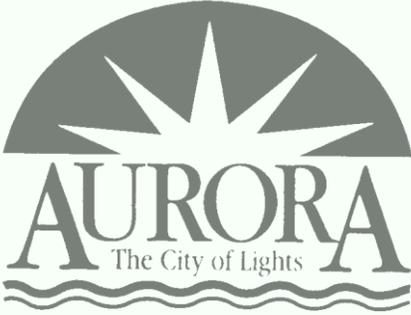


**FCOA – FOXWALK DISTRICT CERTIFICATE OF APPROPRIATENESS - APPLICATION FORM**

FOR OFFICIAL USE ONLY			
PERMIT APPLICATION NO <b>1</b> —			
SUBMITTED ____/____/____			
NOTIFIED ____/____/____			
ZONING _____	WEB FAX TELEPHONE	www.aurora-il.org (630) 256-3139 (630) 256-3130	<b>DIVISION OF BUILDING &amp; PERMITS</b> 65 WATER STREET AURORA, ILLINOIS 60505

**LAND / PARCEL INFORMATION**

**PROPERTY ADDRESS** \_\_\_\_\_

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

**CONTRACTOR** \_\_\_\_\_ (PRINT)

**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**

- Soffits, Gutters
- Chimney tuck-pointing (non-structural)
- Exterior Masonry tuck-pointing (non-structural)
- Exterior Doors (non-structural & not reducing the egress opening)
- Exterior Windows (non-structural & not reducing the egress opening and includes storms or screens)
- Architectural or Decorative Ornamentation or Detail
- Sidewalk ( not adjacent to driveway)
- Other \_\_\_\_\_

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

- Roofs
- Chimney replacement and structural repair
- Exterior Masonry (Structural)
- Exterior Lighting
- Fence Installation
- Exterior Windows (structural changes and reducing or enlarging egress opening)
- Porch Elements (Including supports, columns, railings, stairs)
- New Garage or Other Structure on Subject Property
- Sidewalk (adjacent to Driveway) or Driveway
- Other \_\_\_\_\_

Current Conditions:

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Proposed Work Being Performed:

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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

**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