

**SUBMITTAL REQUIREMENTS, APPLICATION  
TIMEFRAMES and INSPECTION CONTACTS**

[www.aurora-il.org](http://www.aurora-il.org)

630.256.3130

Please use online portal: <https://auro-trk.aspgov.com/etrakit/>

**City of Aurora**

Development Services Department

Division of Building and Permits

77 S Broadway

Aurora, IL 60505



Types of Application	Application Fee	Initial Timeframe	Number of Copies		Revision Timeframe	Number of Copies		
			Drawings	Documents		Drawings	Documents	
Primary IBC	COCO (Com. Certificate of Occupancy)	\$194	5	1	1	5	1	1
	Comm. Addition, or Shell Only	\$837	10	4	3	5	3	2
	Commercial New	\$837	15	4	3	5	3	2
	Comm. Remodel (50k and over)	*\$53-\$212	10	4	3	5	3	2
	Com. Remodel (< 50k), Foundations	*\$53-\$212	5	4	3	5	3	2
	Com. Single Trade (includes Fire)	\$97	4	4	2	4	3	2
	Commercial Solar	\$106	10	4	2	5	3	2
	Communication (Antennas, Poles)	\$106	10	4	3	5	3	2
IBC or IBC	Demolition	*\$65-\$97	5	3	2	5	3	2
	Engineering (ROW, Driveway 2, etc.)	Please contact Engineering Department to discuss timeframes and submittals						
	Fire Damage	*\$65-\$97	10	4	3	5	3	2
Primary IRC	Residential Masterplan / New	\$232	10	4	3	5	3	2
	Residential Addition / Remodel	\$232 / \$65	10	4	3	5	3	2
	Residential Single Trade	\$65	3	2	2	3	2	2
	Residential Solar	\$65	5	2	2	5	2	2
IZC	Zoning (Fence, Driveway 1, etc.)	\$65	3	1	1	3	1	1

Permit Inquiries email: [bpcsrgroup@aurora.il.us](mailto:bpcsrgroup@aurora.il.us)

Revision Submittals email: [bprevisions@aurora.il.us](mailto:bprevisions@aurora.il.us)

**DISCLAIMERS**

Timeframes above are estimated in business days and the assigned timeframe will be based on workload at the time of submission.

All properties located in the historic district or fox walk district will require an additional permit application with an additional review time frame.

Residential roof and residential furnace/a.c. replacement permits are issued over the counter, unless the property is located in the historic district.

Drawings reflect actual plans, details, elevations, etc. Documents reflect specification sheets, calculations, correspondence, etc.

\*Application Fees vary based on number of trades and/or Residential vs Commercial projects

<b>Plans Examiners (for commercial projects)</b>	Email Address	Desk Phone	Cell Phone
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Dan Seggebruch	<a href="mailto:seggebruchd@aurora.il.us">seggebruchd@aurora.il.us</a>	630.256.3158	630.878.1873

<b>Inspector Contact Information</b>	Trade	Email Address	Desk Phone	Cell Phone
Ron Bergstrom	Electrical	<a href="mailto:bergstromr@aurora.il.us">bergstromr@aurora.il.us</a>	630.256.3135	630.878.6765
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Rick Olson	Plumbing	<a href="mailto:olsonr@aurora.il.us">olsonr@aurora.il.us</a>	630.257.3136	630.878.1874
Scott Seaberg	Building	<a href="mailto:seabergs@aurora.il.us">seabergs@aurora.il.us</a>	630.256.3149	630.423.2874

Contact Inspectors the morning of inspection between 7:30am-8:30am for general timeframe if needed.

The field copies of stamped approved plans are **REQUIRED** to be on site for all inspections.