

ACCESSORY STRUCTURE

COMMERCIAL or RESIDENTIAL

Decks, Porches, Front Stairs, Gazebos, Ramps, Sheds
(Garages are a separate application type)

City of Aurora

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



APPLICATION #: _____

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.

By signing below, I attest that I have read and do understand the Zoning Ordinances outlined in this application.

Owner Contractor Representative Role: _____

Name: _____ Signature: _____

DESCRIPTION OF WORK

ACCESSORY STRUCTURE INFORMATION

Property type for this project: Commercial Residential Square footage of primary structure: _____sf
Project type: Deck Gazebo Ramp Exterior Stairs Square footage of accessory structure: _____sf
 Porch Patio Covering/ Pergola Shed Peak height of Structure (if applicable): _____ft
If Deck, will deck be: Skirted Unskirted Deck Height Above Grade: _____ft

(Maximum allowed square footage for a shed is 160sf, anything larger will require a different permit type)
(Residential accessory structures over 768 square feet require full frost depth footings and foundation)

STRUCTURE ATTACHMENT INFORMATION

Is the accessory structure attached to the primary structure: Yes No *If yes, please complete the following:*
Does the structure have conditioned space: Yes No Does the structure have exterior insulated walls: Yes No
Does the structure have insulated roof: Yes No Does the structure have permanent windows and doors: Yes No
Does the structure have electric for interior use: Yes No Does the structure have heat or AC appliance: Yes No
Does the structure have plumbing fixtures: Yes No

If any of the above questions are yes, then a continuous footing to frost depth shall be required and potentially a different permit type needed.

GENERAL REQUIREMENTS, CONDITIONS and ITEMS for SUBMITTAL

- o Reference the "Submittal Requirements, Application Timeframes and Inspection Contacts" handout for quantity of items to submit with completed application
- o Complete construction drawings, stamped and signed (wet or digital) by a licensed design professional for Commercial Applications
 - Cover sheet providing the following information: Use Group, Construction Type, Square Footage, IBC Occupant Load Calcs, Design Live / Dead Loads
 - Floorplans showing layout of existing space, required demolition and proposed construction
 - Details and Sections as required covering all construction materials, partitions, floor structure, rated assemblies and other elements necessary for work
 - Building Elevations as required showing all changed exterior openings, roof heights and foundation depths
 - Structural Plans and Details as required for any modifications to existing structural support
 - Plumbing Plans as required showing both sanitary and supply riser diagrams with all sizing and components, schedule of fixtures
 - Mechanical Plans as required showing duct locations and sizes with indication of CFM, schedule of equipment with specifications
 - Electrical Plans as required showing components and sizes with balanced panel schedules, load calculations and one-line service diagrams
 - Architectural / Civil Site Plan as required to show lot lines, setbacks, existing structures, parking, curb cuts, fire hydrants, etc.
- o Manufacturer's specifications and cut sheets on any equipment
- o Contractors must be licensed and registered with Aurora (not required at submittal, but prior to permit issuance)

Application Fee is due at time of submittal.

COST OF WORK: _____

APPLICABLE CODES

2014 Illinois Plumbing Code
2014 National Electrical Code
2015 International Building Code

2015 International Existing Building Code
2015 International Fire Code
2015 International Fuel Gas Code

2015 International Mechanical Code
2015 International Residential Code
[City of Aurora Ordinances](#)

SHED REQUIREMENTS, ZONING ORDINANCE SEC. 104.4

- Materials and Construction: Sheds shall be constructed of an approved, uniform material, type, color and design. Approved materials may consist of, but are not limited to wood, metal, brick and block. Resin storage sheds when purchased for the purposes of outdoor storage is an acceptable material. No fabric or other coverings such as those made of vinyl, nylon, or canvas; untreated or unpainted wood; or other non-traditional building materials shall be used.
- Height. A private shed shall not exceed 14 feet in height. Height shall be measured to the top (peak) of structure.
- Size. Shed shall not exceed 160 feet in area, nor shall they exceed 8 feet in vertical wall height. The maximum length of any one wall shall not exceed 16 feet.
- Location: Sheds are permitted only in the back yard and only one (1) said shed is allowed on the property at any given time. No shed shall be located within any public utility easement, whether platted or implied.
- Distance from Principal Structure: Sheds shall not be closer than 6 feet from the nearest principal building wall, however if the shed is properly fire rated it may be located closer to the principal building per building code requirements.
- Setbacks: Sheds shall have a minimum setback of 3 feet from the side yard and minimum setback of 5 feet from the rear yard. Sheds shall not be closer than 6 feet from the nearest principal building wall, however if the is properly fire rated it may be closer to the principal building per building code requirements.

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

GENERAL CONTRACTOR INFORMATION

City of Aurora Registration #: _____	Residential Requirements:
Business Name: _____	Separation Distance (min 5' per R302.1): _____ ft
Contact Name: _____	Commercial Requirements:
Address: _____	Is construction type same as primary: <input type="radio"/> Yes <input type="radio"/> No
City, State, Zip: _____	Fire Separation Distance: _____ ft
Phone: _____	Fire Rating Required (IBC 602): _____ hr
Email: _____	Fire Rating Provided: _____ hr

ELECTRICAL CONTRACTOR INFORMATION

City of Aurora Registration #: _____	Electrical Work: <input type="radio"/> Yes <input type="radio"/> No
Business Name: _____	Electrical Service Size: <input type="radio"/> Existing <input type="radio"/> New _____ amps
Contact Name: _____	# of Sets of Service Conductors: _____
Address: _____	Size: _____
City, State, Zip: _____	# of Circuits: _____
Phone: _____	Location of Service: _____
Email: _____	

PLUMBING CONTRACTOR INFORMATION

City of Aurora Registration #: _____	Plumbing Work: <input type="radio"/> Yes <input type="radio"/> No
Business Name: _____	Water Service: <input type="radio"/> Existing <input type="radio"/> New Size: _____
Contact Name: _____	Water Meter: <input type="radio"/> Existing <input type="radio"/> New Size: _____
Address: _____	Number of Plumbing Fixture Units: _____ PFUs
City, State, Zip: _____	New Fixtures required Fox Metro W.R.D. approval
Phone: _____	
Email: _____	

MECHANICAL CONTRACTOR INFORMATION

City of Aurora Registration #: _____	Mechanical Work: <input type="radio"/> Yes <input type="radio"/> No
Business Name: _____	Mechanical Duct Work: <input type="radio"/> Existing <input type="radio"/> New
Contact Name: _____	Type of HVAC: <input type="radio"/> RTU <input type="radio"/> Split System <input type="radio"/> Unit Heaters
Address: _____	<input type="radio"/> A/C <input type="radio"/> Boiler <input type="radio"/> Exhaust
City, State, Zip: _____	# of BTU's: _____
Phone: _____	Fuel Gas Work: <input type="radio"/> Yes <input type="radio"/> No
Email: _____	Pipe Size: _____ in Pipe Material: _____