

Project Review Definition Guide

Term	Abbreviation	Definition
Conforming Work on a Contributor	CWC	Maintenance, repair, obvious restoration, small additions, construction of small structures, and other similar activity to a Contributing property.
Conforming Work on a Non-Contributor	CWNC	Maintenance, repair, additions, construction of small structures, and other similar activity to a Non-Contributing property.
Certificate of Appropriateness	COA	Significant work on a Contributing property including large additions (over 20% of Building Coverage), second-story additions, removal of historic features, construction of new structures, or substantial work to visible portions of a building or site. Applications are processed/reviewed within 75 days.
Certificate of Appropriateness for Demolition	COA-Dem	Demolition, removal, or relocation of a Contributing structure or element. Considered by the Area Planning Commission based on evidence of economic hardship.
Certificate of Compatibility	CCMP	Significant work on Non-Contributing properties limited to new construction on vacant lots or demolition and replacement of a Non-Contributing structure. Also used for relocation of historic structures from outside the HPOZ, into the HPOZ. Applications are processed/reviewed within 75 days.
Board Review	Board	Department of City Planning staff will refer the project to the HPOZ Board. For Conforming Work Cases, the Board will vote on the project at a public board meeting within 21 days. For Certificate Cases, the Board will make a recommendation to Staff at a scheduled public hearing.
Staff/Delegated Review	Staff	Department of City Planning staff will review the project without an HPOZ board meeting, recommendation, or review.
Exempt from HPOZ Review	Exempt	Department of City Planning staff will confirm project is exempt from HPOZ review.
Building Coverage	BC	The area of a lot covered by roofed buildings and structures measured from the outside of the exterior wall at the ground floor, including covered porches and patios and detached and attached accessory structures over 6 feet in height. Building coverage does not include uncovered paved parking area, driveways, walkways, roof overhangs, uncovered steps, terraces, decks, porches, and architectural projections not intended for shelter or occupancy.
Period of Significance	POS	This is the period during which the majority of resources relating to the contexts and themes identified as significant in the historic Context statement were constructed.