TOWN OF GEORGETOWN DESIGN REVIEW COMMISSION APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

Li New Ap	plication \square Amen	ament L Prelimin	ary Review
PROPERTY OWNER:			
Ī	Name	Mailing address	Phone
APPLICANT (if different):			
EMAIL ADDRESS: PROPERTY ADDRESS:	Name	Mailing address	Phone
Design Character Area: Historic Character Areas:	Contributing	Non-Contributin	g
General description of wo	rk proposed:		
Applicants are EN	els listed on the reverse si ICOURAGED to attend the	de MUST be submitted wit DRC meeting to support to lelay or denial of the applic	h this form. heir applications.
I hereby acknowledge tha with all Town ordinances a	• •	tion, state that it is correct building construction.	, and agree to comply
Date	Owner an	Owner and/or Applicant (owner's representative)	
		FICE USE	
		\$	
Town Administrator– Preliminary Approval		Applicati	on Fee
 Date	_	 Date Pai	d/check Number

DESIGN REVIEW APPLICATION REQUIRED SUBMITTALS

The Building Inspector is required to review applications prior to submittal to the Design Review Commission, and notices of meetings must be posted 10 days in advance.

Applications must be submitted <u>AT LEAST</u> fourteen (14) days prior to the DRC meetings

Meetings are held on the 2nd and 4th Thursdays

Applicants will be notified when their application will come before the Commission

MAJOR PROJECTS

(any project which adds enclosed building square footage)

Major project applications must include:	
A completed application form with fe	ee
Scaled (3/16"=1') drawings no larger	r than 11" x 17" including:
Dimensioned floor plans.	
Elevations of all facades enume including elevation of finish grace. Door and window schedule with	•
Site plan with setbacks shown. Site a topographical (topo) plan with a m	plans for construction of primary structures must include ninimum of 2 foot contours for existing and proposed aived by the Building Inspector for sites on which
	om the drawings) and samples of all synthetic materials tion of primary structures.
MINOR PROJECTS	PRELIMINARY REVIEWS
Minor project applications must include: Completed application and fee Scaled drawings or photographs with enumerated dimensions List of exterior materials and samples of synthetic materials Site plan showing setbacks for fences, walls, patios and decks.	FOR MAJOR PROJECTS Preliminary reviews must include: Completed application and fee Scaled (3/16"=1') elevations of all facades with enumerated dimensions List of exterior materials Site plan with setbacks indicated

Preliminary reviews are highly recommended for new construction, accessory buildings and major alterations and additions.

<u>Incomplete applications cannot be presented to the DRC for consideration.</u>

Repair (*exact* replacement in size, shape, materials and texture) does not require DRC approval but *MAY* require a building permit. Please check with the Building Inspector.

Application fees for a Certificate of Appropriateness
\$125 for a Major Project
\$60 for a Minor Project
\$30 for a Preliminary Review (no Certificate given)
Design Guidelines available at Town Hall or online at www.town.georgetown.co.us