Montgomery Architectural Review Board Application for Proposed Work

City Ordinance requires the Architectural Review Board to review any proposed restoration, alteration or construction in historic districts prior to beginning work on a project.

Date of Application:	Date received:	
Address of Property:		
Name of Owner:		
Owner's address:		
City, State, Zip:		
Name of applicant:		
Applicant's address:		
City, State, Zip:		
Applicant's phone number:		
Design Guidelines for assistance with appro	oppriate treatment for structures in Montgom the projects, such as new construction or substruction or substructions will not be placed or complete applications will not be placed or complete.	-
Does the proposed work involve demolition ?	? Yes No If Yes, attach a con	npleted Demolition Application
Does the proposed work involve signage ?	Yes No If Yes, attach a con	npleted Sign Application
Will the proposed work require the removal trees and landscaping that will be removed an strongly recommended.		
All submissions should include photograph construction, additions, fences, drives, exte		
A sign will be placed in the front yard of the pending application. Attendance at the meeti request.		
If the proposed work is not visible from the p any additional photos necessary for the meeti		n for City Staff to enter the property to take
As the owner/applicant of the property in a hirequest for review by the Architectural Revie		information may result in a delay of my
Signature of Applicant		Date
Date of Hearing	at 5:30 p.m. in City Coun	cil Auditorium, City Hall, 103 N Perry Street

FOR NEW CONSTRUCTION (INCLUDING OUTBUILDINGS), ADDITIONS, OR FOR EXTENSIVE RENOVATION OR REPAIR TO EXISTING STRUCTURES 1. Scaled drawings which shall include: a. A site plan illustration location, with dimensions, required setbacks, landscaping, trees, and other site facilities; b. _____ A floor plan, with dimensions, as it impacts the exterior of the building; c. A drawing with dimensions, of all affected exterior elevations; d. _____ Notes describing materials to be used on the exterior (i.e. walls, roof, trim, cornice, windows, doors, etc.). In some cases, sample materials may be required e. _____ Detailed drawings or photographs of decorative architectural details (i.e. columns, balustrades, modillions, etc.) f. _____ Paint samples and plan keyed to location of each color 2. Photographs of the subject property to be worked on and surrounding buildings are required Subject Property photographs _____Surrounding Buildings photographs FOR MINOR RENOVATION OR REPAIR TO EXISTING BUILDINGS For work which includes changes to the exterior of existing buildings, the following is required: a. ____ Elevations b. ____ Floor plans Photographs of each face of the building to be renovated with details of the areas of work **EXTERIOR PAINTING** Period color schemes are encouraged, and the City has a pre-approved color palette. However, other colors may be acceptable. _____ main body color a. Submit color samples for: ____ Trim or decorative features Accent areas b. ____ Photos of the building FENCES, DRIVES, AND GATES a. _____ A drawing or photograph of the type of fence, wall or gate with the height and scale noted b. A site plan, with dimensions, showing the placement of any proposed change to the property as it relates to property boundaries, all other building or site facilities, and trees. c. _____ A description of the materials to be used. d. _____ Paint samples, if the fence, wall, or gate is to be painted. e. _____ Photographs of street view and proposed location of fences, drives, and gates. For demolition of existing structures, historic or non-historic, submit a Demolition Application. For signage requests, submit a Sign Application For tree removals, submit a Tree Removal Application Note: Incomplete applications will not be placed on the ARB Agenda. Staff use: Required Attached Required Attached Site plan ☐ Yes ☐No Sign application ☐ Yes ☐No Yes No ☐ Yes ☐No Color Samples Demolition application Yes No Photographs Tree removal application Yes No Roof samples ☐ Yes ☐No Will any variance be required from the Board of Adjustment? Yes No If yes, type of variance(s): ___