

VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL WORKSHOP
NOVEMBER 27, 2007 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
Fee Waiver Request for St. Joseph Church Facility Located at 4801 Main Street	Resolution Ordinance ✓ Motion Discussion Only	Michael Baker Assistant Village Manager

SYNOPSIS

A motion is requested to authorize a waiver of permitting, plan examination, and inspection/testing fees in the amount of \$5,513.70 as requested by St. Joseph Church for property at 4801 Main 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 waiver of fees in the amount of \$5,513.70. There are no other applicable fees associated with the project in addition to the fee waiver request amount.

RECOMMENDATION

Approval on the December 4, 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 a complete waiver of the fee waiver request for not-for-profit, charitable, religious, or public service organizations.

St. Joseph Church is seeking a waiver of permitting, plan examination, and inspection/testing fees in the amount of \$5,513.70 for a lower level remodel of the organization's property located at 4801 Main Street. The lower level remodel includes the following: lighting, floor and wall finishes, partitions and painting. St. Joseph 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.

ATTACHMENTS

Fee Waiver Request Form
Fee Waiver Council Policy



FEE WAIVER REQUEST FORM

Owner / Applicant: ST. JOSEPH CHURCH
Address: 4824 HIGHLAND AVE., DOWNERS GROVE, IL 60515

Date: 10/25/07

Location Address: 4801 MAIN ST., DOWNERS GROVE, IL 60515 Permit #06-13-GAR-0059

Brief Description of Project: Remodel lower level – including lighting, floor and wall finishes, partitions and painting.

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	3,789.00
Plan Examination	7-11.2	451.70
Plumbing Permit	16-7	
Electrical Permit	10-21	728.00
Occupancy Permit	7-11.2A	75.00
Water Service Inspection	25-40(a)(2)	
Stormwater Review & Inspection	26-77(3)	
Right-of-Way Fees	19-28	
Public Hearing Petition Application (Note type of Hearing)		
Site Runoff Storage		
Fire Prevention - Sprinkler Plan Review Fee		400.00
Fire Prevention - Hydrostatic Test Fee		70.00
TOTAL		5,513.70

<u>Fees NOT Waived</u>	<u>Section</u>	<u>Amount</u>
Building Bonds	7-11.1	
Right-of-Way Bond	19-28	
Water System Capacity Charge	25-40(a)(1)	
Water System Connection Charge	25-40(c)	
Water Meter Charge	25-40(b)	
Consultant/Expert Review	26.77(7)	
Expenses for Public Hearing Notices		
Stormwater (Development Security & Sediment & Erosion Control Security)	26.91, 26.92	
Temporary Water Usage		
TOTAL		

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	
	☐ New Council Policy	
	☒ 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 Manager 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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