

Development Plan Report:
Core Preservation District/Central Business District
Historic Structure Overlay District

1. Name of Applicant:

Address:

Contact Person & Day Phone:

Relationship to Owner: Lessee _____ Contractor _____ Architect _____ Other _____

2. Name of Owner:

Address:

Day Phone:

3. Address of Property:

4. District in Which Property is Located

- _____ Central Business District
- _____ Core Preservation District
- _____ Core Preservation District
- _____ Historic Structure Overlay District

5. Type of Work

- A. New Construction
 - _____ Primary Structure
 - _____ Accessory Structure
 - _____ Addition
 - _____ Other (e.g. fences, decks, screening, outdoor play yards/cafes)
- B. _____ Exterior improvement or repair (includes exterior painting)
- C. _____ Signage
- D. _____ Site Lighting

6. Description of Work

7. Description of proposed measures to maintain architectural character and integrity of the district or structure

8. Narrative of proposed landscaping of project (if applicable)

9. Attached site plan, which must include:

- 1) A survey of the property indicating all property dimensions, property size, adjoining owners, scale north arrow, and tie point to a known location (road intersection, land lot corners, etc.)
- 2) Proposed subdivision of property, streets, ingress and egress to building site(s), off-street parking areas, and public facilities and open space as applicable
- 3) Storm water detention areas, where applicable
- 4) Lot line, sizes, and setbacks; proposed location, shape, size height, and lot coverage of the structure
- 5) Floor plans and elevation drawings of each façade with dimensions and specifications which clearly illustrate the exterior appearance and architectural style of the structure
- 6) Drawings of site improvements, e.g. fences, sidewalks, lighting, pavement
- 7) Samples or other descriptions of materials to be used for the proposed project. (For any exterior painting, a paint brand and color must e submitted along with a paint chip.)

Copies of all materials submitted with a development plan report are retained by the department of Planning and Development, City of Duluth.

10. Signature of Applicant _____ Date: _____

11. Return Development Plan Report to:
Department of Planning & Development
3167 Main Street
Duluth, GA 30096