

HCOA – HISTORIC DISTRICT/LANDMARK CERTIFICATE OF APPROPRIATENESS - APPLICATION FORM

FOR OFFICIAL USE ONLY

PERMIT APPLICATION #

1 —

SUBMITTED

____ / ____ / ____

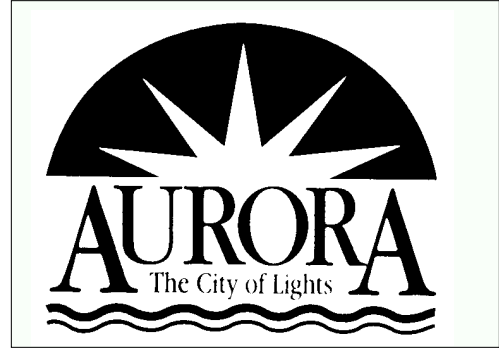
NOTIFIED

____ / ____ / ____

ZONING

____ / ____ / ____

WEB www.aurora-il.org
 FAX (630) 256-3139
 TELEPHONE (630) 256-3130



DIVISION OF BUILDING & PERMITS
 77 S BROADWAY
 AURORA, ILLINOIS 60505

LAND / PARCEL INFORMATION

PROPERTY ADDRESS _____

HISTORIC DISTRICT _____ UNIT / PHASE # _____ LOT # _____

COUNTY (CHECK ONE)	<input type="checkbox"/> KANE	<input type="checkbox"/> DuPAGE	TOWNSHIP (CIRCLE ONE)	11 12 04	TOWNSHIP SECTION # _____
	<input type="checkbox"/> KENDALL	<input type="checkbox"/> WILL		14 15 07	
			03 01	BLOCK # (if known) _____	LOT# (if known) _____

PROPERTY OWNER &

Contact Name _____

OWNERS ADDRESS _____

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

TENANT &

Contact Name _____

ADDRESS _____

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

CONTRACTOR

HOMEOWNER IS DOING THE WORK **OR**

BUSINESS NAME _____

AURORA REGISTRATION # _____

CONTACT NAME _____

ADDRESS _____

CITY, STATE ZIP _____

PHONE () _____ - _____

FAX () _____ - _____

E-MAIL _____

CERTIFICATION

This is an application only. Completion of this application does not entitle the commencement of work. 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, principal contractor, subcontractor or supplier. I the undersigned am the Owner or a duly contracted representative of the owner of said property.

EPA RRP CONTRACTOR _____ (PRINT)

EPA RRP CONTRACTOR _____ (SIGNATURE)

OR

OWNER _____ (SIGNATURE)

OWNER _____ (PRINT)

These modifications will affect the following areas on the Subject Property: No Additional Permits are required for this work

- | | | |
|--|---|--|
| <input type="checkbox"/> Soffits, Gutters | <input type="checkbox"/> Exterior Doors (non-structural & not reducing the egress opening) | <input type="checkbox"/> Architectural or Decorative Ornamentation or Detail |
| <input type="checkbox"/> Chimney tuck-pointing (non-structural) | | |
| <input type="checkbox"/> Exterior Masonry tuck-pointing (non-structural) | <input type="checkbox"/> Exterior Windows (non-structural & not reducing the egress opening and includes storms or screens) | <input type="checkbox"/> Sidewalk (not adjacent to driveway) |
| | | <input type="checkbox"/> Other _____ |

These modifications will affect the following areas on the Subject Property: Additional Permits will be required for these items

- | | | |
|--|---|--|
| <input type="checkbox"/> Roofs | <input type="checkbox"/> Exterior Windows (structural changes and reducing or enlarging egress opening) | <input type="checkbox"/> New Garage or Other Structure on Subject Property |
| <input type="checkbox"/> Chimney replacement and structural repair | | |
| <input type="checkbox"/> Exterior Masonry (Structural) | <input type="checkbox"/> Porch Elements (Including supports, columns, railings, stairs) | <input type="checkbox"/> Sidewalk (adjacent to Driveway) or Driveway |
| <input type="checkbox"/> Exterior Lighting | | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Fence Installation | | |

Current conditions and Proposed Work description (Including but not limited to, description of **ALL** exterior changes, changes to original fabric, detailed information on proposed new products, materials being proposed, description of new features, description of how repairs will be conducted, colors, etc.) May need additional sheets:

If you are working on PRE 1978 built structure, your firm must be EPA Lead-Safe Certified. The Lead-Based Paint Renovation, Repair and Painting (RRP) rule is a federal regulatory program affecting anyone who disturbs painted surfaces where lead may be present.
For more information about the program and certification please visit www.epa.gov/lead

- The following information may also be required:
- Photos of existing conditions
 - Material and/or color samples
 - Architectural drawing
 - Plat of survey or site plan
 - Specifications and/or product information for material

- Safe Lead-Paint work practice questions:**
- Is this a Pre-1978 original structure? Yes No
 - Disturbing more than 20 sf exterior paint? Yes No
 - Window Replacement project? Yes No
 - Exterior structural demolition involved? Yes No
- YES to any will require an EPA-RRP Contractor**

ALL WORK MUST CONFORM WITH BUILDING CODES UNLESS A VARIATION IS GRANTED

Applicant Signature for Proposed Modification _____ Date _____

REVIEW PROCEDURES FOR CERTIFICATES OF APPROPRIATENESS

- A Certificate of Appropriateness (COA) is necessary prior to alteration, exterior construction, and exterior demolition of property designated as a local landmark, or located in a locally designated historic district (Section 37-81 of the Aurora Municipal Code).
- An Application for this certificate is available through the Building and Permits Division (630) 256-3130
- Upon receipt, the application will be processed as soon as possible. For minor modifications, a building permit may be obtained following staff approval, and the COA will be ratified at the following Preservation Commission meeting. For major modifications, a subcommittee of the Preservation Commission will review the proposal and provide a recommendation to the full Preservation Commission for approval of the COA. Building permits may be issued following a recommendation of approval by the subcommittee.
- All certificates will be reviewed using the following criteria from Section 37 of the Aurora Code of Ordinances, in addition to any approved design guidelines for historic districts. Section 37-83 provisions are:
 1. Whether the proposed work will highlight or positively enhance any exterior feature of the property and improvements.
 2. Whether any new improvements will have a positive effect and harmonize with the external appearance of neighboring improvements.
 3. The extent and process of any proposed demolition and subsequent changes in landscaping.
 4. Whether the proposed work will result in the maintenance or addition of site landscaping and other vegetation.
 5. A report from the building inspector on the state of repair and structural stability of the improvement under consideration.
 6. Any changes in the essential character of the area which would occur as a result of approval of the certificate.
 7. Whether the proposed work conforms to the following design criteria as well as any specific guidelines which the commission may adopt with the approval of the city council:
 - a. Height. The height of the proposed structure or additions or alterations should be compatible with surrounding structures.
 - b. Proportions of front façade. The proportion between the width and height of the proposed structure should be compatible with nearby structures.
 - c. Proportions of openings into the facility. The proportions and relationships between doors and windows should be compatible with the existing structures.
 - d. Relationship of building masses and spaces. The relationship of a structure to the open space between it and adjoining structures should be compatible.
 - e. Roof shape. The design of the roof should be compatible with adjoining structures.
 - f. Landscape and appurtenances. Landscaping and the use of appurtenances should be sensitive to the individual structures, its occupants, and their need. Further, the landscaped treatment should be compatible with surrounding structures and landscapes.
 - g. Scale of structure. The scale of the structure should be compatible with surrounding structure.
 - h. Directional expression of front elevation. Street facades should blend with other structures with regard to directional expression. When adjacent structures have dominant horizontal or vertical expression, this should be carried over and reflected.
 - i. Architectural Details. Architectural details and materials should be incorporated as necessary to relate the new with the old, to preserve and enhance the inherent characteristics of that area.

All certificates will be reviewed using the criteria in Section 37-83 of the Aurora Code of Ordinances, in addition to any approved design guidelines for the historic district or for landmarks.

By signing below, I attest that I have read and do understand the above Review Procedures for Certificates of Appropriateness. I also agree that all information submitted on this application is true and accurate to the best of my knowledge.

Applicant Signature

Date