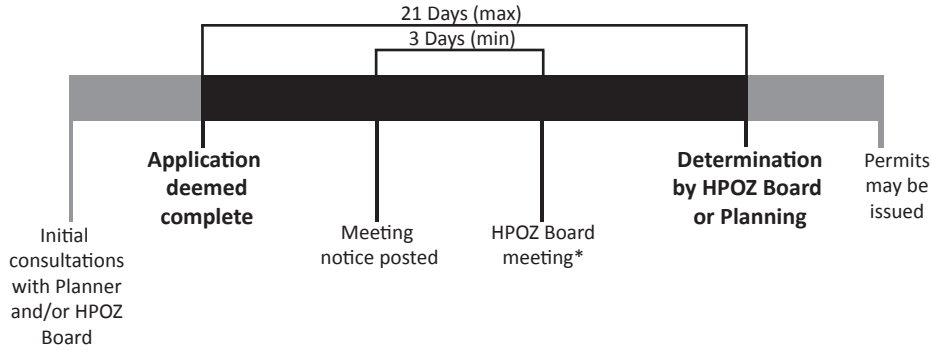


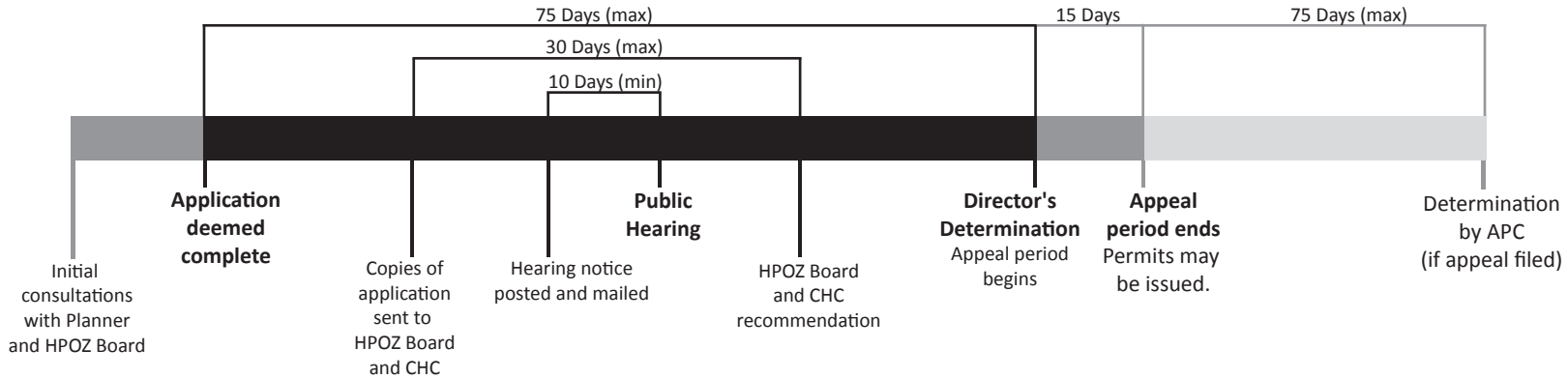
Historic Preservation Overlay Zone (HPOZ) Review Processes

Conforming Work (CWC or CWNC)



- Cultural Heritage Commission = CHC
- Area Planning Commission = APC

Certificate of Appropriateness (COA) or Certificate of Compatibility (CCMP)



General Notes:

- **Certificate of Appropriateness (COA):** Issued for the construction, addition, demolition, reconstruction, alteration, removal, or relocation of any structure or feature identified as a Contributing Element.
- **Certificate of Compatibility (CCMP):** Issued for the construction of any new structure on a lot, building replacement, or demolition of an element identified as a Non-Contributing Element.
- **Conforming Work on Non-Contributing Elements (CWNC):**
 - Minor:** Issued for maintenance, repair, or relocation of a historic structure to a Non-Contributing lot, or for work that does not require a building permit
 - Major:** Issued for non-visible construction or demolition; construction of a visible accessory structure smaller than 10 percent of the lot area; relocation or demolition of a visible accessory structure or for the correction of code enforcement conditions.
- **Conforming Work on Contributing Elements (CWC):**
 - Minor:** Issued for restoration work, rehabilitation, maintenance, and repair or projects that do not require the issuance of a building permit.
 - Major:** Issued for non-visible additions or new structures that result in a less than 20 percent increase in building coverage; construction of a new visible accessory structure less than 10 percent of the lot area; demolition of a non-historic accessory structure; demolition and reconstruction taken in response to natural disaster or to correct a hazardous condition or for the correction of code enforcements.
- Maximum time periods for Director's Determination or HPOZ Board recommendation may be extended if applicant and Director mutually agree.
- * Board may delegate its review authority to the Director of Planning.
- Decisions on Conforming Work cannot be appealed. If conforming work is denied, applicant may apply for COA or CCMP.