



# Historic Preservation Commission

*Prince George's County Maryland*

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COUNTY ADMINISTRATION BUILDING • UPPER MARLBORO, MD. 20772 • 301-952-3520

## **HISTORIC AREA WORK PERMIT PROCESS (HAWP) Scope of Work/Ordinary Maintenance**

**Specific Items Requiring Historic Area Work Permits** (whether or not a Prince George's County Building Permit is required):

1. Repair or replacement of roofs, gutters, siding, external doors and windows, trim, lights and other appurtenant fixtures, with different materials of different design.
2. Removal of a building, structure or object, or a visible portion thereof, including out-buildings.
3. New construction or any enlargement, modification, or alteration of the exterior of an existing building, structure or object which requires a Prince George's County building permit.
4. Removal, replacement or enclosure of porches.
5. Basic alteration of materials, including installation of siding, shingles, or masonry facing.
6. Permanent removal of shutters.
7. Removal, modification, or alteration of exterior architectural features.
8. Painting or removal of paint on masonry.
9. Repoint brick.
10. Exterior sandblasting.
11. New Paving or modification of paving materials in front of building line.
12. Installation or removal of fencing or fence-walls.
13. Removal or installation of signs.
14. Any other act which does not constitute ordinary maintenance but which modifies, alters, or otherwise affects the exterior features of a Historic Site or historic resource within a Historic District.

Properties listed as classified *Historic Sites* in the Prince George's County *Historic Sites and Districts Plan*, require a Historic Area Work Permit (HAWP), in addition to any applicable permit issued by the County Department of Environmental Resources. Subtitle 29 of the Prince George's County Code authorizes the County Historic Preservation Commission to "issue, deny, or issue with conditions"

Historic Area Work Permits. This Historic Area Work Permit process does not apply to work that falls under the definition of Ordinary Maintenance.

### **Specific Items to be Considered as Ordinary Maintenance**

1. Repair or replacement of roofs, gutters, siding, external doors and windows, trim, lights, and other appurtenant fixtures with like materials of like design.
2. Landscaping.
3. Paving repair using like materials of like design;
4. Painting on non-masonry surfaces using same or substantially the same color.

**“Ordinary Maintenance”** is work that does not alter the exterior features of an Historic Site or contributing structure within an Historic District. Exterior features include architectural style, design, and general arrangement of the exterior; the color, nature and texture of building materials; and the type and style of all windows, doors, light fixtures, signs, and similar items found on, or related to the exterior of a Historic Site or historic resource within a Historic District. Within M-NCPPC parkland trail construction, posting of park-related signs, and ongoing maintenance programs are included in this definition of ordinary maintenance.

This definition of ordinary maintenance applies, whenever appropriate, to the environmental setting of the property, as well as the building, structure, or object itself.