

**VILLAGE OF DOWNERS GROVE  
REPORT FOR THE VILLAGE COUNCIL MEETING  
MAY 15, 2012 AGENDA**

SUBJECT:	TYPE:	SUBMITTED BY:
Village Council Policy re: Temporary Uses and an Ordinance Amending Temporary Uses and Public Gatherings	✓ Resolution ✓ Ordinance Motion Discussion Only	Enza Petrarca, Village Attorney

**SYNOPSIS**

A resolution has been prepared creating a Village Council Policy regarding Temporary Uses that require Village services or property. An ordinance has been prepared amending the definitions of temporary uses and parades. An Administrative Regulation has also been prepared setting forth fees for rental of Village equipment for such events.

**STRATEGIC PLAN ALIGNMENT**

The Strategic Goals for 2011-2018 included *Exceptional Municipal Services*.

**FISCAL IMPACT**

Pursuant to this policy the Village shall assess fees for the costs of any Village services or property provided for a temporary use event.

**RECOMMENDATION**

Approval on the June 5, 2012 active agenda.

**BACKGROUND**

On September 7, 2010, the Village Council approved the Community Events Commission recommendation to assess fees for the costs of any Village services or property provided for a temporary use event. This policy formalizes that recommendation into a Village Council Policy. It sets forth the fees that may be charged in connection with a temporary use event, i.e. facilitation fees, service fees, equipment fees and property usage fees. The policy also clarifies that these fees are not charged for any parades or open air meetings exercising First Amendment Rights as defined in section 4.201 of the Downers Grove Municipal Code.

An ordinance amendment is also being proposed to further clarify and distinguish between temporary use events and parades/open air meetings.

An Administrative Regulation has been prepared setting forth fees for use of Village equipment.

**ATTACHMENTS**

- Resolution
- Ordinance
- Administrative Regulation

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING  
TEMPORARY USE AND PUBLIC GATHERINGS**

BE IT ORDAINED by the Village Council of the Village of Downers Grove in DuPage County, Illinois, as follows: (Additions are indicated by shading/underline; deletions by ~~strikeout~~):

**Section 1. That Section 4.101. is hereby amended to read as follows:**

**4.101. Definitions.**

“Temporary Use” shall mean an activity, event, sale or similar use which is open to the public and conducted upon the exterior portion of a zoning lot or on Village-owned streets, rights-of-way, parking lots or other open space or may reasonably be expected to materially affect the ordinary use of public streets, rights-of-way, sidewalks or other Village property, or require the Village to allocate its personnel, equipment and/or property at levels of service that exceed the ordinary allocations of such resources for the benefit of the general public. Provided, it is for a limited and defined period of time, with the intent to discontinue such activity upon the expiration of a specific time period; and

1. It is an activity incidental to the principal use of the property or business and the applicant is the owner or lessee of the property; or
2. The business conducting the Temporary Use is a not-for-profit organization registered with the Illinois Secretary of State or qualified as tax exempt pursuant to the Internal Revenue Code; or
3. The activity is the sale of holiday trees during the months of November and December; ~~or~~;
4. It is intended to be a fundraising activity or event.

**Section 2. That Section 4.102. is hereby amended to read as follows:**

**4.102. Permit Required.**

(a) No person shall sell, offer for sale or make a stopping place for the purpose of selling, offering for sale, exhibiting, keeping or storing any merchandise or other property on any public property, including, but not limited to, any street or other public right-of-way, except in conformance with this Chapter. No permit shall be issued for street vendors selling prepared food on Village property unless in conjunction with another event pursuant to this Chapter.

(b) It shall be unlawful to conduct a Temporary Use within the corporate limits of the Village without first obtaining a Temporary Use Permit. Application for such permit shall be in accordance with the terms and conditions contained in Village of Downers Grove Administrative Regulation entitled "Temporary Use Permits: Procedures for Application, Approval and Issue". Any such permit may be subject to the approval of the Director of Community Development or his or her designee on the basis of the adequacy of the parcel size, parking provisions, traffic access and the absence of adverse impacts to adjacent property, the vicinity, or the general public health, safety and welfare. Provided that:

1. A Temporary Use which requires the use of Village services (police, fire, public works) or property may be subject to Village Council approval and a license agreement.
2. In addition to a Temporary Use Permit, certain activities may require additional licensing or

## Events

permitting from the Village (i.e. liquor license, fingerprinting, etc.).

3. A Temporary Use shall be limited to those permitted uses, special uses, and accessory uses allowed in the zoning district in which the Temporary Use is to be located.

4. No more than six (6) Temporary Use Permits shall be issued to any person, corporation or other legal entity in any calendar year, which individually or in the aggregate, shall not exceed one hundred eighty (180) days in any calendar year, unless otherwise specified in this ordinance.

5. Except for holiday tree sales, a Temporary Use shall not be permitted on any vacant or abandoned lots.

(c) Except as provided in this Chapter, a Temporary Use Permit is required for the following:

1. Sales, shows, and exhibits of merchandise including, but not limited to, arts, crafts, plants and farm products.

2. Carnivals, circuses, festivals, theatrical or musical performances or other live entertainment on the streets and public ways of the Village.

3. Temporary tents, awnings, spectator stands or seating, sheds, canopies, shelters and similar structures, provided that such structures comply with all applicable building, health and safety ordinances of the Village.

4. Outdoor Cafés in accordance with Section 4.104. An Outdoor Café is defined as an outdoor seating area in which food and beverages are served and consumed.

5. Athletic Events such as an organized exercise, race, sport or game reasonably anticipated to obstruct the normal flow of traffic. Such events include, but are not limited to, all footraces, marathons, walk-a-thons, bike-a-thons, sports-related celebrations and bike races.

6. Outdoor Display of Merchandise in accordance with Section 4.103.

7. Block Parties - defined as the closing of one block of a public street for no longer than an eight (8) hour period, that is entirely residential for community activities sponsored by the residents of such block.

8. Any event sponsored by an organization representing ten (10) or more businesses in the Village of Downers Grove.

9. Any other activity or event requiring a Temporary Use Permit as deemed necessary by the Director of Community Development.

### **Section 3. That Section 4.201. is hereby amended to read as follows:**

#### **4.201. Definitions.**

(a) The term "parade", as used in this Chapter, shall be defined as any parade, march, demonstration, ceremony, exhibition, pageant, or procession, exercising First Amendment rights, of any kind or any similar display, in or upon any street, sidewalk, park or other public place in the Village. This definition does not include activities subject to a Temporary Use permit as provided in Article I of this Chapter.

(b) The term "open air meeting", as used in this Chapter, shall be defined as any demonstration, picket line, rally or congregation of citizens held outdoors and upon any public property for the purpose of hearing speakers or discussing some matter of common interest where the number of participants expected may reasonably be assumed to exceed fifty (50) persons. The closing of one block of a public street which is entirely residential for community activities sponsored by the residents of such block shall not be construed to be an open air meeting under this definition.

**Section 4.** That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Events

**Section 5.** That this ordinance shall be in full force and effect from and after its passage and publication in the manner provided by law.

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Mayor

Passed:

Published:

Attest: \_\_\_\_\_

Village Clerk



# Village of Downers Grove

## Official Village Policy Approved by Village Council

Description:	<b>Temporary Use (Community Events) Policy</b>		
Res. or Ord. #:	<b>Res. 2012-</b>	Effective Date:	<b>6/5/12</b>
Category:	<b>Legislative and General Management</b>		
	<input checked="" type="checkbox"/> New Council Policy		
	Amends Previous Policy Dated: _____		
	Description of Previous Policy (if different from above): _____		

### RESOLUTION 2012-

#### **A RESOLUTION ESTABLISHING A POLICY REGARDING TEMPORARY USES THAT REQUIRE VILLAGE SERVICES OR PROPERTY**

WHEREAS, community events are an important part of the Village of Downers Grove; and

WHEREAS, Chapter 4 of the Downers Grove Municipal Code regulates community events and more specifically defines them as Temporary Uses; and

WHEREAS, the Village Manager has issued an Administrative Regulation entitled: Temporary Use Permits; Procedures for application, Approval and Issue, that specifically outlines the process and fees associated for obtaining a Temporary Use Permit; and

WHEREAS, on September 7, 2010, the Village Council approved the Community Events Commission recommendation to assess fees for the costs of any Village services rendered for Temporary Uses; and

WHEREAS, the Village Council has determined it is in the best interest of the Village to establish a policy to be followed for Temporary Uses that require the use of Village services or Village property;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Downers Grove, DuPage County, Illinois as follows:

1. All Temporary Uses shall comply with the requirements of Chapter 4 of the Downers Grove Municipal Code and the Administrative Regulation regarding Temporary Use Permits and shall otherwise comply with all terms and conditions of any permit issued.
2. Applicants for Temporary Uses that affect the ordinary use or availability of Village resources or uses Village property, and that requires the allocation of Village resources at a greater level than

the level at which such resources are allocated for the general public, shall pay the Village's costs of providing such services, personnel, equipment or property as provided herein. Depending upon the nature of the event, in addition to an application fee and permit fee, the Village shall charge the following fees:

- a. Facilitation fee – to cover the costs of all staff time spent on facilitating the event, including consulting, training, marketing and community relations. The fee would be equal to actual time spent by Village staff.
  - b. Village Services fee – to cover the actual direct and indirect costs of Village services and staff time provided before, during and after the event, including street closures, set-up and take-down, public safety and any other service provided by the Village.
  - c. Village Equipment Rental Options – cost to use Village equipment. A list of rental options is attached hereto and incorporated herein as Exhibit A. The amount of the fees to rent such equipment is set forth in the Village's "User Fine and License Fee Schedule" as amended from time to time.
  - d. Village Property Use fee – to cover the costs for the use of Village property. The amount of the fee is set forth in the Village's "User Fine and License Fee Schedule" as amended from time to time. This fee will not be assessed to not-for-profit organizations, unless the use of the property reduces revenue generating opportunities for the Village.
3. Other than the application and permit fees, no other fees assessed per this policy shall be waived pursuant to the Village Council Policy Regarding Fee Waivers.
  4. In an effort to promote and facilitate Temporary Use events, the Village may: 1) provide certain public safety services as determined necessary by the Village; 2) provide other services as requested by the applicant; and, 3) provide community relations and marketing services as requested by the applicant.
  5. This policy does not apply to parades or open air meetings exercising First Amendment Rights as defined in Section 4.201 of the Village of Downers Grove Municipal Code.
  6. The validity of any action otherwise taken by the Council in accordance with applicable law shall not be invalidated, impaired, or otherwise affected by noncompliance with any part of the policy set forth herein.
  7. All resolutions or motions in conflict with the provisions of this resolution are hereby repealed.
  8. That this resolution shall be in full force and effect from and after its passage and approval as provided by law.

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Martin Tully, Mayor

Passed: \_\_\_\_\_

Attest: April K. Holden

**Exhibit A  
Equipment Rental Options**

<b>Item</b>	<b># Available</b>
<b>Barricades</b>	
Type I	25
Type III	40
French	120
Traffic Cones	50
Signage	
Arrow Board	4
Message Board	2
No Parking Signs on lathe	
Benches	80
1 ton dump truck	
5 ton dump truck	
10 ton dump truck	
Front end loader	
Street sweeper	
Ice pedestal	80
Garbage Cans	180
Recycle Cans	116
16' x 16' stage unit	1
Plastic fencing with posts	800ft
60 Amp Elec Dist Box per box	5
Electric Cable per foot	600ft
Cable Ramp	20



# Village of Downers Grove

## Administrative Regulation Issued by Village Manager

Description:	<b>User-Fee, License and Fine Schedule</b>	
Manager's Name:	David Fieldman, Village Manager	Effective Date: <u>06/05/12</u> Deleted: 5/8/12
Category:	<b>Financial Services</b>	
	<input type="checkbox"/> New Administrative Regulation	<b>05/8/12; 1/1/12; 11/1/11; 10/11/11; 04/19/11; 11/09/10; 10/12/10; 09/07/10; 06/15/10; 05/18/10;</b>
	<input checked="" type="checkbox"/> Amends Previous Regulation Dated:	<u>04/20/10</u>
	Description of Previous Regulation (if different from above): _____	

## USER-FEE, LICENSE AND FINE SCHEDULE

### TABLE OF CONTENTS

- [Chapter 1: General Provisions](#)
- [Chapter 2: Administration](#)
- [Chapter 3: Alcoholic Liquor](#)
- [Chapter 4: Temporary Use & Public Gatherings](#)
- [Chapter 5: Animals and Fowl](#)
- [Chapter 6: Bicycles](#)
- [Chapter 7: Buildings](#)
- [Chapter 8: Business and Activity Licenses / Regulations](#)
- [Chapter 9: Office of Emergency Management](#)
- [Chapter 10: Electricity](#)
- [Chapter 11: Cable / Video Service](#)
- [Chapter 12: Historic Preservation](#)
- [Chapter 13: Health and Sanitation](#)
- [Chapter 13A: Housing](#)
- [Chapter 14: Motor Vehicles and Traffic](#)
- [Chapter 15: Offenses - Miscellaneous](#)
- [Chapter 16: Plumbing](#)
- [Chapter 17: Police and Fire](#)
- [Chapter 18: Sewers and Sewage Disposal](#)
- [Chapter 19: Streets and Sidewalks](#)
- [Chapter 20: Subdivision Ordinance](#)
- [Chapter 21: Taxation](#)



[Chapter 22: Taxis and Other Vehicles for Hire](#)

[Chapter 23: Repealed by Ord. No. 3257, § 1](#)

[Chapter 24: Trees and Shrubs](#)

[Chapter 25: Water](#)

[Chapter 26: Stormwater and Floodplain](#)

[Chapter 27: Revenue Bonds](#)

[Chapter 28: Zoning](#)

[Chapter 1: General Provisions](#)

Copies of the following codes, regulations, plans, standards and ordinances may be obtained by payment to the Village of the following fees:

<b>Fee Title</b>	<b>Amount of Fee</b>	<b>Code Section</b>
Late Penalty; Administrative fees	\$26.00	1.15.2.
Damage to Village Property	\$77.00/plus actual costs	1.21
Standard Copies	No charge	1.27
Color Copies	\$0.10/page	1.27
Plats or Maps	Actual cost of reproduction	1.27
Photographs, video tapes, DVDs or CDs	Actual cost of reproduction	1.27

[Chapter 2: Administration](#)

<b>Fee Title</b>	<b>Amount of Fee</b>	<b>Code Section</b>
Insufficient Funds Received (NSF)	\$27.00	2.33.1

[Chapter 3: Alcoholic Liquor](#)

The fee for the various classes of liquor licenses shall be as follows:

<b>Fee Title</b>	<b>Amount of Fee</b>	<b>Code Section</b>
Application Fee	\$1,445.00	3.9
Outdoor Application Fee	\$635.00	3.9
Indoor & Outdoor Application Fee	\$1,760.00	3.9
Expedited Application Fee	\$720.00	3.9
One time license fee (classification creation)	\$2,575.00	3.9
<b>License Fees:</b>		
BYO	\$525.00	3.14
B-1 (Brew Pub – Full Alcohol)	\$3,335.00	3.14
C-1 (Club, private – Full Alcohol)	\$790.00	3.14
E-1 (Theater – Full Alcohol)	\$1,750.00	3.14
E-2 (Comedy Club – Full Alcohol)	\$1,750.00	3.14
E-3-A (Golf Course – Beer/Wine)	\$1,915.00	3.14
E-3-B (Recreational Facility - Beer/Wine)	\$2,370.00	3.14
E-3-C (Recreational Facility - Full Alcohol)	\$3,780.00	3.14
E-3-D (Billiard Hall – Full Alcohol )	\$3,780.00	3.14
E-4 (Cultural/Performing Arts Facility - Beer/Wine)	\$1,990.00	3.14
E-5 (Entertainment/Restaurant - Full Alcohol)	\$4,225.00	3.14
E-6 (Gaming Facility – Full Alcohol)	\$3,780.00	3.14
H-1 (Hotel Full Alcohol)	\$4,170.00	3.14
K-1 (Catering - Full Alcohol)	\$980.00	3.14
K-2 (Catering Park District – Beer/Wine)	\$1,120.00	3.14
O-1 (Outdoor)	\$280.00	3.14
P-1 (Packaged - Full Alcohol)	\$2,130.00	3.14
P-2 (Packaged - Beer/Wine)	\$1,340.00	3.14
P-3 (Packaged -Wine Shop – Beer/Wine)	\$1,280.00	3.14
P-O-2 (Packaged (Full) On site (Full)	\$2,690.00	3.14
R-1 (Restaurant - Full Alcohol)	\$3,195.00	3.14
R-2 (Restaurant - Beer/Wine)	\$1,800.00	3.14
S-1 (Special Event –hearing required)	\$430.00	3.14
S-2 (Special Event – no hearing)	\$100.00	3.14
W-1 (Wine Boutique – Full Alcohol)	\$1,600.00	3.14
Late Fee	\$260.00	3.14; 3.16
Extension of Liquor Serving Hours	\$57.00/request (limit - 4 per year)	3.31




**Chapter 7: Buildings**

The following fees shall apply to buildings within the Village limits:

<b>Fee Title</b>			<b>Amount of Fee</b>	<b>Code Section</b>
Demolition & Construction Signage			\$130.00	7.803 & 7.1801(k)
Demolition fee < 30,000 sq. ft.			\$515.00	7.803
Demolition fee 30,000+ sq. ft.			\$515.00 + \$35.00 each additional 100 sf. or fraction thereof	7.803
New Accessory Building < 200 sf			\$105.00	7.803
New Accessory Building 200+ sf			\$440.00	7.803
Residential, Non-Residential and Associated Buildings			\$1,390.00 (for first 1,000sf), plus \$695.00 increments per 1,000 sf thereafter. See table for examples:	7.803
<b>Sq. feet</b>	<b>Base</b>	<b>Increment</b>	<b>Total</b>	
0-999	\$1,390.00	\$0.00	\$1,390.00	7.803
1,000-1,999	\$1,390.00	\$695.00	\$2,085.00	7.803
2,000-2,999	\$1,390.00	\$1,390.00	\$2,780.00	7.803
3,000-3,999	\$1,390.00	\$2,085.00	\$3,475.00	7.803
10,000-10,999	\$1,390.00	\$6,950.00	\$8,340.00	7.803
20,000-20,999	\$1,390.00	\$13,900.00	\$15,290.00	7.803
Residential Additions, Alterations & Repairs			\$360.00 basic fee, plus plumbing & electrical fees	7.803
Commercial Additions, Alterations & Repairs			\$745.00 (for the first 1,000 sf), plus \$695.00 increments per 1,000 sf thereafter. See table for examples	7.803
<b>Sq. feet</b>	<b>Base</b>	<b>Increment</b>	<b>Total</b>	
0-999	\$745.00	\$0.00	\$745.00	7.803
1,000-1,999	\$745.00	\$695.00	\$1,440.00	7.803
2,000-2,999	\$745.00	\$1,390.00	\$2,135.00	7.803
3,000-3,999	\$745.00	\$2,085.00	\$2,830.00	7.803
10,000-10,999	\$745.00	\$6,950.00	\$7,695.00	7.803
Heating, and Mechanical Ventilation Systems			\$105.00	7.803
Canopy, Fixed Awning or Alteration thereof			\$105.00	7.803
New Elevator, Escalator, Lifts, Hoists, Dumbwaiters, Conveyors Inspection Fee			\$130.00	7.803
Existing Elevator, Escalator, Lifts, Hoists, Dumbwaiters, Conveyors Inspection Fee			\$55.00	7.803
Swimming Pools & Hot Tubs			\$310.00	7.803
Deck Permits			\$105.00	7.803
Other work requiring permit (roof replacement, concrete work, commercial equipment, structural repairs, etc. if value of work is <\$25,000.00			\$80.00	7.803
Other work requiring permit (roof replacement, concrete work, commercial equipment, structural repairs, etc. if value of work is \$25,000.00+			\$310.00	7.803
Inspection fee			\$80.00	7.803
Re-Inspection fee			\$55.00	7.804
Certificate of Occupancy			\$80.00	7.805
Certificate of Compliance			\$80.00	7.805
Temporary Certificate of Occupancy			\$80.00	7.805
Demolition/Construction Site Management Bond			\$5,000.00	7.1801(t)
Demolition/Construction fee for late work			\$260.00/day	7.1801(u)(2)
Non-Compliance with Construction/Site Management Ordinance			\$260.00/day per violation	7.1801(v)
Failure to clean street in area of subject property			\$310.00/occurrence	7.1801(v)(i)

## [Chapter 8: Business Activity Licenses / Regulations](#)

Fees for business activity licenses and regulations shall be as follows:

<b>Fee Title</b>	<b>Amount of Fee</b>	<b>Code Section</b>
Business & Activity License Denial	\$52.00	8.3
Reading in the Art of Divination License	\$515.00/year or \$52.00/day	8.12
Fingerprinting Fee	\$40.00	8.13; 8.31.04; 8.31.07; 8.2007
Entertainment License Denial	\$103.00	8.31.04
Pre-Adolescent Entertainment Facility	\$1,980.00	8.31.07
Adolescent Entertainment Facility	\$1,980.00	8.31.07
Adult Entertainment Facility	\$1,980.00	8.31.07
Mixed Entertainment Facility	\$1,980.00	8.31.07
Entertainment License Variance Request	\$103.00	8.31.07
Electrical Contractor License (per year)	\$103.00	8.38
Electrical Contractor License Late Fee	\$103.00	8.38
Electrical Contract Written Test	\$77.00	8.39
Amusement Device License (>20)	\$615.00	8.50
Amusement Device License (20-29)	\$825.00	8.50
Amusement Device License (30-39)	\$1,030.00	8.50
Amusement Device License (40+)	\$1,235.00	8.50
Movie Arcade License	\$52.00	8.54
Class A Scavenger License	\$3,090.00	8.58
Class B Scavenger License	\$515.00	8.58
Scavenger License Late Filing Fee	\$515.00	8.61
Scavenger License Late Renewal Filing Fee	\$155.00	8.61
Going Out of Business/Removal Sale	\$26.00	8.70
Tree Removal License (per year)	\$77.00	8.73
Adult Establishment License Processing Fee	\$260.00 & \$5,000 letter of credit	8.1904
Massage Establishment License Processing Fee	\$260.00	8.2007
License and Renewal Fee	\$103.00	8.2007

## [Chapter 9: Office of Emergency Management](#)

Reserved.

## [Chapter 10: Electricity](#)

Fees with regards to electricity shall be as follows:

<b>Fee Title</b>	<b>Amount of Fee</b>	<b>Code Section</b>
Electrical Installation Re-Inspection	\$52.00	10.701(a)
Electrical Repair/Remodeling Work	\$82.00	10.701(b)

## [Chapter 11: Cable / Video Service](#)

Fees with regards to cable and video services shall be as follows:

<b>Fee Title</b>	<b>Amount of Fee</b>	<b>Code Section</b>

## [Chapter 12: Historic Preservation](#)

Reserved.

## [Chapter 13: Health and Sanitation](#)

<b>Fee Title</b>	<b>Amount of Fee</b>	<b>Code Section</b>
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Nuisance Abatement Notification	\$41.00+ costs	13.8
Mosquito Abatement	\$36.00	13.9
Noxious Weed Removal	\$36.00 +actual cost of removal	13.18
Recycling Bin	\$15.00	13.49.4(e)

## [Chapter 13A: Housing](#)

Reserved.

## [Chapter 14: Motor Vehicles and Traffic](#)

Fees with regards to motor vehicles and traffic shall be as follows:

<b>Fee Title</b>	<b>Amount of Fee</b>	<b>Code Section</b>
Handicapped Placard	\$2.00	14.108(f)
Replacement Placard	\$2.00	14.108(f)
Pay by Phone	\$0.50	14.109(a)(v)
Cash Key Card	\$25.00	14.111.2
Unpaid Parking Ticket Processing Fee	\$25.00	14.97.5(a)
<b>Overweight Vehicles</b>		14.162 ( c )
<b>Permit Size - Weight with Load:</b>		
<b>Up to 88,000 lbs.</b>		
Single trip	\$52.00	
Round trip	\$77.00	
Continuous	\$155.00	
<b>Up to 88,001-100,000 lbs.</b>		
Single trip	\$77.00	
Round trip	\$103.00	
Continuous	\$180.00	
<b>Up to 100,001-120,000 lbs.</b>		
Single trip	\$103.00	
Round trip	\$130.00	
Continuous	\$230.00	
<b>Up to 120,001-150,000 lbs.</b>		
Single trip	\$130.00	
Round trip	\$155.00	
Continuous	\$310.00	
<b>Over 150,000 lbs.</b>		
Single trip	\$130.00*	
Round trip	\$155.00*	
Continuous	\$310.00*	
*Plus necessary and appropriate administrative, engineering and road damage fees	Actual Cost	
<b>Permit Size – Width</b>		
<b>Up to 12'</b>		
Single trip	\$52.00	
Round trip	\$77.00	
Continuous	\$155.00	
<b>12'1"-13'6"</b>		
Single trip	\$77.00	
Round trip	\$103.00	
Continuous	\$180.00	
<b>Over 13'6"</b>		
Single trip	\$77.00*	
Round trip	\$103.00*	
Continuous	\$180.00*	
*Plus necessary and appropriate administrative, engineering and road damage fees	Actual Cost	
<b>Permit Size – Height</b>		
<b>13'6" – 14'6"</b>		
Single trip	\$52.00	
Round trip	\$77.00	
Continuous	\$155.00	
<b>Over 14'6"</b>		

Single trip	\$52.00*	
Round trip	\$77.00*	
Continuous	\$155.00*	
*Plus necessary and appropriate administrative, engineering and road damage fees	Actual Cost	
<b>Permit Size – Length</b>		
<b>Up to 75'</b>		
Single trip	\$52.00	
Round trip	\$77.00	
Continuous	\$155.00	
<b>75'1"-100'</b>		
Single trip	\$77.00	
Round trip	\$103.00	
Continuous	\$180.00	
<b>Over 100'</b>		
Single trip	\$77.00*	
Round trip	\$103.00*	
Continuous	\$180.00*	
*Plus necessary and appropriate administrative, engineering and road damage fees	Actual Cost	

### [Chapter 15: Offenses – Miscellaneous](#)

The following fees shall apply to miscellaneous violations of the Village’s Municipal Code:

<b>Fee Title</b>	<b>Amount of Fee</b>	<b>Code Section</b>
Solicitation Permit	\$52.00	15.36

### [Chapter 16: Plumbing](#)

Fees with regards to plumbing are as follows:

<b>Fee Title</b>	<b>Amount of Fee</b>	<b>Code Section</b>
Residential Plumbing Permit	\$230.00	16.401(a)(1)
Commercial Plumbing Permit	\$385.00	16.401(a)(2)

### [Chapter 17: Police and Fire](#)

The following fees shall apply to police and fire services:

<b>Fee Title</b>	<b>Amount of Fee</b>	<b>Code Section</b>
Towing of Certain Vehicles	\$88.00	17.21
<b>Emergency Medical Service and/or Transportation - Residents</b>		17.28
Basic Life Support Calls	\$465.00	
Advanced Life Support Calls	\$620.00	
Advanced Life Support Calls II	\$670.00	
Mileage per loaded mile	\$8.25	
<b>Emergency Medical Service and/or Transportation – Non-Residents</b>		17.28
Basic Life Support Calls	\$565.00	

Advanced Life Support Calls	\$775.00	
Advanced Life Support Calls II	\$825.00	
Mileage per loaded mile	\$8.25	
<b>FIRE PLAN EXAMINATION FEES</b>		
<b>Sprinkler Plan Examination Fees</b>		17.46
1-20 Sprinklers	\$260.00	
21-100 Sprinklers	\$465.00	
101-200 Sprinklers	\$565.00	
201-300 Sprinklers	\$670.00	
301-400 Sprinklers	\$775.00	
401-500 Sprinklers	\$875.00	
Over 500 Sprinklers	\$980.00	
Per Sprinkler over 500 Sprinklers	\$1.55	
<b>Standpipe System Plan Examination Fee</b>		17.46
1 <sup>st</sup> Standpipe	\$205.00	
For each additional Standpipe	\$155.00	
<b>Fire Pump Plan Examination Fee</b>	\$360.00	17.46
<b>Upgraded or Enhancement Design Review for Existing Sprinkler or Standpipe</b>	Actual Cost	17.46
<b>Spray Booths</b>	\$155.00	
<b>Suppression System Plan Examination Fees:</b>		17.46
Restaurant Wet Chemical System (per hood system)	\$360.00	
Restaurant Mechanical Hood & Duct System (per hood)	\$360.00	
<b>Gas Suppression System or Dry Chemical Systems (per pound of agent used)</b>		17.46
1-50 lbs.	\$155.00	
1-100 lbs.	\$205.00	
101-200 lbs.	\$255.00	
201-300 lbs.	\$335.00	
301-400 lbs.	\$415.00	
401-500 lbs.	\$490.00	
501-750 lbs.	\$565.00	
751-1,000 lbs	\$645.00	
Over 1,000 lbs.	\$720.00	
Per pound of agent over 1,000 lbs.	\$1.03	
<b>Fire Detection and Alarm System Plan Examination Fee</b>		17.46
First 15,000 sf of complete new system	\$205.00	
Each additional 15,000 sf or portion thereof	\$205.00	
<b>Above Ground Storage Tank Review</b>		17.46
Above Ground Tank Installation (per tank)	\$310.00	
Underground Tank Installation (per tank)	\$310.00	
Underground Tank Removal (per tank)	\$310.00	
Underground Tank Bond	\$10,000.00	
<b>Additional Technical Resources or Assistance Plan Examination Fee – Special Consultation</b>	Actual Cost	
		17.47
<b>Permit &amp; Inspection Fees</b>		
Open Burning Permit (per occurrence)	\$52.00	

Fireworks Permit (per occurrence)	\$77.00	
Spray Booth Permit (annual)	\$52.00	
Commercial/Industrial Underground Petroleum Storage (annual)	\$155.00	
Liquefied Petroleum Gas Tank Storage & Sales	\$52.00	
Tar Kettle Permit (per occurrence)	\$77.00	
Spray Booth Inspection	\$103.00	
Above Ground Tank Installation Inspection (per tank)	\$103.00	
Commercial/Industrial Above Ground LPG Tank/GNG Tank Installation Inspection (per tank)	\$155.00	
Underground Tank Installation Inspection (per tank)	\$103.00	
Underground Tank Removal Inspection (per tank)	\$103.00	
Tank Re-Inspection (each)	\$103.00	
Hydro Static Test	\$103.00	
Fire Alarm Acceptance Test	\$103.00	
Restaurant Mechanical Hood & Duct System	\$103.00	
Fire Pump Acceptance Test	\$155.00	
Fire Pump Annual Inspection Fee	\$155.00	
Generator Acceptance Test	\$155.00	
Miscellaneous Fire Permit Inspection	\$77.00	
Walk through inspection	\$52.00	
<b>Re-Inspections</b>		
1 <sup>st</sup> , 2 <sup>nd</sup> & Subsequent Re-Inspections (each)	\$77.00	
Fire Extinguisher Training (per hour)	\$52.00	
Fire Watch Personnel (per person/1 <sup>st</sup> hour)	\$103.00	
Fire Watch Personnel (per person/each additional hour)	\$77.00	
Fire Watch Apparatus Standby (per hour)	\$155.00	
Malfunctioning/Disrepair Alarm System per day (beginning 31 <sup>st</sup> day after notification)	\$31.00	17.62
Alarm System Disconnection Fee	\$205.00	17.68
<b>Alarm System Connection Fee</b>		17.71
Initial connection fee to Village's digital alarm receiving panel	\$103.00	
Annual surveillance fee for connected system	\$205.00	
Alarm surveillance fee (annual, received 2/1-3/1)	\$260.00	
Alarm surveillance fee (received after March 1 <sup>st</sup> )	\$315.00	
Alarm Board Late fee	\$55.00	
Alarm System Plan review fee	\$103.00	
User fails to post notice	\$77.00	
User fails to provide written test results	\$155.00	
User violates 17.62(a) for 30+ days	\$31.00	
User violates 17.62(d) or (e)	\$103.00	
User violates 17-63	\$103.00	
User violates 17.66 & 17.67	See Penalty on subsequent false alarms	



<b>False Alarms</b>		
<b>Commercial</b>		
Third, Fourth or Fifth false alarm within 60 days	\$310.00	
Six or more false alarms in 60 days	\$620.00	
<b>Residential</b>		
Third, Fourth or Fifth false alarm within 60 days	\$103.00	
Six or more false alarms in 60 days	\$155.00	
<b>Security Alarm Systems</b>		
		17.71
<b>Commercial</b>		
On an annual basis with the year beginning each January		
False alarms 1 through 3	No Fee	
False alarms 4 through 9	\$310.00	
False alarms 10 through 14	\$615.00	
False alarms 15 and over	\$1,030.00	
<b>Residential</b>		
On an annual basis with the year beginning each January		
False alarms 1 through 3	No fee	
False alarms 4 through 9	\$103.00	
False alarms 10 through 14	\$155.00	
False alarms 15 and over	\$205.00	

[Chapter 18: Sewers and Sewage Disposal](#)

The following fees shall apply to sewers and sewage:

<u>Fee Title</u>	<u>Amount of Fee</u>	<u>Code Section</u>

[Chapter 19: Streets and Sidewalks](#)

The following fees shall apply to the construction of streets or sidewalks:

<u>Fee Title</u>	<u>Amount of Fee</u>	<u>Code Section</u>
Sidewalk Construction	\$/57.00lineal foot	19.14.1(c)
Encroachment License	\$77.00	19.17

[Chapter 20: Subdivisions](#)

The following fees shall apply to the construction of subdivisions:

<u>Fee Title</u>	<u>Amount of Fee</u>	<u>Code Section</u>


[Chapter 21: Taxation](#)

Reserved.

[Chapter 22: Taxis and Other Vehicles for Hire](#)

The following fees are related to Taxi's:

<b>Fee Title</b>	<b>Amount of Fee</b>	<b>Code Section</b>
Fingerprinting Fee	\$40.00	22.302
Cab Company License Fee	\$205.00	22.302
Cab Company Late Filing Fee	\$52.00	22.302

[Chapter 23: Repealed by Ord. No. 3257, § 1](#)

Reserved.

[Chapter 24: Trees and Shrubs](#)

<b>Fee Title</b>	<b>Amount of Fee</b>	<b>Code Section</b>
Tree Pruning	\$72.00/+ actual cost of pruning	24.4(f)(1)
Tree Pruning	\$72.00/+ actual cost of pruning	24.6(e)

[Chapter 25: Water](#)

The following fees are related to water:

<b>Fee Title</b>	<b>Amount of Fee</b>	<b>Code Section</b>
<b>Watering Permit</b>	\$31.00	25.5(c3)
<b>Temporary Use of Public Hydrants</b>		25.11
Permit Fee	\$26.00	25.11 (2) (b)
Security Deposit		25.11 (2)(a)
Meter Size		
5/8"	\$540.00	
1"	\$760.00	
3"	\$1,900.00	
Meter Rental	\$11.00/week	25.11 (2)(b)
Amount of Water Used	Actual cost	
Water Service Deposit	2 mo. Estimated water service charge or \$50.00 - whichever is greater	25.18 (1)
Meter Repair/Replacement	\$5.00+ cost of replacement	25.24
Water reconnection:		
During standard operating hours	\$42.00	
Handling/Service Charge for accounts notified of service termination for non-payment	\$50.00	
Water billing late fee	10% of delinquency	
Disconnection of Water Service Pipes	Actual cost	

<b>Water System Connection Fees</b>		
Water Service Inspection Fee	\$65.00	25.40(a) (1)
<b>Tap Fee</b>		
Tap Size		25.40(b)
1"	\$240.00	
1 ½"	\$380.00	
2"	\$440.00	
Over 2"	\$610.00	
<b>Meter Installation</b>		
Meter Size		25.40(b)
5/8" or ¾"	\$270.00	
1"	\$380.00	
1 ½"	\$1,550.00	
2"	\$1,830.00	
3"	\$3,030.00	
4"	\$4,020.00	
6"	\$6,430.00	
<b>Capacity Fee</b>		
Tap Size		25.40 c(1)
1"	\$2,165.00	
1 ¼"	\$2,370.00	
1 ½"	\$5,355.00	
2"	\$10,610.00	
4"	\$16,995.00	
6"	\$31,930.00	
8"	\$53,150.00	
10"	\$106,295.00	
12"	\$255,025.00	
Upgrade to existing line size	Incremental amount of the capacity fee between the line sizes	
<b>Construction Water Charge</b>		
Multiple family residence	\$95.00	25.40(e)
Commercial or industrial structure	\$95.00	
Residential Single Family	\$47.00	

## Chapter 26: Stormwater and Floodplain

The following fees shall apply to stormwater and floodplain management:

<b>Fee Title</b>	<b>Amount of Fee</b>	<b>Code Section</b>
<b>Stormwater Management</b>		26.612
Review and inspection fees		
1. Accessory structures, additions to principal structures and new impervious surfaces such as a driveway or patio:		
(a) Disturbed area less than 500 sq ft.	\$55.00 plus actual consultant fees, if review is performed by consultant; \$55.00, if review is performed internally by Village staff	
(b) Disturbed area 500 – 5,000 sq ft.	\$120.00 plus actual consultant fees, if review is performed by consultant; \$230.00, if review is performed internally by Village staff	
(c) Disturbed area over 5,000 sq ft.	\$265.00 plus actual consultant fees, if review is performed by consultant; \$475.00, if review is performed internally by Village staff	
2. New single family residential construction:		
	\$265.00 plus actual consultant fees, if review is performed by consultant;	

	\$475.00, if review is performed internally by Village staff	
3. New Construction (other than single-family residential); Subdivisions or Planned Developments processed pursuant to the Village of Downers Grove Municipal Code:		
Estimated probable cost to construct the stormwater facility	Review & Inspection Fee	
\$2,499 or less	6% of estimated cost	
\$2,500 to \$9,999	5% of estimated cost, but not less than \$160	
\$10,000 to \$24,999	4.5% of estimated cost, but not less than \$515	
\$25,000 to \$49,999	4% of estimated cost, but not less than \$1,150	
\$50,000 to \$99,000	3.75% of estimated cost, but not less than \$2,060	
\$100,000 to \$199,999	3.5% of estimated cost, but not less than \$3,850	
\$200,000 or more	3.255% of estimated cost, but not less than \$7,210	
4. Developments requiring Special Management Area (Floodplains, Wetlands, Wetland Buffers, Localized Poor Drainage Areas and Riparian environment)	\$210.00 per submittal	
5. Re-Inspection fee. No inspection will occur until fee is paid.	\$55.00	
6. Runoff Storage Fees	Varies	Article XVI
7. Outside consultant deposit.	\$210.00 (surplus to be returned at permit issuance or deficiency paid prior to permit issuance)	
Filing of Appeal	\$350.00	26.1800.B
Filing of Variance	\$350.00	26.1900.E

## [Chapter 27: Revenue Bonds](#)

Reserved.

## [Chapter 28: Zoning](#)

The following fees shall apply to zoning:

<b>Fee Title</b>	<b>Amount of Fee</b>	<b>Code Section</b>
Signs <25 sf	\$75.00	28.305(a)(1)(a)
Signs 25+ sf	\$75.00, plus \$1/per sf over 25 sf	28.305(a)(1)(b)
Electrical Connection for Signs	\$50.00	28.301(a)(2)
Sign Plan Review	\$80.00	38.301(a)(3)
Fence Permit	\$55.00	28.301 (a)(4)
<b>Zoning Applications:</b>		
Residential Variations	\$375.00	28.301(b)(1)(a)
Commercial Variations	\$450.00	28.301(b)(1)(b)
Rezoning	\$450.00	28.301(b)(2)
<b>Special Use</b>		
Residential Special Use	\$450.00	28.301(b)(3)(a)
Commercial Special Use	\$875.00	28.301(b)(3)(b)
Planned Development and Amendments to Planned Developments	\$1,500.00	28.301(b)(4)
Text Amendments	\$450.00	28.301(b)(5)
Annexation Petitions	\$375.00	28.301(b)(6)
Appeals Fee	\$450.00	28.301(b)(7)
Zoning Verification Letter Fee	\$35.00	28.301(b)(8)

