

## MEMORANDUM

To: William T. Lichter, Village Manager  
From: George E. Seagraves, Fire Chief  
Date: March 1, 2004  
Re: Building Permit Fee Increase

Please place before the Board of Trustees, at their March 4, 2004 meeting an Ordinance Amending the Building Permit Fees. The fee increase will raise residential (single family & two family dwelling units) by 3% with commercial and industrial permit fees (includes multi-family dwellings) by 10%. Excluded from the permit increase are the following items:

- Administration Fees
- Consultation Fees
- Bonds
- Roofing Permits
- Electrical Permits: Garages, Lampposts, Motors and Minimum Electric
- Storage Tank Permits
- Garage Permits (Residential Detached)
- Driveway Permits (Residential)
- Wrecking Permits (Residential)
- Above-Ground Pool Permits
- Sign Permits

The increase reflects the need to keep fees current, cover increases in BIS and maintain a respective position in fees with our comparable communities. I have attached the memo and survey results that were completed for budget preparation. The fee increase is reasonable and continues to be in line with the goals established by the Board of Trustees.

The Finance Committee reviewed the fee increase at their meeting of February 26, 2004 and recommended the fee increase

Respectfully,