



**VILLAGE OF CHESTNUT RIDGE
ARCHITECTURAL REVIEW BOARD**

DEADLINE FOR SUBMISSION IS THIRTY (30) DAYS BEFORE THE BOARD MEETING. UNLESS OTHERWISE DIRECTED, BOARD MEETINGS WILL BE HELD AT 8:00 PM THE FOURTH WEDNESDAY OF EACH MONTH.

All items below must be submitted at the same time without exception.

Required fees are due at time of submission.

Applications are reviewed by appointment only.

Checklist for New Construction / Alteration (s) – Commercial Construction:

1. Submit eight (8) complete packets of the following:
 - a. Application (1 original & 7 photocopies)
 - b. Narrative summary explaining the project and including any facts pertaining to this project which applicant feels may be of interest to the Board
 - c. Proposed topographic Plot Plan submitted with the building permit (8 photographs-not originals)
 2. 20" x 30" Foam Poster Board with the following information:
 - a. Color renderings (mounted on of all sides of proposed building, including elevations and landscape of proposed home.
 - b. Copy of filed Subdivision Plat
 - c. Name of the Subdivision in black at top of the board.
 3. Required fees.
 4. It would be preferable to the Board if the architect would appear at all meetings with the applicant.
1. **FOR INDIVIDUAL LOT APPROVAL, A 20" X 30" FOAM POSTER BOARD WITH THE FOLLOWING ATTACHED:**
- a. Street facing elevation(s) of the dwelling, grade specific
 - b. Photocopy of the proposed plot plan
 - c. Color chips of roof shingle, siding, shutters and any other decorative material to be used
 - d. Actual rendering or brochure picture of the proposed front door/sidelights (may attach one alternate door style also)
 - e. 8 ½ x 11 copy of subdivision, highlight specific lot
 - f. Name of subdivision and lot# in black at top of the board

FEE SCHEDULE

New Construction:

\$250.00 for first appearance, plus
\$250.00 for each additional appearance.

Escrow

\$500.00

1. SET OF COLOR PHOTOGRAPHS OF ALL EXISTING STRUCTURES FACING UPON THE SAME OR INTERSECTING STREET AND WITHIN 500' OF THE PROPOSED NEW HOME. STATE ON THE REVERSE SIDE OF THE PHOTO THE ADDRESS OF THE STRUCTURE AND ITS LOCATION RELATION TO THE PROPOSED NEW HOME.

2. Windows must meet 2015 Energy code requirements.

APPLICANTS ARE CAUTIONED THAT BUILDINGS MUST BE CONSTRUCTED IN STRICT COMPLIANCE WITH THE PLANS AND SAMPLES AS APPROVED BY THE ARB.



**APPLICATION ARCHITECTURAL REVIEW BOARD OF THE VILLAGE OF CHESTNUT RIDGE
APPLICATION**

Date: _____

Name of Subdivision and / or Property:

Applicant's Name, Address, Phone Number, e-mail:

Applicant's Signature: _____

Property Owner's Name, Address, Phone Number, e-mail:

Relationship of Applicant to Owner: _____

Architect's Name, Address, Phone Number, e-mail:

Engineer's Name, Address, Phone Number, e-mail:

Attorney's Name, Address, Phone Number, e-mail:

Approximate Cost of Construction: _____

Tax Map: Section: _____ Block: _____ Lot: _____ Zone: _____

Village of Chestnut Ridge
Architectural Review Board Application

EXTERIOR MATERIALS LIST

SECTION: _____ BLOCK: _____ LOT#: _____

NAME OF SUBDIVISION: _____

	COLOR	MATERIAL	MANUFACTURER
ROOF:	_____	_____	_____
SIDING:	_____	_____	_____
DECORATIVE SIDING:	_____	_____	_____
SOFFITS & FASCIA:	_____	_____	_____
TRIM:	_____	_____	_____
SHUTTERS:	_____	_____	_____
GARAGE DOORS:	_____	_____	_____
DOORS:	_____	_____	_____
DECK:	_____	_____	_____
FIREPLACE:	_____	_____	_____

Village of Chestnut Ridge
Architectural Review Board Application

NOTICE OF PROPERTY OWNER'S AFFIDAVIT

State of New York
County of Rockland ss.
Village of Chestnut Ridge

_____ being duly sworn deposes and says that he is the applicant, agent or attorney for applicant in the matter of the petition before the Village of Chestnut Ridge, Architectural Review Board affecting property located at:

And designated on the Town of Ramapo tax map as

Section: _____ Block: _____ Lot: _____

Village of Chestnut Ridge, Rockland County, New York.

that the following are all the owners of property within 500 feet of the perimeter of the property to which this appeal is being taken.

Section / Block / Lot	Name	Address

Continued on next page.

