

Village of Riverlea Planning Commission Architectural Review

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| Michael Jones | Building/Zoning Commissioner | 5830 Falmouth CT | 614-581-4929 |
| Jo Ann Bierman | | | |
| Bryce Jacob | | | |
| Lisa Morris | | | |
| Donald McCarthy | | | |
| Pamela Colwell | Commission Clerk | 5814 Westchester CT | 614-431-6942 |

- When required, the Commission normally meets the second Monday each month.
- Building permits and inspections are handled by Franklin County Building Department 462-3166 after posting the Street Bond and obtaining a Certificate of Appropriateness.
- Application for Certificate of Appropriateness may be obtained from the Clerk-Treasurer.
- Determination of the need for a Variance is the responsibility of the Applicant in concert with the Commissioner and/or the Commission.

Certificate of Appropriateness

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| Reviewed: | Height, massing, exterior window treatment, exterior detail and relationships, roof shapes, materials: texture and color, compatibility of design and details, landscape design and plant materials, and pedestrian environment. |
| Fee: | \$1 per \$1,000 of estimated project cost, \$10 min., \$200 max.; fence \$5.00 |
| Posting/Mailing: | 10 days before meeting/adjacent property owners |
| Clerk-Treasurer | Must receive completed application per the schedule posted. |

Variance

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| Reason for Need: | Substantial hardship or injustice due to unusual circumstances. Structure less than 10 feet from property line. Fence over 48 inches in height Encroachment of setback. |
| Criteria for Approval: | Special circumstances, applicant deprived of rights, condition not caused by applicant, no special privilege given and will not affect health, safety and welfare of neighbors. |
| Fee: | \$200 |
| Posting/Mailing: | 10 days before meeting/all residents within 100 feet |
| Clerk-Treasurer | Must receive completed application per the schedule posted |

Street Bond

\$2,000 posted with the Village Clerk-Treasurer

All decisions of the Commission may be appealed to the Village Council.

Make all checks payable to the "Village of Riverlea."

All of the above is general information and is NOT intended to be COMPLETE. Please review the Riverlea Code of Ordinances Chapter XV Land Usage.

revised (02/02/11)