

LEVEL 1

ROUTINE REPAIR OF FEATURES; REPLACEMENT OF FEATURES IN-KIND; INSTALLATION OF GUTTERS, STORM WINDOWS/DOORS, SCREEN DOORS, SATELLITE DISHES; REMOVAL OF ADDITIONS LESS THAN 50 YEARS OLD

- Detailed description of proposed work
- Photographs of existing conditions to be modified
- Sketches, illustrations, manufacturer's specifications of proposed materials and architectural features
- Other information needed to explain your request

SIGNS

- Scaled drawings for proposed signs
 - Wall signs: scaled drawings on the elevation on which the signs will be placed
 - Free-standing signs: site plan, with location of signs and relationship to existing buildings and other site features on the property
- Labeled color photographs of the elevation
- List of proposed materials and colors, including manufacturer's specifications
- Information illustrating the design and type of lighting, if any

LEVEL 2

MAJOR REPAIR, REMOVAL, OR REPLACEMENT OF ARCHITECTURAL ELEMENTS OR MATERIALS

- Detailed description of proposed work
- Photographs of existing conditions to be modified
- Sketches, illustrations, manufacturer's specifications of proposed materials and architectural features
- Other information needed to explain your request

ADDITIONS AND ACCESSORY STRUCTURES

- Site plan: dimensioned, scaled site plan.
 - Scale must be noted. Minimum scale: 1" = 40'-0".
- Dimensioned, scaled, elevation drawings for all sides, to clearly depict exterior appearance of project
 - Drawings should illustrate relationship to the existing structure; should show relationship to buildings on the property and adjacent lots.
 - Elevations should have scale noted. Minimum scale: 1" = 40'-0".
- Samples, descriptions, and manufacturer's specifications for proposed materials and architectural features

LEVEL 3

CONSTRUCTION OF A NEW PRIMARY BUILDING

- Site plan: dimensioned, scaled site plan.
 - Scale must be noted. Minimum scale: 1" = 40'-0".
- Dimensioned, scaled, elevation drawings for all sides, to clearly depict exterior appearance of project
 - Should show relationship to any existing buildings on the property and adjacent lots
 - Elevations must have scale noted. Minimum scale: 1" = 40'-0".
- Samples, descriptions, and manufacturer's specifications for proposed materials and architectural features
- Fully labeled color photographs of the property
- Description and drawings or photos of site improvements such as fences, walls, and sidewalks
- Description of precedent for design and relationship to neighborhood context

LEVEL 4

RELOCATION OF CONTRIBUTING STRUCTURE

- Description of the condition of the structure
- Reason for proposed relocation
- Photos of overall structure and its details
- Photos and site plan of proposed location

- Description of site features that will be disturbed such as topography, retaining walls, fences, trees

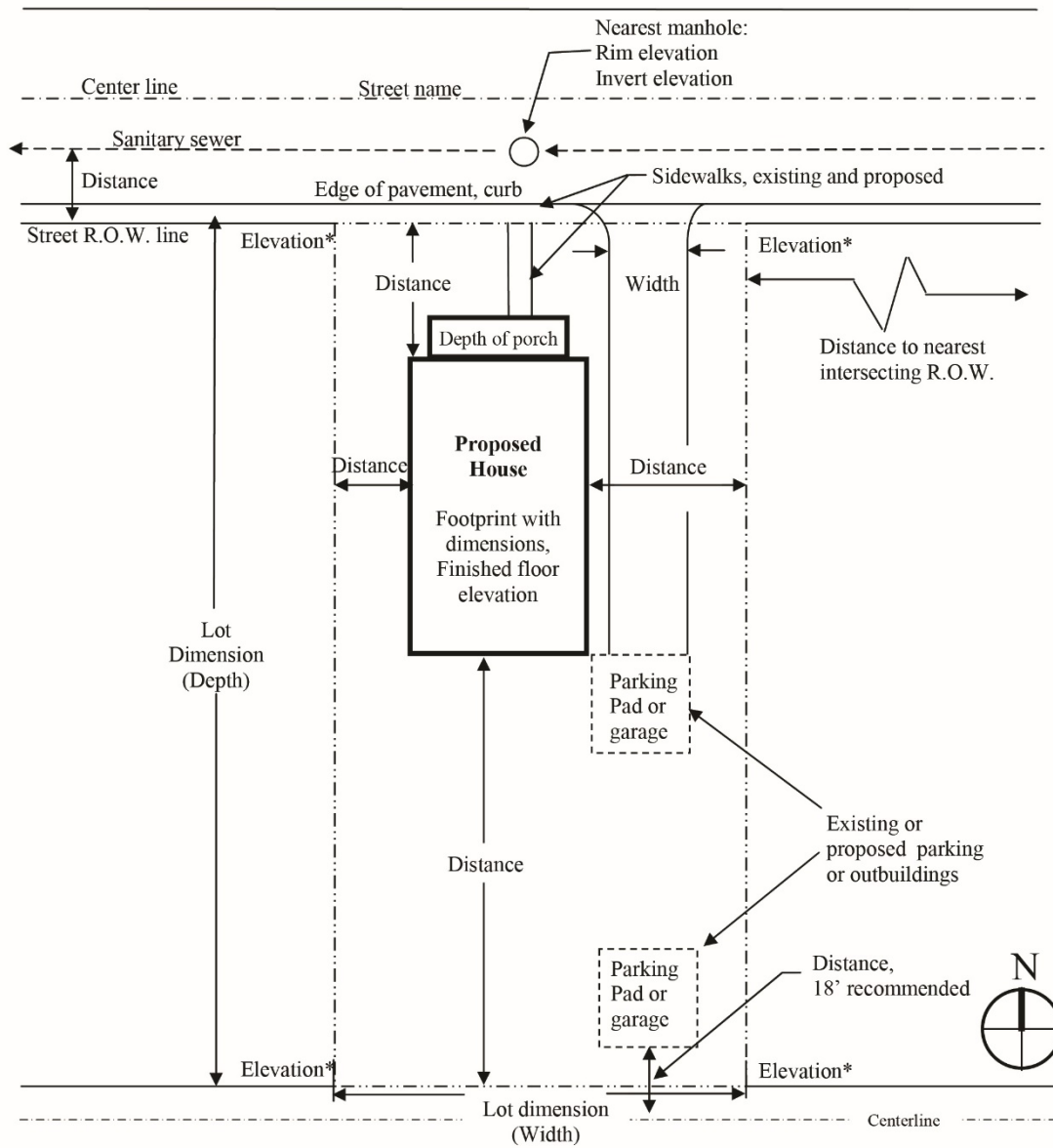
DEMOLITION OF CONTRIBUTING STRUCTURE

- Description of the condition of the structure
- Reason for proposed demolition
- Photos of overall structure and its details

PLOT PLAN REQUIREMENTS

NOTE: This image is an example, submitted plans and elevations need to be created by applicant.
Provide the information which is shown on the example below on a site plan.

Minimum scale: 1"=40'-0"



* Corner elevations should show existing and proposed if applicable. Existing and proposed contours are required for two-family dwellings.

Alley – if alley access is available driveway and parking must enter from alley.

Ward and Lot number

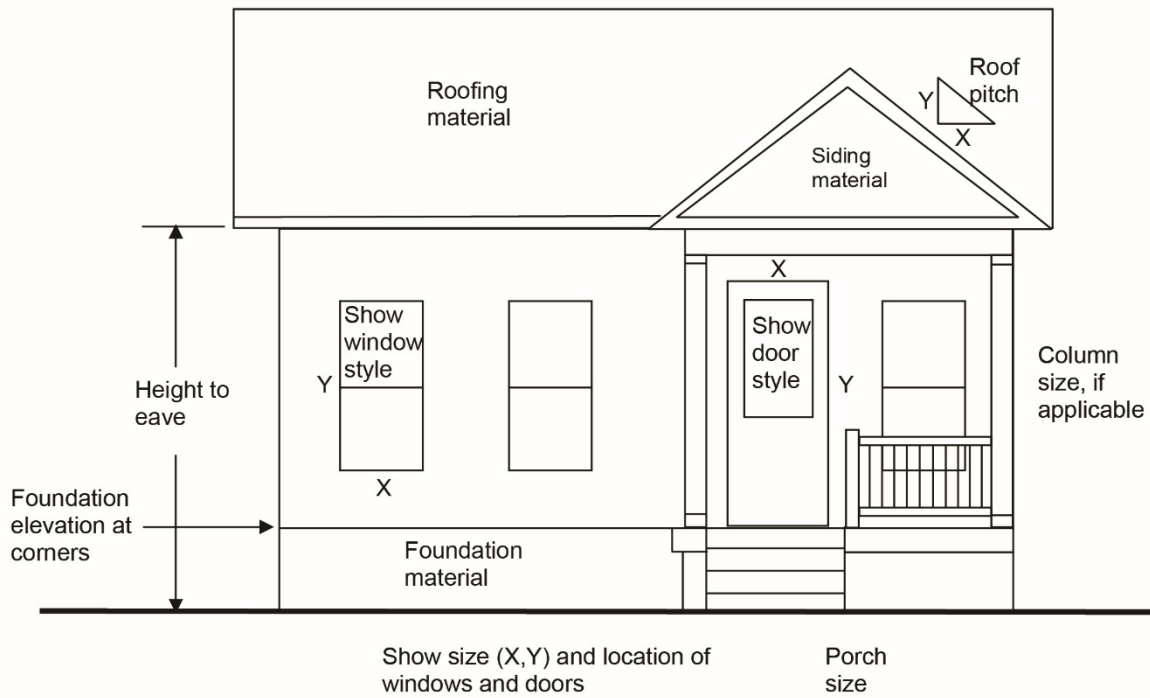
ELEVATION REQUIREMENTS

NOTE: This image is an example, submitted plans and elevations need to be created by applicant.

Provide the information which is shown on the elevation.

Indicate additions and existing unless all the features are new construction.

FRONT ELEVATION (Street)



FRONT ELEVATION

ELEVATION REQUIREMENTS (CONTINUED)

NOTE: This image is an example, submitted plans and elevations need to be created by applicant.

Provide the information which is shown on the elevation.

Indicate additions and existing unless all the features are new construction.

SIDE ELEVATIONS

