



CITY OF NAPERVILLE

Transportation, Engineering, & Development (T.E.D.) Business Group

APPLICATION INFORMATION: SHED OR COOP

APPLICATION REQUIREMENTS

The following items must be submitted when applying for a shed or coop permit:

- A. A completed and signed building permit application form.
- B. Detailed construction plans for the shed or coop, or manufacture's specifications for a pre-manufactured structure. The proposed foundation design, if any, must also be indicated.
- C. A copy of the legal plat of survey for the subject property with the following information:
 - a. The outline of the shed or coop drawn to scale.
 - b. The distance from the structure to the property lines.
 - c. Show the location of any above-ground electrical equipment. The shed or coop must be constructed at least 10 feet from the equipment.
 - d. If there is to be any excavation, all underground utilities in the proximity of the work must be shown. The location of the electric meter on the house must also be shown.*
- D. A copy of an aerial photograph showing the location of the neighboring houses. (**Coops only.**) This aerial exhibit must show that a chicken coop is located a minimum of 30 feet from any neighboring house
- E. Any structure installed for the purposes of housing fowl or other livestock must conform to the requirements of the Naperville Municipal Code 10-4-6. Including, but not limited to, the following:
 - a. Fowl shall be kept within an enclosure which is sufficient in size and strength to confine the animals
 - b. The maximum number of fowl is 8, no roosters are allowed
 - c. No fowl shall be located within 30' of any neighboring residence
 - d. All feed shall be kept in containers which are rodent-proof
 - e. The enclosure housing the fowl must be fully-enclosed. If it is not fully-enclosed, then screening is required to a height of 6'. Screening can be fencing or walls 6' in height, landscaping of at least 75% opacity and shall be located either along the perimeter of the lot where the fowl enclosure is located or around the perimeter of the enclosure itself.

**For assistance in finding underground utility locations, contact J.U.L.I.E. at 1-800-892-0123. Be sure to allow 48 hours for service. Remember that the spray-painted utility lines must remain visible for a future inspection.*

APPLICATION REVIEW AND APPROVAL

All construction drawings must be legible and complete. **The items listed in “Application Requirements” must be included as part of your application. Omission of any of these items will delay the approval of your application for permit.** The applicant will be notified when the permit has been approved.

Every building permit shall become invalid unless the work authorized by such permit is commenced within 180 days after its issuance. The permit is to be displayed in the window nearest to the front door for the duration of the construction and inspection process. After the construction is complete, please remove the building permit from the window and retain it for your personal homeowner’s records.

A separate permit must be obtained if there are to be any electrical or plumbing fixtures in the shed or coop.

INSPECTIONS

One final inspection is required upon completion of the work. It is the applicant’s responsibility to request the inspection.

Inspections are scheduled by calling 630/420-6100 option 1 between the hours of 8:00 a.m. and 4:00 p.m. Monday through Friday. **(Closed 1-2 pm daily)** Please have the **permit number** and **site address** ready. In addition, please allow a minimum of 72 hours when scheduling an inspection. Shed and coop inspections are not scheduled at a set hour but will take place on the requested day. Inspections are conducted between 8 a.m. and 3 p.m. Monday through Friday.

FEES

See Building Permit Fee Schedule.

CONTACT INFORMATION

Inspection Dispatch

Monday-Friday, 8 am to 4 pm **(Closed daily 1 pm-2 pm)**
630/420-6100 Option 1

Development Services Counter

Monday-Friday, 8 am to 5 pm **(Closed daily 1 pm-2 pm)**
630/420-6100 Option 2

********APPROVED PLANS MUST BE KEPT ON SITE********

10-4-6: - FOWL AND LIVESTOCK:

1. Housing: All fowl and livestock shall be kept within a pen, coop, building or other enclosure sufficient in size and strength to confine such animals to the owner's property, except that livestock may be tethered securely to a fixed object outside the enclosure, but only if the animal is so confined to the owner's property. A permit shall be obtained from the City of Naperville prior to the construction, addition, or modification of any pen, coop, building or other enclosure used for the purposes of housing fowl or livestock.
2. Zoning: Fowl and livestock may be kept in any area in the City except as otherwise provided by this Chapter or the City's Zoning Ordinance.
3. Restrictions:
 - 3.1. A maximum of eight (8) fowl shall be permitted on any property. Roosters shall be prohibited.
 - 3.2. No livestock shall be kept, housed, maintained, or pastured within a distance of two hundred (200) feet of any occupied residence other than that of the owner.
 - 3.3. No pen, coop, building or other enclosure used for the purpose of housing fowl (with the exception of homing pigeons) shall be erected or maintained within thirty (30) feet of any occupied residence other than that of the owner.
 - 3.4. Every person maintaining a pen, coop, building, yard or enclosure for fowl or livestock shall keep such area clean and sanitary at all times. Any dirt or refuse resulting from the fowl or livestock shall be disposed in a clean and sanitary fashion.
 - 3.5. All feed for fowl or livestock shall be kept in containers that are rodent-proof until put out for consumption by fowl or livestock.
 - 3.6. Any pen, coop, or other structure used for the purpose of housing fowl that is not fully-enclosed shall be screened to a height of six (6) feet. Said screening shall be comprised of fences or walls six (6) feet in height, landscaping of at least seventy-five percent (75%) opacity, such as non-deciduous plantings, or equivalent screening and shall be located either along the perimeter of the lot where the pen, coop, building or other enclosure used for the purpose of housing fowl is located, or around the perimeter of the pen, coop, or enclosure itself.

(Ord. No. 12-013, § 2, 2-7-2012)

PERMIT # _____



**CITY OF NAPERVILLE
TRANSPORTATION, ENGINEERING & DEVELOPMENT (T.E.D.) BUSINESS
GROUP**

BUILDING PERMIT APPLICATION

OWNER _____

PROJECT ADDRESS _____

SUBDIVISION _____

UNIT # _____ LOT # _____

PHONE () _____ ZIP _____

E-MAIL ADDRESS _____

DESCRIBE THE PROPOSED CONSTRUCTION:

ESTIMATED COST OF WORK \$ _____

ELECTRIC SERVICE UPGRADE: YES _____ NO _____

ELECTRIC SERVICE RELOCATION YES _____ NO _____

WATER SERVICE UPGRADE : YES _____ NO _____

DIMENSIONS OF BUILDING:

HEIGHT _____ WIDTH _____ LENGTH _____

NUMBER OF STORIES _____

NUMBER OF UNITS _____

SQ. FT. OF STURCTURE _____

ZONING _____

TYPE OF HEAT: GAS _____ ELECTRIC _____

AIR CONDITIONER _____ **TONS** _____

APPLICANT _____

ADDRESS _____

CITY _____ ST _____ ZIP _____

PHONE () _____

E-MAIL ADDRESS _____

PROJECT CONTACT _____

PHONE () _____

FAX () _____

E-MAIL ADDRESS _____

ARCHITECT _____

ADDRESS _____

CITY _____ ST _____ ZIP _____

PHONE () _____ FAX () _____

E-MAIL ADDRESS _____

GENERAL CONTR. _____

ADDRESS _____

CITY _____ ST _____ ZIP _____

PHONE () _____ FAX () _____

E-MAIL ADDRESS _____

ROOFING CONTR. _____

ADDRESS _____

CITY _____ ST _____ ZIP _____

PHONE () _____

ST REG # _____

ELECTRICAL CONTR. _____

ADDRESS _____

CITY _____ ST _____ ZIP _____

PHONE () _____

NAP REG # _____

PLUMBING CONTR. _____

ADDRESS _____

CITY _____ ST _____ ZIP _____

PHONE () _____

NAP REG # _____

ST LIC # _____

SEWER/WATER CONTR. _____

ADDRESS _____

CITY _____ ST _____ ZIP _____

PHONE () _____

ST LIC # _____

APPLICANT REPRESENTS: (Please check one.)

- a. Natural Person (Self/Owner)
- b. Corporation
- c. Land Trust/Trustee
- d. Trust/Trustee
- e. Partnership
- f. Joint Venture
- g. Other (describe) _____

If you checked **b, c, d, e, f,** or **g,** identify by name and address each person or entity which is a minimum 5% shareholder in the case of a corporation, a beneficiary in the case of a trust or land trust, a joint venture in the case of a joint venture, or who otherwise has a proprietary interest, interest in profits and losses or right to control such entity:

<u>Name</u>	<u>Address</u>	<u>Interest</u>
a. _____	_____	_____
b. _____	_____	_____
c. _____	_____	_____
d. _____	_____	_____

Under the penalties of perjury as provided by law, the undersigned certifies that the statements set forth in this application, plans, specifications and plat are true and correct and are in accordance with the provisions and regulations of the building code and all other codes and ordinances of Naperville applicable thereto and in force when construction is commenced. If the applicant knowingly falsifies any information in this application, applicant shall be considered in violation of section 1-12-4 of the Naperville municipal code and shall be fined not less than fifty dollars (\$50) nor more than five hundred dollars (\$500). (Reduced from all caps)

I HAVE READ AND UNDERSTAND THE CONSTRUCTION SITE SAFETY REQUIREMENTS OF THE CITY OF NAPERVILLE. Initial here: _____

I understand that this project may be subject to city of Naperville road impact fees and/or road impact fees for DuPage county or Will county in Illinois. I further understand that the DuPage county fee (if applicable) must be paid and the receipt for same submitted prior to the issuance of a full building permit. All other impact fees must be paid prior to the issuance of any type of occupancy permit. Initial here: _____

I understand that interior inspections may be needed to verify the work being done. As the OWNER, I agree to arrange for all necessary interior inspections, or to authorize my contractor to arrange for all necessary inspections. Initial here: _____

As the OWNER of the property, I understand that this permit belongs to me, and may be updated by me or my authorized agent as needed. Initial here: _____

SIGNATURE OF OWNER _____ **DATE** _____

****No permit can be issued until the owner of the property has signed the application and initialed the information above.**

SIGNATURE OF APPLICANT _____ **DATE** _____