

Ordinary Maintenance and Minor Work items Under N.J.A.C. 5:23-2.7 and N.J.A.C. 5:23-2.17A Which Require Historic Preservation Commission Review

Although the following items are considered ordinary maintenance or minor work under the DCA regulations cited above (in the title), the City of Orange Building Department Building Department should refer the owner or contractor for a building where such proposed work is to be performed, to the Historic Preservation Commission (HPC) for the HPC's administrative review and approval (or denial) (by letter to the Building Department).

This administrative review may be undertaken directly by the Building Department or by the Zoning Officer with notice to the Historic Preservation Commission of the action taken.

Where there is any question as to how to proceed, the owner or contractor should be referred to the Historic Preservation Commission:

- (1) Vinyl wall covering (which is prohibited in all Historic Districts and will be denied by the HPC);**
- (2) Wood, clapboard, shakes, stucco, or Hardie board siding applied to exterior walls (Note that EIFS and other cementitious materials, polystyrene, polyurethane, PVC, vinyl and aluminum siding are prohibited in Historic Districts);**
- (3) Replacement of windows including the replacement of glass in any window, and the proposed installation of vinyl windows;
- (4) Replacement of any door, including the replacement glass shall in any door or door frame;
- (5) Replacement of garages and garage doors;

Note that where doors, windows and garage doors are to be replaced in the same opening without altering the dimensions or framing of the original opening, and without changing the type of material originally used, or the original design of the garage, door or window, the number of lights (glass panels) or the division (4 over 1, 6 over 1, etc. or the type of window, i.e., double hung, casement, etc.) the replacement will be administratively approved by the HPC and may be administratively approved by the Building Department or the Zoning Officer, upon notice to the HPC.
- (6) The repair, replacement, or installation of any exterior architectural features, trim, decoration, or moldings including gables, cornices, corbels, bulkheads, etc.;
- (7) The repair, replacement, or installation of any flooring material on an exterior visible porch with a new material that is different than the original material;
- (8). The repair or replacement of an existing roof covering (Note that if the existing roof is wood, slate, or asphalt shingle, and is being replaced with the same type of material, i.e., wood, slate, or asphalt shingle, that repair or replacement may be administratively approved by the Building Department or the Zoning Officer, upon notice to the HPC of the action taken);

(9) The repair or replacement of existing siding on buildings (Note that if the repair is made with the same materials as the original materials, or like-kind materials (See # 1 and 2 above), the repair or replacement may be administratively approved by the Building Department, or the Zoning Officer, upon notice to the HPC);

(a) Exception: The repair or replacement of PVC, vinyl, aluminum or polypropylene siding shall not be ordinary maintenance and the owner or contractor shall be referred to the HPC;

(10) The repair or replacement of any part of a deck, porch, stoop or steps regardless of whether it provides structural support for any roof or portion of a building, if the deck, porch, stoop or steps is or are visible from any street or public place. Materials used shall be identical to, or closely similar to, the original or existing materials and in the same dimensions, design and location as those replaced (unless a prohibited material is being replaced, in which case, the owner or contractor should be referred to the HPC);

(11) The repair, replacement, or installation of exterior gutters and leaders unless they are being replaced with the same or like-kind materials;

(12) The installation of fencing that is visible from a street (**vinyl fencing is prohibited in Historic Districts**);

(13) Exterior renovation or alteration work not already listed above;

(a) Repair or replacement of the exterior of any building with no reconfiguration of space, design, dimensions, structural or non-structural components, partitions, etc. may be administratively approved if the materials being used are the same as the original or like-kind materials.

(14) The installation of any exterior visible fire system such as a fire escape;

(15) Minor work shall not include lead paint abatement or asbestos abatement, and the HPC has no jurisdiction over that work.

(16) Installation repair or replacement of electrical, cable and telecommunications wiring and related equipment need not be referred to the HPC, however the placement of cellular equipment, towers, and other equipment including 5G boxes, antennae, "dishes," wiring, cabling, meters, and other related equipment, shall, to the extent possible, not be located on the front of the building or in a place visible from the street in an Historic District (unless required for reception and efficacy). If located in a visible area, the equipment shall be a neutral color and screened with foundation bush-type landscaping or other appropriate screening depending upon height of the installation, where possible. This does not apply to overhead wiring, cables, etc.

(17) When the construction official issues a certificate of approval stating that the work performed under a Minor Work Permit or as Ordinary Maintenance substantially complies with the UCC, the inspection shall be based upon what is visible at the time of said inspection and the certificate of approval shall so indicate. The HPC's approval of any of the above-referenced items of work shall relate only to aesthetics, and not to any UCC or other building, energy, health and safety, fire, plumbing, electrical, ADA or Barrier Free sub-code, or to other code requirements. At all times, it is incumbent on the owner and contractor to determine what the building, UCC, energy, electrical, plumbing, fire, health and safety, ADA and Barrier Free subcode, and all other codes require for the work proposed to be performed.