



# Certificate of Appropriateness Application

Required for all exterior modifications of properties in historic district or individual landmarks.

## City of Fredericksburg

126 W Main St. FBG, TX 78264

e-mail completed applications with required supporting documentation to [permits@fbgtx.org](mailto:permits@fbgtx.org)

Subject Property Address \_\_\_\_\_

Date Submitted \_\_\_\_\_

Owner name: \_\_\_\_\_

Phone # \_\_\_\_\_

Owner Address: \_\_\_\_\_

Authorized Applicant: \_\_\_\_\_ Phone # \_\_\_\_\_

Applicant certifies that he/she is the Owner or duly authorized agent for the owner of the property.

Applicant E-mail: \_\_\_\_\_

Desired Start Date: \_\_\_\_\_

Desired Completion Date: \_\_\_\_\_

Please describe the scope of work. Include: materials to be used, how the project will impact the historic structure, and cleaning methods. How will proposed work be in keeping with the character of the property? Are there circumstances or financial hardships which may affect compliance with the ordinance? Submit sufficient description and support documentation so that the project can be understood without talking to you. (attach another sheet if necessary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attach supporting documentation in jpeg or pdf:  paint color  color photographs  site plan  elevations & floorplans  material specifications. Applications are incomplete without sufficient documentation.

\_\_\_\_\_ Staff to complete \_\_\_\_\_

Application # \_\_\_\_\_

Year Built: \_\_\_\_\_

Eligible for Administrative Approval \_\_\_ Yes \_\_\_ No

Zoning: \_\_\_\_\_

Historic Review Board Meeting Date \_\_\_\_\_

Application Fee \$10 COA#

Survey Rating:

HRB Fee \$40 paid

Staff Comments regarding Administrative Approval:

\_\_\_\_\_  
\_\_\_\_\_

Historic Preservation Officer Signature \_\_\_\_\_

**Certificates of Appropriateness MUST BE DISPLAYED on site along with building permits and do not take the place of building permits.**