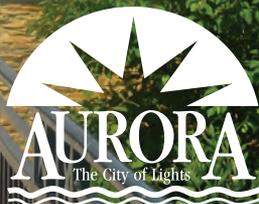


AURORA

GOOD NEIGHBOR GUIDE

Prepared By:
The City of Aurora
Division of Property Standards
Department of Neighborhood Standards



VISIT THE CITY'S WEB SITE AT: WWW.AURORA-IL.ORG

MAYOR'S LETTER

Dear Citizen:

As Mayor, one of my priorities is listening to the concerns of residents regarding their neighborhoods.

These are important matters. Where you live is where you spend your quality time, and the perception you have of the area immediately around your home forms the basis for how you view our City.



As a citizen of this great city I understand that issues that seem small to some can have a great impact on the daily lives of many residents. The Division of Property Standards provides a public service to all people within the City of Aurora with respect, fairness and integrity. The men and women of this division work diligently to improve our neighborhoods and the quality of life for our citizens.

This brochure highlights the division's most significant guidelines for being a good neighbor and improving the quality of our neighborhoods. As you read it, should you have questions please feel free to contact our Customer Service Center at 630-256-INFO (4636). A great deal of additional information is also available through the City's website at www.aurora-il.org.

By working together, we can continue to make Aurora the best city it can be; a city that is second to none.

*Mayor Thomas J. Weisner
City of Aurora*

LOOK AT THE OUTSIDE

KEEP YOUR HOME IN GOOD REPAIR ON THE OUTSIDE



WALLS

- no holes/cracks
- surface intact
- soffit and fascia in good repair

ROOF

- free of leaks
- shingles in good repair

GUTTERS & DOWNSPOUTS

- in good repair
- free of obstructions

CHIMNEY

- clean
- no loose or missing bricks
- tuckpointing (mortar between bricks in good condition)
- cap & liner in good repair

PAINT

- wood surface protected
- metal surface protected
- no peeling
- no graffiti

PORCH

- good repair
- guard railings

GARAGE & SHED

- in good repair

WINDOWS

- operable
- weather-tight
- sash fits
- unbroken
- putty
- screens

DOORS

- weather-tight
- rodent-proof
- secured hinges & locks

FOUNDATION

- sound
- no holes or cracks

STEPS

- not worn
- evenly spaced
- handrails at 4 or more steps

HOUSE NUMBERS

- 3 inches tall
- contrasting color
- block letters
- visible from street
- located on street side of house, not on door

KEEP YARD CLEAN & WELL MAINTAINED

- fence in good repair
- no accumulation of trash
- grass and weeds not to exceed 8 inches
- sidewalks free of hazards
- no litter, junk or debris
- no inoperable or unregistered vehicles
- parking only on approved paved areas
- prevent accumulation of stagnant water
- dead shrubs and trees removed



Electronic Waste — banned from landfills, City of Aurora offers free collection twice monthly. Call Customers Service at 630-256-4636 for schedule or check the City website.

GARBAGE & RECYCLING



- proper containers, no 55 gallon drums
- refuse bin covered at all times
- container storage is prohibited where visible from street
- one garbage sticker per 32-gallon can or bulk item
- 65 and 95 gallon cart rental available from Republic Services
- place at curb after 7pm night before pickup
- remove before 7pm the day of pickup
- yard waste bagged and stickered
- brush neatly stacked at curb – cut side to street
- missed collections – contact Republic Services 630-892-9294

OVERCROWDING CRITERIA

EACH DWELLING UNIT MUST HAVE:

SPACE	MINIMUM OCCUPANT AREA IN SQUARE FEET		
	1-2 Occupants	3-5 Occupants	6 or More
Living Room	No Requirements	120	150
Dining Room	No Requirements	80	100
Kitchen	50	50	60
+	A BATHROOM THAT CAN BE USED		

REMEMBER: YOU CANNOT PASS THROUGH A BEDROOM IN ORDER TO ACCESS THE BATHROOM, UNLESS THERE IS MORE THAN ONE BATHROOM IN THE UNIT.

A BEDROOM MUST BE AT LEAST:

- 70 sq. ft. for one occupant; see chart below for more occupants
- Ceilings in attics or half-stories must be 7' high, over one-third of the area
- Ceiling height of a room used for living purpose must be 7' high
- Areas less than 5' high don't count when figuring room size
- Each dwelling unit must have separate access to a hall, landing, stair, or street

A sleeping area is based on rooms which can lawfully be used for sleeping purposes.

Occupancy Requirements Chart – Sleeping Space/Rooms

No. of Occupants Per Room Min. Sq. Ft. Required Per Sleeping Room

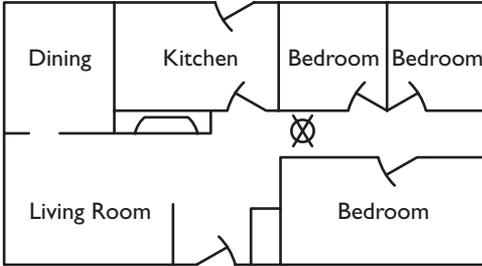
1	70
2	100
3	150
4	200
5	250
6	300
7	350

SMOKE & CARBON MONOXIDE DETECTORS

DOES YOURS WORK?

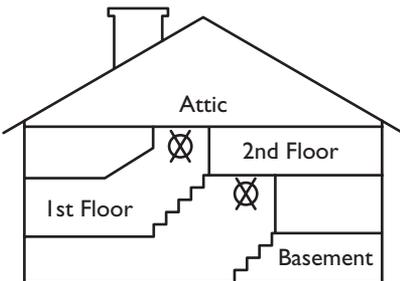
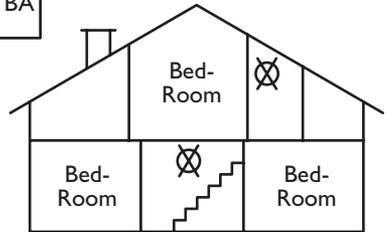
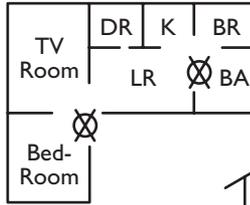
**OWNERS MUST PROVIDE SMOKE AND CARBON MONOXIDE DETECTORS;
TENANTS MUST KEEP WORKING BATTERIES IN PLACE.**

MULTIPLE DWELLING UNITS MUST HAVE APPROVED SMOKE DETECTORS IN COMMON AREAS AND STAIRWAYS.



A basic smoke and carbon monoxide detector (indicated by cross) shall be located within 15' of every sleeping area. Smoke and carbon monoxide detectors should be mounted on the ceiling at least 6" from any wall... or on the wall between 4–6" from the ceiling (below).

In homes with more than one sleeping area, a smoke and carbon monoxide detector (indicated by cross) should be provided to protect each.



In homes with stairs, a smoke and carbon monoxide detector (indicated by cross) should be at the head (top) of each.

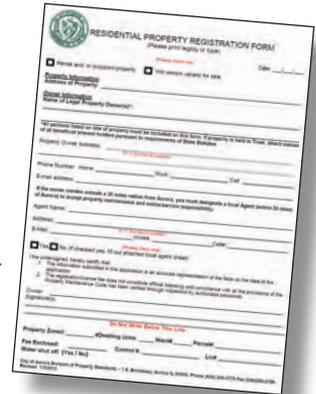
SMOKE AND CARBON MONOXIDE DETECTORS ARE REQUIRED BY LAW

PROPERTY REGISTRATION

All non-owner occupied properties are required to be registered with the City. Includes: rental properties, vacant properties, multi-family units and any units not occupied by the owner of record.

Rental Properties – Landlord Responsibilities

- Register property and pay annual licensing fee
- Attend mandatory landlord training class
- Run background check on all occupants 18 years and older
- Complete lease addendum



The image shows a 'RESIDENTIAL PROPERTY REGISTRATION FORM' with a city seal in the top left corner. The form includes fields for 'Property Address', 'Phone Number', 'City', 'State', 'Zip', 'City Council District', 'City Council District', 'City Council District', and 'City Council District'. It also has checkboxes for 'I am the owner of record', 'I am a landlord/tenant', 'I am a rental agent', and 'I am a property manager'. There are sections for 'Property Description', 'Property Use', and 'Property Status'. The form is titled 'RESIDENTIAL PROPERTY REGISTRATION FORM' and has a subtitle '(Please Print Name and Address)'. It also includes a section for 'City Council District' and 'City Council District'.

INSPECTION PROCESS

Annual Inspection Maintenance Guidelines:

On the Interior

- Clean and clear pathways to exits
- No flaking paint
- Approved and working smoke and carbon monoxide detectors
- Plumbing fixtures working properly
- Furnace working properly
- Electrical system grounded and switches, outlets and fixtures working or covered

On the Exterior

- Windows open and close and have screens
- No broken windows
- Gutters are in place
- Walkways, steps, driveways in good condition
- No peeling or chipping paint
- Yard area free of junk and trash
- House numbers visible from street

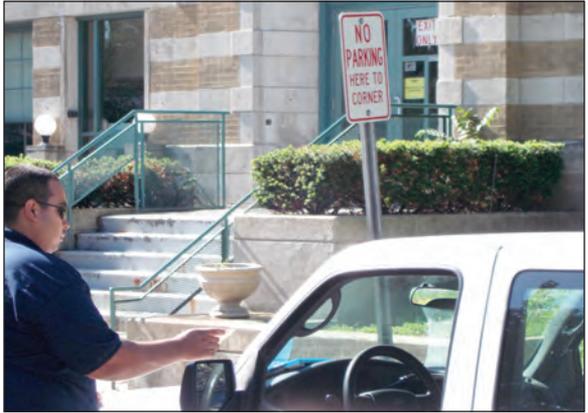


IN THE NEIGHBORHOODS

Parking

Parking Violations Include:

- Parking in same location for greater than 48 hours
- Parking a trailer, boat, or recreational vehicle on street
- Blocking public sidewalks
- Parking after 2 inch snow fall before plowed
- Parking commercial vehicles on property or street
- Parking on grass, dirt, or new gravel



Zoning Ordinances

Zoning Regulations Include:

- Home business not allowed in residential
- 2 garage sales per calendar year
- Outdoor storage of equipment not permitted
- Proper fencing, height, placement, condition
- Political sign limit 3' x 5' on private property
- Driveway must be hard surface
- Rooming houses prohibited
- Illegal units in basement or attic prohibited

Miscellaneous Ordinances

- Seasonal decorations – remove within 60 days after holiday
- Remove dead trees and stumps
- Outdoor storage of indoor furniture prohibited
- Register your cats and dogs with the Division of Animal Control
- All signage on public property and right of way is prohibited
- Depositing leaves and grass in the street is prohibited



IMPORTANT PHONE NUMBERS

City of Aurora

Airport.....	630-466-7000	Library – West Branch.....	630-264-3600
Alderman’s Office.....	630-256-3020	Mayor’s Office.....	630-256-3010
Animal Control.....	630-256-3630	Neighborhood Redevelopment.....	630-256-3320
Buildings & Permits.....	630-256-3130	Parking - Violations.....	630-256-3810
Cable Access.....	630-256-3390	Parking – Permits.....	630-256-3580
City Clerk.....	630-256-3070	Parks & Recreation.....	630-256-3730
Civil Service.....	630-256-3450	Planning & zoning.....	630-256-3080
Community Service.....	630-256-3400	Police Department.....	630-256-5000
Customer Service.....	630-256-4636	Public Works.....	630-256-3200
Election Commissioner.....	630-897-4030	Property Standards.....	630-256-3770
Emergency Management.....	630-256-5800	Public Arts.....	630-256-3340
Engineering.....	630-256-3200	Public Information.....	630-256-3360
Finance.....	630-256-3500	Purchasing.....	630-256-3550
Fire-Central Station.....	630-256-4000	Revenue & Collections.....	630-256-3560
Fire Prevention.....	630-256-4130	Street Maintenance.....	630-256-3680
Fox Valley Golf.....	630-879-1030	Water Billing.....	630-256-3600
Historic Preservation.....	630-256-3080	Water & Sewer Maintenance.....	630-256-3710
Human Resources.....	630-256-3430	Water Production.....	630-256-3250
Law Department.....	630-256-3060	Youth Services.....	630-256-3400
Library – Main Branch.....	630-264-4100		
Library – Eola Branch.....	630-264-3400		

Townships in Aurora

Aurora Township.....	630-897-8777	Sugar Grove Township.....	630-466-5255
Naperville Township.....	630-355-2786	Wheatland Township.....	630-851-3952
Oswego Township.....	630-554-3211	Winfield Township.....	630-231-3591

County Government Centers

Kane County Government Center.....	630-232-3400	Kendall County Administrative Services.....	630-553-4143
DuPage County Government Center.....	630-407-6500	Will County Government Center.....	815-722-5515

Miscellaneous

Aurora Housing Authority.....	630-859-7210	J.U.L.I.E. Call before you dig.....	811
Better Business Bureau.....	312-832-0500	Paramount Arts Center Box Office.....	630-896-6666
Hospital-Rush Copley Medical Center.....	630-978-6200	Prairie State Legal Services.....	630-513-1237
Hospital – Provena Mercy Center.....	630-859-2222	RiverEdge Park Box Office.....	630-896-6666
Human Relations Commission.....	630-256-3007		

The Division of Property Standards, together with other city divisions, continuously strives to improve our great City of Aurora, while focusing on the following strategic priorities:

- Attracting and retaining businesses and jobs
- Preserving high levels of public safety and quality of life
 - Providing efficient, innovative, transparent and accountable city government

Property Standards

The Division of Property Standards is responsible for the property maintenance and code enforcement in accordance with International Property Maintenance Code with adopted local ordinances.



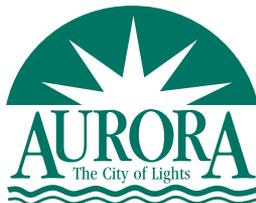
Find us at: 1 S. Broadway

Property Standards – 630-256-3770

Customer Service – 630-256-4636

Animal Control – 630-256-3630

Land Use & Zoning – 630-256-3090



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