

# Village of Skokie

Community Development Department – Planning Division  
 5127 Oakton Street – 2<sup>nd</sup> Floor  
 Skokie, IL 60077  
 Phone: (847) 933-8447 Fax: (847) 673-0525



## Downtown Furnishings Request Form

<b>Requestor Information</b> (Please Print or Type)		
Name		Telephone
Street Address		Fax
City, State	Zip	Email
Downtown: <input type="checkbox"/> business owner <input type="checkbox"/> resident <input type="checkbox"/> shopper <input type="checkbox"/> visitor <input type="checkbox"/> commuter/employee		
Signature of applicant or authorized officer/agent confirming that all information on this application is accurate and correct.		
Signature: _____		Date: _____

<b>Business Owner Information</b> (if "business owner" is selected above)		
Name of Business Owner		Telephone (daytime)
Authorized Officer or Agent		Telephone (evening)
Address		Fax
City, State	Zip	Email
Signature of owner or authorized officer or agent consenting to business owner's furnishings request.		
Signature: _____		Date: _____

<b>Furnishing Request</b>		
<b>Furnishing Location</b> Address of Property Closest to Furnishing Location _____	<b>Public Furnishings</b> <input type="checkbox"/> Red Bench – "Skokie" <input type="checkbox"/> Red Bench – "Downtown" <input type="checkbox"/> Rectangular/Square Planter Pots <input type="checkbox"/> Round Planter Pots <input type="checkbox"/> "S" Bike Rack <input type="checkbox"/> Trash Receptacle <input type="checkbox"/> Recycle Receptacle	<input type="checkbox"/> Banner <input type="checkbox"/> Hanging Flower Pot <input type="checkbox"/> Other _____
	<b>Type of Request</b> <input type="checkbox"/> New Installation <input type="checkbox"/> Maintenance <input type="checkbox"/> Other _____	<b>Private Furnishings</b> <input type="checkbox"/> Bench <input type="checkbox"/> Planter Pots <input type="checkbox"/> Café Tables and Chairs

## Submittal Requirements

- Site Plan: The location of the furnishings must accommodate this request form. Please visit <http://www.skokie.org/Maps.cfm> and select the "Geographic Information System (GIS)" link. Enter the address listed on the previous page in the address box, select the "Print View" link above the address box, select "View in PDF", add the address in the title box, and print to PDF. After the PDF is saved, print the PDF, locate the furnishing(s) by hand, and add the notes necessary to assist with processing this request.
- Photos: Photograph the preferred location of a new installation or photograph the existing furniture in need of maintenance. Provide enough context (buildings, trees, etc.) so staff can identify the specific location.
- Private Furnishings (only if selected on previous page): Must indicate the style and material of all furniture (no plastic). Include photos or product cut sheets.

## For Office Use Only

Date received: \_\_\_\_\_

Submittal requirements received:

Site Plan  Yes  No  
Photos  Yes  No  
Private Furnishings Information  Yes  No  NA

Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Approved with Conditions: \_\_\_\_\_

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

# Downtown Furnishings Handout

## Public Furnishings

In 2013 and 2014, the Village of Skokie underwent a major street reconstruction project in Downtown Skokie. The furnishing selections and locations involved the efforts of the project consultants, Downtown business owners, and Village staff. The vision of the furnishing selections was to make Downtown Skokie unique and attractive to residents and visitors alike, while the furnishing location criteria included the consideration of nearby business types, anticipated human behaviors, and availability of space to accommodate the furnishings and passers-by.

If existing Downtown furnishings are in need of repair, or if you believe additional furnishings are needed to improve upon the Downtown Skokie experience, please complete the form on the previous pages. Village staff from Community Development and Public Works Departments will review the requests on a case-by-case basis, and determine approvals based on the aforementioned criteria and the availability of furnishings on-hand in the Village's Downtown furnishings inventory.

## Downtown Skokie Streetscape



## Private Furnishings

Below are furnishing styles selected for Downtown merchants to choose from to place in front of their businesses, if so desired. These specific items may no longer be available; if this is the case, similar designs will be considered.



DC America Vienna Metal Park Bench - SLM106



Best Selling Home Décor 234789 Outdoor Bench



DC America FBC228-BRDB - Folding Park Bench



Innova C634-36 Outdoor Scroll Cast Aluminum Bench



PSW Pots Collection FB Simplicity Square Pot



CompassCo 87-40 Tall Square Resin Planter



CompassCo 82-63-8 Tall Round Resin Planter



CompassCo 83-63-8 Tall Square Resin Planter