

CITY OF STRONGSVILLE
PLANNING COMMISSION
SUBDIVISION ENTRANCEWAY SIGNAGE & LANDSCAPING
APPLICATION

For all subdivision entranceway signage and landscaping MUST get Planning Commission and Architectural Review Board for approval.

Planning Commission Process for a Subdivision Sign

- 1) 10 sets of a site plan showing area to be screened. Be sure to include on the site plan, a legend depicting all the plant material, the quantities, sizes, heights and names (both American and Latin).
- 2) 10 copies of a colored drawing of the proposed sign (to scale) of the actual signage, depicting all dimensions and colors along with a color chip or paint sample.
- 3) A completed Planning Commission application. Please note, the name of the subject/client would be the name of the Subdivision.
- 5) A check payable to the City of Strongsville for \$50.

All of the above must be submitted two (2) weeks prior to a Planning Meeting. The Planning Commission usually meets the 2nd and 4th Thursday of the month, but is subject to change during certain times of the year and Planning Commission and Architectural Review Board have only one meeting the month of AUGUST. Planning Commission meetings are held at The Council Chambers located at 18688 Royalton Road. The Caucus starts at 5:30 p.m. and the meeting begins promptly at 6:00 p.m. Architectural Review Board meets on Tuesdays at the City Service Center 16099 Foltz Parkway. Caucus starts at 8:30 a.m. and the meeting begins promptly at 9:00 a.m.

ARCHITECTURAL REVIEW BOARD PROCESS:

If everything meets the Code, you will be referred to the Architectural Review Board. Please submit nine (9) sets of the above plus an Architectural Review Board application AND a Building Permit application (obtained through the Building Department) two (2) weeks prior to an Architectural Review Board meeting. In addition, there is a \$25 dollar per sign application made payable to the City of Strongsville for ARB Review.

If you have any further questions, call Kristi Onofre at 440-580-3166.

PLANNING COMMISSION APPLICATION
City of Strongsville

ITEM NO. _____

Application Fees:

CP \$50.00 _____

Eng _____

Lighting Plan Review _____

Date of Application: _____

Total Fee: _____

Client or Subject Name: _____

Client / Subject Property Location: _____

Representative's Company Name: _____

Rep. or Agent's Name: _____

Bus. Address of Rep: _____ **City & Zip** _____

Business Phone: () _____ **FAX** () _____ **Res.** () _____

Property Owner's Name: _____

Property Owner's Signature: _____

Permanent Parcel No. _____ **Zoning Classification:** _____

Description of Request:

For Commercial Building Only

Building Area:

Existing Sq.Ft.: **First Floor** _____ **Others** _____

Proposed Sq. Ft. _____ **Total Building Area Sq. Ft.** _____

Existing Parking Spaces: _____

Site Area: **Total Sq. Ft.** _____ **Scale Used:** _____

TOTAL NUMBER OF EMPLOYEES: _____ **Number of Shifts:** _____

City of Strongsville

ARCHITECTURAL REVIEW BOARD APPLICATION

SCREENING For Subdivisions

Date of Application: _____

Subdivision Name: _____ PHASE # _____

Cluster Block or Location: _____ Number of Units _____

Permanent Parcel Nos Involved: _____ Zoning Classification _____

Developer's Name: _____

Developer's Address: _____ City & Zip _____

Bus Phone: () _____ FAX: () _____ Res: () _____

Project Manager or Architect's Name: _____

Address of Rep: _____ City & Zip: _____

Rep's Bus. Phone: () _____ FAX () _____ Res.() _____

SIGNAGE Being Proposed at This Time: Yes _____ (Attach Form C) No _____

Unit Building Materials & Color Schedule:

Roof:
Material _____
Mfg: _____
Color _____

Siding:
Type: _____
Color: _____

Trim (Windows & Soffits)
Type: _____
Color: _____

Doors:
Front Entrance Door:
Color: _____
Garage Door:
Color: _____

Brick or Stone: **(If Applicable)**
Mfg: _____
Color Blend: _____
Mortar Color: _____

Decks: Yes _____ No _____
Concrete Pad Only: Yes _____ No _____

NOTE: Bring All Sample Materials to the ARB Meeting.