

ARTICLE VIII. - FEES AND BONDS

Sec. 18-487. - Building permit fees.

The village will ~~collect charge~~ building permit fees as set forth ~~in this section herein~~ to cover the costs of performing building and zoning plan reviews, checking computations, determining estimates of cost, researching specifications and ~~other~~ similar activities in order to issue a building permit. Building permit fees are non-refundable. If third party or outsourced professional services are used ~~by the village~~ to review plans or any ~~other~~ aspect of a project, the applicant shall reimburse the village for the costs of such services in addition to the building permit fees. If an applicant withdraws their building permit request ~~prior to a permit being issued~~, the applicant is liable for any base fee, and third party or outsourced professional services ~~cost~~ rendered ~~by the village~~ up to ~~and including~~ the date of withdrawal.

The building permit fees set forth ~~in this section herein~~ do not include engineering ~~plan review and inspection~~ fees, fire department ~~plan review or inspection~~ fees, water connection and other water ~~utility related~~ fees, bonds, ~~certificate of occupancy fees pursuant to section 18-489 of this code, or other required inspection fees pursuant to~~ ~~(see section 18-490 of this code or certificate of occupancy fees pursuant to section 18-489.~~

Building permit fees shall be determined as follows:

(1) Commercial:

a. Scope: Commercial ~~building permit fees shall~~ apply to all ~~buildings or structures in the commercial, business, manufacturing, office/research industrial and multi-family buildings or structures use categories, as defined in the village zoning code, which are designed by an architect or structural engineer, including but not limited to, new construction, repair, renovation, addition and/or remodeling. Commercial building permit fees shall also apply to include all accessory buildings, structures and fences, including but not limited to new construction, repair, renovation, addition and/or remodeling. which are designed or constructed by an architect or structural engineer for the purposes of servicing facilities and for any kind of construction under the commercial and industrial districts or structures of a nature, excluding structures strictly associated with a residential use as defined in section 18-487(1)(b).~~ The types of uses ~~in the commercial category, and their accompanying for buildings or Facilities or~~

structures, ~~are specified included in this category in Appendix A - Zoning, Article VII and VIII of this code~~ include, but are not limited to, retail and wholesale establishments, hotels and motels, manufacturing facilities, warehousing, service, office, clubs or meetings halls, restaurants, nightclubs, multifamily and institutional facilities.

b. Building permit fee ~~calculation~~assessment: ~~The B~~building permit fees for all uses listed in subsection a. above ~~commercial/nonresidential~~ shall be ~~calculated assessed~~ based on the market value of the construction or improvement to be completed. The market value shall be determined based upon the value stated in the publication entitled "Means Square Foot Costs," published by R.S. Means Company, Inc., Kingston, Massachusetts, as amended from time to time, which publication is hereby adopted by reference by the village. In lieu of using this publication, the village may, in its discretion, use the value listed on a signed contract between the applicant and its contractor(s).

c. Building permit fee amounts~~s~~: Except as provided in subsection ~~(d)~~, below, the building permit ~~for any commercial project fees~~ shall be equal to be a base fee of \$100.00 ~~or plus~~ one and one-half percent ($1\frac{1}{2}\%$) of the market value of the construction or improvement to be completed as determined ~~in by~~ subsection b. ~~Above, whichever is more.~~ If the building permit includes electrical work, an additional fee of \$75.00 shall be charged. If the building permit includes plumbing work, an additional fee of \$75.00 shall be charged. The building permit fee amount does not include ~~required~~ inspection fees ~~pursuant to (see section 18-490 of this code for inspection fees)~~.

d. Flat fee commercial building permit ~~fee~~ amounts~~s~~: The following projects shall ~~be charged owe~~ a flat fee of \$150.00 (plus applicable inspection fees):

1. Fences; ~~;~~
2. Exterior concrete/asphalt flat work (i.e., driveways, patios, sidewalks);~~;~~
3. Window and door replacement (provided no structural alteration);~~;~~
4. Generators;~~;~~
5. HVAC and water heater installation and replacement;~~;~~ and
6. Roofs (such as tear-offs or a second layer; as long as no structural work is involved).

(2) Residential.

a. Scope: Residential building permit fees shall apply to all one and two family dwellings, including but not limited to, ~~their-new~~ construction, repair, renovation, addition and/or remodeling. Residential building permit fees shall also apply to ~~include~~ all accessory buildings, structures and fences, including but not limited to ~~their-new~~ construction, repair, renovation, addition and/or remodeling.

b. Building permit fee ~~calculation/assessment~~: ~~The B~~ building permit fees for residential permits shall be ~~calculated assessed~~ based on the estimated cost of the project. The estimated cost of the project shall be determined based upon the value stated in the publication entitled "Means Square Foot Costs," published by R.S. Means Company, Inc., Kingston, Massachusetts, as amended from time to time, which publication is hereby adopted by reference by the village. In lieu of using this publication, the village may, in its discretion, use the value listed on a signed contract between the applicant and its contractor(s).

c. **Building Permit Fee Amounts:** Except as provided in subsection d. below, the building permit fees ~~for any residential project~~ shall ~~equal be~~ a base fee of \$75.00 plus one and one-half percent (1-½%) of the estimated cost of the construction or improvement to be completed as determined ~~in by~~ subsection (b) above, ~~whichever is more~~. If the building permit includes electrical work, an additional fee of \$75.00 shall be charged. If the building permit includes plumbing work, an additional fee of \$75.00 shall be charged. ~~The building permit fee amount does not include required inspection fees pursuant to section 18-490 of this code. See section 18-490 for inspection fees.~~

d. Flat fee residential building permit ~~fee~~ amount: The following projects shall ~~be charged owe~~ a flat fee of \$100.00 (includes one inspection):

1. Fences.
2. Roofs (provided no structural work is involved; tear off or second layer only).
3. Exterior concrete/asphalt flat work (i.e., driveways, patios, sidewalks).
4. Window and door replacement (provided no structural alteration).
5. Generators.
6. HVAC and water heater installation and replacement.

(Ord. No. 12-113, § 1(Attch. A), 6-18-2012; Ord. No. 14-170, § 1(Exh. A), 10-2-2014, effective 1-1-2015; Ord. No. 15-017, § 1, 1-22-2015; Ord. No. 15-099, § 2, 6-11-2015; Ord. No. 17-025, § 2, 2-16-2017)

Editor's note— Ord. No. 17-025, § 2, adopted Feb. 16, 2017, amended § 18-487 and in so doing changed the title of said section from "Permit fees" to "Building permit fees," as set out herein.

Sec. 18-488. - Bonds.

(a) Bond ~~amounts required~~ schedule. Cash bonds to ensure the completion of building construction and the proper installation of building materials installed in accordance with approved site plans, building plans, special use permits, sign permits, landscaping plans, engineering plans, temporary occupancies, and approved specifications, shall be made in accordance with the following schedule. ~~-(Irrevocable letters of credit, or surety bonds may be submitted in lieu of cash bond upon approval by the community development director):~~

(1) New one- and two-family dwelling. One percent (1%) of total cost of project (not to exceed \$10,000.00).

(2) New multi-family dwelling building (under 50 living units). One percent (1%) of total cost of project (not to exceed \$15,000.00).

(3) New multi-family dwelling building (over 50 living units). One percent (1%) of total cost of project (not to exceed \$50,000.00).

(4) New multi-family dwelling building (over 100 living units). One percent (1%) of total cost of project (not to exceed \$100,000.00).

(53) New nonresidential building. Five percent (5%) of total cost of project (not to exceed \$50,000.00).

(64) Nonresidential building alteration, renovation, addition, or build-out. Two percent (2%) of total cost of project (not to exceed \$25,000.00).

(75) Residential building alteration, renovation, addition, or build-out . One (1%) percent of total cost of project (not to exceed \$5,000.00).

(86) Site work (multiple-family/non-residential). Five percent (5%) of total cost of project (not to exceed \$25,000.00).

(97) Engineering. See section 34-112 chapter 34 of this code for engineering bond amounts.

(b) Increase in required bond amounts~~sums~~. The bond sums required by this section shall be increased in an appropriate amount if, in the opinion of the director of public works or village engineer, the amount required therein would not be sufficient to construct required improvements or repair damages to sidewalks, pavements, trees or any other Village property which is already damaged or will most likely ~~obviously will be~~ damaged in the course of construction.

(c) Deposit. The deposit required by this section shall be in addition to any plan review fee, inspection fees, and building or engineering permit fees.

(d) Refunds. Cash bonds deposits made pursuant to this section ~~and temporary occupancy bonds~~ shall be refunded to the permittee upon the following:

- 1) return of the cash bond receipt from the village;
- 2) ~~and after it the record of compliance has been documented and verified by the village has been completed indicating compliance that the permittee is in compliance~~ with this code chapter and all other applicable ordinances of the village;
- 3) ~~—~~after issuance of a certificate of occupancy or temporary certificate of occupancy by the village; and
- 4) after any deductions are calculated by the community development department and approved by the finance director of the village; for:
 - a) ~~-~~unpaid re-inspection fees,
 - b) required improvements or repairs to sidewalks, trees, pavements or other village property.

(e) Forfeiture~~—~~. Any deposit made as required by ~~under this~~ section which is not redeemed within two (2) years after completion of the work (except as provided in subsection (fg) below), shall be forfeited to the village. Upon a determination that there is no outstanding work to be completed, or that any outstanding work to be completed is minor in nature and, if not completed, will not adversely impact the property, surrounding properties or the public health and safety, then the forfeited deposit shall be transferred to the village's ~~general stormwater management~~ fund to be used to fund for general

~~village operations~~ ~~stormwater improvements~~. Upon a determination that outstanding work does adversely affect the property, surrounding properties or the public health **and safety**, then the village may utilize the deposit to have the outstanding work completed.

(f) Central business district completion bond. Redevelopment projects in the central business district, excluding new construction projects, shall post a separate **central business district** completion bond (**the "completion bond"**), in addition to meeting the other requirements of this section ~~18-488~~. ~~The A~~ completion bond of \$3,000.00 is ~~required for each redevelopment project~~, payable as a cash bond or approved letter of credit, **and is due to the village**. ~~This completion bond is payable~~ prior to **the** issuance of building permits. The completion bond shall be forfeited to the village as a penalty in the event that a redevelopment project is not completed and open for business/occupancy within 12 months after approval of the project by the village board. ~~Only t~~The village board may grant extensions of this 12-month period upon a timely written request by the developer.

(g) Waiver of bonds.

1. The bonds required by Subsections 18-487 (1) d. & (2) d. for flat fee permits may be waived in total at the discretion of the director.
2. The bonds required by Subsections 18-487 (1) c. & (2) c. for permits which fee amounts calculate to be less than \$100.00 may be waived in total at the discretion of the director.

(Ord. No. 12-113, § 1(Attch. A), 6-18-2012; Ord. No. 14-170, § 1(Exh. A), 10-2-2014, effective 1-1-2015; Ord. No. 15-135, § 2, 8-6-2015)

Sec. 18-489. - Certificate of occupancy fee.

The fee for a certificate of occupancy shall be as follows:

- (1) Residential, including: Alterations/remodeling, garages, accessory buildings: \$100.00.
- (2) Commercial structures, including: Common spaces, each tenant space, alterations/remodeling: \$100.00.
- (3) Existing buildings: \$100.00.
- (4) Changes in use and occupancy (associated with issuance of **a business** license): \$100.00.

- (5) A ~~M~~ multi-family dwelling unit, including individual rental units, duplexes, townhomes and condominiums: \$50.00 per dwelling unit. For purposes of this requirement, a nursing home, senior or youth institution, or other congregant care facility are considered to be a commercial structure.

(Ord. No. 12-113, § 1(Attch. A), 6-18-2012; Ord. No. 13-51, § 4, 3-18-2013; Ord. No. 14-170, § 1(Exh. A), 10-2-2014, effective 1-1-2015)

Sec. 18-490. - Inspection fees.

(a) There is no charge for an initial inspection for construction, improvement, repair and/or alteration ~~fee for~~ of a one and two family residences, individual units of multi-unit townhouses or individual condominium units ~~residential construction, improvement, repair and/or alteration~~, as one inspection (i.e., footing inspection) is included at no charge as part of the building permit fee. Inspection and re-inspection fees for residential construction, improvement, repair and/or alteration are \$50.00 per inspection, following the first included (no-charge) inspection.

(b) Inspection and re-inspection fees for commercial construction, improvement, repair and/or alteration are \$100.00 per inspection.

(c) Payment for all inspections and re-inspections is required prior to the inspection being performed or it may be paid out of the applicant's bond, in the discretion of the community development director.

(d) Specialized inspections: Additional specialized inspections as defined by the adopted codes of the village may be required by the community development director or an authorized ~~his/her~~ designee, when special circumstances warrant. The specialized inspection fee shall be \$100.00 per inspection or the cost of the third party or outsourced professional ~~service 's~~ fee for such inspection, whichever is greater. Payment for specialized inspections is required prior to the inspection being performed.

(Ord. No. 12-113, § 1(Attch. A), 6-18-2012; Ord. No. 15-099, § 2, 6-11-2015; Ord. No. 17-025, § 2, 2-16-2017)