

ARCHITECTURAL BOARD OF REVIEW

ADDITIONS

You shall submit to the City of Beachwood, Building Department, the items listed below:

1. A “completed” application form signed by the applicant.
2. A signed Architectural Review Board agreement letter. See secretarial staff for copy.
3. You shall provide two (2) sets of plans which include the following information.
 - A. Site Plans shall include the information listed below:
 1. Permanent parcel number sub lot number and address.
 2. A site plan showing all lot dimensions.
 3. The position of the structure on the lot including all measurements to each property line from the structure; identify proposed addition.
 4. Include the location of all set back lines.
 5. Locations of all chimneys, overhangs, stairways as they relate to the setback requirements.
 6. Locate any easements recorded on the property.
 7. A/C compressor locations.
 8. Location of walkways, driveways, steps, terraces, decks, fences, retaining walls, patios, etc.
 9. All house elevations at finished grad including 1st floor, 2nd floor, basement, and bottom of footing at addition.
 10. Grading and drainage plan if required by the City.
 - B. Architectural and Construction Plans

Plans must be designed to the International Residential Code 2000 and also if a full 2nd story addition is planned, a letter from a structural engineer stating that the existing foundation will support the additional loads.

 1. Complete footer and foundation plans

NOTE: Thirteen course or more basement walls require an engineers and/or architects embossed seal on detailed plans.
 2. Complete framing plans including all necessary details.
 3. Floor plans shall include location of floor drains, plumbing fixtures, appliances, chimneys, fireplaces, windows and doors, etc. Electrical outlet and lighting locations may be placed on floor plans or provided on a separate sheet.
 4. Floor plans shall also include the direction and size of all floor and ceiling joists, header sizes and any structural support columns or beams. Typical section-through details given from foundations through to walls and roof.
 5. Exterior elevations shall show front, rear and side elevations, types and color of materials.
 6. Scale ¼” = 1’
 7. Photos for additions shall show architecture of existing house and yard areas.
 8. Submit a model energy code report or residential energy code report.
 9. Plumbing Isometrics
 10. HVAC Drawings

11. Electrical Drawings
12. All drawings must indicate square footage breakdown showing existing square footage of 1st and 2nd floor and new square footage of 1st and 2nd floors (excluding basement and garage).
13. A signed Architectural Review Board letter. See secretarial staff for form.
14. Required Architectural Review Board fee. The secretarial staff will provide you with the required fee.

01/06