Certificate of Appropriateness Downtown Design Review Board Findlay, Ohio

(Effective February 9th, 2022)

Fee: (\$25) Application #:		
her par	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.	Agent (if any) for Owner:	
	Business Telephone:Fax: Email:	
3.	Project Address:	
4.	Project Description:	
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 Fee (\$25): Checks are to be made payable to the "City of Findlay" and submitted with the	
0.	application.	
the oth app	derstand that upon review, the City/Design Review Board may request additional information regarding project. The property owner further authorizes staff from the City and the City's reviewing agency over designees responsible right of entry to the subject premises for review purposes based on this lication. I understand that my presence is required at the meeting when this application will be sussed. I understand that my absence will result in delayed approval or rejection of this application.	
Sig	ner is: Owner Agent Date (Circle one)	

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.