



Design Review Board
Certificate of Appropriateness
Barberton Planning Department
planning@cityofbarberton.com

Application Fee: \$150.00

Copy of Photo ID _____

1. Building Owner(s) Name _____
Mailing Address _____
City _____ State _____ Zip _____
Phone # _____ Email _____

2. Business Owner(s) Name _____
Mailing Address _____
City _____ State _____ Zip _____
Phone # _____ Email _____

3. Project Address _____
Name & Description of Business (include a copy of your approved Certificate of Zoning Compliance)

4. Building Description _____
Age of Building _____ Number of Stories _____
Building Frontage in Feet _____

a. Year of Most Recent Remodel and Improvements
Exterior _____

c. Existing Facade Description - must include types of material and color(s) _____

e. Existing Side/Alley Description _____

f. Existing Sign Description –include type(s) of material, colors and font style _____

5. Description of Proposed Improvements.

Describe the exact nature and scope of the proposed improvements. You must include **all** colors used on project, font style and size and types of material to be used including sign brackets. All **applications must include** architectural drawings of the proposed improvements. When possible you must provide samples of materials, color samples and or signage renderings.

6. If available, would you be interested in a façade improvement grant/loan? Yes_____ No_____

If marked “yes” our Community Development Block Grant Administrator will contact you.

Below are required attachments

- ❖ Color renderings of proposed changes to building and/or signs
 - ❖ Photos of all elevations of building showing existing conditions and signage
 - ❖ Square footage and total number of current signage
 - ❖ Square footage and total number of proposed signage
 - ❖ Permission from property owner to apply for the Certificate of Appropriateness, only if owner is different than applicant
 - ❖ Samples of materials to be used for improvements/updates including color samples
 - ❖ Copy of Approved Zoning Compliance Letter
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****Please note****

- Your application will not be considered “complete” until all required information, supporting documents, and material(s) have been provided to the Planning Dept.
- Design Review Board is a group of 7 volunteers with background(s) in historic preservation, education, architecture, construction, law and or has an interest in the preservation of Barberton’s historic downtown.
- Barberton Design Review Board meets on the second Tuesday of each month. Meetings are held in Council Chambers at 5:30 p.m. All meetings are open to the public.
- Please contact the Barberton Planning Department if you have questions or comments. We can be reached at 330.848.6729 between the hours of 8:00 a.m. to 4:30 p.m. Monday through Friday or by emailing planning@cityofbarberton.com

Applicant Signature

date

by signing this document you acknowledge all information is accurate and true