



Application Fee: \$50

Application for Certificate of Compliance
for Building Design Standards
Central Business, Commercial & Professional Office Districts

Applicant's Name _____ Today's Date _____

Applicant's Mailing Address _____ Phone(s) _____

_____ Email _____

Business Name _____ Zoned _____

Property Owner's Name (if diff. from applicant) _____

Property Address _____

Description of Proposed Work _____

The following must be included with this Application:

- ☐ Application Fee (payable by cash or check)
- ☐ Survey/and or Site Plan of the property
- ☐ Photograph(s) of existing and adjoining properties
- ☐ Drawings/renderings/details of proposal
- ☐ Samples or listing of specific materials and colors to be utilized
- ☐ Additional spec/material data sheets
- ☐ Façade Elevations/details
- ☐ Perspective drawings, including the relationship to adjoining properties
- ☐ Other information deemed necessary to visualize the proposed work

The following is required BEFORE any work can begin:

- ☐ Architectural Review Committee (ARC) Review on _____
- ☐ Final Approval by the Village Board of Trustees on _____
- ☐ Signed Certificate of Compliance for Building Design Standards
- ☐ Applicant must secure Permit w/Building Dept. located on the Lower Level HAMBURG TOWN HALL
- ☐ Certificate of Appropriateness from Historic Preservation Commission
- ☐ Review and Approval from the Planning Commission (Site Plan/Special Permit)
- ☐ Variance by the Zoning Board of Appeals

For Office Use Only

Code Enforcement Review Date(s) _____

Architectural Review Committee (ARC) Review Date _____

Approved/Denied by Village Board _____ Date _____

Thomas P. Tallman, Mayor

Comments _____