

VILLAGE OF BANNOCKBURN

ARCHITECTURAL REVIEW COMMISSION (ARC) APPLICATION HANDOUT

The examples below identify the general approval process required prior to starting a project. This list is not intended to be an exhaustive list, but a starting point to help you determine what approvals are necessary.

For additional information about the Architectural Review and the “Levels”, please refer to [Section 260-1166](#) of the Village of Bannockburn Zoning Code [<https://ecode360.com/28493880>].

A. NO REVIEW, NO PERMIT REQUIRED:

Driveway Resealing Driveway Maintenance Painting (existing house or accessory structure)	Recreational Device (i.e. play house, swing set, trampoline, sand box, basketball backboard) Mailbox
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B. PERMIT ONLY, NO ARC REVIEW:

RESIDENTIAL

Door Replacement (Front, Garage, Patio) (like for like) Driveway Resurfacing/Replacement Fence Repair or Replacement (like for like) Garden area & Fence Geothermal System	Gutter Replacement (like for like) Lighting (like for like) Roof Replacement (like for like) Stoop (like for like) Window Replacement (like for like)
<i>Note that a Building Permit will be required prior to the start of these projects.</i>	

NON-RESIDENTIAL

Antennas (PWSF) (like for like) Driveway Resurfacing (like for like)	Fence Replacement (like for like) Roof Replacement (like for like)
<i>Note that a Building Permit will be required prior to the start of these projects.</i>	

C. LEVEL I - VILLAGE APPROVAL & PERMIT³:

RESIDENTIAL

Accessory Structure (In Res. A or B District) (< 400 square feet) Air Conditioner Arbor, Trellis or Pergola Back up Generator & Screening Building Elevation Alterations (<400 square feet) Parking Lot (when complies with Zoning Code) ^{1,2} Doors (Front, Garage, Patio) (new size or material) Fire pit Flag Pole(s) Gutters (new size or material)	Lighting (new - exterior) Outdoor Kitchen (<400 square feet) Patio / Deck (<400 square feet) Pillars Recreational Facility (Pool, Sport Courts, Ball / Play Fields) (<400 square feet) Roof (new material or color) Seat Walls Spas / Hot Tubs Statue (Art) Windows (new size or material)
<ol style="list-style-type: none"> 1. Unless project is part of a zoning application (then Village Review may occur through the Plan Commission / Zoning Board of Appeals) 2. When the project complies with the requirement of the Zoning Code 3. The Village Manager may determine, following review of the application that the project should be subject to a Level II review due to its size, scope, complexity, visual impact, or potential effects on neighboring properties or owners. 	

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NON-RESIDENTIAL [Level I continued]

Accessory Structure (NOT in Res. A or B District) (<120 square feet)	Flag Pole(s)
Back up Generator & Screening	Lighting (new - exterior)
Parking Lot (when comply with Zoning Code) ^{1,2}	Signage ¹
Fence (NOT in Res. A or B District)	
<p>1. Unless project is part of a zoning application (then Village Review may occur through the Plan Commission / Zoning Board of Appeals)</p> <p>2. When the project complies with the requirement of the Zoning Code</p> <p>3. The Village Manager may determine, following review of the application that the project should be subject to a Level II review due to its size, scope, complexity, visual impact, or potential effects on neighboring properties or owners.</p>	

D. LEVEL II - ARC APPROVAL & PERMIT:

RESIDENTIAL

Accessory Structure (>400 square feet)	Patio / Deck (>400 square feet)
Addition/ Enlargement of Existing Building or Structure (>400 square feet)	Recreational Facility (Pool, Sport Courts, Ball / Play Fields) (>400 square feet)
Fence (construction or alteration but not repair)	Solar Energy System ¹
New Single-Family Home	Wind Energy System ¹
<p>1. Unless project is part of a zoning application (then ARC Review may occur through the Plan Commission / Zoning Board of Appeals)</p>	

NON-RESIDENTIAL

Accessory Structure (>120 square feet)	Solar Energy System ¹
Addition/ Enlargement of Commercial Buildings	Wind Energy System ¹
Commercial Buildings (New)	
<p>1. Unless project is part of a zoning application (then ARC Review may occur through the Plan Commission / Zoning Board of Appeals)</p>	

If you are unsure where your project fits above, please contact the Village of Bannockburn Staff (847-945-6080) to discuss your project proposal to determine what “level” of ARC review is required. You may also contact Ryan Mentkowski at RMentkowski@villageofbannockburn.org

Village’s Website: www.bannockburn.org

Please do NOT hand in these sheets (I & II) to Village Staff when turning in a Level I or Level II Application. This is for your information/records.

Updated 10-2020

2020 Architectural Review Commission
Meeting Dates & Submittal Deadlines

[Level II Projects]

[*Submittal deadlines subject to change without notice due to unforeseen circumstances – please verify with Village Staff regarding submittal deadlines]

Architectural Review Commission	
Submittal Deadline 1st Monday of Month	Meeting Date <i>Tuesday after the 3rd Monday of the Month at 7:00PM, Unless otherwise noted</i>
January 6, 2020	January 21, 2020
February 3, 2020	February 18, 2020
March 2, 2020	March 17, 2020
April 6, 2020	April 21, 2020
May 4, 2020	May 19, 2020
June 1, 2020	June 16, 2020
July 1, 2020	July 21, 2020
August 3, 2020	August 18, 2020
September 7, 2020	September 22, 2020
October 5, 2020	October 20, 2020
November 2, 2020	November 17, 2020
November 23, 2020	December 15, 2020 <i>(2nd Tuesday)</i>
January 4, 2021	January 19, 2021

Village of Bannockburn Agendas can always be found on our website, specifically at:
<https://www.ecode360.com/documents/pub/BA3216/Agendas/?subCategory=Architectural+Review+Commission>