public right-of-way		X		
19)	Certificate of Appropriateness, Modification to previously approved		X		
20)	Certificate of Appropriateness, Renewal of Expiring				
21)	Chimneys, Alteration/Construction/Removal			X	X
22)	Chimneys, Reflash existing when there is no change in design, materials, or appearance		X		
23)	Decks, Alteration/Addition/Removal		X		X
24)	Decks, Repair/Replace of existing when there is no change in design, materials, dimensions, appearance		X		X
25)	Doors (Exterior), Alterations/Addition/Removal			X	X
26)	Doors (Exterior), New Installation			X	X
27)	Doors (Storm), Installation/Removal			X	X
28)	Driveways, Alteration/Addition/Removal/Repair/Replacement of existing when there is a change in design, materials, dimensions, or appearance			X	X
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		Case-by-case basis
31)	Fences, New Construction		X		X
32)	Fences, Repair/Replacement of		X		X
33)	Foundations, Alteration/Replacement of exposed			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, Replacement/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	X			

	appearance				
41)	Masonry, Alteration/Construction/Removal			X	X
42)	Masonry, Repainting only when using existing color. Painting to another color or treatment and painting of unpainted masonry not allowed.		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		
45)	Patios, Alteration/Addition/Removal of existing		X		Case-by-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	X
49)	Porches, Alteration of existing			X	X
50)	Primary Buildings, Additions of Commercial or Residential that can be seen from the public right-of-way			X	X
51)	Primary Buildings, Additions of Commercial or Residential that cannot be seen from the public right-of-way		X		X
52)	Primary Buildings, New Construction of Commercial or Residential			X	X
53)	Primary building, Repainting non-masonry	X			
54)	Roof Covering, Alteration/Replacement of existing when there is a change in design, materials, or general appearance			X	X
55)	Roof Coverings, Repair/Replacement when there is no change in design, materials, or appearance		X		X
56)	Roof Forms, Alteration			X	X
57)	Satellite Dishes and/or Television Antennas, Installation		X		Case-by-case basis
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
59)	Significant Features, Alteration/Removal			X	X
60)	Signs, Alteration/Installation/Removal (must comply with the CCZO Article V.)		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
65)	Stairs and Steps (Exterior), Alteration/Addition/Removal			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
69)	Surfaces (Exterior) not specifically listed, Repair/Replacement when there is no change in design, materials, or appearance		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		X
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		Case-by-case basis
74)	Swimming Pools, Removal		X		Case-by-case basis
75)	Swimming Pools, Repairs to existing	X			
76)	Temporary Features, Emergency Installation/Emergency Stabilization to protect a historic property that do not alter the resource		X		X
77)	Temporary Features, Installation/Alteration/Removal that are necessary due to a medical condition		X		Case-by-case basis

78)	Walkways, Addition/Alteration/New Construction/Removal/Repair/Replacement		X		X
79)	Walls, New Construction		X		X
80)	Walls, Repair/Replacement of existing		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, Repair/Replacement when there is no change in design, materials, or general appearance		X		X
85)	Windows (Storm), Installation/Alteration/Removal		X		Case-by-case basis
86)					
87)					
88)					
89)					
90)					
91)					