

WHEN IS A CERTIFICATE OF APPROPRIATENESS REQUIRED?

Site in the Old Town Historic District has a contributing structure or existing structure designated as a landmark:

- Y Alteration of an existing contributing structure or an existing structure designated as a landmark (alteration).
- N Alteration of an existing non-contributing structure (alteration).
- Y Addition of solar panels or roof mounted equipment on an existing contributing structure or an existing structure designated as a landmark (alteration).
- Y Addition to an existing contributing structure or to an existing structure designated as a landmark (new construction).
- Y Addition to an existing non-contributing garage or accessory structure on the site (new construction).
- Y New construction of a garage or an accessory building (exempt from design guidelines if under 120 square feet) (new construction).
- Y Replacement or new construction of a fence or retaining wall (new construction).
- Y Replacement of asphalt shingles on a roof (alteration).
- Y New construction of a deck (new construction).
- Y Addition of a chicken coop (over 120 square feet).
- Y Replacement of a garage door on an existing contributing structure or an existing structure designated as a landmark (alteration).
- Y Addition of a storm door on an existing contributing structure or an existing structure designated as a landmark (alteration).
- N Addition of a new patio.
- Y Alteration of a front entry feature.
- Y Relocation of an existing contributing structure or an existing structure designated as a landmark (relocation).
- Y Demolition of an existing contributing structure or an existing structure designated as a landmark (demolition).
- N Ordinary maintenance or repair of an existing contributing structure or an existing structure designated as a landmark (repair) replacement of a feature is not ordinary maintenance.
- N Demolition of an existing non-contributing structure (demolition).
- N Unsafe or dangerous condition certified by the City Building Official requiring construction, reconstruction, alteration, restoration, or demolition for public safety concerns.

Site in the Old Town Historic District does not have a contributing structure:

- N Alteration of an existing non-contributing principal structure (alteration).
- N Addition to an existing non-contributing principal structure (alteration).
- N Alteration of an existing non-contributing accessory structure (alteration).
- N New construction of a garage or an accessory building.
- N New construction of a fence.
- N New construction of a deck.
- N Addition of a patio or landscaping.
- N Demolition of an existing non-contributing structure.

Site in the Old Town Historic District is vacant:

- Y New construction of a principal structure representative of one of the architectural styles approved in the district (new construction).

Definitions:

Alteration: any act or process that changes one or more of the exterior features of a structure, without increasing the amount of gross floor area.

Demolition: Any act that destroys in whole or in part the exterior of a building or structure in a historic district; or, destroys in whole or in part a designated historic landmark.

New Construction: the erection of a new principal or accessory structure on a lot or property, or an addition to an existing structure that increases the amount of the gross floor area.

Relocation: Any relocation of a structure on its site or to another site.

Repair: Any change that is not new construction, removal, or alteration. Repair may include patching, piercing in, splicing, consolidating, or otherwise reinforcing or upgrading historic materials such as masonry, wood, and architectural metals according to recognized preservation methods.

The following are not regulated by Chapter 31 (however the location, size, or height may be regulated elsewhere, as in Chapter 29; Zoning Ordinance).

- Driveways, new patios, sidewalks and similar at grade surfaces;
- Landscapes, gardens, patios, fountains, statuary, landscape accents, arbors and trellises;
- Play structures; and
- Planter boxes, mailboxes, little libraries, flagpoles.