



APPLICATION FOR DESIGN REVIEW CENTRAL BUSINESS DISTRICT ASSOCIATION DESIGN REVIEW COMMITTEE

This application is for voluntary design review of new construction and/or signage projects in the Pembroke Strategic Growth Area. The purpose of the CBDA DRC is to be a resource for those seeking to develop, redevelop, or renovate within this area. The Committee can help applicants understand the City's design expectations and offer perspectives on proposed site, architectural, and sign designs with regard to the City's zoning and design guidelines.

Meetings are held monthly as needed on the second Thursday of each month at 4:00 p.m. in the City of Virginia Beach Strategic Growth Areas Department, 4525 Main St., Suite 710, Virginia Beach, VA 23462. Applications are due the Friday before the meeting. Electronic submittals in a single PDF are preferred.

PROJECT NAME: _____

Project Location: _____

Project Includes:

New Building	Building Addition	New Building Facade Only	Site Improvements	Signage
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OWNER/APPLICANT: _____

Company Name: _____

Mailing Address: _____

Email Address: _____ **Phone:** _____

APPLICANT'S REPRESENTATIVE: _____

Company Name: _____

Email Address: _____ **Phone:** _____

Who will attend the Design Review Committee meeting to present the application?

The following items are included with this application:

- Building Elevations to Scale
- Site Plan with Property Boundaries
- Landscape Plan
- List of Exterior Building Materials – Samples Should Be Presented at the Meeting
- List of Exterior Colors – Sample Palette Should Be Presented at the Meeting
- Sign Plans to Scale (Include Dimensions, Colors, Materials, Lighting, and Location)

Has the landlord approved the proposed project? Yes No
(CBDA DRC approval is contingent landlord approval)

Signature of Application
Or Applicant's Representative: _____ Date _____

Submit the completed application and associated materials to:
Deborah D. Zywna, Planner III
City of Virginia Beach Strategic Growth Areas Department
Email: dzywna@vbgov.com

4525 Main St., Suite 710 Virginia
Beach, VA 23462 Desk Phone:
(757) 385-2913