

CITY OF MURRAY

Murray City Hall
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Murray, KY42071



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CERTIFICATE OF APPROPRIATENESS APPLICATION ARCHITECTURAL REVIEW BOARD

Property Address: _____

Applicant Name: _____ Property Owner: _____

Address: _____ Address: _____

City: _____ State: _____ Zip: _____ City: _____ State: _____ Zip: _____

Phone: _____ Cell: _____ Phone: _____ Cell: _____

Contractor/Architect Company: _____

Contact: _____ Phone: _____

Address: _____ Alt Phone: _____

City: _____ State: _____ Zip: _____ Email: _____

Proposed Work (Describe proposed work below and attach additional information that will completely describe the project. Information required may include photographs of existing structure or site, elevations, site plans, specifications, material samples, or other drawings. Failure to supply proper documentation could result in a delay in processing the application and/or denial of the request. If additional space is needed, add an attachment.):

Estimated date of project completion: _____

Property Owner Signature

Date

OFFICE USE ONLY:

RECEIVED BY CITY STAFF: _____ DATE: _____ ZONE(S): _____

REVIEWED BY BUILDING OFFICIAL: _____ BUILDING PERMIT REQUIRED: _____ CONTRIBUTING: _____

ARB REVIEW REQUIRED: _____ ARB MEETING DATE: _____ APPROVED: YES _____ NO _____

CONDITIONS OF APPROVAL: _____

ISSUING AGENT SIGNATURE: _____ DATE: _____

COA ISSUE DATE: _____ REFERENCE NUMBER: _____

CHECKLIST FOR CERTIFICATE OF APPROPRIATENESS ARCHITECTURAL REVIEW BOARD

All owners with property within the Historic District (Railroad Avenue, East to 7th Street, West and Olive Street-North to Elm Street-South) must apply for a Certificate of Appropriateness before beginning a project of significant change to the exterior of a structure whether the structure is or is not historic in age. Those properties not historic in age will be reviewed to ensure that said changes do not disrupt the cohesiveness of the neighborhood.

Work reviewed by the Architectural Review Board includes:

- ◆ New construction
- ◆ Additions
- ◆ Demolition
- ◆ Exterior renovations or rehabilitation

Sufficient documentation completely describing the project must be attached. Depending on your project, information in addition to the list below may be required:

- ◆ Plot (site) plans
- ◆ Elevations
- ◆ Types of building materials
- ◆ Color of materials or paints

The submitted drawings and written descriptions should explain how the project involves any of the following building elements:

- ◆ Foundations
- ◆ Porches, steps
- ◆ Windows, sash
- ◆ Chimneys
- ◆ Decorative details
- ◆ Walls
- ◆ Doorways, doors
- ◆ Vents, grates, grills
- ◆ Roof

The Secretary of Interior Design Guidelines set out by the National Trust for Historic Preservation are the basis for decisions. The City of Murray has developed and approved a local set of Design Guidelines to more specifically guide the Architectural Review Board in their decisions.

For approval of signs within the historic district, please contact the Planning Department at 270-762-0330. All signs must conform to the City of Murray sign ordinances.