

REQUIREMENTS FOR SUBMISSION OF APRB APPLICATION

Use Application Forms - Be sure to list this information on the back of the application if you have attachments.

SIGNS

- _____ A detailed drawing or blueprint of the sign drawn to scale, including dimensions, letter style, and pictorial matter **(Seven sets required)**.
- _____ Linear measurement of the front of the building that faces the public street or waterway.
- _____ Placement of sign.
- _____ Colors, materials and any lighting to be used.
- _____ Photographs of existing building where sign is to be placed.

FENCE

- _____ Tape location map indicating where fence will be placed.
- _____ Style (picket, board on board, etc.)
- _____ Drawing (to scale) or picture of proposed style. **(Seven sets required)**
- _____ Height, material, color of fence.
- _____ Photographs of area where fence will be located.

REPLACEMENT OF WINDOWS/DOORS

- _____ Size and style of existing **and** proposed window/door - width and height.
- _____ Drawings (to scale) of elevations affected **(Seven sets required)**.
- _____ Photographs of affected elevations.
- _____ Materials, colors.

ADDITION TO A STRUCTURE

- _____ Instrument survey map.
- _____ Drawings, to scale, of addition **including** the existing building **(Seven sets required)**.
- _____ Photographs of affected elevations.
- _____ Sizes and styles of windows and doors **must** be shown on the drawings; indicate which are new, existing, or replacement.
- _____ Materials to be used **must** be listed on drawings; also colors to be used

NEW CONSTRUCTION

- _____ Instrument survey map.
- _____ Drawings, to scale, of all elevations; sizes and styles of windows and doors must be indicated on drawings. **(Seven sets required).**
- _____ Exterior specifications: list materials, siding, roofing, etc., on drawings.
- _____ Colors to be used.
- _____ Lighting and signage for commercial buildings (See sign requirements)

AWNINGS

- _____ Drawing (to scale) of the awning, including size, width, and height from grade. (Seven sets).
- _____ Placement on the building.
- _____ Photographs of the existing building, showing awning location.
- _____ Colors, material, and style of lettering, if any.

SIDING

- _____ Type of siding, smooth or textured. Also include sample of the siding proposed.
- _____ Reveal of existing **and** proposed siding
- _____ How will the house be prepared for siding? How will trim be treated?
- _____ Photographs of the building.