

Historic District Program

List of Work Items

Commission Approval

Exterior alterations to principal elevations
 Changes to historic roof features; replacing slate or other specialty roofing materials, built-in gutters, etc.
 Changes to stone walls and other historic site features
 Construction of new buildings
 Additions to buildings
 New or expanded parking areas/lots
 New driveways and walkways
 New advertising signs
 New streets and sidewalks
 Removal of granite curbs and brick gutters
 Fences when not approvable at staff level
 Demolition of buildings
 Relocation of buildings
 Duke Energy security lights
 Installing new utility poles, wires, street lights traffic signals, control boxes, etc.
 Dumpster and dumpster pads
 Satellite dishes, other telecommunications equipment (front yard)
 Replacing windows and doors
 Tree removal (healthy, over 4" dbh)

Staff Approval

Renewal of a COA when there is no change in project specifications
 Replacing over 60% of original siding and materials to match the original
 Prefabricated wood storage buildings (back yards and not larger than 12' x 16')
 Fences (42" maximum height wooden construction-front yards; 72" maximum height-rear yards)
 Retaining walls (back yards)
 Decks, patios, pools, etc (back yards)
 Identification signs no higher than 5'
 Installing HVAC and other mechanical equipment (back yards)
 Minor alterations to buildings (rear elevations)
 Removal of aluminum, vinyl, asbestos, and asphalt siding
 Storm windows and doors
 Adding or replacing gutters
 Removal of deteriorated accessory buildings (non-contributing)
 Tree removal (dead, diseased, unsafe, or causing structural problems)
 Skylights, solar panels, etc. (rear slopes, not visible from the street)
 Small residential parking areas (not visible from the street and 3 spaces or less)
 Exposing a previously covered window unit
 Resurfacing streets (no change)

NO COA Required

Painting
 Replacement of asphalt composition roofing shingles
 Replace/Repair of deteriorated siding, trim, porch flooring, doors, etc. (no change)
 Adding gravel to existing driveways
 Patching deteriorated concrete or asphalt pavement, walks, steps, etc.
 Installation of play equipment not in the public right-of-way
 Real estate, home security, no parking signs, temporary signs and banners
 Replacing utility poles, lines, streetlight, etc.
 Installation or replacing traffic signs, pavement markings, informational signs, etc.
 Installation of telephone, cable, and other telecommunications equipment on existing utility poles
 Replacing sidewalks (no change)
 Landscaping including gardens, edging and tree pruning, clearing of overgrown bushes, vines, saplings, etc.
 Tree Removal (less than 4" dbh)
 Tree houses (back yards)
 Flower, vegetable and rock gardens
 Benches and other outdoor furniture not in the public right-of-way
 Trellises
 Sculptures and other outdoor artwork
 Mailboxes
 Porch light fixtures, exterior light fixtures
 Light posts less than 6' in height
 Street numbers (on houses and freestanding)
 Small satellite dishes (back and side yards)
 Newspaper racks
 Window air conditioners
 Tuck pointing masonry
 Chimney caps
 Telephone, electrical, and cable connections
 Planting new trees, shrubs, ground cover
 Flags, operable shades and other porch accessories
 Flower pots, planters, window boxes, birdbaths, bird houses etc.
 Decorative flags, shades, porch and deck furniture, etc.
 Woodpiles, compost piles and the like
 Gas, electric, and other utility meters and service connections
 Landscape lighting

- *“Back yard” is defined as area of property not extending farther forward than the midpoint of the house*
- *“Retaining wall” is defined as a wall consisting of 3 or more courses of stone, brick, timber, etc.*
- *“dbh” diameter at breast height*