



# CITY OF NEW ORLEANS

## Vieux Carré Commission

### Guidelines Introduction

#### Maintenance Review

Complete regular maintenance or in-kind replacement

**1 2 3** Staff

#### MAINTENANCE GUIDE

##### THE VCC RECOMMENDS:

- Reviewing each building, structure and site feature regularly to identify maintenance and repair needs: in early spring, prior to hurricane season and late fall (Refer to *Top 5 Maintenance Tasks* below)
- Prolonging the lifespan of original materials on a historic property through regular maintenance
- Avoiding replacement of original materials with modern or substitute materials

#### TOP 5 MAINTENANCE TASKS

Regular reviews can alert a property owner to potential problems before repairs become costly:

1. Review roof for signs of deterioration
2. Clean gutters and downspouts and confirm proper drainage away from the building
3. Review condition of exterior woodwork, windows and doors for detached or loose elements, the need for repainting and sign of termite damage or rot
4. Review condition of masonry piers, walls and chimneys, including stucco and mortar
5. Remove and/or investigate behind vegetation growing on or adjacent to a building or structure

#### REPAIR & REPLACEMENT GUIDE

##### THE VCC RECOMMENDS IN PREFERENTIAL ORDER:

1. Making non-intrusive repairs, focused at the deteriorated area, and stabilizing and protecting the building's important materials and features
2. When repair is not possible, replacing in-kind to the greatest extent possible, by reproducing the original feature exactly, using similar techniques to match the original material in size, scale, finish, detailing and texture
3. When replacement in-kind is not possible, using compatible materials and techniques that convey an appearance that matches or is similar to the original feature in design, color, texture, finish and visual quality

##### THE VCC DOES NOT RECOMMEND:

- Introducing a modern material that can accelerate and/or hide deterioration
- Removing or encapsulating a decorative building feature

#### SUBMISSION CLARIFICATION

For questions related to submission requirements, the One Stop Shop can be reached at (504) 658-7100. The VCC can be contacted at (504) 658-1420 to schedule an appointment for a preliminary application review.

**All applicants must obtain a Vieux Carré Commission (VCC) permit as well as all other necessary City permits prior to proceeding with any work.** Reviewing and becoming familiar with these *Guidelines* during the early stages of a project can assist in moving a project quickly through the permit approval process, saving an applicant both time and money. Staff review of all details is required to ensure proposed work is appropriate to a specific property.

*Guidelines* addressing additional historic property topics are available at the VCC office and on its website at [www.nola.gov/vcc](http://www.nola.gov/vcc). For more information, to clarify whether a proposed project requires VCC review, or to obtain a property rating of significance or a permit application, contact the VCC at (504) 658-1420.

The first step in using these *Guidelines* is to understand a property's color rating. The rating corresponds to the historical and/or architectural significance and then determines what type of change will be permitted and the review process required for each property under the jurisdiction of the VCC.

**Review boxes provided throughout the *Guidelines* indicate the lowest level of review required for the specified work. Staff can forward any application to the Architectural Committee (AC) and/or the Commission for further consideration.**



## ROOFING & RELATED ELEMENTS CHECKLIST

MATERIAL / LIFE SPAN	CONDITION OBSERVED	RECOMMENDED ACTION
<b>Roofing – General</b>	<ul style="list-style-type: none"> <li>• Roof ridge, surface or rafter is sagging or bowing</li> </ul>	<ul style="list-style-type: none"> <li>☐ May indicate a significant structural problem – Consultation with an architect or structural engineer is recommended, particularly if condition worsens</li> </ul>
<b>Slate, Terra Cotta Tile, Concrete Tile or Ridge Tiles</b> 50+ years	<ul style="list-style-type: none"> <li>• Slate or tile is laid on spaced wood boards or thin wood batten strips – verify from attic</li> <li>• Slate or tile is broken or missing</li> <li>• Units delaminating or flaking apart</li> <li>• Slate or tile particles are in valley, gutter and/or downspout</li> </ul>	<ul style="list-style-type: none"> <li>☐ If not, provide proper ventilation in attic</li> <li>☐ Re-attach, re-secure or replace loose or missing slates or tiles in-kind</li> <li>☐ Replace deteriorated individual slates or tiles in-kind</li> <li>☐ Consider roof replacement when over 20% of slates or tiles are split, cracked, missing and/or deteriorated</li> </ul>
<b>Asbestos Shingles</b> 30+ years	<ul style="list-style-type: none"> <li>• Nails are popping up or deteriorated</li> <li>• Moss, mold or algae is growing on roof surface</li> <li>• Individual shingles are cracked or uniformly thin from erosion</li> </ul>	<ul style="list-style-type: none"> <li>☐ Re-fasten or replace affected nails</li> <li>☐ Clean and treat surface to inhibit future growth</li> <li>☐ Trim back overhanging tree limbs to allow direct sunlight onto roof surface</li> <li>☐ Consider roof replacement with appropriate non-asbestos roofing if deterioration is prevalent or substantial</li> </ul>
<b>Faux Slate – Rubber or Plastic/Polymer Shingles</b> Varies based on manufacturer	<ul style="list-style-type: none"> <li>• Individual shingles are cracked</li> <li>• Individual shingles are curled, warped and/or bent</li> <li>• Shingles are faded and/or discolored</li> </ul>	<ul style="list-style-type: none"> <li>☐ Replace deteriorated shingles with visually similar shingles</li> <li>☐ Consider roof replacement if deterioration is prevalent or substantial</li> <li>☐ Consider roof replacement if deterioration is prevalent or substantial</li> </ul>
<b>Flat Roof</b> Varies based on product	<ul style="list-style-type: none"> <li>• Asphalt or roof felting is bubbling, separating or cracking</li> <li>• Roof feels loose or spongy underfoot</li> <li>• Water is pooling on roof</li> <li>• Mineral granules or gravel is worn away</li> <li>• Roofing felt looks dry or cracked</li> </ul>	<ul style="list-style-type: none"> <li>☐ Consider patching affected areas with compatible materials if condition is isolated</li> <li>☐ Consider roof replacement if deterioration is substantial or leaking is observed – Verify condition of roof substrate including rafters and plywood sheathing</li> </ul>
<b>Metal Roof</b> 60+ years	<ul style="list-style-type: none"> <li>• Metal has substantial number of rust or corrosion spots</li> <li>• Metal has signs of aging and/or previous tar patches</li> <li>• Metal is punctured</li> <li>• Joints and/or seams are broken</li> <li>• Bulge in surface of flat metal roof</li> <li>• Pooling or standing water on surface</li> </ul>	<ul style="list-style-type: none"> <li>☐ Tin, terne-coated steel and terne-coated stainless all need regular repair and painting every 5-10 years but can last for decades if properly maintained</li> <li>☐ Consider patching with compatible materials if deterioration is isolated</li> <li>☐ Consider roof replacement if deterioration is prevalent or substantial</li> <li>☐ Consider patching or re-soldering with compatible materials if deterioration is isolated</li> <li>☐ Consider roof replacement if deterioration is substantial or prevalent – Verify condition of roof substrate</li> <li>☐ Consider roof replacement if deterioration is prevalent or substantial – Verify condition of roof substrate</li> </ul>

MATERIAL / LIFE SPAN	CONDITION OBSERVED	RECOMMENDED ACTION
Gutter & Downspout	<ul style="list-style-type: none"> <li>Gutter or downspout is clogged</li> </ul>	<ul style="list-style-type: none"> <li>Review roof drainage during a rainstorm – Water should collect in gutter and flow through downspout without spilling over roof edge</li> <li>Clean out debris at least twice each year, in the spring and fall, or more frequently based on tree proximity and debris accumulation</li> <li>Install screen over length of gutter and/or strainer over downspout</li> </ul>
	<ul style="list-style-type: none"> <li>Gutter or downspout is rusty, loose, askew or tilting</li> <li>Hanging gutter has open or missing seam</li> <li>Section is missing</li> </ul>	<ul style="list-style-type: none"> <li>Consider repairing or patching with compatible materials if deterioration is isolated</li> <li>Consider gutter or downspout replacement if deterioration is substantial or sections are missing</li> </ul>
	<ul style="list-style-type: none"> <li>Seam in metal lining of built-in box gutter is broken</li> </ul>	<ul style="list-style-type: none"> <li>Re-solder open joint</li> <li>Consider replacement if deterioration is substantial or prevalent</li> </ul>
	<ul style="list-style-type: none"> <li>Cast iron downspout boot is rusted</li> </ul>	<ul style="list-style-type: none"> <li>Remove rust to bare metal – Apply rust-inhibitive primer and paint</li> </ul>
	<ul style="list-style-type: none"> <li>Water is pooling adjacent to foundation</li> </ul>	<ul style="list-style-type: none"> <li>Re-grade area at foundation to direct water away from building</li> <li>Verify water exiting downspout is directed away from building foundation - Install splash block or downspout extension at base of downspout to direct water to drain (see example below)</li> </ul>

## EXTERIOR WOODWORK CHECKLIST

MATERIAL	CONDITION OBSERVED	RECOMMENDED ACTION
Exterior Wall – General	<ul style="list-style-type: none"> <li>Exterior wall is not plumb or vertically straight</li> <li>Bulge is visible at exterior wall</li> <li>Door or window frame is out-of-square</li> <li>Siding has wavy surface</li> </ul>	<ul style="list-style-type: none"> <li>May indicate differential or uneven foundation settlement or a significant structural problem – Consultation with an architect or structural engineer is recommended, particularly if condition worsens</li> </ul>
Wood Siding, Shingles & Decorative Woodwork (Refer to <i>Guidelines for Exterior Woodwork</i> for more information)	<ul style="list-style-type: none"> <li>Loose, cracked, missing or open joint is visible at wood siding, shingles or decorative woodwork</li> </ul>	<ul style="list-style-type: none"> <li>Could lead to water infiltration and rot – Repair or replace in-kind as appropriate</li> <li>Apply caulk to open joint – Verify compatibility with adjacent materials</li> </ul>
	<ul style="list-style-type: none"> <li>Shingles are thin or worn</li> </ul>	<ul style="list-style-type: none"> <li>Attempt patching with compatible material if area of deterioration is isolated</li> <li>Consider replacement in-kind if deterioration is prevalent or substantial</li> </ul>
	<ul style="list-style-type: none"> <li>Open joint is visible around window or door frame</li> <li>Open joint is between dissimilar materials (such as wood siding and gallery roof)</li> </ul>	<ul style="list-style-type: none"> <li>Re-caulk, apply sealant, repair or replace deteriorated flashing as appropriate – Verify compatibility of caulk or sealant with adjacent materials – Select paintable caulk or sealant if possible</li> </ul>
	<ul style="list-style-type: none"> <li>Mold, algae or mildew is visible on siding or trim, especially on north side or a shady area</li> <li>Vines are growing on wall</li> </ul>	<ul style="list-style-type: none"> <li>Indication of potential moisture problem – Verify if a vapor barrier is present in wall and remove if possible</li> <li>Clean and treat surface to inhibit future growth – <b>Do not use high pressure water because this could result in a more significant problem</b></li> <li>Remove vines and scrub surface with a stiff brush to remove roots on wall surface after wood has dried</li> <li>Trim back shrubs and/or overhanging tree limbs to allow air circulation and sunlight to hit surface</li> </ul>
	<ul style="list-style-type: none"> <li>Original siding or trim is covered with vinyl or aluminum siding</li> </ul>	<ul style="list-style-type: none"> <li>Vinyl or aluminum siding and capping can trap moisture and hide rot and damage – Vinyl or aluminum siding and capping should be removed and woodwork inspected for damage and repaired</li> </ul>

MATERIAL	CONDITION OBSERVED	RECOMMENDED ACTION
<p><b>Water &amp; Termite Damage</b> (Refer to <i>Guidelines for Exterior Woodwork</i> for more information)</p>	<ul style="list-style-type: none"> <li>• A dirt vein is visible on an exterior wall, particularly near a foundation, a step, under a gallery, porch, etc.</li> <li>• Wood is soft when stuck with a small blade or ice pick, particularly at a window sill, gallery, porch, step, sill or siding (Refer to <i>Detecting Wood Rot, Guidelines for Exterior Woodwork</i>, page 05-7)</li> <li>• Wood is located on a masonry foundation or pier or within 6-inches of ground (Refer to <i>Termites, Guidelines for Exterior Woodwork</i>, page 05-8)</li> <li>• Vegetation, such as shrubs, is located immediately adjacent to foundation</li> <li>• Vines are climbing on building or structure</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Possible indication of termite infestation and/or damage – Contact extermination company to determine if there is active infestation and the extent of damage</li> <li><input type="checkbox"/> Possible indication of wood rot or insect infestation – Eliminate source of moisture to control rot and replace defective element in-kind; contact an extermination company for potential infestation</li> <li><input type="checkbox"/> Wood on a masonry foundation or pier or close to the ground can be a target for rot and termite infestation – Review appropriate alternatives to increasing height of wood above grade and conduct regular inspections</li> <li><input type="checkbox"/> Retain a pest management company to provide regular inspections</li> <li><input type="checkbox"/> Vegetation can trap moisture in woodwork by blocking sunlight and/or air circulation – Remove or thin vegetation close to a building or conduct regular inspections for rot behind vegetation</li> <li><input type="checkbox"/> Climbing vines can trap moisture and grow behind siding – Remove vines to allow air and light</li> </ul>
<p><b>Windows &amp; Doors</b> (Refer to <i>Guidelines for Windows &amp; Doors</i> for more information)</p>	<ul style="list-style-type: none"> <li>• Window and/or door does not fit or operate properly</li> <li>• Wood is rotting, particularly at a sill or lower rail</li> <li>• Window is not operational</li> <li>• Glazing (glass) is cracked</li> <li>• Glazing putty is missing, cracked or deteriorated</li> <li>• Screen window or door is missing, deteriorated or non-operational</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Verify whether frame is racked or out-of-square – Possible indication of differential or uneven foundation settlement or deteriorated wall framing</li> <li><input type="checkbox"/> Verify whether window is painted shut and hardware (including sash cord or chain) is operational</li> <li><input type="checkbox"/> Repair or selectively replace in-kind deteriorated component</li> <li><input type="checkbox"/> Following repairs, verify deteriorated area is well painted and all joints are caulked</li> <li><input type="checkbox"/> Verify whether window has been painted shut</li> <li><input type="checkbox"/> Verify whether sash cord is attached to sash weight</li> <li><input type="checkbox"/> Replace to match existing</li> <li><input type="checkbox"/> Replace glazing putty – Verify compatibility with adjacent materials</li> <li><input type="checkbox"/> Repair or replace deteriorated unit as appropriate</li> <li><input type="checkbox"/> Consider installing interior screen window and/or door</li> </ul>
<p><b>Painting</b> (Care must be taken in removing paint – Refer to <i>Guidelines for Exterior Painting</i> for more information)</p>	<ul style="list-style-type: none"> <li>• Finish is chalky or dull</li> <li>• Paint surface is worn</li> <li>• Paint is peeling, curling, crazing or blistering</li> <li>• Caulk or sealant is not adhering</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Surface cleaning might be all that is needed</li> <li><input type="checkbox"/> If repainting, additional preparation might be required</li> <li><input type="checkbox"/> Wood generally needs repainting every 5 to 8 years</li> <li><input type="checkbox"/> Possible indication of non-compatible paint for surface – Review type of finish on existing material and confirm type of preparation required for new paint, which may include surface hand sanding and/or application of primer</li> <li><input type="checkbox"/> Possible indication of a moisture problem – Review drainage, potential leak and whether there is a vapor barrier within the wall – Remove vapor barrier if possible</li> <li><input type="checkbox"/> Paint failure near a roof, downspout, porch or gallery ceiling is often the result of a drainage problem</li> <li><input type="checkbox"/> Verify compatibility of caulk or sealant with the surface material – Select paintable caulk or sealant if possible</li> </ul>

## EXTERIOR MASONRY & STUCCO CHECKLIST

MATERIAL	CONDITION OBSERVED	RECOMMENDED ACTION
<b>Exterior Wall &amp; Piers – General</b>	<ul style="list-style-type: none"> <li>• Masonry wall is cracking</li> </ul>	<ul style="list-style-type: none"> <li>☐ May indicate differential or uneven foundation settlement or a significant structural problem – Consultation with an architect or structural engineer is recommended, particularly if condition worsens</li> <li>☐ A vertical and/or diagonal crack or a crack that splits individual bricks or stones tends to represent a more significant problem, such as uneven settlement</li> <li>☐ A horizontal crack or hairline crack limited to mortar joints or individual stones or bricks tends to be less severe</li> <li>☐ Monitor and photograph condition after repair to see if the crack returns</li> </ul>
	<ul style="list-style-type: none"> <li>• Wall plane is bowing or bulging</li> <li>• Wall is leaning</li> </ul>	<ul style="list-style-type: none"> <li>☐ May indicate differential or uneven foundation settlement or a significant structural problem – Consultation with an architect or structural engineer is recommended, particularly if condition worsens</li> </ul>
	<ul style="list-style-type: none"> <li>• Water is pooling adjacent to foundation</li> <li>• Vegetation, such as shrubs, is located immediately adjacent to foundation</li> <li>• Vines are growing on a wall</li> <li>• Wall is damp</li> <li>• Moss or algae is on masonry surface</li> </ul>	<ul style="list-style-type: none"> <li>☐ Verify water exiting from downspout is directed away from building foundation – Install a splash block or a downspout extension to direct water away from wall</li> <li>☐ Vegetation can trap moisture in masonry by blocking sunlight and/or air circulation – Remove or thin vegetation close to a building and/or conduct regular inspections for algae and mold behind vegetation – Remove vines</li> <li>☐ Re-grade area adjacent to foundation to direct ground water away from building</li> <li>☐ Remove vines and scrub surface with a stiff brush to remove roots on wall surface after wall has dried</li> <li>☐ Clean moss or algae from wall surface with low pressure water, also possibly using a gentle detergent and brushing</li> </ul>
	<ul style="list-style-type: none"> <li>• Efflorescence, i.e. water-soluble salts, leached out of masonry and is deposited on a surface by evaporation, usually as a</li> </ul>	<ul style="list-style-type: none"> <li>☐ Clean efflorescence from wall surface with low pressure water, also possibly using a gentle detergent and a natural bristle brush</li> </ul>
<b>Stucco</b>	<ul style="list-style-type: none"> <li>• Crack in surface</li> </ul>	<ul style="list-style-type: none"> <li>☐ Consider patching with compatible stucco if area of deterioration is isolated</li> <li>☐ Consider replacement if deterioration is substantial</li> <li>☐ A substantial crack might indicate differential or uneven foundation settlement or a severe structural problem – Consultation with an architect or structural engineer is recommended, particularly if condition worsens</li> </ul>
	<ul style="list-style-type: none"> <li>• Bulge in wall</li> </ul>	<ul style="list-style-type: none"> <li>☐ Verify keying of stucco to lath or underlying substrate – If wall area moves when pushed, stucco is not bonded and should be replaced with a compatible material to avoid potential surface collapse</li> </ul>
<b>Painted Masonry</b>	<ul style="list-style-type: none"> <li>• Chalky or dull finish</li> </ul>	<ul style="list-style-type: none"> <li>☐ Additional preparation might be required prior to repainting – Preparation dependant on surface</li> </ul>
	<ul style="list-style-type: none"> <li>• Peeling, flaking, curling and/or blistering</li> </ul>	<ul style="list-style-type: none"> <li>☐ Possible indication of moisture infiltration – Review drainage, potential leaks and presence of a vapor barrier in the wall – Remove vapor barrier if possible</li> <li>☐ Paint failure near the roof edge, downspout, gallery, porch ceiling or foundation is often the result of a drainage problem</li> </ul>
	<ul style="list-style-type: none"> <li>• Paint surface worn</li> </ul>	<ul style="list-style-type: none"> <li>☐ Similar to woodwork, painted masonry tends to need repainting every 5 to 8 years with compatible paint</li> </ul>

MATERIAL	CONDITION OBSERVED	RECOMMENDED ACTION
Mortar	<ul style="list-style-type: none"> <li>• Soft and crumbling</li> <li>• Open joint or broken joint bonds</li> </ul>	<ul style="list-style-type: none"> <li>□ Consider patching with compatible VCC approved mortar if area of deterioration is isolated – Mortar should match original in composition, appearance, profile and hardness</li> <li>□ Consider replacement if deterioration is substantial</li> </ul>
Stones & Bricks	<ul style="list-style-type: none"> <li>• Spalling, chipping, flaking, cracking or crumbling surface</li> <li>• Loose or missing stones or bricks</li> </ul>	<ul style="list-style-type: none"> <li>□ Consider patching with compatible materials if area of deterioration is isolated</li> <li>□ Consider replacement if deterioration is substantial</li> </ul>
	<ul style="list-style-type: none"> <li>• Pitted surface from sandblasting or pressure washing</li> <li>• Pitted surface from stucco removal</li> </ul>	<ul style="list-style-type: none"> <li>□ Masonry with a damaged surface is more likely to absorb moisture, leading to accelerated deterioration – Consult a professional</li> <li>□ Monitor and photograph condition to see if surface continues to deteriorate</li> <li>□ Review adjacent materials and interior finishes for signs of moisture infiltration and/or rot</li> </ul>

## PROPERTY CHECKLIST

MATERIAL	CONDITION OBSERVED	RECOMMENDED ACTION
Water Management	<ul style="list-style-type: none"> <li>• Groundwater is directed towards building foundation</li> </ul>	<ul style="list-style-type: none"> <li>□ Re-grade area at foundation to direct ground water away from building</li> </ul>
	<ul style="list-style-type: none"> <li>• Water is pooling adjacent to foundation</li> </ul>	<ul style="list-style-type: none"> <li>□ Verify water from exiting downspout is directed away from building foundation – Install splash block or downspout extension to direct water away from wall</li> </ul>
	<ul style="list-style-type: none"> <li>• Vegetation, such as shrubs, is located immediately adjacent to foundation or vines are climbing on building</li> </ul>	<ul style="list-style-type: none"> <li>□ Vegetation can trap moisture in a wall by blocking sunlight and reducing air circulation – Remove or thin vegetation close to a building or conduct regular inspections for rot, algae, fungus and mold behind vegetation – Remove climbing vines</li> </ul>
	<ul style="list-style-type: none"> <li>• Tree limb extends over roof</li> </ul>	<ul style="list-style-type: none"> <li>□ Trim limb 5-feet away from building – Shade from the sun can lead to the formation of moss, fungus, mold or algae – Leaves and debris collect in and clog gutters and downspouts – Tree limb can cause severe damage if it falls during a storm</li> </ul>
Metal Gallery, Metal or Wood Fences	<ul style="list-style-type: none"> <li>• Metal gallery is deteriorating</li> <li>• Metal fence is deteriorating</li> </ul>	<ul style="list-style-type: none"> <li>□ Check for rust spots or bare metal – Remove rust, prime and repaint every 5 to 8 years</li> <li>□ Verify metal supports and anchors are securely fastened</li> </ul>
	<ul style="list-style-type: none"> <li>• Wood fence is deteriorating</li> </ul>	<ul style="list-style-type: none"> <li>□ Check for deterioration, follow recommendations in the <i>Exterior Woodwork Checklist</i>, page 03-8</li> <li>□ Anticipate repainting or staining every 5 to 8 years</li> </ul>
Sidewalk, Walkway, Patio, Courtyard & Pavers	<ul style="list-style-type: none"> <li>• Brick, flagstone or concrete paver is cracked or missing</li> </ul>	<ul style="list-style-type: none"> <li>□ Verify the condition of the sub-base and replace deteriorated or missing unit in-kind</li> </ul>
	<ul style="list-style-type: none"> <li>• Water is pooling on paved surface</li> <li>• Paved surface is subsiding</li> </ul>	<ul style="list-style-type: none"> <li>□ Verify the condition of the sub-base and reset individual units to allow appropriate drainage</li> </ul>
	<ul style="list-style-type: none"> <li>• Vegetation is growing between individual units</li> </ul>	<ul style="list-style-type: none"> <li>□ Some vegetation has a substantial root structure that can dislodge individual paving units – Remove vegetation if appropriate</li> </ul>
Concrete Paving & Driveways	<ul style="list-style-type: none"> <li>• Concrete is cracked</li> </ul>	<ul style="list-style-type: none"> <li>□ Seal crack to minimize potential water infiltration</li> <li>□ Consider sealing or repaving entire surface if crack is substantial</li> </ul>
	<ul style="list-style-type: none"> <li>• Water is pooling on paved surface</li> <li>• Paved surface is subsiding</li> </ul>	<ul style="list-style-type: none"> <li>□ Verify the condition of the sub-base and patch to allow appropriate drainage</li> </ul>
Pests	<ul style="list-style-type: none"> <li>• Rodent droppings are found</li> <li>• A hole from a burrowing animal is found</li> </ul>	<ul style="list-style-type: none"> <li>□ Possible indication of pest infestation – Contact pest management company to determine if there is active infestation or nesting birds – Review appropriate alternatives and conduct regular inspections</li> </ul>