



25 East State Street, North Aurora, IL 60542  
P: 630.897.1457 F: 630.897.0269  
Website: [www.northaurora.org/forms/](http://www.northaurora.org/forms/)  
Email: [cdinfo@northaurora.org](mailto:cdinfo@northaurora.org)

## RESIDENTIAL REMODEL & ADDITION – APPLICATION

**Job Address:** \_\_\_\_\_

IMPROVEMENT TYPE (check one):			
Addition	Basement Remodel	Bathroom Remodel	Kitchen Remodel
Garage (Attached)	Garage (Detached)	Three Season Room	Other _____
Does this project include plumbing?		Yes	No

**Total Cost of Project (estimated):** \$ \_\_\_\_\_

### CONTACT INFORMATION:

**Permit Applicant:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**E-Mail:** \_\_\_\_\_

**Property Owner:** \_\_\_\_\_ **Street Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**E-Mail:** \_\_\_\_\_

### CONTRACTOR(S):

**General Contractor:** \_\_\_\_\_ **Office Phone:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**E-Mail:** \_\_\_\_\_

**Plumbing Contractor:** \_\_\_\_\_ **Plumber's License #** \_\_\_\_\_

**Roofing Contractor:** \_\_\_\_\_ **Roofing License #** \_\_\_\_\_



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**Please Note:** The following items are required at the time of permit submittal. All required paperwork and documents must be included at the time of submittal, or the submittal will not be accepted.

- ✓ Please submit **one (1) copy of the current plat of survey** showing the following:
  - All existing improvements
  - The location of the proposed work drawn to scale.
  - The distance from the lot line(s) to the proposed building(s) and/or structure(s)
  - No building(s) or structure(s) are allowed in any easements (fences are allowed in some easements)
  - Interior Remodel Permits do not require a plat of survey
  
- ✓ Please also submit the following:
  - **One (1) copy of the contract/proposal** - from the contractor performing the work.
  - **Scope of work** – with construction details
  
- ✓ **Plumbing and Roofing Permits** require the following:
  - Copy of the State of Illinois plumbing or roofing license
  - Letter of Intent from the plumbing contractor (for all plumbing permits)
  - Letter of Intent from a licensed roofer (solar panel permits only)

\*If you are working on a structure built before 1978, contractors 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](http://www.epa.gov/lead) or contact the Kane County Office of Community Reinvestment at 630.444.3027.

**Permit Review Time:** Please allow ten (10) working days for the permit applications to be reviewed and approved. The review time does not start until **all** required paperwork and documents are submitted.

**Permit Issuance:** A staff member will notify you when your permit is ready to be picked up and paid for.

**Fees:** Remodel/Addition without Plumbing- \$350.00      Residential/Addition with Plumbing - \$500.00

**Inspections:** The applicant is responsible for scheduling all required inspections, which are shown on the permit job card. The permit job card must be visible from the street during construction. Should an inspection fail, a re-inspection fee may apply and must be paid prior to scheduling the re-inspection.

I hereby certify that I am the owner of record, or the owner of record authorizes the proposed work, and I have been authorized to act on his/her behalf as the agent. I agree to conform to all applicable laws and ordinances of the Village of North Aurora.

**Printed Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**FOR OFFICE USE**

Approved by: \_\_\_\_\_ **Date:** \_\_\_\_\_

Total Fee: \$ \_\_\_\_\_