**Planning and Zoning Fee Schedule**

One item to note: the Fee Schedule that was in the packet and approved at the April 9, 2018 Council Meeting wasn’t the same document that was posted on the website. It seemed to be correct with the exception of the Land Division Application Fee of $500. That amount seemed to have been dropped off accidentally (but it had been included and approved on the packet version)

**Land Use Permit Pool Renewal** – This was a $10 fee and I removed it from the schedule. As far as I could tell, we’ve only accepted that fee once, back in 2014.

**Utility ROW Permits** – Although this amount was increased in the last update in 2018, it was done because of the actual permit process and time involved for DPW to visit the sites and inspect. An escrow amount was included due to the fact that some properties have some potential issues that may need to be worked out, such as drainage and culverts.

**Driveway resurfacing** – This is an item that requires a Land Use Permit Waiver. There is no fee for a waiver and is informational only. This is being required so we can verify the companies doing the sealing are approved Pavement Sealer Applicators and do not use prohibited Coal Tar products. Note: there is also no fee for the Pavement Sealer Applicator Applications.

**Pre-Planning Meeting** – This item was increased from $500 to $1,000 after much discussion and consideration. The meetings typically include the Engineer, the Planner, DPW and the Zoning Administrator and are at the actual cost. A 2 hour meeting that includes all parties would easily be over $650 – more than $500 and would leave a buffer that could be refunded or rolled into an application fee or other escrow as the project moves forward. We’ve found it is easier to have the appropriate funds up front rather than continually asking for additional funds because we didn’t have enough initially. Note: the original suggestion was to have it be a fee, however, we felt the escrow was a more reasonable idea.

**Site Plan Review and Revision** – Escrow for Site Plan Review and Site Plan Revision have been combined into one. The Escrow Deposit Amounts increased to an amount that should cover the reviews required for a project. These amounts are comparable to other units.

**Hydrant Flow Testing Fee** – When updating technical standards, this item came up for discussion. Should there be a flat-rate fee for doing the test (it requires DPW or the Engineer). Should the Village also charge for the water? The test is 10 minutes.

**Temporary Water Fee** - In some situations, contractors have needed water temporarily for some unique situations. Should there be a flat rate fee for the water or charge for it by the use?

**Liability Insurance Amounts** – This item was previously in the old Technical Standards. We pulled it out and put it into the Fee Schedule because if the amounts change, it is easier to update in the Fee Schedule rather than the Standards. The numbers have been reviewed by the MML.

Did you know?

Some units charge an ‘after the fact’ processing fee for permits. (essentially a penalty for not getting the permit before doing the work)