

15.101.150 Permit and inspection fees

15.101.150 – Permit and inspection fees

- A. Payment of Fees. All base fees shall be paid at the time of submittal of the permit application and plans. Other fees calculated from square footage, estimated cost, and other unit measures shall be paid prior to issuance of a permit. Additional fees and reimbursements that are incurred after issuance of a permit shall be paid prior to issuance of a certificate of occupancy. All permit fees are non-refundable.
- B. Building Permit Fees. Permit fees for construction, alteration, demolition, installation, and other work as listed herein are established as follows:
1. New residential buildings:
 - a. Single family detached dwellings.
 - i. Base fee: one hundred thirty (\$130.00) dollars (Due at the time of submittal)
 - ii. \$0.29 cents per square foot of each level of buildings - including - basement, garage, crawl space
 - b. Single family attached dwellings – townhouse/duplex.
 - i. Base fee: one hundred thirty (\$130.00) dollars (Due at the time of submittal)
 - ii. \$0.29 cents per square foot of each level of building - including basement, garage, and crawl space
 - c. Multi-family buildings-apartments/condominiums/mix use.
 - i. Base fee: three hundred seventy five (\$375.00) dollars for the entire building (Due at the time of submittal)
 - ii. \$0.44 cents per square foot for the first 10,000 square feet
 - iii. From 10,001 square foot and above \$0.16 cents per square foot
 2. New industrial, business, commercial or other non-residential buildings:
 - i. Base fee: three hundred seventy five (\$375.00) dollars for the entire building (Due at the time of submittal)
 - ii. \$0.44 cents per square foot for the first 10,000 square feet
 - iii. From 10,001 square foot and above \$0.16 cents per square foot
 3. Additions to existing buildings:
 - a. Residential.

January 1, 2018 to December 31, 2018

 - i. Base fee: one hundred forty (\$140.00) dollars (Due at time of submittal)
 - ii. For estimated cost up to first thousand (\$1,000.00) dollars, Seventy-five (\$75.00) dollars
 - iii. For estimated cost from one thousand and one (\$1,001.00) dollars to ten-thousand (\$10,000.00). Five (\$5.00) dollars per/\$1,000.00
 - iv. For estimated cost from ten-thousand and one (\$10,001.00) to twenty-five thousand (\$25,000.00), two (\$2.00) per/\$1,000.00
 - v. For estimate cost from twenty-five thousand and one (\$25,001.00) dollars on, one-dollar and 25 cents (\$1.25) per/\$1,000.00

January 1, 2019 and thereafter

- i. Base fee: one hundred fifty (\$150.00) dollars (Due at time of submittal)
 - ii. For estimated cost up to first thousand (\$1,000.00) dollars, one-hundred (\$100.00) dollars
 - iii. For estimated cost from one thousand and one (\$1,001.00) dollars to ten-thousand (\$10,000.00). Six (\$6.00) dollars per/\$1,000.00
 - iv. For estimated cost from ten-thousand and one (\$10,001.00) to twenty-five thousand (\$25,000.00), two dollars and 25 cents (\$2.25) per/\$1,000.00
 - v. For estimate cost from twenty-five thousand and one (\$25,001.00) dollars on, one-dollar and 50 cents (\$1.50) per/\$1,000.00
 - b. Industrial, business, commercial, or other non-residential buildings.
 - i. Base fee of three hundred seventy five (\$375.00) dollars (Due at the time of submittal)
 - ii. \$0.44 cents per square foot for the first 10,000 square feet
 - iii. From 10,001 square feet and above \$0.16 cents per square foot

4. Alterations to existing buildings:

- a. Residential.

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January 1, 2018 to December 31, 2018

- i. Base fee: one hundred forty (\$140.00) dollars (Due at time of submittal)
- ii. For estimated cost up to first thousand (\$1,000.00) dollars, Seventy-five (\$75.00) dollars
- iii. For estimated cost from one thousand and one (\$1,001.00) dollars to ten-thousand (\$10,000.00). Five (\$5.00) dollars per/\$1,000.00
- iv. For estimated cost from ten-thousand and one (\$10,001.00) to twenty-five thousand (\$25,000.00), two (\$2.00) per/\$1,000.00
- v. For estimate cost from twenty-five thousand and one (\$25,001.00) dollars on, one-dollar and 25 cents (\$1.25) per/\$1,000.00

January 1, 2019 and thereafter

- i. Base fee: one hundred fifty (\$150.00) dollars (Due at time of submittal)
 - ii. For estimated cost up to first thousand (\$1,000.00) dollars, one-hundred (\$100.00) dollars
 - iii. For estimated cost from one thousand and one (\$1,001.00) dollars to ten-thousand (\$10,000.00). Six (\$6.00) dollars per/\$1,000.00
 - iv. For estimated cost from ten-thousand and one (\$10,001.00) to twenty-five thousand (\$25,000.00), two dollars and 25 cents (\$2.25) per/\$1,000.00
 - v. For estimate cost from twenty-five thousand and one (\$25,001.00) dollars on, one-dollar and 50 cents (\$1.50) per/\$1,000.00
- b. Industrial, business, commercial, or other non-residential buildings.
- i. Base fee: three hundred seventy five (\$375.00) dollars (Due at the time of submittal)
 - ii. For estimated cost up to four thousand (\$4,000.00) dollars, no additional fees.
 - iii. For estimated cost from four thousand (\$4,000.00) dollars to twenty-four thousand (\$24,000.00) dollars, six dollars and seventy-five cents (\$6.75) for each one thousand (\$1,000.00) dollars or fraction thereof.
 - iv. For estimated cost in excess of twenty-four thousand (\$24,000.00) dollars, three dollars and ten cents (\$3.10) for each one thousand (\$1,000.00) dollars or fraction thereof.
 - v. Fire Prevention Inspections – eighty (\$80.00) dollars per inspection, if required.

5. Miscellaneous permits:
- a. Appliance Permits.

i. Small Appliance Permits:

Residential water heaters, water softeners, furnaces, central air conditioners, and outside air conditioner units:

Base fee: thirty-five (\$35.00) dollars (Due at the time of submittal)

ii. Large Appliance Permits:

January 1, 2018 to December 31, 2018

All generators, commercial air handlers, rooftop units, and machinery:

Base fee: two hundred (\$200.00) dollars (Due at the time of submittal)

January 1, 2019 to December 31, 2019

All generators, commercial air handlers, rooftop units, and machinery:

Base fee: two hundred twenty (\$220.00) dollars (Due at the time of submittal)

January 1, 2020 and thereafter

All generators, commercial air handlers, rooftop units, and machinery:

Base fee: two hundred forty (\$240.00) dollars (Due at the time of submittal)

- b. As-Built Permits. A request to the Building Official to inspect a completed project.

Double the building permit fee. (Due at the time of submittal)

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c. Decks, gazebos, pergola or patios

January 1, 2018 to December 31, 2018

Decks, gazebos, pergola or patios:

Base fee: ninety (\$90.00) dollars. (Due at the time of submittal)

January 1, 2019 to December 31, 2019

Decks, gazebos, pergola or patios:

Base fee: one hundred ten (\$110.00) dollars (Due at the time of submittal)

January 1, 2020 and thereafter

Decks, gazebos, pergola or patios:

Base fee: one hundred twenty five (\$125.00) dollars (Due at the time of submittal)

d. Demolition or wrecking of any building or other structure:

January 1, 2018 to December 31, 2018

Residential.

Base fee: three hundred twenty (\$320.00) dollars (Due at the time of submittal)

January 1, 2019 to December 31, 2019

Residential.

Base fee: three hundred thirty (\$330.00) dollars (Due at the time of submittal)

January 1, 2020 and thereafter

Residential.

Base fee: three hundred forty (\$340.00) dollars (Due at the time of submittal)

January 1, 2018 to December 31, 2018

Industrial, business, commercial, or other non-residential buildings

Base fee: four hundred forty (\$440.00) dollars (Due at the time of submittal)

January 1, 2019 to December 31, 2019

Industrial, business, commercial, or other non-residential buildings:

Base fee: four hundred fifty (\$450.00) dollars (Due at the time of submittal)

January 1, 2020 and thereafter

Industrial, business, commercial, or other non-residential buildings:

Base fee: four hundred sixty (\$460.00) dollars (Due at the time of submittal)

All partial demolitions that do not include disconnect of any utility service disconnect of any utility service

Base fee sixty (\$60.00) dollars (Due at the time of submittal)

e. Donation Boxes:

i. Base fee: fifty five (\$55.00) dollars (Due at the time of submittal)

ii. Charitable and/or Non-Profit Organization fee (Must have verified 501(c)(3) exempt status): zero (\$0.00) dollars.

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- f. Elevators or lifts:
 - i. Base fee: one hundred (\$100.00) dollars (Due at the time of submittal)
 - ii. Reimbursement of direct costs of review fees from Elevator Inspection Service.
- g. Fences: (Excluding arbors and decorative landscape fences outside of easements and not more than 30 inches in height)

January 1, 2018 to December 31, 2018

Fences: (Excluding arbors and decorative landscape fences outside of easements and not more than 30 inches in height)

- i. Base fee: seventy (\$70.00) dollars plus the current Kane/DuPage County Recorders of Deeds Recording Fee in effect at time of permit application, if applicable for lots with fences in the easements. (Due at the time of submittal)
- ii. Partial Fence Installation— Repair and requires no recording fee - thirty (\$30.00) dollars (Due at the time of submittal)

January 1, 2019 to December 31, 2019

Fences: (Excluding arbors and decorative landscape fences outside of easements and not more than 30 inches in height)

- i. Base fee: eighty (\$80.00) dollars plus the current Kane/DuPage County Recorders of Deeds Recording Fee in effect at time of permit application, if applicable for lots with fences in the easements. (Due at the time of submittal)
- ii. Partial Fence Installation—Repair and requires no recording fee - thirty (\$30.00) dollars (Due at the time of submittal)

January 1, 2020 and thereafter

Fences: (Excluding arbors and decorative landscape fences outside of easements and not more than 30- inches in height)

- i. Base fee: eighty five (\$85. 00) dollars plus the current Kane/DuPage County Recorders of Deeds Recording Fee in effect at time of permit application, if applicable for lots with fences in the easements. (Due at the time of submittal)
- ii. Partial Fence Installation— Repair and requires no recording fee - thirty (\$30.00) dollars (Due at the time of submittal)

h. Detached.

January 1, 2018 to December 31, 2018

Detached.

Base fee: one hundred twenty (\$120.00) dollars (Due at the time of the submittal)

January 1, 2019 to December 31, 2019

Detached.

Base fee: one hundred thirty (\$130.00) dollars (Due at the time of the submittal)

January 1, 2020 and thereafter

Detached.

Base fee: one hundred forty (\$140.00) dollars (Due at the time of the submittal)

ii. Attached.

January 1, 2018 to December 31, 2018

Attached.

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Base fee: one hundred eighty five (\$185.00) dollars (Due at the time of the submittal)

January 1, 2019 to December 31, 2019

Attached.

Base fee: two hundred (\$200.00) dollars (Due at the time of the submittal)

January 1, 2020 and thereafter

Attached.

Base fee: two hundred twenty five (\$225.00) dollars (Due at the time of the submittal)

i. Kiosk, commercial:

Base fee: fifty-five (\$55.00) dollars (Due at the time of submittal)

j. Landscape review:

Reimburse City for direct cost for review of landscape plans and tree preservation plans by a landscape architect.

k. Lawn sprinklers:

Base fee: one hundred fifteen (\$115.00) dollars (Due at the time of submittal)

If the sprinkler heads are located the right-of-way a current Kane/DuPage County Recorders of Deeds recording fee in effect at time of permit application. (Due at time of submittal)

l. Low voltage installations (Lighting, fountains, light poles, etc.):

Base fee: ninety-five (\$95.00) dollars (Due at the time of submittal)

m. Outdoor sales – temporary tents, trailers, (where permitted):

January 1, 2018 to December 31, 2018

Outdoor sales – temporary tents, trailers, (where permitted):

Base fee: eighty (\$80.00) dollars (Due at the time of submittal)

January 1, 2019 and thereafter

Outdoor sales – temporary tents, trailers, (where permitted):

Base fee: eighty five (\$85.00) dollars (Due at the time of submittal)

n. Parking lots:

January 1, 2018 to December 31, 2018

Parking lots:

i. Grind and overlay existing pavement

Base fee: one hundred ten (\$110.00) dollars (Due at the time of submittal)

ii. Replace with new or rebuild existing

Base fee: one hundred ninety (\$190.00) dollars (Due at the time of submittal)

January 1, 2019 to December 31, 2019

Parking lots:

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i. Grind and overlay existing pavement

Base fee: one hundred twenty (\$120.00) dollars (Due at the time of submittal)

ii. Replace with new or rebuild existing

Base fee: two hundred (\$200.00) dollars (Due at the time of submittal)

January 1, 2020 and thereafter

Parking lots:

i. Grind and overlay existing pavement

Base fee: one hundred thirty (\$130.00) dollars (Due at the time of submittal)

ii. Replace with new or rebuild existing

Base fee: two hundred ten (\$210.00) dollars (Due at the time of submittal)

o. Re-roofs:

January 1, 2018 to December 31, 2018

Re-roofs:

Residential.

Base fee: fifty (\$50.00) dollars (Due at the time of submittal)

Commercial, industrial, or other non- residential buildings.

Base fee: eighty (\$80.00) dollars (Due at the time of submittal)

January 1, 2019 to December 31, 2019

Re-roofs:

Residential.

Base fee: fifty five (\$55.00) dollars (Due at the time of submittal)

Commercial, industrial, or other non- residential buildings.

Base fee: ninety (\$90.00) dollars (Due at the time of submittal)

January 1, 2020 and thereafter

Re-roofs:

Residential.

Base fee: sixty (\$60.00) dollars (Due at the time of submittal)

Commercial, industrial, or other non- residential buildings.

Base fee: one hundred (\$100.00) dollars (Due at the time of submittal)

p. Right-of-way and/or private driveways:

January 1, 2018 to December 31, 2018

Right-of-way and/or private driveways:

Base fee: seventy (\$70.00) dollars (Due at the time of submittal)

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Street Cut:

Base fee: eighty (\$80.00) dollars (Due at the time of submittal)

January 1, 2019 to December 31, 2019

Right-of-way and/or private driveways:

Base fee: seventy five (\$75.00) dollars (Due at the time of submittal)

Street Cut:

Base fee: eighty five (\$85.00) dollars (Due at the time of submittal)

January 1, 2020 and thereafter

Right-of-way and/or private driveways:

Base fee: eighty (\$80.00) dollars (Due at the time of submittal)

Street Cut:

Base fee: ninety (\$90.00) dollars (Due at the time of submittal)

q. Sewer or water repair or replacement; sewer cleanouts (utility repair):

January 1, 2018 to December 31, 2018

Sewer or water repair or replacement; sewer cleanouts (utility repair):

Base fee: seventy five (\$75.00) dollars (Due at the time of submittal)

January 1, 2019 to December 31, 2019

Sewer or water repair or replacement; sewer cleanouts (utility repair):

Base fee: eighty five (\$85.00) dollars (Due at the time of submittal)

January 1, 2020 and thereafter

Sewer or water repair or replacement; sewer cleanouts (utility repair):

Base fee: ninety (\$90.00) dollars (Due at the time of submittal)

r. Sheds (24 square feet or more):

January 1, 2018 to December 31, 2018

Sheds (24 square feet or more):

Base fee: seventy (\$70.00) dollars (Due at the time of submittal)

January 1, 2019 to December 31, 2019

Sheds (24 square feet or more):

Base fee: eighty (\$80.00) dollars (Due at the time of submittal)

January 1, 2020 and thereafter

Sheds (24 square feet or more):

Base fee: ninety (\$90.00) dollars (Due at the time of submittal)

s. Siding, soffit, and fascia (replace, repair, or new):

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Base fee: sixty five (\$65.00) dollars (Due at the time of submittal)

t. Signs (canopy, marquees, temporary signs and banners):

i. Permanent freestanding signs.

1. Base fee: one hundred (\$100.00) dollars (Due at the time of submittal)
2. Plus two dollars and twenty-five cents (\$2.25) per square foot of sign area.

ii. Permanent signs other than freestanding signs.

1. Base fee: one hundred (\$100.00) dollars (Due at the time of submittal)
2. For each additional sign after the one permanent sign five (\$5.00) dollars for each additional sign.

iii. Temporary:

Base fee: forty five (\$45.00) dollars (Due at the time of submittal)

u. Swimming pool:

January 1, 2018 to December 31, 2018

Swimming pool:

In-ground.

Base fee: two hundred twenty five (\$225.00) dollars (Due at the time of submittal)

Above ground designed for water depth over 24-inches.

Base fee: eighty (\$80.00) dollars (Due at the time of submittal)

January 1, 2019 to December 31, 2019

Swimming pool:

In-ground.

Base fee: two hundred seventy five (\$275.00) dollars (Due at the time of submittal)

Above ground designed for water depth over 24-inches.

Base fee: ninety (\$90.00) dollars (Due at the time of submittal)

January 1, 2020 and thereafter

Swimming pool:

In-ground.

Base fee: three hundred (\$300.00) dollars (Due at the time of submittal)

Above ground designed for water depth over 24-inches.

Base fee: one hundred (\$100.00) dollars (Due at the time of submittal)

v. Window(s) and door(s) replacement:

Base fee: fifty-five (\$55.00) dollars (Due at the time of submittal)

w. All permit types not listed will be charged forty (\$45.00) dollars per inspection.

6. Additional Fire Department Fees

A. Review of fire system plans:

Base fee: eighty (\$80.00) dollars.

B. Review of sprinkler system plans:

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Base fee: eighty (\$80.00) dollars.

C. Review of standpipe systems:

Base fee: eighty (\$80.00) dollars.

D. Review of other fire extinguisher systems (kitchen suppression):

Base fee: eighty (\$80.00) dollars.

E. Review of above-ground and underground storage tank plans:

Base fee: eighty (\$80.00) dollars.

F. Special inspections: kitchen hood and duct, kitchen suppression; sprinkler dry system; FM200 system, roof integrity:

Eighty (\$80.00) dollars per inspection.

G. Smoke evacuation test:

Eighty (\$80.00) dollars.

H. Fire flow test:

Base fee: one hundred sixty (\$160.00) dollars.

I. Any other special inspections:

Eighty (\$80.00) dollars per man-hour plus material, if required.

7. Additional Fees:

A. Initial Architectural Plan Review and Examination fees: No additional charge (included in base fee)

B. Outside Plan Review – Applicant shall pay direct cost for plan review by a consultant hired by the City.

C. Review of revised plans and specifications: one-half of base fees.

D. Revisions to approved construction plans submitted after issuance of a building permit, when initiated by the permit holder, owner, contractor or architect: One-half of base fees.

E. Re-inspection fees (due prior to the issuance of a certificate of occupancy):

a. Sixty-five (\$65.00) dollars per Building Division. Re-inspection for all re-inspection for all types of inspections during construction (excluding finals).

b. Eighty (\$80.00) dollars per Fire Department re-inspection for all types of inspections during construction (excluding finals).

c. Eighty-five (\$85.00) dollars per re-inspection for all residential final inspections.

d. One hundred seventy (\$170.00) dollars per re-inspection for all industrial, commercial, business, and other non-residential final inspections.

F. Temporary certificates of occupancy (due prior to issuance of the temporary certificate of occupancy):

a. Residential: Eighty-five (\$85.00) dollars.

b. Industrial, commercial, business, or other non-residential building: One hundred seventy (\$170.00) dollars.

G. Reimbursement for Fire Protection services: The applicant shall reimburse the City for the actual cost of services billed to the City by a fire protection company relation to review of plans and specifications, meetings, inspections, and associated tasks relative to any application for permit.

H. Waiving of building permit fees may be granted by the City Council for the construction of one and two family residential dwelling units, additions and alterations by a non-profit organization for an owner occupancy and/or family member with special needs.

I. Any unit of Federal, State, or local government agency shall be exempt from filing fees and permit fees. Any Federal, State, or local government agency whom is legally exempt from filing a City Permit, shall not be required to obtain a permit for a connection to any City utility or other service. However, any unit of Federal, State, or local government agency that is exempt shall request an authorization for utility connection, building construction or other City service from the City and be subject to inspection of the utility connection by the City. The Federal, State or local government agency shall be responsible for outside consultant

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services and miscellaneous fees, (i.e. re-inspection fees, temporary occupancy fees, connection fees, meter fees electric utility design and installation fees, etc.)

- J. Consultation for Permitted Projects. After two (2) field consultations, a charge of seventy (\$70.00) dollars, per on-site consultation.
- K. Requested after normal business hours, overtime inspections/consultations shall be billed at a minimum two (2) hour charge of:

Overtime 1 (OT1) - \$190.00

Overtime 2 (OT2) - \$240.00

Any additional hours shall be billed at \$90.00 per hour

(2018-M-37 : § 1; 2017-M-46 : § 1; 2017-M-22 : § 1; 2015-M-12 ; 2015-M-11 : § 1; 2013-M-79 : § 1; 2008-M-94 : § 1; 2007-M-29 : § 1; 2004-M-73 : § 1; 2004-M-65 : § 1; 2002-M-62 : § 1; 1998-M-72 : § 1; 1997-M-141 : § 1; 1983-M-25 : § 1 (Part))