



# CITY OF NEWBERRY

## S O U T H C A R O L I N A

### PLANNING & DEVELOPMENT SERVICES

## ARCHITECTURAL REVIEW BOARD

*Established 1996*

### CITY STAFF ONLY

CoA Application No.: \_\_\_\_\_ Date Received: \_\_\_\_\_

Previous Applications \_\_\_\_\_

ARB Consideration Dates: \_\_\_\_\_ Final Disposition: \_\_\_\_\_

### APPLICATION: CERTIFICATE OF APPROPRIATENESS

Name of Owner/Applicant: \_\_\_\_\_

Address of Property: \_\_\_\_\_ Tax Map No. \_\_\_\_\_

Owner/Representative's Mailing Address (If different) \_\_\_\_\_

\_\_\_\_\_

Telephone Number: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

E-Mail: \_\_\_\_\_

A) This application is for (Check the items that apply):

- 1. Alteration to Existing Structure \_\_\_\_\_
- 2. Addition to Existing Structure \_\_\_\_\_
- 3. New construction \_\_\_\_\_
- 4. Signs \_\_\_\_\_

B) Submit a drawing for any alterations, additions, new structures or signage to show with sufficient details the proposed changes such as exterior appearances, textures, and colors.

C) Please supply a color photograph of the part of the building where the modifications will be made.

**“City of Friendly Folks”**

D) When appropriate, please supply color samples with the application.

E) The structure is to be used as \_\_\_\_\_

F) Please give a detailed description of all exterior repairs, alterations, additions, or new construction to be done. For signs, describe the material type(s), height, color(s), designs, logos, etc.

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Date

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Print applicant's name

\_\_\_\_\_

Applicant's signature

**Applicants: PLEASE KEEP A COPY OF YOUR APPLICATION**

**THE ARB MEETS ONCE A MONTH, REVIEWING APPLICATIONS ON THE THIRD**

**THURSDAY AT 9:00 AM IN CITY HALL, 1330 COLLEGE STREET**

**DEADLINE FOR APPLICATION IS 1<sup>ST</sup> DAY OF THE MONTH**