

## 2013 DESIGN REVIEW BOARD APPLICATION

(See page 2 for due dates and application submittal instructions)

PROPOSED WORK	WORK TYPE	
Addition	Addition	Masonry
Demolition	Awning/Canopy	Siding and Trim
New Construction	Building Access	Roofing
Repair	Deck/Balcony	Signage
Replacement	Door	Windows
<b>Application Fee - \$31</b>	Façade	Other:

**DEVELOPMENT INFORMATION**

Business Name and Address: \_\_\_\_\_

Type of Business/Project Description: \_\_\_\_\_

Current Zoning: \_\_\_\_\_ Current Use: \_\_\_\_\_

Year Building Built: \_\_\_\_\_ Year(s) Building Renovated: \_\_\_\_\_

Building Category:     Landmark     Contributing     Background     Non-Historic  
 (See Downtown Mason Historic Property Evaluation in the Downtown Mason Design Guidelines Handbook)

CURRENT PROPERTY OWNER	PROJECT CONTACT (Architect, Engineer, Planner)
Name: _____	Name: _____
Address: _____	Address: _____
City: _____ State: _____ ZIP: _____	City: _____ State: _____ ZIP: _____
Telephone: _____	Telephone: _____
E-mail: _____	E-mail: _____

**APPLICANT(S)**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**By signing this application, I attest under penalty of law that all the information given is correct to the best of my knowledge.**

Print Applicant's Name: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**TO BE COMPLETED BY THE CITY OF MASON**

Application Number: \_\_\_\_\_ Date of Design Review Board Meeting: \_\_\_\_\_

Fee Paid: \_\_\_\_\_ Administrative Approval:  Yes     No

## 2013 MEETING DATES AND APPLICATION DEADLINES

Meeting Date:	Application Deadline:
January 17, 2013	January 4, 2013
February 21, 2013	February 1, 2013
March 21, 2013	March 1, 2013
April 18, 2013	April 5, 2013
May 16, 2013	May 3, 2013
June 20, 2013	June 7, 2013
July 18, 2013	July 5, 2013
August 15, 2013	August 2, 2013
September 19, 2013	September 6, 2013
October 17, 2013	October 4, 2013
November 21, 2013	November 1, 2013
December 19, 2013	December 6, 2013
January 16, 2014	January 3, 2014

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### APPLICATION SUBMITTAL DIRECTIONS

1. Submit two (2) 11" X 17" complete sets of drawings folded to fit a 10" X 12" envelope, any additional information necessary explaining the project request, and the completed application and filing fee.
2. Provide commentary on how this renovation compliments the current architecture in the downtown and the preservation district.
3. Provide commentary on how this renovation supports the Secretary of Interior's Standards for Rehabilitation.
4. Designate the footprint of the original building, any alterations, and the years that the alterations were made.
5. Provide the background of the intended use of the original structure.