



BOROUGH OF BEACH HAVEN

300 Engleside Avenue
Beach Haven, N.J. 08008

Phone 609-492-0111
FAX 609-492-6262

Certificate of Appropriateness Application

Instructions

WHO NEEDS A COA?

Beach Haven Historic District (BHHD) **property owners** are required to obtain a COA from the Borough of Beach Haven **for any work planned on any property and on any EXTERIOR** of any structure that is in the BHHD and that is visible from any street. A COA must be obtained before a building or zoning permit application will be accepted. It must also be obtained before any non permit changes (see What Requires a COA) are made.

WHY?

Beach Haven recognizes that it has areas, places and structures of historic and architectural significance and that it is in the interest of the general welfare to preserve these areas. After public hearings in 2004, the Commissioners of the Borough of Beach Haven passed Ordinance 2004-24 and 2004-15, which define the Beach Haven Historic Zone and the standards and procedures for its preservation.

WHERE?

The District runs roughly from 5th Street at the North end, Chatsworth on the South End, Atlantic on the East and one lot off of Bay Avenue to the West.

WHAT?

WHAT REQUIRES A COA

- Demolition of any structure in the BHHD
- Relocation of any structure in the BHHD
- Development within the BHHD
- New Construction within the BHHD
- **Major Exterior Renovation** of any structure in the BHHD – i.e.
 - Change to the exterior of a building requiring a building permit
 - Change to the façade which results in a significant change – i.e.
 - ❑ Siding
 - ❑ Trim
 - ❑ Shutters
 - ❑ Awnings
 - ❑ Air Conditioning Units
 - ❑ Doorways
 - ❑ Windows
 - ❑ Exterior Openings of Any Kind
 - ❑ Decks
 - ❑ Porches
 - ❑ Dormers
 - ❑ Roofline Changes
 - ❑ Balconies
 - ❑ Roofing – (Replacement in Kind requires Certification Only)
 - ❑ Heating Units
 - ❑ And the like



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Instructions (continued)

WHAT DOESN'T NEED A COA

- Changes to Interior
- Changes not visible from any public way
- Repainting
- Paint Color Selection
- Preparation of a structure for painting
- Temporary Ramps
- In Kind Roof Replacement – i.e. asphalt for asphalt, wood shingle for wood shingle
- Repair or Maintenance not meeting the definition of major exterior renovation

WHAT IS A STRUCTURE

- Anything constructed or erected with a fixed location on the ground or attached to something having a fixed location on the ground
- Fences
- Walls
- Independent radio and Television Antennae
- Pergolas
- Swimming Pools

WHAT DOES THE COMMISSION CONSIDER IN REVIEWING YOUR APPLICATION?

Please refer to Borough of Beach Haven Code Chapter 108 for more specific details

- Visual Compatibility – in regard to an application
 - ❑ to **move** a landmark or structure into an historic district
 - ❑ to construct a **new structure** in an historic district
 - ❑ to **add to or alter** an existing structure in the historic district
 - ❑ to **move, add to or alter a landmark** (outside of district)

Visual compatibility means that change or modification of any sort shall present a harmonious visual relationship. That architectural design will be maintained between the existing structure or construction and with lots and structures within 200 feet of that lot.



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Instructions (continued)

- Visual Compatibility Factors
 - Height of proposed structure being compatible with adjacent buildings
 - Relationship of width and height of front elevation to adjacent buildings
 - Relationship of width and height of windows
 - Relationship of solids to voids in the front façade
 - Relationship of open space between buildings
 - Relationship of entrances and porch projections to the street
 - Materials, texture and color of the façade and roof of a building
 - Roof shapes being compatible – ex. pitch, eaves
 - Appurtenances of a building such as
 - Walls
 - Open-type fencing
 - Enclosures along a street
 - Size and Mass of building in relation to open spaces, windows, door openings, porches and balconies
 - Directional character, whether vertical, horizontal or non-directional character
 - New Buildings - Same relative placement on the lot as the older structures
 - New Buildings – Same setback distance from the street as older structures
- If an historic landmark or structure in the historic district is involved:
 - The impact of the proposed change on its historic and architectural character
 - Its importance to the Borough
 - The extent to which its historic or architectural interest would be adversely affected to the detriment of public interest
 - The extent to which there would be involvement of textures and materials that could not be reproduced, or could only be reproduced with great difficulty

WHEN?

Application is to be ***submitted*** to the Zoning/Administrative Department at Borough Hall.

- ***Applications must be complete.*** The Zoning/Administrative Department must sign off on the completeness of the application. Once that sign off is complete, the hearing should be scheduled in the next 45 days.
- Applications received by the 15th of the month may be placed on the agenda for that month's meeting. Applications received after the 15th, or are complex, or if the agenda of the next meeting is already full, there might be a delay until the following month's meeting. Meetings are scheduled for the last Tuesday of each month.