

VILLAGE OF RIVERSIDE APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

The undersigned owner of the designated historic landmark indicated herein requests a "Certificate of Appropriateness" per Section 10-2-6 of Chapter 2 HISTORIC PRESERVATION of the code of the Village of Riverside. The undersigned Owner represents that all the information offered herein is a true, correct, and complete description.

<hr/> Date	<hr/> Signed
<hr/> Property Owner at:	<hr/> Received by:
<hr/>	<hr/>
<hr/>	Date: <hr/>

Attached hereto is a copy of the "Application for Designation" and checked exhibits.

- Exhibit(s) A:** Recent color photographs (minimum 5"x7" in size) of the property as it appears from the public streets and of the area affected by the proposed work.

- Exhibit(s) B:** A detailed description of the work to be done and the materials to be used with sketches and drawings as appropriate.

- Exhibit(s) C:** Product literature and color charts for each product and material to be used identifying specifics.

- Exhibits(s) D:** Physical samples of materials and products to be used.

- Exhibit(s) E:** Elevations drawn with straightedge to scale sufficient to show the work.

- Exhibit(s) F:** Sections and details drawn with straightedge to scale sufficient to show assembly.

- Exhibit(s) G:** Plat of Survey showing all buildings' dimensions and located to all lot lines and including paving walks, etc.

- Exhibit(s) H:** Drawings and photographs of original building restoration is directed to, if applicable.

NOTE: SEE ATTACHED FOR EXPLANATION OF EXHIBITS REQUIRED. THE PRESERVATION COMMISSION MAY REQUIRE ADDITIONAL EXHIBITS IF DEEMED NECESSARY.

INSTRUCTIONS FOR PREPARATION OF APPLICATION FOR “CERTIFICATE OF APPROPRIATENESS”

1. Attach a copy of the Village of Riverside application for “Certificate of Appropriateness”.
2. Attached the Exhibits required in accordance with the following:
 - A. Demolition of a portion or an entire principal building or accessory building or accessory structure: Exhibit(s) **A**.
 - B. Removal of materials and replacement in exact like kind, dimensions, profiles and finish such as deteriorated wood elements, roofing, windows, doors, gutters and downspouts. Adding fireplaces, furnaces, boilers or stoves requiring flues: Exhibit(s) **A, B, C, and D**.
 - C. Remodeling resulting in the removal or construction of elements such as dormers, porches, stairs, turrets, towers and other building elements. Removal of architectural elements such as brackets, balustrades, gingerbread, decorative siding and trim boards. Changes in roof lines, slopes or types of roofing materials or changes in general massing of elements. Window or door replacements of sizes, types, shapes, operation or materials differing from existing such as replacement of wood windows with metal or vinyl windows or hung windows with casement windows or the addition of windows or doors. Alterations of or addition of decks, car ports, garages, gazebos, garden houses, greenhouses, conservatories, solar applications, and accessory buildings and structures. Metal or vinyl siding, metal or vinyl fascia/soffit systems. Gutter systems of materials, style, profiles or sizes differing from existing: Exhibit(s) **A, B, C, D, E, F, G and H**.

Completed applications, together with supporting documentation, should be submitted to the Village of Riverside Building Department at least 7 days prior to the Preservation Commission Meeting.