

Certificate of Appropriateness: Major and Minor Works

A Certificate of Appropriateness is not required for **Routine Maintenance**, which includes repair or replacement where there is no change in the design, materials, or general appearance of the structure or grounds. A Certificate of Appropriateness is required for all other projects. Any repair or replacement where there is a change in the design, materials, or general appearance is defined as an alteration and requires a Certificate of Appropriateness.

Minor works projects require design review by Wake County Historic Preservation Commission (WCHPC) staff. Minor works may be referred to the WCHPC if the staff determines that the change involves substantial alterations, additions, or removals that could impair the integrity of the landmark or district.

Major works projects require design review by the WCHPC. In general, major works projects involve a change in the appearance of a structure, and are more substantial in nature than routine maintenance or minor works projects.

	Type of Work	Routine Maintenance	Minor Work (staff)	Major Work (WCHPC)
1	New construction or building additions			✓
2	Demolition of any structure			✓
3	Demolition of any part of a structure			✓
4	Relocation of buildings			✓
5	Removal/alteration of Archeologically significant features			✓
6	Removal/alteration of contributing historical features			✓
7	Repair/replacement of existing accessory buildings and outbuildings	✓		
8	Alteration/additions to existing accessory buildings and outbuildings		✓	
9	New accessory buildings or outbuildings			✓
10	Removal of existing accessory buildings and outbuildings which are not architecturally or historically significant		✓	
11	Removal of existing accessory buildings and outbuildings which are architecturally or historically significant			✓
12	Repair or replacement of architectural details	✓		

	Type of Work	Routine Maintenance	Minor Work (staff)	Major Work (WCHPC)
13	Alteration/addition of architectural details		✓	
14	Removal of architectural details		✓	
15	Repair/replacement of awnings, canopies, or shutters	✓		
16	Alteration of existing awnings, canopies, or shutters		✓	
17	Addition of awnings, canopies, or shutters		✓	
18	Removal of awnings, canopies, or shutters		✓	
19	Removal of carports			✓
20	Repair/replacement of decks	✓		
21	Alteration/addition to existing decks		✓	
22	Construction of new decks			✓
23	Removal of existing decks		✓	
24	Alteration/addition of doors		✓	
25	Installation of new doors		✓	
26	Installation of storm doors		✓	
27	Removal of doors		✓	
28	Repair/replacement of existing driveways	✓		
29	Alteration/addition to existing driveways		✓	
30	Construction of new driveways		✓	
31	Removal of driveways		✓	
32	Repair/replacement of existing fences or walls	✓		
33	Addition/alteration of fences or walls		✓	
34	Construction of new fences and walls		✓	

	Type of Work	Routine Maintenance	Minor Work (staff)	Major Work (WCHPC)
35	Removal of existing fences and walls		✓	
36	Repair/replacement of exposed foundations	✓		
37	Alteration of exposed foundations		✓	
38	Repair/replacement of gutters	✓		
39	Installation of gutters and downspouts		✓	
40	Removal of gutters and downspouts		✓	
41	Installation of house numbers and mailboxes	✓		
42	Minor landscaping which includes vegetable and flower gardens and shrubbery	✓		
43	Pruning of trees and/or shrubbery	✓		
44	Removal of trees less than 8 inches in diameter, measured 4 1/2 feet above ground level	✓		
45	Removal of trees 8 inches and greater in diameter, measured 4 1/2 feet above round level		✓	
46	Significant pruning of trees 8 inches and greater in diameter, measured 4 1/2 feet above ground level		✓	
47	Removal of dead, diseased, or dangerous trees		✓	
48	Repair/replacement of exterior lighting fixtures	✓		
49	Installation/alteration of exterior lighting fixtures		✓	
50	Removal of exterior lighting		✓	
51	Repairs/replacement, including repointing, to existing masonry when the color and composition of the mortar match the original, and new brick or stone matches the original	✓		

	Type of Work	Routine Maintenance	Minor Work (staff)	Major Work (WCHPC)
52	Installation of mechanical equipment, such as heating and air conditioning units which are completely screened from view with shrubbery or appropriate fencing	✓		
53	Installation of window air conditioners		✓	
54	Painting when there is no change in color	✓		
55	Painting when there is a change in color		✓	
56	Repair/replacement of existing parking lots	✓		
57	Alteration/addition to existing parking lots		✓	
58	Construction of new parking lots			✓
59	Removal of parking lots		✓	
60	Repair/replacement of existing patios	✓		
61	Alteration/addition to existing patios		✓	
62	Construction of new patios		✓	
63	Removal of existing patios		✓	
64	Repair/replacement of sloped roof coverings	✓		
65	Alteration of sloped roof coverings		✓	
66	Repair/replacement of flat roof coverings	✓		
67	Alteration of roof form		✓	
68	Installation of satellite dishes and/or television antennas		✓	
69	Repair/replacement of exterior surfaces	✓		
70	Alteration/addition of exterior surfaces		✓	
71	Removal of exterior surfaces		✓	

	Type of Work	Routine Maintenance	Minor Work (staff)	Major Work (WCHPC)
72	Repair/replacement of signs	✓		
73	Installation of signs		✓	
74	Removal of existing signs		✓	
75	Repair/replacement of exterior	✓		
76	Alteration to exterior stairs and steps		✓	
77	Construction of exterior stairs and steps		✓	
78	Removal of exterior stairs and steps		✓	
79	Repair to existing swimming pools	✓		
80	Construction of swimming pools			✓
81	Alteration/Construction/Removal of temporary features that are necessary to ease difficulties associated with a medical condition		✓	
82	Repair/Replacement of existing vents and ventilators	✓		
83	Alteration/installation of vents and ventilators		✓	
84	Removal of vents and ventilators		✓	
85	Repair/replacement of existing walks	✓		
86	Alteration/addition to existing walks		✓	
87	Construction of new walks		✓	
88	Removal of walks		✓	
89	Walls (see Fences)			
90	Replacement of windows	✓		
91	Alteration of existing windows		✓	
92	Addition/installation of new windows		✓	

	Type of Work	Routine Maintenance	Minor Work (staff)	Major Work (WCHPC)
93	Installation of storm windows		✓	
94	Removal of windows		✓	
95	Caulking and weather-stripping windows	✓		
96	Repair/replacement of other appurtenant features and accessory site features not specifically listed	✓		
97	Addition/alteration/Removal of other appurtenant features and accessory site features not specifically listed		✓	
98	Any work for which a previously issued certificate of appropriateness has expired, where there is no significant change to the application		✓	