

HERITAGE ARCHITECTURAL REVIEW BOARD
(H.A.R.B)

2016 Meeting Schedule

Submittal Deadline (Two weeks prior to meeting date)	Meeting Date (4 th Thursday of each month)
January 14, 2016	January 28, 2016
February 11, 2016	February 25, 2016
March 10, 2014	March 24, 2016
April 14, 2016	April 28, 2016
May 12, 2016	May 26, 2016
June 9, 2016	June 23, 2016
July 14, 2016	July 28, 2016
August 11, 2016	August 25, 2016
September 8, 2016	September 22, 2016
October 13, 2016	October 27, 2016
October 27, 2016	November 10, 2016 (if necessary)
December 8, 2016	December 22, 2016

CITY OF BEREA

HERITAGE ARCHITECTURAL REVIEW BOARD

Technical Advisor to the Municipal Planning Commission

Application to Appear Before H.A.R.B.

Reason for Appearance before H.A.R.B.

() Signage

() Site Work

() Renovation

() Amenities to Existing Structure

() New Structure

() Other _____

() Demolition

1) Applicant's Information:

Name _____
Address _____
Phone _____ Fax _____
Site Address _____ Permanent Parcel No. _____
Email Address _____

2) Owner's Information (if different from above):

Name _____
Address _____
Phone _____ Fax _____
Email Address _____

3) Contractor/Architect information (if applicable):

Name _____
Address: _____
Phone _____ Fax _____
Email Address _____

*A copy of the meeting agenda will be mailed to each provided email address.

Signature of Applicant _____

Date _____

HERITAGE ARCHITECTURAL REVIEW BOARD
PACKET CHECKLIST

***PLEASE NOTE: You must submit 13 packets by the submittal deadline in order to be placed on the agenda for the corresponding H.A.R.B. meeting. These packets will be distributed to Board Members and City Administrators, prior to your appearance before H.A.R.B.**

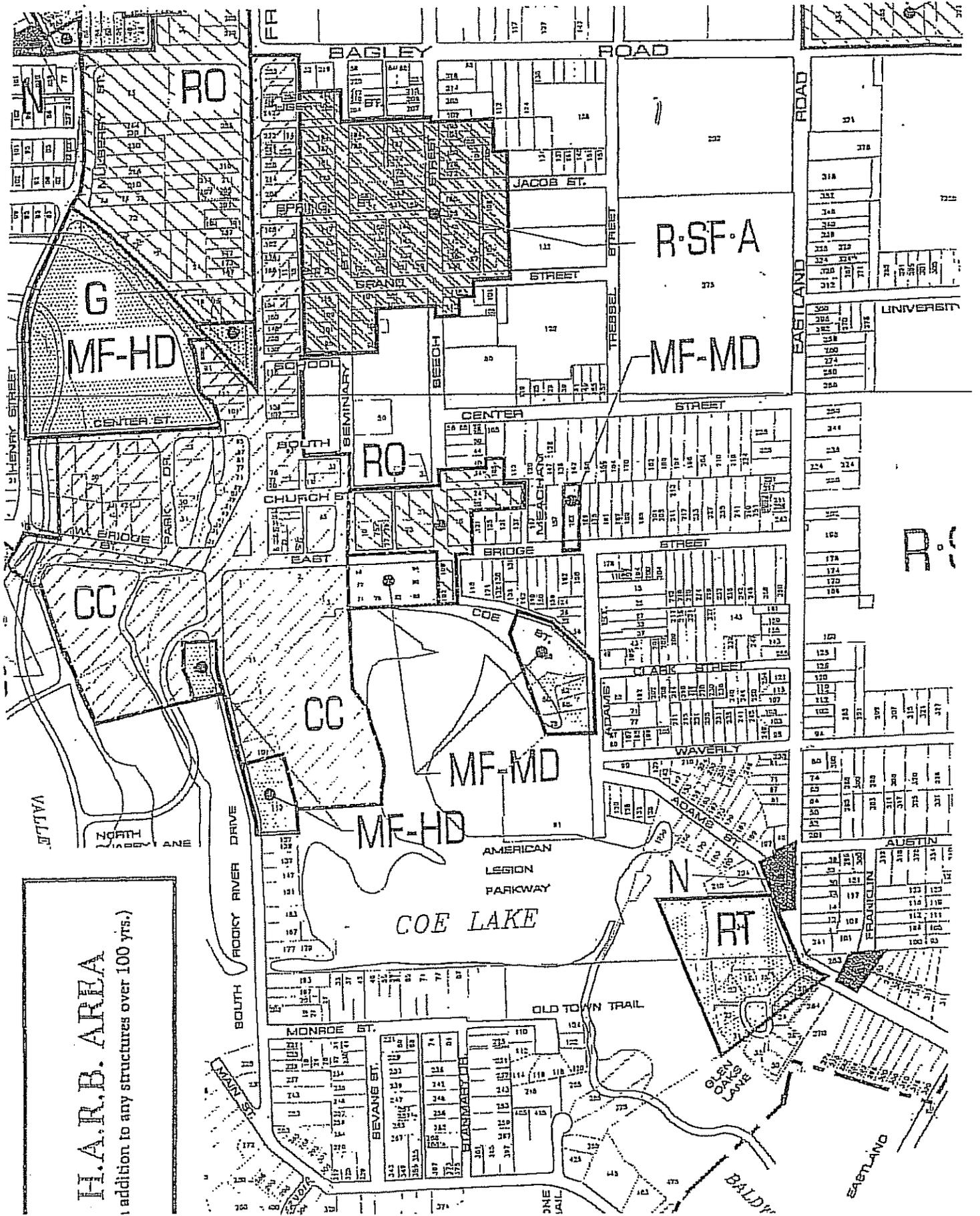
- 1) ___ Application to Appear before H.A.R.B
- 2) ___ Letter of Intent describing proposed project
- 3) ___ Site Plan for new house or addition*
- 4) ___ Elevations
- 5) ___ Photographs of adjacent and existing properties (at least 3 copies)
- 6) ___ Color and Material Samples (samples may be brought to the meeting)
- 7) ___ Sign Application and Site Plan (if requesting signage)**

***Site Plans should include the following: the size and location of set-backs; the size and location of onsite and offsite structures; a lighting plan; a landscape plan; and a parking plan.**

**** If requesting Signage, site plans should include the following: the size and location of the proposed Sign, the size and location of Sign set-backs, the size and location of onsite and offsite structures; a lighting plan; a landscape plan (if you are requesting a mounted sign)**

H.A.R.B. AREA

(in addition to any structures over 100 yrs.)



CITY OF BEREA

HERITAGE ARCHITECTURAL REVIEW BOARD

REVIEW FEE

H.A.R.B. Review Fee = \$35.00