



**Façade Improvements Application**  
**\$25 Fee**  
**From Board of Architectural Review**

Owner Information:		Applicant Information:	
Name:		Name:	
Address:		Address:	
City:		City:	
State:	Zip:	State:	Zip:
Phone: ( ____ )		Phone: ( ____ )	
Fax: ( ____ )		Fax: ( ____ )	
CONTACT PERSON:		CONTACT PERSON:	
EMAIL : _____		EMAIL : _____	

Property ID Number: _____	Address of Subject Property: _____
Gross Acreage of Property: _____	Number of Parcels: _____
Existing Land Uses: _____	Existing Zoning: _____

**Project Information**

*Check any alterations that apply:*

New	Construction	Chimney	Driveway
Additions		Porch	Parking
Exterior	Walls	Deck	Landscaping
Exterior	Trim	Balcony	Exterior Lighting
Exterior	Color	Garage	Mechanical Equipment
Windows		Accessory	Structure Signage
Doors		Fence/Walls	Relocation of Structure
Roof		Walkway	Demolition of Structure

Please attach to this application any scaled site plans, drawings, sketches, renderings, elevations, or photographs in order to illustrate your proposal as required.

**THE APPLICANT MUST SUBMIT THE FOLLOWING WITH THE APPLICATION:**

- **A professional sketch or rendering of the proposed alterations/buildings –NO HANDDRAWN DRAWINGS WILL BE ACCEPTED**
- **A color sample of all colors to be used**
- **Staff will consider applications incomplete without a completed application, color samples, paid fee and rendering on proposed signs.**
- **Once a completed application with fee is turned into staff, the Board of Architectural will have seven (7) days to approve or disapprove the application. The board does have the right to hold a meeting if they feel the improvements does not meet requirements. Staff will let the applicant know the verdict within seven (7) days.**

I hereby certify that the information detailed in this request is correct.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**For Office Use Only**

Completed Application Received \_\_\_\_\_

BAR Approved \_\_\_\_ BAR Disapproved \_\_\_\_\_

Application Number \_\_\_\_\_

Date of BAR Meeting \_\_\_\_\_

Approval Signature : \_\_\_\_\_