Village of Skokie

APPEARANCE COMMISSION APPLICATION

Community Development Department - Building & Zoning Division
5127 Oakton St. Skokie, IL 60077
Phone 847-933-8223 Fax 847-933-8230

The Appearance Commission meets the 2nd Wednesdays of each month at 7:30 p.m.

APPLICATION DATE: _____

APPLICATION TYPE (Please check all that apply):
☐ New Construction ☐ 1st Floor Addition ☐ 2nd Floor Addition ☐ Façade ☐ Signage ☐ Other

LAND USE:
☐ Single Family Residential ☐ Multifamily Residential ☐ Mixed Use ☐ Commercial ☐ Industrial ☐ Other

SUBJECT ADDRESS: _____

PROPERTY OWNER NAME: _____

DAYTIME PHONE # OF PROPERTY OWNER: _____ **EMAIL:** _____

Please print legibly.

AGENT/PETITIONER INFORMATION (if other than owner):

NAME: _____ **DAYTIME PHONE #:** _____

ADDRESS: _____ **CITY, STATE ZIP:** _____

EMAIL: _____ **SIGNATURE:** _____

The following information must be submitted to the Building & Zoning Division to accept your application:

☐ 7 (11" x 17") to a common architectural scale:

elevations (all sides)
floor plans
site plans

¼" = 1'-0" preferred

☐ 1 PDF file of elevations, floor plans, site plans, and photographs. If submitted via email attachment (less than 5MB) to appearance@skokie.org with "Appearance Commission PDF" and the project's property address in the subject line of the email.

☐ 1 Plat of Survey

☐ 1 set of photographs (all sides of the subject building and the fronts of neighboring buildings)

☐ 1 completed Zoning Information Worksheet (residential projects only)

*** Samples of materials and colors must be brought to the Appearance Commission meeting.
*** The Building Division will not take in or hold material or color samples.
*** Plans submitted for Appearance Commission review will be discarded after the meeting.

Fee Schedule

Residential Site (new) …	$100 plus $50.00 per unit
Non-Residential Site* (new) …	$100 plus $50.00 per 1,000 square feet (based on square footage of building)

* Any non-residentially zoned site (Business, Industrial, Mixed-Use districts)

Any Other Appearance Review (Additions, Façade, Sign Package, etc.) … $50.00

If you have already paid for a preliminary plan review there is no charge.

For Office Use Only:
Case Number _____ Meeting Date _____

Acct # NR Amt $ _____ Cash / Credit Card/ Check # _____

Any required fees or monies owed by the applicant to the Village must be paid as a condition of approval.