

Instructions for Certificate of Appropriateness application

A Certificate of Appropriateness is required for most exterior alterations and repairs for structures, fencing and hardscaping if located within the boundary of The Oaks Historic District, as well as properties with a Local Historic Designation located within The City of Beaumont.

IMPORTANT NOTE: Please note that some applications may require review by the Historic Landmark Commission. The Commission reviews applications once a month, if your application requires review by the commission its approval may be delayed.

Actions requiring application are the instillation or replacement of:

- Fences
- Paint (even repainting a property the existing color)
- Signs
- Pavement (driveways, walkways, bricked paths)
- Exterior Features (windows, bricks, siding, doors, roofing, lights, etc.)
- Demolition (including accessory structures)
- Construction of new structures (including accessory structures and additions)

When listing reason for request please be as specific as possible, including all details such as material details, paint colors, etc.

Attachments: Please attach photos or sketches of proposed changes such as paint colors with the name of the colors. Sketches or photos of existing windows and proposed windows, existing roof types with proposed roof types.

Lastly please be sure that your application has a valid email, address, and phone number for office staff to contact you should your application require more information.