

MEMORANDUM

To: William T. Lichter, Village Manager

From: George E. Seagraves, Fire Chief

Date: February 28, 2005

Re: Building Permit Fee Increase

Please place before the Village Board at their April 7, 2005 Board of Trustees meeting a proposed fee increase for commercial buildings.

The fee increase represents a general 10% overall adjustment for commercial, industrial and multi-family. The fees were rounded as a general rule to \$5.00 increments. A few smaller fees were rounded to the next \$5.00 increment because these small permits take a misappropriated amount of time. All fees were reviewed for time involved and were found to be reasonable.

The department conducts an annual fee survey of comparable communities. The survey is based upon a 1.4 million-dollar structure and is attached for your perusal. Lombard continues to be on the lower end of our comparable communities with only Downers Grove and Glen Ellyn below us. Both of these municipalities were below us prior to the increase and Glen Ellyn stated that they are looking at increasing fees. Attached with the Ordinance is a spreadsheet showing our old fees and the proposed new fees.

It is estimated that the 10% fee increase will generate approximately \$30,000 of new revenue. This increase does not take into consideration any possible large projects that may or may not be built.

The new fee structure will apply to all new applications 10 days after the official posting of the Ordinance.