

**VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL MEETING
NOVEMBER 20, 2012 AGENDA**

SUBJECT:	TYPE:	SUBMITTED BY:
FY13 Budget Implementation Actions	<ul style="list-style-type: none"> ✓ Resolution ✓ Ordinance Motion Discussion Only 	David Fieldman, Village Manager

SYNOPSIS

An ordinance and resolutions have been prepared to address the following items related to the implementation of the FY13 Budget, which the Village Council approved on November 13, 2012:

- Increase in Water Rates per the Water Rate Study
- Updates to the Compensation Plan
- Formalizes a program to allow overnight parking in Lot L
- Removes parking fees from the Municipal Code and lists the items in the Administrative Regulation titled “User-Fee, License and Fine Schedule.” Quarterly Commuter Parking Fees will increase as shown in the table included in this memo.

STRATEGIC PLAN ALIGNMENT

The goals for 2011-2018 include *Steward of Fiscal and Environmental Sustainability*.

FISCAL IMPACT

The fee updates and increases are consistent with the FY13 Budget approved on November 13, 2012.

BACKGROUND

Water Rates

Per the approved FY13 budget and the Long-Range Financial Plan (LRFP) recommendations, the water rates will be increased to align with the recommendations of the 2010 Water Rate Study. The 2013 water rates also include the increases in the rates charged by the DWC, which announced a series of rate increases that became effective January 1, 2012. The price increase from the DuPage Water Commission (DWC) reflects a pass-through of the City of Chicago water rate increases as well as increases for DWC existing debt service payments and planned capital improvements.

The 2010 Water Rate Study included a model projecting the total cost of owning, operating and maintaining the Village water system, assuming 10% annual increases in the cost of water from the DWC. Because the increases implemented by the DWC are substantially greater than the increases assumed in the 2010 model, staff updated the model to account for the increases proposed by the DWC through 2015.

Year	Required Revenue Increases per 2010 Model	Required Revenue Increases Per the Revised Model
2012	14%	25% ✓
2013	14%	18%
2014	10%	14%
2015	9%	14%

The following table shows the proposed water rates that will go into effect for bills received after March 1, 2013. The bi-monthly fixed charges by water meter size are consistent with the proposed rates contained in the Water Rate Study. The bi-monthly volume charge reflects the increases proposed in the Water Rate study plus the additional amount needed to cover the DWC rate increase.

Bi-Monthly Fixed Charge by Water Meter Size	2012	2013 Proposed
5/8"	\$9.31	\$10.50
1"	\$13.96	\$15.75
1 1/2"	\$46.53	\$52.52
2"	\$74.45	\$84.02
3"	\$139.59	\$157.55
4"	\$232.66	\$262.58
6"	\$465.31	\$525.15
10"	\$1,116.75	\$1,260.36
Bi-Monthly Unit Fee	2012	2013 Proposed
Inside Village	\$4.13	\$4.89
Outside Village	\$4.76	\$5.61

It is important to note that the pass-through of the increase in the cost of purchasing water from the DWC affects only the unit fee portion of the Village rates, and the fixed fee portion does not change from the original plan. The following table shows how the new water rates will impact typical users in 2013.

User Category	Typical Meter Size	Current Bi-Monthly Bill	Proposed 2013 Bi-monthly Bill
Typical Residential User	5/8"	\$71.26	\$83.85
Typical Commercial User	1.5"	\$459.53	\$541.52
Typical Industrial User	2"	\$900.45	\$1,062.02

Compensation Plan

The Village maintains a compensation plan and structure for its employees that are not otherwise represented by a collective bargaining unit. The wages and salary ranges that make up this plan have not been adjusted since December 2008, just as the Village was beginning to experience the effects of the recession. Consistent with the information prepared as part of the FY2013 budget, staff recommends an increase in all ranges by 2%. This increase, which has been reflected in the attached Draft Compensation Plan, will go into effective January 1, 2013. This action will not increase actual salaries for any employee, but provides the ability for employees to receive performance-based increases to base pay at the time that they are determined in May 2013. The increase in ranges is comparable to the wage step plan increases in all of the collective bargaining agreements. No step plan increases exceed 2%.

Parking Fees and Housekeeping Items

In 2011, the Village conducted the Downtown Parking Study. The study found that the quarterly parking fees charged for commuter spaces were lower than nearby stations, including Lisle (\$105 per quarter) and Naperville (ranging from \$110 to \$145). The fee survey conducted by Rich and

Associates can be found [here](#). Per the terms of the Village’s agreement with Burlington Northern Santa Fe and Metra, staff provided 60 days notice of the quarterly fee increases in writing to both agencies. Staff proposes to remove the fees from the Municipal Code and list them in the Administrative Fee Schedule.

Fee increases would be presented to Council as part of the annual fee review and update. The updated Administrative Fee Schedule adjusts the fee as shown below:

Train Station	Current Quarterly Fee	Proposed Quarterly Fee
Belmont Train Station	\$80 Resident \$110 Non-Resident	\$100 Resident \$120 Non-Residents
Main Street Train Station & Parking Deck (Lot S)	\$80 Resident (\$90 for Lot S) \$110 Non-Resident (\$120 for Lot S)	\$100 Resident \$120 Non-Residents
Fairview Train Station	\$75 Resident \$105 Non-Resident	\$80 Resident \$110 Non-Resident

Staff also recommends removing other parking-related fees from the Municipal Code and listing them in the User-Fee, License and Fine Schedule.

Lot L Overnight Parking

In May 2012, under the Village Manager’s authority, staff initiated a trial overnight parking program in Lot L, located next to the Police Station, to accommodate requests for occasional multi-day parking. Prior to this program, staff regularly received requests from residents and others to park overnight primarily for the purpose of using Metra to travel to Chicago for several days. Under the current parking regulations, the only options for overnight parking are permit parking in Lot R in the deck and metered parking in Lot G at Belmont. Residents may also request permission to park overnight in the deck; however, all vehicles must be removed on weekdays to allow for commuter parking.

This program provides an option, at a cost of \$6 per day, for multi-day parking on weekends and weekdays. The program was reviewed and approved by the Transportation and Parking Commission (TAP) and has not shown to be problematic for implementation or enforcement. The parking fee is paid in person, in advance at Village Hall and the user provides appropriate license plate and contact information. There is a maximum limit of 5 days per month, per car, to prevent commuters from using this program to circumvent the commuter parking waiting list.

ATTACHMENTS

- Water Rate Ordinance
- Compensation Plan Resolution
- Parking Ordinance
- Draft User-Fee, License and Fine Schedule
- February TAP Minutes

ORDINANCE NO. _____

AN ORDINANCE AMENDING WATER RATES FOR 2013

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 25.29. is hereby amended to read as follows:

25.29. Rates and charges for metered water.

Water will be furnished to consumers only at rates and charges determined as follows:

(a) Except as provided in Section 25-30, the charge for water furnished to consumers located within the Village limits shall be calculated on a flat rate basis as set forth in the following schedule:

(1) Within Village Limits:

For bills received after March 1, 2012~~3~~:

(i) Four dollars and ~~thirteen~~**eighty-nine** cents (\$4.~~13~~**89**) for property within Village limits will be charged for the consumption of every one hundred (100) cubic feet.

(2) Outside Village Limits:

For bills received after March 1, 2012~~3~~:

(i) ~~Four dollars and seventy six cents~~**Five dollars and sixty-one cents** (\$4.~~76~~**61**) for property outside the Village limits will be charged for the consumption of every one hundred (100) cubic feet.

(b) In addition to the fees listed above, a bi-monthly maintenance fee shall be assessed as follows:

Water Meter Size	Bi-Monthly Fee
5/8"	\$9. 31 10.50
1"	\$13. 96 15.75
1 1/2"	\$46. 53 52.52
2"	\$74. 45 84.02
3"	\$139. 59 157.55
4"	\$232. 66 262.58
6"	\$465. 31 525.15
10"	\$1,116. 75 1,260.36

(c) The charges for water furnished to any building or portion thereof used for multiple-family residence purposes or mixed business and residential uses (except buildings having separate meters for each dwelling unit or use therein) shall be the aggregate of the applicable charges for each dwelling unit or use in such building or portion thereof served through a single meter, computed as though each such dwelling unit or use:

(1) Was a separate building connected to a separate water meter; and

(2) Consumed during such two-month billing period a quantity of water determined by dividing the total water consumption of such multiple-family or mixed use building by the number of dwelling units or uses contained in such building or portion thereof.

(d) During the month of January in each year, any purchaser of water from the Village for resale, in whole or in part, to consumers located outside the Village limits shall file with the Village Treasurer a sworn written statement setting forth the number of separate dwelling units served by such purchaser as of the date of such statement, including all separate single-family buildings and all separate dwelling units contained within buildings used for multiple-family residence purposes. The charges for water furnished to any such purchaser shall be two times the aggregate of the applicable charges for each such dwelling unit, computed as though each such dwelling unit:

Water Rate-2013

- (1) Was a separate single-family building connected to a separate water meter; and
- (2) Consumed during such two-month billing period a quantity of water determined by dividing the total water consumption of such purchaser by the number of dwelling units set forth in the latest sworn statement on file with the Village treasurer with respect to such purchaser.
- (d) The charges for water furnished to contractors acquiring water from the hydrant connection at the Public Works Facility, 5101 Walnut, Downers Grove, shall be two hundred percent (200%) of the rate listed in subsection (a)(1)(ii), above.
- (e) The charges for water furnished to contractors taking water from public hydrants other than at the Public Works yard shall be two hundred percent (200%) of the rate listed in subsection (a)(1)(ii), above. (Ord. No. 2942, § 1; Ord. No. 3209, § 1; Ord. No. 3326, § 5; Ord. No. 3424, § 2; Ord. No. 3437, § 2)

Section 2. That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 3. That this ordinance shall be in full force and effect from and after its passage and publication in the manner provided by law.

Mayor

Passed:
Published:
Attest: _____
Village Clerk

RESOLUTION _____

**A RESOLUTION AMENDING THE DOWNERS GROVE COMPENSATION PLAN
BY ADOPTING A REVISED PLAN EFFECTIVE JANUARY 1, 2013**

WHEREAS, on November 29, 1993, the Village Council adopted Resolution 93-51 entitled "A Resolution Establishing the Village of Downers Grove Classification Plan" (hereinafter referred to as the "Classification Plan"); and,

WHEREAS, pursuant to the Classification Plan, the Village Council is to establish, and from time to time amend, a Compensation Plan for Village employees which groups positions into pay grades; and,

WHEREAS, the Village Council has previously established the Compensation Plan; and,

WHEREAS, the Village Council has determined that it is necessary and desirable to further amend the Compensation Plan as provided herein.

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

1. For Village employees employed as of January 1, 2013, and effective pay period beginning January 1, 2013, the Compensation Plan is hereby amended by deleting the existing Compensation Plan, and, in its place, substituting the revised Compensation Plan, effective January 1, 2013, a copy of which is attached hereto and made a part hereof by reference.

2. To the extent of any conflict with this resolution, all resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed.

Mayor

Passed:

Attest: _____
Village Clerk

Village of Downers Grove Compensation Plan

Grade	Minimum	Control	Maximum	FLSA	Minimum	Control	Maximum	FLSA	
3	Hourly:	13.954	16.744	19.186		Annual:	29,023	34,828	39,907
	Bus Operator				N	Planning Intern			N
	Cable Production Assistant				N	Public Works Intern			N
4	Hourly:	15.659	18.790	21.531		Annual:	32,570	39,084	44,784
	Administrative Secretary I				N	CSO I			N
5	Hourly:	17.363	20.836	23.874		Annual:	36,115	43,338	49,658
	Payroll Specialist				N	Publications Technician 1			N
	Cashier				N	Document Management Tech			N
	Communications Specialist				N	Records Specialist			N
6	Hourly:	19.068	22.882	26.219		Annual:	39,662	47,594	54,535
	Administrative Secretary II				N	Investigative Aide			N
	CSO II				N	Payroll Specialist			N
7	Hourly:	20.772	24.927	28.562		Annual:	43,206	51,848	59,409
	Administrative Assistant				N	Municipal Media Assistant			N
	Court/Property Control Officer				N	Case Records Specialist			N
8	Hourly:	22.477	26.973	30.906		Annual:	46,753	56,104	64,285
	Administrative Specialist				N	Public Relations Specialist			N
	Crime Prevention Specialist				N	Publications Technician II			N
9	Hourly:	24.182	29.018	33.250		Annual:	50,298	60,357	69,160
	Biweekly:	1,934.532	2,321.438	2,659.982					
	Code Compliance Officer				N	Purchasing Assistant			E
10	Hourly:	25.887	31.064	35.594		Annual:	53,844	64,613	74,036
	Biweekly:	2,070.940	2,485.128	2,847.543					
	Accounting Supervisor				E	Plumbing Inspector			N
	Inspector				N	PSRT Coordinator			E
	Fire Inspector/Plan Reviewer				N	Records Supervisor			E
	GPS Technician				N	Systems Technician			N
	Grants Coordinator				E	VOC Supervisor			N
11	Biweekly:	2,207.280	2,648.736	3,035.010		Annual:	57,389	68,867	78,910
	Benefits Coordinator				E	Planner			E
12	Biweekly:	2,343.688	2,812.426	3,222.571		Annual:	60,936	73,123	83,787
	GIS Specialist				E	Public Safety System Administrator			E
	Staff Engineer				E	Systems Administrator I			E
13	Biweekly:	2,480.028	2,976.034	3,410.039		Annual:	64,481	77,377	88,661
	Internet Operations Administrator				E	Systems Administrator II			E
	Public Education/Information Supervisor				E	Village Forester			E
	Assistant to the Fire Chief				E	VOC Manager			E
	Senior Planner				E	Water Manager			E
14	Biweekly:	2,616.368	3,139.642	3,597.506		Annual:	68,026	81,631	93,535
	Building Services Manager				E	Risk Manager			E
	Fleet Services Manager				E	Village Clerk			E
	Records Manager				E	Operational Performance Manager			E
15	Hourly:	34.410	41.292	47.313		Annual:	71,572	85,887	98,412
	Biweekly:	2,752.776	3,303.331	3,785.067					
	Assistant Information Services Director				E	Police Sergeant			N
	Building Division Manager				E	Senior Staff Engineer			E
	Emergency Management Coordinator				E	Staff Attorney			E
Planning Manager				E	Stormwater Administrator			E	

Grade	Minimum	Control	Maximum	FLSA	Minimum	Control	Maximum	FLSA
16	Biweekly: 2,889.116 Assistant Finance Director Budget Officer	3,466.939	3,972.535	E E	Annual: 75,117 Division Chief - Fire Prevention Traffic Engineer Manager	90,140	103,286	E E
17	Biweekly: 3,025.524 Assistant Village Attorney Battalion Chief	3,630.629	4,160.096	E E	Annual: 78,664 Communications Director Police Lieutenant	94,396	108,162	E E
19	Biweekly: 3,298.272 Assistant Public Works Director Deputy Fire Chief	3,957.926	4,535.124	E E	Annual: 85,755 Deputy Police Chief	102,906	117,913	E
20	Biweekly: 3,434.612 Human Resources Director	4,121.534	4,722.592	E	Annual: 89,300 Information Services Director	107,160	122,787	E
22	Biweekly: 3,707.360 Community Development Director Finance Director Fire Chief	4,448.832	5,097.620	E E E	Annual: 96,391 Police Chief Public Works Director	115,670	132,538	E E
23	Biweekly: 3,843.768 Deputy Village Manager	4,612.522	5,285.181	E	Annual: 99,938 Village Attorney	119,926	137,415	E
24	Biweekly: 3,980.040 OPEN	4,776.048	5,472.555		Annual: 103,481 124,177 142,286			
Contractual Wages for Police Officers (contract expires April 30, 2012)								
Step:	Starting	1	2	3	4	5	6	7
Effective May 1, 2011	58,357	61,681	65,603	69,594	73,688	77,933	82,344	87,432
Contractual Wages for Fire Department Union Personnel (contract expires April 30, 2014)								
Step:		1	2	3	4	5	6	7
Effective May 1, 2012	Firefighter	58,995	63,692	68,388	73,085	77,781	82,393	
	Firefighter-Paramedic	62,536	67,513	72,491	77,471	82,449	87,337	
	Fire Lieutenant	92,280	94,753	98,047				
Effective May 1, 2013	Firefighter	60,175	64,966	69,756	74,547	79,337	84,041	
	Firefighter-Paramedic	63,787	68,863	73,941	79,020	84,098	89,084	
	Fire Lieutenant	94,126	96,648	100,008				
Contractual Wages for Communication Operators Union Personnel (contract expires May 1, 2013)								
Step:	Starting	1	2	3	4	5	6	7
Effective May 1, 2012	42,359	43,630	44,939	46,512	48,837	51,767	55,391	59,822
Contractual Wages for Public Works Union Personnel (contract expires April 30, 2012)								
Step:		1	2	3	4	5	6	7
Effective May 1, 2012	Group 1	30,716	32,910	35,104	37,298	39,492	41,686	43,880
	Group 2	37,301	39,965	42,629	45,292	47,958	50,622	53,286
	Group 3	40,601	43,501	46,401	49,301	52,201	55,101	58,001
	Group 4	43,908	47,044	50,180	53,317	56,453	59,589	62,725
	Group 5	47,220	50,593	53,966	57,339	60,712	64,085	67,458
	Group 6	50,541	54,151	57,761	61,372	64,982	68,592	72,202
	Group 7	53,647	57,479	61,311	65,143	68,974	72,806	76,638
Effective May 1, 2013	Group 1	31,330	33,568	35,806	38,044	40,281	42,519	44,757
	Group 2	38,047	40,764	43,482	46,199	48,917	51,635	54,352
	Group 3	41,413	44,371	47,329	50,287	53,245	56,203	59,161
	Group 4	44,786	47,985	51,184	54,383	57,582	60,781	63,980
	Group 5	48,165	51,605	55,045	58,486	61,926	65,366	68,807
	Group 6	51,552	55,234	58,917	62,599	66,281	69,963	73,646
	Group 7	54,720	58,628	62,537	66,445	70,354	74,263	78,171
Effective May 1, 2014	Group 1	31,643	33,904	36,164	38,424	40,684	42,945	45,205
	Group 2	38,427	41,172	43,917	46,661	49,406	52,151	54,896
	Group 3	41,827	44,815	47,802	50,790	53,778	56,765	59,753
	Group 4	45,234	48,465	51,696	54,927	58,158	61,389	64,620
	Group 5	48,646	52,121	55,596	59,071	62,545	66,020	69,495
	Group 6	52,068	55,787	59,506	63,225	66,944	70,663	74,382
	Group 7	55,267	59,215	63,162	67,110	71,058	75,005	78,953

Public Works Union Positions

- Group 1: Building Maintenance Worker

- Group 2: Building Maintenance Worker II

- Group 3: Maintenance Worker I
Building Maintenance Technician I

- Group 4: Public Services Specialist

- Group 5: Maintenance Worker II
Fleet Maintenance Worker Technician
Building Maintenance Technician II
CAD Technician
Water Production Specialist

- Group 6: Materials Coordinator
Public Works Specialist
Public Works Technician - Water AMR
Public Works Technician

- Group 7: Assistant Village Forester
Lead Fleet Technician

Part-Time Wages

The Village of Downers Grove may establish certain part-time positions, such as Crossing Guard and seasonal hires, with hourly rates of pay ranging from a minimum of \$8.00/hour to a maximum of \$16.00/hour.

Calculation of Minimum and Maximum

Control points are established by conducting external market analysis of comparable municipal organizations. The minimum of the range is calculated at 20% below the control point (control amount / 1.2). The maximum of the range is calculated at 37.5% above the minimum (minimum amount * 1.375).

ORDINANCE NO. _____

AN ORDINANCE AMENDING PARKING PERMIT FEES

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 14.104.01. is hereby amended to read as follows:

14.104.01. Same--Village parking lots.

(a) Notwithstanding any other provision in this Chapter, no person shall park, stop or let stand any automobile, truck, motor vehicle or other vehicle in any Village parking lot between the hours of 2:00 A.M. and 5:00 A.M., local time, except in the portions of those areas clearly designated or otherwise posted to permit overnight parking::

Lot G, except the south twenty (20) feet of the east one hundred eight (108) feet.

Lot L (with Rate Class V permit).

Lot R (1st level of the Parking Deck with a Rate Class VI permit).

(b) The Village Manager may establish overnight parking areas in addition to those set forth in subsection (a) or may prohibit overnight parking in all or any part of those areas set forth in subsection (a); provided that the authority to so establish or prohibit overnight parking shall be limited to nonconsecutive periods not to exceed thirty days each.

(Ord. No. 1603, § 1; Ord. No. 1616, § 1; Ord. No. 1942, § 4; Ord. No. 2531, § 1; Ord. No. 3115, § 1; Ord. No. 3119, § 2; Ord. No. 3129, § 2; Ord. No. 3254, § 4.)

Section 2. That Section 14.109. is hereby amended to read as follows:

14.109. Parking Types for the Parking Deck

(a) The following types of parking ~~and associated fees~~ are to be permitted in the Parking Deck. The spaces designated for each use shall be so marked with adequate signs located in the Parking Deck. The number of spaces allocated for each type of use may be adjusted from time to time depending on demand. Fees for each use shall be as set forth in Administrative Regulation entitled "User-Fee, License and Fine Schedule".

(i) 4-hour parking—~~free~~

(ii) daily fee parking permit—~~\$3.00 per day~~ (Levels 3, 4 and 5, after 8:00 a.m.)

(iii) quarterly commuter parking permit resident/non-resident (Rate Class I, II)-

_____ (1) ~~\$90.00 per quarter (resident)~~

_____ (2) ~~\$120.00 per quarter (non resident)~~

_____ (3) ~~\$195.00 per quarter for Resident Overnight (Lot R) permit parking.~~

_____ (4) 1 If payment for a quarterly commuter parking permit (Rate Class I, or II or V) is not received forty-five (45) days following the date of the issued invoice, a ~~twenty five dollar (\$25.00)~~ late fee will be assessed in addition to the cost of the permit. Such late fee shall be as set forth in Administrative Regulation entitled "User-Fee, License and Fine Schedule".

_____ (5) 2 If payment and late fee are not received ~~fifty five (55)~~ ten (10) days following the date of the ~~invoice~~ late notice, the permit will no longer be valid and the holder will no longer be eligible to park in the previously assigned lot/space.

(iv) quarterly downtown employee ~~overlay~~ parking permit —~~\$25.00 per quarter~~ (Rate Class III in Level 2).

_____ (1) If payment for a quarterly downtown employee ~~overlay~~ parking permit (~~Rate Class III~~) is not received forty-five (45) days following the date of the issued invoice, a ~~ten dollar (\$10.00)~~ late fee

Parking Fee - 2013

will be assessed in addition to the cost of the permit. Such late fee shall be as set forth in Administrative Regulation entitled "User-Fee, License and Fine Schedule".

~~_____~~(2) If payment and late fee are not received ~~fifty five (55)~~ten (10) days following the date of the ~~invoice~~late notice, the downtown employee ~~overlay~~ parking permit will no longer be valid and the holder will no longer be eligible to park in the previously assigned lot/space.

(v) an administrative fee assessed for the pay by phone use of Daily Fee Automated Pay System shall be as set forth in Administrative Regulation entitled "User-Fee, License and Fine Schedule".

(vi) quarterly resident overnight parking permit (Rate Class VI- Lot R, lower level).

(b) The space allocation ~~and fees~~-listed previously shall be in effect each weekday (M-F) until 3:00 PM. After 3:00 PM all spaces are designated as free parking until 2:00 AM except that Lot R permits are valid at all times.

(c) Payment for daily fee commuter parking ~~shall~~may be provided through the Daily Fee Automated Pay System. These spaces may be lawfully occupied by a vehicle only for the period of time for which lawful coins of the United States, paper currency, or credit card payment has been deposited in the automated pay system designated for such parking space use, computed in accordance with and subject to the maximum lawful parking time period set in the designated space. Such payment shall be made immediately following the parking of the vehicle.

Section 3. That Section 14.110 is hereby amended to read as follows:

14.110 Parking meter zones established; parking regulations.

(a) The following parking meter zones are hereby established within the village:

12-hour parking meter zones.

(b) In all parking meter zones, a parking space may be lawfully occupied by a vehicle only for the period of time for which lawful coins of the United States have been deposited in the parking meter designated for such parking space, computed in accordance with and subject to the maximum lawful parking time period ~~set forth in the following schedule:~~ as set forth in Administrative Regulation entitled "User-Fee, License and Fine Schedule".

Parking Meter Area	Maximum Lawful Parking Time Period	For Each 1¢ Coin	For Each 5¢ Coin	For Each 10¢ Coin	For Each 25¢ Coin
	12 hour	12 hour	None	None	None

~~(c) The following locations are hereby designated as four hour parking meter zones:~~

~~Reserved.~~

~~(d) The following locations are hereby designated as nine hour parking meter zones:~~

~~Reserved.~~

~~(e) The following locations are hereby designated as~~ 12-hour~~twelve hour~~ parking meter zones:

(1) That part of Lot I, fourteen (14) feet north of the Burlington-Northern Tracks, from one hundred twenty (120) feet west of the west line of Fairview Avenue to three hundred fifty-four (354) feet west of the west line of Fairview Avenue.

(2) The north side of Burlington Avenue from a point two hundred thirty (230) feet east of Florence Avenue to Cumnor Road and the south side of Burlington Avenue from a point twenty-two (22) feet east of Florence Avenue to Cumnor Road.

(3) From a point one hundred seventy-three (173) feet east of the east line of Fairview Avenue to

Parking Fee - 2013

a point three hundred seventeen (317) feet east of the east line of Fairview, and from a point fifty (50) feet north of the north line of Second Street to a point two hundred sixty-nine (269) feet north of the north line of Second Street in Lot I; also the east twenty feet of the north two hundred twenty-five (225) feet of the south two hundred eighty-two (282) feet of Lot I.

(4) On the south side of Warren Avenue from a point four hundred sixty-five (465) feet east of the east line of Washington Street to the west line of Prospect Avenue.

(5) The south side of Burlington Avenue, from Chase Avenue to ~~Walnut~~ Rose Avenue, excluding those spaces designated as handicapped parking under Section 14-108(a).

(6) ~~The south side of Warren Avenue from a point sixty-six (66) feet east of the east line of Belmont Road to a point four hundred one (401) feet east of the east line of Belmont Road.~~

~~(7) Lot H, the south twenty (20) feet~~ within the designated and posted forty (40) spaces along the center row.

(Ord. No. 1436, § 1; Ord. No. 1475, § 2; Ord. No. 1483, §§ 6, 7; Ord. No. 1488, §§ 5, 6; Ord. No. 1494, § 3; Ord. No. 1603, § 3; Ord. No. 1737, §§ 1, 6; Ord. No. 1795, § 7; Ord. No. 1803, § 4; Ord. No. 1821, § 1; Ord. No. 1855, § 1; Ord. No. 1882, § 4; Ord. No. 1885, § 2; Ord. No. 1908, § 1; Ord. No. 1912, § 6; Ord. No. 1931, § 1; Ord. No. 1947, § 1; Ord. No. 1989, § 4; Ord. No. 1995, § 1; Ord. No. 2000, § 1; Ord. No. 2027, § 2; Ord. No. 2028, § 5; Ord. No. 2044, § 1; Ord. No. 2072, § 2; Ord. No. 2102, § 2; Ord. No. 2130, § 3; Ord. No. 2142, § 4; Ord. No. 2157, § 1; Ord. No. 2166, § 3; Ord. No. 2231, §§ 4, 5, 6, 9; Ord. No. 2315, § 2; Ord. No. 2334, § 5; Ord. No. 2387, § 1; Ord. No. 2444, § 1; Ord. No. 2473, § 2; Ord. No. 2531, § 2; Ord. No. 2660, § 1; Ord. No. 2905, §§ 2, 3, 4; Ord. No. 2960, § 1; Ord. No. 3020, § 1; Ord. No. 3075, § 6; Ord. No. 3127, §§ 7, 8, 9; Ord. No. 3147, § 4; Ord. No. 3153, § 3; Ord. No. 3254, § 6; Ord. No. 3381, § 1.)

Section 4. That Section 14.123. is hereby amended to read as follows:

14.123. Issuance and sale of permits.

(a) The Village Manager shall cause ~~that~~ that suitable ~~window sticker permits or hang tags~~ be prepared and made available for issuance and sale. ~~The aggregate number of permits prepared, available and designated for any specific permit lot (or for any portion thereof designated for permit parking pursuant to Section 14-122) at any one time shall not exceed one hundred twenty percent of the number of parking spaces available for parking vehicles in such lot (or such portion thereof.)~~

Notwithstanding anything in this Code to the contrary, the number of ~~permits, stickers or hang tags~~ sold shall not exceed the number of parking spaces actually available for parking of vehicles in such lot (or such portion thereof) unless the Village Manager determines, on the basis of surveys of parking space vacancy rates and other relevant criteria, that the sale of an additional amount of ~~parking stickers or hang tags~~ permits is justified, in which event, an additional amount of ~~parking stickers or hang tags~~ permits may also be sold at the direction of the Village Manager.

~~Permits, stickers and hang tags~~ shall designate the permit parking lot for which issued and shall be issued and sold for a minimum three month period and a maximum of one year, except that ~~permits, stickers or hang tags~~ for Lot W and Lot Z shall only be issued annually.

(b) Under the direction of the Village Manager, ~~permits, stickers or hang tags~~ shall be offered for sale during regular business hours at the Village offices in advance of the commencement of each such three month period and shall be sold to applicants in accordance with the chronological priority of applications for such permits, subject to the following:

(1) Permit renewal notices shall be mailed to existing permit holders, and renewal ~~permits or hang tags~~ may be issued and sold to such permit holders, in advance of the time when such ~~permits or tags~~ are made available for sale at the Village offices provided payment is made prior to the established deadline for renewal; however, ~~every~~ every overlay downtown employee parking ~~permits~~ shall require resubmission of proof of employment at a DB Downtown Business District business as provided for in paragraph (g) of this section on a yearly basis.

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(2) At the discretion of the Village Manager, ~~permits stickers and hang tags~~ may be offered for sale at the Village offices only to persons residing within the corporate limits of the Village or persons who own or are employed by businesses within the DB Downtown Business District of the Village, as defined in the Comprehensive Zoning Ordinance of the Village, prior to any offer of such permits for sale to the general public and nonresidents. To be eligible for a permit pursuant to this Section, the applicant must either be actually residing and living within the Village, or be employed by, or an owner of, a business within the DB Downtown Business District at the time of application.

(c) The fee for each such permit ~~sticker or hang tag~~ for each three month period shall be determined by the rate class assigned to the permit parking lot for which such permit ~~sticker or hang tag~~ is to be issued; ~~computed in accordance with and subject to the following schedule:~~ Such fees shall be set forth in Administrative Regulation entitled "User-Fee, License and Fine Schedule".

Rate class	Resident Fee	Non Resident Fee
I	\$80.00	\$110.00
II	\$75.00	\$105.00
III	\$25.00	
IV	\$250.00	
V	\$90.00	\$120.00
VI	\$195.00	
VII	\$3.00/daily*	\$3.00/daily*

~~(plus an additional \$.50 if pay by phone system is used)~~

Such fee shall be reduced, based on a daily proration of the number of days that have expired prior to the date of sale of such permit ~~sticker or hang tag~~.

(d) If payment for a Rate Class ~~I, or II or V~~ parking permits is not received forty-five (45) days following the date of the issued invoice, a ~~twenty five dollar (\$25.00)~~ late fee will be assessed in addition to the cost of the permit. Such late fee shall be as set forth in Administrative Regulation entitled "User-Fee, License and Fine Schedule".

(e) If payment for a Rate Class III downtown employee parking permit is not received forty-five (45) days following the date of the issued invoice, a ~~ten dollar (\$10.00)~~ late fee will be assessed in addition to the cost of the permit. Such late fee shall be as set forth in Administrative Regulation entitled "User-Fee, License and Fine Schedule".

(f) A late notice will be sent for a Rate Class I, II or III parking permit. If payment for permit and late fee are not received ~~fifty five (55)~~ten (10) days following the date of the ~~invoice~~late notice, the Rate Class I, II, or III ~~or V~~ parking permit will no longer be valid and the holder will no longer be eligible to park in the previously assigned lot/space.

(g) At the discretion of the Village Manager, permit holders may return permits ~~stickers and hang tags~~ prior to the expiration of the three-month period covered by such permit ~~sticker or hang tag~~ and may receive a refund of all or a portion of the fee paid for such ~~sticker or tag permit~~, without interest, such refund to be determined on the basis of number of unexpired full days remaining in such three-month period ~~less a \$6.00 administrative fee~~. Class III permits shall be returned to the Village for such refund immediately upon the termination of permit holder's employment with a business located in the DB Downtown Business District as defined in the Comprehensive Zoning Ordinance of the Village. Permits ~~stickers and hang tags~~ issued to permit holders pursuant to this Section shall not be transferable to another person, motor vehicle, or parking lot, except as provided in subsection (h). ~~Such~~ returned permits may be resold in chronological priority to those on waiting lists kept by the Village for that quarter and not valid past the next sale of permits, but such waiting list for Lots A, B, C, D, F, L, and R shall include Downers Grove residents only.

(h) The following permit parking lots, as such lots are designated in Section 14-85, shall have the following rate classes:

Rate class I: Lot A, lot B, lot C, lot G, lot H, and lot L, as such lots are designated in Section 14-85. ~~Lots A, B C, D, F, G, H, S and L.~~

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Rate class II: ~~Lot D, lot F and lot I, as such lots are designated in Section 14-85.~~ Lot I

Rate class III: ~~Lot A, lot B, lot D, lot F, lot L, Forest Lot North, a portion of the Main and Maple Avenue lot and any designated spaces in the Parking Deck as such lots are designated in Section 14-85.~~ Lots B, C, D, F and L after 8:30 a.m., in Main & Maple, Level 2 of the Parking Deck and Forest Lot North.

Rate class IV: ~~Lots W and Lot Z.~~

Rate class V: ~~Lot S in the Parking Deck~~ L (multi-day and overnight).

Rate class VI: Lot R in the Parking Deck.

Rate class VII: One-day parking permit, Levels 3, 4 and 5 of the Parking Deck ~~after 8:00 a.m.~~ Lots J and K, Chase Avenue Lot, or in any Village permit parking lot, with the exception of Village Employee Lot V and ~~Lot L, after 8:15 a.m.;~~ Lots J and K, Chase Avenue Lot.

(i) Notwithstanding any contrary provision in this division, the Village Manager shall be authorized to refuse to issue any such permit ~~sticker or hang tag,~~ or renewal thereof, to any permit holder who is convicted of more than three violations of any of the provisions of this division within any consecutive period of six months, except for Section 14-127.

(j) Class III permits, also referred to as "~~overlay~~ downtown employee parking permits", shall be issued only to employees of businesses located in the DB Downtown Business District, as defined in the Comprehensive Zoning Ordinance of the Village, upon their providing evidence of such employment. ~~An overlay~~ downtown employee parking permit shall be available for purchase at Village Hall only for those DB Downtown Business District employees who provide the following: (1) a current pay stub from a DB Downtown Business District employer; and (2) a written letter on letterhead from the DB Downtown Business District employer requesting permission for said employee to obtain ~~an overlay~~ downtown employee parking permit along with the employee's general work schedule.

Said ~~overlay~~ downtown employee parking permit may only be used by a DB Downtown Business District employee during the employee's working hours at the DB Downtown Business District employer's place of business. Any violation of these requirements or misuse of this permit may result in a forfeiture of said permit and inability to apply for another permit for a period of one (1) year as well as a parking citation issued pursuant to this Code. ~~Overlay~~ Downtown employee parking permits shall be valid in ~~Lots A, lot B, lot C, lot D, lot F and lot L~~ from 8:30 a.m. to 12:00 noon, Monday through Friday and in Forest Lot North, a portion of the Main and Maple Avenue lot and any designated spaces in the Parking Deck from 5:00 a.m. to 3:00 p.m., Monday through Friday.

(k) Transfers between Village permit parking lots shall be made only at the start of a three-month permit period. If a permit holder desires to transfer to another Village permit parking lot, the permit holder shall remit to the Village the following: (1) the parking permit renewal form; (2) a request that the permit be transferred to another lot as specified by the permit holder; and (3) payment of the appropriate parking permit fee in the manner specified by the Village.

Transfers shall be made by the Village after permit renewals are completed, but prior to sale to the general public, and shall be made in accordance with the chronological order such requests for transfers were received; however, non-resident permit holders shall not be allowed to transfer into Lots A, B, C, D, F, L and S.

(l) At the discretion of the Village Manager, the Village may sell one-day parking permits for Village permit parking lots ~~at a cost of \$3.00 each (Rate Class VII).~~ Daily parking permit fees shall be set forth in Administrative Regulation entitled "User-Fee, License and Fine Schedule". Such permits shall be sold only after 8:15 a.m. on the day the permit may validly be used and may be used in any Village permit parking lot except in Village Employee Lot V and in Lot L. ~~One-day parking permits for Level 5 of the Parking Deck may be purchased only after 8:00 a.m.~~ After 10:59 a.m. Monday through Friday, the Village permit parking lot spaces are free, except Lot R and Lot V.

(m) Permits for Lot W (Class IV) shall only be issued to students of Downers Grove North High School, said permits are non-transferable.

(n) Permits for Lot Z (Class IV) shall only be issued to students of Downers Grove South High School, said permits are non-transferable.

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(o) Class V permits for Lot L shall be issued for multi-day and overnight parking. (Ord. No. 1542, § 4; Ord. No. 1737, §§ 8, 9; Ord. No. 1820, § 2; Ord. No. 1861, § 1; Ord. No. 1989, § 3; Ord. No. 2346, § 1; Ord. No. 2375, § 2; Ord. No. 2531, § 4; Ord. No. 2906, § 1; Ord. No. 3118, §§ 15, 16; Ord. No. 3127, §§ 10, 11; Ord. No. 3195, § 2; Ord. No. 3202, § 1; Ord. No. 3348, § 1; Ord. No. 3353, § 1.)

Section 5. That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 6. That this ordinance shall be in full force and effect April 1, 2013 in the manner provided by law.

Mayor

Passed:

Published:

Attest:

Village Clerk



Village of Downers Grove

Administrative Regulation Issued by Village Manager

Description:	User-Fee, License and Fine Schedule	
Manager's Name:	David Fieldman, Village Manager	Effective Date: 09/18/12 1/1/13
Category:	Financial Services	
	<input type="checkbox"/> New Administrative Regulation	9/18/12; 06/05/12; 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;
	<input checked="" type="checkbox"/> Amends Previous Regulation Dated:	04/20/10
	Description of Previous Regulation (if different from above):	

USER-FEE, LICENSE AND FINE SCHEDULE

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[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:

Fee Title	Amount of Fee	Code Section
Late Penalty; Administrative fees	\$26.00 27.00	1.15.2.
Damage to Village Property	\$77 79.00/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](#)

Fee Title	Amount of Fee	Code Section
Insufficient Funds Received (NSF)	\$27.00 28.00	2.33.1

[Chapter 3: Alcoholic Liquor](#)

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

Fee Title	Amount of Fee	Code Section
Application Fee	\$1,445.00 1,488.00	3.9
Outdoor Application Fee	\$635.00 654.00	3.9
Indoor & Outdoor Application Fee	\$1,760.00 1,812.00	3.9
Expedited Application Fee	\$720.00 741.00	3.9
One time license fee (classification creation)	\$2,575.00 2,652.00	3.9
License Fees:		
BYO	\$525.00 540.00	3.14
B-1 (Brew Pub – Full Alcohol)	\$3,335.00 3,435.00	3.14
C-1 (Club, private – Full Alcohol)	\$790.00 813.00	3.14
E (Entertainment/Restaurant - Full Alcohol)	\$4,225.00 4,351.00	3.14
G (Golf Course – Beer/Wine)	\$1,915.00 1,972.00	3.14
H-1 (Hotel Full Alcohol)	\$4,170.00 4,295.00	3.14
K-1 (Catering - Full Alcohol)	\$980.00 1,009.00	3.14
K-2 (Catering Park District – Beer/Wine)	\$1,120.00 1,153.00	3.14
O (Outdoor)	\$280.00 288.00	3.14
P-1 (Packaged - Full Alcohol)	\$2,130.00 2,193.00	3.14
P-2 (Packaged - Beer/Wine)	\$1,340.00 1,380.00	3.14
P-O (Packaged (Full) On site (Full))	\$2,690.00 2,770.00	3.14
REC-1 (Recreational Facility - Full Alcohol)	\$3,780.00 3,893.00	3.14
REC-2 (Recreational Facility - Beer/Wine)	\$2,370.00 2,441.00	3.14
R-1 (Restaurant - Full Alcohol)	\$3,195.00 3,290.00	3.14
R-2 (Restaurant - Beer/Wine)	\$1,800.00 1,854.00	3.14
S-1 (Special Event –hearing required)	\$430.00 442.00	3.14
S-2 (Special Event – no hearing)	\$100.00 103.00	3.14
T (Theater – Full Alcohol)	\$1,750.00 1,802.00	3.14
W-1 (Wine Boutique – Full Alcohol)	\$1,600.00 1,648.00	3.14
Late Fee	\$260.00 267.00	3.14; 3.16
Extension of Liquor Serving Hours	\$57.00 58.00/request (limit - 4 per year)	3.31

Chapter 4: Temporary Use and Public Gatherings

The fee for temporary uses shall be as follows:

Fee Title	Amount of Fee	Code Section
Application Fee	\$ 77.00 79.00	4.108
Block Party Security Deposit	\$ 26.00 27.00	4.108
Late Fee	\$ 77.00 79.00	4.108
Circus/Amusement/Live Entertainment	\$ 103.00 106.00/day	4.108
Temporary Signs	\$10.00/week	4.108
Tents	\$ 26.00 27.00	4.108
Fee for Use of Public Property	\$1.00/per sq. ft.	4.108
Fee for Use of Village Equipment		Council Policy 2012-38
Barricades		
Type I	\$1.00 per day	
Type III	\$2.35 per day	
French	\$2.35 per day	
Traffic Cones	\$0.50 per day	
Signage	\$2.00 per sign	
Arrow Board	\$2.45 per hr	
Message Board	\$8.15 per hr	
No Parking Signs on lot	\$2.10 per sign	
Benches	\$2.00 per bench, per day	
1 ton dump truck	\$ 17.98 19.00 per hr	
5 ton dump truck	\$ 28.98 30.00 per hr	
10 ton dump truck	\$ 31.98 33.00 per hr	
Front end loader	\$ 93.33 96.00 per hr	
Street sweeper	\$ 125.12 9.00 per hr	
Ice pedestal	\$1.00 per day	
Garbage Cans	\$1.00 per day	
Recycle Cans	\$1.00 per day	
16' x 16' stage unit	\$ 675 695.00 per day	
Plastic fencing with posts	\$6.50 per 100ft	
60 Amp Elec Dist Box per box	\$25.00 per box, per day	
Electric Cable per foot	\$.10 per ft., per day	
Cable Ramp	\$10.00 per ramp, per day	
Additional Inspection	\$ 52.00 53.00	4.108
Fingerprinting Fee	\$40.00	4.108

Chapter 5: Animals and Fowl

The following fees shall apply to animals and fowl within the Village limits:

Fee Title	Amount of Fee	Code Section
Rabies Bond	\$ 31.00 32.00	5.8(b)
Impound Fee	\$ 21.00 20.00 1 st day + \$ 5.25 5.00/each day thereafter	5.9(1)
Feeding and Maintenance	11.00/day	5.9(2)
Impound w/in 6 months of prior Impoundment	\$ 103.00 106.00 + Feeding	5.9(3)
Animal Trap Loan	\$106.00/week	5.25

Chapter 6: Bicycles

The following fees shall apply to bicycles with the Village limits:

Fee Title	Amount of Fee	Code Section

Chapter 7: Buildings

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

Fee Title			Amount of Fee	Code Section
Demolition & Construction Signage			\$ 130.00 133.00	7.803 & 7.1801(k)
Demolition fee < 30,000 sq. ft.			\$ 515.00 530.00	7.803
Demolition fee 30,000+ sq. ft.			\$ 545.00 530.00 + \$ 35.00 36.00 each additional 100 sf. or fraction thereof	7.803
New Accessory Building < 200 sf			\$ 105.00 108.00	7.803
New Accessory Building 200+ sf			\$ 440.00 453.00	7.803
Residential, Non-Residential and Associated Buildings			\$ 1,390.00 1,431.00 (for first 1,000sf), plus \$ 695.00 715.00 increments per 1,000 sf thereafter. See table for examples:	7.803
Sq. feet	Base	Increment	Total	
0-999	\$ 1,390.00 1,440.00	\$0.00	\$ 1,390.00 1,440.00	7.803
1,000-1,999	\$ 1,390.00 1,440.00	\$ 695.00 715.00	\$ 2,085.00 2,155.00	7.803
2,000-2,999	\$ 1,390.00 1,440.00	\$ 1,390.00 1,440.00	\$ 2,780.00 2,880.00	7.803
3,000-3,999	\$ 1,390.00 1,440.00	\$ 2,085.00 2,145.00	\$ 3,475.00 3,585.00	7.803
10,000-10,999	\$ 1,390.00 1,440.00	\$ 6,950.00 7,150.00	\$ 8,340.00 8,590.00	7.803
20,000-20,999	\$ 1,390.00 1,440.00	\$ 13,900.00 14,300.00	\$ 15,290.00 15,740.00	7.803
Residential Additions, Alterations & Repairs			\$ 360.00 370.00 basic fee, plus plumbing & electrical fees	7.803
Commercial Additions, Alterations & Repairs			\$ 745.00 767.00 (for the first 1,000 sf), plus \$ 695.00 715.00 increments per 1,000 sf thereafter. See table for examples	7.803
Sq. feet	Base	Increment	Total	
0-999	\$ 745.00 760.00	\$0.00	\$ 745.00 760.00	7.803
1,000-1,999	\$ 745.00 760.00	\$ 695.00 715.00	\$ 1,440.00 1,475.00	7.803
2,000-2,999	\$ 745.00 760.00	\$ 1,390.00 1,440.00	\$ 2,135.00 2,200.00	7.803
3,000-3,999	\$ 745.00 760.00	\$ 2,085.00 2,145.00	\$ 2,830.00 2,950.00	7.803
10,000-10,999	\$ 745.00 760.00	\$ 6,950.00 7,150.00	\$ 7,695.00 7,910.00	7.803
Heating, and Mechanical Ventilation Systems			\$ 105.00 108.00	7.803
Canopy, Fixed Awning or Alteration thereof			\$ 105.00 108.00	7.803
New Elevator, Escalator, Lifts, Hoists, Dumbwaiters, Conveyors Inspection Fee			\$ 130.00 133.00	7.803
Existing Elevator, Escalator, Lifts, Hoists, Dumbwaiters, Conveyors Inspection Fee			\$ 55.00 57.00	7.803
Swimming Pools & Hot Tubs			\$ 310.00 319.00	7.803
Hot Tubs			\$108.00	7.803
Deck Permits			\$ 105.00 108.00	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 82.00	7.803
Other work requiring permit (roof replacement, concrete work, commercial equipment, structural repairs, etc. if value of work is \$25,000.00+			\$ 310.00 319.00	7.803
Inspection fee			\$ 80.00 82.00	7.803
Re-Inspection fee			\$ 55.00 57.00	7.804
Certificate of Occupancy			\$ 80.00 82.00	7.805
Certificate of Compliance			\$ 80.00 82.00	7.805
Temporary Certificate of Occupancy			\$ 80.00 82.00	7.805
Demolition/Construction Site Management Bond			\$5,000.00	7.1801(t)
Demolition/Construction fee for late work			\$ 260.00 267.00/day	7.1801(u)(2)
Non-Compliance with Construction/Site Management Ordinance			\$ 260.00 267.00/day per violation	7.1801(v)
Failure to clean street in area of subject property			\$ 310.00 319.00/occurrence	7.1801(v)(i)

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

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

<u>Fee Title</u>	<u>Amount of Fee</u>	<u>Code Section</u>
Business & Activity License Denial	\$52.00 <u>53.00</u>	8.3
Reading in the Art of Divination License	\$515.00 <u>530.00</u> /year or \$52.00 <u>53.00</u> day	8.12
Fingerprinting Fee	\$40.00 <u>41.00</u>	8.13; 8.31.04; 8.31.07; 8.2007
Entertainment License Denial	\$103.00 <u>106.00</u>	8.31.04
Pre-Adolescent Entertainment Facility	\$1,980.00 <u>2,039.00</u>	8.31.07
Adolescent Entertainment Facility	\$1,980.00 <u>2,039.00</u>	8.31.07
Adult Entertainment Facility	\$1,980.00 <u>2,039.00</u>	8.31.07
Mixed Entertainment Facility	\$1,980.00 <u>2,039.00</u>	8.31.07
Entertainment License Variance Request	\$103.00 <u>106.00</u>	8.31.07
Electrical Contractor License (per year)	\$103.00 <u>106.00</u>	8.38
Electrical Contractor License Late Fee	\$103.00 <u>106.00</u>	8.38
Electrical Contract Written Test	\$77.00 <u>79.00</u>	8.39
Amusement Device License (>20)	\$645.00 <u>633.00</u>	8.50
Amusement Device License (20-29)	\$825.00 <u>850.00</u>	8.50
Amusement Device License (30-39)	\$1,030.00 <u>1,060.00</u>	8.50
Amusement Device License (40+)	\$1,235.00 <u>1,272.00</u>	8.50
Movie Arcade License	\$52.00 <u>53.00</u>	8.54
Class A Scavenger License	\$3,090.00 <u>3,182.00</u>	8.58
Class B Scavenger License	\$545.00 <u>530.00</u>	8.58
Scavenger License Late Filing Fee	\$545.00 <u>530.00</u>	8.61
Scavenger License Late Renewal Filing Fee	\$155.00 <u>160.00</u>	8.61
Going Out of Business/Removal Sale	\$26.00	8.70
Tree Removal License (per year)	\$77.00 <u>79.00</u>	8.73
Adult Establishment License Processing Fee	\$260.00 <u>267.00</u> & \$5,000 letter of credit	8.1904
Massage Establishment License Processing Fee	\$260.00 <u>267.00</u>	8.2007
License and Renewal Fee	\$103.00 <u>106.00</u>	8.2007

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

Reserved.

[Chapter 10: Electricity](#)

Fees with regards to electricity shall be as follows:

<u>Fee Title</u>	<u>Amount of Fee</u>	<u>Code Section</u>
Electrical Installation Re-Inspection	\$52.00 <u>53.00</u>	10.701(a)
Electrical Repair/Remodeling Work	\$82.00 <u>84.00</u>	10.701(b)

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

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

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

[Chapter 12: Historic Preservation](#)

Reserved.

Chapter 13: Health and Sanitation

<u>Fee Title</u>	<u>Amount of Fee</u>	<u>Code Section</u>
Nuisance Abatement Notification	\$41.00 42.00 + costs	13.8
Mosquito Abatement	\$36.00 37.00	13.9
Noxious Weed Removal	\$36.00 37.00 +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:

<u>Fee Title</u>	<u>Amount of Fee</u>	<u>Code Section</u>
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)
<u>Parking Deck:</u>		<u>14-109</u>
<u>4-hour parking</u>	Free	
<u>Daily fee parking (Level 3, 4, 5)</u>	<u>\$3.00</u>	
<u>Permit Parking Lots:</u>		<u>14.123</u>
<u>Rate Class I Quarterly Commuter</u>	<u>\$100.00</u>	
<u>Resident</u>	<u>\$120.00</u>	
<u>Non-Resident</u>		
<u>Rate Class II Quarterly Commuter</u>		
<u>Resident</u>	<u>\$80.00</u>	
<u>Non-Resident</u>	<u>\$110.00</u>	
<u>Rate Class I & II (Late Fee)</u>	<u>\$25.00</u>	
<u>Rate Class III (Downtown Employee)</u>	<u>\$25.00</u>	
<u>Rate Class III (Late Fee)</u>	<u>\$10.00</u>	
<u>Rate Class IV (DGN/DGS)</u>	<u>\$250.00</u>	
<u>Rate Class V (Lot L – multi day/overnight)</u>	<u>\$6.00/day</u>	
<u>Rate Class VI Resident Overnight (Lot R)</u>	<u>\$195.00</u>	
<u>Rate Class VII (daily)</u>	<u>\$3.00</u>	
<u>Parking Meter Zones</u>	<u>\$.25/hr</u>	<u>14.110(b)</u>
Overweight Vehicles		14.162 (c)
Permit Size - Weight with Load:		
Up to 88,000 lbs.		
Single trip	\$52.00 53.00	
Round trip	\$77.00 79.00	
Continuous	\$155.00 160.00	
Up to 88,001-100,000 lbs.		
Single trip	\$77.00 79.00	
Round trip	\$103.00 106.00	
Continuous	\$180.00 185.00	
Up to 100,001-120,000 lbs.		
Single trip	\$103.00 106.00	
Round trip	\$130.00 133.00	

Continuous	\$230.00	237.00	
Up to 120,001-150,000 lbs.			
Single trip	\$130.00	133.00	
Round trip	\$155.00	160.00	
Continuous	\$310.00	319.00	
Over 150,000 lbs.			
Single trip	\$130.00	133.00*	
Round trip	\$155.00	160.00*	
Continuous	\$310.00	319.00*	
*Plus necessary and appropriate administrative, engineering and road damage fees		Actual Cost	
Permit Size – Width			
Up to 12'			
Single trip	\$52.00	53.00	
Round trip	\$77.00	79.00	
Continuous	\$155.00	160.00	
12'1"-13'6"			
Single trip	\$77.00	79.00	
Round trip	\$103.00	106.00	
Continuous	\$180.00	185.00	
Over 13'6"			
Single trip	\$77.00	79.00*	
Round trip	\$103.00	106.00*	
Continuous	\$180.00	185.00*	
*Plus necessary and appropriate administrative, engineering and road damage fees		Actual Cost	
Permit Size – Height			
13'6" – 14'6"			
Single trip	\$52.00	53.00	
Round trip	\$77.00	79.00	
Continuous	\$155.00	160.00	
Over 14'6"			
Single trip	\$52.00	53.00*	
Round trip	\$77.00	79.00*	
Continuous	\$155.00	160.00*	
*Plus necessary and appropriate administrative, engineering and road damage fees		Actual Cost	
Permit Size – Length			
Up to 75'			
Single trip	\$52.00	53.00	
Round trip	\$77.00	79.00	
Continuous	\$155.00	160.00	
75'1"-100'			
Single trip	\$77.00	79.00	
Round trip	\$103.00	106.00	
Continuous	\$180.00	185.00	
Over 100'			
Single trip	\$77.00	79.00*	
Round trip	\$103.00	106.00*	
Continuous	\$180.00	185.00*	
*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:

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

Chapter 16: Plumbing

Fees with regards to plumbing are as follows:

<u>Fee Title</u>	<u>Amount of Fee</u>	<u>Code Section</u>
Residential Plumbing Permit	\$ 230.00 237.00	16.401(a)(1)
Commercial Plumbing Permit	\$ 385.00 396.00	16.401(a)(2)

Chapter 17: Police and Fire

The following fees shall apply to police and fire services:

<u>Fee Title</u>	<u>Amount of Fee</u>	<u>Code Section</u>
Towing of Certain Vehicles	\$ 88.00 90.00	17.21
Emergency Medical Service and/or Transportation - Residents		17.28
Basic Life Support Calls	\$ 465.00 479.00	
Advanced Life Support Calls	\$ 620.00 638.00	
Advanced Life Support Calls II	\$ 670.00 690.00	
Mileage per loaded mile	\$ 8.25 9.00	
Emergency Medical Service and/or Transportation – Non-Residents		17.28
Basic Life Support Calls	\$ 565.00 581.00	
Advanced Life Support Calls	\$ 775.00 798.00	
Advanced Life Support Calls II	\$ 825.00 850.00	
Mileage per loaded mile	\$ 8.25 9.00	
FIRE PLAN EXAMINATION FEES		
Sprinkler Plan Examination Fees		17.46
1-20 Sprinklers	\$ 260.00 267.00	
21-100 Sprinklers	\$ 465.00 478.00	
101-200 Sprinklers	\$ 565.00 582.00	
201-300 Sprinklers	\$ 670.00 690.00	
301-400 Sprinklers	\$ 775.00 798.00	
401-500 Sprinklers	\$ 875.00 901.00	
Over 500 Sprinklers	\$ 980.00 1,009.00	
Per Sprinkler over 500 Sprinklers	\$ 1.55 2.00	
Standpipe System Plan Examination Fee		17.46
1 st Standpipe	\$ 205.00 211.00	
For each additional Standpipe	\$ 155.00 160.00	
Fire Pump Plan Examination Fee	\$ 360.00 370.00	17.46
Upgraded or Enhancement Design Review for Existing Sprinkler or Standpipe	Actual Cost	17.46
Spray Booths	\$ 155.00 160.00	
Suppression System Plan Examination Fees:		17.46
Restaurant Wet Chemical System (per hood system)	\$ 360.00 370.00	
Restaurant Mechanical Hood & Duct System (per hood)	\$ 360.00 370.00	
Gas Suppression System or Dry Chemical Systems (per pound of agent used)		17.46

1-50 lbs.	\$ 155.00 <u>160.00</u>	
1-100 lbs.	\$ 205.00 <u>211.00</u>	
101-200 lbs.	\$ 255.00 <u>262.00</u>	
201-300 lbs.	\$ 335.00 <u>345.00</u>	
301-400 lbs.	\$ 415.00 <u>427.00</u>	
401-500 lbs.	\$ 490.00 <u>505.00</u>	
501-750 lbs.	\$ 565.00 <u>582.00</u>	
751-1,000 lbs.	\$ 645.00 <u>664.00</u>	
Over 1,000 lbs.	\$ 720.00 <u>741.00</u>	
Per pound of agent over 1,000 lbs.	\$ 1.03 <u>1.00</u>	
Fire Detection and Alarm System Plan Examination Fee		17.46
First 15,000 sf of complete new system	\$ 205.00 <u>211.00</u>	
Each additional 15,000 sf or portion thereof	\$ 205.00 <u>211.00</u>	
Above Ground Storage Tank Review		17.46
Above Ground Tank Installation (per tank)	\$ 310.00 <u>319.00</u>	
Underground Tank Installation (per tank)	\$ 310.00 <u>319.00</u>	
Underground Tank Removal (per tank)	\$ 310.00 <u>319.00</u>	
Underground Tank Bond	\$10,000.00	
Additional Technical Resources or Assistance Plan Examination Fee – Special Consultation	Actual Cost	
		17.47
Permit & Inspection Fees		
Open Burning Permit (per occurrence)	\$ 52.00 <u>53.00</u>	
Fireworks Permit (per occurrence)	\$ 77.00 <u>79.00</u>	
Spray Booth Permit (annual)	\$ 52.00 <u>53.00</u>	
Commercial/Industrial Underground Petroleum Storage (annual)	\$ 155.00 <u>160.00</u>	
Liquefied Petroleum Gas Tank Storage & Sales	\$ 52.00 <u>53.00</u>	
Tar Kettle Permit (per occurrence)	\$ 77.00 <u>79.00</u>	
Spray Booth Inspection	\$ 103.00 <u>106.00</u>	
Above Ground Tank Installation Inspection (per tank)	\$ 103.00 <u>106.00</u>	
Commercial/Industrial Above Ground LPG Tank/GNG Tank Installation Inspection (per tank)	\$ 155.00 <u>160.00</u>	
Underground Tank Installation Inspection (per tank)	\$ 103.00 <u>106.00</u>	
Underground Tank Removal Inspection (per tank)	\$ 103.00 <u>106.00</u>	
Tank Re-Inspection (each)	\$ 103.00 <u>106.00</u>	
Hydrostatic Test	\$ 103.00 <u>106.00</u>	
Fire Alarm Acceptance Test	\$ 103.00 <u>106.00</u>	
Restaurant Mechanical Hood & Duct System	\$ 103.00 <u>106.00</u>	
Fire Pump Acceptance Test	\$ 155.00 <u>160.00</u>	
Fire Pump Annual Inspection Fee	\$ 155.00 <u>160.00</u>	
Generator Acceptance Test	\$ 155.00 <u>160.00</u>	
Miscellaneous Fire Permit Inspection	\$ 77.00 <u>79.00</u>	
Walk through inspection	\$ 52.00 <u>53.00</u>	
Re-Inspections		
1 st , 2 nd & Subsequent Re-Inspections (each)	\$ 77.00 <u>79.00</u>	
Fire Extinguisher Training (per hour)	\$ 52.00 <u>53.00</u>	

Fire Watch Personnel (per person/1 st hour)	\$ 103.00 <u>106.00</u>	
Fire Watch Personnel (per person/each additional hour)	\$ 77.00 <u>79.00</u>	
Fire Watch Apparatus Standby (per hour)	\$ 155.00 <u>160.00</u>	
Malfunctioning/Disrepair Alarm System per day (beginning 31 st day after notification)	\$ 31.00 <u>32.00</u>	17.62
Alarm System Disconnection Fee	\$ 205.00 <u>211.00</u>	17.68
Alarm System Connection Fee		17.71
Initial connection fee to Village's digital alarm receiving panel	\$ 103.00 <u>106.00</u>	
Annual surveillance fee for connected system	\$ 205.00 <u>211.00</u>	
Alarm surveillance fee (annual, received 2/1-3/1)	\$ 260.00 <u>267.00</u>	
Alarm surveillance fee (received after March 1 st)	\$ 315.00 <u>324.00</u>	
Alarm Board Late fee	\$ 55.00 <u>56.00</u>	
Alarm System Plan review fee	\$ 103.00 <u>106.00</u>	
User fails to post notice	\$ 77.00 <u>79.00</u>	
User fails to provide written test results	\$ 155.00 <u>160.00</u>	
User violates 17.62(a) for 30+ days	\$ 31.00 <u>32.00</u>	
User violates 17.62(d) or (e)	\$ 103.00 <u>106.00</u>	
User violates 17-63	\$ 103.00 <u>106.00</u>	
User violates 17.66 & 17.67	See Penalty on subsequent false alarms	
False Alarms		
Commercial		
Third, Fourth or Fifth false alarm within 60 days	\$ 310.00 <u>319.00</u>	
Six or more false alarms in 60 days	\$ 620.00 <u>638.00</u>	
Residential		
Third, Fourth or Fifth false alarm within 60 days	\$ 103.00 <u>106.00</u>	
Six or more false alarms in 60 days	\$ 155.00 <u>160.00</u>	
Security Alarm Systems		17.71
Commercial		
On an annual basis with the year beginning each January		
False alarms 1 through 3	No Fee	
False alarms 4 through 9	\$ 310.00 <u>319.00</u>	
False alarms 10 through 14	\$ 615.00 <u>633.00</u>	
False alarms 15 and over	\$ 1,030.00 <u>1,060.00</u>	
Residential		
On an annual basis with the year beginning each January		
False alarms 1 through 3	No fee	
False alarms 4 through 9	\$ 103.00 <u>106.00</u>	
False alarms 10 through 14	\$ 155.00 <u>160.00</u>	
False alarms 15 and over	\$ 205.00 <u>211.00</u>	

[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	\$57.00 58.00/lineal foot	19.14.1(c)
Encroachment License	\$77.00 79.00	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:

<u>Fee Title</u>	<u>Amount of Fee</u>	<u>Code Section</u>
Fingerprinting Fee	\$40.00	22.302
Cab Company License Fee	\$205.00 211.00	22.302
Cab Company Late Filing Fee	\$52.00 53.00	22.302

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

Reserved.

[Chapter 24: Trees and Shrubs](#)

<u>Fee Title</u>	<u>Amount of Fee</u>	<u>Code Section</u>
Tree Pruning	\$72.00 74.00/+ actual cost of pruning	24.4(f)(1)
Tree Pruning	\$72.00 74.00/+ actual cost of pruning	24.6(e)

Chapter 25: Water

The following fees are related to water:

Fee Title	Amount of Fee	Code Section
Watering Permit	\$31.00 <u>32.00</u>	25.5(c3)
Temporary Use of Public Hydrants		25.11
Permit Fee	\$26.00 <u>27.00</u>	25.11 (2) (b)
Security Deposit		25.11 (2)(a)
Meter Size		
5/8"	\$540.00 <u>550.00</u>	
1"	\$760.00 <u>780.00</u>	
3"	\$1,900.00 <u>1,950.00</u>	
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	
Water System Connection Fees		
Water/Service Inspection Fee	\$65.00 <u>67.00</u>	25.40(a) (1)
Tap Fee		
Tap Size		25.40(b)
1"	\$240.00 <u>250.00</u>	
1 1/2"	\$380.00 <u>390.00</u>	
2"	\$440.00 <u>450.00</u>	
Over 2"	\$610.00 <u>630.00</u>	
Meter Installation		25.40(b)
Meter Size		
5/8" or 3/4"	\$270.00 <u>280.00</u>	
1"	\$380.00 <u>390.00</u>	
1 1/2"	\$1,550.00 <u>1,600.00</u>	
2"	\$1,830.00 <u>1,880.00</u>	
3"	\$3,030.00 <u>3,120.00</u>	
4"	\$4,020.00 <u>4,140.00</u>	
6"	\$6,430.00 <u>6,620.00</u>	
Capacity Fee		25.40 c(1)
Tap Size		
1"	\$2,165.00 <u>2,230.00</u>	
1 1/2"	\$2,370.00 <u>2,440.00</u>	
1 3/4"	\$5,355.00 <u>5,500.00</u>	
2"	\$10,610.00 <u>10,920.00</u>	
4"	\$16,995.00 <u>17,500.00</u>	
6"	\$31,930.00 <u>32,900.00</u>	
8"	\$53,150.00 <u>54,700.00</u>	
10"	\$106,295.00 <u>109,480.00</u>	
12"	\$255,025.00 <u>262,680.00</u>	

Upgrade to existing line size	Incremental amount of the capacity fee between the line sizes	
Construction Water Charge		25.40(e)
Multiple family residence	\$95.00 98.00	
Commercial or industrial structure	\$95.00 98.00	
Residential Single Family	\$47.00 48.00	

Chapter 26: Stormwater and Floodplain

The following fees shall apply to stormwater and floodplain management:

<u>Fee Title</u>	<u>Amount of Fee</u>	<u>Code Section</u>
Stormwater Management		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:

Fee Title	Amount of Fee	Code Section
Signs <25 sf	\$75.00 <u>\$77.00</u>	28.305(a)(1)(a)
Signs 25+ sf	\$75.00 <u>\$77.00</u> , plus \$1/per sf over 25 sf	28.305(a)(1)(b)
Electrical Connection for Signs	\$50.00 <u>\$51.00</u>	28.301(a)(2)
Sign Plan Review	\$80.00 <u>\$82.00</u>	28.301(a)(3)
Fence Permit	\$55.00 <u>\$56.00</u>	28.301(a)(4)
Zoning Applications:		
Residential Variations	\$375.00 <u>\$386.00</u>	28.301(b)(1)(a)
Commercial Variations	\$450.00 <u>\$463.00</u>	28.301(b)(1)(b)
Rezoning	\$450.00 <u>\$463.00</u>	28.301(b)(2)
Special Use		
Residential Special Use	\$450.00 <u>\$463.00</u>	28.301(b)(3)(a)
Commercial Special Use	\$875.00 <u>\$901.00</u>	28.301(b)(3)(b)
Planned Development and Amendments to Planned Developments	\$1,500.00 <u>\$1,545.00</u>	28.301(b)(4)
Text Amendments	\$450.00 <u>\$463.00</u>	28.301(b)(5)
Annexation Petitions	\$375.00 <u>\$386.00</u>	28.301(b)(6)
Appeals Fee	\$450.00 <u>\$463.00</u>	28.301(b)(7)
Zoning Verification Letter Fee	\$35.00 <u>\$36.00</u>	28.301(b)(8)

**TRANSPORTATION AND PARKING COMMISSION
Minutes**

February 8, 2012, 7:00 p.m.

Council Chambers - Village Hall
801 Burlington Avenue, Downers Grove

Chairman Stuebner called to order the February 8, 2012 meeting of the Transportation and Parking Commission at 7:00 p.m.

A review of the meeting's protocol followed. Chairman Stuebner reminded the public that the commission was a recommending body to the Village Council and stated the minutes were being recorded on village-owned equipment for transcription purposes.

The commissioners and public recited the Pledge of Allegiance.

Roll call followed and a quorum was established.

ROLL CALL:

Present: Chairman Stuebner, Commissioners Cronin, Saricks, Vlcek (arrives 7:05 p.m.), Schiller, Van Anne, Student Rep. Ms. Aguzino

Absent: Commissioner Wrobel

Staff Present: Traffic Manager Dorin Fera; Police Ofr. Tim Sembach

Visitors: Jodi Walsh, 4536 Saratoga Ave.; Cindy Schramm, 4442 Saratoga Ave.; Jenny Bauman, 4500 Prince St.; Roger Bauman, 4500 Prince St.; Bill Kussman, 4509 Saratoga Ave.; Tom Eagan, 4501 Saratoga Ave.; Rick Lesley, 4503 Linscott Ave.; Mary Kussman, 4504 Saratoga Ave.; Janet Mitchell, 4605 Prince St.; and Tom Smith, 1205 Grant Street

APPROVAL OF MINUTES

The January 11, 2012 minutes were approved on motion by Mr. Schiller and seconded by Mr. Saricks. Motion carried by voice vote of 7-0.

PUBLIC COMMENTS

Mr. Tom Smith, 1205 Grant Street, Downers Grove, spoke about the traffic issues resulting from the high school expansion. The first of two concerns were the safety benefits that were offered by the vacation of Prince Street. He stated those benefits would not be realized and that the bus stacking on Prince between Grant and Lincoln would continue because the operational plan from the school stated that the school was not planning on changing the way it did their morning and afternoon pickups. He believed that issue, coupled with the parents picking up their children, would become more compounded because traffic was being compressed into a smaller area. His second issue was that moving the parking lot into the neighborhood had not been adequately considered, given the after-school activities, evenings, and weekends when the facilities were leased out to the park district and other private organizations. The current lot kept that traffic north of the residential area. In viewing the parking study figures, he believed a 100% to 300% increase in traffic would occur in the area due to those activities. He believed the study for the non-school hours was conducted on November 29th and was done around the holiday and did not accurately reflect the non-school activity and how it would impact the area.

Mr. Fera stated that staff's reviews are still in progress, and upto this time the focus has been on traffic/parking activities east of Main Street. He reported the North High School was working with the village to meet the village's needs. However, another issue that has arisen in the

discussions is stormwater regulations. **Mr. Fera** discussed that it would probably have some impact on the lot design and the physical locations of certain items. Staff would still be reviewing various issues and would continue to work with the high school.

Mr. Fera reported that he could not confirm whether any plans would come before this commission, indicating they would probably be forwarded to village council. He suggested that the residents track the issue to the village council. Asked if any public meetings were scheduled, wherein **Mr. Fera** stated he is not aware of any, but the Village leaders are informed. He did not know what changes, if any, would be made to the high school's plan.

Resident, **Mr. Smith** stated that meetings were held and he reiterated his concerns about the locations of the drives and if turning restrictions could be placed during certain hours. He asked for better enforcement for the no passenger loading areas.

Mr. Fera stated that while the high school plans were underway, input could still be forwarded as to the operational aspects of the plan.

Chairman Steubner recommended that the residents attend the village meetings to ensure that what was being sought was instituted and taken into consideration by the village before any building permits were issued. **Commissioner Vicek** raised the fact that a YouTube video was available regarding School District 99's last board meeting which discussed the full plan.

As to the traffic flow studies, **Mr. Fera** conveyed that he saw the first draft which included staff's changes and the study appeared to be addressing staff's concerns with more comments to come. He also noted, however, that the traffic study that he reviewed did not cover the hours after school, evenings, and weekends.

Mr. Bill Kussman, 4504 Saratoga, Downers Grove, stated he attended this commission's meeting to make the commissioners aware of some of the problems, i.e., cut-through traffic and the traffic increasing from 3,000 to 3500 vehicles, mainly during rush hours. Mr. Kussman discussed the increased bus and parent traffic on Prince Street and asked where were the vehicles to travel to pick up their kids? Again, concerns of congestion were raised.

Mr. Fera stated he would obtain a copy of the final traffic impact report.

Suggestions were made that **Mr. Kussman** email the village council and ask for a public hearing and to also request a traffic calming form, which would could then be presented before this commission.

Ms. Jenny Bauman, 4500 Prince Street, Downers Grove, said she had a copy of the traffic study that was presented to the Plan Commission when the vacation of Prince was being requested. Her largest frustration was that the neighborhood was not included in the school district's plans and when she and others did attend meetings, specifically, the Plan Commission, she had 10 minutes to voice a rebuttal on how to stop the vacation of Prince Street. Lastly, she stated the question back to the Plan Commission was if the commission addressed the concerns of the neighborhood, would it financially affect the plan, and the answer was "yes". She believed the plan was moving along fairly quickly because any concerns would financially affect the district's plan and they did not want that to happen. **Ms. Bauman** voiced concerns about the vacation of Prince Street and the changes that were to occur on the blocks surrounded by Prince, Saratoga, Grant and Sherman as it related to traffic integrity, safety of vehicles, and foot traffic. Other concerns included: of the outcome of the traffic study which stated vacating Prince would have no impact to the transportation system; the study did not address safety in the neighborhood and did not accurately address the traffic flow of the

neighborhood; and the times when the study was taken or not taken. She wanted to be linked into the meetings to discuss the residents' concerns. Concerns were also raised about chaotic vehicle congestion, students walking all over, vehicles parking anywhere, etc.

Mr. Cronin asked staff if there was some form of law to notify residents of a street's physical changes, wherein **Mr. Schiller** explained the petition process for this commission.

Ms. Cindy Schramm, 4442 Saratoga, Downers Grove, stated the residents were not aware of the school district's plan until last October, when she was invited. At the Plan Commission meeting the school superintendent was invited and stated he contacted the residents in the neighborhood, which she confirmed he did not. She stated she and the residents have attended meetings only to be told to attend the district meetings and only to be told to attend the Traffic and Parking Commission meetings. **Ms. Schramm** discussed the concerns of increased congestion at the intersections of Grant and Saratoga. She stated District 99 already admitted it was not aware of the dangers of what was occurring in that area. She was asking for someone to advocate for the neighbors.

Commissioner Vlcek mentioned that at the last school board meeting Wight and Company, for the School District, did review how many times it notified the residents.

Mr. Tom Eagan, 4501 Saratoga, Downers Grove, stated that the school board said the information was on their website, but that public hearing notices were put up usually in places where neighbors did not walk; there was no personal notification or nothing in the mail. He reiterated that additional traffic would be coming across Grant. He discussed the difficulty in maneuvering Saratoga currently with school activity and the safety issues for the intersection of Grant and Saratoga. If the lot remained where it was, he stated another exit could be created on Sherman to exit to Ogden Avenue, thereby relieving some congestion. He thanked this commission for listening and passing on the petition information. He asked to be included with other neighbors in the future discussions with the school district. He found it interesting that there was discussion at the last board meeting of adding a crosswalk in the middle of Saratoga.

1. File # 04-12 Multi-Day Overnight Parking Permits - Lot L. **Mr. Fera** reported the police department usually handles calls from people who want to stay overnight in Chicago or visit someone and will allow them to stay over one night only. Staff, however, would like to consider a multi-day overnight parking permit for Lot L (south end) to be obtained through village hall, on a trial basis. A number of locations were considered. **Mr. Fera** discussed that if the multi-day permits were initiated fairly quickly, he could assess its progression over the year and then review it next December. Per **Officer Sembach**, currently Lot L was filled about 85% with commuters. Continuing, **Mr. Fera** summarized that the fee being considered would be twice the daily fee, or, \$6.00. Asked how it differed from the regular overnight parking, **Officer Sembach** explained that currently the police department did not allow multi-day parking, which this would be. And if the request was for a Friday, Saturday or Sunday, the department tried to accommodate it. Per **Mr. Fera**, the permits could be purchased ahead of time as long as the vehicles left by 8:00 a.m. Monday morning. Concerns were raised that if someone travels they may not be able to remove their car by that time, to which **Mr. Fera** was aware, stating such individual situations would have to be evaluated.

Commissioner concerns were raised about illumination of Lot L wherein **Mr. Fera** explained what was currently there and should the permitting continue, he expected that the lighting would need to be upgraded, as needed. Liability concerns for the village were also raised with **Mr. Fera** explaining that the lot could include similar signage as the parking deck, which stated that the village was not responsible if something happened to a person's vehicle. Other commissioners supported increasing the price of the permit to \$10.00 per night, with Ms. Vlcek

not in favor because the vehicles had to be monitored and payment for the service had to be considered. Ms. Vlcek agreed \$6.00 was too low but would not support \$10.00.

A question was asked whether the Police Department could issue the permit prior to 8:00 a.m., wherein the **Officer Sembach** stated it was an option to consider. Another question was whether the permit could be purchased like a garbage sticker and used when a person wanted. **Mr. Fera** stated explained in more detail how the multi-day permit would be used. He also said he would leave it up to the person using the permit to determine that.

Ms. Jenny Bauman, 4500 Prince, asked if there could be a machine, similar to the Belmont Station, installed in the parking lot, since it appeared to be much work to go to village hall and that, personally, she would not be back at 8:00 a.m. from a trip. **Mr. Fera** appreciated the comments, and reminding everyone the permit would be on a trial period, wherein many of the unforeseen issues would need to be addressed and resolved before a permanent program could be initiated.

MR. SARICKS MADE A MOTION TO ACCEPT STAFF'S RECOMMENDATIONS AND TO FORWARD TO VILLAGE COUNCIL, AS PRESENTED, WITH THE PROVISION THAT THE VILLAGE COUNCIL REVIEW THE PERMIT'S PRICING.

SECONDED BY MS. VAN ANNE.

MOTION CARRIED BY VOICE VOTE OF 7-0.

2. File # 05-12 Village Parking Holidays. **Mr. Fera** discussed that this was a village request to get the Village of Downers Grove on board with its neighboring villages regarding holiday parking restrictions, etc. No federal or state holidays would be matched, however. **Officer Sembach** stated the department would like to return the holidays, as presented, commenting that the Police Department recognized state holidays as the parking holidays.

Dialog was raised that it did not matter what days the village gives its employees as days off. It made more sense to make the holidays as the national holidays and not discriminate one with the other. A discussion ensued on what the City of Chicago did. Other examples were discussed and the fact that the list of holidays was confusing. A suggestion was made to table the matter and get a legal opinion.

Mr. Fera closed by stating that once the Village holidays are resolved, he would be promoting a campaign reminding the public of the appropriate holidays.

MR. CRONIN MADE A MOTION TO ACCEPT THE PROPOSED HOLIDAY LIST, AS PRESENTED. NO ONE SECONDED THE MOTION. MOTION DIED FOR LACK OF A SECOND.

MS. VLCEK MADE A MOTION TO ACCEPT THE PROPOSED HOLIDAY LIST BUT TO SUBSTITUTE THE WORDS "ELECTION DAY" AND "VETERANS DAY" FOR THE WORDS "DAY AFTER THANKSGIVING" AND "CHRISTMAS EVE", RESPECTIVELY.

SECONDED BY MS. VAN ANNE.

AYE: MS. VLCEK, MS. VAN ANNE, MS. AGUZINO
NAY: MR. SCHILLER, MR. STUEBNER, MR. SARICKS, MR. CRONIN

MOTION FAILED: VOTE OF 3-4.

3. File # 06-12 Short-Term Parking Revisions - Additional Accessible Spaces. Mr. Fera explained that this was one of many revisions from the downtown parking study coming before this commission for the future. This revision is required in consideration of the ADA requirements within the village's parking lots.

Mr. Schiller questioned the number of spaces in Lot B, stating that more than enough handicap spaces were being provided than required. He suggested that staff evaluate if, in fact, the nine spaces were being use regularly by handicap commuters/shoppers. **Mr. Fera** stated that about half of the spaces were being used regularly and that he did not recall seeing all nine spaces used. He reminded the commissioners, however, that the nine spaces were inserted to compensate for Lot D which had no handicaps spaces for many years. Staff offered to remove some spaces and be flexible. Dialog was raised that Lot B near the train station did not have enough handicap spaces and if the proposal before the commissioners supplemented that. **Mr. Stuebner** suggested keeping the nine spaces where proposed until the on-street accessible spaces were installed.

As to whether there were any proximity requirements to locate handicap spaces on the street, **Mr. Fera** stated there were none but that you wanted to locate the spaces in locations where they were completely accessible and usually those were at the ends of a block. Further details followed regarding the balancing of spaces that would have to take place. Regarding a time constraint for the proposal, **Mr. Fera** stated staff was trying to meet the recommendations of the Downtown parking study and completing the spaces by this year. **Mr. Fera** reviewed some of the other recommendations coming out of the Downtown parking study.

No public comments received.

MR. SCHILLER MADE A MOTION TO APPROVE STAFF'S RECOMMENDATIONS AND KEEP LOT B WITH THE EXISTING NINE (9) ACCESSIBLE SPACES UNTIL THE ON-STREET ACCESSIBLE SPACES WERE INSTALLED IN THE FUTURE.

SECONDED BY MR. SARICKS.

Questions followed whether additional parking had to be made to Lot C, wherein **Mr. Fera** explained that Lot C had to meet its own handicap requirements separately, just as the other lots. As explained by Mr. Saricks, this was a temporary measure.

ROLL CALL:

**AYE: MS. VLCEK, MR. SCHILLER, MR. STUEBNER, MR. SARICKS, MR. CRONIN,
MS. VAN ANNE, MS. AUGZINO**

NAY: NONE

MOTION CARRIED BY VOICE VOTE: 7-0

4. File #07-12 Short-Term Parking Revisions - Free Parking after 11:00 a.m. Mr. Fera summarized that one of the other findings from the Downtown parking study was that many of the permit parking lots filled up earlier in the day than originally thought, with the lots being filled by approximately 9:00 a.m. to 9:30 a.m. In order to make the spaces available for shoppers, staff's thought was to open up the free spaces at 11:00 a.m., thereby giving enough time for the police to enforce the regular commuter parking first. Parking signage would be changed accordingly.

Asked if the change would reduce the enforcement burden on the police department because they would not have to be monitoring the spaces as late as 12:00 p.m., **Officer Sembach** indicated that it meant the department would have enforce the non-permit lots sooner, which he said he would do his best. Asked if the change meant a decrease in fines, he stated that he had not reviewed what time tickets were issued. It could have an impact he was not sure. The suggested revision was to have the downtown parking lots be free parking after 11:00 a.m.

MS. VAN ANNE MADE A MOTION TO APPROVE STAFF'S RECOMMENDATIONS OF HAVING FREE PARKING IN THE DOWNTOWN PARKING LOTS AFTER 11:00 A.M.

SECONDED BY MR. SCHILLER.

MOTION CARRIED BY VOICE VOTE OF 6-1 (NAY: MS. VLCEK)

Ms. Vicek said she voted Nay because the one hour change was not significant enough and she had concerns about the added costs for signage and police enforcement.

OLD BUSINESS

Mr. Fera reviewed his handouts, one of which was the roadway classification map which he reported was approved by Village Council back in 1995. He stated he would return with the documentation regarding how that map came about. An aerial review of the Belmont project followed noting another pay station unit will be added north of the tracks for Lot J. Neighborhood calls have mentioned that it would be a good idea to have a sign on Haddow preventing right turns into the lot from the west. Details followed on the progress that had been made.

Also announced was the fact that the Village and Downers Grove School District 58 was awarded \$190,000.00 under the Safe Route to School program, federally funded and under the State of Illinois. Part of the funding will be used to improve Blodgett and Randall near Whittier School. Projects are expected to start in about a year after the contracts/agreements with the state are finalized, and more information would be forthcoming.

Regarding the 55th Street DuPage County project (from Main to Fairview), **Mr. Fera** stated he has not heard anything new on the project. Another project -- the bike trail along 31st Street -- has been awarded funding through CMAP. Details on that project followed.

Regarding the North High School development, **Mr. Fera** said he was waiting to hear about the comments sent to the district regarding the area east of Main Street. Staff was proposing the elimination of the existing access onto Highland Avenue from the current parking lot. When the new east lot is constructed, the access point should be leading to Sherman and leading to Grant, leaving the traffic out of the neighborhoods. From **Mr. Fera's** understanding, the information received is that the school is staging the exits of everyone in the parking lot so that they are not coming out simultaneously. As explained to village staff from the school, there will be several movements of vehicles out of that parking lot between 3:00 and 5:00 p.m. with restricted right and left turns. **Mr. Cronin** shared his doubts about the process.

Mr. Fera discussed how the traffic issues were reviewed for the high school project, noting the parking lot on Main Street will have a crossing guard for large events. Per a question, the curb cut onto Highland would be removed. He will continue to meet with the school and their engineers, because access recommendations can still be made since the plan is not finalized. He reminded the commissioners that a traffic study typically will focus on the peak hours of

operation of a facility, citing that there are different activities for the school during the day, than during after-school hours.

Other updates followed on the following: Midwestern University submitting plans for a new auditorium off of 31st Street, which includes a traffic signal; the Main and Maple project, and the downtown striping project for Main and Curtis Streets moving forward to Village Council.

The second handout **Mr. Fera** reviewed contained information on Village intersection crash reports for 2011. He reviewed some of the higher numbers throughout the village. As to the accidents reviewed along Main Street within the downtown area, **Mr. Fera** reported there were 44 accidents recorded in 2011, which translates to an accident about every 8 days. He stated that staff reviews these patterns and questions what contributes to the high number of accidents and what can be done to reduce those numbers.

Mr. Fera asked the commissioners to review its status list of projects and activities that passed through this Commission. He asked that commissioners e-mail him individually of any changes they are aware of. It was agreed that staff would update any such information up to the day of the next Commission meeting. A suggestion was made that if a deadline was passed to change the color to indicate same.

Other questions raised included: the enforcement of the truck weight restrictions on Lacey Avenue; the review of the sidewalk matrix; and clarification on a previous motion made by this body. Regarding the previous Commission motion, **Mr. Fera** explained that the Village Council tabled the item to a date uncertain at the request of the petitioner. **Mr. Saricks** believed that if the item was tabled, the matter should return to this commission in order to get a disposition of the items and not be forgotten. **Mr. Fera** stated that yes, he will return with the information on how the council voted to keep the Commission informed.

COMMUNICATIONS

Included in commissioners' packets.

ADJOURN

MR. SARICKS MADE A MOTION TO ADJOURN THE MEETING AT 9:16 P.M. MR. CRONIN SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY BY VOICE VOTE OF 7-0.

Respectfully submitted,

Celeste Weilandt,
Recording Secretary
(as transcribed from MP3 digital recording)