



## MEMORANDUM

**TO:** David A. Hulseberg, Village Manager

**FROM:** William J. Heniff, AICP, Director of Community Development

**DATE:** August 19, 2010

**SUBJECT:** **Proposed Changes to the Lombard Village Code Regarding Planning Review Fees**

Attached is a proposed text amendment for Village Board's consideration with regards to creating a planning review fee. This item was reviewed by the Economic and Community Development Committee (ECDC) on April 7, 2010 and June 2, 2010.

### **Background**

Village staff undertook a review of Lombard's development fees for larger commercial planned developments compared to surrounding communities. As a result, staff completed a survey of the 15 surrounding municipalities' fee schedules as they relate to planned developments, map amendments, subdivisions, annexations and conditional uses. Staff has found that the Village of Lombard's fees are either consistent with or slightly higher than the median of our neighboring communities. However, when comparing our fees, particularly for projects categorized as major plats of subdivision and major developments, to Glen Ellyn, Downers Grove, Elmhurst, Oakbrook Terrace, Villa Park and Addison, our findings showed that the Village of Lombard has the lowest overall review fees. As a result, the ECDC recommended creating the following planning review fee:

### **Proposed Text Amendment to Section 36.21 (J) 3**

**(3) All major plats of subdivision and major developments, as defined in Title 15, Chapter 15, Section 154.703, shall be subject to the following planning review fee:**

- a. A fee of 0.25% of total improvements costs (includes all public and private improvements, exclusive of interior buildout/improvement costs) for the first \$4,000,000 and 0.13% for total development costs above \$4,000,000.**
- b. No construction permits shall be issued by the Village until all planning review fees have been paid.**
- c. No occupancy certificates shall be issued by the Village until all outstanding planning review fees have been paid.**

### **RECOMMENDATION**

The Economic and Community Development Committee recommends that the Village Board of Trustees at their August 19, 2010 meeting approve an Ordinance amending Title 3, Chapter 36 of the Lombard Village Code to create a new planning review. Staff is requesting a waiver of first reading.