

## ORDINANCE NO. 2998

### AN ORDINANCE REPEALING AND REPLACING THE CITY CODE OF ORDINANCES, CHAPTER 18 – BUILDINGS, BUILDING REGULATIONS, AND MUNICIPAL CODES, ARTICLE XIII. – BUILDING PERMIT FEES AND FINES

WHEREAS, the City of Highland, Madison County, Illinois (hereinafter “City”), is a non-home rule municipality duly established, existing and operating in accordance with the provisions of the Illinois Municipal Code (Section 5/1-1-1 et seq. of Chapter 65 of the Illinois Compiled Statutes); and

WHEREAS, Chapter 18 – Buildings, Building Regulations, and Municipal Codes, Article XIII. – Building Permit Fees and Fines, currently states:

#### Sec. 18-13-1. - Fees and fines.

##### (1) *Building Permit Fee Schedule.*

###### (a) *Permit fee.*

1. **New construction.** This fee formula is used for all construction unless otherwise noted. You must know the group and the "square-foot construction cost by type of construction" (hereinafter referred to as Ft <sup>2</sup> CCost by type).

The formula to be used, for calculating the fee for that part of the structure other than an unfinished basement, finished basement, or garage is as follows:  
namely,

$$\text{GROSS AREA (SQ. FT.)} \times \text{GROSS AREA MODIFIER (71)} \times \text{Ft}^2 \text{ CCost by Type}^{**} \times \text{PERMIT FEE MULTIPLIER (.003)} = \text{Construction Fee for Structure (not including basement or garage).}$$

The Ft <sup>2</sup> CCost by type, for that part of the structure other than an unfinished basement, finished basement, or garage shall be taken from the construction factor table set forth below.

The same formula shall be used, for calculating the fee for an unfinished basement, finished basement, or attached garage, but the Ft <sup>2</sup> CCost by type for each of those kinds of areas shall be known as the basement/attached-garage Ft <sup>2</sup> CCost and shall be taken from the following basement/attached-garage construction factor table namely:

| Basement/Attached-Garage Construction Factor Table |  |  |
|--|--|--|
| Kind of Area                                       | Residential Basement/Attached-Garage Ft <sup>2</sup> CCost | Commercial/Industrial Basement/Attached-Garage Ft <sup>2</sup> CCost |
| Unfinished basement                                | \$.25/ft. <sup>2</sup>                                     | \$.50/ft. <sup>2</sup>   |

| Basement/Attached-Garage Construction Factor Table |  |  |
|--|--|--|
| Kind of Area                                       | Residential Basement/Attached-Garage Ft <sup>2</sup> CCost | Commercial/Industrial Basement/Attached-Garage Ft <sup>2</sup> CCost |
| Finished basement                                  | \$.50/ft. <sup>2</sup>                                     | \$.70/ft. <sup>2</sup>   |
| Attached Garage                                    | \$.25/ft. <sup>2</sup>                                     | \$.50/ft. <sup>2</sup>   |

A "Private garage" is a detached garage, rather than an attached garage.

The basement/garage construction factor table does not apply to a "private garage" (that is, a detached garage). See also "private garage" in the notes on interpreting construction factor table, after the construction factor table below.

The fees for all the relevant areas involved in the construction must then be added to arrive at the total construction fee, as indicated in the example below: that is,

| Calculating Construction Fee for Entire Structure  |          |
|--|----------|
| STRUCTURE = _____ sq. ft. $\times$ 71 $\times$ Ft <sup>2</sup> CCost by Type $\times$ .003                 | \$ _____ |
| GARAGE = _____ sq. ft. $\times$ 71 $\times$ Basement/Attached-Garage Ft <sup>2</sup> CCost $\times$ .003   | \$ _____ |
| BASEMENT = _____ sq. ft. $\times$ 71 $\times$ Basement/Attached-Garage Ft <sup>2</sup> CCost $\times$ .003 | \$ _____ |
| Total Construction Fee for Entire Structure  |          |

The total construction fee for the entire structure does not include the plumbing inspection fee or the electrical inspection fees.

| Construction Factor Table |   |  |      |      |      |      |      |      |      |      |
|---------------------------|---|--|------|------|------|------|------|------|------|------|
| Group                     | INTERNATIONAL BUILDING CODE                             | SQUARE-FOOT CONSTRUCTION COSTS BY TYPE OF CONSTRUCTION (Ft <sup>2</sup> CCost by Type) |      |      |      |      |      |      |      |      |
|                           |   | IA   | IB   | IIA  | IIB  | IIIA | IIIB | IV   | VA   | VB   |
| A - 1                     | Assembly — theaters, with stage                         | 2.13   | 2.06 | 2.00 | 1.91 | 1.80 | 1.75 | 1.85 | 1.64 | 1.57 |
| A - 1                     | Assembly — theaters, without stage                      | 1.95   | 1.87 | 1.82 | 1.73 | 1.61 | 1.56 | 1.66 | 1.46 | 1.39 |
| A - 2                     | Assembly — nightclubs                                   | 1.64   | 1.60 | 1.55 | 1.49 | 1.40 | 1.36 | 1.43 | 1.27 | 1.22 |
| A - 2                     | Assembly — restaurants, bars, banquet halls             | 1.63   | 1.59 | 1.53 | 1.48 | 1.38 | 1.35 | 1.42 | 1.25 | 1.21 |
| A - 3                     | Assembly — churches                                     | 1.97   | 1.89 | 1.84 | 1.75 | 1.63 | 1.58 | 1.68 | 1.48 | 1.41 |
| A - 3                     | Assembly — general, community halls, libraries, museums | 1.65   | 1.58 | 1.51 | 1.44 | 1.31 | 1.27 | 1.37 | 1.15 | 1.09 |

| Construction Factor Table |   |  |      |      |      |      |      |      |      |      |
|---------------------------|---|--|------|------|------|------|------|------|------|------|
| Group                     | INTERNATIONAL BUILDING CODE                   | SQUARE-FOOT CONSTRUCTION COSTS BY TYPE OF CONSTRUCTION (Ft <sup>2</sup> CCost by Type) |      |      |      |      |      |      |      |      |
|                           |   | IA   | IB   | IIA  | IIB  | IIIA | IIIB | IV   | VA   | VB   |
| A - 4                     | Assembly — arenas                             | 1.94   | 1.86 | 1.80 | 1.72 | 1.59 | 1.55 | 1.65 | 1.44 | 1.38 |
| B                         | Business                                      | 1.66   | 1.60 | 1.54 | 1.47 | 1.33 | 1.28 | 1.41 | 1.17 | 1.12 |
| E                         | Educational                                   | 1.76   | 1.70 | 1.65 | 1.57 | 1.46 | 1.39 | 1.52 | 1.27 | 1.23 |
| F - 1                     | Factory and Industrial — moderate hazard      | 0.98   | 0.94 | 0.88 | 0.85 | 0.76 | 0.72 | 0.81 | 0.62 | 0.59 |
| F - 2                     | Factory and Industrial — low hazard           | 0.97   | 0.93 | 0.88 | 0.84 | 0.76 | 0.71 | 0.80 | 0.62 | 0.58 |
| H - 1                     | High Hazard — explosives                      | 0.92   | 0.88 | 0.83 | 0.79 | 0.71 | 0.66 | 0.75 | 0.57 | N.P. |
| H - 2<br>Thru<br>H - 4    | High Hazard                                   | 0.92   | 0.88 | 0.83 | 0.79 | 0.71 | 0.66 | 0.75 | 0.57 | 0.53 |
| H - 5                     | HPM   | 1.66   | 1.60 | 1.54 | 1.47 | 1.33 | 1.28 | 1.41 | 1.17 | 1.12 |
| I - 1                     | Institutional — supervised environment        | 1.66   | 1.60 | 1.56 | 1.49 | 1.37 | 1.33 | 1.45 | 1.23 | 1.18 |
| I - 2                     | Institutional — Hospitals                     | 2.79   | 2.73 | 2.68 | 2.60 | 2.46 | N.P. | 2.54 | 2.30 | N.P. |
| I - 2                     | Institutional — Nursing Homes                 | 1.94   | 1.88 | 1.83 | 1.75 | 1.62 | N.P. | 1.69 | 1.46 | N.P. |
| I - 3                     | Institutional — restrained                    | 1.89   | 1.83 | 1.78 | 1.70 | 1.58 | 1.52 | 1.64 | 1.41 | 1.34 |
| I - 4                     | Institutional — day care facilities           | 1.66   | 1.60 | 1.56 | 1.49 | 1.37 | 1.33 | 1.45 | 1.23 | 1.18 |
| M                         | Mercantile                                    | 1.22   | 1.18 | 1.12 | 1.07 | 0.97 | 0.95 | 1.01 | 0.84 | 0.81 |
| R - 1                     | Residential — hotels                          | 1.67   | 1.62 | 1.57 | 1.50 | 1.38 | 1.35 | 1.47 | 1.24 | 1.20 |
| R - 2                     | Residential — multiple family                 | 1.40   | 1.34 | 1.30 | 1.23 | 1.12 | 1.08 | 1.20 | 0.98 | 0.93 |
| R - 3                     | Residential — single family, two family       | 1.32   | 1.28 | 1.25 | 1.22 | 1.17 | 1.14 | 1.18 | 1.09 | 1.02 |
| R - 4                     | Residential — care/assisted living facilities | 1.66   | 1.60 | 1.56 | 1.49 | 1.37 | 1.33 | 1.45 | 1.23 | 1.18 |
| S - 1                     | Storage — moderate hazard                     | 0.91   | 0.87 | 0.81 | 0.78 | 0.69 | .065 | 0.74 | 0.55 | 0.52 |
| S - 2                     | Storage — low hazard                          | 0.90   | 0.86 | 0.81 | 0.77 | 0.69 | .064 | 0.73 | 0.55 | 0.51 |
| U                         | Utility, Miscellaneous                        | 0.69   | 0.65 | 0.61 | 0.58 | 0.52 | .048 | 0.55 | 0.40 | 0.38 |

Notes on interpreting construction factor table:

- (1) N.P. = Not permitted.
- (2) For private garages, use the Ft<sup>2</sup> CCost by type set forth in the relevant column on the line marked "U" and "utility, miscellaneous."
- (3) For shell buildings, deduct 20 percent.

2. Building permit renewal one-half the initial fees minus connection fees.

3. Plan review.

One- and two-family ..... \$25.00

One- and two-family addition ..... \$12.50

One- and two-family remodel ..... \$6.25

Commercial/industrial ..... 0.005  
[percent] of job value

4. Out of house comm/ind consultant charge plus ..... \$100.00

5. Certificate of occupancy ..... \$250.00

6. Limited permits.

(i) Shed, deck, patio, carport, gazebo.

Residential ..... \$50.00

Plus ..... \$25.00 plan review fee

Commercial/industrial ..... \$50.00

Plus ..... \$50.00 plan review fee

(ii) Roofs.

One- and two-family ..... \$50.00

Commercial/industrial ..... \$200.00

(iii) Demolition ..... \$500.00

\$100.00 discount for submittal of written copies of each (all) utility service provider disconnect verification at the time of permit application (must be on provider letterhead).

\$100.00 discount if asbestos report submitted at the same time of permit application (not charged for residential, if not required by law).

\$100.00 refund with submittal of all landfill receipts at the completion of the job (final inspection) or alternate receipt if recycling.

One- and two-family residential accessory structure ..... \$50.00 flat fee

(iv) Additions/alteration/repairs (does not include plumbing or electrical permits or certificate of occupancy fee).

One- and two-family addition ..... \$50.00

One- and two-family remodel ..... \$25.00

Commercial/Industrial (a \$50.00 discount is given if a copy of asbestos report on the project is submitted at the same time of permit application.) ..... \$350.00

(v) Swimming pool/spa/hot tub (as defined in the city-adopted building code). Fee includes occupancy fee. Electrical and/or plumbing permit may be required.

Residential:

Above ground, includes plan review ..... \$80.00

In-ground, includes plan review ..... \$400.00

Spa/hot tub, includes plan review ..... \$400.00

Commercial, includes plan review, stand-alone project only ..... \$500.00

(b) Electrical permits.

One- and two-family residential (new house) ..... \$180.00

One- and two-family addition ..... \$90.00

One- and two-family remodel ..... \$45.00

Administrative fee ..... \$25.00

| <b>Commercial/Industrial/Multi-Family</b>  |   |
|--|---|
| <b>Inspection Fee</b>  |   |
| Service panel/Meter base   | Proposed Amperage $\times$ 0.25 + administrative fee      |
| Wiring/circuits  | Square feet $\times$ 0.10 + administrative fee            |
| (If both are required for the project, then only one administrative fee is charged.) |   |
| Administrative Fee   | \$50.00   |
| <b>Upgrade/Addition</b>  |   |
| Service panel/meter base   | Proposed amperage $\times$ 0.25 + administrative fee      |
| Wire/circuits  | Square feet $\times$ 0.10 + administrative fee            |
| (If both are required for the project, then only one administrative fee is charged.) |   |
| <b>Swimming pool, hot tub/spa</b>  |   |
| Residential  | \$75.00 includes administrative fee                       |
| Commercial   | \$200.00 Stand-alone project, includes administrative fee |

(c) Plumbing Permits.

One- and two-family residential (new house) ..... \$225.00

One- and two-family addition ..... \$112.50

One- and two-family remodel ..... \$62.50

Administrative fee ..... \$25.00

One- and two-family—performed by State of Illinois ..... No charge

Commercial/industrial/multi-family:

Inspection fee (per unit), includes 60 fixtures ..... \$285.00

For each additional fixture over 60 ..... \$3.00

Upgrade/addition (per unit), includes 60 fixtures ..... \$285.00

For each additional fixture over 60 ..... \$3.00

Administrative fee (per building) ..... \$50.00

Swimming pool/hot tub/spa (only applies if there is a potable water hook-up device or an automatic fill device).

Residential:

Inspection fee ..... \$225.00

Administrative fee ..... \$25.00

Commercial:

Inspection fee ..... \$285.00

Administrative fee ..... \$50.00

(d) Solar energy system permits:

Plan review residential ..... \$50.00

Plan review commercial/industrial ..... \$150.00 per 100 panels installed

Plan review solar farms ..... \$10.00 per \$1,000.00 of construction cost

Permit Fee:

|                              |            |
|------------------------------|------------|
| 0—4 kilowatts (kW-dc)        | \$75.00    |
| 5—10 kilowatts (kW-dc)       | \$150.00   |
| 11—50 kilowatts (kW-dc)      | \$300.00   |
| 51—100 kilowatts (kW-dc)     | \$500.00   |
| 101—500 kilowatts (kW-dc)    | \$1,000.00 |
| 501—1,000 kilowatts (kW-dc)  | \$3,000.00 |
| 1001—2,000 kilowatts (kW-dc) | \$5,000.00 |

(2) Building permit fine schedule.

(a) These fees are applicable to the general contractor, subcontractor and the owner/property owner. In addition to a ticket being issued, a stop-work order will be issued to remain in effect until the ticket has been paid and the violation has been corrected.

| OFFENSE  | FINE*  |
|--|--|
| 1. Working without a permit when one is required.  | \$500.00   |
| 2. Covering up work without an inspection. (Must pass inspection prior to being covered up.)   | \$500.00   |
| 3. Calling/scheduling an inspection and not being ready when the inspector arrives to perform it.***   | \$50.00**<br><br>Fee doubles each time (after the second time) that the inspector has to return to the site for the same inspection. For example: First time at site and not ready—no charge, second time \$50.00, third time \$100.00, fourth time \$200.00 and so forth. |
| 4. Mud on the pavement brings a written warning the first time. The general contractor is advised in the warning to remove it from the pavement within two hours (general contractor is responsible for notifying all subcontractors). Notice also states that this will be the only warning, throughout the construction project. If the city observes or receives another complaint, a stop work order will be issued along with a ticket. | First time—written warning notice, second time \$50.00, third time \$100.00, fourth time \$150.00 and so forth.  |
| 5. Failure to call for a final inspection.   | \$500.00   |

| OFFENSE   | FINE*    |
|---|----------|
| 6. Occupying the structure before the issuance of a certificate of occupancy.   | \$500.00 |
| 7. A certificate of occupancy fee of \$250.00 is paid when the building permit is issued, with \$200.00 to be used as a bond. This bond is reimbursed if all of the work is completed and a permanent certificate of occupancy is issued at the time of final inspection. If issued a temporary certificate of occupancy and the work is not completed within the time allotted on the temporary certificate of occupancy, then \$125.00 of the bond is forfeited as a fine. Failure to obtain the permanent certificate of occupancy within four months of issuance of the temporary certificate of occupancy, the remaining bond is forfeited, the City of Highland may disconnect utilities, and/or the owner and general contractor are issued a city ordinance violation and a notice to appear in court |          |

Notes on building permit fine schedule:

\*If an offender refuses the ticket or refuses to pay the fine, then the offender will be issued a city ordinance violation and a notice to appear in court. The stop-work order shall remain in effect until disposition has been rendered by the court. The fine shall continue to accrue for each day that that the violation continues to exist. The offender is responsible for paying all court costs.

\*\* Does not apply to reinspections of corrected work.

\*\*\* Applies to all inspections.

(b) Notification is made to the permit holder of the applicable penalties, when he or she applies for a permit. The permit holder must read the information sheets provided and sign that he or she has read, and understands, it. A copy will be returned to the permit holder and may also be sent to the homeowner, if applicable.

(c) For working without a permit, both the owner and the general contractor receive a ticket. For covering up work without an inspection, the general contractor and subcontractor both receive a ticket. For scheduling an inspection and not being ready, the general contractor and subcontractor both receive a ticket. For mud on the pavement, both the general contractor and all subcontractors on-site at the time of the city's arrival to check the complaint will be issued tickets. For failure to call for a final inspection, and for occupying the structure without a certificate of occupancy, both the owner and the general contractor receive tickets.



(3) Permit fee advertising signs.

Advertising signs (includes plan review fee) ..... \$100.00

WHEREAS, the Planning & Zoning Administrator has informed City Council that City Building & Zoning staff has been working to simplify the building permit fee structure and eliminate inconsistencies in preparation for Building & Zoning's EnerGov software launch in 2020; and

WHEREAS, the Planning & Zoning Administrator has informed City Council that City Building & Zoning staff has been working diligently to provide City residents with straightforward, fair rates for building permits; and

WHEREAS, the Planning & Zoning Administrator has informed City Council that there are many building permits that Building & Zoning is currently charging too little for to account for the staff time and resources the permit entails which results in Building & Zoning struggling to have enough revenue to support the necessary workload; and

WHEREAS, the Planning & Zoning Administrator has informed City Council that there are also many building permit fees Building & Zoning believes are too high based on the staff time and resources the permit entails, and Building & Zoning does not want to charge City Residents any more than is necessary to cover the cost of the permit in question; and

WHEREAS, the Planning & Zoning Administrator has informed City Council the proposed changes to the City building permit fees and fines are the result of months of research to determine what are fair and justifiable rates for building permits within the City, including factors such as the latest International Code Council rates, regional cost modifiers, and past practices; and

WHEREAS, City has determined, Chapter 18 – Buildings, Building Regulations, and Municipal Codes, Article XIII. – Building Permit Fees and Fines, shall now state:

ARTICLE XIII. - BUILDING PERMIT FEES AND FINES

Sec. 18-13-1. - Fees and fines.

(1) *Building Permit Fee Schedule.*

(a) *Permit fee.*

1. **New construction.** This fee formula is used for all construction unless otherwise noted. You must know the group and the Square Foot Construction Costs.

The formula to be used is as follows:

Gross Area (sq. ft.) × Square Foot Construction Costs × Permit Fee Multiplier (.003) =  
Construction Fee for Structure

The total construction fee for the entire structure does not include the certificate of occupancy, plumbing inspection fees, or electrical inspection fees.

| Square Foot Construction Costs <sup>a,b,c</sup> |   |  |        |        |        |        |        |        |        |        |
|---|---|--|--------|--------|--------|--------|--------|--------|--------|--------|
| Group   | International Building Code                 | Square Foot Construction Costs by Type of Construction |        |        |        |        |        |        |        |        |
|   |   | IA   | IB     | IIA    | IIB    | IIIA   | IIIB   | IV     | VA     | VB     |
| A - 1   | Assembly — theaters, with stage             | 246.61   | 238.50 | 232.82 | 223.18 | 209.86 | 203.80 | 216.12 | 191.69 | 184.50 |
| A - 1   | Assembly — theaters, without stage          | 225.65   | 217.54 | 211.85 | 202.22 | 189.15 | 183.09 | 195.16 | 170.98 | 163.79 |
| A - 2   | Assembly — nightclubs                       | 191.96   | 186.56 | 182.12 | 174.70 | 164.94 | 160.39 | 168.64 | 149.29 | 144.33 |
| A - 2   | Assembly — restaurants, bars, banquet halls | 190.96   | 185.56 | 180.12 | 173.70 | 162.94 | 159.39 | 167.64 | 147.29 | 143.33 |
| A - 3   | Assembly — churches                         | 226.69   | 218.58 | 212.89 | 203.26 | 191.60 | 185.54 | 196.20 | 173.43 | 166.24 |

|                        |  |        |        |        |        |        |        |        |        |        |
|------------------------|--|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| A - 3                  | Assembly —<br>general, community<br>halls, libraries,<br>museums | 190.63 | 182.52 | 175.84 | 167.20 | 153.09 | 148.07 | 160.14 | 134.97 | 128.78 |
| A - 4                  | Assembly — arenas  | 224.65 | 216.54 | 209.85 | 201.22 | 187.15 | 182.09 | 194.16 | 168.98 | 162.79 |
| B                      | Business   | 197.81 | 190.62 | 184.70 | 175.70 | 160.65 | 154.63 | 168.95 | 141.15 | 134.99 |
| E                      | Educational  | 207.77 | 200.59 | 194.83 | 186.43 | 173.71 | 164.91 | 180.01 | 151.89 | 147.25 |
| F - 1                  | Factory and<br>Industrial —<br>moderate hazard                   | 117.60 | 112.19 | 105.97 | 101.84 | 91.54  | 87.26  | 97.61  | 75.29  | 70.95  |
| F - 2                  | Factory and<br>Industrial — low<br>hazard                        | 116.60 | 111.19 | 105.97 | 100.84 | 91.54  | 86.26  | 96.61  | 75.29  | 69.95  |
| H - 1                  | High Hazard —<br>explosives                                      | 109.99 | 104.58 | 99.35  | 94.22  | 85.14  | 79.87  | 89.99  | 68.89  | N.P.   |
| H - 2<br>Thru<br>H - 4 | High Hazard  | 109.99 | 104.58 | 99.35  | 94.22  | 85.14  | 79.87  | 89.99  | 68.89  | 63.56  |
| H - 5                  | HPM  | 197.81 | 190.62 | 184.70 | 175.70 | 160.65 | 154.63 | 168.95 | 141.15 | 134.99 |
| I - 1                  | Institutional —<br>supervised<br>environment                     | 197.83 | 191.05 | 185.12 | 177.91 | 163.28 | 158.81 | 178.06 | 146.98 | 142.33 |
| I - 2                  | Institutional —<br>Hospitals                                     | 330.92 | 323.73 | 317.81 | 308.81 | 292.72 | N.P.   | 302.06 | 273.22 | N.P.   |
| I - 2                  | Institutional —<br>Nursing Homes                                 | 229.68 | 222.49 | 216.58 | 207.57 | 193.53 | N.P.   | 200.83 | 174.02 | N.P.   |
| I - 3                  | Institutional —<br>restrained                                    | 224.86 | 217.67 | 211.75 | 202.75 | 188.96 | 181.94 | 196.00 | 169.45 | 161.29 |

|       |  |        |        |        |        |        |        |        |        |        |
|-------|--|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| I - 4 | Institutional — day care facilities                  | 197.83 | 191.05 | 185.12 | 177.91 | 163.28 | 158.81 | 178.06 | 146.98 | 142.33 |
| M     | Mercantile   | 142.95 | 137.54 | 132.11 | 125.68 | 115.38 | 111.83 | 119.62 | 99.73  | 95.77  |
| R - 1 | Residential — hotels                                 | 199.70 | 192.92 | 186.99 | 179.78 | 164.90 | 160.43 | 179.93 | 148.60 | 143.96 |
| R - 2 | Residential — multiple family                        | 167.27 | 160.49 | 154.56 | 147.35 | 133.71 | 129.23 | 147.50 | 117.40 | 112.76 |
| R - 3 | Residential — single family, two family <sup>d</sup> | 154.28 | 150.09 | 146.35 | 142.65 | 137.55 | 133.92 | 140.30 | 128.74 | 121.24 |
| R - 4 | Residential — care/assisted living facilities        | 197.83 | 191.05 | 185.12 | 177.91 | 163.28 | 158.81 | 178.06 | 146.98 | 142.33 |
| S - 1 | Storage — moderate hazard                            | 108.99 | 103.58 | 97.35  | 93.22  | 83.14  | 78.87  | 88.99  | 66.89  | 62.56  |
| S - 2 | Storage — low hazard                                 | 107.99 | 102.58 | 97.35  | 92.22  | 83.14  | 77.87  | 87.99  | 66.89  | 61.56  |
| U     | Utility, Miscellaneous                               | 84.66  | 79.81  | 74.65  | 71.30  | 64.01  | 59.80  | 68.04  | 50.69  | 48.30  |

- a. Private garages use utility, miscellaneous.
  - b. For shell buildings, deduct 20 percent.
  - c. N.P. = Not permitted.
  - d. Unfinished basements (Group R-3) = \$22.45 per sq. ft.
2. **Building permit renewal fee (<1 Year).** To reactivate a permit after the permit's date of expiration, the renewal fee shall be one-half that required for a new permit, provided the request to reactivate is made within one year of the date of expiration, that no changes have been made, or will be made in the original plans and specification for such work, and all other requirements of the City are satisfied.
  3. **Plan review.**
    - Single and two-family    \$50.00
    - Single and two-family addition    \$25.00

Single and two-family remodel \$25.00

Commercial/Industrial/Multi-Family 0.5% (0.005) of job value

\*Expedited Review Residential (if available) \$400.00

\*Expedited Review Commercial/Industrial/Multi-Family (if available) \$1,000.00

\*Fee is in addition to base plan review fee

4. **Out of house Commercial/Industrial/Multi-Family consultant charge plus \$300.00.**

5. **Certificate of occupancy.** \$250.00

6. **Limited permits.**

(i) Shed, deck, patio, carport, gazebo.

Residential \$50.00

Plus plan review fee \$25.00

Commercial/Industrial \$50.00

Plus plan review fee \$50.00

(ii) Roofs.

Single and two-family \$50.00

Commercial/Industrial/Multi-Family \$200.00

(iii) Demolition.

Residential primary structure \$250.00

Residential accessory structure No Fee

Commercial/Industrial/Multi-Family primary structure \$500.00

Commercial/Industrial/Multi-Family accessory structure \$100.00

(iv) Additions/remodels/alterations/repairs (does not include plumbing or electrical permits or certificate of occupancy fee; these fees may be applicable to certain projects).

Single and two-family addition (square foot construction costs x permit fee multiplier (0.003)) plus plan review

Single and two-family remodel \$25.00 per room plus plan review

Commercial/Industrial/Multi-Family addition (square foot construction costs x permit fee multiplier (0.003)) plus plan review

Commercial/Industrial/Multi-Family remodel \$300.00

- (v) Swimming pool/spa/hot tub (as defined in the city-adopted building code). Plumbing permit may be required if an auto-fill system is to be installed.

Residential:

Above ground, includes plan review and electric \$150.00

In-ground, includes plan review and electric \$275.00

Spa/hot tub, includes plan review and electric \$150.00

Commercial/Industrial/Multi-Family includes plan review and electric, stand-alone project only \$450.00

(b) *Electrical permits.*

Single and two-family residential (new house) \$180.00

Plus administrative fee \$25.00

Single and two-family addition and remodel

Refer to table below

Commercial/Industrial/Multi-Family new, addition, remodel, and service upgrade

Refer to table below

| Commercial/Industrial/Multi-Family/Residential                                       |   |
|--|---|
| <b>Inspection Fee</b>  |   |
| Service panel/Meter base   | Proposed Amperage $\times$ 0.25 + administrative fee              |
| Wiring/Circuits  | Square feet $\times$ 0.10 + administrative fee                    |
| (If both are required for the project, then only one administrative fee is charged.) |   |
| Administrative Fee   | Residential \$25.00<br>Commercial/Industrial/Multi-Family \$50.00 |

(c) *Plumbing Permits.*

Single and two-family residential (new house) No fee. Performed by State of Illinois.

Single and two-family addition \$150.00

Plus administrative fee \$25.00

Single and two-family remodel \$150.00

Plus administrative fee \$25.00

Commercial/Industrial/Multi-Family\* new, addition, and remodel:

Inspection fee \$285.00 \*per unit

Plus administrative fee (per building) \$50.00

Swimming pool/hot tub/spa (as defined in the city-adopted building code) only applies if there is a potable water hook-up device or an automatic fill device.

Residential:

Inspection fee \$125.00

Plus administrative fee \$25.00

Commercial/Industrial/Multi-family:

Inspection fee (per unit) \$250.00

Plus administrative fee \$50.00

(d) Solar energy system permits:

Plan review residential \$50.00

Plan review commercial/industrial/multi-family \$150.00 per 100 panels installed

Plan review solar farms \$10.00 per \$1,000.00 of construction cost

Permit Fee:

|                             |            |
|-----------------------------|------------|
| 0—4 kilowatts (kW-dc)       | \$75.00    |
| 5—10 kilowatts (kW-dc)      | \$150.00   |
| 11—50 kilowatts (kW-dc)     | \$300.00   |
| 51—100 kilowatts (kW-dc)    | \$500.00   |
| 101—500 kilowatts (kW-dc)   | \$1,000.00 |
| 501—1,000 kilowatts (kW-dc) | \$3,000.00 |

|                              |            |
|------------------------------|------------|
| 1001—2,000 kilowatts (kW-dc) | \$5,000.00 |
|------------------------------|------------|

(2) *Building permit fine schedule.*

- (a) These fees are applicable to the general contractor, subcontractor and the owner/property owner. In addition to a ticket being issued, a stop-work order will be issued to remain in effect until the ticket has been paid and the violation has been corrected.

| OFFENSE   | FINE*   |
|---|---|
| 1. Working without a permit when one is required.   | \$500.00  |
| 2. Covering up work without an inspection. (Must pass inspection prior to being covered up.)  | \$500.00  |
| 3. Calling/scheduling an inspection and not being ready when the inspector arrives to perform it.***  | \$50.00**<br><br>Fee doubles each time (after the initially scheduled inspection) that the inspector has to return to the site for the same inspection. For example: First time at site and not ready—no charge, second time \$50.00, third time \$100.00, fourth time \$200.00 and so forth. |
| 4. Mud on the pavement brings a verbal warning the first time. The general contractor is advised in the warning to remove it from the pavement within two hours (general contractor is responsible for notifying all subcontractors). | First time—verbal warning notice, second time \$50.00, third time \$100.00, fourth time \$150.00 and so forth.  |
| 5. Failure to call for a final inspection.  | \$500.00  |
| 6. Occupying the structure before the issuance of a certificate of occupancy.   | \$500.00  |

Notes on building permit fine schedule:

\*If an offender refuses the ticket or refuses to pay the fine, then the offender will be issued a city ordinance violation and a notice to appear in court. The stop-work order shall remain in effect until disposition has been rendered by the court. The fine shall continue to accrue for each day that the violation continues to exist. The offender is responsible for paying all court costs.



\*\* Does not apply to re-inspections of corrected work.

\*\*\* Applies to all inspections.

- (b) Notification is made to the permit holder of the applicable penalties, when he or she applies for a permit. The permit holder must read the information sheets provided and sign that he or she has read, and understands, it. A copy will be returned to the permit holder and may also be sent to the homeowner, if applicable.
- (c) For working without a permit, both the owner and the general contractor receive a ticket. For covering up work without an inspection, the general contractor and subcontractor both receive a ticket. For scheduling an inspection and not being ready, the general contractor and subcontractor both receive a ticket. For mud on the pavement, both the general contractor and all subcontractors on-site at the time of the city's arrival to check the complaint will be issued tickets. For failure to call for a final inspection, and for occupying the structure without a certificate of occupancy, both the owner and the general contractor receive tickets.

and

WHEREAS, the City Council finds it should approve the text for Chapter 18 – Buildings, Building Regulations, and Municipal Codes, Article XIII. – Building Permit Fees and Fines, as stated herein; and

WHEREAS, the City Manager and/or Mayor should be authorized and directed to execute any documents necessary to repeal and replace the text for Chapter 18 – Buildings, Building Regulations, and Municipal Codes, Article XIII. – Building Permit Fees and Fines, as stated herein.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND AS FOLLOWS:**

*Section 1.* The foregoing recitals are incorporated herein as findings of the City Council of the City of Highland, Illinois.

*Section 2.* City Council approves the text for Chapter 18 – Buildings, Building Regulations, and Municipal Codes, Article XIII. – Building Permit Fees and Fines, as stated herein.

*Section 3. Chapter 18 – Buildings, Building Regulations, and Municipal Codes, Article XIII. – Building Permit Fees and Fines, shall now state:*

ARTICLE XIII. - BUILDING PERMIT FEES AND FINES

Sec. 18-13-1. - Fees and fines.

(1) *Building Permit Fee Schedule.*

(a) *Permit fee.*

1. **New construction.** This fee formula is used for all construction unless otherwise noted. You must know the group and the Square Foot Construction Costs.

The formula to be used is as follows:

$$\text{Gross Area (sq. ft.)} \times \text{Square Foot Construction Costs} \times \text{Permit Fee Multiplier (.003)} = \text{Construction Fee for Structure}$$

The total construction fee for the entire structure does not include the certificate of occupancy, plumbing inspection fees, or electrical inspection fees.

| Square Foot Construction Costs <sup>a,b,c</sup> |   |  |        |        |        |        |        |        |        |        |
|---|---|--|--------|--------|--------|--------|--------|--------|--------|--------|
| Group   | International Building Code                 | Square Foot Construction Costs by Type of Construction |        |        |        |        |        |        |        |        |
|   |   | IA   | IB     | IIA    | IIB    | IIIA   | IIIB   | IV     | VA     | VB     |
| A - 1   | Assembly — theaters, with stage             | 246.61   | 238.50 | 232.82 | 223.18 | 209.86 | 203.80 | 216.12 | 191.69 | 184.50 |
| A - 1   | Assembly — theaters, without stage          | 225.65   | 217.54 | 211.85 | 202.22 | 189.15 | 183.09 | 195.16 | 170.98 | 163.79 |
| A - 2   | Assembly — nightclubs                       | 191.96   | 186.56 | 182.12 | 174.70 | 164.94 | 160.39 | 168.64 | 149.29 | 144.33 |
| A - 2   | Assembly — restaurants, bars, banquet halls | 190.96   | 185.56 | 180.12 | 173.70 | 162.94 | 159.39 | 167.64 | 147.29 | 143.33 |
| A - 3   | Assembly — churches                         | 226.69   | 218.58 | 212.89 | 203.26 | 191.60 | 185.54 | 196.20 | 173.43 | 166.24 |

|                        |  |        |        |        |        |        |        |        |        |        |
|------------------------|--|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| A - 3                  | Assembly —<br>general, community<br>halls, libraries,<br>museums | 190.63 | 182.52 | 175.84 | 167.20 | 153.09 | 148.07 | 160.14 | 134.97 | 128.78 |
| A - 4                  | Assembly — arenas  | 224.65 | 216.54 | 209.85 | 201.22 | 187.15 | 182.09 | 194.16 | 168.98 | 162.79 |
| B                      | Business   | 197.81 | 190.62 | 184.70 | 175.70 | 160.65 | 154.63 | 168.95 | 141.15 | 134.99 |
| E                      | Educational  | 207.77 | 200.59 | 194.83 | 186.43 | 173.71 | 164.91 | 180.01 | 151.89 | 147.25 |
| F - 1                  | Factory and<br>Industrial —<br>moderate hazard                   | 117.60 | 112.19 | 105.97 | 101.84 | 91.54  | 87.26  | 97.61  | 75.29  | 70.95  |
| F - 2                  | Factory and<br>Industrial — low<br>hazard                        | 116.60 | 111.19 | 105.97 | 100.84 | 91.54  | 86.26  | 96.61  | 75.29  | 69.95  |
| H - 1                  | High Hazard —<br>explosives                                      | 109.99 | 104.58 | 99.35  | 94.22  | 85.14  | 79.87  | 89.99  | 68.89  | N.P.   |
| H - 2<br>Thru<br>H - 4 | High Hazard  | 109.99 | 104.58 | 99.35  | 94.22  | 85.14  | 79.87  | 89.99  | 68.89  | 63.56  |
| H - 5                  | HPM  | 197.81 | 190.62 | 184.70 | 175.70 | 160.65 | 154.63 | 168.95 | 141.15 | 134.99 |
| I - 1                  | Institutional —<br>supervised<br>environment                     | 197.83 | 191.05 | 185.12 | 177.91 | 163.28 | 158.81 | 178.06 | 146.98 | 142.33 |
| I - 2                  | Institutional —<br>Hospitals                                     | 330.92 | 323.73 | 317.81 | 308.81 | 292.72 | N.P.   | 302.06 | 273.22 | N.P.   |
| I - 2                  | Institutional —<br>Nursing Homes                                 | 229.68 | 222.49 | 216.58 | 207.57 | 193.53 | N.P.   | 200.83 | 174.02 | N.P.   |
| I - 3                  | Institutional —<br>restrained                                    | 224.86 | 217.67 | 211.75 | 202.75 | 188.96 | 181.94 | 196.00 | 169.45 | 161.29 |

|       |  |        |        |        |        |        |        |        |        |        |
|-------|--|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| I - 4 | Institutional — day care facilities                  | 197.83 | 191.05 | 185.12 | 177.91 | 163.28 | 158.81 | 178.06 | 146.98 | 142.33 |
| M     | Mercantile   | 142.95 | 137.54 | 132.11 | 125.68 | 115.38 | 111.83 | 119.62 | 99.73  | 95.77  |
| R - 1 | Residential — hotels                                 | 199.70 | 192.92 | 186.99 | 179.78 | 164.90 | 160.43 | 179.93 | 148.60 | 143.96 |
| R - 2 | Residential — multiple family                        | 167.27 | 160.49 | 154.56 | 147.35 | 133.71 | 129.23 | 147.50 | 117.40 | 112.76 |
| R - 3 | Residential — single family, two family <sup>d</sup> | 154.28 | 150.09 | 146.35 | 142.65 | 137.55 | 133.92 | 140.30 | 128.74 | 121.24 |
| R - 4 | Residential — care/assisted living facilities        | 197.83 | 191.05 | 185.12 | 177.91 | 163.28 | 158.81 | 178.06 | 146.98 | 142.33 |
| S - 1 | Storage — moderate hazard                            | 108.99 | 103.58 | 97.35  | 93.22  | 83.14  | 78.87  | 88.99  | 66.89  | 62.56  |
| S - 2 | Storage — low hazard                                 | 107.99 | 102.58 | 97.35  | 92.22  | 83.14  | 77.87  | 87.99  | 66.89  | 61.56  |
| U     | Utility, Miscellaneous                               | 84.66  | 79.81  | 74.65  | 71.30  | 64.01  | 59.80  | 68.04  | 50.69  | 48.30  |

- a. Private garages use utility, miscellaneous.
  - b. For shell buildings, deduct 20 percent.
  - c. N.P. = Not permitted.
  - d. Unfinished basements (Group R-3) = \$22.45 per sq. ft.
2. **Building permit renewal fee (<1 Year).** To reactivate a permit after the permit's date of expiration, the renewal fee shall be one-half that required for a new permit, provided the request to reactivate is made within one year of the date of expiration, that no changes have been made, or will be made in the original plans and specification for such work, and all other requirements of the City are satisfied.
  3. **Plan review.**
    - Single and two-family    \$50.00
    - Single and two-family addition    \$25.00

Single and two-family remodel \$25.00

Commercial/Industrial/Multi-Family 0.5% (0.005) of job value

\*Expedited Review Residential (if available) \$400.00

\*Expedited Review Commercial/Industrial/Multi-Family (if available) \$1,000.00

\*Fee is in addition to base plan review fee

4. **Out of house Commercial/Industrial/Multi-Family consultant charge plus \$300.00.**

5. **Certificate of occupancy.** \$250.00

6. **Limited permits.**

(i) Shed, deck, patio, carport, gazebo.

Residential \$50.00

Plus plan review fee \$25.00

Commercial/Industrial \$50.00

Plus plan review fee \$50.00

(ii) Roofs.

Single and two-family \$50.00

Commercial/Industrial/Multi-Family \$200.00

(iii) Demolition.

Residential primary structure \$250.00

Residential accessory structure No Fee

Commercial/Industrial/Multi-Family primary structure \$500.00

Commercial/Industrial/Multi-Family accessory structure \$100.00

(iv) Additions/remodels/alterations/repairs (does not include plumbing or electrical permits or certificate of occupancy fee; these fees may be applicable to certain projects).

Single and two-family addition (square foot construction costs x permit fee multiplier (0.003)) plus plan review

Single and two-family remodel \$25.00 per room plus plan review

Commercial/Industrial/Multi-Family addition (square foot construction costs x permit fee multiplier (0.003)) plus plan review

Commercial/Industrial/Multi-Family remodel \$300.00

- (v) Swimming pool/spa/hot tub (as defined in the city-adopted building code). Plumbing permit may be required if an auto-fill system is to be installed.

Residential:

Above ground, includes plan review and electric \$150.00

In-ground, includes plan review and electric \$275.00

Spa/hot tub, includes plan review and electric \$150.00

Commercial/Industrial/Multi-Family includes plan review and electric, stand-alone project only \$450.00

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Plus administrative fee \$25.00

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Commercial/Industrial/Multi-Family new, addition, remodel, and service upgrade

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| Commercial/Industrial/Multi-Family/Residential                                       |   |
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Notes on building permit fine schedule:

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*Section 4.* This ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

Passed by the City Council and approved by the Mayor of the City of Highland, Illinois and deposited and filed in the office of the City Clerk on the 3<sup>rd</sup> day of February, 2020, the vote being taken by ayes and noes and entered upon the legislative record as follows:

AYES: Sloan, Frey, Bellm, Hipkind

NOES: None

APPROVED:

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Joseph R. Michaelis, Mayor, City of Highland  
Madison County, Illinois

ATTEST:

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Barbara Bellm, City Clerk, City of Highland  
Madison County, Illinois