

**MEETING NOTICE
VILLAGE OF TINLEY PARK
MEETING OF THE COMMITTEE OF THE WHOLE**

NOTICE IS HEREBY GIVEN that a Committee of the Whole Meeting of the Village of Tinley Park, Cook and Will Counties, Illinois will be held on Tuesday, October 1, 2019, beginning at 7:00 p.m. in Council Chambers, located in the Tinley Park Village Hall, 16250 South Oak Park Avenue, Tinley Park, Illinois 60477.

The agenda is as follows:

1. CALL MEETING TO ORDER.
2. CONSIDER APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD ON SEPTEMBER 3, 2019.
3. DISCUSS COMPREHENSIVE FEE STUDY.
4. RECEIVE COMMENTS FROM THE PUBLIC.

ADJOURNMENT

KRISTIN A. THIRION
VILLAGE CLERK

MINUTES
Meeting of the Committee of the Whole
September 3, 2019 - 6:45 p.m.
Village Hall of Tinley Park – Council Chambers
16250 S. Oak Park Avenue
Tinley Park, IL 60477

Members Present: M. Glotz, President Pro-Tem
C. Berg, Village Trustee
W. Brady, Village Trustee
W. Brennan, Village Trustee
D. Galante, Village Trustee
M. Mueller, Village Trustee

Members Absent: None

Other Board Members Present: J. Vandenberg, President
K. Thirion, Village Clerk

Staff Present: D. Niemeyer, Village Manager
F. Reeder, Fire Chief
M. Walsh, Police Chief
S. Tencza, Patrol Commander - Arrived at 6:56 p.m.
B. Bettenhausen, Village Treasurer
P. Connelly, Village Attorney
D. Maiolo, Human Resources Director
K. Workowski, Public Works Director
K. Clarke, Community Development Director
D. Framke, Marketing Director
H. Lipman, Management Analyst
D. Sanfilippo, Executive Assistant to the Mayor
L. Godette, Deputy Village Clerk
L. Carollo, Commission/Committee Secretary

Item #1 - The meeting of the Committee of the Whole was called to order at 6:48 p.m.

Item #2 – CONSIDER APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD ON AUGUST 6, 2019 – Motion was made by President Pro-Tem Glotz, seconded by Trustee Galante, to approve the minutes of the Committee of the Whole meeting held on August 6, 2019. Vote by voice call. President Pro-Tem Glotz declared the motion carried.

Item #3 – DISCUSS CANNABIS LAWS - D. Niemeyer stated the Cannabis Regulation and Tax Act was passed in May, which will legalize marijuana in the state beginning January 1, 2020. The goal is to have discussions with the Village Board regarding this new law as several informed decisions will need to be made. Topics for this evening's discussion included:

- Opt out of the law and prohibit cannabis dispensing businesses.
- If the Village does not opt out, what zoning regulations will be enacted to limit the commercial production or distribution of adult-use cannabis? The Village can also regulate the time, place, manner and number of cannabis business operations, including minimum distances between locations through conditional use permits.

- Allow on premise use of cannabis? If yes, where?
- What type of inspection process for these businesses and what civil penalties will be established for businesses violating the Village's regulations?
- Impose a sales tax on cannabis and adult-use cannabis related products, with the maximum being 3% of the purchase price?
- The Village will review and potentially update personnel policies related to this new law. A separate discussion will follow with suggested updates to the personnel manual provided to the Village Board.

A presentation was given by P. Connelly, Village Attorney of the Cannabis Regulation and Tax Act entailing the following:

- Regulation of Adult-Use Cannabis Businesses as Allowed by the Illinois General Assembly's Recreational Marijuana Bill;
- Illinois State Licensing;
- Zoning/Regulatory Abilities of the Village;
- Law Enforcement Facts & Implications;
- Tax Revenue.

Mr. Connelly asked the Committee of the Whole if there were any questions. In response to President Vandenberg's question, Mr. Connelly stated there is no correlation to the Liquor Commissioner's Office and the Act, as cannabis will be state licensed and liquor and video gaming are licensed locally. The Village has received calls regarding the Village's position on the Act from medical dispensaries currently operating and interested in expanding. Mr. Connelly discussed taxation and forthcoming trailer bill(s) from the state to clarify ambiguous information. The opt-out process was also explained to the Committee. In response to Trustee Berg's question, it is uncertain at this time how revenue will flow as currently medical cannabis is a cash only business.

Trustee Brennan asked about enforcement. S. Tencza, Patrol Commander stated there will still be zero-tolerance enforced with cannabis in relation to driving under the influence. Mr. Tencza explained how the process of a DUI will change, i.e. more time for police to process and more costs may be involved, as well as additional tests to aid the police in testing for impairment. Cannabis will be measured in nanograms within an individual and a standard impairment level has already been identified. The burden will be on police to prove impairment in an individual when stopped for an infraction. Police will continue to monitor and undergo additional training in this new practice.

K. Clarke, Community Development Director stated currently medical dispensaries are classified as a Special Use in the M-1 District. Discussion continued on surrounding communities' position, tax revenue, zoning and the black market on cannabis to continue. President Pro-Tem Glotz stated the Committee needs more information; however, if the Village Board decides to allow cannabis, a cap should be in place with no deviation from the cap and he would prefer dispensaries be placed in industrial locations. Trustee Mueller stated he agrees with a small cap and is against cannabis lounges. Trustee Brennan stated he is also opposed to cannabis lounges and agrees with placing dispensaries within industrial locations. Trustee Brady also opposes cannabis lounges and agrees to a cap to be placed. President Vandenberg stated if the Village Board decided to move forward, he believes these would be the right ideas and a good direction for consideration. M. Walsh, Police Chief stated a cannabis dispensary currently operating in Worth on Harlem Avenue has not had any problems. Mr. Tencza recommended the placement of cannabis dispensaries in highly visible locations as they can be more effectively observed and monitored as these types of businesses are targets for burglaries.

Item #4 – RECEIVE COMMENTS FROM THE PUBLIC - Nancy O'Connor asked Mr. Connelly if the bill includes a cap on THC percentage for recreational use, for which he was uncertain at this time. Ms. O'Connor stated she is in favor of allowing cannabis dispensaries to operate within the Village provided there is a cap on the dispensaries, they are in highly visible locations and security within the dispensaries.

ADJOURNMENT

Motion was made by Trustee Berg, seconded by Trustee Brady, to adjourn this meeting of the Committee of the Whole. Vote by voice call. President Pro-Tem Glotz declared the motion carried and adjourned the meeting at 7:38 p.m.

lc

DRAFT



Interoffice Memo

Date: October 1, 2019

To: Committee of the Whole (Board of Trustees)
Dave Niemeyer, Village Manager

From: Daniel Ritter, AICP
Senior Planner

Subject: Recommendation to for Commercial Fee Increases and Comprehensive Fee Schedule

Background

Upon reviewing the appropriateness and adequacy of numerous Village fees, staff from different departments identified several commercial or development-related fees that were comparatively low in comparison with comparable communities. Staff looked at creating adequate fee levels that cover appropriate costs for new projects. Most of the fees have not been updated in over 10-20 years. Typically, fees should be reviewed every few years to ensure they remain in line with the market. However, due to the time that has passed since the last updates, fees are not only low but many do not cover a standard level of “hard” or “up-front” costs associated with the request.

For any fee, there is a policy decision to be made as to how much of the total cost of a project is covered by the fee. Traditionally, municipalities (including Tinley Park) have not sought to charge an applicant all of the costs related to development projects because the review of projects is an appropriate use of the General Fund. It is assumed that projects performed for a fee, will result in work that will increase property values for the subject property and quality-of-life for residents. Most fees are usually set with the goal of covering any “hard” or “up-front” costs related to projects (postage, mailings, paper, third-party consultant fees, etc.) so that the Village’s general fund is protected from incurring any costs from private projects that can potentially end up incomplete or abandoned. Due to decreasing revenue sources, many communities have begun to adopt a policy that private development projects should pay their own way and all associated costs so that existing residents are not subsidizing any portion of private projects.

Fee Increases

The proposed fee increases are primarily those that are for new development projects and events (commercial and residential). The only increases to residential-related fees are for Residential Variation requests and to increase the minimum fee for all building permits to \$50 to cover basic administrative and review costs. The majority of fees that are proposed to be increased include those associated with public hearings, plan reviews, commercial building permits, new residential construction, new utility connections, and private use of Fire Department personnel (it is expected that the cost for private use of Police Department personnel will also be increased in the near future). The fees being increased are currently being subsidized by the general fund at a high level.

Surrounding communities were included in the analysis for each fee to best understand where each proposed fee falls in comparison with our neighboring communities. For many fees, Tinley Park is currently the lowest. These comparisons indicate that there is room to cover a greater amount of the

upfront costs and protect the general fund, while also ensuring that Tinley Park remains competitive with other developing communities. Staff has made an initial recommendation for each fee that is either set at the average or slightly below average fee level compared to our neighboring communities. The fees were set at those levels to prevent large increases and to allow a more gradual increase over time. The proposed fee levels also ensure that Tinley Park remains a competitive and attractive community for developers and businesses to operate.

The proposed fee increases were discussed and approved at their individual Committees (Community Development, Public Works, and Public Safety). Upon direction from the Committee of the Whole, staff will draft the appropriate text amendments. The fee increases are proposed to become effective on January 1, 2020, but will not be applied to any projects that have already submitted their applications prior to that date.

Comprehensive Fee Schedule

While reviewing the fee levels, staff also encountered an issue that Village fees are scattered in many different codes and ordinances. This not only makes it very difficult for customers (residents, property owners, developers, contractors, etc.) to know where to find specific fee information but also makes it difficult to enforce or update fees consistently.

To enhance staff efficiency and increase customer service, staff is recommending that a comprehensive fee schedule be developed in the Code of Ordinances, which will list all fees charged by the Village. In addition to simplifying the process, the changes will make any future amendments easier to complete. The Plan Commission reviewed the removal of fees from the Zoning Code and unanimously recommended approval of those changes. Staff is looking for direction to begin drafting the applicable text amendments so that all fees charged by the Village are located in a single comprehensive fee schedule that will be located in the Village of Tinley Park Code of Ordinances.

Recommendation

Direct staff to create a comprehensive fee schedule listing all fees charged by the Village to be located in the Code of Ordinances and include recommended increases to fees to cover upfront costs that are competitive with neighboring community's fee levels.

Commercial & Development Fee Changes			
Fee Type	Current	Proposed	Recommendation
Planning			
Annexation	\$0	\$750 0-1 acre \$1500 1.01-5 acres \$3000 > 5.01 acres	Raise – based on staff time, upfront costs, and comparable communities.
Variation – Non-Residential	\$200	\$500 + \$75 per additional Variation	Raise - based on staff time, upfront costs, and comparable communities. Avoids repetitive or arbitrary requests. Clarify multi-request fees.
Variation – Residential	\$150	\$250 + \$75 per additional Variation	Raise - based on staff time, upfront costs, and comparable communities. Avoids repetitive or arbitrary requests. Clarify multi-request fees.
Rezoning	\$400	\$750	Raise - based on staff time, upfront costs, physical changes to maps, and comparable communities.
Special Use Permit / PUD	\$400	\$500	Raise - based on staff time, upfront costs, and comparable communities.
Site Plan Approval (Non-Residential & Multi-Family)	\$0	\$500 New \$300 Amendment	Raise – based on staff time, upfront costs, and comparable communities. Removal of other unused development fees below.
Plats (Preliminary & Final Subdivision, Easement, etc.)	\$1 per lot (min. 100 for preliminary; \$50 for final)	\$500 + \$5 per lot	Raise - based on staff time, upfront costs and comparable communities.
New Development Approval Not Including Public Improvements	\$300 acre, \$1,000 min.	Eliminate	Eliminate – Not Utilized in practice. Site Plan and Plat fees to replace.
Zoning or Subdivision Code Text Amendment	\$0	\$500	Raise - based on staff time, upfront costs and comparable communities. Avoids repetitive or arbitrary requests.

Fee Type	Current	Proposed	Recommendation
Building			
Commercial Building (New and Remodel) Permits	\$30 (\$100 to \$1,500) \$40 (\$1,500 to \$3000) \$50 (\$3,000 to \$6,000) \$80 (\$6,000 to \$12,000) \$110 (\$12,000 to \$18,000) \$130 (\$18,000 to \$24,000) \$160 (\$24,000 to \$30,000) \$160 + \$6/\$1,000 (\$30,000+) +\$50 per inspection	\$100 (\$0 to \$6,000) \$150 (\$6,001 to \$24,000) \$200 (\$24,001 to \$30,000) \$200 + \$8/\$1,000 (\$30,000+)	Raise – Based on staff review time and comparable communities (see attached Building Fee spreadsheet comparison).
Residential Remodel Permit	\$30 (\$100 to \$1,500) \$40 (\$1,500 to \$3000) \$50 (\$3,000 to \$6,000) \$80 (\$6,000 to \$12,000) \$110 (\$12,000 to \$18,000) \$130 (\$18,000 to \$24,000) \$160 (\$24,000 to \$30,000) \$160 + \$6/\$1,000 (\$30,000+) +\$50 per inspection	<i>Increase Minimum to \$50.</i> \$50 (\$100 to \$6,000) \$80 (\$6,001 to \$12,000) \$110 (\$12,001 to \$18,000) \$130 (\$18,001 to \$24,000) \$160 (\$24,001 to \$30,000) \$160 + \$6/\$1,000 (\$30,000+) +\$50 per inspection	Raise Minimum - Based on upfront costs and staff review time.
New Residential Building Permits	\$550	\$100 (\$0 to \$6,000) \$150 (\$6,001 to \$24,000) \$200 (\$24,001 to \$30,000) \$200 + \$8/\$1,000 (\$30,000+)	Raise – Based on staff review time and comparable communities (see attached Building Fee spreadsheet comparison).
Plan Review	\$10.00 (\$100.00-\$1,500.00) \$20.00 (\$1,500.00-\$3,000.00) \$40.00 (\$18,000-\$24,000.00) \$50.00 (\$24,000-\$30,000.00) \$60.00 + \$2.00/\$1,000.00 (\$30,000.00+) Electric plan exam fee \$50/hour No plan review fee for new residential construction	5% of permit fee, \$50 min.	Raise – Based on staff review time and comparable communities (see attached Building Fee spreadsheet comparison). Change calculation method based on standard practice and ease of calculation.

Fee Type	Current	Proposed	Recommendation
Building Continued			
Permanent Signs	Building – \$1/sf, \$25 min. per sign Zoning – \$1/sf, \$15 min. per sign +electrical fees *With two conflicting codes the smaller amount is used	\$1/sf, \$50 min per sign +electrical fees	Raise Minimum - Based on upfront costs and staff review time.
Temporary Signs	Building – \$15/sign Zoning – \$50/sign *With two conflicting codes the smaller amount is used	\$50/sign	Raise Minimum - Based on upfront costs and staff review and inspection follow-up time to ensure removal.
All Building Fees	Varies	Min. \$50	Raise Minimum - Based on upfront costs and staff review time.

Fee Type	Current	Proposed	Recommendation
Public Works			
Water & Sewer Connection (Tap-on)	Water - \$150 per inch + meter fee Sewer - \$200	Residential - \$6,000 1" Commercial - \$7,250 1.5" Commercial - \$12,000 2" Commercial - \$19,000 3" Commercial - \$46,000 4" Commercial - \$68,000 4"+ - To be negotiated with Village based on associated costs of the proposed development.	Raise – Based on staff review time, inspection time, long-term costs to utility system, required utility upgrades and comparable communities (see Public Works Dept./Village Engineer memo).

Fee Type	Current	Proposed	Recommendation
FIRE			
Fire Alarm Plan Review	\$50	\$50 – Small (10 devices or less) \$100 – Large (more than 10 devices)	New – Based on staff review time and comparable communities (see Fire Dept. memo).
Fire Protection/Sprinkler Plan Review	\$0	\$50 – Small (20 devices or less) \$100 – Small (more than 20 devices)	New – Based on staff review time and comparable communities (see Fire Dept. memo).
Fire Protection/Sprinkler Permit	\$15	\$50 + .50 per sprinkler head/nozzle	Raise – Based on staff review time and comparable communities (see Fire Dept. memo).
Fixed Extinguishing System	\$0	\$100	New – Based on staff review time and comparable communities (see Fire Dept. memo).
New Construction Fire Review	\$50	\$100	Raise – Based on staff review time and comparable communities (see Fire Dept. memo).
New Construction Fire & Life Safety Plan Review	\$0	\$100	New – Based on staff review time and comparable communities (see Fire Dept. memo).
New Construction/Acceptance Testing	\$0	\$100	New – Based on staff time/cost and comparable communities (see Fire Dept. memo).
CPR	\$45/person	\$45/person	Same – Existing fee approved around 2012 but never formally codified.
Special Effects/Pyrotechnic Permit	\$500	\$500	Same – Previous used an “other” permit fee. Will codify this fee.
Fire Department Personnel Cost	\$0/hr	\$75/hr per person	New - Non-village sponsored events with direct costs to the Village payroll (can include overtime).

Attachments



Interoffice Memo

Date: June 24, 2019

To: Trustee Mueller, Chair
Community Development Committee
Dave Niemeyer, Village Manager

From: Daniel Ritter, AICP
Senior Planner

Subject: Recommendation to for Development Fee Increases

Background

Upon reviewing the appropriateness and adequacy of numerous Village fees, Community Development staff identified a number of commercial and development-related fees that were comparatively low. Staff looked at creating adequate fee levels that cover appropriate costs for new projects. Most of these fees have not been updated in over 10-20 years. Due to the time that has passed since the last updates, fees are extremely low and many do not cover a standard level of “hard” or “up-front” costs for most projects or services. For any fee, there is a policy decision to be made as to how much of the total cost of a project is covered by the fee.

Traditionally, municipalities (including Tinley Park) have not sought to charge an applicant all of the costs related to development projects because the review of projects is an appropriate use of the General Fund. It is assumed that projects performed for a fee will increase property values and quality of life for the subject property and residents. Most fees are usually set with the goal of covering any “hard” or “up-front” costs related to projects (postage, mailings, paper, third-party consultant fees, etc.) so that the Village’s general fund is protected from incurring any costs from private projects that could also end up incomplete or abandoned. Due to decreasing revenue sources, many communities have begun to adopt a policy that private development projects should pay their own way and all associated costs so that existing residents are not subsidizing any portion of private projects.

The proposed fee increases are primarily those that are assessed for new development (commercial and residential) and commercial projects/events. The only increases to residential-related fees would be for a Variation request and the establishment of a minimum fee of \$50 for all building permits. The majority of fees that are proposed to be increased include those associated with public hearings, plan reviews, commercial building permits and new residential



construction. These fees are currently being subsidized at a high level by the general fund compared to the up-front and hard costs associated with each request.

Surrounding communities were included in the attached analysis to understand where each proposed fee level falls in comparison with our neighboring communities. For many fees, Tinley Park is currently the lowest. These comparisons show that there is room to cover a greater amount of the upfront costs while also ensuring that Tinley Park remains competitive within the commercial and development communities, while also protecting the general fund. Staff has made an initial recommendation for each fee that is either set at the average or slightly below average compared to our neighboring communities. Upon direction from the Committee, staff will draft the appropriate text amendments for the proposed fee increases.

Other departments and their appropriate Committees are also reviewing fees for other items including utility connections and usage of Police, Fire and Public Work Department staff for non-village special events. Individual departments will be presenting staff recommendations to their respective committees. After all committees have reviewed and made their recommendations a presentation will be made to the Committee of the Whole on July 16th.

While reviewing the fee levels, staff also encountered an issue that Village fees are scattered in many different codes and ordinances. This not only makes it very difficult for customers (residents, property owners, developers, contractors, etc.) to know where to find specific fee information but also makes it difficult to enforce or update fees consistently. To enhance staff efficiency and increase customer service, staff will also be recommending that a comprehensive fee schedule be developed in the Code of Ordinances which will list all fees charged by the Village. In addition to staff and customer clarity, the changes will make any future amendments easier to complete. The timing of these fee amendments will coincide with the overall Building Code update, which is expected to be adopted by the Village Board at the September 3, 2019 meeting.

Recommendation

Direct staff to make recommended increases to planning, zoning and building-related fees as listed below, to better cover upfront costs while remaining competitive with neighboring communities.

Attachments



Commercial & Development Fee Changes			
Fee Type	Current	Proposed	Recommendation
Planning			
Annexation	\$0	\$750 > 1 acre \$1500 1-5 acres \$3000 < 5 acres	Raise – based on staff time, upfront costs, and comparable communities.
Variation – Non-Residential	\$200	\$500 + \$75 per additional Variation	Raise - based on staff time, upfront costs, and comparable communities. Avoids repetitive or arbitrary requests. Clarify multi-request fees.
Variation – Residential	\$150	\$250 + \$75 per additional Variation	Raise - based on staff time, upfront costs, and comparable communities. Avoids repetitive or arbitrary requests. Clarify multi-request fees.
Rezoning	\$400	\$750	Raise - based on staff time, upfront costs, physical changes to maps, and comparable communities.
Special Use Permit / PUD	\$400	\$500	Raise - based on staff time, upfront costs, and comparable communities.
Site Plan Approval (Non-Residential & Multi-Family)	\$0	\$750 New \$300 Amendment	Raise – based on staff time, upfront costs, and comparable communities. Removal of other unused development fees below.
Plats (Preliminary, Final Subdivision, Easement, etc.)	\$1 per lot (min. 100 for preliminary; \$50 for final)	\$500 + \$5 per lot for multi-lot plats	Raise - based on staff time, upfront costs and comparable communities.
New Development Approval Not Including Public Improvements	\$300 acre, \$1,000 min.	Eliminate	Eliminate – Not Utilized in practice. Site Plan and Plat fees to replace.
Zoning or Subdivision Code Text Amendment	\$0	\$500	Raise - based on staff time, upfront costs and comparable communities. Avoids repetitive or arbitrary requests.
Building			
Commercial Building (New and Remodel) Permits	\$30 (\$100 to \$1,500) \$40 (\$1,500 to \$3000) \$50 (\$3,000 to \$6,000) \$80 (\$6,000 to \$12,000) \$110 (\$12,000 to \$18,000) \$130 (\$18,000 to \$24,000) \$160 (\$24,000 to \$30,000) \$160 + \$6/\$1,000 (\$30,000+) +\$50 per inspection	\$100 (\$0 to \$6,000) \$150 (\$6,000 to \$24,000) \$200 (\$24,000 to \$30,000) \$200 + \$8/\$1,000 (\$30,000+)	Raise – Based on staff review time and comparable communities (see attached Building Fee spreadsheet comparison).



Residential Remodel Permit	\$30 (\$100 to \$1,500) \$40 (\$1,500 to \$3000) \$50 (\$3,000 to \$6,000) \$80 (\$6,000 to \$12,000) \$110 (\$12,000 to \$18,000) \$130 (\$18,000 to \$24,000) \$160 (\$24,000 to \$30,000) \$160 + \$6/\$1,000 (\$30,000+) +\$50 per inspection	<i>Increase Minimum to \$50.</i> \$50 (\$100 to \$6,000) \$80 (\$6,000 to \$12,000) \$110 (\$12,000 to \$18,000) \$130 (\$18,000 to \$24,000) \$160 (\$24,000 to \$30,000) \$160 + \$6/\$1,000 (\$30,000+) +\$50 per inspection	Raise Minimum - Based on upfront costs and staff review time.
New Residential Building Permits	\$550	\$100 (\$0 to \$6,000) \$150 (\$6,000 to \$24,000) \$200 (\$24,000 to \$30,000) \$200 + \$8/\$1,000 (\$30,000+)	Raise – Based on staff review time and comparable communities (see attached Building Fee spreadsheet comparison).
Plan Review	\$10.00 (\$100.00-\$1,500.00) \$20.00 (\$1,500.00-\$3,000.00) \$40.00 (\$18,000-\$24,000.00) \$50.00 (\$24,000-\$30,000.00) \$60.00 + \$2.00/\$1,000.00 (\$30,000.00+) Electric plan exam fee \$50/hour No plan review fee for new residential construction	5% of permit fee, \$50 min.	Raise – Based on staff review time and comparable communities (see attached Building Fee spreadsheet comparison). Change calculation method based on standard practice and ease of calculation.
Permanent Signs	Building – \$1/sf, \$25 min. per sign Zoning – \$1/sf, \$15 min. per sign +electrical fees *With two conflicting codes the smaller amount is used	\$1/sf, \$50 min per sign +electrical fees	Raise Minimum - Based on upfront costs and staff review time.
Temporary Signs	Building – \$15/sign Zoning – \$50/sign *With two conflicting codes the smaller amount is used	\$50/sign	Raise Minimum - Based on upfront costs and staff review and inspection follow-up time to ensure removal.





VILLAGE OF TINLEY PARK

Planning and Zoning Fee Analysis

Fee Type	Department	Code location/ Ordinance #	Current Fee	Proposed Fee	Comments	Comparable (O = Orland Park, F= Frankfort, M = Mokena, N = New Lenox)
Annexation	Community Development	Zoning Code – N/A	\$0	\$750 > 1 acre \$1500 1-5 acres \$3000 < 5 acres	Raise – based on staff time, upfront costs and comparable communities.	O: \$750 – 1,350 N: \$1350 – 4100+ (+ \$200 Annexation Agreement) F: 750-3000+ M: \$800+
Variance - Commercial	Community Development	Zoning: Sec. X- G-2 (2007-O- 024)	\$200	\$500 + \$75 per additional Variation	Raise - based on staff time, upfront costs, and comparable communities. Avoids repetitive or arbitrary requests. Clarify multi-request fees.	O: \$500 N: \$850 F: \$300 M: \$1400 (includes separate Public hearing fee that can be split among multiple applicants)
Variance - Residential	Community Development	Zoning: Sec. X- G-2 (2007-O- 024)	\$150	\$250 + \$75 per additional Variation	Raise - based on staff time, upfront costs, and comparable communities. Avoids repetitive or arbitrary requests. Clarify multi-request fees.	O: \$500 N: \$350 F: \$200 M: \$1025 (includes separate Public hearing fee that can be split among applicants)

Rezoning	Community Development	Zoning: Sec. X-K (2007-O-024)	\$400	\$750	Raise - based on staff time, physical changes to maps and comparable communities.	O: \$500 N: \$600 – 2000+ F: \$800 M: \$1400-1800 (includes separate hearing fee)
Special Use Permit / PUD	Community Development	Zoning: Sec. X-J-3 (2007-O-024)	\$400	\$500	Raise - based on comparable communities.	O: \$500 N: \$850+ F: \$500 M: \$800
Site Plan (Includes site layout, architectural, landscaping and lighting)	Community Development	Zoning: Sec. III-U (1987-O-002)	\$0	\$500 New/First Approval \$300 Amendment	Raise – based on staff time, upfront costs, and comparable communities. Removal of other unused development fees below.	O: \$600-1500 + Landscape review fees \$2500-5000 N: \$250 + Landscape review fees of \$500-1050+ F: \$700 (\$100-300 amendment) M: \$350
Plats (Preliminary/Final Subdivision, Easement, etc.)	Community Development/PW	Subdivision: Sec. XIII-F (2007-O-041)	\$1 per lot (min. \$100 for preliminary; \$50 for final)	\$500 + \$5 per lot for multi-lot plats	Raise - based on staff time, upfront recording costs and comparable communities.	O: \$500 + 25 per lot N: \$150 + 25 per lot F: \$500 - 4000+ M: \$1600
New Development Approval Not Including Public Improvements	Community Development/PW	Subdivision: Sec. XIII-E (2007-O-041)	\$300 acre, \$1000 min.	Eliminate	Eliminate – Not Utilized. Combined with Site Plan and Plats.	N/A
Zoning or Subdivision Code Text Amendment	Community Development	Zoning and Subdivision Codes	\$0	\$500	Raise - based on staff time, upfront costs and comparable communities. Avoids repetitive or arbitrary requests.	

Developer/Commercial Building Permit Fee Comparisons

TYPE OF PERMIT	Village of Tinley Park	Recommendation	Average	Oakland Park	New Lenox	Homer Glen	Frankfort	Oak Forest	Elmhurst	Elgin	Matteson	Midlothian	Oak Lawn	Hoffman Estates
Building Permits - Residential Remodel	\$30 (\$100 to \$1,500) \$40 (\$1,500 to \$3,000) \$50 (\$3,000 to \$6,000) \$80 (\$6,000 to \$12,000) \$110 (\$12,000 to \$18,000) \$130 (\$18,000 to \$24,000) \$160 (\$24,000 to \$30,000) \$180 + \$6/\$1,000 (\$30,000+) +\$50 per inspection	\$50 (\$0 to \$6,000) \$80 (\$6,000 to \$12,000) \$110 (\$12,000 to \$18,000) \$130 (\$18,000 to \$24,000) \$160 (\$24,000 to \$30,000) \$180 + \$6/\$1,000 (\$30,000+)		\$2.65 per 100 cubic feet. Minimum of \$90.00. For all Com/Ind/Res, New and Remodel.	\$8.00 per \$1000.00 of estimated cost Minimum \$500.00. For all Com/Ind/Res, New and Remodel.	Residential is generally \$9/\$1,000, minimum of \$50. Additional fees per square footage: \$150 (001-1000 sq. ft.) \$200 (1001-2000 sq. ft.) \$250 (2001-3000 sq. ft.) \$300 (3001-4000 sq. ft.) \$16 for each additional (1000 sq. ft.)	\$25 (\$0-\$100) \$100 (\$100-\$1000) \$150 (\$1000-\$2500) \$200+\$15/\$1000 over \$5000 + outside consultant review costs	Additions to existing and accessory structures shall be multiplied by two percent (2%), includes all inspections.	\$330 small res remodel \$1,080 a floor <500 sf \$2,027 a floor >500 sf +additional fees for electric and accessory structures	\$50 per 100 sf, \$100 min +\$70 elec	1% of Value (based on applicant/construction value)	\$60 per 100 sf + inspection fees and elec	\$.40 per sf + Plumbing and Electric	Additional: .35 per sf, \$30 min. Remodel: 0.5% of costs, \$30 min +\$59 fixture, \$50 min
	Building Permit - Commercial New and Remodel Commercial Remodeling	\$30 (\$100 to \$1,500) \$40 (\$1,500 to \$3,000) \$50 (\$3,000 to \$6,000) \$80 (\$6,000 to \$12,000) \$110 (\$12,000 to \$18,000) \$130 (\$18,000 to \$24,000) \$160 (\$24,000 to \$30,000) \$180 + \$6/\$1,000 (\$30,000+) +\$50 per inspection	\$100 (\$0 to \$6,000) \$150 (\$6,000 to \$12,000) \$200 (\$12,000 to \$18,000) \$250 (\$18,000 to \$24,000) \$300 (\$24,000 to \$30,000) \$200 + \$8/\$1,000 (\$30,000+)		\$2.65 per 100 cubic feet. Minimum of \$90.00. For all Com/Ind/Res New and Remodel.	\$8.00 per \$1000.00 of estimated cost Minimum \$500.00. For all Com/Ind/Res, New and Remodel.	Commercial is generally \$8.50/\$1,000, minimum of \$50 plus additional fee/ft. by use type ranging from \$50/ft for mfg to \$80/ft for high hazard	New Fee: \$.50/ sf Remodel Fees: \$25 (\$0-\$100) \$100 (\$100-\$1000) \$150 (\$1000-\$2500) \$175 (\$2000-\$5000) \$200 (\$2500-\$5000) \$200+\$15/\$1000 over \$5000 + outside consultant review costs	Fee is determined by the median square footage price listed in the RSMeans Construction Cost Data book (current edition), or the value of the project indicated on the permit, whichever is higher. This value shall be multiplied by one and one half percent (1 1/2%) for the first five hundred thousand (\$500,000) dollars of value, one and one quarter percent (1 1/4%) for five hundred thousand (\$500,000) to one million dollars (\$1,000,000) of value and one percent (1%) of value thereafter. This fee shall include all necessary building inspections for this permit, and will not be less than \$100.	Remodel/Minor: Greater of \$655, 1% of construction cost or \$1/4f New/Major: Greater of 1.25%, 1% of construction cost or \$1/4f of building area	New: 1% of Value (based on ICC valuation) Remodel: 1% of Value (based on applicant/construction value)	\$55 per 100sf above grade base + inspection fees and elec	Remodel: \$75 (0-1500 sq. ft.) \$100 (1501-2500) \$125 (2,501 - 5000) \$150 (5001-7500) \$175 (7501-10000) \$200 (10000-50000) \$250 (50000+) + Plumbing and Electric	1% of construction costs, \$50 min. +\$50 per plumbing fixture
Building Permit New Residential Construction	Single Family Homes and Individual Multi-Family Units pay an all inclusive fee of \$550 which includes general Building, Plumbing, Sewer, Water distribution (excluding tap on fees) Electric Work, and HVAC and Gas piping. Reinspection fees are not included, however,	\$100 (\$0 to \$6,000) \$150 (\$6,000 to \$12,000) \$200 (\$12,000 to \$18,000) \$250 (\$18,000 to \$24,000) \$300 (\$24,000 to \$30,000) \$200 + \$8/\$1,000 (\$30,000+)		\$2.65 per 100 cubic feet. Minimum of \$90.00. For all Com/Ind/Res New and Remodel.	\$8.00 per \$1000.00 of estimated cost Minimum \$500.00. For all Com/Ind/Res, New and Remodel.	Residential is generally \$9/\$1,000, minimum of \$50. Additional fees per square footage: \$150 (001-1000 sq. ft.) \$200 (1001-2000 sq. ft.) \$250 (2001-3000 sq. ft.) \$300 (3001-4000 sq. ft.) \$16 for each additional (1000 sq. ft.)	\$.40/ sf new residential + outside consultant review costs	Permit fee is the median square footage price listed in the RSMeans Square Foot Cost Data book (current edition as of the first of the calendar year), or the value of the project indicated on the permit, whichever is higher. This value shall be multiplied by one and one quarter percent (1 1/4%). This fee shall include all building inspections and will not be less than \$100.	Single-Fam: \$8,004 Townhomes: \$6,336 Condo/Apt: Commercial rate	\$50/ 100 sf floor space (incl basement), \$100 min. +\$400 Elec sfr or \$270 multi-fam +\$330 plumb per unit	1% of Value (based on ICC valuation)	\$55 per 100 sf above grade base + various other fees (garages, basement, masonry, chimney, etc.) SF and multi-fam + inspection fees and elec	\$.50 per sf \$100 + \$30 per unit after 2 - multi-fam + Plumbing and Electric	.35 per sf for single and multi-family +\$50 per plumbing fixture
	Plan Review	\$10.00 (\$100.00-\$1,500.00) \$20.00 (\$1,500.00-\$3,000.00) \$40.00 (\$3,000-\$4,000.00) \$50.00 (\$4,000-\$40,000.00) \$60.00 + \$2.00/\$1,000.00 (\$50,000.00+) No Bldg plan review fee for new residential construction Electric plan exam fee \$50/hour	5% of permit fee, \$50 min.		Base Plan Review - New SFR or Remodeling/Additions \$350 \$120.00 (if adding <500+ Floor Area) + trailer for both commercial and residential by cubic volume (remodeling at lower rate) New SFR Energy Code \$75, SFR Additions - Energy Code \$50 SFR additions and remodeling (<50% footprint) \$120 Commercial construction by cubic feet ranging from \$180 through 20,000 sf to \$760/200,000 sf + \$12/each 10,000 sf additional Re-reviews \$60/hour	Deposit Required 50-100,000 (\$250.00) \$100,000-250,000 (\$500.00) \$250,000-500,000 (\$750.00) \$500,000-1,000,000 (\$1,000.00)	\$150 (001-1000 sq. ft.) \$200 (1001-2000 sq. ft.) \$250 (2001-3000 sq. ft.) \$300 (3001-4000 sq. ft.) \$16 for each additional (1000 sq. ft.) \$100 (All mobile homes)	\$25.00 (\$0-\$2000) \$50.00 (\$2001-\$10,000) \$75.00 (\$10,001-\$25,000) \$100.00 (\$25,001-\$100,000.00) Over \$100,000.00 a 10% Plan Review Fee over and above the building permit cost	Any engineering reviews, plan reviews, special inspections, or inspections needed from an outside firm will be billed at cost plus ten percent (10%).	In Permit Cost	25% of permit fee	Third Party: Cost to Village + 10% of permit fee, max \$500 (value more than \$250) Cost to Village + \$35 (Value less than \$250) In-house - 20% of permit fee, max \$1,500	\$175 Res Building \$200 Res Fire/Life Safety \$275 Comm Building \$300 Comm fire/ life safety	10% of permit fee. Minimums: 100 - New Com 50 - Comm remodel/addition 75 - new residential 25 - residential remodel/addition
Estimated - Business Project Cost Permit Only - 5,000 sq. ft. valued at 852,000 (based on ICC Value data)		\$6,776.00	\$6,756.00	Unknown, guess is around 8,000	\$6,816.00	\$7,242.00	\$4,700 2700 fee + all Outside review fees (~7,000)	\$11,900.00	8,520	2,500	8,520	2750 + inspection fees = ~3000	2,500 + inspection fees = ~3,000	8,520
Estimated - Industrial project 5,000 square feet shell valued at 451,000 (based on ICC Value data)		\$3,568.00	\$4,772.54	Unknown guess is around 12,000	\$3,608.00	\$3,833.00	\$4,700 2700 fee + all Outside review fees (~7,000)	\$6,765.00	5,000	2,500	4,510	2750 + inspection fees = ~3,000	2,500 + inspection fees = ~3,000	4,510
Estimate - New residential 2,000 sq ft valued at \$279,000 (based on ICC value data)	\$550.00	\$2,192.00	\$2,444.21	unknown	\$2,232.00	\$2,711.00	\$1,800 \$800 + all Outside review fees (~1,000)	\$3,487.50	8,004	1,730	2,790	1100 + inspection fees = ~1,500	\$1000 + elec, plumb, inspection fees = ~1,500	\$700 + Elec & plumb = ~1,000

Village of Tinley Park

Existing Building Department Fees Under \$50

General Building Permits (Commercial and Residential Remodels):

Construction Work Costing \$100 - \$1,499 = \$30

Construction Work Costing \$1500 – \$5,999 = \$40

Certificate of Occupancy - \$25

Change of Use Inspection - \$30

Signs - \$1/sf min \$25

Temp signs - \$15

Developer/Commercial Building Permit Fee Comparisons

TYPE OF PERMIT	Village of Tinley Park	Recommendation	Average	Village of Orland Park	Village of New Lenox	Village of Homer Glen	Village of Frankfort	Village of Oak Forest	Elmhurst
Building Permits - Residential Remodel	\$30 (\$100 to \$1,500) \$40 (\$1,500 to \$3000) \$50 (\$3,000 to \$6,000) \$80 (\$6,000 to \$12,000) \$110 (\$12,000 to \$18,000) \$130 (\$18,000 to \$24,000) \$160 (\$24,000 to \$30,000) \$160 + \$6/\$1,000 (\$30,000+) +\$50 per inspection	\$50 (\$0 to \$6,000) \$80 (\$6,000 to \$12,000) \$110 (\$12,000 to \$18,000) \$130 (\$18,000 to \$24,000) \$160 (\$24,000 to \$30,000) \$160 + \$6/\$1,000 (\$30,000+)		\$2.65 per 100 cubic feet, Minimum of \$90.00. For all Com/Ind/Res, New and Remodel.	\$8.00 per \$1000.00 of estimated cost Minimum \$500.00. For all Com/Ind/Res, New and Remodel.	Residential is generally \$9/\$1,000, minimum of \$50. Additional fees per square footage: \$150 (401-1000 sq. ft.) \$200 (1001-2000 sq. ft.) \$250 (2001-3000 sq. ft.) \$300 (3001-4000 sq. ft.) \$16 for each additional (1000 sq. ft.)	\$25 (\$0-\$100) \$100 (\$100-\$1000) \$150 (\$1000-\$2000) \$175 (\$2000-\$2500) \$200 (\$2500-\$5000) \$200+\$15/\$1000 over \$5000 + outside consultant review costs	Additions to existing and accessory structures shall be multiplied by two percent (2%). Includes all inspections.	\$339 small res remodel \$1,080 a floor <500 sf \$2,027 a floor >500 sf +additional fees for electric and accessory structures
Building Permit - Commercial New and Remodel Commercial Remodeling	\$30 (\$100 to \$1,500) \$40 (\$1,500 to \$3000) \$50 (\$3,000 to \$6,000) \$80 (\$6,000 to \$12,000) \$110 (\$12,000 to \$18,000) \$130 (\$18,000 to \$24,000) \$160 (\$24,000 to \$30,000) \$160 + \$6/\$1,000 (\$30,000+) +\$50 per inspection	\$100 (\$0 to \$6,000) \$150 (\$6,000 to \$24,000) \$200 (\$24,000 to \$30,000) \$200 + \$8/\$1,000 (\$30,000+)		\$2.65 per 100 cubic feet, Minimum of \$90.00. For all Com/Ind/Res New and Remodel.	\$8.00 per \$1000.00 of estimated cost Minimum \$500.00. For all Com/Ind/Res, New and Remodel.	Commercial is generally \$8.50/\$1,000, minimum of \$50 plus additional fee/s.f by use type ranging from \$50/sf for mfg to \$80/sf for high hazard	New Fee: \$.50/ sf Remodel Fees: \$25 (\$0-\$100) \$100 (\$100-\$1000) \$150 (\$1000-\$2000) \$175 (\$2000-\$2500) \$200 (\$2500-\$5000) \$200+\$15/\$1000 over \$5000 + outside consultant review costs	Fee is determined by the median square footage price listed in the RSMeans Construction Cost Data book (current edition), or the value of the project indicated on the permit, whichever is higher. This value shall be multiplied by one and one half percent (1 1/2%) for the first five hundred thousand (\$500,000) dollars of value, one and one quarter percent (1 1/4%) for five hundred thousand (\$500,000) to one million dollars (\$1,000,000) of value and one percent (1%) of value thereafter. This fee shall include all necessary building inspections for this permit, and will not be less than \$100.	Remodel/Minor: Greater of \$655, 1% of construction cost or \$1/sf New/Major: Greater of 1,258, 1% of construction cost or \$1/sf of building area
Building Permit New Residential Construction	Single Family Homes and individual Multi-Family units pay an all inclusive fee of \$550 which includes general Bulding, Plumbing, Sewer, Water distribution (excluding tap on fees) Electric Work, and HVAC and Gas piping. Reinspection fees are not included, however.	\$100 (\$0 to \$6,000) \$150 (\$6,000 to \$24,000) \$200 (\$24,000 to \$30,000) \$200 + \$8/\$1,000 (\$30,000+)		\$2.65 per 100 cubic feet, Minimum of \$90.00. For all Com/Ind/Res New and Remodel.	\$8.00 per \$1000.00 of estimated cost Minimum \$500.00. For all Com/Ind/Res, New and Remodel.	Residential is generally \$9/\$1,000, minimum of \$50. Additional fees per square footage: \$150 (401-1000 sq. ft.) \$200 (1001-2000 sq. ft.) \$250 (2001-3000 sq. ft.) \$300 (3001-4000 sq. ft.) \$16 for each additional (1000 sq. ft.)	\$.40/ sf new residential + outside consultant review costs	Permit fee is the median square footage price listed in the SMeans Square Foot Cost Data book (current edition as of the first of the calendar year), or the value of the project indicated on the permit, whichever is higher. This value shall be multiplied by one and one quarter percent (1 1/4%). This fee shall include all building inspections and will not be less than \$100.	Single-Fam: \$8,004 Townhome: \$5,336 Condo/Apt: Commercial rate
Plan Review	\$10.00 (\$100.00-\$1,500.00) \$20.00 (\$1,500.00-\$3,000.00) \$40.00 (\$18,000-\$24,000.00) \$50.00 (\$24,000-\$30,000.00) \$60.00 + \$2.00/\$1,000.00 (\$30,000.00+) No Bldg plan review fee for new residential construction Electric plan exam fee \$50/hour	5% of permit fee, \$50 min.		Base Plan Review - New SFR or Remodeling/additions \$350 \$120.00 (if adding <50% Floor Area) + trades for both Commercial construction is by cubic volume (with remodeling at lower rate) New SFR Energy Code \$75, SFR Additions - Energy Code \$50 SFR additions and remodeling (<50% footprint) \$120 Commercial construction by cubic feet ranging from \$180 through 20,000 cf to \$760/200,000 cf + \$12/each 10,000 cf additional Re-reviews \$60/hour	Deposit Required \$0-100,000 (\$250.00) \$100,000-250,000 (\$500.00) \$250,000-500,000 (\$750.00) \$500,000-1,000,000 (\$1,000.00)	\$150 (401-1000 sq. ft.) \$200 (1001-2000 sq. ft.) \$250 (2001-3000 sq. ft.) \$300 (3001-4000 sq. ft.) \$16 for each additional (1000 sq. ft.) \$100 (All mobile homes)	\$25.00 (\$0-\$2000) \$50.00 (\$2001-\$10,000) \$75.00 (\$10,001-\$25,000) \$100.00 (\$25,001-\$100,000.00) Over \$100,000.00 a 10% Plan Review Fee over and above the building permit cost	Any engineering reviews, plan reviews, special inspections, or inspections needed from an outside firm will be billed at cost plus ten percent (10%).	In Permit Cost
Estimated - Business Project Cost Permit Only - 5,000 sq. ft. valued at 852,000 (based on ICC Value data)	5092 + Inspection fees (~500) = ~5592	\$6,776.00	\$6,756.00	Unknown, guess is around 8,000	\$6,816.00	\$7,242.00	\$4,700 2700 fee + all Outside review fees (~2,000)	\$11,900.00	8,520
Estimated - Industrial project 5,000 square feet shell valued at 451,000 (based on ICC Value data)	2746 + inspection fees (~500) = ~3246	\$3,568.00	\$4,772.54	Unknown guess is around 12,000	\$3,608.00	\$3,833.00	\$4,700 2700 fee + all Outside review fees (~2,000)	\$6,765.00	5,000
Estimate - New residenetial 2,000 sq ft valued at \$279,000 (based on ICC value data)	\$550.00	\$2,192.00	\$2,444.21	unknown	\$2,232.00	\$2,711.00	\$1,800 \$800 + all Outside review fees (~1,000)	\$3,487.50	8,004

Developer/Commercial Building Permit Fee Comparisons

Elgin	Matteson	Midlothian	Oak Lawn	Hoffman Estates
\$50 per 100 sf, \$100 min +\$70 elec	1% of Value (based on applicant/construciton value)	\$60 per 100 sf + inspection fees and elec	\$.40 per sf + Plumbing and Electric	Additions: .35 per sf, \$30 min. Remodel: 0.5% of costs, \$30 min +\$9 fixture, \$50 min
New: \$50/100 sf floor space Remodel: \$60 per \$1000 const. value +\$270 elec +\$70/fixture for plumb	New: 1% of Value (based on ICC valuation) Remodel: 1% of Value (based on applicant/construciton value)	\$55 per 100sf above grade base + inspection fees and elec	.5 sf Remodel: \$75 (0-1500 sq. ft) \$100 (1501-2500) \$125 (2,501 - 5000) \$150 (5001-7500) \$175 (7501-10000) \$200 (10000-50000) \$250 (50000+) + Plumbing and Electric	1% of construction costs, \$50 min. +\$50 per plumbing fixture
\$50/ 100 sf floor space (incl basement), \$100 min. +400 Elec sfr or \$270 multi-fam +\$330 plumb per unit	1% of Value (based on icc valuation)	\$55 per 100 sf above grade base + various other fees (garages, basement, masonry, chimney, etc.) SF and multi- fam + inspection fees and elec	\$.50 per sf \$100 + \$30 per unit after 2 - multi-fam + Plumbing and Electric	.35 per sf for single and multi-family +\$50 per plumbing fixture
25% of permit fee	Third Party: Cost to Village + 10% of permit fee, max \$500 (value more than \$25k) Cost to Village + \$35 (Value less than \$25k) In-house - 20% of permit fee, max \$1,500	\$175 Res Building \$200 Resi Fire/Life Safety \$275 Comm Building \$300 Comm fire/ life safety Any Third-party review costs + 5%	10% of permit, \$25 min.	10% of permit fee. Minnimums: 100 - New Com 50 - Comm remodel/addition 75 - new residential 25 - residnetial remodel/addition
2,500	8,520	2750 + inspection fees = ~3000	2,500 + inspection fees = ~3,000	8,520
2,500	4,510	2750 + inspection fees = ~3,000	2,500 + inspection fees = ~3,000	4,510
1,730	2,790	1100 + inspection fees = ~1,500	\$1000 + elec, plumb, inspection fees = ~1,500	\$700 + Elec & plumb = ~1,000

PLAN COMMISSION STAFF REPORT

August 15, 2019 – WORKSHOP / PUBLIC HEARING

Text Amendment – Planning/Zoning Fee Changes

Petitioner

Village of Tinley Park

Property

Village-Wide

Approvals Sought

Text Amendment

Project Planner

Daniel Ritter, AICP
Senior Planner



EXECUTIVE SUMMARY

Upon reviewing the appropriateness and adequacy of numerous Village fees, Community Development staff identified a number of commercial and development-related fees that are comparatively low. Staff looked at creating adequate fee levels that cover appropriate costs for new projects. Most of the fees have not been updated in over 10-20 years. Due to the time that has passed since the last updates, fees are extremely low and many do not cover a standard level of “hard” or “up-front” costs associated with the request.

While reviewing the fee levels, staff also encountered an issue that Village fees are scattered throughout many different codes and ordinances. This not only makes it very difficult for customers (residents, property owners, developers, contractors, etc.) to know where to find specific fee information, but also makes it difficult to enforce or update fees consistently. To enhance efficiency and increase customer service, staff has proposed that a comprehensive fee schedule be developed in the Code of Ordinances, which will list all fees charged by the Village. In addition to staff and customer clarity, the changes will make any future amendments easier to complete.

Staff was directed to proceed with the fee changes as proposed at the June 25, 2019 Community Development Committee meeting. Other department fee changes are in the process of going through their respective Committees before the final text amendments are drafted. As part of the adoption of the new comprehensive fee schedule ordinance, amendments to the Zoning Code are necessary to remove the fees currently listed there.

HISTORY AND BACKGROUND

For any fee, there is a policy decision to be made as to how much of the total cost of a project incurred will be covered by the fee. Traditionally, municipalities (including Tinley Park) have not sought to charge an applicant all of the costs related to development projects because the review of projects is an appropriate use of the General Fund. It is assumed that projects performed for a fee will increase property values for the subject property and quality-of-life for residents. Most fees are usually set with the goal of covering any “hard” or “up-front” costs related to projects (postage, mailings, paper, third-party consultant fees, etc.) so that the Village’s general fund is protected from incurring any costs from private projects that can potentially end up incomplete or abandoned. Due to decreasing revenue sources, many communities have begun to adopt a policy that private development projects should pay their own way and all associated costs so that existing residents are not subsidizing any portion of private projects.

The proposed fee increases are primarily those that are assessed for new development projects (commercial and residential). The only increases to residential-related fees is for Residential Variation requests. Surrounding communities were included in the attached analysis to understand where each proposed fee level falls in comparison with our neighboring communities. For many fees, Tinley Park is currently the lowest. These comparisons show that there is room to cover a greater amount of the upfront costs and protecting the general fund, while also ensuring that Tinley Park remains competitive within the commercial and development communities.

The planning, zoning, and building fee increases were reviewed at the June 25, 2019 Community Development Committee meeting. Other departments have brought their increases forward to their applicable Committees over the last few months. All fee increases and the comprehensive fee schedule is currently scheduled to go to a Committee of the Whole meeting in early-September 2019 and the text amendments going before the Village Board soon after.

COMPREHENSIVE FEE SCHEDULE

All fee amounts referenced in the Zoning Code are proposed to be relocated to the Village’s Code of Ordinances along with all other fees charged throughout the Village. Below is an example of the existing and proposed text regarding fees for Special Uses. This will be similar to all sections within the code. The exact section of the Code of Ordinances and wording has yet to be determined.

Existing Section X.J.3 (Special Uses – Initiation)

“Initiation: An application for a Special Use may be made by any person, firm, or corporation having a free-hold interest, an option to purchase, or any exclusive possessory interest which is specifically enforceable on the land which is described in the application for a Special Use. The filing fee for a Special Use shall be four hundred (400) dollars.”

Proposed Section X.J.3 (Special Uses – Initiation)

*“Initiation: An application for a Special Use may be made by any person, firm, or corporation having a free-hold interest, an option to purchase, or any exclusive possessory interest which is specifically enforceable on the land which is described in the application for a Special Use. The filing fee for a Special Use shall be **adopted by the Board of Trustees in the Comprehensive Fee Schedule (Title XXX, Appendix XXX of the Tinley Park Code of Ordinances)**”*

PROPOSED PLANNING/ZONING FEE LEVELS

Following below is a list of the fees located in the Zoning Code. The amount of the fees has already been discussed and approved at the Community Development Committee. The chart indicates the current location in the Village Code, current fee level, proposed fee level, and comparison fees of neighboring communities. The recommendation for each fee is proposed at either the average or slightly below average compared to neighboring communities. In addition, new fees have been introduced that were not previously codified.

The purpose of the Public Hearing is to recognize the proposed changes and remove any reference to fees in the Zoning Ordinance. The Plan Commission's recommendation for this text amendment will be reviewed by the Village Board at the same time they consider the adoption of the new Fee Schedule Ordinance, thereby ensuring that there is always a code requiring fees for development .

Fee Type	Code location/ Ordinance #	Current Fee	Proposed Fee	Comments	Comparable (O = Orland Park, F= Frankfort, M = Mokena, N = New Lenox)
Annexation	Zoning Code - N/A	\$0	\$750 > 1 acre \$1500 1-5 acres \$3000 < 5 acres	Raise – based on staff time, upfront costs and comparable communities.	O: \$750 – 1,350 N: \$1350 – 4100+ (+ \$200 Annexation Agreement) F:750-3000+ M: \$800+
Variance - Commercial	Zoning: Sec. X-G-2 (2007-O-024)	\$200	\$500 + \$75 per additional Variation	Raise - based on staff time, upfront costs, and comparable communities. Avoids repetitive or arbitrary requests. Clarify multi-request fees.	O: \$500 N: \$850 F: \$300 M: \$1400 (includes separate Public hearing fee that can be split among multiple applicants)
Variance - Residential	Zoning: Sec. X-G-2 (2007-O-024)	\$150	\$250 + \$75 per additional Variation	Raise - based on staff time, upfront costs, and comparable communities. Avoids repetitive or arbitrary requests. Clarify multi-request fees.	O: \$500 N: \$350 F: \$200 M: \$1025 (includes separate Public hearing fee that can be split among applicants)
Rezoning	Zoning: Sec. X-K	\$400	\$750	Raise - based on staff time,	O: \$500 N: \$600 – 2000+

	(2007-O-024)			physical changes to maps and comparable communities.	F: \$800 M: \$1400-1800 (includes separate hearing fee)
Special Use Permit / PUD	Zoning: Sec. X-J-3 (2007-O-024)	\$400	\$500	Raise - based on comparable communities.	O: \$500 N: \$850+ F: \$500 M: \$800
Site Plan (Includes site layout, architectural, landscaping and lighting)	Zoning: Sec. III-U (1987-O-002)	\$0	\$500 New/First Approval \$300 Amendment	Raise – based on staff time, upfront costs, and comparable communities. Removal of other unused development fees below.	O: \$600-1500 + Landscape review fees \$2500-5000 N: \$250 + Landscape review fees of \$500-1050+ F: \$700 (\$100-300 amendment) M: \$350
Plats (Preliminary/ Final Subdivision, Easement, etc.)	Subdivision: Sec. XIII-F (2007-O-041)	\$1 per lot (min. \$100 for preliminary; \$50 for final)	\$500 + \$5 per lot for multi-lot plats	Raise - based on staff time, upfront recording costs and comparable communities.	O: \$500 + 25 per lot N: \$150 + 25 per lot F: \$500 - 4000+ M: \$1600
New Development Approval Not Including Public Improvements	Subdivision: Sec. XIII-E (2007-O-041)	\$300 acre, \$1000 min.	Eliminate	Eliminate – Not Utilized. Combined with Site Plan and Plats.	N/A
Zoning or Subdivision Code Text Amendment	Zoning and Subdivision Codes – N/A	\$0	\$500	Raise - based on staff time, upfront costs and comparable communities. Avoids repetitive or arbitrary requests.	N/A

SUMMARY OF OPEN ITEMS

Staff identified the following open items for discussion at the workshop:

1. Discuss the incorporation of planning and zoning fees into a comprehensive fee ordinance.

RECOMMENDED MOTION

If the Plan Commission wishes to take action, the following motion is in the appropriate form:

“...make a motion to recommend that the Village Board approve Text Amendments to Section III-O-6-(2)-(C) (Outdoor Display Fees), Section IX.B.2. (Sign Fees), and Section X (Administration and Enforcement) of the Village of Tinley Park Zoning Ordinance as indicated in Staff’s most recent Staff Report dated 8/15/2019. The proposed Text Amendments increase a number of planning and zoning-related fees and move all fees to a Comprehensive Fee Schedule located in the Village of Tinley Park’s Code of Ordinances.”



Interoffice Memo

Date: August 9, 2019

To: Kimberly Clarke– Community Development Director
Paula Wallrich – Planning Manager
Dan Ritter – Senior Planner

From: Colby Zemaitis, PE, CFM – Village Engineer

Subject: Water Meter and Tap-on Fees

Description:

Tap-on fees are connections fees used to cover the cost of installing a service for a residential home or commercial/industrial business. The installation process includes the excavation and/or boring process needed to expose the existing main, tapping onto the existing service main which requires a machine to core a hole in the main along with the necessary components and fittings to make a secure connection, a shut off valve and buffalo box which allows the Village to shut off the service, a copper service line extending from the connection to the inside of the house/building where a water meter is installed which calculates the amount of water that is being used. The water meter costs are updated annually based on the costs to purchase the meter and its components. The cost for all components and services, except the meter, are included in the tap-on fee.

The Village's current rates were last updated on April 23, 1985.

After reviewing the neighboring community's website and codes, we were able to obtain the following information in regards to the fees they charge for the following items:

Residential Tap-on Fees:

Tinley Park: \$150 per inch (Typical 1" Service: \$405)

Mokena: \$11,813 per unit (doesn't include meter and other related charges) plus \$354 for inspection fees (Total: \$12,167)

Orland Park: \$1,350 per dwelling plus meter fee of \$5,109 for 1" service (Total: \$6,459)

Frankfort: \$4,000 per unit

New Lenox: \$5,092 per unit.

Based on the information above, the average of a 1" Residential tap-on with meter fees for the surrounding municipalities is: \$6,929.50.

***Recommended Fee: \$6,000**

Commercial Tap-on Fees: *Tinley Park: 1" - \$150+\$425 = \$575 (Current)*
 Mokena: 1" - \$11,813+\$354 = \$12,167
 Orland Park: 1" - \$590+\$5,109 = \$5,699
 New Lenox: 1" - (\$5,092+\$8,156) x 1.0 = \$13,248

Based on the information above, the average of a 1" Commercial tap-on with meter fees for the surrounding municipalities is: \$8,903.50.

***Recommended Fee: \$7,250**

Tinley Park: 1-1/2" - \$225+\$1,700 = \$1,925 (Current)
Mokena: 1-1/2" - \$18,208+\$354 = \$18,562
Orland Park: 1-1/2" - \$658+\$10,218 = \$10,876
New Lenox: 1-1/2" - (\$5,092+\$8,156) x 1.8 = \$23,846.40

Based on the information above, the average of a 1-1/2" Commercial tap-on with meter fees for the surrounding municipalities is: \$14,446.10.

***Recommended Fee: \$12,000**

Tinley Park: 2" - \$300+\$1,925 = \$2,225 (Current)
Mokena: 2" - \$30,349+\$354 = \$30,703
Orland Park: 2" - \$1,406+\$16,348 = \$17,754
New Lenox: 2" - (\$5,092+\$8,156) x 2.9 = \$38,419.20

Based on the information above, the average of a 2" Commercial tap-on with meter fees for the surrounding municipalities is: \$22,844.05.

***Recommended Fee: \$19,000**

Tinley Park: 3" - \$450+\$2,450 = \$2,900 (Current)
Mokena: 3" - \$42,489 + \$354 = \$42,843
Orland Park: 3" - \$4,083 + \$32,697 = \$36,780
New Lenox: 3" - (\$5,092+\$8,156) x 11.0 = \$145,728.00

Based on the information above, the average of a 3" Commercial tap-on with meter fees for the surrounding municipalities is: \$57,462.75.

***Recommended Fee: \$46,000**

Tinley Park 4" - \$600+\$3,950 = \$4,550 (Current)
Mokena 4" - \$84,979 + \$354 = \$85,333
Orland Park: 4" - \$8,701 + \$51,089 = \$59,790
New Lenox: 4" - (\$5,092+\$8,156) x 14.0 = \$185,472.00

Based on the information above, the average of a 4" Commercial tap-on with meter fees for the surrounding municipalities is: \$83,773.75.

***Recommended Fee: \$68,000**



Tinley Park: 6" - $\$900 + \$6,800 = \$7,700$ (Current)
Mokena: 6" - $\$185,891 + \$354 = \$186,245$
Orland Park: 6" - $\$25,274 + \text{negotiated meter charge}$
New Lenox: 6" - $(\$5,092 + \$8,156) \times 21.0 = \$278,208.00$

Based on negotiated meter charges for Commercial tap-on services larger than 4", the service fees can be negotiated with the Village

- Each cost above is the tap-on fee plus meter fee for each municipality except New Lenox which is the water connection charges multiplied by a rate factor based on the size of the water meter required.
- As a note, the Village of Frankfort tap-on and meter fees are \$4,500 plus additional costs based on gallons per day

The Village Of Tinley Park current tap-on fees are \$150 for water per inch and \$200 for sanitary sewer.

Attached please find the Village's updated Water Meter Pricing for 2018-2019.

Staff Direction Request:

Based on the average of the tap-on and meter fees charged by the surrounding communities, we recommend increasing our fees as follows and recommended above:

Residential Fee: \$6,000
1" Commercial Fee: \$7,250
1-1/2" Commercial Fee: \$12,000
2" Commercial Fee: \$19,000
3" Commercial Fee: \$46,000
4" Commercial Fee: \$68,000

*Fees for services larger than 4" can be negotiated with the Village.

Attachments

1. Village's current water meter pricing (4 pages)
2. Village current tapping fee pricing (1 page)
3. Village of Mokena's Fee Schedule and Standard Contributions (3 pages)
4. Village of Orland Park's Code of Ordinances (3 pages)
5. Village of Frankfort's Utility Tap-on Connection Fees (1 page)
6. Village of New Lenox's Water and Sanitary Sewer Tap-on Fee Ordinance



Water Meter Pricing 2018-2019

5/8" Water Meter \$293.00 Total cost

Meter \$121.00

Single port antenna \$130.00

Ford fittings \$22.00 (pair)

Misc. items \$20.00

1" Water Meter \$355.00 Total cost

Meter \$170.00

Single port antenna \$130.00

Ford fittings \$35.00 (pair)

Misc. items \$20.00

1 ½" Domestic Water Meter \$1401.00 Total cost

Meter \$1220.00

Single port antenna \$130.00

Flange kit \$31.00

Misc. items \$20.00

1 ½" Irrigation Water Meter \$660.00 Total cost

Meter \$479.00

Single port antenna \$130.00

Flange kit \$31.00

Misc. items \$20.00

2" Domestic Water Meter \$1554.00 Total cost

Meter \$1364.00

Single port antenna \$130.00

Flange kit \$40.00

Misc. items \$20.00

2" Irrigation Water Meter

Meter \$675.00

Single port antenna \$130.00

Flange kit \$40.00

Misc. items \$20.00

3" Domestic Water Meter \$1946.00 Total cost

Meter \$1731.00

Single port antenna \$130.00

Flange kit \$65.00

Misc. items \$20.00

3" Irrigation Water Meter \$1330.00 Total cost

Meter \$1115.00

Single port antenna \$130.00

Flange kit \$65.00

Misc. items \$20.00

4" Domestic Water Meter \$3232.00 Total cost

Meter \$3007.00

Single port antenna \$130.00

Flange kit \$75.00

Misc. items \$20.00

4" Irrigation Water Meter \$2325.00 Total cost

Meter \$2100.00

Single port antenna \$130.00

Flange kit \$75.00

Misc. items \$20.00

6" Domestic Water Meter \$5533.00 Total cost

Meter \$5191.00

Single port antenna \$130.00

Flange kit \$192.00

Misc. items \$20.00

6" Irrigation Water Meter \$4042.00 Total cost

Meter \$3700.00

Single port antenna \$130.00

Flange kit \$192.00

Misc. items \$20.00

Misc. items include:

Touchpad

Gaskets

Grounding clamp

3 conductor wire

**** If two meters are needed for the same building a dual port antenna may be necessary in place of the single port antenna. The cost of the dual port antenna is \$145.00.**

****Prices for meters larger than 6" are available upon request.**

TAPPING FEES AND WATER METER PRICES

	Size	Tap Fee	Meter Cost	Meter Size	Max.	Spread/	Digits
	Service				GPM	Spacing	
RESIDENCE	1"	\$150.00	\$250.00	5/8 X 3/4"	20	12"	7
2 FLAT	1"	\$150.00	\$250.00	3/4"	30	12"	7
COMMERCIAL (3 & 4 Flat)	1"	\$150.00	\$425.00	1"	50	16 1/2"	7
ALL BELOW ARE WITH FLANGED CONNECTIONS:							
Irrigation	1 1/2"	\$225.00	\$675.00	1 1/2" Comp.	100	13"	8
5-12 Flat	1 1/2"	\$225.00	\$1,700.00	1 1/2" Omni	100	13"	8
13-24 Flat	2"	\$300.00	\$1,925.00	2" Omni	160	15 1/4"	8
25-38 Flat	3"	\$450.00	\$2,450.00	3" Omni	320	17"	8
	4" **	\$600.00	\$3,950.00	4" Omni	500	20"	9
	6" **	\$900.00	\$6,800.00	6" Omni	1000	24"	9
**Not in Stock							
All meters complete with coupling or flanges.							
CITY OF CHICAGO WATER DEPARTMENT			312-744-7001				
COOK COUNTY HEALTH DEPARTMENT			WELL TESTING & SEPTIC				
Updated 6/1/18							



Exhibit L Village of Mokena Fee Schedule & Standard Contributions

The fees and contributions summarized below are detailed in the Village of Mokena Contribution Ordinance and other Village materials.

Concept Fees:

Site Acreage	Fee
0 to 5.0	\$250 minimum
5.01 to 40.0	\$50 per acre
40.01 or greater	\$2,000 + \$20 per acre over 40 acres

Concept Plan Review Fees (Engineering):

Site Acreage	Fee
0 to 2.0	\$300
2.1 to 4.0	\$600
4.1 to 9.0	\$900
9.0 or greater	\$1,500

*(Fee to be credited
toward fees paid for
engineering review)*

Planning Review Fees:

Review Type	Fee
Special Use	\$800
Subdivision/PUD	\$1,600
Rezoning (1 acre or less)	\$600
Rezoning (1 acre or more)	\$1,000
Follow-Up	\$600 per plan

Engineering Review Fees:

Amount of Improvements	Fee
Less than \$10,000	\$275
\$10,000.01 to \$20,000	\$275 + 3.5% of amount over \$10,000
\$20,000.01 to \$50,000	\$575 + 3.0% of amount over \$20,000
\$50,000.01 to \$100,000	\$1,325 + 2.75% of amount over \$50,000
\$100,000.01 to \$500,000	\$2,450 + 2.5% of amount over \$100,000
\$500,000.01 or greater	\$10,450 + 1.5% of amount over \$500,000

Inspection Services Fees:

Amount of Improvements	Fee
Less than \$10,000	\$250
\$10,000.01 to \$20,000	\$250 + 2.25% of amount over \$10,000
\$20,000.01 to \$50,000	\$475 + 2.0% of amount over \$20,000
\$50,000.01 or greater	\$1,075 + 1.5% of amount over \$50,000

Village of Mokena ♦ 11004 Carpenter Street ♦ Mokena, IL 60448
Community Development ♦ Phone (708) 479-3900 ♦ Fax (708) 479-4844
communitydevelopment@mokena.org ♦ www.mokena.org

Revised 1/15/2019

Fee Schedule and Standard Contributions (continued)

Individual sites with no public improvements:

Engineering consultant review fees may be incurred by the Village, and are recoverable from the developer. An engineering plan review deposit may be required.

Residential Variation Request	\$225
Non-Residential Variation Request	\$600
Site Plan & Architectural Review Committee Fee	\$200 per review
Landscape Plan Review	\$150
Will County 1 ½ Mile Review	\$100
Public Hearing Fee	\$800
Site Grading Deposit	\$2,000 per acre

Contributions

Schools:

Where a Development is too small for a practical contribution of school land, or available land is inappropriate for school sites, a cash contribution per dwelling in lieu of land dedication is required prior to subdivision.

<u>Detached Single Family</u>			<u>Attached Single Family</u>			<u>Low-density Apartments (15/acre max)</u>		
# Bedrooms			# Bedrooms			# Bedrooms		
2	\$902	\$1,875*	1	\$116	\$150*	1	\$157	\$150*
3	\$2,465	\$1,875*	2	\$620	\$300*	2	\$618	\$300*
4	\$3,046	\$2,500*	3	\$1,804	\$450*	3	\$1,423	\$450*
5	\$3,664	\$3,125*	4	\$3,243	\$600*			

*Supplemental school district contributions are to be applied when annexing property.

Library: \$150 per dwelling unit/lot (Mokena district only. Check other districts for fees)

Fire Protection: \$150 per dwelling unit/lot (Mokena district only. Check other districts for fees)

Parks:

Where a development is too small for a practical contribution of park land, or available land is inappropriate for park and recreation purposes, a cash contribution per dwelling in lieu of land dedication is required prior to subdivision.

<u>Detached Single Family</u>		<u>Attached Single Family</u>		<u>Low-density Apartments (15/acre max)</u>	
# Bedrooms		# Bedrooms		# Bedrooms	
2	\$1,267	1	\$775	1	\$783
3	\$1,724	2	\$1,212	2	\$1,163
4	\$1,877	3	\$1,564	3	\$1,402
5	\$2,044	4	\$1,985		

Fee Schedule and Standard Contributions (continued)

Capital Expenditures:

	Fee per Dwelling Unit
Municipal Facilities	\$1,500
Road Improvements	\$610
Equipment/Personnel - Police	\$440
Lincoln Way Communications	\$56
ESDA - Sirens	\$45

Equipment/Personnel - Public Works: Calculation based on proposed development

Equipment/Personnel = Center lane miles of road in project x \$8,250.00 = \$_____

Water and Sewer Connection Fees

Residential Use:

Fiscal Year 2019 = \$11,813 per unit *(Does not include Meter & other related charges)*

Commercial/Industrial Use:

<u>Water Service Line Size</u>	<u>Fiscal Year 2019</u>
1"	\$11,813
1 ½ "	\$18,208
2"	\$30,349
3"	\$42,489
4"	\$84,979
6"	\$185,891

Water and Sewer Inspection Fees:

Fiscal Year 2019 = \$354

Legal Fees: \$1,000 deposit as encumbered

Legal fees may be incurred by the Village, and are recoverable from the developer. A legal deposit of \$1,000 may be required.

* The fiscal year ends June 30th of each year

Orland Park Code of Ordinances

4-4-1-2: CONNECTION CHARGE; PAYMENT:

The applicant for a water connection permit shall, as a prerequisite to the issuance of the permit for connection to the combined waterworks and sewerage system of the Village, pay a connection charge which will be deposited in the Village Water fund, which charge shall be a combination of the applicable tap size and meter size as follows:

CONNECTION FEE TABLE

Tap Size	Fire Demand Factors*	Tap Fee	Meter Size	Meter Demand Factors**	Meter Fee Per Meter
3/4"	1.6	\$ 363	3/4"	1.0	\$ 3,537
1"	2.6	\$ 590	1"	2.5	\$ 5,109
1 1/2"	2.9	\$ 658	1 1/2"	5.0	\$ 10,218
2"	6.19	\$ 1,406	2"	8.0	\$ 16,348
3"	17.98	\$ 4,083	3"	16.0	\$ 32,697
4"	38.32	\$ 8,701	4"	25.0	\$ 51,089
6"	111.31	\$ 25,274			
8" or over	237.21	\$ 53,861			
*Fire Demand Factors – AWWA Manual M1 Table 30-5 page 224					
**Meter Demand Factors – AWWA Manual M1 Table 28-2 page 202					

For meter sizes over 4", the meter connection charge shall be negotiated with the Director of Public Works and agreed upon between the applicant and the Board of Trustees. The Director of Public Works shall base his or her recommendation to the Board of Trustees on an estimate of water usage. The applicant shall furnish the necessary information for the Director of Public Works to make said estimate.

Where there is a currently existing, effective annexation agreement, subdivision agreement, or other agreement between the Village and developer or homeowners group with respect to water connection fees, the fees charged may differ until said agreement expires.

If a larger meter set is added after the initial permit is issued, the difference between the smaller and larger meter shall be due upon installation of the larger meter.

Payment: The time of payment of the connection charges herein provided may be modified by the Village and an applicant or future applicant by the terms of an

annexation agreement executed pursuant to the provisions of Division 15.1 of Article 11 of Act 5 of the Illinois Municipal Code, or by the terms of a development agreement between the Village and applicant.

However, where there is currently existing an annexation agreement, subdivision agreement, or other agreement between the Village and developer or homeowners group with respect to water connection fees, the fees charged shall be in accord with Ordinance 1308 until said agreement expires.

If a larger meter set is added after the initial permit is issued, the difference between the smaller and larger meter shall be due upon installation of the larger meter.

For a tap size over six inches (6"), the connection charge shall be negotiated and agreed upon between the applicant and the Board of Trustees but it shall not be less than the minimum charge for a six inch (6") tap and one inch (1") meter set. The Village Engineer shall make a recommendation to the Board of Trustees of the amount of the fee based on an estimate of water usage. The applicant shall furnish the necessary information for the Village Engineer to make said estimate.

Payment: The time of payment of the connection charges herein provided may be modified by the Village and an applicant or future applicant by the terms of an annexation agreement executed pursuant to the provisions of Division 15.1 of Article 11 of Act 5 of the Illinois Municipal Code, or by the terms of a development agreement between the Village and applicant.

(Ord. 4378, 8-4-08)

4-9-1: CONNECTION FEE:

Whenever any lands included in zoning districts pursuant to the Land Development Code of the Village and being the subject matter of a plat of subdivision or plat of resubdivision or a plat of a planned unit development or plat of commercial or industrial development are to be served by the Village combined waterworks and sewerage system, a connection fee thereto shall be paid to the Village by a developer, determined as follows:

Attached Single-Family Residential Construction and Townhomes: A connection fee of \$1,350.00 per dwelling unit contained in an attached single-family residence and townhome construction shall be payable to the Village in the manner prescribed herein. The number of dwelling units shall be determined by those delineated on the plat.

Detached Single-Family Residential Construction: A connection fee of eighteen hundred dollars (\$1,800.00) per single-family residence to be constructed shall be payable to the Village in that manner prescribed herein.

Multi-Family Residential Construction: A connection fee of nine hundred fifty dollars (\$900.00) per dwelling unit contained in a multi-family development shall be

payable to the Village in the manner prescribed herein. The number of dwelling units shall be determined by those units delineated on the plat.

In determining the number of acres for purposes of calculating the total number of units that acreage used for a water retention or detention basin to serve the multi-family units, shall not be included.

Commercial and Industrial Development: For commercial and industrial developers, a connection fee shall be charged to the development in accord with the following formula:

One dollar fifty cents (\$1.50) per the average number of gallons of water used daily during the first year of full occupancy of the development. Such connection fee shall be payable to the Village.

In calculating that portion of the connection fee based on average daily gallons of usage of water, the following procedure shall be used: An estimated connection fee shall be calculated based on estimated average daily gallon usage of water. The estimate of average daily gallon usage shall be made by the Water and Sewerage Department in accord with those figures set forth in the following table. Seventy five percent (75%) of the estimated connection fee shall be the amount to be paid. After the commercial or industrial development has been fully occupied for a year, the actual average daily gallon usage of water will be determined and the actual fee determined. If the actual fee exceeds seventy five percent (75%) of the estimated connection fee, said difference shall be paid to the Village. If the seventy five percent (75%) of the estimated connection fees exceed the actual fee, the difference shall be refunded to, the developer.

Estimate Average Gallons

Zoning District

BIZ

1,250 gallons

MFG

2,500 gallons

Average number of gallons for a development shall be determined by multiplying the number of acres by the above estimated average gallons used per day per acre.

(Ord. 997, 10-8-79)

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Available Properties

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Historic Business District

Licensing & Registration

Recent Development

Do Business with the Village

Job Openings

Event Calendar

May 2019

S	M	T	W	T	F	S
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8

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Utility Tap-On Connection Fees

Village Ordinance 1313, adopted 7/16/90

For further information concerning utility tap-on connection fees, please contact the Community Development Department.

Residential

\$4,000 (Includes 1" water and 6" sewer tap)

Commercial/Industrial

The combined water and sewer tap fee is calculated using the following formula:

$$\$4,500 + [(average\ GPD - 350) / 350] \times \$4,000$$

Where GPD = Gallons Per Day
and 1 PE = 100 GPD



ORDINANCE NO. 2786

AN ORDINANCE AMENDING CHAPTER 94 OF THE
MUNICIPAL CODE OF THE VILLAGE OF NEW LENOX, ILLINOIS
(Water and Sanitary Sewer Tap-On Fees)

WHEREAS, the Mayor and Board of Trustees of the Village of New Lenox, Will County, Illinois, have the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs and protect the public health, safety, and welfare of its citizens; and

WHEREAS, Chapter 94 of the Village of New Lenox Municipal Code contains requirements for the payment of connection charges by individuals desiring to connect to the Village's sanitary sewer and/or water system; and

WHEREAS, the connection charges had not been studied for many years; and

WHEREAS, the Mayor and Board of Trustees of the Village of New Lenox authorized a study to evaluate the connection fees necessary to fund improvements to the sanitary sewer system and water system attributable to growth; and

WHEREAS, the Mayor and New Lenox Village Board of Trustees have deemed it to be in the best interest of the Village of New Lenox, Illinois, to amend certain portions of Chapter 94 as they pertain to connection charges for the Village's sanitary sewer and water systems.

NOW, THEREFORE, be it ordained by the Mayor and Board of Trustees of the Village of New Lenox, Will County, Illinois, as follows:

Section 1: That Section 94-143 (a) (1) shall be amended as follows:

Sec. 94-143. Connection Charges

- (1) *Single-family residential units.* The sewer connection charge for single-family residential buildings shall be \$8,156 per single-family residential unit.

Section 2: That Section 94-143 (a) (5) shall be amended as follows:

- (5) *Commercial and industrial buildings.* The sanitary sewerage tap-on fee shall be the product of the single-family residential unit fee identified in Section (1) above, multiplied by the rate factor applicable to the size of the water meter required to meet the building demand per the Illinois Plumbing Code in accordance with the following schedule:

<i>Diameter of Potable Water Service</i>	<i>Rate Factor</i>
1 inch	1.00
1.5 inches	1.80
2 inches	2.90
3 inches	11.00
4 inches	14.00
6 inches	21.00

- a. In the case of the construction of a new building, or the alteration or addition to an existing building located on a lot or tract which has an existing sanitary sewerage service connection previously in use, the sanitary sewerage tap-on fee for the new or altered construction shall be the difference between that fee determined from the above rate schedule for the improvement and the fee determined from the above rate schedule applicable to the pre-existing condition.

Section 3: That Section 94-143 (a) (6) shall be amended as follows:

- (6) *All age restricted multi-family housing.* The sanitary sewerage tap-on fee shall be the product of the single-family residential unit fee identified above, multiplied by the rate factor applicable to the size of the water meter required to meet the building demand per the Illinois Plumbing Code in accordance with the following schedule:

<i>Diameter of Potable Water Service</i>	<i>Rate Factor</i>
1 inch	1.00
1.5 inches	1.80
2 inches	2.90
3 inches	11.00
4 inches	14.00
6 inches	21.00

Section 4: That Section 94-143 (a) (7) shall be amended as follows:

- (7) *Apartments and multiple-family dwellings containing nine or more dwelling units.* The sanitary sewerage tap-on fee shall be \$250 per dwelling unit plus the product of the single-family residential unit fee identified above, multiplied by the rate factor applicable to the size of the water meter required to meet the building demand per the Illinois Plumbing Code in accordance with the following schedule:

Ordinance No. 2786

<i>Diameter of Potable Water Service</i>	<i>Rate Factor</i>
1 inch	1.00
1.5 inches	1.80
2 inches	2.90
3 inches	11.00
4 inches	14.00
6 inches	21.00

Section 5: That Section 94-143 (b) and (c) shall be deleted in their entirety.

Section 6: That Section 94-271 (a) (1) shall be amended as follows:

Sec. 94-271. Connection Charges

(1) *Single-family residential units.* The water connection charge for single-family residential buildings shall be \$5,092 per single-family residential unit.

Section 7: That Section 94-271 (a) (5) shall be amended as follows:

(5) *Commercial and industrial buildings.* The water tap-on fee shall be the product of the single-family residential unit fee identified in Section (1) above, multiplied by the rate factor applicable to the size of the water meter required to meet the building demand per the Illinois Plumbing Code in accordance with the following schedule:

<i>Diameter of Potable Water Service</i>	<i>Rate Factor</i>
1 inch	1.00
1.5 inches	1.80
2 inches	2.90
3 inches	11.00
4 inches	14.00
6 inches	21.00

- a. In the case of the construction of a new building, or the alteration or addition to an existing building located on a lot or tract which has an existing water service connection previously in use, the water tap-on fee for the new or altered construction shall be the difference between that fee determined from the above rate schedule for the improvement and the fee determined from the above rate schedule applicable to the pre-existing condition.

Section 8: That Section 94-271 (a) (6) shall be amended as follows:

- (6) *All age restricted multi-family housing.* The water tap-on fee shall be the product of the single-family residential unit fee identified above, multiplied by the rate factor applicable to the size of the water meter required to meet the building demand per the Illinois Plumbing Code in accordance with the following schedule:

<i>Diameter of Potable Water Service</i>	<i>Rate Factor</i>
1 inch	1.00
1.5 inches	1.80
2 inches	2.90
3 inches	11.00
4 inches	14.00
6 inches	21.00

Section 9: That Section 94-271 (a) (7) shall be amended as follows:

- (7) *Apartments and multiple-family dwellings containing nine or more dwelling units.* The water tap-on fee shall be \$250 per dwelling unit plus the product of the single-family residential unit fee identified above, multiplied by the rate factor applicable to the size of the water meter required to meet the building demand per the Illinois Plumbing Code in accordance with the following schedule:

<i>Diameter of Potable Water Service</i>	<i>Rate Factor</i>
1 inch	1.00
1.5 inches	1.80
2 inches	2.90
3 inches	11.00
4 inches	14.00
6 inches	21.00

Section 10: That Section 94-271 (b) and (c) shall be deleted in their entirety.

Section 11: Severability: That each section and part hereof of this ordinance is deemed to be severable and should any section or part hereof be held invalid or unconstitutional by any court of competent jurisdiction, such ruling shall not affect the validity or constitutionality of the remaining portion(s) of this ordinance.

Section 12: Repeal of Inconsistent Ordinances: That all ordinances or parts thereof in conflict with the terms of this ordinance are hereby repealed and of no further force and effect to the extent of any such conflict.

Ordinance No. 2786


Section 13: Publication: That the Village Clerk is hereby directed to publish this ordinance in pamphlet form.

Section 14: Effective Date: That this ordinance shall be in full force and effect after its passage, approval and publication in pamphlet form as provided by law.

PASSED THIS 13 day of May, 2019 with
7 members voting AYE, with -0- members voting NAY, and with
-0- members ABSENT, the Mayor voting aye; and said vote being,
BOWDEN aye, BUTTERFIELD aye, FINNEGAN aye,
HOWARD aye, MADSEN aye, and SMITH aye.


VILLAGE CLERK

APPROVED this 13th day of May, 2019.


MAYOR

ATTEST:


VILLAGE CLERK



Interoffice Memo

Issued by & Approved by:

DC Daniel Riordan

Memo #19-103

Date: June 28, 2019
REVISED: July 19, 2019

To: Dave Niemeyer, Village Manager
Forest Reeder, Fire Chief

From: Daniel Riordan, Deputy Chief / Fire Prevention

Subject: Fire Department Service Fee Proposals

As result of a recent review and analysis of Fire Department-related fees, the following is a recommendation to adjust the fees that relate to fire protection systems, fire alarm systems, and personnel costs for special event / fire watch activity. Attached is a table summarizing the proposed changes.

The proposed fees are based on two factors:

1. What surrounding communities have assessed for similar permits and services.
2. Cost to perform the permit process.

The short-term goal is to assess fees that can be considered consistent with surrounding communities and also be able to offset operational costs as a result of a permit function. The long-term goal is to periodically review the resources used for the permit and plan review functions and determine if the fees assessed are justified.

Permit fees relating new construction, fire alarm and fire sprinklers are assessed using three factors:

1. Administrative cost of the permit
2. Review of the submitted documents
3. Field inspection to ensure compliance

Permit fees for fire protection systems are proposed to increase from \$15 to \$50. The permit fee for fire alarm systems will remain \$50.

Plan review fees for large fire protection, large fire alarm, and new construction have a proposed review fee of \$100. This fee amount was based in part on a five-year average of time spent reviewing permit plans. A table detailing annual plan review activity has been provided for reference. This data has been captured since 2010, but it was determined that 5-year review is all that was required. Additionally, future fee evaluations will be based on a rolling 5-year basis using this data.

YEAR	Plan Reviews	Plan Review Hours	Avg. Hours/Plan Review
2013	244	750	3.07
2014	242	658	2.72
2015	280	592	2.11
2016	264	617	2.34
2017	298	505	1.69
TOTALS	1,328	3,122	2.35

Field inspection fees would be increased from \$50 / inspection to \$75 / inspection. This fee increase offsets the cost of inspectional personnel performing this activity.

The following table provides examples of current and proposed fees for both fire alarm and fire protection permits.

Sample Permit Fee Comparison				
	Large Fire Alarm (>10 devices)		Large Fire Protection (>20 sprinkler heads)	
	Current	Proposed	Current	Proposed
Permit	\$50	\$50	\$15	\$50
Plan Review	\$50	\$100	\$0	\$100
Inspection (2)	\$50 / insp	\$75 / insp	\$50 / insp	\$75 / insp
Other			.50¢ / Sprinkler Head	.50¢ / Sprinkler Head

The attached table also details fees for pyrotechnics, CPR and Fire Department personnel costs for special events and firewatch duties. The pyrotechnic and CPR fees are existing with the fees proposed to be codified.

Recommendation

The Fire Department is requesting that the recommended fees stated in this memo be approved and be included with the proposed Village Fee Schedule.

Please contact me if you have any questions.

DPR/caf

**Village of Tinley Park
Fire Department Fee Proposals**

Fee Type	Current Fee	Last Fee Change	Proposed Fee	Comparable Jurisdictions	Comment / Recommendations
Plan Review Fee (continued)					
Large Fire Alarm System (> 10 devices)	\$50	Approximately 2002	\$100	OFPD = \$110 (8,000 sq. ft.), pro-rated thereafter, Matteson = \$250; ICC = \$150/hour; Frankfort FPD = \$100-\$500	RAISE - based on internal time study and comparable community analysis.
New Construction Plan Review	\$0	New Fee	\$100	Frankfort FPD = \$100-\$500; OFPD = \$345-\$625	No fee ever established; increase based on internal time study and comparable community analysis.
Field Inspection Fee					
New Construction / Acceptance Testing	\$50 / inspection	Approximately 2002	\$75 / inspection	No proposed changes	Fee change based on personnel cost to perform activity.
Other Fees					
Fire Dept. Personnel Cost	\$0	New Fee	\$75/person/hr. for non-Village sponsored events / firewatch	OFPD = \$75/person/hr.	No fee ever established; based on comparable community / jurisdiction.
CPR	\$45 / Person	Approximately 2012	\$45 / Person	Other jurisdictions in the area charge \$40-\$65 / person	Existing fee has never been codified. Recommend continue fee for this activity.
Special Effects / Pyrotechnic Permit	\$500	Approximately 2010	\$500	Rosemont = \$500	Pyrotechnic fee has always been permitted using "other" permit fees. Recommend continue fee for this activity.

Village of Tinley Park
Fire Department Fee Proposals

Fee Type	Current Fee	Last Fee Change	Proposed Fee	Comparable Jurisdictions	Comment / Recommendations
Fire Alarm/Fire Protection Permit Fee					
Fire Protection	\$15	Fee >20 years old	\$50 + .50¢ per sprinkler head/nozzle	OFPD = \$145 (incl. review); Oak Forest = \$100	RAISE - no cost increase of permit >20 years and comparable community analysis.
Fire Alarm	\$50		\$50	No proposed changes	Current fee remains.
Plan Review Fee					
Small Fire Sprinkler System (≤ 20 Sprinkler Heads)	\$0	New Fee	\$50	OFPD = \$145 (incl. review); Oak Forest = \$100; Matteson = \$300 ICC = \$150/hour	No fee ever established; increase based on comparable communities and size of system and internal time study.
Large Fire Sprinkler System (>20 Heads)	\$0	New Fee	\$100	ICC = \$150/hour; Frankfort FPD = 1¢/sq. ft. ORL Fire Prot = \$450-\$800	No fee ever established; increase based on comparable communities, size of system and internal time study.
Fixed Extinguishing System	\$0	New Fee	\$100	Frankfort FPD - \$100 OFPD = \$300	No fee ever established; increase based on comparable communities, size of system and internal time study.
Small Fire Alarm System (≤ 10 devices)	\$50	Approximately 2002	\$50	OFPD = \$110 (8,000 sq. ft.), pro-rated thereafter; Matteson = \$250; ICC = \$150/hour	No fee change for this size system.

PUBLIC COMMENT

ADJOURNMENT