

Revised Date: (03/2005)

Permit # _____

**APPLICATION FOR CERTIFICATION OF APPROPRIATENESS
ELMORE DOWNTOWN PRESERVATION DISTRICT**

Village of Elmore 344 Rice Street, Elmore, Ohio 43416 419-862-1337

To be completed by Applicant

Property Address: _____

Current Use: (circle one) Residential Commercial Institutional Industrial Vacant

Property Owner: _____ Address, City, Zip: _____

Proposed Work: (circle all that apply) New Construction Demolition Addition/Repair Excavation
Replacement Other _____

Work Type: (circle all that apply) Store Front Masonry Roofing Windows Mechanical
Landscaping Signage Lighting/Fencing Doors Painting
Gutters Deck/Balcony Tuck Pointing Other _____

Documentation Submitted: (circle as provided) Photographs Site Plan Material/Samples Architectural Plans/Drawings
Product Info. Concept Plan Renderings
Other _____

Description of Proposed Work: _____

If you will be using paint for any of the projects, please provide information regarding the color you will be using. Color samples should be included with the application.

Base _____ (color) Trim _____ (color) Other _____ (color)

Signature of Owner: _____

===== **For Board Use Only** =====

Date Received _____ Application No. _____

Design Review Board Action: Approved Denied Deferred

Details: _____

Appealed Yes No If Yes, Date of Submission _____

Hearing Date : _____ Appeal Decision: Affirmed Overturned

Decision Date: _____ Details: _____

Certificate Issued On: _____ Signed: _____

ELMORE DOWNTOWN PRESERVATION DISTRICT

In order for the Design Review Board to approve the modifications to an existing structure or new structure within the Elmore Downtown Preservation District, the following information is to be considered for a submittal. Please be as descriptive of the new work as possible for ease of review:

Property Address: Address of property where work is to be performed.

Current Use: Specify current use of the subject property as residential, commercial, institutional, industrial, vacant, or other with added description.

Property Owner: Provide name and current address of the owner of the property where work is to be performed.

Proposed Work: Identify the work to be performed at the location specified as new construction, demolition, addition, repair, excavation, replacement, or as other with description.

Work Type: Identify the type of work to be performed at the location specified as store front, masonry, roofing, windows, mechanical, landscaping, signage, lighting, fencing, doors, gutters, deck/balcony, tuck pointing, or other with description.

Documentation: Provide the Design Review Board with the completed application including any of the listed items that would be appropriate to evaluating the appropriateness of the repair or modification to the exteriors of any structure in the Elmore Downtown Preservation District.

- Photographs of the existing structure or feature.
- Architectural Plans/Drawings/Renderings to show extent of the modifications
- Material/Samples/Product Information
- Historical photographs of the structure or property.
- Site Plan of any additions proposed to structures or landscaping on the property
- Concept Plan
- Other information on the history of the property as appropriate.

Description of Proposed Work: Provide a detailed description of the construction, modifications and/or additions to be made to the listed property building or site.

Paint Colors: Please provide information regarding the color selection you will be using. Color samples should be included with the application. Paint manufacturer color lines described as “Restoration”, “Historic”, “Preservation”, or similar may be considered for selection of colors.

Signature of Owner: Please provide signature of property owner.