



# APPLICATION FOR THE DOWNTOWN MARYVILLE DESIGN REVIEW BOARD

**APPLICATION REQUIREMENTS:** Completed applications must be received by the Development Services Department by the third Monday of each month in order to be placed on the next agenda. Prior to submitting an application, applicants are encouraged to schedule a meeting with a Development Services Department staff member. If you have any questions or would like to schedule a pre-submittal meeting, please contact the Development Services Department at (865) 273-3500.

Applicants must include a written description of all proposed work and other supporting information, for example, color copies, photographs, drawings, building elevations, product brochures, paint chips, etc. Digital (pdf) copies of applications are preferred; faxed applications will not be accepted. Emailed applications and supporting documentation will be accepted at [development@maryville-tn.gov](mailto:development@maryville-tn.gov). If submitting a paper application, applicants should provide ten copies of the application and all supporting documentation. These may be submitted in person or by mail to: Development Services Department, City of Maryville, 416 W. Broadway Ave., Maryville, TN 37801.

**MEETING TIME / PLACE / ATTENDANCE:** The Board meets on the second Monday of each month at 5:00 p.m. in the Maryville Municipal Center’s Council Chambers (on the Middle Level), located at 400 W. Broadway Ave. Applicants must attend the meeting to present their applications and answer questions.

**ZONING REGULATIONS:** Applicants should reference the zoning regulations applicable to their property prior to preparing their application. The zoning regulations are available at the offices of the Development Services Department and by e-mailing [development@maryville-tn.gov](mailto:development@maryville-tn.gov)

2022 MARYVILLE DOWNTOWN DESIGN REVIEW BOARD SCHEDULE	
Meeting Date	Submittal Deadline
January 10	December 20
February 14	January 18
March 14	February 21
April 11	March 21
May 9	April 18
June 13	May 16
July 11	June 20
August 8	July 18
September 12	August 15
October 10	September 19
November 14	October 17
December 12	November 21

