CLIFTON ARCHITECTURAL REVIEW BOARD
TOWN OF CLIFTON, VIRGINIA
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

DATE OF APPLICATION:_____
NAME OF APPLICANT OR AGENT:_____
ADDRESS:_____
TELEPHONE: _____ Email_____
LOCATION OF PROPERTY INCLUDING STREET ADDRESS AND TAX MAP NUMBER:_____
GENERAL DESCRIPTION OF PROPOSAL:
_____
_____
_____
_____

ATTACHMENTS:

- ☐ APPLICATION FEE*
- ☐ Two (2) HARD COPIES AND ONE ELECTRONIC COPY OF APPLICATION WITH PLATS, ARCHITECTURAL DRAWINGS, FLOOR PLANS, ETC.

I UNDERSTAND THAT ALL SUBMISSION REQUIREMENTS MUST BE MET BEFORE THE ARB WILL REVIEW AN APPLICATION

_____ _____
SIGNATURE OF APPLICANT OR AGENT DATE

Is the applicant or owner a member of a homeowners' association (HOA)? ☐ Yes ☐ No If yes, please obtain the approval of the HOA prior to submission of the application.

_____ _____
HOA REPRESENTATIVE (NAME/SIGNATURE) DATE OF HOA APPROVAL

CERTIFICATE ISSUED: YES NO
(When marked "YES" and signed, this document becomes the "certificate of Appropriateness")
BY: _____ _____
CHAIRMAN, ARB DATE
ARB MEMBERS' INITIALS:_____
CONDITIONS:_____
_____

IF CERTIFICATE IS NOT TO BE ISSUED, THE ARB SHALL STATE THE BOARD'S REASON:_____
_____

*Application fee:
Sign/Fence: $10.00; if after installation: $50.00
Addition/remodeling project up to 200 SF: $100.00
Addition/remodeling project exceeding 200 SF $250.00
New home construction: $250.00
The applicant shall also pay any actual costs of any review fees incurred by the ARB, including any consultant's fees and other costs set forth in Virginia State Code Section 15.2-2286.