Litchfield Planning and Zoning Commission
Design Review Advisory Committee
Design Review Form

Name and Address of Applicant:

_____

_____

_____

Phone: (   )

Address of Project:

_____

_____

_____

Name and Address of Owner:

_____

_____

_____

Phone: (   )

Zone: _____.

Map: _____. Block: _____. Lot: _____.

Existing/Previous Use of Property:

Gross square footage:	
Previous Occupant/Use:	
Other tenants/use of building:	

Proposed Use of Property

Proposed use of Floor Space:

Describe the scope of the project, including all changes to the exterior, with proposed exterior materials/colors and alterations detailed. (attach materials schedule if necessary)**

_____

_____

_____

_____

Planning and Zoning Status, (If applicable)

Has a Site Plan been submitted to Planning and Zoning for this project?
Has this project been reviewed by the DRAC prior to this submission? If yes, Date(s):

Signature of Applicant	Date	Signature of Owner	Date
Date Submitted	Date of Meeting	Project#	

**See reverse side of form for information checklist

Existing Features   # Proposed Features

SITE PLANNING-
Existing Footprint: **Proposed changes to footprint:**

Existing Footprint	Proposed changes to footprint
Placement on site	
Green space	Green space

Existing Parking:	Proposed parking:
#Spaces	#Spaces
Traffic flow	Traffic flow
Pedestrian access	Pedestrian access

LANDSCAPING-
Existing Plantings(&non-plant features)   **Proposed Plantings(&non-plant features)**

Existing Plantings	Proposed Plantings
Grading	
Wetlands	
Fence	
Berm	
Fountain/furniture	
Other	

ARCHITECTURE-
Existing building features   **Proposed building features**

Existing building features	Proposed building features
Scale/massing	Scale/massing
Materials	Materials
Colors	Colors
Roof	Roof
Fenestration scale	Fenestration scale
Windows	Windows
Doors	Doors
Misc/mechanicals	Misc./mechanicals

SIGNAGE-
Size of existing sign(s)   **Proposed signs**

Size of existing sign(s)	Proposed signs
sq. ft.	sq ft.
Distance from other signs	Distance from other signs
Location	Location
Lighting	Lighting
Lettering size	Lettering size

LIGHTING-
Existing Lighting   **Proposed Lighting**

Existing Lighting	Proposed Lighting
Type/color	Type/color
Location	Location
Height	Height
Brightness level	Brightness level

Other Existing Features   **Other Proposed Features**

Other Existing Features	Other Proposed Features