

FIRE DAMAGE

COMMERCIAL and RESIDENTIAL

Involving any work associated with property damage
This covers fire, water, vehicle, aliens, etc.

City of Aurora

Development Services Department
Division of Building and Permits
77 S Broadway
Aurora, IL 60505



APPLICATION #: _____

CE CASE #: _____

Total Fees: _____

Submittal Date: _____

Online Portal: <https://auro-trk.aspgov.com/etrakit/>

Phone: 630.256.3130

Website: www.aurora-il.org

Property Address: _____ Unit/Suite #: _____

Owner Information (all fields required)

Additional Contact Info Applicant Tenant Property Mngr

Name: _____

Name: _____

Address: _____

Address: _____

Phone: _____

Phone: _____

Email: _____

Email: _____

ACKNOWLEDGEMENT OF APPLICATION ONLY

This is an application only. Completion of this application does NOT entitle the commencement of construction. I, (the applicant) agree to conform to all applicable laws of the City of Aurora. I also agree that all work performed will be in accordance with the plans and specifications as set forth in the approved permit. I understand that the approval of this application and issuance of a permit does not preclude the need to comply with all applicable laws and ordinances. I agree to hold harmless and indemnify the City of Aurora for any claim against the City as the result of any act of commission or omission by or on behalf of the undersigned, his/her agent, principle, contractor, subcontractor or supplier. I the undersigned am the Owner or a duly contracted representative of the owner of said property. As part of this application process, I affirm that all the information herein is true and correct to the best of my knowledge. I authorize the City of Aurora to make any reasonable inspections of the property as part of the application and permit process.

Owner Contractor Representative Role: _____

Name: _____ Signature: _____

DESCRIPTION OF WORK

BUILDING TYPE: Commercial Residential DATE OF LOSS: _____

APPLICATION SUBMITTAL REQUIREMENTS

- o Reference the "Submittal Requirements, Application Timeframes and Inspection Contacts" handout for quantity of items to submit with completed application
- o Provide insurance scope of work that covers entire restoration project
- o Contractors must be licensed and registered with Aurora (not required at submittal, but prior to permit issuance)
- o Additional permits will be required for sprinklers, alarms, signage, hoods, etc.

TAX AND DEMO FORM REQUIREMENTS

All fire damage permits of value greater than \$25,000 will require an estimate for full demolition of the building and site (including disconnection of utilities, removal of curb cut and replacement of barrier curb and sidewalk, demolition of the building and foundation, removal of any driveways, grading and seeding of the site, etc.) to turn the site back to green field. This is a requirement through the State of Illinois and the City of Aurora's Legal Department. The tax and demo form should first be reviewed and certified by the applicable County Clerk prior to submission for City review. If the demolition estimate amount is determined to be a reasonable cost, the City of Aurora will require the insurance company to hold back part of the insurance money. In the case where the project is not completed the City would use these funds to complete the needed demolition of the structure. Upon completion of the project and issuance of a Certificate of Occupancy, the applicant should submit a new tax and demo form that will get zeroed out to release the funds previously held back.

APPLICABLE CODES

- | | | |
|----------------------------------|---|---|
| 2014 Illinois Plumbing Code | 2015 International Existing Building Code | 2015 International Mechanical Code |
| 2014 National Electrical Code | 2015 International Fire Code | 2018 International Energy Conservation Code |
| 2015 International Building Code | 2015 International Fuel Gas Code | City of Aurora Ordinances |

Application Fee is due at time of submittal.

COST OF WORK: _____

PROPERTY DAMAGE CLEANUP AND WALKTHROUGH INSPECTIONS

At the time of permit application prepermit walkthrough inspections should be scheduled for City inspectors to come out and review conditions on site. The structure should be free of debris to allow clear and safe access to the entire affected portion of the building. Affected areas that have damaged drywall and insulation should have those items removed as well, so inspectors have clear view of structure and systems. Affected structural, framing, mechanical, plumbing, and electrical systems should not be demolished at this point, only made safe. Exterior of the structure should be maintained clear of debris. If a dumpster is required it should be located on private property not to block public access (sidewalk, right of ways and streets), when this is not feasible a dumpster permit can be applied to review possibility for a variance.

CONTRACTOR INFORMATION AND ASSOCIATED SCOPE OF WORK (COMPLETE ALL THAT APPLY)

GENERAL CONTRACTOR INFORMATION

City of Aurora Registration #: _____
Business Name: _____
Contact Name: _____
Address: _____
City, State, Zip: _____
Phone: _____
Email: _____

ROOFING CONTRACTOR INFORMATION

City of Aurora Registration #: _____
Business Name: _____
Contact Name: _____
Address: _____
City, State, Zip: _____
Phone: _____
Email: _____

ELECTRICAL CONTRACTOR INFORMATION

City of Aurora Registration #: _____
Business Name: _____
Contact Name: _____
Address: _____
City, State, Zip: _____
Phone: _____
Email: _____

Electrical Work: Yes No
Electrical Service Size: Existing New _____ amps
of Sets of Service Conductors: _____ Size: _____
Is a Service Change Expected: Yes No
of Existing Meters: _____ # of Meters Removed: _____
of Meters Added: _____
Fire Pump Size: _____ Fire Pump Voltage: _____

PLUMBING CONTRACTOR INFORMATION

City of Aurora Registration #: _____
Business Name: _____
Contact Name: _____
Address: _____
City, State, Zip: _____
Phone: _____
Email: _____

Plumbing Work: Yes No
Water Service: Existing New Size: _____
Water Meter: Existing New Size: _____
Occupant Load per Illinois Plumbing Code: _____
Number of Plumbing Fixture Units: _____ PFUs
Type of Backflow Prevention Device: _____

MECHANICAL CONTRACTOR INFORMATION

City of Aurora Registration #: _____
Business Name: _____
Contact Name: _____
Address: _____
City, State, Zip: _____
Phone: _____
Email: _____

Mechanical Work: Yes No
Mechanical Duct Work: Existing New
Type of HVAC: RTU Split System Unit Heaters
 A/C Boiler Exhaust
of BTU's: _____
Kitchen Hood: Yes - Existing Yes - New No
Exhaust Hood: Yes - Existing Yes - New No