

CBD Design Review Board
Application for Exterior Improvements

Application must be returned to city hall at least 7 calendar days prior to the meeting date

Building and Business Information:

Building Address: _____

Type of Business: _____

Property Owner Information:

Name: _____

Address: _____

Daytime Phone: _____ Cell Phone: _____

Email: _____

Property Owner Signature: _____ Date: _____

Business Owner Information:

Name: _____

Address: _____

Daytime Phone: _____ Cell Phone: _____

Email: _____

Business Owner Signature: _____ Date: _____

Describe in detail all changes proposed for the exterior of the building:

Material Samples:

Attach samples below of all paint colors that you propose to use, and make note of where each color will be located on the building. Submit samples of any other proposed materials (fabrics, metals, glass, etc). For new construction, additions, or substantial alterations to the facade, building elevations may be required.

Wall Color

Trim Color

Door Color

Building Photos:

Submit photos of the sides of building that are impacted by the proposed project. Make note of proposed change areas.

Signs:

Submit a rendering of proposed signs showing the size, shape, design, and colors.

For lighted signs, submit lighting specifications and proposed locations, fixture style, and fixture colors.

For signs utilizing only pre-manufactured lettering, submit the text of the sign and either the manufacturer's specifications for size, design, materials, and colors or a sample of the letters to be used.

Staff Notes / Approval Details:

Chair, CBD Design Review Board

Date

_____ **Staff Approved (Board Review Not Required)**

Staff Representative, City of Hartselle

Date