



**Application for Certificate of Compliance**  
**for Building Design Standards**  
**Central Business, Commercial & Professional Office Districts**

Applicant's Name \_\_\_\_\_ Today's Date \_\_\_\_\_

Applicant's Mailing Address \_\_\_\_\_ Phone(s) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Email \_\_\_\_\_

Business Name \_\_\_\_\_ Zoned \_\_\_\_\_

Property Owner's Name (if diff. from applicant) \_\_\_\_\_

Property Address \_\_\_\_\_

Description of Proposed Work \_\_\_\_\_

\_\_\_\_\_

**The proposed work will require the following:**

- Architectural Review Committee Review and Approval
- A Building Permit
- A Certificate of Appropriateness from Historic Preservation Commission
- Review and Approval from the Planning Commission (Site Plan/Special Permit)
- A Variance by the Zoning Board of Appeals
- Approval by the Village Board of Trustees
- A Signed Certificate of Compliance for Building Design Standards

**By attached, this application provides the following REQUIRED Items:**

- Survey/and or Site Plan
- Photograph(s) of existing and adjoining properties
- Architectural drawings/renderings/details
- Façade Elevations/details
- Perspective drawings, including the relationship to adjoining properties
- Samples/specific of materials and colors to be utilized
- Additional specification material data sheets
- Other information deemed necessary to visualize the proposed work

For Office Use Only

Code Enforcement Review Date(s) \_\_\_\_\_

ARC Review Date(s) \_\_\_\_\_

Approved/Denied by Village Board \_\_\_\_\_ Date \_\_\_\_\_

Thomas J. Moses, Sr., Mayor

Comments \_\_\_\_\_