



Town of
Brighton

APPLICATION for ARCHITECTURAL REVIEW

Town of Brighton 2300 Elmwood Ave Rochester NY 14618 (585) 784-5250

App. Number _____ App. Date _____ Meeting Date _____

REQUIRED MATERIALS:

- SCALED SITE PLAN SHOWING THE PROJECT AND EXISTING STRUCTURES
- SCALED ELEVATIONS OF THE PROJECT FROM ALL SIDES. - The scale should be shown on drawings. Elevations should show enough of the existing structure to provide context for the project. Elevations should include labels to clearly explain styles and materials of the existing and proposed structure.
- LABELED, SCALED, DIMENSIONED FLOOR PLANS
- FOR ADDITIONS, PHOTOGRAPHS OF BUILDING SIDES WHERE PROJECT IS PROPOSED
- MATERIAL AND COLOR SAMPLES SHOULD BE BROUGHT TO THE MEETING

1) ADDRESS WHERE WORK WILL BE DONE _____

2) PROPERTY TAX ID # _____

3) PROPERTY OWNER _____ Phone _____

Address _____ Zip _____

4) LESSEE _____ Phone _____

5) DESCRIPTION OF WORK TO BE DONE _____

6) APPROVALS (App. # or NA):

Certificate of Compliance: _____ Planning Board: _____ Zoning Board: _____

Will a variance be required? _____

7) APPLICANT _____ Phone _____

Address _____

City, State _____ Zip _____

MEETING PROCEDURE

- ▶ THE MEETING IS AT 4:30 IN THE TOWN HALL. CASES ARE REVIEWED IN THE ORDER RECEIVED
- ▶ SOMEONE MUST BE PRESENT AT THE MEETING THAT CAN DISCUSS PROJECT DETAILS
- ▶ A DECISION LETTER IS MAILED TO THE APPLICANT, USUALLY WITHIN TWO DAYS. A COPY OF THE DECISION LETTER MUST BE SUBMITTED WITH A BUILDING PERMIT APPLICATION FOR THE PROJECT

Call the Building & Planning Department at 784-5227 with questions or for more information