

CITY OF MURRAY

Murray City Hall
500 Main Street
Murray, KY 42071



Ph: 270-762-0350
Fax: 270-762-0306
www.murrayky.gov

CERTIFICATE OF APPROPRIATENESS APPLICATION ARCHITECTURAL REVIEW BOARD

Application/Reference Number: _____		Contributing _____		Non/Contributing _____			
Property Address: _____							
Applicant Name: _____			Property Owner: _____				
Address: _____			Address: _____				
City: _____		State: _____	Zip: _____	City: _____		State: _____	Zip: _____
Phone: _____		Cell: _____	Phone: _____		Cell: _____		
Contractor/Architect Company: _____							
Contact: _____			Phone: _____				
Address: _____			Alt Phone: _____				
City: _____		State: _____	Zip: _____	Email: _____			

Proposed Work (Describe proposed work below and attach additional information that will completely describe the project. Information required may include photographs of existing structure or site, elevations, site plans, specifications, material samples, or other drawings. Failure to supply proper documentation could result in a delay in processing the application and/or denial of the request. If additional space is needed, add an attachment.):

Estimated date of project completion: _____

Property Owner Signature

Date

Approving Agent Signature

Date

OFFICE USE ONLY

CITY OFFICE -RECEIVED BY: _____ DATE: _____ ZONE: _____

TYPE OF REVIEW: BUILDING PERMIT REQUIRED _____ NO BUILDING PERMIT REQUIRED _____

MAIN ST OFFICE-RECEIVED BY: _____ DATE: _____ REVIEWED: _____

ARB MEETING DATE: _____ COA ISSUE DATE: _____

CHECKLIST FOR CERTIFICATE OF APPROPRIATENESS ARCHITECTURAL REVIEW BOARD

All owners with property within the Historic District (Railroad Avenue, East to 7th Street, West and Olive Street-North to Elm Street-South) must apply for a Certificate of Appropriateness before beginning a project of significant change to the exterior of a structure whether the structure is or is not historic in age. Those properties not historic in age will be reviewed to ensure that said changes do not disrupt the cohesiveness of the neighborhood.

Work reviewed by the Architectural Review Board includes:

- ◆ New construction
- ◆ Additions
- ◆ Demolition
- ◆ Exterior renovations or rehabilitation

Sufficient documentation completely describing the project must be attached. Depending on your project, information in addition to the list below may be required:

- ◆ Plot (site) plans
- ◆ Elevations
- ◆ Types of building materials
- ◆ Color of materials or paints

The submitted drawings and written descriptions should explain how the project involves any of the following building elements:

- ◆ Foundations
- ◆ Porches, steps
- ◆ Windows, sash
- ◆ Chimneys
- ◆ Decorative details
- ◆ Walls
- ◆ Doorways, doors
- ◆ Vents, grates, grills
- ◆ Roof

The Secretary of Interior Design Guidelines set out by the National Trust for Historic Preservation are the basis for decisions. The City of Murray has developed and approved a local set of Design Guidelines to more specifically guide the Architectural Review Board in their decisions.

For approval of signs within the historic district, please contact the Planning Department at 270-762-0330. All signs must conform to the City of Murray sign ordinances.