



**CITY OF NAPERVILLE**  
**Transportation, Engineering, & Development (T.E.D.) Business Group**

**APPLICATION TO BUILDING REVIEW BOARD**  
**Municipal Code, Title II, Chapter 4, "Building Review Board"**

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

ADDRESS OF SUBJECT PROPERTY: \_\_\_\_\_

APPLICANT NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

APPLICANTS ADDRESS: \_\_\_\_\_

CITY/STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_ FAX: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

1. Application to the Naperville Building Review Board is hereby made for a:

( ) RULING ( ) VARIATION

2. List the specific section(s) of the City of Naperville's Municipal Code, Title V, Building Regulations, from which a ruling of a variation is requested:

3. City Departments, Officers and Employees whose statements and decisions have previously been sought are:

a) \_\_\_\_\_ (c) \_\_\_\_\_

b) \_\_\_\_\_ (d) \_\_\_\_\_

4. The location of the site for which a ruling or variation is sought is:

a) Subdivision and Unit: \_\_\_\_\_

b) Lot Number(s): \_\_\_\_\_

c) Street Address(es): \_\_\_\_\_

5. My short, concise statement of the question to be resolved, and my position on the question is as follows:

- A.) 2 Copies of Application Required
- B.) 2 Copies of Plans, include one 8 1/2X11
- C.) 1 Plat of Survey with Legal Description

Authorized Signature – Applicant: \_\_\_\_\_ \$250 Application Fee Paid \_\_\_\_\_

Within fifteen (15) days from the date of filing of the application, the Business Group Leader shall determine any additional legal, technical, and staff expenses that may be incurred by the City in the course of the consideration, and obtain from the applicant a guarantee, in a manner acceptable to the Business Group Leader of these additional expenses