

CITY OF RICHMOND HEIGHTS
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**ARCHITECTURAL REVIEW BOARD
REGULATIONS**

The Architectural Review Board meets on the first and third Monday of each month at 9:30 a.m. in the Council Chambers at Richmond Heights City Hall. Submissions must be made no less than one (1) week prior to the meeting date. You will be given an authorization to appear before the Board at the time of application for a permit. Applicants are encouraged to be in attendance.

APPLICATION REQUIREMENTS

1. Three (3) sets of construction quality drawings that will include:
 - a. Front, rear and each side elevation
 - b. Foundation plan
 - c. Floor plan for each floor depicting outlets, switching, lighting and smoke detectors.
 - d. Cross section detail (a 1/4" per foot scale is required for elevations, foundation and floor plan)
 - e. Site plan
2. Eight (8) copies of the topographical plan (new construction only)
3. Color photographs are required for each submission as follows:
 - a. Adjacent properties in single family developments
 - b. The area to be improved in the case of additions
 - c. The front elevation of the structure
4. Landscaping, site lighting and signage (commercial construction only)
5. Material samples (brought to meeting)

Incomplete submissions will be tabled

FILING FEES

Residential New Construction	\$100.00
Non residential structures, signs	\$100.00
Residential additions/alterations	\$30.00

REV.2/08

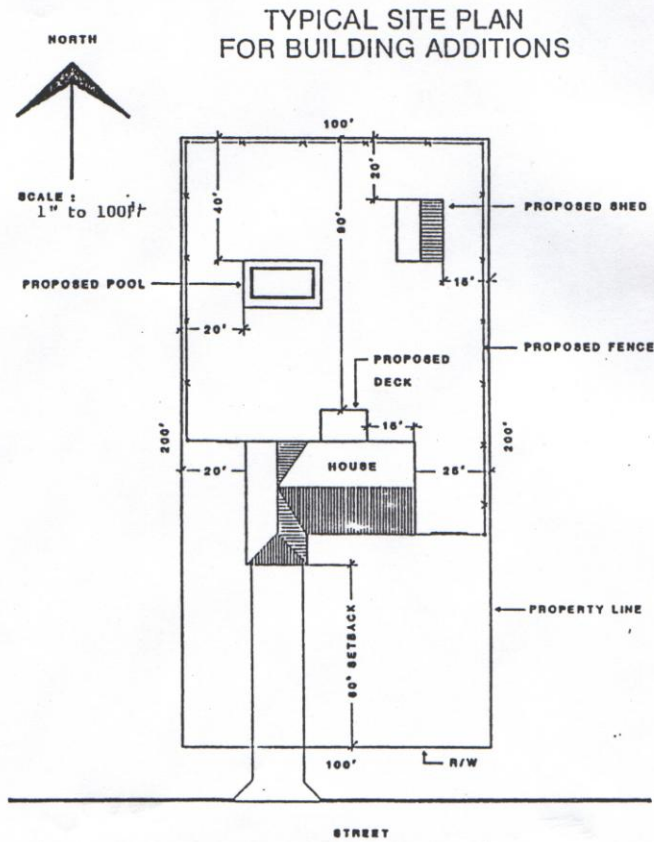
DESIGN REGULATIONS

The pitch of a roof on any given elevation of a structure shall match the pitch of any other roof on the same elevation of a structure.

Foundation wall above grade shall be brick or if concrete formed to imitate brick and colored.

DEFINITION OF DRAWINGS

- 1) SITE PLAN - A site plan is required to show the following information:
- Location of all streets and proposed structures.
 - Setbacks of Structures - front, side and rear distances of structures from property lines.
 - Drainage Information - location of swales, sump pumps, yard drains.
 - Dimensions of lot and structures.



SAMPLE TOPOGRAPHIC SURVEY & IMPROVEMENT PLAN

NAME OF OWNER _____
 SUBLOT OR PERMANENT PARCEL NO. _____
 NAME OF SUBDIVISION _____ VOL. _____ PG. _____
 NAME OF BUILDER _____
 PLAT PREPARED BY _____ ENGINEER - SURVEYOR REG. NO. _____
 BUILDING PERMIT NO. _____

T.I.P. BEARING AND DISTANCE SET I.P.

NOTES

1. ALL ELEVATIONS TO BE TO U.S.G.S. DATUM.
2. A BENCH MARK WHICH WILL NOT BE DISTURBED DURING CONSTRUCTION IS TO BE PROVIDED ON OR ADJACENT TO THE SITE.
3. EXISTING GRADES TO BE SHOWN BY CONTOURS AT INTERVALS WHICH ARE APPROPRIATE FOR SITE CONDITIONS.
4. DENOTES POINT ELEVATIONS WHEN CONTOURS DO NOT EXTEND BEYOND PROPERTY LINES. ROAD AND DITCH ELEVATIONS TO BE AT MINIMUM 50' INTERVALS. (B)
5. PROPOSED GRADES TO BE SHOWN BY CONTOURS AND/OR POINT ELEVATIONS.
6. ALL EXISTING UTILITIES AND EASEMENTS TO BE SHOWN.

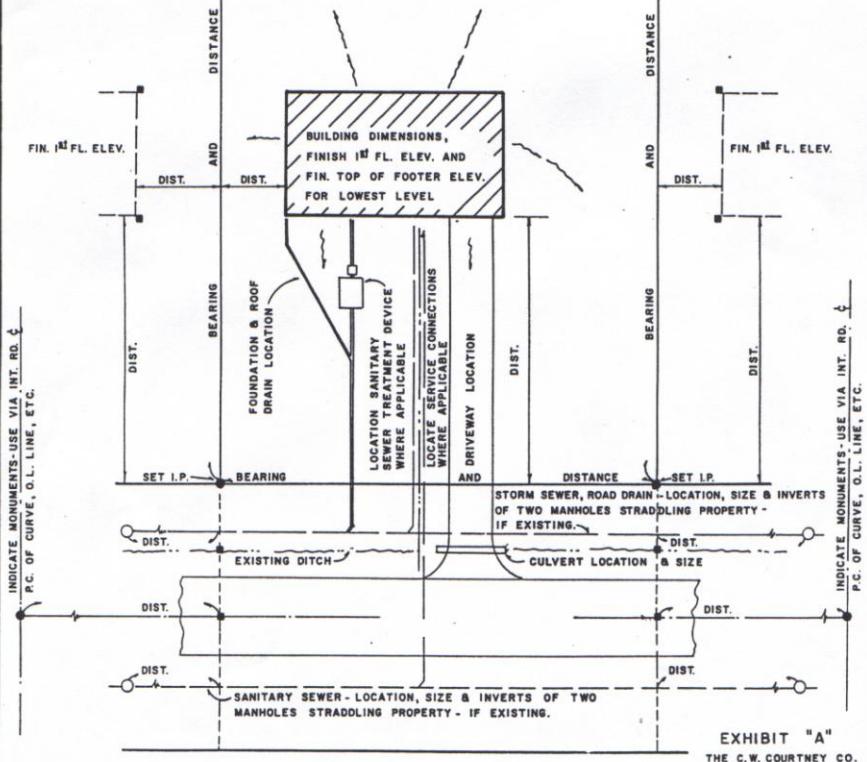
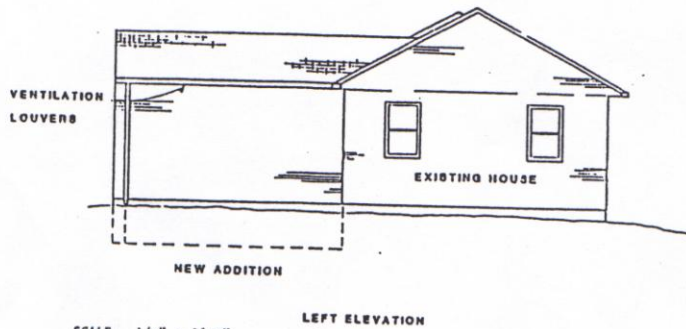
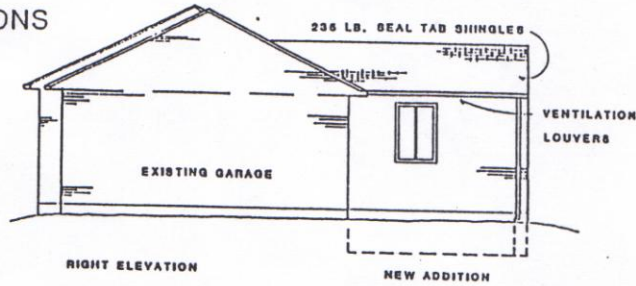


EXHIBIT "A"
 THE C.W. COURTNEY CO.
 MUNICIPAL ENGINEERS

- 4) EXTERIOR ELEVATIONS - Elevations are drawn to show roughly what a building will look like when it is finished. The elevation drawings should show:
- Position and heights of windows, doors, and exterior vents.
 - Position of roof slopes and overhangs.
 - Type and color of exterior finish materials.
 - Drawing should be drawn to scale.

ELEVATIONS

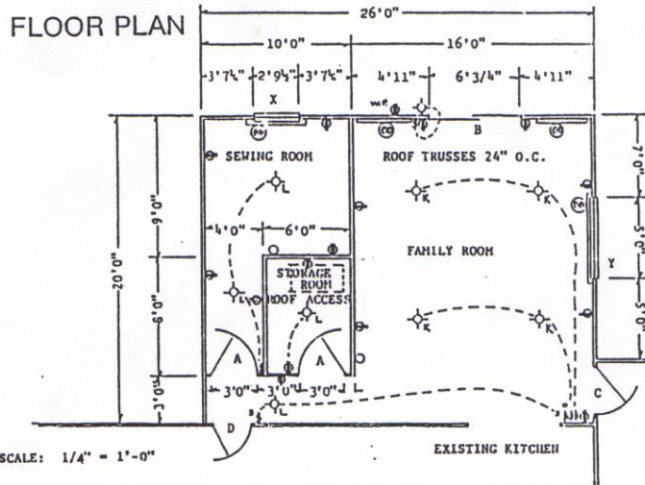


SCALE: 1/4" = 1'-0"

- 5) CROSS SECTION - Section drawings literally slice through the building to show construction details. The drawings should show the following:
- How the wall frame connects to the foundation.
 - How walls connect to ceilings and the roof.
 - Roof slope -- Minimum 4/12 pitch.
 - Size of framing members (rafters, studs, joists).
 - Quality and type of materials used.

CONSTRUCTION DRAWINGS -

- d) FLOOR PLAN - The floor plan will show permanent or structural elements of your new construction, including the following:
- Dimensions and shape of rooms, walls, doors and windows.
 - Plumbing fixtures like bathtubs and toilets.
 - Electrical outlets and switches.
 - Closets and built-in counters.
 - Rooms should be labeled and plans must be drawn to scale.



SCALE: 1/4" = 1'-0"

LEGEND

- ⊕ 110 v. DUPLEX
- ⊕ 110 v. DUPLEX - WEATHERPROOF
- ⊕ PORCELAIN LIGHT FIXTURE
- ⊕ RECESSED LIGHT FIXTURE
- ⊕ SMOKE DETECTOR
- ⊕ SINGLE POLE SWITCH
- ⊕ THERMOSTAT
- ⊕ 3-WAY SWITCH
- ⊕ BASEBOARD HEATER
- ⊕ SWITCH W/DIMMER

DOOR SCHEDULE

MARK	QUANTITY	SIZE	TYPE	MATERIAL	NOTES:
A	2	1-3/8 x 36 x 6-1/8"	INT.	BIRCH	PREHUNG - HOLLOW
B	1	2 x 6-3/4 x 6-3/4"	EXT.	WOOD	AMERSON DOUBLE INS.
C	1	1-3/4 x 36 x 6'	EXT.	SOLID CORE	FIRE-RATED
D	1	1-3/8 x 30 x 6'	EXT.	SOLID CORE	EXISTING

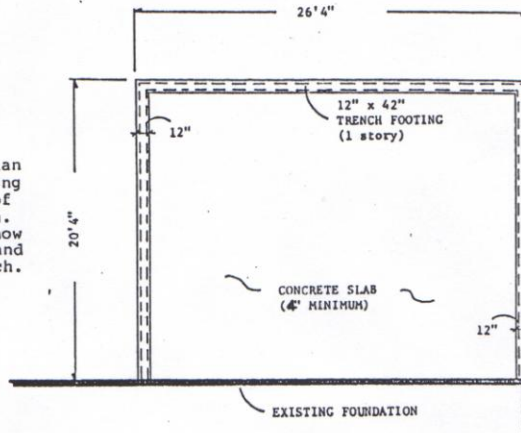
WINDOW SCHEDULE

MARK	QUANTITY	SIZE	TYPE - REMARKS
X	1	2-1/2 x 3-5/8"	DOUBLE INS. - CASEMENT - PELLA
Y	1	5-6" x 3-5/8"	DOUBLE INS. - CASEMENT - PELLA

FOUNDATION PLAN

b) FOUNDATION PLAN -

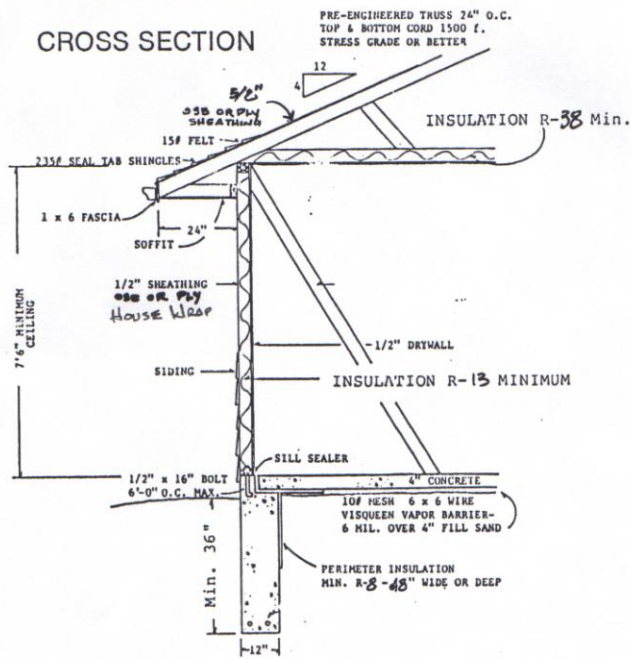
A foundation plan is required showing the dimensions of the footing trench. You will need to show the total length and width of the trench. This also must be drawn to scale.



NOTE: ALL FOOTINGS TO BEAR ON SOUND UNDISTURBED SOIL

SCALE: 1/8" = 1'-0"

CROSS SECTION



SCALE: 1/4" = 1'-0"