

**CERTIFICATE OF APPROPRIATENESS
MINOR REVIEW LIST
September 20, 2018
APPROVED**

Minor Review

A Minor Review consists of administrative review performed by the Staff, Chairman or Vice-Chairman of the Campbellsville Certified Local Government/Historic Preservation Commission or designee.

A Minor Review shall occur for construction and alterations which have a minor impact on the significant historical, architectural, or cultural materials of the structure and/or the district and the request is in compliance with or compatible with the Campbellsville Local Historic District Design Guidelines 2018. Applications for alterations may include the following:

1. Replacement of same or like materials for fences, gates, driveways, walkways, steps, siding, roofs, doors or windows, awnings;
2. Signage painted or attached to window surfaces;
3. Mechanical systems including heating and cooling equipment and irrigation systems; and
4. Any other request as determined to have minor impact or no potential detriment on the structure or historic district;

After submission of the Minor Review Application, Staff shall prepare a written report outlining the work to be accomplished and recommendation, whether approval, denial, or approval-with-conditions. A written recommendation shall be presented to the applicant within ten (10) days of the submittal of a Certificate of Appropriateness application and at the subsequent meeting of the Campbellsville Certified Local Government/Historic Preservation Commission. The Minor Review shall require no posting of a notice sign on the affected property or public hearing on the application.

Minor Review Approval/Denial

If the application is approved, the Certificate of Appropriateness shall be issued. If the application is denied, a Certificate of Appropriateness shall not be issued, however, the applicant may apply for a major review before the Campbellsville Certified Local Government/Historic Preservation Commission. If the application is approved-with-conditions, then the Certificate of Appropriateness shall be issued with the conditions noted and the applicant must meet all such conditions.