



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 following is required BEFORE beginning the proposed work:

- _____ Architectural Review Committee (ARC) Review on _____
- _____ Final Approval by the Village Board of Trustees on _____
- _____ A Signed Certificate of Compliance for Building Design Standards
- _____ A Permit from the Building Dept. located on the Lower Level of Town Hall, 6100 S. Park Avenue
- _____ 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

The following must be included with this Application:

- _____ Application Fee (payable by cash or check)
- _____ Survey/and or Site Plan of the property
- _____ Photograph(s) of existing and adjoining properties
- _____ Drawings/renderings/details of proposal
- _____ Samples/specifics of materials and colors to be utilized
- _____ Additional spec/material data sheets
- _____ Façade Elevations/details
- _____ Perspective drawings, including the relationship to adjoining properties
- _____ Other information deemed necessary to visualize the proposed work

For Office Use Only

Code Enforcement Review Date(s) _____

Architectural Review Committee (ARC) Review Date _____

Approved/Denied by Village Board _____ Date _____

Thomas J. Moses, Sr., Mayor

Comments _____