Certificate of Appropriateness Downtown Design Review Board Findlay, Ohio

(Effective June 1, 2018)

Fee	ee: (\$25)		Application #:	
The undersigned requests that Design Review Board approval be granted for the use specified herein. Should this application be approved, it is understood that it shall only authorize that particular renovation in the manner described in this application, and any conditions or safeguards required by the Commission shall be installed and/or observed.				
1.	Name of Owner			
	Mailing Address:			
	Business Telephone:	Fax:	Email:	
2.				
	Mailing Address:			
3.			Email:	
3. 4.				
٦.	r roject bescription.			
5.	Submit the following:			
	List of Materials (including proposed colors)			
	Photographs of existing conditions.			
	 Colored drawings of the proposed project showing all exposed facades of the building 			
	Site Plan (if applicable)			
	Any additional information to convey the complete scope of the project			
6.	Fee (\$25): Checks are to be made paya	able to the "City o	of Findlay" and submitted with the application.	
the oth	e project. The property owner further au	thorizes staff fro	d may request additional information regarding m the City and the City's reviewing agency or premises for review purposes based on this	
Sig	gnor is: Owner Agent (Circle one)		Date	

Staff shall review applications and plans for completeness within 7 working days of submittal. If application is not considered complete Staff will give the applicant a list of the deficiencies and if submitted within the time period specified in such notice, the item will be placed on the agenda.