

ORDINANCE NO. 2014 - _____

**AN ORDINANCE TO AMEND CHAPTER 1 ENTITLED, "BUILDING PERMITS AND
FEES," OF TITLE 10 ENTITLED, "BUILDING REGULATIONS,"
OF THE VILLAGE CODE
OF THE VILLAGE OF GLENDALE HEIGHTS, ILLINOIS**

PASSED AND APPROVED BY
THE PRESIDENT AND BOARD OF TRUSTEES
THIS _____ DAY OF _____, 2014.

Published in pamphlet form by
authority of the corporate authorities
of the Village of Glendale Heights, Illinois,
the _____ day of _____, 2014.

AN ORDINANCE TO AMEND CHAPTER 1 ENTITLED, “BUILDING PERMITS AND FEES,” OF TITLE 10 ENTITLED, “BUILDING REGULATIONS,” OF THE VILLAGE CODE OF THE VILLAGE OF GLENDALE HEIGHTS, ILLINOIS

WHEREAS, the Village of Glendale Heights deems it necessary and desirable to amend Title 10, Chapter 1 of the Glendale Heights Village Code.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Glendale Heights, DuPage County, Illinois, as follows:

Section 1: That Section 10-1-8 entitled, “Permit and Inspection Fees,” of Chapter 1 entitled, “Building Permits and Fees,” of Title 10 entitled, “Building Regulations,” of the Glendale Heights Village Code is amended as follows:

By amending Subsection 10-1-8-1 entitled, “Fees Established,” to read as follows:

“10-1-8-1: FEES ESTABLISHED:

A. Permit Costs: The following work, when performed individually and not as part of a larger overall work scope, shall be charged a fixed fee, as set forth below:

1. Residential – Single Family

| Permit: | Cost: |
|-----------------------------|----------|
| Balcony (replacement) | \$ 75.00 |
| Burglar Alarm | \$ 50.00 |
| Deck (Covered or Uncovered) | \$100.00 |
| Demolition (interior) | \$ 50.00 |
| Door Replacement | \$ 50.00 |
| Electric (min.) | \$ 50.00 |
| Electric Panel | \$ 75.00 |
| Fence | \$ 50.00 |
| Fireplace - Prefab | \$100.00 |
| Flagpole | \$ 75.00 |
| Generator | \$ 75.00 |
| Lawn Irrigation | \$ 75.00 |
| Mechanical (min.) | \$ 50.00 |
| Mech. – Furnace | \$ 50.00 |

| | |
|--|----------|
| Mech. – Air Conditioning | \$ 50.00 |
| Mech. – Furnace & A/C | \$ 75.00 |
| Mech. – Water Heater | \$ 50.00 |
| Pavement (Private - driveway, patio, service walk) | \$ 50.00 |
| Pavement (Public – sidewalk, apron) | \$ 50.00 |
| Pavement (Private & Public) | \$ 75.00 |
| Plumbing – 3 fixtures or less (min.) | \$ 50.00 |
| Additional charge per fixture over 3 | \$ 5.00 |
| Roof without pre-permit inspection | \$ 50.00 |
| Roof with pre-permit inspection | \$ 75.00 |
| Siding without pre-permit inspection | \$ 50.00 |
| Siding with pre-permit inspection | \$ 75.00 |
| Shed/Gazebo (on ground) | \$ 50.00 |
| Shed/Gazebo (on slab) | \$ 75.00 |
| Swimming Pool/Hot Tub/Spa – (Above ground) | \$ 75.00 |
| Utility Connection – water or sewer | \$ 50.00 |
| Utility Disconnection – water or sewer | \$ 50.00 |
| Window Replacement (1-5) | \$ 50.00 |
| Window Replacement (>6) | \$ 75.00 |

2. Commercial/Industrial/Office/Multi-Family

| Permit: | Cost: |
|-------------------------------------|----------|
| Construction/Sales Trailer | \$100.00 |
| Elevator | \$100.00 |
| Fire Alarms | \$ 75.00 |
| Fire Sprinklers | \$100.00 |
| Irrigation System | \$125.00 |
| Pavement Replacement (Multi-Family) | \$ 75.00 |
| Pavement Replacement (<1,000 SF) | \$100.00 |
| Pavement Replacement (>1,000 SF) | \$150.00 |
| Pavement – Sealcoat & Stripe | \$ 75.00 |
| Security Alarm | \$ 75.00 |
| Sign – change of copy only | \$ 50.00 |
| Sign - Monument | \$100.00 |
| Sign – Illuminated Monument | \$125.00 |
| Sign - Wall | \$ 75.00 |
| Sign – Illuminated Wall | \$100.00 |
| Sign - Temporary | \$ 75.00 |
| Temporary Electric Service | \$ 75.00 |
| Temporary Use | \$100.00 |
| Utility Connection – water & sewer | \$100.00 |

| | |
|---------------------------------------|----------|
| Utility Disconnection – water & sewer | \$100.00 |
| Water Heater (not boiler) | \$ 75.00 |

B. Permit Costs Based on Value of Construction/Improvement: Fees for building permits, not specifically listed in section 10-1-8-1(A) above, shall be assessed based on the market value of the construction or improvement to be completed.

1. The market value shall be determined based upon the values stated either, “Means Square Foot Costs”, or “Building Construction Cost Date”, as published by R.S. Means Company, Inc. (Kingston, Massachusetts), as amended from time to time, which said publications are hereby adopted by reference by the Village of Glendale Heights. In lieu of using this publication, the Village, at its sole and exclusive discretion, may accept the value listed on a signed contract between the permit applicant and their contractor(s), or an Estimate of Probable Construction Cost, signed and sealed by a registered Architect or Engineer.

2. Permit Fee: 1.5% of estimated construction/improvement cost, but not less than the sum of the minimum fees of all applicable trades.

C. Special Projects: There are certain special projects where the cost of construction does not accurately reflect the cost of plan review and inspection to the Village. In these instances, permit fees will be based on the hourly rate of plan review and inspection services, as determined from time to time by the Village of Glendale Heights.

Special Projects include, but are not limited to, the following construction:

- Demolition
- In-ground swimming pools
- Site alteration including grading and utility installation on private property
- Cellular tower construction and/or modification

D. Miscellaneous Provisions:

1. Re-inspection and Phased Inspection Fee: Inspection fees shall be included in the building permit fee, along with one (1) re-inspection. Additional re-inspections due to failure, request for phasing or not being present at the scheduled inspection time will be charged a re-inspection fee as listed below:

| | |
|-----------------|---------|
| Residential | \$25.00 |
| Non-Residential | \$50.00 |

2. Expedited Real Estate Transfer Inspection: In accordance with Section 10-14C-4, real estate transfer inspections shall be scheduled a minimum of 21 days prior to transfer. An applicant may request an expedited inspection less than 21 days prior to transfer at double the standard inspection fee. The Village will schedule the inspection, if it can

accommodate the request, but is not obligated to do so. Payment of the fee is required prior to scheduling the inspection.

3. Consulting Services: The Village, at its sole discretion, may determine that it is necessary to hire a consultant to provide professional services, including but not limited to, plan reviews, inspections and legal review. An applicant shall be responsible for payment of these costs as part of the permit fee. If an applicant withdraws a permit application, he/she shall be responsible for any and all consultant fees incurred.

4. Consulting Services Fees: For any project that the Village has determined consulting services are required, the following deposit shall be submitted with the building permit application:

| | |
|---|------------|
| Projects which include architectural, structural and/or MEP plans | \$1,500.00 |
| Projects which include civil engineering plans | \$1,500.00 |

If the deposit is depleted, the applicant shall submit an additional deposit to offset additional consulting services. Any remaining balance shall be refunded after a final certificate of occupancy is issued.

5. Field Change Permit: Whenever a substantive change in the scope of work is proposed subsequent to approval of the permit application, a Field Change Permit application shall be submitted, along with such construction documents as are necessary to allow a comprehensive review of the potential impact of the proposed change. The valuation used to determine permit fees shall equal the value of the proposed new scope of work. (Example: If \$10,000 worth of lighting is eliminated from a project, and \$8,000 worth of alternative lighting is substituted, the valuation is \$8,000.) The minimum permit fee shall be \$50.00 for residential construction and \$100.00 for commercial construction.

6. Failure to Obtain a Permit: Commencing construction on work that requires a permit without having obtained a permit is a violation of the Glendale Heights Village Code. Any person found to have violated this provision of the Glendale Heights Village Code shall be assessed additional permit fees in accordance with the following:

Calculated permit fee + 100% additional permit fee

The calculated permit fee shall include plan review, inspection, and development fees, but shall exclude expedited plan review and/or inspection, which will be charged separately according to the method for each process.

7. Renewal of Suspended Permit: An applicant may submit a written request to renew a suspended permit once. A permit may be renewed only if: a) the project scope does not change, and b) a code amendment would not impact the project. The permit fee for a permit renewal shall be 50% of the original permit fee.

8. Phased Permits:

a. An applicant may submit a written request to have a proposed development considered in phases. The following phased permits may be issued provided that all of the submittal criteria are met:

- Mass Grading
- Site Development
- Foundation
- Shell
- Phased Occupancy

b. If and when the Village, at its sole and exclusive discretion, determines that the criteria for issuance of a phased permit have been met, an applicant shall execute a hold harmless agreement before a phased permit may be issued.

c. The permit fee for a phased permit shall be based upon the value of the scope of the work proposed, plus ten percent (10%) to cover the Village's additional administrative expenses.

9. DuPage County Receipt of Payment: No building permit or occupancy permit shall be authorized for constructing, enlarging or altering any building or structure until the Village has received a copy of a receipt of payment of the fees imposed by the County Fair Share Transportation Impact Fee Ordinance.

10. Temporary Certificate of Occupancy: The fee for a temporary certificate of occupancy shall be as follows:

| | |
|------------------------------------|----------|
| Residential – Single Family | \$50.00 |
| Commercial/Industrial/Multi-Family | \$100.00 |

11. Written Zoning Verification: The fee for a written zoning certification shall be \$100.00.

12. Prior to issuance of a building permit, an applicant shall be required to provide an irrevocable letter of credit or similar security for a sum equal to 125% of an approved Estimate of Construction Cost for the Site Development work scope, including public improvements, storm water management, erosion control and permanent stabilized landscaping.”

Section 2: That Section 10-1-8 entitled, “Permit and Inspection Fees,” of Chapter 1 entitled, “Building Permits and Fees,” of Title 10 entitled, “Building Regulations,” of the Glendale Heights Village Code is further amended as follows:

By amending Subsection 10-1-8-3 entitled, "Additional Inspection Fees," to read as follows:

"10-1-8-3: RESERVED"

Section 3: That Section 10-1-8 entitled, "Permit and Inspection Fees," of Chapter 1 entitled, "Building Permits and Fees," of Title 10 entitled, "Building Regulations," of the Glendale Heights Village Code is further amended as follows:

By amending Subsection 10-1-83 entitled, "Zoning Verification Letter," to read as follows:

"10-1-8-4: RESERVED"

Section 4: That this Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

AYES:

NAYS:

ABSENT:

Village President

ATTEST:

Village Clerk

PASSED: This _____ day of _____, 2014.

APPROVED: This _____ day of _____, 2014.

PUBLISHED: This _____ day of _____, 2014.