

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	Recreational Device (i.e. play house, swing set, trampoline, sand box, basketball backboard)
Painting (existing house or accessory structure)	Mailbox

B. PERMIT ONLY, NO ARC REVIEW:

RESIDENTIAL

Door Replacement (Front, Garage, Patio) (like for like)	Gutter Replacement (like for like)
Driveway Resurfacing/Replacement	Lighting (like for like)
Fence Repair or Replacement (like for like)	Roof Replacement (like for like)
Garden area & Fence	Stoop (like for like)
Geothermal System	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)	Fence Replacement (like for like)
Driveway Resurfacing (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)	Lighting (new - exterior)
Air Conditioner	Outdoor Kitchen (<400 square feet)
Arbor, Trellis or Pergola	Patio / Deck (<400 square feet)
Back up Generator & Screening	Pillars
Building Elevation Alterations (<400 square feet)	Recreational Facility (Pool, Sport Courts, Ball / Play Fields) (<400 square feet)
Parking Lot (when complies with Zoning Code) ^{1,2}	Roof (new material or color)
Doors (Front, Garage, Patio) (new size or material)	Seat Walls
Fire pit	Spas / Hot Tubs
Flag Pole(s)	Statue (Art)
Gutters (new size or material)	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. <i>Unless project is part of a zoning application (then Village Review may occur through the Plan Commission / Zoning Board of Appeals)</i></p> <p>2. <i>When the project complies with the requirement of the Zoning Code</i></p> <p>3. <i>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.</i></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. <i>Unless project is part of a zoning application (then ARC Review may occur through the Plan Commission / Zoning Board of Appeals)</i></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. <i>Unless project is part of a zoning application (then ARC Review may occur through the Plan Commission / Zoning Board of Appeals)</i></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 Maria Lasday at MLasday@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 11-2017