



# 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 2<sup>nd</sup> Wednesday of each month at 7:30 p.m.

**Until further notice, applications will only be accepted in a PDF format.**

APPLICATION DATE: \_\_\_\_\_

**APPLICATION TYPE (Please check all that apply):**

New Construction    1<sup>st</sup> Floor Addition    2<sup>nd</sup> Floor Addition    Façade    Signage    Other

**LAND USE:**

Single Family Residential    Multifamily Residential    Mixed Use    Commercial    Industrial    Other

SUBJECT ADDRESS: \_\_\_\_\_

**OWNER INFORMATION:**

*Please print legibly.*

NAME(S): \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY, STATE ZIP: \_\_\_\_\_

PHONE#: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**AGENT/PETITIONER INFORMATION (if other than owner):**

NAME(S): \_\_\_\_\_ DAYTIME PHONE #: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY, STATE ZIP: \_\_\_\_\_

EMAIL: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

Please submit the following PDFs to [appearance@skokie.org](mailto:appearance@skokie.org) to complete your digital-only application:

1. Elevations, floor plans, and site plans. Scale 1/4" = 1'-0" is preferred, but not required. If the file size is greater than 5MB, multiple emails are allowed. Ensure "Appearance Commission PDF" and the project's property address are in the subject line of the email. Color elevations or one color rendering is required.
2. Completed Zoning Information Worksheet (residential projects only)
3. Photographs (all sides of the subject building and the fronts of neighboring buildings)
4. Excerpts of brochures and/or cut sheets of new materials and colors proposed for the project. Matching existing materials and colors can be confirmed with the submitted photographs.
5. Plat of Survey

\*\*\* The Building, Zoning, will not take in or hold material or color samples.

\*\*\* Visit <https://www.skokie.org/357/Appearance-Commission> to access the staff report prior to 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.**

## 2023 Appearance Commission Schedule

<u>Meeting Date</u>	<u>Submittal Deadline</u>
January 11, 2023	December 28, 2022
February 8, 2023	January 25, 2023
March 8, 2023	February 22, 2023
April 26, 2023	April 12, 2023
May 10, 2023	April 26, 2023
June 14, 2023	May 31, 2023
July 12, 2023	June 28, 2023
August 9, 2023	July 26, 2023
September 13, 2023	August 30, 2023
October 11, 2023	September 27, 2023
November 8, 2023	October 25, 2023
December 20, 2023	December 6, 2023