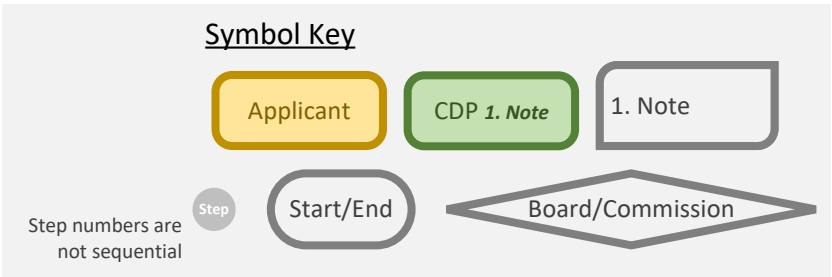
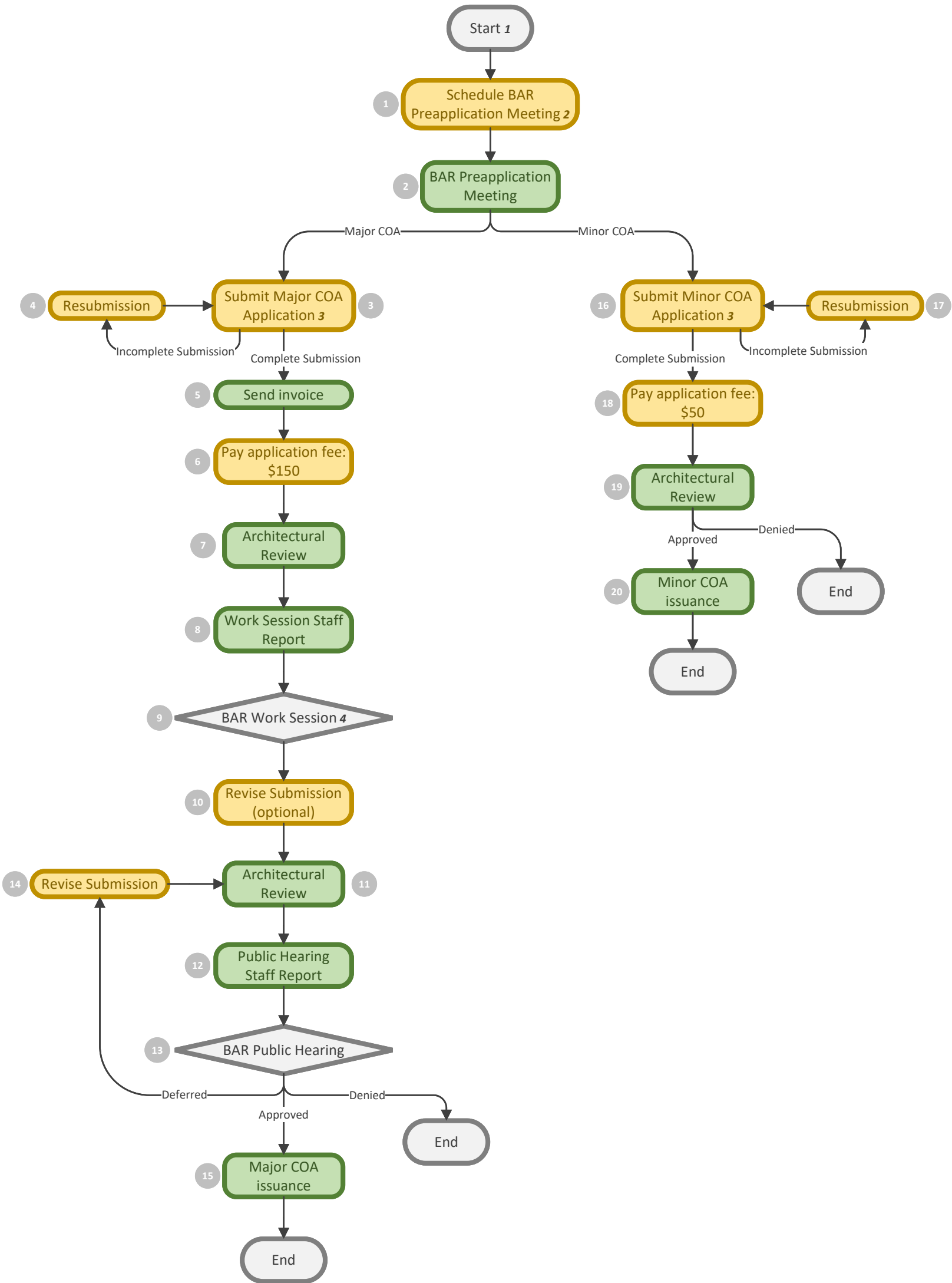




Board of Architectural Review (BAR) / Certificate of Appropriateness (COA) Flowchart  
Updated 8/8/2025



**NOTE:** This flowchart is for illustrative purposes only. Not every submission will follow this exact review flow.



1. Architectural review is required for improvements visible from the public realm (roads, parks, plazas, etc.)

2. Start by requesting for a preapplication meeting through the Permit Portal. See guide: [How to Apply – BAR Minor](#).

3. There are two types of Certificates of Appropriateness (COAs), Minor and Major. **Major** COAs are for more significant changes to the exterior of a building/property, including painting, and require a public hearing. After your preapplication meeting, staff will determine whether the application is major or minor. If major, staff will send you the application form to fill out and submit via email. If minor, you will be prompted to log back into the permit portal to complete the submission and the review will proceed.

4. For large developments, at least one work session with the BAR is recommended. For projects with a more limited scope, work sessions may not be needed.