## APPLICATION FOR ARCHITECTURAL AND AESTHETIC REVIEW SUBMISSION REQUIREMENTS

- 1. A Development Application must be completed and submitted to the Town Clerk on forms prepared by the Town and in accordance with the schedule set by the Town.
- 2. For all construction requiring Architectural and Aesthetic Review, ten (10) sets of architectural design and landscape plans prepared by a licensed architect/landscape architect shall be submitted. See Sec. 14-86(b), Town Code.
- 3. Architectural design and features to be reviewed.
  - 1. Architectural and Aesthetic Review shall be conducted by the Town planning and zoning Board (the "Board") prior to or simultaneously with site plan approval. See Sec. 14-86(c)1.
  - 2. The Board shall use the review criteria as set forth at Sec. 14-87. when reviewing and considering architectural design and features.
  - 3. The Board may approve architectural and design features with conditions; may deny the proposed plan; or may approve the proposed without modification or conditions. See Sec. 14-86(c)3.
- 4. The review standards to be used by the Board are set forth below:
  - 1. Relationship of building to site:
    - (1) The site shall be planned to accomplish a desirable transition with the streetscape.
    - (2) parking and service areas shall, where feasible, be located, designed and screened to be obscured from public view.
    - (3) The height and scale of each structure shall be compatible with its site and other structures onsite.
  - 2. Relationship of structure and site to adjoining area(s):
    - (1) Structures shall be designed to enhance the surrounding neighborhood.
    - (2) Harmony in texture, mass and lines shall be provided in the design of structure.
    - (3) Landscape transition(s) to adjoining properties shall be provided.

(4) Structures shall be consistent with the established neighborhood character.

## 3. Landscape and site treatment:

- (1) Landscape treatment shall be provided to enhance architectural features, strengthen vistas and provide shade.
- (2) Exterior lighting, when used, should enhance the building design and the adjoining landscape. Lighting standards and fixtures shall be of a design and size compatible with the building and adjacent areas. Lighting should be shielded and restrained in design. Excessive brightness and brilliant colors should be avoided; flashing or blinking lights are strictly prohibited.

## 4. Building design:

- (1) Architectural style is not restricted. Evaluation of a project shall be based on quality of its design and relationship to surroundings.
- (2) Components such as windows, doors, eaves, and parapets shall have balanced proportions in relationship to one another.
- (3) Colors shall be harmonious. Bright or brilliant colors are encouraged to be used only as an accent.
- (4) Design attention shall be given to mechanical equipment or other utility hardware on roofs, buildings and at grade so as to screen them from view.
- (5) Exterior lighting shall be part of the architectural concept. Fixtures, standards and all exposed accessories should be harmonious with building design.
- (6) Variety of detail, form and siting shall be used to provide visual interest.
- (7) Structures shall be of size as to be in harmony with permanent neighboring development.
- 5. The Applicant must provide all documentation necessary to meet all standards required as set forth above.

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