

**TRLR – COMMERCIAL TEMPORARY TRAILER - APPLICATION FORM
CONSTRUCTION OR SALES (TRLS)**

FOR OFFICIAL USE ONLY	TOTAL FEE	
PERMIT APPLICATION NO	_____	
1 _____	BLDG _____	
_____	PLRV _____	
SUBMITTED _____	C.O. _____	
NOTIFIED _____	_____	
ZONING _____	WEB www.aurora-il.org	DIVISION OF BUILDING & PERMITS 65 WATER STREET AURORA, ILLINOIS 60505
_____	FAX (630) 256-3139	
_____	TELEPHONE (630) 256-3130	
_____	_____	

LAND / PARCEL INFORMATION

PROPERTY ADDRESS _____

SUBDIVISION _____ **UNIT / PHASE #** _____ **LOT #** _____

COUNTY KANE DuPAGE **TOWNSHIP** 11 12 04 **TOWNSHIP SECTION #** _____
 (CHECK ONE) KENDALL WILL (CIRCLE ONE) 14 15 07
 (Call tax assessor's office with questions) 03 01 **BLOCK #** (if known) _____ **LOT#** (if known) _____

PROPERTY OWNER & Contact Name _____

OWNER'S ADDRESS _____

PHONE # () _____
FAX # () _____
E-MAIL _____

TENANT & Contact Name _____

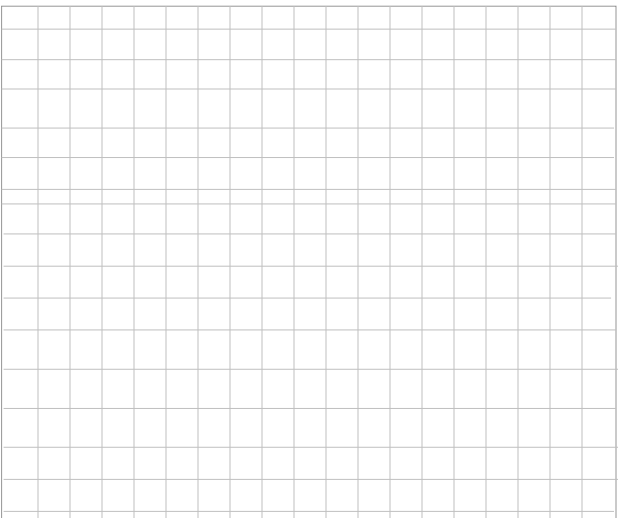
ADDRESS _____

PHONE # () _____
FAX # () _____
E-MAIL _____

ZONING INFORMATION

Zoning (CHECK ONE) R-1 R-2 R-3 PDD
Classification R-4 R-4A R-5 R-5A
 B-1 B-2 B-3 B-B
 SPECIAL USE M-1 M-2
 (CHECK IF APPLICABLE) O ORI RD PDD
 DC DF C.O.A. Required

PLOT PLAN SKETCH W/ SETBACK INFORMATION



OCCUPANCY CLASSIFICATION

Existing Use / Occupancy _____

Proposed Use / Occupancy _____

Single Occupancy (302.1) | Mixed Occupancy (302.3)
 w/ Incidental use (302.1.1) | non-separated
 w/ Accessory use (302.2) | separated attach sum of ratios
 < 10% of area & < allowable for Acc. calculation per section (504)

Check all Occupancy Classifications that apply below.

Assembly	<input type="checkbox"/> A-1	<input type="checkbox"/> A-2	<input type="checkbox"/> A-3	<input type="checkbox"/> A-4	<input type="checkbox"/> A-5
Business, Education, Factory	<input type="checkbox"/> B	<input type="checkbox"/> E		<input type="checkbox"/> F-1	<input type="checkbox"/> F-2
Hazardous	<input type="checkbox"/> H-1	<input type="checkbox"/> H-2	<input type="checkbox"/> H-3	<input type="checkbox"/> H-4	<input type="checkbox"/> H-5
Institutional	<input type="checkbox"/> I-1	<input type="checkbox"/> I-2	<input type="checkbox"/> I-3	<input type="checkbox"/> I-4	<input type="checkbox"/> I-5
Mercantile, Residential	<input type="checkbox"/> M		<input type="checkbox"/> R-1	<input type="checkbox"/> R-2	
Storage, Utility	<input type="checkbox"/> S-1	<input type="checkbox"/> S-2	<input type="checkbox"/> U		

STREET _____

TOTAL COST OF IMPROVEMENTS \$ _____

CONTRACTOR REGISTRATION INFORMATION

GENERAL CONTRACTOR (Check primary contact)
 CITY OF AURORA
 G.C. REGISTRATION # _____ - _____

BUSINESS NAME _____
 CONTACT NAME _____
 ADDRESS _____
 CITY, STATE, ZIP _____
 N/A PHONE () _____ - _____
 FAX () _____ - _____
 E-MAIL _____

ELECTRICAL CONTRACTOR (primary contact)
 CITY OF AURORA
 ELEC. REGISTRATION # _____ - _____

BUSINESS NAME _____
 CONTACT NAME _____
 ADDRESS _____
 CITY, STATE, ZIP _____
 N/A PHONE () _____ - _____
 FAX () _____ - _____
 E-MAIL _____

PLUMBING CONTRACTOR (primary contact)
 CITY OF AURORA
 PLUMBING REGISTRATION # _____ - _____

BUSINESS NAME _____
 CONTACT NAME _____
 ADDRESS _____
 CITY, STATE, ZIP _____
 N/A PHONE () _____ - _____
 FAX () _____ - _____
 E-MAIL _____

CERTIFICATION

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 obviate 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.

CONTRACTOR _____
 (PRINT)

CONTRACTOR _____
 (SIGNATURE)

OR

OWNER _____
 (PRINT)

OWNER _____
 (SIGNATURE)

MECHANICAL CONTRACTOR (primary contact)
 CITY OF AURORA
 HVAC REGISTRATION # _____ - _____

BUSINESS NAME _____
 CONTACT NAME _____
 ADDRESS _____
 CITY, STATE, ZIP _____
 N/A PHONE () _____ - _____
 FAX () _____ - _____
 E-MAIL _____

NOTE: MASS GRADING AND WORK IN THE PUBLIC RIGHT OF WAY MUST BE PERMITTED **SEPARATELY**.

BUILDING INFORMATION

Dumpster NO YES Comply with all applicable dumping and hauling regulations.
 Construction Trailer NO YES Provide Porta-Toilets in quantities prescribed by State of Illinois Plumbing Code
 Const. / Sales Trailer NO YES Sales Trailers need to be accessible to the public. Provide ramps, railings and paved HC spaces.

BUILDING AREA

[FOR NEW AREA - PERMIT FEES ARE A FUNCTION OF SQUARE FOOTAGE]
 SF PRINCIPAL-NEW / ADDITION _____ SF
 SF MEZZANINE _____ SF
 SF PRINCIPAL-REMODELED _____ SF
 SF ACCESSORY _____ SF
 SF BASEMENT / CRAWL _____ SF
TOTAL _____ SF

BUILDING COST

[FOR REMODEL - PERMIT FEES ARE A FUNCTION OF CONSTRUCTION \$]
 PRINCIPAL NEW / ADD \$ _____
 REMODELED \$ _____
 ACCESSORY \$ _____
 BASEMENT / CRAWL \$ _____
TOTAL \$ _____

ELECTRICAL INFORMATION

ELECTRICAL WORK? NO YES
 ELECTRIC SERVICE SIZE _____ AMPS EXIST NEW
 # OF SETS OF SERVICE CONDUCTORS _____
 SIZES OF SERVICE CONDUCTORS _____

MECHANICAL INFORMATION

MECHANICAL WORK? NO YES
 MECHANICAL DUCT WORK EXIST NEW
 TYPE HVAC RTU SPLIT SYST UNIT HTRS
 # BTU'S _____ A/C BOILER EXHAUST

WRITTEN DESCRIPTION OF CONSTRUCTION WORK

APPLICATION REQUIREMENTS FOR COMMERCIAL ACCESSORY STRUCT

Applicable Building codes are as follows (City of Aurora – Building Code and Electrical Code Amendments also apply):
2015 INTERNATIONAL BUILDING CODE and the following:

- | | | |
|------------------------------------|--------------------------------|------------------------------|
| 2015 International Fire Code | 2015 International Energy Code | Illinois State Plumbing Code |
| 2015 International Mechanical Code | 2014 National Electric Code | Illinois Accessibility Code |

The following items shall constitute a **complete building permit submittal**. Upon submittal acceptance, a permit application number shall be issued to the applicant all future contact with the Building and Permits Division will require this number. At time of submittal one project contact, shall be identified by the applicant (please check the appropriate party as the "primary contact" on the application form). All correspondence between City of Aurora Division of Building and Permits and the applicant will be directed to this individual.

SUBMITTALS TO THE BUILDING AND PERMITS DIVISION ARE INDICATED BELOW. COLLATE YOUR SUBMITTAL INTO THREE SETS (B,C & D).

- A. Completed Permit application.
- B. Three (3) copies of architectural site plan or civil engineering drawings indicating: all lot lines, building setbacks, existing structures, parking layout, curb cuts, light pole details, grading plan, utility plans and all fire hydrants within 500' of any property line. (For Zoning, Fire Prevention, and accessibility reviews). Include a Plat of survey and legal description on all parcels, which have not been issued street addresses.
 - 1. Complete Electrical plans with balanced panel schedules, load calculations, and one-line service diagrams indicating all components and sizes.
 - 2. Provide details of Accessible ramps, guardrails, handrails and parking spaces and signage if a Sales Trailer.

SUBMITTALS INDEPENDENT OF THE BUILDING AND PERMITS DIVISION ARE INDICATED BELOW (WITH A - CHECK BOX)

- If doing any mass grading work or work in the Public Right of Way; Submit two (2) complete sets of civil engineering drawings to the City of Aurora Engineering Department, 44 E. Downer Place. Attention Dan Feltman, (630)-256-3200. No building permits will be issued without City of Aurora Engineering Department approval and Engineering Department issued street address.
- Obtain sanitary connection permit and yellow card from Fox Metro Water Reclamation District; Engineering (630) 301-6882. Return this to the City of Aurora Building and Permits for attachment to permit application.

Note: All Signage requires separate permitting though the Building and Permits Division.
 Work in Public Right of Way requires separate permitting though City of Aurora Engineering.

Review times for complete application with identified City of Aurora registered contractors and complete construction documents are approximately 1 week. For any questions please feel free to contact the City of Aurora Building and Permits Division. (630) 256-3130.