

Village of Bratenahl

ARCHITECTURAL DESIGN AND REVIEW BOARD APPLICATION

Applicant's Name _____

Applicant's Address _____ Phone No. _____

City _____ State _____ Zip _____

Project Address _____

Zoning District (R1, R2, R3, R4, R-LF, O, NC) _____

Proposed Use/Description of Project:

The Architectural Review Board meets the second Tuesday of the month, as needed at 5:00 pm.

Please contact the Building Department for Submission Requirements.

Intended Meeting Date: _____

To the best of my knowledge, the foregoing statements in this application are true and correct.

Signature _____ Date _____

Guidelines for Residential Building Projects in the Village of Bratenahl

ARCHITECTURAL DESIGN AND REVIEW BOARD

INTENT

1. To protect and improve property values.
2. To preserve and enhance the visual and aesthetic character of the village.
3. To increase public awareness of the historic value of existing properties and the significance of good design.
4. To provide standards for property owners, architects and contractors to aid in the preparation of appropriate plans.
5. To assure accepted and recognized architectural principles are applied for the purpose of achieving safe, harmonious and integrated development throughout the community.

Submission Requirements, Two (2) weeks prior to meeting:

1. Complete Application with \$25.00 meeting fee.
2. Statement of Concept
3. Five (5) sets of documents that include:
 - Site Plan including lot lines and location of adjacent buildings.
 - Photos** of area of construction, and existing conditions, preferably in color, all views.
 - Drawings- Scaled plan and elevations of the proposed work. if more than one floor, plans of each.
 - Indication of building materials, samples, color chips are helpful.
 - Roof plan and wall sections.
 - Landscape Plan to include drives, walks, planting, existing and new trees, fencing, walls and features.
4. Documentation of Approval from Home Owner's Association, if applicable.
5. Proof of Neighbor Notification, if applicable.

*It is important that the submission is complete. If not complete, the review may be considered preliminary and tabled for a future meeting.

Applications and supporting documents may be submitted to:

Building Department

Bratenahl Village Hall 411 Bratenahl Road, Bratenahl, OH,

9:30 AM to 4:00 PM weekdays.

For more information contact the Building Department Administrator, at 216-681-3706.

The **Architectural Design and Review Board** meets the second Tuesday of the month at 5:00 PM. At least one person associated with the project who is capable of presenting and discussing the proposal as well as authorized to agree to modifications should attend.