



Relevant Code Sections

Section 18-543 Certificate of Approval Required

1. *All permanent sign types are required to be reviewed by the Board of Architectural Review and shall not be permitted or constructed until the Board of Architectural Review issues a Certificate of Approval. See §18-821 for review procedure.*

Section 18-821 Board of Architectural Review Certificate of Approval

1. *Certificate of Approval Required. Per Chapter 4, Section 4-8 of the Town Code, no structure, building, sign or other improvements or other major landscape features surrounding such building, structure, sign or improvement located on any land within any architectural control district shall be erected, reconstructed, altered or restored until the plans for such shall have been approved by the Board of Architectural Review; provided that the provisions of this chapter shall not apply to the regular maintenance of the same as opposed to the reconstruction, alteration or restoration. For the purposes of this section, the repainting of a structure, building or sign that results in the complete change of color of the said structure, building or sign or a substantial portion thereof shall be deemed an alteration and not regular maintenance.*
2. *Criteria for Review. The criterion for the Board of Architectural Review decision is found within §4-15. - Design criteria and §8-B.3 Same – Purposes.*

Section 18-212.B Structure Dimensions

Penthouses or roof structures for the house of elevators, stairways, tanks, ventilating fans, or similar equipment required to operate and maintain the building, and fire or parapet wall, skylights, towers, steeples, flagpoles, water tanks, silos, or similar structures which are part of the principal building may be erected above the height limits herein described to a maximum of nine (9) feet above the roof level, but no penthouse or roof structure, or any space above the height limit shall be allowed for the purpose of providing additional floor space.

***Applicants must attend the meeting and represent their application.
Failure to appear may result in the deferral of the item or amendments to the design.
Failure to appear will not relieve any pending violations.***