

Ginger Woods

www.ginger-woods.org

Design Review Application

Application Date: _____

Home Owner Information

Name: _____
Address: _____
Phone: _____
Email: _____

Received _____
Status Approved Denied
Date: _____

Preferred method of communication (circle): Email Phone Mail

Type of Improvement

Building/Structure Landscaping Grading Other _____

Description of Improvement/Modification

**if more room is needed please use back of this page or attach an additional sheet*

Required Attachments — 3 copies of each apply

- Survey Plat (must be to scale)
 - Site Plan (must be to scale)
 - Landscaping Plan (color sketch with labels acceptable) (must be to scale)
 - Elevation Plan (color sketch acceptable)
 - **Material Specifications Listing (include: material type and color)**
- Remember! Call JULIE at 1-800-892-0123. JULIE is a not-for-profit corporation that helps homeowners and excavators find buried utility facilities with one toll-free number.

Work to be completed by:

- Homeowner
- Contractor(s) — *please list*

- Both
Remember!! Call the City of Aurora Division of Building and Permits for your building permit (630) 892-8088

Anticipated Schedule

Start date for improvement: _____
End date for improvement: _____

Comments by Design Review Committee or Board

Please mail to: Ginger Woods Design Review Committee _ c/o Baum Property Services _ P.O. Box 46 _ Aurora, IL 60507

Schedule of key dates in the review process

- Day 1 Application received
- Day 2 Materials provided to Design Review Committee/Board notified a request has been made
- Day 14 Initial Review begins (by Design Review Committee)
- Day 16 Written review comments mailed to homeowner
 - *If approved upon initial review written "Notice to Proceed" is mailed to homeowner
 - *If more information or additional review is required written request for more information or clarification is mailed to homeowner
- Day 20 Additional information is mailed to the Design Review Committee
- Day 42 Ginger Woods Board member is notified as to the results of the request
- Day 45 Written Notification Postmarked to Homeowner

Courtesy call to homeowner by design review committee once materials have been received indication date we will meet and review their application.

Courtesy call to homeowner by design review committee once review is complete indicating results

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