

§ 460-9. - Fee schedule.

- A. *General.* All persons, firms or corporations performing work which requires the review of plans, public hearing(s) or the issuance of permit(s) shall pay a fee and professional fees for such work to the village clerk to assist in defraying the cost of administration, investigation, advertising and processing of applications, permits and variances. There may be additional fees for outside consultants (such as planning, engineering, inspection, legal, and etc.). These fees will be billed at actual cost approximately 30 days after completion of services.
- B. *Effective date.* All fees shall be effective upon adoption by the village board.
- C. *Fee schedule.* The following fees shall apply to all projects within the village and shall be set from time to time by the village board:
- (1) Conditional use permit, variances and zoning fees.
 - (2) Platting fees.
 - (3) Erosion control/storm water review fees.
 - (4) Site plan fees.
 - (5) Platting and site plan review fees. This review fee is established to help defray the cost of reviewing and inspecting site plans, subdivisions and certified survey maps occurring in the village. All of these fees are cumulative. The developer or subdivider shall pay fees as herein established to the village clerk.
 - (6) Planning, engineering and inspection review fees. The village shall be assisted by planning consultants, engineers and inspectors on all site plans, plats and CSMs submitted for review. The actual cost of the planning consultants, engineers and inspectors fees for reviewing and inspecting, site plans, plats, CSMs and any related supporting documentation, shall be paid by the developer prior to site plan, final plat or CSM approval by the village board. Prior to the consultant beginning work, the developer must execute a contract with the village board for payment of the services.
 - (7) Legal fees. In the event the village attorney is required to prepare contracts, developer agreements, and/or related documents between the developer and the village, the actual cost of the village attorney's fees in the preparation and review of documents shall be paid by the developer prior to approval of the site plan, final plat or CSM by the village board.
 - (8) Park dedication fees: per subdivision regulations.
 - (9) Failure to obtain permits. The village shall charge a double fee if work is started before a permit is applied for and issued. Such double fee shall not release the applicant from full compliance with village ordinances nor from prosecution for violation of village ordinances.
 - (10) Relocation of common boundary: \$40.00 plus \$5.00 per lot.

(Ord. No. 11-51, 11-14-2011)

ARTICLE IV. - REVIEW AND APPROVAL PROCEDURES

§ 460-10. - Preliminary consultation and concept plan.

Prior to filing an application for the approval of a preliminary plat or certified survey map, the subdivider shall consult with the village for assistance and advice regarding site suitability, general subdivision requirements, approval procedures and preliminary review of the conceptual plan for the proposed subdivision or certified survey map.

- A. *Conceptual plan.* A sketch/conceptual plan of the proposed subdivision or land divisions should be drawn on a topographic survey map or other suitable map to be submitted to the village. The conceptual plan should identify:
 - (1) Property boundaries;
 - (2) Proposed road layout and design, lot layout and proposed dedications;
 - (3) General existing and proposed utility location and layout;
 - (4) General topography, general slopes of roads and lots;
 - (5) General soil conditions, including the evaluation of seasonal high groundwater levels;
 - (6) Building limitations, such as wetlands, soil, floodplains, drainageways, rock outcroppings and vegetation;
 - (7) Current and proposed zoning;
 - (8) Any contiguous property owned or controlled by the subdivider; and
 - (9) Any additional information requested by the village.
- B. *Village review.* The village may place the conceptual plan on the plan commission agenda for review. Conceptual plan consultation and review does not constitute approval of the preliminary plat or certified survey map.
- C. *Filing fee.* Upon filing the concept plan or map with the village, the subdivider shall pay a fee as set by the village board from time to time. The subdivider is responsible for payment of all professional fees incurred by the village engineer and village attorney for reviewing the concept plan or map.
- D. *Concept plan or map.* Approval of the concept plan or map does not constitute approval of the preliminary plat, public improvements, plans and specifications or final plat.

(Ord. of 4-12-2004; Ord. No. 14-02, 2-25-2014)

§ 460-17. - Payment of fees.

- A. The subdivider shall pay the village all fees as hereinafter required before being entitled to the recording of the final plat or certified survey map. At the time of submitting a plat or certified survey application, the subdivider shall pay to the village clerk all required application filing fees as set from time to time by the village board.
- B. The subdivider shall pay all engineering and legal fees equal to the actual costs to the village for all engineering and legal work incurred by the village in connection with the preliminary plats, final plats, public improvements, plans and specifications and certified survey maps, including inspections required by the village. The subdivider shall pay a fee equal to the actual cost to the village for such inspection as the village board deems necessary to assure that the construction of the required improvements is in compliance with the public improvements, plans, and specifications and ordinances of the village or any other governmental authority.