



CITY OF POQUOSON
Department of Community Development

APPLICATION FOR ARCHITECTURAL REVIEW
CITY OF POQUOSON, VIRGINIA
ARCHITECTURAL REVIEW BOARD

APPLICANT: _____

MAILING ADDRESS: _____

PHONE: _____

ADDRESS OF SUBJECT BUILDING: _____

ZONING DISTRICT:

Village Commercial ☐
General Commercial ☐
Research and Development ☐

TYPE OF PROJECT:

Alteration including repainting ☐
New construction ☐
Reconstruction ☐
Restoration ☐
Other ☐

TYPE OF CONSTRUCTION:

Building ☐
Primary ☐
Secondary ☐
Other ☐

Sign ☐
Wall ☐
Monument ☐

Other Improvements (Please explain): _____



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APPLICATION SUBMITTAL REQUIREMENTS

The following information must accompany this application upon submittal:

- **Architectural renderings and plans of all buildings, structures, signs and other improvements showing style of architecture prepared by a registered architect. All colors, materials and finishes shall be shown by notation or by use of accepted architectural symbols;**
- **Samples of materials proposed for use;**
- **A site plan; and**
- **A vicinity map and rendering or photographs of all development on immediately adjacent properties.**

This application and a recommendation by the City Planning Department will be forwarded to the Architectural Review Board for review and consideration within 20 days from receipt of all required information. All required information must be submitted to the City at least 30 days prior to a regularly scheduled meeting of the Architectural Review Board. Board meetings are regularly scheduled for the first Monday of each month and held at 7:00 pm in the City Hall Engineering/Planning Conference Room, located at 500 City Hall Avenue.