

APPROVAL GUIDELINES –NEW ALBANY HISTORIC PRESERVATION COMMISSION

Type of work	No approval required	Staff may approve	Commission approval required
Accessory structures		* Replacement of secondary doors	* Any changes or new construction
Awnings & canopies	* Replacement in kind of an existing awning or canopy	* Minor changes to awnings or canopies	* All other changes
Cornices & friezes	* Repair of existing cornice or frieze to match original in size, proportion massing and materials	* Repair of cornice or frieze using materials different than original	* All other changes
Doors	* Replacement in kind of existing doors	* Installation of storm doors * Replacement of doors on secondary elevations	* All other changes
Foundations		* Repointing with an appropriate mortar	* Any changes
Masonry		* Repointing with an appropriate mortar	* Any changes
New Construction			* All new buildings or additions, including garages, porch enclosures or garden structures
Paint		* Any painting (advisory review)	
Porches and Balconies	* Replacement in kind of individual porch or balcony elements		* Any changes
Roofing	* Repair of small areas of roof damage with same materials	* Replacement of existing roof with same material and color	* All other changes
- Gutters and Downspouts	* Repair / replacement in style and materials to match original		* Any changes

Type of work	No approval required	Staff may approve	Commission approval required
Siding	* Replacement of small area of siding with same material	*Removal of inappropriate siding if original siding exists beneath	* Any changes
Trim and Ornamentation	* Repair / replacement of existing ornamentation to match original in size, design, proportion & materials		* All other changes
Signs	* Repair / repainting of existing signs with same design and materials	* Temporary signs (time limit set by Commission) * New signs that meet district design guidelines	* All other signs
Storefronts	* Replacement in kind of individual storefront elements		* Any changes
Windows	* Repair of broken window pane(s) to match original * Reglazing windows	* Installation of storm windows with painted finish, if horizontal elements and size match windows beneath	* All other changes
Fences	* Removal of chain link fences (cannot be replaced with same) * Repair/replacement of existing fence with same design and materials		* All other changes or new fences
Landscaping	* Tree planting, trimming, pruning, general landscaping		
Sidewalks, Driveways, Steps and Curbs	* Repair of existing private drives or sidewalks with same materials	* Changes to sidewalk or drive materials in side or rear yards visible to the public	* All other changes
Other	* Installation of wall-mounted mailboxes, flag brackets, house numbers, small porch lights, kick plates, door knockers	* Installation of mechanical equipment in side or rear yards visible to the public	
Demolition			* Any demolition