City of Aurora, Ohio - Planning, Zoning and Building Division

129 W. Pioneer Trail, Aurora, OH 44202 330.562.9564 Fax: 330.562.9719 www.auroraoh.com

EXTERIOR ALTERATIONS

APPLICATION SUBMITTALS

RESIDENTIAL EXTERIOR ALTERATIONS require submittal of the following:

1. Completed Building Permit Application.

2. A $62.50 non-refundable deposit. Make checks payable to City of Aurora.
   NOTE: *This is an application deposit only. Additional fees may be owed upon issuance of permit.*

3. For the City Architect's Review: **Two Complete Sets of Construction Plans are required.**
   For ABR's Review: **Seven Sets of 11" x 17" Plans—only elevations and floor plans are required.**

4. A Site Plan.

5. Photographs of residence.

6. Approvals necessary prior to issuance of a permit:
   a. Zoning Inspector
   b. Plan Review
   c. Architectural Board of Review**
   d. Planning, Zoning and Building Division Director

7. All contractors/subcontractors must be registered with the Planning, Zoning & Building Division.

8. Inspections required:
   a. Rough Framing & Electric
   b. If applicable, a new Roof requires an Ice Guard Inspection
   c. Final

****All Exterior Alterations must be approved by the Architectural Board of Review. ABR meets on the fourth Thursday of each month except for November and December when it meets on the second Thursday of the month. ABR submittal deadline is ten (10) days prior to the meeting.**

3/10/2016

CITY OF
AURORA
Established 1799

RESIDENTIAL INFORMATION SHEET

All additions or exterior alterations should follow the Residential Guidelines set forth by the Architectural Board of Review.

Please indicate the color selection for each of the listed building elements:

Siding: _____

Roof: _____

Brick: _____

Shutters: _____

Trim: _____

Soffit: _____

Front door: _____

Overhead Garage Door: _____

Stone: _____

Other: _____

NOTE: If the product color name is not clear, please indicate the generic color name. For example, "cypress wreath lodge" should be designated as "brown-red mix".

PERMIT # _____
Parcel No. _____
Zoning _____ **S/L** _____ **G/L** _____

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BUILDING PERMIT APPLICATION FOR RESIDENTIAL EXTERIOR ALTERATIONS

PLEASE PRINT:

Project Address: _____ Sublot No. _____
Owner's Name: _____ Email: _____
Owner's Address (if different than above): _____
City _____ State _____ Zip Code _____ Phone _____
General Contractor Name: _____
Address: _____ City _____ State _____ Zip Code _____
Phone _____ Cell _____ Fax _____ Email: _____

PROJECT INFORMATION:

Type of Project: _____
Project Cost: $_____ Height _____ Length _____ Width _____ Total Sq. Ft. _____
Window/Door Replacement: Yes ____ No ____ New Roofing: Yes ____ No ____
New Siding: Yes ____ No ____

Acceptance of the permit herein applied for shall constitute an agreement on my/our part to abide by all conditions herein contained and to comply with all ordinances of the City of Aurora and the laws of the State of Ohio relating to all work to be done thereunder; and said agreement is a condition of said permit.

Applicant Signature _____
Sign & Print Name Owner/Agent

PLEASE PROVIDE SAMPLES OF ALL EXTERIOR MATERIALS AT ABR MEETING.

ALL CONTRACTORS/SUBCONTRACTORS MUST BE REGISTERED WITH THE CITY OF AURORA BEFORE PERMITS ARE ISSUED.

NAME AND ADDRESS

GENERAL _____
EXCAVATOR _____
MASON _____
CARPENTER _____
PLUMBER _____
ELECTRICIAN _____
HVAC _____
CONCRETE _____
INSULATION _____
ROOFER _____
SIDING _____
DOWNSPOUTS _____
SEWER _____
OTHER _____
OTHER _____
OTHER _____

FOR PLANNING, ZONING & BUILDING DIVISION USE ONLY

DATE APPLICATION RECEIVED _____
RECEIVED BY _____ DEPOSIT AMT. $62.50

Building $_____
Comp. Dep. $_____
Concrete $_____
Deck $_____
Electrical $_____
Miscellaneous $_____
Occupancy $_____
Plan Review $_____
Zoning $_____
Other $_____
Other $_____
Other $_____
1% State Fee $_____

SUBTOTAL $_____
Deposit - $ 62.50
TOTAL $_____

PERMIT PAID BY: _____ **DATE:** _____

SITE PLAN

RIGHT-OF-WAY LINE

EDGE OF STREET PAVEMENT

CENTER LINE OF STREET

1. **SHOW LOCATION OF ALL EXISTING STRUCTURES: HOUSE, GARAGE, DRIVEWAY, ACCESSORY BLDGS., ETC.**
2. **SHOW LOCATION OF PROPOSED STRUCTURE AND HOW MANY FEET FROM ALL PROPERTY LINES**

AURORA
Established 1799

City of Aurora, Ohio
ARCHITECTURAL BOARD OF REVIEW

RESIDENTIAL GUIDELINES

RESIDENTIAL PROJECTS

These guidelines endeavor to protect an important aspect of the economic base of the City of Aurora by preventing the destruction of the natural environment and to enhance property values by controlling design, material types and architectural elements. This unique character is encouraged and controlled.

Exposed Foundations:
All exposed foundations shall be constructed of brick or stone materials which give a permanent dimensional appearance on all sides. All exterior materials shall be approved by the Architectural Board of Review. *Exception: All exposed foundation materials for additions and accessory buildings over 200 square feet shall match the existing residence.*

Chimneys:
All fireplace chimneys, including direct vent, which project through the roof shall be constructed of brick or stone materials. *Exception: direct fireplace venting through a wall shall be located at the rear of the residence.*

Stacks:
Any stack with a diameter of six inches (6") or greater which extends through the roof must be enclosed with an acceptable chimney facing material that gives the appearance of brick or stone. Vinyl and aluminum are not acceptable means of wrap or enclosure. All stacks must be installed on the rear side of the roof ridge.

Windows:
Windows are required on all elevations of a residence. If windows on the front elevation have muntins, then the side windows shall have muntins. If windows on the front elevation have shutters, the Board may require the side windows to also have shutters to match for the purposes of consistency. If the front windows have wide casings, then the side windows shall also have wide casings. All windows without shutters shall have a minimum of a four inch (4") wrap. Glass block is <u>not</u> permitted on front elevations. The Architectural Board

shall have the right to reject glass block windows on other elevations if the windows are considered too large.

Bay Windows (i.e. projecting windows):
All bay window projections located on the first floor of the front elevation **where the bottom of the Bay Window support structure is 4'-0" or less above finished grade** must have the appearance of bearing on a solid foundation consisting of materials matching the foundation wall of the house or main structure. A bay window projection on the side or rear elevations or on the front elevation where the bottom of the Bay Window support structure is greater than 4'-0" above finish grade can be cantilevered. Finish grade shall be the grade contour at the Bay Window location as shown on the approved site/topographical plan.

Bow Windows:
All bow window projections located on the first floor of the front elevation should extend to grade and must have the appearance of a solid foundation wall. A bow window that projects more than two feet (2') must bear on a foundation. Foundation walls, either in appearance or in function, shall consist of materials matching the foundation walls of the house or main structure.

Overhead Doors:
All garages must have doors and the colors shall complement the residence. Garage doors shall <u>not</u> face the street or right-of-way. *Exception: The Architectural Board may approve front elevation garages for hardship reasons. Items of hardship shall include, but are not limited to, a narrow lot, a ravine, or large trees provided such hardship is not created by the project owner/planner.*

Skylights:
Skylights shall not be visible from the street or road on which the house/structure fronts.

Exterior Wall Materials and Style of Architecture:
All exterior wall materials and the style of architecture shall be approved by the Architectural Board. Residences of an established traditional style shall have all materials, colors, roof pitches, windows, architectural details and proportions consistent with that particular style as approved by the Architectural Board. A change in exterior wall materials from the front elevation to the sides must wrap a minimum of two feet (2') around the corners and onto the sides. The use of exterior insulating finishing systems (E.I.F.S.) as a siding material must be no more than a nominal portion of the total exterior and only as approved by the Architectural Board.

Additions to Existing Residences:
All additions shall match the materials, colors, roof pitch, windows and architectural style of the existing residence. Any color or material on an addition shall require all remaining areas on the house and all appendages to match the new addition within a year of the Architectural Board approval. *Exceptions: as approved by the Architectural Board.*

Accessory Buildings Over 200 Square Feet:
Accessory buildings over 200 square feet must have a solid foundation as required by the Ohio Building Code. Such exposed foundations may be required to match the residence. Windows may be required by the Board at its discretion. Any accessory building within 50 feet of a residence or visible from the right-of-way or neighboring structure shall match the colors of the residence.

Accessory Buildings 200 Square Feet or Less:
Any accessory building 200 square feet or less shall match the colors of the residence. These structures will not require a review by the Architectural Board.

Three-Season Rooms:
All three-season rooms shall match the materials, colors, and architectural style of the residence. All three-season rooms shall have the appearance of a solid foundation. Foundation walls shall consist of materials matching the foundation walls of the house or main structure.

Metal Roofs:
Metal roofs are generally prohibited on any structure unless the Board determines the application overcomes the criteria in ACO 1321.03(b).

Note: Exceptions to these guidelines may be made at the discretion of the Architectural Board of Review.