

SUBMITTAL CHECKLIST

Sullivan's Island Design Review Board

2056 Middle St. • P O Box 427 • Sullivan's Island, SC • 29482 • (843) 883-3198

Project Address: 2220 L'ON AVE, SULLIVAN'S ISLAND, SC 29482

Submittal Date: 9.21.2018

Meeting Date: 10.17.2018

Requested Approval: Conceptual Preliminary Final

Review Process: As soon as the owner and/or design professional are able to identify design objectives, ***Conceptual plans*** should be submitted to the Design Review Board for review and comment. ***Preliminary*** or even ***Final*** plan review is generally required but may be waived at the discretion of the Board. **Incomplete submittals will be returned to the applicant and the project will not be part of the meeting agenda.**

The following items shall be included to receive ***Final*** plan approval:

- Application fee (*Checks payable to Sullivan's Island Design Review Board*)
- Completed Application to Sullivan's Island Review Board form (**FORM A**)
- Completed Sullivan's Island DRB Request for Review form (**FORM B**)
- Completed Zoning Standards Compliance Worksheet (**FORM C**)
- Completed Historic Worksheet (FORM D.1), or** **Neighborhood Compatibility Worksheet (FORM D.2)**
- Eleven (11) sets of Drawings, 11" x 17" size. Drawings to include:
 - A current As-Built Survey, Certified by a S.C. Registered Land Surveyor [1/16" = 1'-0" OR 1" = 20'-0" Required for all new construction and for work which expands or is outside of an existing building footprint; illustrating the following:
 - All applicable Flood Zone information
 - Setbacks, property lines and easements
 - Spot elevations required to comply with Section 21-24
 - OCRM Critical Lines, or Baseline and Setback if applicable
 - Existing Structures, if applicable
 - Site Plan [1/16" = 1'-0" OR 1" = 20'-0" scale], illustrating the following:
 - Existing structures, if applicable
 - Proposed new structures
 - All applicable survey information
 - Floor Plans [1/8" = 1'-0" scale], with the following requirements:
 - Exterior dimensions
 - Graphically depict the outlines of heated space, covered porches and open decks.
 - In the case of renovations and/or additions, the outlines of existing and new construction must also be shown.
 - Exterior Elevations [1/8" = 1'-0" scale], with the following requirements:
 - All exterior materials such as wood, stucco, roofing and / or masonry shall be graphically represented for intent.
 - Elevations must be rendered with shadows depicting roof and / or deck overhangs, changes in wall plane, or massing. Devoid of any graphically
 - Roof ridge heights and Finished Floor Elevation (FFE) and their relationship to FEMA Base Flood Elevation (BFE)
 - Optional:
 - 3-D perspective sketches and / or models are encouraged.
 - Any relevant photographs or documentation that might be descriptive (of adjacent properties).

Sullivan's Island Design Review Board

last modified June 2018

**APPLICATION
TO SULLIVAN'S ISLAND DESIGN REVIEW BOARD**

2056 Middle St. • PO Box 427 • Sullivan's Island, SC • 29482 • (843) 883-3198

(FORM A)

Project Address:	2220 I'ON AVE, SULLIVAN'S ISLAND, SC 29482		
Submittal Date:	9.18.2018		
Meeting Date:	10.17.2018	Parcel I.D. (TMS#):	529-09-00-028

Requested Approval (check ONE) Conceptual Preliminary Final

Check one:

<input type="checkbox"/> Submittal is outside the Historic District, not classified historic, and requests DRB relief. <u>Complete Neighborhood Compatibility Form D.1</u>	<input type="checkbox"/> Submittal is within the Historic District and is: <u>Complete Historic Form D.2</u> _____ designated as Historic Resource _____ not designated as Historic Resource Historic Survey #: _____	<input checked="" type="checkbox"/> Submittal is outside the Historic District and <u>Complete Historic Form D.2</u> <input checked="" type="checkbox"/> designated as Historic Resource Historic Survey #: <u>181</u>
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Nature of Work: (circle all that apply)

Historic Property
 Accessory Structure
 Demolition / Relocation
 Addition / Alteration
 New Construction

Owner's Name	Richard McElroy	Architect / Designer:	Laura Lee Worrell
Address:	2220 I'on Ave	Contact #:	843.323.9938
	Sullivan's Island, SC	email:	<u>laura@solidrenovations.com</u>
email:	<u>richard@highsmithinsurance.com</u>	Contractor:	TBD
Contact #:	_____	Contact #:	_____
		email:	_____

Enter a Brief Description of the Project and Scope of Work to be Performed:

Relocation (rotation) of front porch stairs. Demolition of non-historic rear 1-story attached shed. 2nd story rear addition of a master suite and the extension of the existing ground floor bathroom. Addition of a side grilling porch with steps at rear. New rear roof line that will have a gable exposure from front of house to accommodate new rear addition.

I (We) submit that the above information is true to the best of my (Our) knowledge. Laura Lee Worrell <hr/> <small>Print Applicant's Name</small> <i>Laura Lee Worrell</i> <small>Applicant Signature</small>	If Owner is not Applicant: I (We) hereby appoint the person named as Applicant as My (Our) agent to represent me (Us) in this application.  <small>Owner's Signature</small>	Fee Received by _____ <small>check #</small>
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REQUEST FOR REVIEW FORM (FORM B)

Sullivan's Island Design Review Board

2056 Middle St. • PO Box 427 • Sullivan's Island, SC • 29482 • (843) 883-5727

Project Address 2220 l'on Ave, Sullivan's Island, SC 29482

Submittal Date 9.21.2018

Meeting Date: 10.17.2018

BREAKDOWN OF LOT COVERAGES

Lot Information:		
Total Lot Size in Square Feet	<u>8674</u>	sf
Lot Width:	<u>83'-0"</u>	
Lot Depth:	<u>104'-6"</u>	
Flood Zone / Base Flood Elevation:	<u>VE-16</u>	

Sec. 21-25 Principal Building Coverage Area		
Principal Building Footprint:	<u>1960</u>	sf
Accessory Building Footprint:	<u>0</u>	sf
<hr/>		
Total Principal Bldg. Coverage Area:	<u>1960</u>	sf
(Principal Building plus Accessory Structure)		

Sec. 21-26 Impervious Coverage		
Principal Building Coverage Area	<u>1030</u>	sf
Covered Porches:	<u>387</u>	sf
Open Decks / Steps:	<u>212</u>	sf
Pool / Patio:	<u>0</u>	sf
Drives / Walks:	<u>287</u>	sf
Other Impervious Coverage	<u>0</u>	sf
Total Impervious Coverage	<u>1,916</u>	sf

Sec. 21-27 Principal Building Square Footage		
First Floor	<u>654</u>	sf
Second Floor	<u>1001</u>	sf
Third Floor	<u>0</u>	sf
Accessory Building	<u>0</u>	sf
<hr/>		
Total Principal Building Square Footage:	<u>1655</u>	sf
(Principal Building plus Accessory Structure)		

EXTERIOR MATERIALS

(REQUIRED FOR PRELIMINARY AND FINAL SUBMITTALS ONLY)

** REQUIRED FOR ALL PROJECTS WITHIN HISTORIC DISTRICT AND / OR THOSE HOMES DESIGNATED HISTORIC OUTSIDE OF THE HISTORIC DISTRICT*

Foundation: <u>Brick Piers Addition to be Pilings</u>	Roof: <u>Asphalt</u>
Walls: <u>Vinyl Existing Wood Lap Add.</u>	Windows: <u>Divided Lite - Wood</u>
Trim: <u>Original Wood and Vinyl</u>	Doors: <u>Solid Wood</u>

Sec. 21-111 Standards of Neighborhood Compatibility

NOTE: Particular attention will be paid to the Standards of Neighborhood Compatibility. Please include a narrative addressing these standards and be prepared to address in depth at presentation. The narrative and presentation should reference the Standards for Neighborhood Compatibility and design guidance form.

(check which applies)

Form D.2 attached

Not Applicable (no relief requested)

ZONING STANDARDS COMPLIANCE WORKSHEET (FORM C)

Sullivan's Island Design Review Board

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		Zoning Ordinance Reference Section	Zoning Standard	✓ if meets standard	DRB's Max. Authority for Relief	Applicant Request for Relief in Ft./ Sq. Ft.	Percent (%) Relief Requested	Total Allowed + Requested Relief (SF)
SETBACKS	A	21-22 Front Setback	25 feet	✓	15% (3.75')	0	0	25
	B	21-22 Additional Front Yard Setback	45° above 20'	✓	15%	0	0	
	C	21-22 Side Setback	Per lot; Enter Result: <u>10</u> min.; <u>30</u> comb.	✓	25%	0	0	
	D	21-22 2nd Story Side Façade Setback	10 feet (wall length)	✓	100% (20 feet)	0	0	
	E	21-22 Rear Setback	25 feet	✓	None	0	0	
LOT COVERAGE	F	21-25 Principal Building Coverage	as per formula: Enter Result <u>1577</u> sf	✓	20% <u>315</u> sf	0	0	1890
	G	21-26 Impervious Coverage	as per formula: Enter Result <u>30%</u> sf maximum	✓	N/A	N/A	N/A	N/A
	H	21-27 Principal Building Square Footage	as per formula: Enter Result <u>2770</u> sf	✓	25% <u>692.5</u> sf	0	0	2770
	I	21-28 Third Story	as per formula: Enter Result <u>400</u> sf	✓	15% <u>60</u> sf	0	0	460
DESIGN STANDARDS	J	21-29 Principal Building Front Façade	50' feet or, 2/3 lot width (whichever is less)	✓	100%	0	0	50
	K	21-29 Principal Building Side Façade	30 feet (wall length)		100% (60 feet)	0.125		<0.5%
	L	21-30 Building Orientation	Towards ocean, excluding marsh and ocean lots	✓	Adjust for Neighborhood Compatibility	n/a	n/a	n/a
	M	21-30 Bldg. Foundation Height	3 feet above Base Flood Elev. To Finished First Floor		1 foot	1	1	2
	N	21-32 Foundation Enclosure	Check Ordinance	✓	Adjust for Neighborhood Compatibility			
	O	21-138 Accessory Structure	Height (18') Setback 10'	✓	20% (3.6' high) 40% (4' setback)	n/a	n/a	n/a

SEC. 21-43 B. REQUEST FOR HISTORIC EXEMPTIONS (FORM C.1)

Sullivan's Island Design Review Board

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Project Address: 2220 I'on Ave, Sullivan's Island, SC 29482

Submittal Date: 9.21.2018

Meeting Date: 10.17.2018

		1	2	3	4	5	
		Zoning Ordinance Reference Section	Total Area of Existing Structures (sf)	DRB Authority for Exemption	Applicant's Request for Relief in Ft./Sq. Ft.	Percent (%) Relief Requested	NOTES
HISTORIC EXEMPTIONS	A	21-43 Existing Principal Building Square Footage	1655	50% Enter Result: <u>827.5</u> sf	0	0	Addition to match in f
	B	21-43 Existing Principle Building Coverage Area	1030	50% Enter Result: <u>515</u> sf	0	0	
	C	21-43 Existing Impervious Coverage Area	1916	50% Enter Result: <u>958</u> sf	0	0	

REQUEST FOR HISTORIC DESIGN REVIEW (FORM D.1)

Narrative for Scope of Work Sullivan's Island Design Review Board

2056 Middle St. • PO Box 427 • Sullivan's Island, SC • 29482 • (843) 883-5727

- Do you propose any exterior changes to the historic structure? Yes No
- If you answered "yes," please provide a detailed description of the work below.

Section 21-97. C Historic Preservation Standards

Submit in writing, and be prepared to describe how your project is consistent with the following ten preservation standards, and the most recent version of the Secretary of Interior's Guidelines for the Treatment of Historic Properties. On your elevation drawings, show all proposed changes to existing materials and show all preserved historic elements. <https://www.nps.gov/tps/standards/treatment-guidelines-2017.pdf>

- (a) Using a property as it was used historically or giving a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships;
- (b) Retaining and preserving the historic character of a property; avoidance of the removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property;
- (c) Avoiding changes that create a false sense of historical development, such as adding conjectural features or elements from other buildings;
- (d) Retaining and preserving changes to a property that have acquired historic significance in their own right;
- (e) Preserving distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property;
- (f) Repairing rather than replacing deteriorated historic features; or where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials;
- (g) Utilizing the gentlest means of chemical or physical treatments;
- (h) Protecting and preserving the archeological resources in place, and if disturbing, mitigation measures will be undertaken;
- (i) Not destroying historic materials, features, and spatial relationships that characterize the property; differentiating the new work from the old and making it compatible with the historic materials, features, size, scale, and proportion, and massing to protect the integrity of the property and its environment; and,
- (j) Undertaking new construction in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

The proposal includes the demolition of a later 1-story shed addition at rear left of historic house. A second story master suite is proposed to match in existing 1-story shed footprint. The master suite addition will reuse existing front facade windows (sashes, sleds, and trim) that is in great condition. The entrance to the new addition will utilize an existing window location. The existing siding is vinyl with unknown condition or status of siding/sheathing underneath. Addition to be clad in traditional 7" wood lap siding. During proposed work, if any original siding is found, addition to match original siding in-kind. Two roof options to tie in the rear addition with existing are as follows: (1) Left addition with matching gable as existing right rear gable that connects over existing room (shed roof) with a modified shed roof (2) Large gable roof that extends above existing roof pitch in rear only. Roof option 1 meets the 3/12 roof slope requirement and does not change the historic front elevation but greatly limits the placement of modern HVAC equipment (existing exposed round ductwork). Roof option 2 changes the front elevation visually but maintains a similar historic appearance of surrounding homes in the neighborhood of that time and historic significance. Similar properties include: 2118 l'on and 2256 l'on. Option 2 would also require the existing chimney to be built up to remain visible above new roof line. Existing chimney stack is not in use and would remain decorative and not utilized after alterations. Later addition front facade screened porch stairs to be modified to modern code and rotated -90 degrees to allow for less intrusion into front yard. Typical layout shown on neighboring properties: 2216 l'on, 2219 l'on, and 2250 l'on. Later addition screen porch railings to be modified to fit modern code and traditional appearance (new screening to be installed) similar to neighboring

REQUEST FOR HISTORIC DESIGN REVIEW (FORM D.1)

NARRATIVE FOR SCOPE OF WORK

The proposal includes the demolition of a later 1-story shed addition at rear left of historic house. A second story master suite is proposed to match in existing 1-story shed footprint. The master suite addition will reuse existing front facade windows (sashes, sleds, and trim) that is in great condition. The entrance to the new addition will utilize an existing window location. The existing siding is vinyl with unknown condition or status of siding/sheathing underneath. Addition to be clad in traditional 7" wood lap siding. During proposed work, if any original siding is found, addition to match original siding in-kind. Two roof options to tie in the rear addition with existing are as follows: (1) Left addition with matching gable as existing right rear gable that connects over existing room (shed roof) with a modified shed roof (2) Large gable roof that extends above existing roof pitch in rear only. Roof option 1 meets the 3/12 roof slope requirement and does not change the historic front elevation but greatly limits the placement of modern HVAC equipment (existing exposed round ductwork). Roof option 2 changes the front elevation visually but maintains a similar historic appearance of surrounding homes in the neighborhood of that time and historic significance. Similar properties include: 2118 l'on and 2256 l'on. Option 2 would also require the existing chimney to be built up to remain visible above new roof line. Existing chimney stack is not in use and would remain decorative and not utilized after alterations. Later addition front facade screened porch stairs to be modified to modern code and rotated -90 degrees to allow for less intrusion into front yard. Typical layout shown on neighboring properties: 2216 l'on, 2219 l'on, and 2250 l'on. Later addition screen porch railings to be modified to fit modern code and traditional appearance (new screening to be installed) similar to neighboring properties: 2216 l'on, 2219 l'on, and 2250 l'on. Proposed four front windows on main (2nd floor) to be altered into double french doors to match window and existing front door in style and profile. Historic windows to be reused in second floor rear master suite addition. French doors on front porch to match in similar style and age (historic significance) of existing houses in the neighborhood: 2250 l'on, and 2256 l'on. Existing asphalt roof to remain and matched in kind. Existing vinyl siding to remain; if original wood siding is found and budget allows siding to be restored to original. Rear windows at proposed kitchen to be relocated and one window added to match in kind. Repair of siding and trim to match existing. Right rear grilling deck to be added on in kind to neighboring corner lot property located at 2219 l'on. One of the later addition existing windows in proposed kitchen to be modified into an exterior door utilizing existing opening with other half to utilize reclaimed historic window from the house. Door and trim material to match in-kind to existing. All raised screening at new deck and addition to match existing front elevation screening. Ground floor existing windows are replacement wood windows that are in disrepair, to be replaced in kind to match 2nd floor main living windows in style and material.

NEIGHBORHOOD COMPATIBILITY WORKSHEET (FORM D-2)

Sullivan's Island Design Review Board

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In accordance with the Sullivan's Island Zoning Ordinance, Section 21-111, the DRB shall only grant modifications of the Zoning Ordinance standards if the design is compatible with the Standards for Neighborhood Compatibility:

- The pattern of setback, foundation elevations and building heights;
- The massing and orientation of structures;
- Fenestration (windows) and doorway spacing and alignment patterns;
- The placement and use of porches, decks and patios;
- The placement and alignment of driveways;
- The treatment of front and side facades;
- Where appropriate, the types of roofs, the roof pitches, and other aspects of roof design;
- Where appropriate, distinctive architectural styles that characterize a street or neighborhood; and
- Such other factors as the Board may consider relevant to defining the character of the neighborhood.

Additionally, the following check-list will help the applicant and DRB determine if the proposed design is properly integrated into the context and character of the existing neighborhood.

Principal Building Square Footage (§ 21-27) : When requesting relief for additional Principal Building Square Footage, the DRB will be looking carefully at ways the applicant is offsetting the impact of the requested relief. The applicant might choose one or more of the following techniques, for example:

- Lower the first-floor height closer to grade to offset the additional massing.
- Lower the main roof eave height to offset the additional massing.
- Lower the overall roof height to reduce the additional massing
- Reduce the amount of second floor wall surface
- Place the second floor square footage within the roofline
- Provide additional setbacks for second story walls to reduce the impact to neighbors
- Assure to the DRB that the design is unique, well articulated and appropriately scaled
- DRB suggests that prior to submittal please review your plans with neighbors and request their approval of square footage changes.

Not Applicable

Principal Building Coverage (§ 21-25): When requesting relief for Principal Building Coverage, the DRB will be looking at ways the applicant is offsetting the impact of the requested relief. The applicant might choose one or more of the following techniques, for example:

- Lower the first-floor height closer to grade to offset any additional massing.
- Coverage relief typically includes additional lower one-story design elements. Please indicate clearly these one-story elements in the design.
- Reduce the amount of second story wall surface area and second story heated sq. ft.

- Coverage Relief is typically granted for smaller than average lots due to zoning formulas.
- Assure to the DRB that the design is unique, well articulated and appropriately scaled.

Not Applicable

Front and Side Building Setbacks (§ 21-22): Building setbacks are intended to create open space (landscaping, sunlight, distance) between buildings and the right-of-way. When requesting relief for Front and Side Setbacks, the DRB will be looking at ways the applicant is offsetting the impact of the requested relief. The applicant might choose one or more of the following techniques, for example:

- Request Side Setback relief as a means of preserving trees, tree canopies or other significant landscape elements.
- Consider designing one story construction in the requested relief zone to preserve sunlight and views.
- Provide well articulated side facades with separated massing elements.
- DRB suggests that prior to submittal please review your plans with neighbors and request their approval of setback changes.

Not Applicable

Second Story Side Façade Setback (§ 21-22): Second story side façade setback of two feet reduces the overall height and mass of the wall and ensures more sunlight for the adjacent property. Two foot second floor setbacks are required for any wall in excess of 10'. DRB can double that width to 20'. The DRB does not have the authority to completely eliminate the second story setback.

Not Applicable

Side Façade Articulation (§ 21-29): The depth and width of a building has a substantial impact on its mass and scale. Removing the requirement for articulations in the side wall can result in a long unbroken side façade, which lacks visual appeal and creates more mass.

- It is unlikely that the DRB will grant 100% relief allowing a 60' long unarticulated wall.
- When requesting any relief less than 100%, assure to the DRB that the design is unique, well articulated and appropriately scaled

The addition fits within the existing ground level footprint. The second floor master suite addition extends <0.5% (0'-1 1/2") from the allowable 30'-0" side width. This location is ideal because it fits within the existing footprint of proposed demolish portion, there are no existing trees or vegetation that would be effected, and the existing historic house layout easily accommodates access and flow. Due to the sun's path and the orientation of the houses, no blocking of additional light should occur to the neighbor located left at 2218 l'on Ave. Any additional shadow would be cast on the back alley/trash area of 2213 Middle Street restaurant. None of the addition windows would intrude on neighbor privacy.

REQUEST FOR CHANGE TO APPROVED DESIGN

Sullivan's Island Design Review Board

2056 Middle St. • PO Box 427 • Sullivan's Island, SC • 29482 • (843) 883-3198

(Supplemental Review Form)

N/A
9.21.18

Project Address: 2220 Lion Ave, Sullivan's Island, SC 29482
Submittal Date: 9.21.2018
Meeting Date: 10.17.2018

Historic Resource: (check ONE) Yes No Within Historic District: (check ONE) Yes No

PROPOSED CHANGE:

REASON FOR CHANGE:

Nature of Work: (circle all that apply)

- Accessory Structure Demolition / Relocation Addition / Alteration New Construction

Owner's Name	<u>Richard McElroy</u>	Architect / Designer:	<u>Laura Lee Worrell</u>
Contact #:	<u></u>	Contact #:	<u>843.323.9938</u>
email:	<u>richard@highsmithinsurance.com</u>	email:	<u>laura@solidrenovations</u>
		Contractor:	<u>TBD</u>
		Contact #:	<u></u>
		email:	<u></u>

Enter a Brief Description of the Project and Scope of Work to be Performed:

TOWN ACTION:

Approved at staff level

Deferred to Design Review Board for Final Decision
All documentation as required for standard DRB application
must be submitted to the Town prior to DRB deadline.

Building Official Signature _____ DRB Representative Signature _____

REQUEST FOR STAFF LEVEL APPROVAL

Sullivan's Island Design Review Board

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(Supplemental Review Form)

Project Address:	2220 l'on Ave, Sullivan's Island, SC 29482
Submittal Date:	9.18.2018
Meeting Date:	10.17.2018

Historic Resource: (check ONE)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Within Historic District: (check ONE)	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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PROPOSED WORK:

Relocation (rotation) of front porch stairs. Demolition of non-historic rear 1-story attached shed. 2nd story rear addition of a master suite and the extension of the existing ground floor bathroom. Addition of a side grilling porch with steps at rear. New rear roof line to accommodate new rear addition. Addition of front french doors at window openings.

REASON FOR WORK:

The addition will create a more family friendly and livable house to modern living standards and normalities. Porch modifications of stairs and railings to comply with modern code and safety, neighborhood cohesive appearance, and enjoyment. Front facade windows to be modified to full length french doors to accommodate additional access through conditioned living space to outdoor living space to increase livability. Rear grilling deck with additional rear access to

Nature of Work: (circle all that apply)

Accessory Structure Demolition / Relocation Addition / Alteration New Construction

Owner's Name Richard McElroy

Contact #: _____

email: richard@highsmithinsurance.com

Architect / Designer: Laura Lee Worrell

Contact #: 843.323.9938

email: laura@solidrenovations.com

Contractor: _____

Contact #: _____

email: _____

Enter a Brief Description of the Project and Scope of Work to be Performed:

Rear master suite addition with roof modification. Modification of front porch and stairs to conform to modern code and cohesive neighborhood architectural appearances. Addition of rear side grilling deck.

TOWN ACTION:

- Approved at staff level**
- Deferred to Design Review Board for Final Decision**
All documentation as required for standard DRB application
must be submitted to the Town prior to DRB deadline.

Building Official Signature _____

DRB Representative Signature _____