

VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL WORKSHOP
AUGUST 14, 2007 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
Fee Waiver: First Presbyterian Church	Resolution Ordinance ✓ Motion Discussion Only	Michael Baker Assistant Village Manager

SYNOPSIS

A motion is requested to authorize a waiver of permitting, plan review and inspection fees in the amount of \$14,907.80 as requested by First Presbyterian Church for an addition and renovation of the property at 339 Fourth Street.

STRATEGIC PLAN ALIGNMENT

The Village's Mission identified *Partner with Others*. A supporting objective of this goal is *Working with Community Organizations and Institutions to Achieve Vision, Goals and Mission*.

FISCAL IMPACT

Approval of this motion will result in a waiver of fees in the amount of \$14,907.80. If the waiver request is approved, payment of all other applicable fees, charges and security deposits, which total \$65,627.00, will still be required.

RECOMMENDATION

Approval on the August 21, 2007 consent agenda.

BACKGROUND

Approval of this motion would waive fees in accordance with the Village Council Policy for "Fee Waivers" (Res. 2002-73), which allows complete waiver of 100% of the fee waiver request for not-for-profit, charitable, religious or public service organizations.

First Presbyterian Church is seeking a waiver of permitting, plan review and inspection fees for an addition and renovation of the organization's property located at 339 Fourth Street. First Presbyterian Church is a religious organization which provides worship and educational services to members of its congregation. As such, the organization is eligible for a waiver of fees per Section 1.29 of the Municipal Code. The proposed facility addition and renovation will afford the organization the ability to better serve its congregants.

First Presbyterian Church has already paid the requisite permitting, plan review and inspection fees associated with the project and are seeking a fee waiver from the Village as reimbursement for these costs.

ATTACHMENTS

Fee waiver request form
 Fee Waiver Council Policy



FEE WAIVER REQUEST FORM

Owner / Applicant: First Presbyterian Church
 Address: 339 Fourth Street, Downers Grove, IL 60515

Date: 7/24/07

Location Address: 339 Fourth Street
 Brief Description of Project: Addition and renovation

Section 1-29 of the Downers Grove Municipal Code allows the Village Council to waive certain fees at its discretion. Below is an itemized list of fees that can be waived and those that cannot, in accordance with Council Policy 96-44.

REQUESTED WAIVER AND AMOUNT

<u>Fees to be Waived</u>	<u>Section</u>	<u>Amount</u>
Building Permit	7-11	8,888.00
Plan Examination	7-11.2	1,055.80
Plumbing Permit	16-7	225.00
Electrical Permit	10-21	1,570.00
Occupancy Permit	7-11.2A	75.00
Water Service Inspection	25-40(a)(2)	120.00
Stormwater Review & Inspection Fee	26-77(3)	1,705.00
Right-of-Way Fees	19-28	280.00
Public Hearing Petition Application (Note type of Hearing)		0.00
Site Runoff Storage		989.00
TOTAL		14,907.80


<u>Fees NOT Waived</u>	<u>Section</u>	<u>Amount</u>
Building Bonds	7-11.1	5,000.00
Right-of-Way Bond	19-28	9,200.00
Water System Capacity Charge	25-40(a)(1)	600.00
Water System Connection Charge	25-40(c)	2,200.00
Water Meter Charge	25-40(b)	650.00
Consultant/Expert Review	26.77(7)	1,012.00
Expenses for Public Hearing Notices		0.00
Stormwater (Development Security & Sediment & Erosion Control Security)	26.9, 26.92	46,875.00
Temporary Water Usage		90.00
TOTAL		65,627.00

Other fees not mentioned are subject to the discretion of the Village Manager and Village Council.

Approval of Village Manager not in excess of \$5,000.00 _____

Approval of Village Council excess of \$5,000.00 _____

Comments:

By:  _____ Community Development



Village of Downers Grove

Official Village Policy Approved by Village Council

Description:	Fee Waivers, Council Policy with Regard to	
Res. or Ord. #:	Res. 2002-73	Effective Date: 8/6/02
Category:	Legislative and General Management	
	<input type="checkbox"/> New Council Policy	
	<input checked="" type="checkbox"/> Amends Previous Policy Dated: 7/8/96 and 5/7/02	
	Description of Previous Policy (if different from above):	
	Fee Waiver Resolution 96-44, Fee Waiver Resolution 2002-45	

RESOLUTION 2002-73

A RESOLUTION ESTABLISHING AN AMENDED POLICY OF THE VILLAGE COUNCIL WITH REGARD TO FEE WAIVERS

WHEREAS, the Council of the Village of Downers Grove has heretofore adopted an ordinance entitled "An Ordinance Amending Chapter 1 of the Downers Grove Municipal Code", being Ordinance Number 2048, commonly referred to as the "Fee Waiver Ordinance"; and

WHEREAS, the Village Council finds it necessary and desirable to establish certain policy guidelines regarding fees which may be waived; and

WHEREAS, the Village Council has previously adopted Resolution 2002-45 establishing a policy related to fee waivers, and the Village Council has determined that it is necessary and desirable to amend this policy as provided herein.

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

I. That it is the policy of the Village Council that fees related to licenses, permits or plan reviews or fees related to the filing of a petition for a public hearing before any board or commission of the Village or before the Village Council for the benefit of governmental entities or not-for-profit, charitable, religious, educational or public service organizations may be waived by the Village Council (or the Village Manger for requests under \$5,000.00) in its/his discretion. Under no circumstances may the fees for outside consultants or experts or out-of-pocket expenses incurred by the Village be waived. Such out-of-pocket expenses include but are not limited to: public hearing notice, publication fees, postage, court reporter fees and contractual secretarial services.

A. All or any portion of the following fees may be waived:

1. Building Permit fees as required by Section 7-11 of the Municipal Code.
2. Plan Examination fees as required by Section 7-11.2 of the Municipal Code.
3. Plumbing permit fees as required by Section 16-7 of the Municipal Code.
4. Electrical permit fees as required by Section 10-21 of the Municipal Code.
5. Occupancy permit fees as required by Section 7-11.2.1.
6. Water Service Inspection fees as required by Section 25-40(a)(2).
7. Basic Storm Water Management permit fees as required by Section 26-76(1-7) of the Municipal Code.
8. Storm Water Plan Review fees as required by Section 26-76(8) of the Municipal Code.
9. Public Right of Way Improvement permits as required by Section 19-28 of the Municipal Code.

B. The following fees/expenses shall not be waived:

1. Building Bonds as required by Section 7.11.1 of the Municipal Code.
2. Public Right of Way Improvement bonds as required by Section 19-28 of the Municipal Code.
3. Water System Capacity charge as required by Section 25-40(c)(1) of the Municipal Code.
4. Water Connection Fee as required by Section 25-40(e) of the Municipal Code.
5. Water Meter charge as required by Section 25-40(b) of the Municipal Code.
6. Any fee related to outside consultants or experts retained by or on behalf of the Village to review any plans or projects.
7. Out of pocket expenses associated with public hearing notices.

C. The fees/expenses outlined in subsection A shall be waived according to the following guidelines:

1. Not-for-profit, charitable, religious, or public service organizations:
 - a. One hundred percent (100%) of the fee waiver request, except under extraordinary circumstances.
 - b. The Village shall not waive any fees if the applicant has received reimbursement for the fees from a third party.
2. Governmental entities with taxing boundaries that are substantially coterminous with the Village (i.e. Downers Grove Park District, Downers Grove Sanitary District), including all public school districts:
 - a. All fees up to \$5,000.00 will be waived. In addition, seventy percent (70%) of the remaining amount of the fee waiver request will also be waived, except under extraordinary circumstances.

b. The Village shall not waive any fees if the applicant has received reimbursement for the fees from a third party.
3. Governmental entities with taxing boundaries that are not coterminous with the Village (i.e. DuPage County, Townships):
 - a. No fees shall be waived, except under extraordinary circumstances.

II. That all resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed.

III. That this Resolution shall be in full force and effect from and after its passage as provided by law.

Brian J. Krajewski, Mayor

Passed: August 6, 2002

Attest: Linda J. Brown, Deputy Village Clerk

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