

11/1/2018

**136-O-18**

**AN ORDINANCE**

**Amending Ordinance 125-O-17 Regarding the City of Evanston  
Permit Fee Schedule**

**NOW BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY  
OF EVANSTON, COOK COUNTY, ILLINOIS:**

**SECTION 1:** Ordinance 125-O-17, which established certain fees relating to permits, licenses, and review or inspection procedures, is hereby deleted in its entirety and the Permit Fee Schedule, attached hereto as Exhibit A and incorporated herein by reference, hereby substituted in lieu thereof.

**SECTION 2:** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3:** If any provision of this ordinance or application thereof to any person or circumstance is held unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this ordinance is severable.

**SECTION 4:** This ordinance will be in full force and effect on January 1, 2019.

Introduced: November 12, 2018

Approved:

Adopted: November 19, 2018

December 7, 2018

Stephen H. Hagerty  
Stephen H. Hagerty, Mayor

Attest:

Approved as to form:

Devon Reid  
Devon Reid, City Clerk

Michelle L. Masoncup  
Michelle L. Masoncup, Corporation  
Counsel

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**I. BUILDING PERMIT FEES:**

**A. BASIS OF BUILDING PERMIT FEES:** For the purpose of determining a basis for computing building permit fees, the established cost of construction shall be determined by the Director of Community Development as follows:

1. The Director of Community Development will accept an estimate furnished to him by the applicant for the permit at the time of the application.

2. In every instance where a building permit is issued with a construction valuation of one hundred thousand dollars (\$100,000.00) or more, the property owner and general contractor shall provide to the City at the conclusion of construction a sworn contractor's statement indicating the full and final construction cost of the project, less land cost. Upon presentation of said sworn statement, any permit fees due the City for costs over and above the cost-valuation submitted as construction valuation on the permit application form shall be immediately paid to the City. In cases of a construction cost less than the estimated valuation, the City shall refund the difference to the property owner or general contractor.

3. In cases of estimated construction valuation of less than one hundred thousand dollars (\$100,000.00), the property owner and general contractor shall submit a sworn contractor's statement upon the written request of the Director of Community Development.

4. In cases of dispute of valuation, the owner shall produce, upon request of the Director of Community Development, copies of all contracts, change orders, and final waivers of lien for the subject building which may be submitted, at the discretion of the Director, to an architectural firm for review and a written cost opinion. Fees for the said review are to be paid by the property owner. Upon completion of the review, the Director shall render a final ruling as to fees due or to be refunded.

5. No final Certificate of Occupancy shall be issued until said sworn statement is submitted, and permit fees adjusted accordingly, and such fees and all costs, e.g., those relating to valuation disputes, are paid.

6. The plan review fee will be assessed on refunded permits or withdrawn projects.

7. The following fee structure includes first and second plan reviews. If a third and any subsequent review is required prior to permit issuance, a fee of ten percent (10%) of the original fee shall apply to the final cost per additional review. A post permit plan review shall be assessed at one hundred percent (100%) of the original fee.

**B. FEES FOR BUILDING PERMITS:** The Fee to be charged for permits authorized by the City Code shall be paid to the City Collector and shall be paid as provided herein. No

**PERMIT FEE SCHEDULE**

permit or amendment thereto shall be issued without the fee being paid. Pursuant to Section 105.5 of the 2012 International Building Code as amended by City Code Section 4-2-2, a building permit shall, without further action by the City, automatically expire and be rendered null, void and of no further force or effect, if the permit holder does not begin work authorized by the permit within one-hundred and eighty (180) calendar days of permit issuance, unless an extension is granted in accordance with Subsection 2 of Section 105.5 of the 2012 International Building Code as amended by City Code Section 4-2-2. A fee of fifty percent (50%) of the original cost of permit shall be charged for reinstatement of permit; provided, however, that in no case shall a permit be issued or renewed for a fee less than fifty dollars (\$50.00). Applicants who wish to have an expedited review process may submit an application for expedited review along with the expedited building permit fees as provided herein. All building activity of private property will be eligible for expedited review with the exception of planned developments, landmarks and properties within a local historic district, and building activity exceeding the cost of five-hundred thousand dollars (\$500,000.00). An application fee of two-hundred and fifty dollars (\$250.00) and expedited zoning and plan review fee as provided in Section II shall be charged for expedited permit review.

1. The fee for cost of work valuation of less than or equal to one million dollars (\$1,000,000.00) shall be as follows:

**Building Permit Fees (Title 4, Chapter 2):**

<b>Estimated Construction Cost</b>	<b>Regular Permit Fees</b>	<b>Expedited Permit Fees</b>
1 - 100	\$ 28.00	\$ 84.00
101 – 1,000	\$ 48.00	\$ 142.00
1,001 – 2,000	\$ 64.00	\$ 186.00
2,001 – 4,000	\$ 88.00	\$ 251.00
4,001 – 6,000	\$ 124.00	\$ 347.00
6,001 – 8,000	\$ 160.00	\$ 440.00
8,001 – 10,000	\$ 196.00	\$ 529.00
10,001 – 12,000	\$ 230.00	\$ 610.00
12,001 – 16,000	\$ 293.00	\$ 762.00
16,001 – 20,000	\$ 357.00	\$ 910.00
20,001 – 50,000	\$ 357.00 plus \$13.50 for each additional \$1,000 (or part of)	\$ 910.00 plus \$13.50 for each additional \$1,000 (or part of)
50,001 – 150,000	\$ 357.00 plus \$13.50 for each additional \$1,000 (or part of)	\$ 910.00 plus \$13.50 for each additional \$1,000 (or part of)
150,001 – 300,000	\$ 357.00 plus \$13.50 for each additional \$1,000 (or part of)	\$ 910.00 plus \$13.50 for each additional \$1,000 (or part of)
300,001 – 500,000	\$ 357.00 plus \$13.50 for each additional \$1,000 (or part of)	\$ 910.00 plus \$13.50 for each additional \$1,000 (or part of)
500,001 –	\$ 357.00 plus \$13.50 for each	Not Applicable

**PERMIT FEE SCHEDULE**

1,000,000	additional \$1,000 (or part of)	
1,000,001 and above	\$17.50 for each additional \$1,000 (or part of)	Not Applicable

The regular building permit fee shall be three hundred fifty-seven dollars (\$357.00) plus thirteen dollars and fifty cents (\$13.50) for each additional one thousand dollars (\$1,000.00), or part of one thousand dollars (\$1,000.00), of cost of work valuation over twenty thousand dollars (\$20,000.00) until one million dollars (\$1,000,000.00).

The expedited building permit fee shall be nine hundred ten dollars (\$910.00) plus thirteen dollars and fifty cents (\$13.50) for each additional one thousand dollars (\$1,000.00), or part of one thousand dollars (\$1,000.00), of cost of work valuation over twenty thousand dollars (\$20,000.00) until five-hundred thousand dollars (\$500,000.00).

2. The fee for cost of work valuation greater than one million dollars (\$1,000,000.00) shall be seventeen dollars and fifty cents (\$17.50) for each one thousand dollars (\$1,000.00), or part of one thousand dollars (\$1,000.00), of cost of work over one dollar (\$1.00).

C. FENCE FEES: The fee for a permit to erect or install a fence shall be computed at the rate of twenty dollars (\$20.00) for the first one hundred lineal feet (100') or fraction thereof plus six dollars (\$6.00) for each additional one hundred feet (100') or fraction thereof.

**II. ZONING AND PLAN REVIEW FEES**

A. Plan review fee shall be based upon building floor area, computed in square feet from the exterior dimensions of length and width of each floor, including all basements, cellars, garages, and storage areas. A minimum non-refundable fee of twenty-five dollars (\$25.00) shall be charged at the time of submission for all residential projects. A minimum non-refundable fee of one-hundred dollars (\$100.00) shall be charged at the time of submission for all commercial projects. These fees shall be credited towards the final cost of plan reviews. Applicants who wish to have an expedited review process may submit an application for expedited review along with the expedited plan reviews fees as provided herein. An application fee and building permit fee as provided in Section I shall be charged for expedited plan review.

**B. PLAN REVIEW FEES:**

<b>Work Value</b>	<b>Plan Review Fee</b>	<b>Expedited Review Fee</b>	<b>Plan</b>
\$ 0 - \$ 9,999	\$ 25.00	\$ 150.00	
\$ 10,000 - \$ 49,999	\$ 50.00	\$ 300.00	
\$ 50,000 - \$ 99,999	\$ 90.00	\$ 540.00	
\$ 100,000 - \$ 149,999	\$ 150.00	\$ 900.00	

**PERMIT FEE SCHEDULE**

<b>Work Value</b>	<b>Plan Review Fee</b>	<b>Expedited Review Fee</b>	<b>Plan</b>
\$ 150,000 - \$ 199,999	\$ 200.00	\$ 1200.00	
\$ 200,000 - \$ 499,999	\$ 0.002310 *	\$ 0.008085 *	
\$ 500,000 - \$ 999,999	\$ 0.002156 *	Not Applicable	
\$ 1,000,000 - \$ 1,499,999	\$ 0.001848 *	Not Applicable	
\$ 1,500,000 - \$ 1,999,999	\$ 0.001386 *	Not Applicable	
\$ 2,000,000 - \$ 2,999,999	\$ 0.001232 *	Not Applicable	
\$ 3,000,000 - \$ 3,999,999	\$ 0.001078 *	Not Applicable	
\$ 4,000,000 - \$ 4,999,999	\$ 0.000924 *	Not Applicable	
\$ 5,000,000 - \$ 9,999,999	\$ 0.000770 *	Not Applicable	
\$10,000,000 - and above	\$ 0.000616 *	Not Applicable	

\* Where a fee multiplier is given, the Plan Review Fee is computed as the product of the appropriate fee multiplier and the work value.

**C. ZONING ANALYSIS FEE:**

For zoning analyses of proposed construction of 0-10,000 square feet, the fee shall be one-hundred ten dollars (\$110.00). For proposed construction of more than 10,000 square feet, the fee shall be one hundred sixty-five dollars (\$165.00). Said fee(s) shall not apply to City proposals. The fee for a zoning analysis on a revised proposal shall be the same as the fee for the initial proposal. The fee for zoning analyses done pursuant to an application for a building permit for which a permit is subsequently issued may be deducted from the building permit fee.

**D. CONSULTANT PLAN EXAMINATION:**

Fees hereby established shall not be applied to plan reviews to be conducted by agencies other than the Department of Community Development when such review is recommended by the Director. The applicant will pay to the City of Evanston such fees, as set by that agency and approved by the City Council.

**E. MINIMUM INSPECTION/ REINSPECTION FEES:**

The minimum charge for any required trade (structural, mechanical, electrical or plumbing inspection) shall be forty-five dollars (\$45.00). There shall be a minimum reinspection fee of forty-five dollars (\$45.00) for each subsequent inspection. A minimum fee for missed inspection for any required trade or failure to cancel a scheduled inspection within twenty-four hours (24) of the inspection shall be forty-five dollars (\$45.00) for each inspector.

**F. CERTIFICATE OF OCCUPANCY:**

The fee for a final Certificate of Occupancy for residential buildings shall be twenty dollars (\$20.00) for each residential dwelling unit. The fee to be charged for all other

**PERMIT FEE SCHEDULE**

uses shall be fifty dollars (\$50.00). The fee to be charged for a Certificate of Occupancy for part of a residential building (Temporary Certificate of Occupancy) shall be twenty dollars (\$20.00) in addition to the fee for the final Certificate of Occupancy. A Temporary Certificate of Occupancy for a portion of any commercial and/or institutional industrial building shall be one hundred twenty-five dollars (\$125.00) for thirty (30) days.

**G. ZONING BOARD OF APPEALS FEES:**

Any application for a special use, a variation, or a unique use, shall be accompanied by a fee according to the following schedule:

**Special and Unique Use Application Fees**

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Planned Development or Planned Development Amendment	\$6,000.00
Planned Development Major Adjustment	\$2,200.00
Planned Development Minor Adjustment or Amendment for Extension	\$1,000.00
Zoning Analysis	\$1,000.00
Hospital Uses	\$1,210.00
Drive-in Uses	\$1,500.00
Special or Unique Uses	\$660.00
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Substitution for an existing special use	\$ 440.00

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**Variation Application Fees**

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All major and family necessity variations for single family and two family dwellings	\$385.00
All major and family necessity variations for uses other than single family and two family dwellings	\$660.00
All minor and fence variations	\$275.00
All major variations sought after commencement of construction	\$1,650.00

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**PERMIT FEE SCHEDULE**

The specified fee shall be applicable to each special use or variation included in an application except that any application for variations for an owner occupied residence within the R1, R2, or R3 Districts shall require only the applicable fee for a single variation and any applicable fee for a special use.

**H. ZONING AMENDMENT FEES:**

Any petition for amendment to the text or map of the Zoning Ordinance shall be accompanied by a fee of one thousand one hundred dollars (\$1,100.00).

**I. FEES FOR REQUEST FOR CERTIFICATES OF ZONING COMPLIANCE:**

Any application for a Certificate of Zoning Compliance pursuant to Section 6-3-2 of the Zoning Ordinance shall be accompanied by the following fees.

Major Home Occupation Permits	\$110.00
Administrative Interpretations, Temporary Uses and all other requests for Certificates of Zoning Compliance for proposed projects or existing buildings of 0-10,000 square feet.	\$ 110.00
Administrative Interpretations, Temporary Uses and all other requests for Certificates of Zoning Compliance for proposed projects or existing buildings of more than 10,000 square feet.	\$ 165.00

Notwithstanding the previous schedule, in instances where the application for a Certificate of Zoning Compliance is accompanied by a request for a zoning analysis the fee provisions of II C, "Zoning Analysis Fee" shall supersede the fee provisions of this item II J.

**J. PLAT APPROVAL FEES:**

Fees for City Council approval of plats of subdivision or consolidation shall be three hundred thirty dollars (\$330.00) per plat.

**K. ZONING FEE WAIVER:**

Notwithstanding the fee schedule set forth in II.G and II.H supra, the City Council shall have the authority to waive in whole or in part any fee or deposit for any hearing before the Zoning Administrator, Plan Commission or Zoning Board of Appeals, for referrals by any governmental agency, or for any other party when such fee would present hardship. An applicant for such a hardship waiver must present his request in writing to the Committee of the Whole outlining the degree of such hardship. Consideration may be given, among other reasons, to the extent to which the hardship was created by Council action, and the financial state of the applicant.

**L. APPEALS:**

**PERMIT FEE SCHEDULE**

Any appeal of an order or final decision made by the Zoning Administrator shall be accompanied by a fee of two hundred seventy-five dollars (\$275.00).

**III. ELECTRICAL PERMIT FEES:**

**A. BASIS FOR FEES:**

Electrical fees shall be computed according to circuits and amperes. The term "circuit" as used in the current National Electrical Code, shall mean any set of branch wiring conductors which have been extended from a distribution center, and which may be utilized for the transmission of electrical energy. A minimum inspection fee in accordance with Section II-E hereof shall also be added.

1. In all use groups as defined in the current Adopted Electrical Code of the City of Evanston, the inspection fee for each nominal 15-ampere or 20-ampere two-wire branch circuit, including fixtures, sockets or receptacles shall be:

**B. ELECTRICAL PERMIT FEES: (Title 4, Chapter 7)**

<b>Circuits</b>	<b>15 Amperes</b>	<b>20 Amperes</b>	<b>30 Amperes</b>	<b>40 Amperes</b>	<b>50 Amperes</b>
1	\$ 12.00	\$ 15.00	\$ 24.00	\$ 30.00	\$ 36.00
2	\$ 22.00	\$ 29.00	\$ 44.00	\$ 58.00	\$ 66.00
3	\$ 30.00	\$ 41.00	\$ 60.00	\$ 82.00	\$ 90.00
4	\$ 40.00	\$ 53.00	\$ 80.00	\$106.00	\$120.00
5	\$ 48.00	\$ 65.00	\$ 96.00	\$130.00	\$144.00
6	\$ 56.00	\$ 75.00	\$112.00	\$150.00	\$168.00
7	\$ 64.00	\$ 84.00	\$128.00	\$168.00	\$192.00
8	\$ 69.00	\$ 94.00	\$138.00	\$188.00	\$207.00
9	\$ 78.00	\$101.00	\$156.00	\$202.00	\$234.00
10	\$ 84.00	\$110.00	\$168.00	\$220.00	\$252.00
11	\$ 89.00	\$118.00	\$178.00	\$236.00	\$267.00
12	\$ 95.00	\$124.00	\$190.00	\$248.00	\$285.00
13	\$ 98.00	\$132.00	\$196.00	\$264.00	\$294.00
14	\$103.00	\$140.00	\$206.00	\$280.00	\$309.00
15	\$110.00	\$146.00	\$220.00	\$292.00	\$330.00
16	\$115.00	\$152.00	\$222.00	\$304.00	\$333.00
17	\$118.00	\$157.00	\$236.00	\$314.00	\$354.00
18	\$123.00	\$165.00	\$246.00	\$330.00	\$369.00
19	\$125.00	\$171.00	\$250.00	\$342.00	\$375.00
20	\$128.00	\$176.00	\$256.00	\$352.00	\$384.00
21	\$130.00	\$182.00	\$260.00	\$364.00	\$390.00
22	\$133.00	\$189.00	\$266.00	\$378.00	\$399.00
23	\$134.00	\$198.00	\$268.00	\$396.00	\$402.00
24	\$138.00	\$204.00	\$276.00	\$408.00	\$414.00

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<b>Circuits</b>	<b>15 Amperes</b>	<b>20 Amperes</b>	<b>30 Amperes</b>	<b>40 Amperes</b>	<b>50 Amperes</b>
25	\$143.00	\$210.00	\$286.00	\$420.00	\$429.00

Additional 15 or 20 amperes:

26-50	\$ 9.00 each additional circuit
51-75	\$ 8.00 each additional circuit
76-100	\$ 6.00 each additional circuit
over 100	\$ 4.00 each additional circuit

Additional 30 or 40 amperes:

26-50	\$18.00 each additional circuit
51-75	\$16.00 each additional circuit
76-100	\$12.00 each additional circuit
over 100	\$ 8.00 each additional circuit

Additional 50 amperes:

26-50	\$27.00 each additional circuit
51-75	\$24.00 each additional circuit
76-100	\$18.00 each additional circuit
over 100	\$12.00 each additional circuit

C. The Inspection fee for the inspection of each electric motor or current-consuming device shall be as follows:

One HP or larger	\$ 19.00
Each additional motor	\$ 8.00
Heating device	\$ 19.00
Each additional heating device	\$ 8.00 + .55 per KW

D. The fees for the inspection of electrical interior communication systems and burglar and shall be as follows:

Low voltage burglar, communication systems \$ 30.00

The plan review fees for low voltage fire alarms are conducted by agencies other than the Department of Community Development. The applicant will pay fees as set by that agency. The plan review fees are in addition to the permit fees set forth in this ordinance.

E. Permit fees for new services shall be as follows:

60-ampere service	\$ 21.00
each additional meter	\$ 12.00
100-ampere service	\$ 30.00
each additional meter	\$ 12.00

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200-ampere service	\$ 38.00
each additional meter	\$ 12.00
400-ampere service	\$ 45.00
each additional meter	\$ 12.00
600-ampere service	\$ 80.00
each additional meter	\$ 12.00
800-ampere service	\$ 120.00
each additional meter	\$ 12.00
1000-ampere service	\$ 150.00
each additional meter	\$ 12.00
1200-ampere service	\$ 200.00
each additional meter	\$ 12.00
1400-ampere service	\$ 240.00
each additional meter	\$ 12.00
1600-ampere service	\$ 260.00
each additional meter	\$ 12.00
1800-ampere service	\$ 300.00
each additional meter	\$ 12.00

For service ampere rating other than those listed, fee will be for each additional 100 amperes or fraction \$ 20.00

1. Feeders: Feeders installed or increased in amperage on a separate installation shall be the same as service fees above.

2. New wires: Changing, moving, or altering any wiring apparatus, machinery or device in any way where new wires of a different size or, of a greater or lesser length, are installed, shall be classed as new work and a fee covering such work shall be required in accordance with the foregoing fee schedules.

**IV. PLUMBING PERMIT FEES:**

The fees for permits for the installation, alteration or extension of a plumbing system shall be:

1. Replacement of fixtures \* \$ 10.00 each
2. New installation of fixtures \* \$ 15.00 each
3. Water service or any alterations - \$ 25.00  
each unit or floor

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- 4. Hot water heaters, new or replacement \$ 25.00 each

\* Definition of Fixture: Any device having either a water supply or drain connected to the plumbing system.

A minimum inspection fee in accordance with Section II-E hereof shall also be added.

**V. WATER & SEWER - PERMITS:**

The fee to be charged for sewer installation and repairs shall be as follows:

Sewer repair	\$ 45.00
Water Service repair	\$ 45.00
Swimming pools	\$ 40.00
Sewer tap per 1.0 inch	\$ 7.00
Sewer Installation - first 50	\$ 45.00
Each additional 50 feet (or fraction thereof)	\$ 15.00
Basins - per basin	\$ 45.00

**VI. GAS PIPING - PERMITS:**

The fee for permits for installation of gas piping shall be twenty-five dollars (\$25.00) for the first (25) lineal feet, plus ten dollars (\$10.00) for (25) lineal feet or fraction thereof.

**VII. LAWN SPRINKLERS - PERMITS:**

The permit fee for lawn sprinkling systems shall be thirty dollars (\$30.00) plus one dollar (\$1.00) per head.

**VIII. FIRE PLAN REVIEW FEES:**

The following fee structure shall include the first plan review, a re-review, permit and system acceptance testing. If a third review and subsequent review is required, a fee of fifty percent (50%) of the original fee shall be applied to the final cost.

The permit fees for fire related systems are as follows:

**Sprinkler System Permit and Plan Review Fee**

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1 to 5 heads	\$100.00
6 to 20 heads	\$200.00
21 to 100 heads	\$350.00
101 to 200 heads	\$500.00
201 to 300 heads	\$600.00
Over 300 heads	\$700.00 + \$1 per sprinkler head over 300

**PERMIT FEE SCHEDULE**

**Fire Pump Review and Permit Fees (If not part of system)**

Flat Fee of \$200.00

**Standpipe Fees (If not part of system)**

Flat Fee of \$200.00

**Gas Suppression Systems**

1 to 50 pounds	\$225.00
51 to 100 pounds	\$350.00
101 to 200 pounds	\$450.00
Over 200 pounds	\$600 plus \$.50 cents per pounds over 200

**Fire Alarm System Permit Fee and Plan Review Fee**

1 to 10 devices	\$200.00
11 to 25 devices	\$300.00
26 to 50 devices	\$425.00
51 to 75 devices	\$550.00
Over 75 devices	\$700.00 plus \$5 per device

**Wet Chemical Kitchen Hood Suppression System**

Per hood \$225.00

**IX. MECHANICAL PERMIT FEES:**

A. Fee based on mechanical contract price:

<b>Value of Contract More Than</b>	<b>Less Than</b>	<b>Fee</b>
\$ 0.00	\$ 500.00	\$ 20.00
\$ 501.00	\$ 1,000.00	\$ 30.00
\$ 1,001.00	\$ 3,000.00	\$ 45.00
\$ 3,001.00	\$ 5,000.00	\$ 60.00
\$ 51001.00	\$10,000.00	\$112.00
\$10,001.00	\$25,000.00	\$256.00
\$25,001.00	\$50,000.00	\$500.00
Above \$50,000.00	add \$ 10.00 per \$ 1,000.00	

B. New or Replacement Furnace or A/C Unit: \$40.00

**PERMIT FEE SCHEDULE**

- C. New or Replacement Boiler: \$40.00
- D. New or Replacement Process Equipment: \$40.00

**X. LIFT FEES:**

**A. ELEVATORS (NEW AND EXISTING):**

- 1. Five stories and under: \$70.00 each elevator per year (two semi-annual inspections).
- 2. Over five stories: \$120.00 each elevator per year (two semi-annual inspections).

**B. ESCALATORS: \$70.00 each escalator per year (two semi-annual inspections).**

**C. HELICOPTER USAGE FOR CONSTRUCTION: Five hundred dollar (\$500.00) fee plus any costs incurred by the City for public safety.**

**XI. BUILDING MOVING PERMIT:**

The fees will be assessed at the cost of city services.

**XII. BUILDING DEMOLITION PERMITS:**

The fee for demolition permits shall be computed on the cubic volume of the building or structure to be demolished as follows:

Fifty dollar (\$50.00) basic fee plus fifty dollars (\$50.00) for each one thousand (1,000) cubic feet of volume for commercial and residential structures and fifty dollar (\$50.00) basic fee plus ten dollars (\$10.00) for each additional cubic foot of volume for accessory structures. The cubic volume shall include the basement and/or cellar.

**BONDS (Demolition Permit):** No demolition contractor shall perform work within the City unless, prior thereto he shall have filed in the Office of the City Clerk liability and surety of performance bonds in the sum of \$150,000 to \$300,000 in a form approved by the Corporation Counsel, upon sureties approved by the City Clerk. Any permits will be conditioned upon the applicant's prior indemnification of the City from all claims arising out of work performed in the City by virtue of any permit issued to the demolition contractor, or by the Department of Community Development, and conditioned upon the restoration of any portion of public right-of-ways or excavations made by the permittee or at its direction to a safe and presentable condition. Such restorations shall be maintained in good order for a reasonable period thereafter.

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**XIII. DRIVEWAY PERMITS:**

The fee for driveway permits shall be twenty-five dollars (\$25.00) for residential buildings and fifty dollars (\$50.00) for all other driveways. "Residential buildings" are defined in the Zoning Ordinance.

**XIV. SIGNS, AWNINGS, AND CANOPIES:**

**A. SIGN PERMIT FEES:**

1. Non-illuminated Signs (unless temporary): \$21.00
2. Illuminated Signs & Scoreboards: \$25.00 plus \$0.20 per sq. ft. of gross surface area of each face thereof.
3. Temporary Signs: \$20.00
4. Marquees, Fixed Canopies and Fixed Awnings: \$26.00 plus \$0.26 per sq. ft. of plan area.
5. Retractable Canopies, Fixed Awnings, and Retractable Awnings: \$26.00 plus \$0.26 per sq. ft. of plan area.

**B. ANNUAL SIGN INSPECTION FEE:**

Signs, Awnings with signage, and Canopies: Any sign, awning with signage, or canopy with signage, having a total surface area less than or equal to twenty-six square feet is subject an eleven dollar (\$11.00) annual fee. The annual fee for any sign, awning with signage, or canopy with signage, having a total surface area more than twenty-six square feet is seventeen dollars (\$17.00).

Illuminated Signs, Awnings and Canopies: Any illuminated sign, awning or canopy is subject to an annual surcharge of three dollars (\$3.00) in addition to any fee based upon surface area.

**C. APPEALS FOR VARIATION FROM SIGN ORDINANCE: \$175.00**

**D. SIGN PENALTY FEES:**

If the annual sign fees are not paid within (60) days of date of renewal, the City of Evanston reserves the right to double the annual fees. If the annual fee is not paid within (120) days of the date renewal, the annual fee will be tripled.

**XV. MISCELLANEOUS PERMITS AND LICENSES:**

**A. STATIONARY ENGINEERS AND WATER TENDERS LICENSE:** The fee to be charged for the original license and for the annual renewal license shall be as follows:

Stationary Engineer \$ 50.00 annually



**PERMIT FEE SCHEDULE**

**B. CONTRACTORS REGISTRATION/LICENSE FEES:**

The fee to be charged for the original license and for the annual renewal license shall be as follows:

Building Contractors \$ 100.00  
Building General Contractors \$ 125.00

**C. TANK PERMITS:**

The fee for installation of tanks to be used for the storage or handling of flammable liquids and chemicals shall be eleven dollars (\$11.00) for each one thousand (1,000) gallons of capacity. The minimum fee for a tank removal is twenty-two dollars (\$22.00).

**XVI. TENT PERMIT FEES: \$30.00**

**XVII. ANNUAL PERMIT FEES:**

A. The fees to be charged for annual permits issued for a twelve (12) month period for minor repairs and additions to existing installations shall be as follows:

Electrical	\$400.00
Plumbing	\$400.00
Carpentry	\$400.00

**XVIII. PENALTY FEES:**

If work is commenced without a permit having been obtained, the permit fee shall be increased by seventy-five percent (75%) or two hundred fifty dollars (\$250.00), whichever is greater.

**XIX. WAIVER OF BUILDING PERMIT FEES:**

Notwithstanding the fees set forth in Sections I, III, IV, V, VI, VII, IX, and X hereof, the City Council shall have the authority to waive in whole or in part any fees or deposit for any building permit for any governmental agency, or for any other party when such fee would present a substantial hardship. An applicant for such a hardship waiver must present his request in writing to the Planning & Development Committee outlining the degree of such hardship. Consideration may be given, among other reasons, to the extent to which the hardship was created by the Council action, and the financial state of the applicant.