



# PRINCE GEORGE'S COUNTY HISTORIC PRESERVATION COMMISSION

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pgplanning.org/HPC.htm • 301-952-3680

## HPC Policy #1-02

### Historic Area Work Permit (HAWP) Approvals:

#### (1) Notice of Concept Approval

#### (2) Duration of Approvals

The Historic Preservation Commission (HPC) has the authority to issue or deny Historic Area Work Permit applications (HAWPs) affecting historic resources regulated under the Prince George's County Historic Preservation Ordinance (Subtitle 29 of the Prince George's County Code). Through the Historic Preservation Commission's adopted and approved Policies and Rules of Procedure, the Commission has the authority to delegate to its staff the review and approval of certain proposals that require the submittal of a Historic Area Work Permit application. The HPC staff works closely with applicants to ensure the expeditious review of HAWPs.

HAWP applications may be submitted by the applicant and reviewed by the HPC either as a partially developed *concept* or more fully as a *final* proposal. The HPC may approve an application in whole or in part. It is possible for a single proposal to receive both concept and final HAWP approval, although concept approval is not required before final approval is granted. In the course of its review of a Historic Area Work Permit, the HPC may require revisions to an application or the submittal of supplemental information prior to rendering its decision. In such cases, the Historic Preservation Commission may issue a *Notice of Concept Approval* to indicate partial, rather than final, approval of an application.

#### (1) Notice of Concept Approval

The Notice of Concept Approval codifies an interim action taken by the Historic Preservation Commission to advance the review of an application. The Notice describes those aspects of an application that are approved on the conceptual level as well as any required revisions and/or supplemental information that will be necessary to achieve final approval. **A Notice of Concept Approval is not a substitute for an approved Historic Area Work Permit and cannot be used to represent the Historic Preservation Commission's formal and final approval of an application before other permit granting authorities on the state, county or municipal levels.**

(2) Duration of Approvals

A Notice of Concept Approval and/or an approved Historic Area Work Permit (HAWP) are valid for two years from the date of issuance in either of the following circumstances:

- (1) Notice of Concept Approval: an HAWP must be approved by the HPC within two years of concept approval, or;
- (2) A county building/raze permit and/or a municipal permit must be issued within two years of the HPC's approval of a HAWP application.

Requests for a one-time, one-year-only, renewal of Notice of Concept Approval or an approved Historic Area Work Permit must be made in writing before the expiration of the first approval period.

May 21, 2002 (APPROVED)  
September 19, 2017 (REVISED)