



Agenda Memo

Crest Hill, IL

Meeting Date: July 8, 2024

Submitter: Ronald Mentzer, Interim Community and Economic Development Director

Department: Community Development

Agenda Item: Reza's Auto Repair Flagpole Variation Application Fee Refund

Summary:

At the September 25, 2023, Workshop Meeting, the City Council discussed Reza's Auto Repair's request for a reduction or waiver of the \$1,000 commercial flagpole setback variance application fee it paid and directed staff and the City Attorney to prepare a resolution to revise the City's Project Application, Review, and Inspection fee schedule to set the commercial flagpole variation application fee at \$250. That resolution (#1195) was approved by the City Council at their December 18, 2024, meeting. While resolution #1195 revised and reduced the application fee the City collects for commercial flagpole variation requests going forward, it did not specifically authorize staff to issue any type of variation application fee refund to Reza's Auto Repair.

From the City Council discussion that occurred regarding this issue last year, it seemed as if there was broad support to refund Reza's Auto Repair the \$750 difference between the \$1,000 application fee it paid last year and the reduced \$250 application fee the City now charges for similar variation requests.

Recommended Council Action: Pass a motion authorizing staff to issue a \$750 flagpole variation application fee refund to Reza's Auto Repair.

Financial Impact: A refund of \$750 in previously collected fee revenue.

Funding Source: Not applicable.

Budgeted Amount: Not applicable.

Cost: \$750 refund.

Attachment: 9/20/2023 Reza's Auto Repair's flagpole variation application fee refund request