



**COMMITTEE OF THE WHOLE MEETING**  
**MONDAY, MAY 20, 2024**  
(Immediately following the Village Board Meeting)

**AGENDA**

**CALL TO ORDER**

**ROLL CALL**

**AUDIENCE COMMENTS**

**TRUSTEE COMMENTS**

**DISCUSSION**

1. Squad Car Designs
2. Development Fees

**EXECUTIVE SESSION**

1. Personnel
2. Collective Bargaining

**ADJOURN**

Initials: SB

# Memorandum



**To:** Village President and Village Board of Trustees

**Cc:** Steve Bosco, Village Administrator

**From:** Joseph DeLeo, Chief of Police

**Date:** May 20, 2023

**Re:** Squad Car Redesign

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As you may recall from the squad purchase discussion in 2023, given the inability to secure Ford Explorer squads, the police department shifted plans and purchased four Dodge Durango squads in place of the Explorers. With the addition of the new vehicle type, staff began discussing the decal layout and it was suggested that a new design could be beneficial to increase police visibility. Each design also incorporated the use of Village branding colors.

Police staff evaluated a variety of designs and ultimately selected three top contenders. To foster a sense of camaraderie and engagement, all 32 sworn officers were invited to cast their vote for the design they preferred most. The existing squad design is attached along with the winning design selected by officers. The winning design incorporated the darker blue Village branding accent color in the stripe on the vehicle.

Staff is soliciting feedback from the Village Board before implementing the new designs. The new design is not expected to have an impact on the operating budget as all new marked squad cars are already budgeted for decals at a similar cost. The new design will be phased in with each new vehicle as they are received in the future.



*Existing Squad Design*

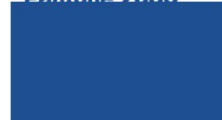
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*Winning Design*

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Pantone 7686



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**VILLAGE OF NORTH AURORA  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
CC: STEVE BOSCO, VILLAGE ADMINISTRATOR

**FROM:** NATHAN DARGA, COMMUNITY DEVELOPMENT DIRECTOR

**SUBJECT:** DEVELOPMENT AND PERMITTING FEE UPDATE

**AGENDA:** MAY 20, 2024, VILLAGE BOARD COMMITTEE OF THE WHOLE AGENDA

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## **HISTORY**

The Village has established fees for the development and building process. These fees are currently listed in several different sections of the Village Code.

1. Building permit fees are in section 15.56.010 and were updated last year.
2. Development Deposits (Escrow) are listed in section 3.44 and were last updated in 2005.
3. Zoning application fees are listed in an appendix to the Zoning Code, Title 17 Appendix B, and were last updated in 2012.

## **DISCUSSION**

Staff is proposing a text amendment to move all these fees to the same section. This will make it easier for staff, developers, and the general public to determine what fees need to be paid. At the same time, the text amendment will correct errors and missing information, coordinate language between all three types of fees, and update the amounts due to reflect current costs. The changes are attached as a red lined copy of the text. A brief summary is listed below:

1. Last year's update to the building code moved all the various fees into a chart with increasing tiers based on complexity of construction. For the most part, this has worked out well. Through the past year of implementation, staff has found a few items that need to be adjusted. These include moving prefabricated pergolas and gazebos down from \$175 to \$75, creating a lower level of reinspection fee for tier 1 residential, and adding minimums to fees based on square footage. Additionally, clarification language was added on how we calculate square footage, rounding, and plan review deposits.
2. Developers are required to make a deposit into an escrow account. Expenses for outside consultant reviews, public hearings, and publishing are then deducted from this account. The language for these deposits is confusing and outdated. The proposed amendment would move this section to 15.56.020 and summarize the deposits into a chart. If a project does not go forward and developer can receive a refund of the deposit less any expenses the Village has incurred.
3. Zoning application fees are currently in an appendix to the zoning code. This appendix is outdated and missing information. The proposed amendment would move this section to 15.56.030 and summarize the fees in a chart. The fees are structured so that a PUD with multiple approvals pays one larger fee that covers everything. This is more in line with our current approval practices.

**Chapter 15.56 - CONSTRUCTION DEVELOPMENT AND PERMITTING FEES**

**15.56.010 - Building code permitting fees schedule.**

**A. Fee Schedule**

<b>RESIDENTIAL PERMIT FEES</b>	
<b>TIER 1 - \$75</b>	
DECK	\$75.00
DRIVEWAY	\$75.00
FENCE	\$75.00
FIREPLACE (INDOOR & OUTDOOR)	\$75.00
FOUNDATION REPAIR / WATERPROOFING	\$75.00
GAZEBO (PREFAB)	\$75.00
HOT TUB/SPA	\$75.00
PATIO	\$75.00
PERGOLA (PREFAB)	\$75.00
ROOFS	\$75.00
SHED	\$75.00
SIDING	\$75.00
STOOP	\$75.00
TEMPORARY/SEASONAL POOL	\$75.00
VEHICLE CHARGER	\$75.00
WALKWAY	\$75.00
WINDOWS	\$75.00
<b>TIER 2 - \$175</b>	
ABOVE GROUND POOL	\$175.00
BALCONY	\$175.00
CAR PORT (ATTACHED & DETACHED)	\$175.00
ELECTRICAL (OTHER & ALTERATIONS)	\$175.00
ELECTRICAL SERVICE	\$175.00
FOUNDATION REPAIR	\$175.00
GAZEBO (CUSTOM)	\$175.00
GENERATOR	\$175.00
PERGOLA (CUSTOM)	\$175.00
PLUMBING (ROUGH & FINAL)	\$175.00
PORCH	\$175.00
RAMADA (COVERED PATIO)	\$175.00
RAMP	\$175.00
RETAINING WALL - GRADING	\$175.00
RPZ - LAWN SPRINKLERS	\$175.00
<b>TIER 3 - \$250</b>	
IN GROUND POOL	\$250.00
SOLAR PANELS	\$250.00

<b>TIER 4 - \$350</b>	
ADDITION W/O PLUMBING	\$350.00
GARAGE - ATTACHED	\$350.00
GARAGE - DETACHED	\$350.00
REMODEL W/O PLUMBING	\$350.00
THREE SEASON ROOM	\$350.00
<b>TIER 5 - \$500</b>	
ADDITION W/ PLUMBING	\$500.00
REMODEL W/ PLUMBING	\$500.00
<b>TIER 6</b>	<b>Minimum \$500.00</b>
FIRE RESTORATION	\$0.31/SQ.FT <sup>1</sup>
MULTI FAMILY	\$0.31/SQ.FT <sup>1</sup>
SINGLE FAMILY	\$0.31/SQ.FT <sup>1</sup>
TOWNHOME	\$0.31/SQ.FT <sup>1</sup>
TWO FAMILY DWELLING	\$0.31/SQ.FT <sup>1</sup>
<b>ADDITIONAL FEES</b>	
DEMOLITION - STRUCTURAL	\$100.00
GAS LINE INSPECTION	\$75.00
PLAN REVIEW - CONSULTANT	CONSULTANT FEE + 12% (ADMIN. FEE)
PLAN REVIEW - INTERNAL	\$50.00
PLAN REVIEW - INTERNAL (REVISION)	\$50.00
PLAN REVIEW - CONSULTANT (REVISION)	CONSULTANT FEE + 12% (ADMIN. FEE)
PLUMBING INSPECTION - CONSULTANT	\$75.00
<b>RECORDING (HOLD HARMLESS)</b>	<b>\$75.00</b>
<b>REINSPECTION TIER 1</b>	<b>\$25.00</b>
<b>REINSPECTION TIER 2 &amp; 3</b>	<b>\$50.00</b>
<b>REINSPECTION TIER 4, 5, &amp; 6</b>	<b>\$100.00</b>
SUMP LINE INSPECTION	\$75.00
TEMPORARY CERTIFICATE OF OCCUPANCY	\$500.00
<b>NON-RESIDENTIAL PERMIT FEES</b>	
<b>TIER 1 - \$250</b>	
<b>ACCESSORY STRUCTURE</b>	<b>\$250.00</b>
DOORS - EXTERIOR	\$250.00
FENCE	\$250.00
PATIO	\$250.00
PARKING LOT / ANY PAVED SURFACE	\$250.00
PLUMBING (MINOR)	\$250.00
RPZ - LAWN SPRINKLERS	\$250.00
SIDEWALK	\$250.00

TEMPORARY CONSTRUCTION TRAILER	\$250.00
VEHICLE CHARGERS (PER CHARGER)	\$250.00
WINDOWS	\$250.00
<b>TIER 2 - \$500</b>	
ACCESSORY BUILDING (NON-GARAGE)	\$500.00
ELECTRIC (ALTERATIONS/OTHER)	\$500.00
ELECTRIC SERVICE	\$500.00
ELEVATOR (PLUS PLAN REVIEW)	\$500.00
FOUNDATION ONLY (LESS THAN 2 ACRES)	\$500.00
FIREPLACE	\$500.00
GENERATOR	\$500.00
GRADING (LESS THAN 2 ACRES)	\$500.00
PORCH/RAMADA/BALCONY	\$500.00
PLUMBING (MAJOR)	\$500.00
RAMP	\$500.00
RETAINING WALL	\$500.00
SITE DEVELOPMENT (LESS THAN 2 ACRES)	\$500.00
STAIRS	\$500.00
<b>TIER 3 - \$1,000</b>	
FOUNDATION ONLY (MORE THAN 2 ACRES)	\$1,000.00
GRADING (MORE THAN 2 ACRES)	\$1,000.00
ROOF	\$1,000.00
SIDING	\$1,000.00
SOLAR PANELS	\$1,000.00
SITE DEVELOPMENT (MORE THAN 2 ACRES)	\$1,000.00
STORAGE TANKS	\$1,000.00
<b>TIER 4 - SIGNS</b>	
FREESTANDING SIGN	\$5.00/SQ.FT <sup>2</sup>
OTHER SIGNS	\$5.00/SQ.FT <sup>2</sup>
TEMPORARY SIGN	\$50.00
TENANT PANEL	\$5.00/SQ.FT <sup>2</sup>
WALL SIGN	\$5.00/SQ.FT <sup>2</sup>
<b>TIER 5</b>	<b>Minimum \$1,000.00</b>
CELL TOWER	COST BASED*
COMMERCIAL ADDITION/GARAGE	\$0.35/SQ.FT <sup>3</sup>
COMMERCIAL REMODEL	COST BASED*
FIRE RESTORATION	\$0.35/SQ.FT <sup>3</sup>
NEW COMMERCIAL - BUILDING	\$0.35/SQ.FT <sup>3</sup>
NEW COMMERCIAL - BUILD OUT	\$0.35/SQ.FT <sup>3</sup>
NEW COMMERCIAL - SHELL ONLY	\$0.35/SQ.FT <sup>3</sup>



RACKING SYSTEM	COST BASED*
<b>ADDITIONAL FEES</b>	
DEMOLITION – STRUCTURAL	\$500.00
GAS LINE INSPECTION	\$75.00
PLAN REVIEW – CONSULTANT	CONSULTANT FEE + 12% (ADMIN. FEE)
PLAN REVIEW – INTERNAL	\$50.00
PLAN REVIEW – IMMEDIATE REVISIONS AFTER ISSUED	CONSULTANT FEE + 12% (ADMIN. FEE)
PLUMBING INSPECTION	\$75.00
<b>RECORDING</b>	<b>\$100.00</b>
REINSPECTION	\$100.00
SUMP LINE INSPECTION	\$75.00
<b>TEMPORARY CERTIFICATE OF OCCUPANCY</b>	<b>\$500.00</b>
<b>*COST BASED</b>	
IMPROVEMENTS UNDER \$1,000	\$50.00
IMPROVEMENTS OVER \$1,000	\$50.00, PLUS \$20 PER \$1,000

**Notes:**

1. Square footage fees are based on the building area measured from the outside of the exterior walls of each floor. For residential construction this includes basements, crawl spaces, garages, window wells, porches, and any accessory structures included with the permit like decks, patios, walkways, etc. but not including the driveway.
2. Signage square footage is calculated by the standards in section 15.48.050.
3. Square footage fees for commercial buildings, building additions, or building shells are based on the building area measured from the outside of the exterior walls of each floor. For interior build outs the square footage shall include the maximum extent of the improvements.

- B. Rounding. When square foot measurements used for calculating fees result in a fractional number, any fractional result of 0.5 or more must be rounded up to the next consecutive whole number. Any fractional result of less than 0.5 may be rounded down to the previous consecutive whole number.
- C. Work Commencing Before Permit Issuance. Any person, firm, corporation, or entity who commences any work before obtaining the necessary permits shall have their fee increased by one hundred (100) percent over the amount listed in section A. The payment of such additional fee(s) shall not relieve any persons from fully complying with the requirements of this chapter, in the execution of the work, nor from any other penalties prescribed herein.
- D. Waiver of Fees. Whenever the construction, alteration or addition is being made for any public or government body, there shall be no charge made for any permit issued except for outside plan review and inspection fees.

E. Building Plan Review Deposit. Large projects require a plan review deposit. This is intended to insure to the village that adequate funds will be available to the village to pay for outside consultant reviews. Deposit fees will be applied towards the total balance due of the permit fee. Deposits are due for residential tier 6 at \$500.00. Deposits are due for non-residential tier 5 at \$1,000.00. Deposits are non-refundable in the event the permit expires.

**15.56.020 - ~~Plan examination fee.~~ DEPOSITS FOR EXPENSES RELATING TO ZONING, SUBDIVISIONS, DEVELOPMENT AND ANNEXATIONS**

~~A. Plan Examination Fee (Nonrefundable).~~

- ~~1. Twelve (12) percent of building fee to the nearest dollar for code review by village staff or actual cost, plus twelve (12) percent for code review by outside agency;~~
- ~~2. Minimum fee, thirty dollars (\$30.00);~~
- ~~3. No plan examination fee is charged for swimming pools, fences, sheds, decks and signs.~~

A. Obligation of applicant under this chapter. It is the obligation of the developer to pay all application fees, administrative fees, publication expenses, professional consulting review expenses, public hearing expenses, court reporter expenses, or other similar expenses incurred by the village in processing and acting upon petitions or applications for land development. The Village requires a deposit (“escrow”) for those fees and expenses as set forth in this chapter. This is intended to insure to the village that adequate funds will be available to the village to pay those fees and expenses. The deposit listed in this chapter is the initial amount due at application. By making the deposit, the applicant is not relieved of the obligation to pay those fees and expenses in full if in fact those fees and expenses exceed the deposit amount.

B. Deposit for fees and expenses to be paid to the village for consideration of zoning, subdivision and/or annexation agreement petitions. The deposits listed below are due at the time the application / petition is filed with the Village:

<b>Application Type</b>	<b>Deposit</b>
Residential Variation, rezoning, text amendment, or special use *	\$500.00
Site Plan Review (not as part of planned unit development)	\$2,500.00
Variations to the zoning ordinance (not as part of planned unit development)	\$2,500.00
Rezoning or zoning text amendment (not as part of planned unit development)	\$2,500.00
Special use permit (not as part of planned unit development)	\$2,500.00
Subdivision plats (not as part of planned unit development)	\$2,500.00
Special use/planned unit development less than 10 acres	\$5,000.00
Special use/planned unit development more than 10 acres	\$10,000.00
Annexation (not including subdivision or PUD)	\$5,000.00
Annexation less than 10 acres (including subdivision and PUD)	\$10,000.00

Annexation more than 10 acres (including subdivision and PUD)	\$15,000.00
* This category is for individual residential property owners only	

C. Administration of Escrow Account.

1. Agreement to pay village fees and expenses in full. Developers shall complete the “Application for Escrow” and submit it to the Village. Developers shall acknowledge that they are responsible for all fees and expenses related to their application.
2. Administrative Fee. The developer shall pay an administrative fee to the village of twelve (12) percent of any outside consultants' fees.
3. Additional Payments. The deposit schedule set forth in this chapter is based upon an estimate of the costs and fees that will be incurred by the village in reviewing and acting upon the applications described. The village may request an additional deposit (or deposits) during the course of the review of land development plans if the deposit (or deposits) paid by the developer to the village has been exhausted. In such event, the developer may redeposit a sum in the same amount as the original deposit or pay the expenses as they are charged. The village reserves the right to delay any further action on the application if there are any outstanding bills owed to the Village.
4. Refunds. At the time the funds deposited are exhausted or final action by the village officials or the written request by an applicant that further action on the application terminate, an itemization of consultants' costs and publication fees and public hearing expenses shall be sent to the developer. Refunds shall be paid by the village to the developer when final action has been taken by village officials or after a termination of the proceedings by the developer.
5. Other Fees and Expenses. This chapter does not affect the amount of nor the manner of payment of other village fees, such as building permit fees, connection fees, and the like. This chapter does not affect the requirements to post security (letter of credit) for public improvements.
6. Building Permits. In the event deposited funds have been exhausted and an additional deposit has not yet been made, building permits shall not be issued until all administrative, professional consulting and public hearing expenses have been paid.

**15.56.030 - Fees- Application Fees for Zoning, Subdivisions, and Annexations**

~~A. Waiver of Fees. Whenever the construction, alteration or addition is being made for any public or government body, there shall be no charge made for any permit issued except for outside plan review fees, plus twelve (12) percent.~~

~~B. Additional Fees:~~

- ~~1. Where work for which a permit is required by this chapter is started or proceeded with, prior to obtaining said permit, by one who knows or should have known the requirements for said permit, the fee above specified shall be increased by one hundred (100) percent. The payment of such additional fee(s) shall not relieve any persons from fully complying~~

~~with the requirements of this chapter, in the execution of the work, nor from any other penalties prescribed herein.~~

- ~~2. A reinspection fee of ninety five dollars (\$95.00) shall be charged to the holder of a building permit, and payment thereof shall be made in full before reinspection made by the building inspectors, necessitated by either of the following conditions:
  - ~~a. That the construction work to be inspected was incomplete at the time the building inspector arrived at the construction site for a scheduled inspection and the holder of the building permit failed to provide reasonable notice to cancel said scheduled inspection;~~
  - ~~b. That the construction in progress, after inspection by the building inspector, is determined by said inspector not to satisfy the minimum standards of the building, electric, fire prevention, subdivision control or zoning regulations of the village and, therefore, must be corrected, reinspected and approved before additional work on the structure can proceed or an occupancy permit can be issued.~~~~
- ~~3. A cancellation fee of fifty dollars (\$50.00) shall be charged to the holder of a building permit or the contractor scheduling an inspection that is cancelled for reasons other than weather related conditions i.e., cancelled final and replace with framing. The cancellation fee must be paid before any further inspections will be scheduled.~~

A. Applicability. Any person, firm, corporation or agent who files a petition for a variation, special use, planned unit development, site plan approval or other relief or approval under the terms of the Zoning Ordinance or who files a petition for an annexation agreement or petition to annex and zone, or who files an application for subdivision of property, shall be charged a fee in accordance with a schedule of fees established by the Village. There shall be no fee, however, in the case on any petition or application filed by the Village Board or Plan Commission of the Village.

B. Schedule of Fees. The following schedule of fees is established:

APPLICATION TYPE:	FEE	NOTES
Annexation	\$250.00 per acre	Minimum \$250.00, includes initial zoning
Rezoning / Map Amendment	\$500.00	not as part of planned unit development
Zoning Text Amendment	\$500.00	
Variation (Residential)	\$250.00	for individual residential property owners only
Variation (Non-Residential)	\$500.00	not as part of planned unit development
Site Plan Review	\$500.00	not as part of planned unit development
Special Use Permit	\$500.00	not as part of planned unit development
Special Use / Planned Unit Development Less Than 10 Acres	\$1,000.00	Includes site plan approval and any map amendments, plats, or code exceptions that may be requested

Special Use / Planned Unit Development More Than 10 acres	\$2,500.00	Includes site plan approval and any map amendments, plats, or code exceptions that may be requested
Special Use / Planned Unit Development Minor Change	\$500.00	
Subdivision Plat	\$500.00	not as part of planned unit development
Zoning Interpretation or Verification Letter	\$50.00	
Zoning Appeal	\$250.00	
ANNEXATIONS AND ANNEXATIONS AGREEMENTS	\$300	In addition to the filing fee the petitioner shall reimburse the Village for the cost of professional services as defined herein.
APPEAL	\$200	The Zoning Board of Appeals may authorize the refund of all or a portion of the filing fee in the following instances: a) The filing fee exceeds actual costs, in which case the applicant shall be refunded the difference. b) The appeal is decided in favor of the applicant.
BUILDING PERMIT		
ENFORCEMENT AND PENALTIES		
OCCUPANCY PERMIT		
PLANNED UNIT DEVELOPMENT	\$300*	Plus \$10.00 for each acre in addition to twenty acres. In addition to the filing fee the petitioner shall reimburse the Village for the cost of professional services as defined herein. Plus the applicant must post a letter of credit for an amount to be determined by the Community Development Director.
SIGN PERMIT		
SITE PLAN REVIEW		
SPECIAL USE	\$300	a) Additional \$50.00 for each notification sign posted on property—one sign per street frontage or as otherwise determined by Community Development Director based on property's size, location and visibility. One half of the sign fee will be refunded upon final action by the Village Board or withdrawal of an application, and retrieval of the sign(s) by the Village. b) In addition to the filing and sign fees the petitioner shall reimburse the Village for the cost of professional services as defined herein.

TEMPORARY STORAGE CONTAINER PERMIT		
TEMPORARY USES		
VARIATION	\$200	Filing and review fee
WIRELESS TELECOMMUNICATIONS ANTENNA, FACILITY, OR ANTENNA	\$1,000	This administrative fee shall be paid by each user or co-locator on a tower
ZONING CERTIFICATE		
ZONING INTERPRETATION		
ZONING TEXT & MAP AMENDMENT	\$300	<p>a) Additional \$50.00 for each notification sign posted on property—one sign per street frontage or as otherwise determined by Community Development Director based on property's size, location and visibility. One half of the sign fee will be refunded upon final action by the Village Board or withdrawal of an application, and retrieval of the sign(s) by the Village.</p> <p>b) In addition to the filing and sign fees the petitioner shall reimburse the Village for the cost of professional services as defined herein.</p>

C. Applicants are responsible for deposits listed in section 15.56.020. Applicants are responsible for all outside consultant expenses for plan review and inspections.

#### 15.056.040 Penalties

Any person, firm, corporation, or entity who violates any provision of this Chapter shall, in addition to any other fines, penalties, fees or remedies set forth elsewhere in this Code or in applicable law, be subject to a fine of not less than one hundred dollars (\$100.00) nor more than one thousand dollars (\$1000.00) for each violation. Each day on which a violation shall continue to exist shall be deemed to constitute a separate offense under this Chapter. In addition, the Village shall have the right to file suit to compel the demolition, repair, or enclosure of work, buildings, or structures in violation of this Chapter, to obtain an injunction requiring compliance with this Chapter or to obtain the recovery of costs incurred by the Village in causing compliance with this Chapter, all as provided for by 65 ILCS 5/11-31-1 et. Seq. of the Illinois Municipal Code.