

VILLAGE OF CHAGRIN FALLS Zoning / ABR APPLICATION

Phone # 440.247.5050

This Application is NOT for Building Permits

Fax # 247-2082

E-mail Harry@chagrin-falls.org

Office Use	
ABR #	_____
HSR#	_____
Prelim Review:	_____
Final review:	_____
HSR Notification:	_____
Zoning dist.:	_____
BZA:	_____

ABR FEES: Residential Additions/Ext. Alterations: (<499 sf) \$30.00; (>499 sf): \$55.00;

New Dwellings, 1, 2, 3, family: \$120.00;

Detached Accessory Buildings : \$50.00;

New & Exterior Alterations to Commercial Buildings: \$150.00;

Historic Significant Report: (Additions) \$300.00; See below for requirements.

All ABR fees & HSR fees are due at time of submission.** Resubmission for Plan reviews greater than (2) will be charged \$25.00 per review shall be paid at time of re-submission.

SUBMISSION DEADLINE 12:00 NOON Initial submissions are due (20) days prior to meeting date. *Only signs & fences, and re-submissions are required to be (11) days. It's recommended that someone be present at the ABR meeting to make presentation.

Residential & Commercial Structures (50) years or older: Require a Historical Significance Report when submitting for: Additions, exterior alterations & all demolitions that involves 50% or greater of entire building.

Projects requiring Board of Zoning Appeals for area variances are required to obtain a preliminary review from the ABR prior to presenting to the Board of Zoning appeals.

Submission documentation:

(1) Completed ARB application; Each submission requires application (i.e. prelim/final/resubs etc.)

(2) Complete bound sets of drawings; site plan is required on each set of drawings.

(1) Copy PDF electronic submission; emailed to Harry@chagrin-falls.org & katie.knauff@chagrin-falls.org.

(1) Set of photographs, showing all elevations.

Preliminary submission: Architectural Scaled site plan 1" = 20'; Scaled footprint; Exterior elevations; Photos.

Final submissions:

ALL FINAL SUBMISSIONS FOR NEW CONSTRUCTION: Complete bound set of drawings, including civil site / grade plan, 1" = 20'. scaled foundation details, floor plans, exterior wall envelope sections, structure drawings 1/4" = 1', ratings, system description. CDOCs's will be considered the working construction docs and will be reviewed for code compliance per the current RCO.

Submitting for: PRELIMINARY FINAL Revise & Resubmit # _____ Field change

Date of meeting submitting for: _____

New dwelling Addition Accessory Structure (detached garage) Attached garage Porch Siding Demolition of buildings

Moving of buildings

Property Information:

Parcel Number: _____ Property Address: _____

Property owner: _____

Phone: _____ Cell: _____ email: _____

Applicant: _____

Applicant Address: _____

Phone: _____ Cell: _____ email: _____

Design professional: _____

Address: _____

Phone: _____ Cell: _____ email: _____

Description of proposed: _____

Zoning information:

Existing foot print SF: _____ Proposed SF: _____ Total SF Combined including attached garage: _____

Square footage of lot: _____ Total lot coverage of conditioned space: _____%

Accessory Buildings:

Existing SF: _____ Proposed SF: _____ Total SF: _____ Height: _____

Square footage of rear yard: _____ Total rear yard coverage of acc. building from rear building line: _____%

Side yard SB from gutter board: _____ Rear Yard SB from gutter board: _____ Distance from condition space on same property: _____ Distance to adjacent buildings on adjacent properties: _____

Existing Conditioned Space & Construction:

Construction: _____ Roof type: _____ Predominate roof pitch: _____ Stories: _____ Type of existing siding: _____

Existing Trim: _____ Existing height: _____ Age of existing: _____

Existing Finished Space Square Footage: which includes, crawl space, attic space & attached garage:

Basement	1 st floor	2 nd floor	3 rd floor	Garage	Total	Porch / Decks

Proposed Construction:

Bldg. construction: _____ Proposed height: _____ Roof type: _____ Predominate roof pitch: _____ Stories: _____

Proposed siding: _____ Proposed trim: _____ Proposed Foundation: _____ Roof type: _____ Roof pitch: _____

Proposed Finished Space Square Footage: which includes, crawl space, attic space & attached garage:

Basement	1 st floor	2 nd floor	3 rd floor	Garage	Total	Porch / Decks

Grade changes:

Is there going to be any changes to existing grading or proposed grades? _____ Grades changes of (2") or greater requires a separate grade plan prepared by civil engineer and must be submitted.

The Village of Chagrin Falls design guidelines may be downloaded from www.Chagrin-Falls.org navigate to > Village Government > Architectural Review Board > Scroll down to link: Official Village Design Guidelines.

Any Applicant seeking required approval from the Architectural Board of Review for the erection, enlargement and/or alteration of any building in the Village shall provide the following information to the Architectural Board of Review for consideration, that they believe support granting approval as follows:

FOR ALL EXTERIOR RENOVATIONS, NEW STRUCTURES, AND ADDITIONS: Complete the following question below:

PROPERTY ADDRESS: _____

Specify how, architecturally, the proposed design compares, relates or fits with the adjacent, contiguous and neighboring properties. **(attach additional pages as needed)**

Specify how the proposed design compares, relates or fits with the Village of Chagrin Falls Design Guidelines in terms of (i) architectural style, (ii) massing, (iii) proportion, (iv) setback, (v) distance, (vi) orientation, (vii) height, (viii) exteriors, (ix) roof elements, (x) windows and doors, and (xi) porches and entry features.

1) Architectural Styles (pg.- 9 VCFDG)	AP	NA
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2) Massing (pg-31; (1) VCFDG)	AP	NA
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3) Proportion (pg. 32 VCFDG)	AP	NA
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4) Setbacks (pg. 32 VCFDG)	AP	NA
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5) Distance (Pg. 33 VCFDG)	AP	NA
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6) Orientation (pg. 33 VCFDG)	AP	NA
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7) Height (pg. 33 VCFDG)	AP	NA
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8) Exteriors (pg. 35 VCFDG)	AP	NA
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9) Roof elements (pg. 37 VCFDG)	AP	NA
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10) Window & doors (Pg. 38 -41 VCFDG)	AP	NA

11) Porches & Entry features (Pg. 42-43 VCFDG)	AP	NA

Name of person submitting application (print) _____

Signature: _____ **Date:** _____