

SUBMITTAL REQUIREMENTS, APPLICATION TIMEFRAMES and INSPECTION CONTACTS

www.aurora-il.us

630.256.3130

Please use online portal: <https://auro-trk.aspgov.com/etrakit/>

City of Aurora

Development Services Department

Division of Building and Permits

77 S Broadway

Aurora, IL 60505



Types of Application		Application Fee	Initial Timeframe	Number of Hard Copies		Revision Timeframe	Number of Hard Copies	
				Drawings	Documents		Drawings	Documents
Primary IBC	COCO (Com. Certificate of Occupancy)	\$232	5	1	1	5	1	1
	Comm. Addition, or Shell Only	\$1,003	10	4	3	5	3	2
	Commercial New	\$1,003	15	4	3	5	3	2
	Comm. Remodel (50k and over)	*\$64-\$254	10	4	3	5	3	2
	Com. Remodel (< 50k), Foundations	*\$64-\$254	5	4	3	5	3	2
	Com. Single Trade (includes Fire)	\$116	4	4	2	4	3	2
	Commercial Solar	\$127	10	4	2	5	3	2
	Communication (Antennas, Poles)	\$127	10	4	3	5	3	2
IRC or IBC	Demolition	77-116	5	3	2	5	3	2
	Engineering (ROW, Driveway 2, etc.)	Please contact Engineering Department to discuss timeframes and submittals						
	Fire Damage	*\$112-\$254	10	4	3	5	3	2
Primary IRC	Residential Masterplan / New	\$278	10	4	3	5	3	2
	Residential Addition / Remodel	\$278 / \$77	10	4	3	5	3	2
	Residential Single Trade	\$56	3	2	2	3	2	2
	Residential Solar	\$77	5	2	2	5	2	2
IZC	Zoning (Fence, Driveway 1, etc.)	\$82	3	1	1	3	1	1
	Signage	\$116	3	2	2	3	2	2

Permit Inquiries email: bpcsrgroup@aurora.il.us

Revision Submittals email: bprevisions@aurora.il.us

DISCLAIMERS

Timeframes above are estimated in business days and the assigned timeframe will be based on workload at the time of submission.

Digital drawings can be provided in place of hard copies, but hard copies may be requested at any time.

All properties located in the historic district or fox walk district will require an additional permit application with an additional review time frame.

Residential roof and residential furnace/a.c. replacement permits are issued over the counter, unless the property is located in the historic district.

Drawings reflect actual plans, details, elevations, etc. Documents reflect specification sheets, calculations, correspondence, etc.

*Application Fees vary based on number of trades and/or Residential vs Commercial projects

Plans Examiners (for commercial projects)		Email Address	Desk Phone	Cell Phone
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Inspector Contact Information	Trade	Email Address	Desk Phone	Cell Phone
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Rick Olson	Plumbing	olsonr@aurora.il.us	630.256.3136	630.878.1874

Contact Inspectors the morning of inspection between 7:30am-8:30am for general timeframe if needed.

The field copies of stamped approved plans are **REQUIRED** to be on site for all inspections.