

Process overview

	Activity:	Objective:	Expected result:	Estimated time cost:
1	MAPPING WISHES AND OPTIONS	The homeowner maps out their wishes and needs: space plan, building a washroom and toilet, building extensions, reducing heating costs, ensuring proper ventilation, etc. Mapping of financing options.	The owner's wishes and options have been carefully considered. Description of initial process, next steps, guidelines.	As required
2	PREPARATION OF DRAFT PLAN TO VISUALISE WISHES	Visually exploring the owner's wishes and clarifying their needs/options. Typically, simple drawings are drafted with an accompanying free-form explanatory text (as the drawings are not very detailed at this stage).	The owner has received the opinions of parties (M, NHB) on the draft plan and guidelines for proceeding with preparing the SRHC and the design.	1-2 months?
3	NATIONAL HERITAGE BOARD ASSIGNS SPECIAL REQUIREMENTS	Mapping heritage conservation restrictions and options based on the owner's wishes. The special requirements for heritage conservation serve as the design brief for the designer.	M gives the SRHC to the owner. Valuable details and parts of the building have been mapped.	Usually 1 month
4	DESIGN	Preparation of documentation necessary for building the planned solution in stages according to the scope of the work.	The required building design documentation is ready to be submitted for processing via the register of construction works.	6 months to 1 year on average
5	APPROVAL FOR BUILDING NOTICES/PERMITS	Submission of prepared documentation to the register of construction works for approval, whereby the necessary parties (M officials, the NHB, the RB, network operators and neighbours) are brought into the process. After necessary clarifications, a permit is issued to begin building work.	The owner receives approval for the building notice or permit, depending on the scope of the work.	1-2 months, depending on the quality of the documentation
6	FINDING CONTRACTORS, RENOVATION	Selection of contractor(s), owner supervision and involvement of heritage conservation supervision. Carrying out demolition and building work in accordance with the building design documentation and setting up utility systems. The owner is tasked with supervising the work and resolving any issues that arise.	The building is renovated in accordance with applicable requirements and documentation. Quality control of building work is ensured by appropriate supervision. Changes are documented.	1-3 years or longer depending on the scope and pace of the work
7	SUBMISSION OF DOCUMENTS FOR USE AND OCCUPANCY NOTICES/PERMITS	Compilation of documents relating to the constructed building for submission to the register of construction works and approval by the relevant parties (M, the RB). If necessary, preparation of building audits, grant reporting and preparation of heritage conservation supervision reports.	A use and occupancy notice or permit from the register of construction works. Approved heritage conservation supervision report. Approved grant reporting.	1-2 months, depending on the quality of the documents
8	ONGOING MAINTENANCE OF RESIDENTIAL BUILDING	Consistent maintenance of the building in accordance with the maintenance manual and other building-related instructions included in the building design documentation. This includes statutory maintenance such as chimney-sweeping and electrical system inspections.	A permanently tidy and safe home.	Until the next major refurbishment

Legend

Owner's task
National Heritage Board (NHB)
Municipality (M)
Designer
Contractor and supervision
Person(s) conducting the research
Additional information
Result



Right setting for exploring ways to improve energy efficiency



Paid subscription service that the owner must factor into their budget



Free service or consultation

Standard chart for procurement or contracting

Preparing a design brief	PROCUREMENT M- CHART
Finding the right contractor	
Taking tenders	
Comparing tenders and, if necessary, clarifying the scope of work	
Choosing a contractor based on tenders and signing a contract	
MONITORING of ordered work*	
Accepting or approving the work	

* Monitoring is given emphasis because owners often fail to do so. Monitoring must encompass the quality of the work, compliance with the owners' wishes, the building design documentation, various installation instructions and other relevant documents. The owner's perspective and additional oversight remain important, even when supervision is involved.

Abbreviations

M – municipality

NHB – National Heritage Board

RB – Rescue Board

SRHC – special requirements

for heritage conservation

BC – Building Code



Chart explanation

The owner of the building should carefully consider the following:

- The desired outcome
- The (minimum) steps needed to achieve the result.

As every building is different, and owners have widely varying desires and capabilities, it is impossible to set out a minimum renovation programme. The ideal programme involves completing all stages and involving various specialists in the process.

Renovation

The term **renovation** comes from the Latin word *renovo*: to put right, to make new, to renew, to restore; or *renovatio*: restoration, renewal, return to former condition. It includes the repair, restoration and refurbishment of construction works or parts thereof. Renovation aims to adapt residential buildings for modern needs.

It can also involve a major reconstruction of the utility systems of a construction work. New solutions may be adopted to improve efficiency following technological advancements and new insights.

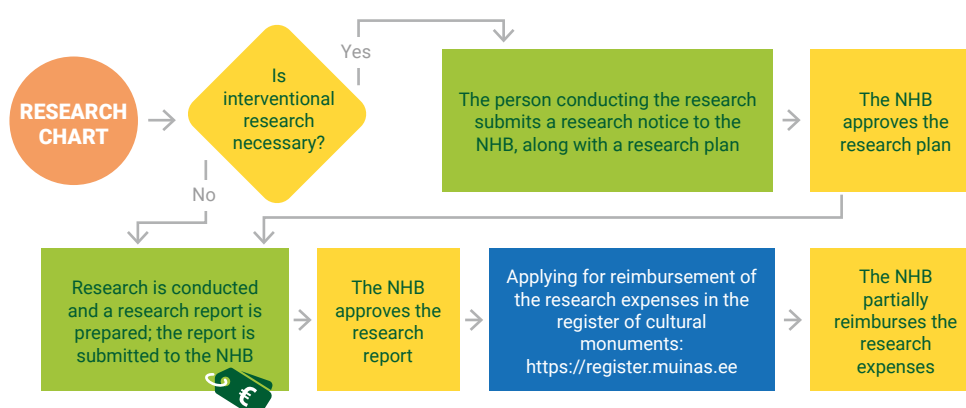
Consideration must be given to all essential requirements for construction works: mechanical strength and stability, fire safety, hygiene, health and environmental safety, operational safety, noise protection, energy savings and energy efficiency, sustainability, aesthetic and architectural-historical values. Ensuring the **safety** of the building (load-bearing capacity, fire safety, operational safety, environmental safety, etc.) and a **healthy indoor** climate (adequate ventilation, prevention of moisture damage, appropriate temperature and humidity, etc.) is of the utmost importance.

Renovation can include:

- conservation;
- restoration;
- major repairs;
- reconstruction;
- refurbishment;
- additions (extensions); and/or
- partial demolition.

Related parties

M official	Depending on the municipality's structure and the specific issue: rural municipality architect, building permit processor, planner, etc.
National Heritage Board advisor	Contact information for NHB county advisors and administrative partners
Owner supervision	Ensures that professional supervision is performed over any building work carried out on the construction work; owner supervision over a construction work subject to the building permit requirement may only be performed by a person who meets the qualification requirements. See specific requirements in the Rules for Performing Owner Supervision
Heritage conservation supervision	Ensures the proper conservation, restoration or construction of construction works. Tasks: 1. Evaluate and inspect the compliance of the performed works 2. Advise the owner of a monument or structure located in a heritage conservation area and the person performing the work in the course of the work of issues regarding the choice of a suitable method and material, preservation of details and structures, the course of the work and research or an expert assessment 3. Notify the Board of problems or violations having occurred in the course of the work. See specific requirements in the Procedure of Documentation and Compensation for Expenses Related to Heritage Conservation Supervision, and Documentation of Work Performed on Immovable and Movable Monuments
Owner	Must ensure the conformity of building work and of the use of the construction work to the requirements arising from legislation (§ 19 of the BC): 1. Conformity of the construction work to spatial plans or to design specifications 2. The existence of permits required for building work and for the use and occupancy of the construction work and the making of the required notifications and notices 3. That any work that is performed directly at the owner's instruction is performed by a person possessing sufficient skills and knowledge that correspond to the specific character of the work 4. The maintenance and safety of use of the construction work 5. Owner supervision in situations provided for by law



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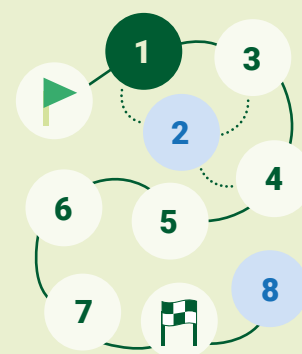
Mapping wishes and options

Objective:

The homeowner maps out their needs and wishes: space plan, building a washroom and toilet, building extensions, reducing heating costs, ensuring proper ventilation, etc. Mapping of financing options. Clarify any wishes in consultation with specialists and officials, taking into account the condition of the building and potential restrictions.

Related parties:

- Apartment association or private house owner as the person preparing the design brief
- It is recommended to bring in a competent consultant to oversee the entire renovation process
- M architect or building specialist, National Heritage Board county advisor
- Various specialists: financial adviser, energy auditor, civil engineer-consultant



Necessary action:

Mapping the needs of the owner (house):

- Reducing heating costs
- Changes to the space plan
- Construction of washroom and toilet
- Need for an extension
- Ensuring ventilation, etc.



Mapping the options of the owner (house), including financing options

Mapping all existing information and, if necessary, ordering reference data: assessing the condition, surveying and establishing a geodetic reference frame for the building

Consulting with M officials:

- Building conditions resulting from the comprehensive spatial plan or detailed spatial plan
- Whether design specifications are needed
- M advises the designer on energy-efficient solutions
- Advice on M grants
- Identifying the need for coordination with owners of neighbouring registered immovables
- Need for documentation under the Building Code

Consultation with the NHB county advisor:

- Advice on identifying the scope of work and finding solutions
- Can the planned work be carried out based on building design documentation or an action plan, and is it necessary to apply for SRHC?
- Is it necessary to obtain a permit from the NHB or submit a notice to carry out the work?
- Advice on NHB support measures

Exploring financing options and reviewing the terms and conditions:

- Ongoing and upcoming grant rounds
- Assessment of borrowing capacity

The owner's wishes and options have been carefully considered. Description of the initial process, next steps, guidelines

Risks:

A request for an extension of more than 33% requires more time to prepare the necessary documents

Insufficient repair fund, or no desire to increase contributions to the repair fund

Apartment association members cannot agree on the objectives

Difficulty communicating with officials, or inability to find an official who can provide advice

Obstacles to renovation caused by neighbours, excavation work or obstructive high vegetation on a neighbouring plot, etc.

There is insufficient borrowing capacity for a complete renovation, so a multi-stage approach should be considered

Eligibility criteria are such that it is not possible to apply for grant funding, or there are no suitable open grant rounds, or it is unclear when the next suitable round will open

References and resources:

[The Building Guide tool](#) helps with building

[Contact information for NHB county advisors and administrative partners](#)

[Apartment Ownership and Apartment Associations Act](#)

Land Board's plans [map](#) and [search](#)

Studies and [problem reports](#) produced as part of the BuildEST project

Grants:

- NHB [restoration grant](#) for monuments
- State support for renovation through EIS (full, partial)
- LIP ([local initiative programme](#))
- City grants for restoration, for façades and courtyards, etc.
- Programme for upgrading water supply and sewerage systems in [low-density areas](#)
- One-off grants, e.g. for [upgrading heaters](#)

Abbreviations

NHB – National Heritage Board
M – municipality
EIS – Estonian Business and Innovation Agency
SRHC – special requirements for heritage conservation

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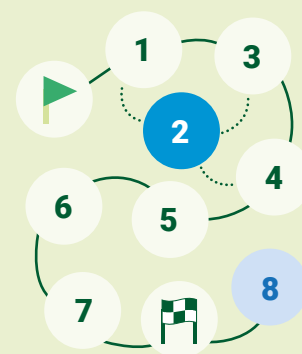
Preparation of draft plan to visualise wishes (recommended)

Objective:

Visually exploring the owner's wishes and clarifying their needs/options. Typically, simple drawings are drafted with an accompanying free-form explanatory text (as the drawings are not very detailed at this stage).

Related parties:

- Owner/client and, on request, architect as the person preparing the draft plan
- M and the NHB as approvers (generally no approval is needed)



Necessary action:

The draft plan is drawn up by the owner or commissioned from an architect. The draft plan will later serve as the basis for further design work

Things to consider:

- Boundary construction
- Utility systems
- Capacity/spatial plan changes
- Energy efficiency options (as a consultant)



Discussing the suitability of the draft plan with M officials and supplementing the draft plan

Requesting an initial assessment from the NHB regarding the desired changes

The owner has received the opinions of parties (M, NHB) on the draft plan and guidelines for proceeding. The scope, options and needs regarding the structural changes have been discussed, and the owner can proceed as agreed

Risks:

Apartment association members cannot agree on the objectives

The draft solution shows that the required energy-efficiency measures are difficult or expensive to implement. Standard energy-efficiency solutions may conflict with potential options for preserving valuable architectural details

M imposes additional requirements that make building significantly more expensive than planned

The owner's wishes are unacceptable to the NHB, and the design brief must be revised

References and resources:

[Apartment Ownership and Apartment Associations](#)

Abbreviations

NHB – National Heritage Board
M – municipality

Draft plan examples:



Owner's drawing using crayons



Architect's 3D rendering of building

Objective:

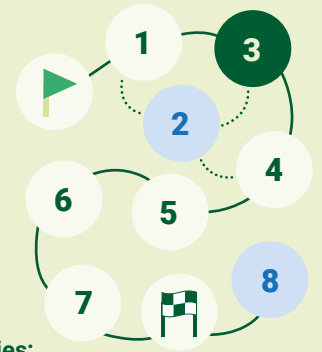
The special requirements for heritage conservation determine the heritage values of the building under design, as well as the structural elements and details worth preserving. Special requirements are used to assess the proposed changes and weigh up their suitability for the protected site. They also set out any research that needs to be carried out before building starts. The special requirements are drawn up in consultation with the owner of the monument or building located in a heritage conservation area to ensure they reflect the owner's wishes regarding the use and development of the building.

The special requirements for heritage conservation determine:

- the requirements for conservation, restoration, building, and/or other works;
- requirements for the building design documentation, including the stage of building design documentation;
- necessary research before the preparation of the building design documentation or during the performance of works, and the objective and extent thereof;
- the need for heritage conservation supervision;
- the obligation to document works if heritage conservation supervision is not required; and
- requirements for the qualifications of the person who performs the works and of the person who exercises heritage conservation supervision.

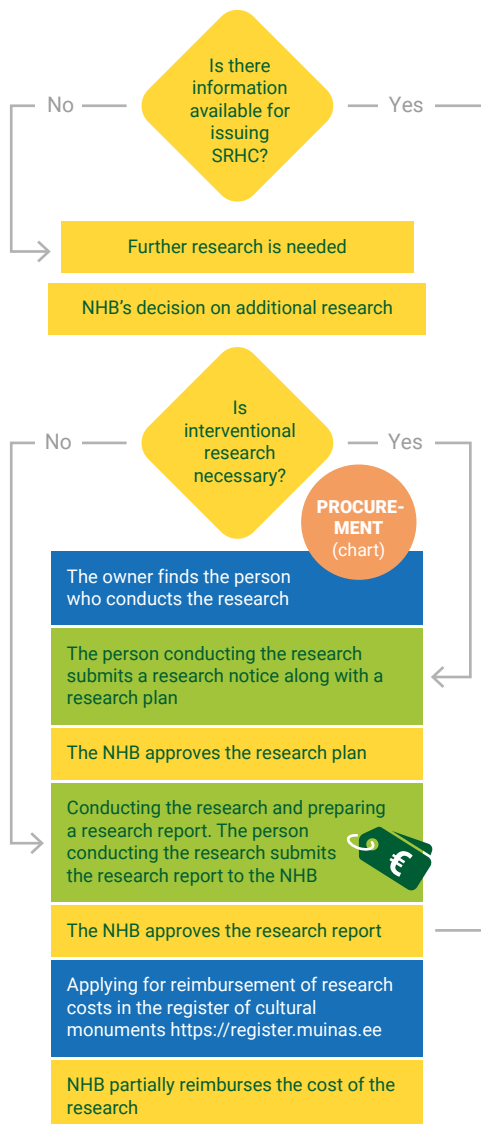
Related parties:

- The NHB draws up the special requirements
- The owner sets the task and confirms or clarifies the proposed solution
- Where appropriate, the people conducting the research



Necessary action:

The owner applies for SRHC in the register of cultural monuments: <https://register.muinas.ee>



Risks:

Cannot find someone to conduct the research or there is a long waiting list and the research takes a long time to complete

The SRHC is too detailed or too general and will restrict the design process

Due to SRHC restrictions, the design brief must be redone

Due to valuable details, some energy-efficiency measures cannot be implemented

The options for improving energy efficiency have not been (sufficiently) considered or taken into account when preparing the conditions, which limits the energy-efficiency measures that can be implemented

Conducting the research means additional costs not previously taken into account

Existing information is sufficient

The NHB prepares draft SRHC, which will also propose ways to improve energy efficiency

The NHB sends the draft SRHC to the owner for feedback

The NHB works with the owner (or designer, if necessary) to supplement the draft SRHC and issue the SRHC to the owner

M gives the SRHC to the owner. Valuable details and parts of the building have been mapped. Agreements on the scope of activities and changes, as well as additional conditions (which work requires heritage conservation supervision and a certified contractor, etc.)

References and resources:

[Types of Research, Procedure for Conducting Research and Reimbursement of Related Expenses, and Form Requirements and Procedure for Submission of Research Notices](#)

Types of research:

1. Archival and bibliographic research
2. Site investigations
3. Study of finishing layers
4. Surveying
5. Building structures survey
6. Survey of a park or cemetery and dendrological inventory of a forest stand
7. Archaeological research
8. Underwater archaeological survey
9. Materials research and scientific analysis
10. Expert assessment.

3, 5, and 7 are the most common

Interventional research – physically altering the material of a monument or structure located in a heritage conservation area or that may cause the alteration of the monument or structure. For example, a survey of a building's structural elements which involves exposing the structures to determine the extent of damage.

Archaeological research is intrusive by nature:

- Findings and preliminary research
- Archaeological monitoring and excavation

Abbreviations

NHB – National Heritage Board
SRHC – special requirements for heritage conservation

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Design by architects and engineers

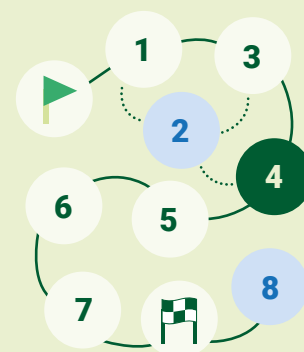
Objective:

Preparation of documentation necessary for building the planned solution in stages according to the scope of the work. If the SRHC requires a detailed design for approval, the preliminary design stage may be skipped in favour of preparing documentation for the detailed design stage. Complete renovation usually means having an architectural solution drawn up by an architect, as well as designs for specific parts.

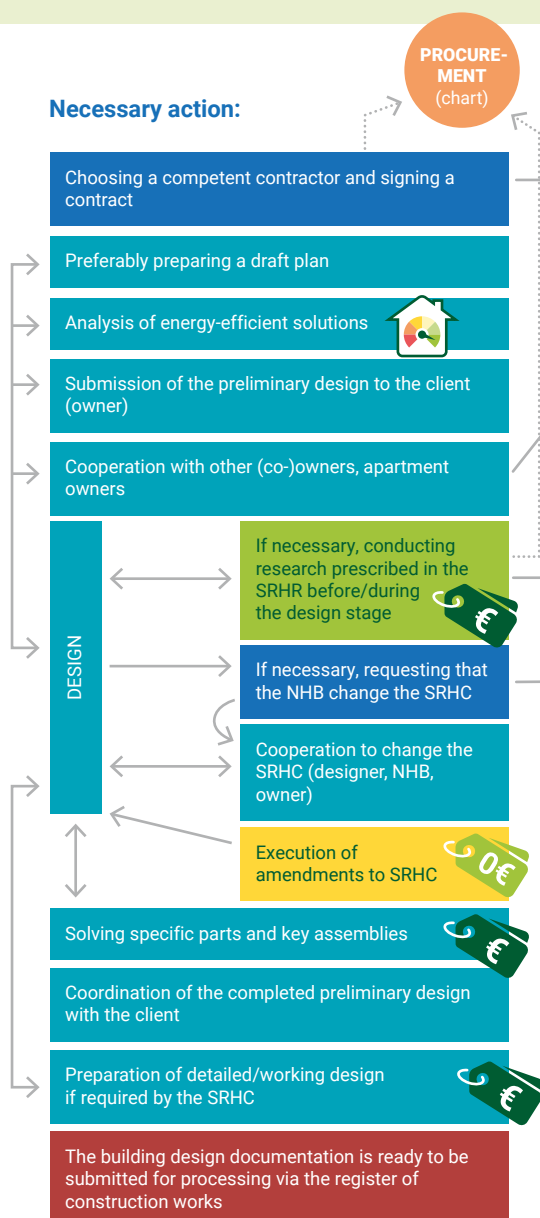
Design elements: site plan; architecture, including interior design and landscape architecture; structures; utility systems (heating and ventilation, cooling and heat supply, gas supply, water supply and sewerage); electrical installations (heavy current, weak current, and automation systems); fire safety; energy efficiency; etc.

Related parties:

- Persons preparing the architectural designs and designs of specific parts
- The owner guides the design according to their wishes



Necessary action:



Risks:

- Designers with the right qualifications are either hard to find or have long waiting lists
- Technical equipment requires additional space, so an extension needs to be planned
- Apartment association members cannot agree on the objectives
- Cannot find someone to conduct the research or there is a long waiting list and the research takes a long time to complete
- Conducting the research means additional costs not taken into account in the procedure for submitting the notice
- Standard energy-efficiency solutions do not comply with heritage conservation requirements or conflict with the SRHC – the SRHC must be changed
- The initial budget estimate made during the design exceeds financial capacity – the design needs to be simplified or split into stages
- RB and NHB requirements are contradictory, and RB requirements entail additional time for consultation and design

References and resources:

[Requirements and Procedure for Preparation of Building Design Documentation for Conservation, Restoration, Construction or Transfer of Immovable Monuments or Structures Located in Heritage Conservation Area](#)

RT: [Requirements for Building Design Documentation](#)

[Types of Research, Procedure for Conducting Research and Reimbursement of Related Expenses, and Form Requirements and Procedure for Submission of Research Notices](#)

Ministry of Economic Affairs and Communications [Construction and housing instructions](#)

[Requirements for Dwellings](#)

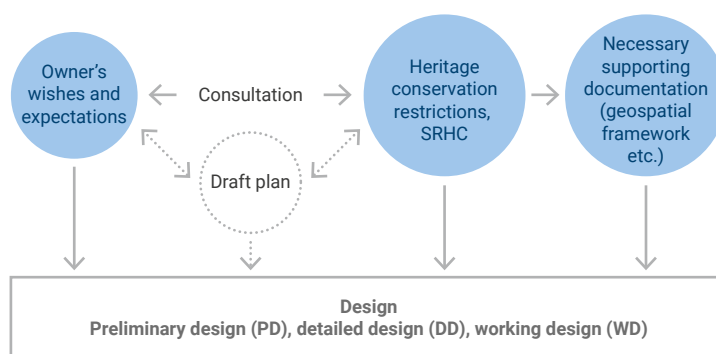
Rescue Board [Fire safety requirements](#)

Abbreviations

NHB – National Heritage Board

SRHC – special requirements for heritage conservation

RB – Rescue Board



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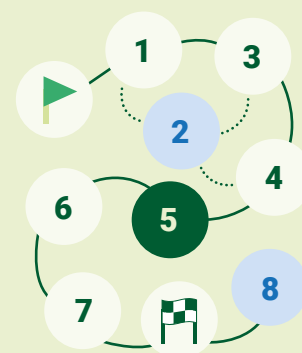
Approval for building notices/permits

Objective:

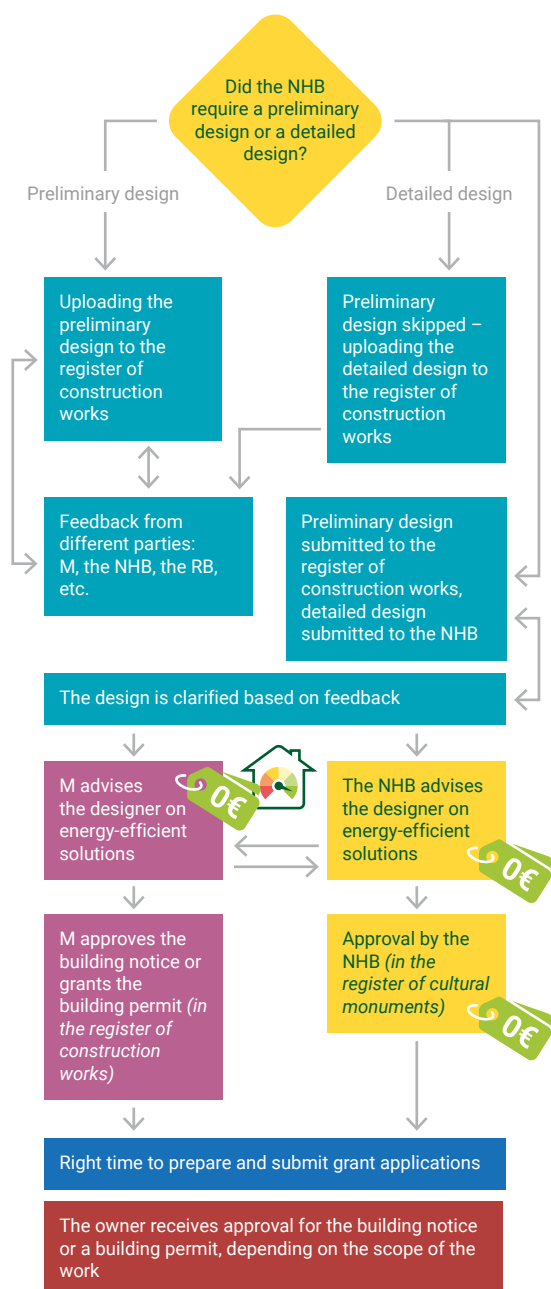
Submission of prepared documentation to the register of construction works for approval, whereby the necessary parties (M officials, the NHB, the RB, network operators and neighbours) are brought into the process. After necessary clarifications, a permit is issued to begin building work.

Related parties:

- Persons preparing the architectural designs and designs of specific parts
- The owner is involved in discussions on resolving any issues.
- Building permits and notices are processed by M, the NHB, the RB and other authorities as appropriate



Necessary action:



Risks:

Designers with the right qualifications are either hard to find or have long waiting lists

RB and NHB requirements are contradictory, and RB requirements entail additional time for consultation and design

Because of the long design process:

- documentation requirements have changed and the design needs to be updated; and/or
- co-owners/apartment owners have fallen out and no longer agree on the necessity of the work, so the work has come to a standstill

References and resources:

Requirements and Procedure for Preparation of Building Design Documentation for Conservation, Restoration, Construction or Transfer of Immovable Monuments or Structures Located in Heritage Conservation Area

RT: Form Requirements for Notices, Building Permits and Use and Occupancy Permits and Their Applications, and Procedure for Submission of Notices and Applications

Rescue Board: Coordination of construction projects

Register of construction works manuals

Abbreviations

NHB – National Heritage Board
M – municipality
RB – Rescue Board
SRHC – special requirements for heritage conservation

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Finding contractors and carrying out renovations

Objective:

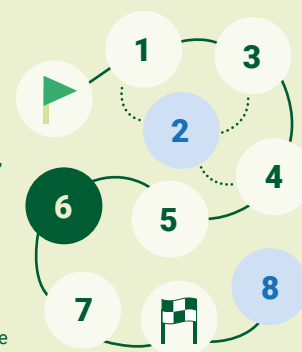
Selection of contractor(s), owner supervision and involvement of heritage conservation supervision. Carrying out demolition and building work in accordance with the building design documentation and setting up utility systems. The owner is tasked with supervising the work and resolving any issues that arise.

Related parties:

- Contractor (if necessary, main contractor and subcontractors) responsible for carrying out the work, see competence requirement in § 24 of the BC
- Owner supervision ensures professional supervision over any building work carried out on the construction work, see requirements in § 20 of the BC
- If necessary (if required by the NHB),

heritage conservation supervisor to ensure the quality of the works, see § 55 of the Heritage Conservation Act

- The owner monitors the progress of the work and ensures payment in accordance with the contract, see obligation in § 19 of the BC
- The Labour Inspectorate may inspect occupational safety on the site and the tax board may verify workers' contracts



Necessary parallel activities:



Risks:

Contractors with the right qualifications are either hard to find or have long waiting lists

Construction prices can rise for different reasons

Problems with the supply of building materials, need to replace materials

Construction and design errors may necessitate rework

Heritage conservation supervision does not visit the site often enough and/or does not address ongoing restoration questions

Unexpected findings may delay the building process by necessitating further research or additional design work

References and resources:

RT: [Procedure for Carrying Out Owner Supervision](#)

RT: [Procedure of Documentation and Compensation for Expenses Related to Heritage Conservation Supervision, and Documentation of Work Performed on Immovable and Movable Monuments](#)

RT: [Types of Research, Procedure for Conducting Research and Reimbursement of Related Expenses, and Form Requirements and Procedure for Submission of Research Notices](#)

RT: [Requirements for Documentation, Preservation, and Handover of Documentation of Building Work, and Requirements for Maintenance Instructions, Their Preservation, and Handover](#)

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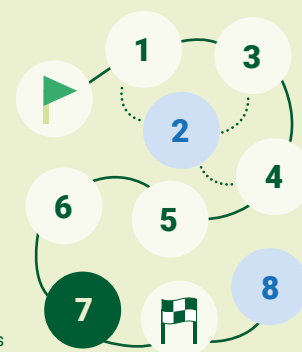
Submission of documents for use and occupancy notices/permits

Objective:

Compilation of documents relating to the constructed building for submission to the register of construction works and approval by the relevant parties (M and the RB). If necessary, preparation of building audits, grant reporting and preparation of heritage conservation supervision reports.

Related parties:

- The contractor ensures adequate documentation of the work (journals of building operations, reports of covered work, technical equipment documentation, and other documents produced during construction work)
- If necessary, the owner collects the necessary documentation
- The NHB, M, the RB and other agencies as appropriate, review and approve the as-built documentation
- If heritage conservation supervision has been assigned, the supervisor submits a report on the restoration work to the NHB
- If research prescribed by the NHB was conducted, then the research reports are submitted to and reimbursement is requested from the NHB



Necessary action:

PROCUREMENT (chart)

Risks:

References and resources:

Procedure of Documentation and Compensation for Expenses Related to Heritage Conservation Supervision, and Documentation of Work Performed on Immovable and Movable Monuments.

Application submission in the register of construction works (use and occupancy notice or permit)

If necessary, clarifying the documentation in response to feedback

If necessary, preparation of as-built drawings

If necessary, cooperation for preparing an amendment design (the NHB, M and the RB)

If necessary, ordering a building audit and/or fire chamber audit

M grants a use and occupancy notice/permit

Submission and supplementation of the heritage conservation supervision report

The NHB approves the heritage conservation report

If a grant was used, a report is prepared on the use thereof

Applying for partial reimbursement of the heritage conservation supervision expenses in the register of cultural monuments: <https://register.muinas.ee>

The NHB partially reimburses the heritage conservation supervision expenses

The building meets the requirements, and the necessary changes have been agreed with the parties. Building documentation is in order (also required for insurance, change of ownership, etc.). Financial obligations have been met between all parties

Some work deviates from the original building design documentation, which means additional time is spent on creating as-built drawings

The original designer may refuse to record the changes, in which case another architect must be found to do so. There may be a copyright conflict

The RB finds shortcomings that need to be remedied

Inadequate documentation during construction work can lead to delays and additional expenses in obtaining a use and occupancy notice/permit. A building audit may be needed

Abbreviations

NHB – National Heritage Board

M – municipality

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8

Ongoing maintenance of residential building

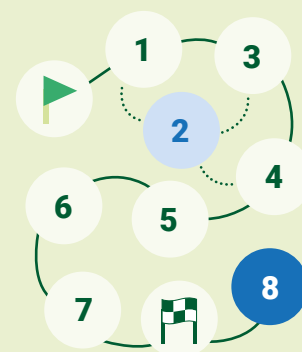
Objective:

Consistent maintenance of the building in accordance with the maintenance manual and other building-related instructions included in the building design documentation. This includes statutory maintenance such as chimney-sweeping and electrical system inspections.

Maintenance means a consistent activity for the upkeep of a monument or structure in a heritage conservation area. **Repair** means an activity for improving the condition of a monument or structure located in a heritage conservation area by which the appearance, structures, volumes or details of the monument or structure located in a heritage conservation area are not altered and in the case of which original materials are used.

Related parties:

- The owner is responsible for the maintenance of the residential building
- If necessary, construction companies are involved to carry out repairs
- Qualified technicians for utility systems, including automation, perform regular maintenance, e.g. chimney-sweep, heat pump maintenance engineer or ventilation system cleaner



Necessary action:

Maintenance and repairs form part of the owner's day-to-day activities and do not require NHB authorisation

Before commencing work, it is recommended to consult the NHB county advisor

Repairs must be made using building and finishing materials characteristic of the building and its period of construction, and, where possible, traditional methods and technologies

Appearance changes and the replacement, covering or removal of historical elements from their original locations are not permitted

Where maintenance or repairs are not involved, an action plan or design must be drawn up, and a permit to perform the work must be requested from or a notice must be submitted to the NHB

Risks:

Repair workers are not familiar with the appropriate techniques or do not use finishing materials suitable for the substrate

Careless repairs can quickly fall into disrepair and lead to a greater need for renovation

Delaying urgent repairs (such as a broken rainwater drainpipe) can cause accelerated damage and a sharp increase in repair costs

References and resources:

The NHB:
[Maintenance and repairs](#)

[The Building Guide tool](#)
helps with building

Routine maintenance:

- Cleaning (cleaning surfaces, disposing of rubbish, etc.)
- Landscaping maintenance (mowing, tree trimming, raking)
- Care of finished surfaces (washing, painting, oiling)
- Cleaning of rainwater drainage systems and diverting rainwater away from the building: installing gutters (e.g. concrete rainwater catch basins and gutters) beneath drainpipe mouths
- Replacement of sealants on windows and doors
- Cleaning of heating systems and chimneys, automation control
- Replacement of ventilation filters

Routine repairs (no NHB authorisation required):

- Replacement of individual broken roof tiles and worn-out sections of the roof covering with the same material
- Patching the roof with a temporary covering in an emergency, or installing temporary roofing without removing the existing roofing
- Replacement of roof ridge boards or roofing sheet metal
- Repairs to non load-bearing roof structures
- Repairs to chimneys and chimney stacks using the same type of stone; installation or replacement of flashing based on the existing original detail or an existing NHB-approved working drawing
- Replacement of individual foundation and plinth stones with stones of the same type and grouting with a plaster mix of the same type
- Supporting load-bearing structures and installing temporary scaffolding to deal with an emergency

- Making plaster repairs using the same type of plaster as the existing one; "same type" means that repairs to an old house coated with lime plaster. Removing old plaster, both indoors and outdoors, is prohibited without prior approval. If the plaster appears to be dangerously loose, consult the county heritage conservation advisor regarding further action.
- Touch-up painting of wooden details with the same type of paint as the existing finish, without changing the colour tone or removing previous layers of paint
- Caulking windows with linseed oil putty and replacing broken window panes
- Re-papering previously wall-papered interior walls without removing the existing finish layers
- Painting interior walls with the same type of paint as the existing one without removing previous coats of paint
- Touch-up painting of floors without removing previous coats of paint; varnishing and oiling
- Replacement of worn-out rainwater drainage parts and creation and installation of missing parts based on the existing original details. Consult the county heritage conservation advisor before repairing handcrafted, decorated rainwater inlets
- Replacement of the exterior sill and/or sheet metal drip sill based on the existing original detail
- Replacement of the plinth cover board based on the existing original detail
- Repairs to stoves and cookers. Consult an over-builder or chimney-sweep before repairing stoves and cookers. If the fire chambers or chimney bases need to be completely dismantled and re-assembled, always consult the county heritage conservation advisor beforehand
- Renovation of internal utility systems, provided that this does not involve structural alterations and that no equipment is installed that would alter the appearance of the monument or structure located in a heritage conservation area

5. 8. 14. 17.

Consult your NHB county advisor!