



City of Batavia
 Community Development Department
 100 North Island Avenue
 Batavia IL 60510
 Phone (630) 454-2700

Design Review Application

Project Information:

Project Name: _____

Project Address/Location: _____

Historic District: Yes No Proposed Use or Business Type: _____

Applicant Name: _____
 Address: _____
 Phone: _____ E-mail: _____
 Signature of Applicant: _____ Signature Date: _____

Property Owner: _____
 Address: _____
 Phone: _____ E-mail: _____
 Owner Signature*: _____ Signature Date: _____
 *A signed letter by the owner authorizing the applicant to apply for Design Review may be submitted in lieu of signing this form.

<input type="checkbox"/> New Construction	<input type="checkbox"/> Exterior Alterations	Design Review Type
<input type="checkbox"/> Significant Design Review Modification		<input type="checkbox"/> Other: _____

Application Information

- Provide Six (6) Copies of all drawings. Drawing must also be submitted electronically in PDF format
- All Submittals shall be designed in compliance with the Plan Commission's Standard Design Guidelines for Commercial and Industrial Projects and the Standard Design Guidelines for Multi-Family Projects.
- Application shall include the required submittal fee as required by Title 3, Chapter 20 Section 2 of the Municipal Code
- The following attachments for Design Review are to be included for all projects, as necessary:
 - Plat of Survey/Existing Conditions Plan
 - Landscape Plan
 - Site Plan
 - Lighting Plan
 - Exterior Building Elevations
 - Sign Package
- Staff may request the applicant provide additional material in order to process and complete application review

Office Use Only:
 Filing Date: _____
 Approval Date: _____
 LAMA Case: _____
 Fee Paid: _____