



**City of Prospect Heights
CITY COUNCIL REGULAR MEETING**

Monday, November 10, 2025 at 6:30 PM

**Prospect Heights City Hall
8 North Elmhurst Road**

IN ACCORDANCE WITH THE APPLICABLE STATUTES OF THE STATE OF ILLINOIS AND ORDINANCES OF THE CITY OF PROSPECT HEIGHTS, NOTICE IS HEREBY GIVEN THAT:

The City Council Meeting of the Mayor and City Council of the City of Prospect Heights will be held on MONDAY, NOVEMBER 10, 2025 AT 6:30 PM.

In Person in the Council Chambers, Prospect Heights City Hall, 8 North Elmhurst Road, Prospect Heights, Illinois, Mayor Patrick Ludvigsen presiding.

This meeting will be broadcast live on cable channels: COMCAST CHANNEL 17, ASTOUND CHANNEL 1176 and AT&T U-VERSE CHANNEL 99. It will also be recorded and rebroadcast on COMCAST CHANNEL 17, ASTOUND CHANNEL 1176 and AT&T U-VERSE CHANNEL 99.

Attendees who wish to speak on Agenda or non-agenda items will be provided an opportunity during the meeting. There is a FIVE-MINUTE TIME LIMIT for speakers.

1. CALL TO ORDER AND ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES

A. October 27, 2025 City Council Regular Meeting Minutes
Action Requested: (Motion, Second, Roll Call Vote)

4. PRESENTATIONS

A. Prospect Heights Police Pension Board Presentation by Todd Schroeder

5. APPOINTMENTS, CONFIRMATIONS, AND PROCLAMATIONS

A. Re-Appointment of William Kearns as Board Member of the Police Pension Board

6. PUBLIC COMMENTS ON AGENDA MATTERS (FIVE MINUTES TIME LIMIT)

(Citizens are asked to identify the agenda item they would like to address and will be provided the opportunity to speak to the issue after its presentation and before City Council action)

7. CONSENT AGENDA

This meeting will be recorded and made available on your local Cable Channel, Prospect Heights Television, and our PHTV YouTube Channel via a link on the City website.

(All items listed on the Consent Agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a City Council Member so requests, in which event the item will be removed from the general order of business and considered as a separate Agenda item.)

Action Requested: (Motion, Second, Voice Vote)

- A. O-25-21** Staff Memo and Ordinance Amending the Building Code, Adopting Certain International Code Council Model Codes, the NFPA (National Electrical Code, the State Plumbing Code, and Making Certain Local Amendments to the Adopted Model Codes) **(2nd Reading)**
- B. O-25-22** Staff Memo and Ordinance Amending Chapter 1, Section 1 of Title 12 Fines and Fees Schedule **(2nd Reading)**
- C. O-25-23** Staff Memo and Ordinance Amending Title 7 Flood Control Regulations, Chapter 10 Permitting Requirements Applicable to All Flood Plain Areas **(2nd Reading)**
- D. R-25-74** Natural Resources Commission Memo and Request for Council Approval to Conduct Prescribed Burns in the Fall of 2025 and Spring of 2026 in Prospect Heights

8. OLD BUSINESS

- A. O-25-24** Staff Memo and Ordinance Amending Title 9 (Police Regulations) Chapter 1 (Animal Control), Section 18 (Keeping Backyard Chickens) of the City Code Regarding Backyard Chicken Keeping in the R-1 Single Family District **(2nd Reading)**
Action Requested: (Motion, Second, Roll Call Vote)

9. NEW BUSINESS

- A. O-25-25** Staff Memo and Ordinance Approving of Sale, Donation, and Destruction of Surplus Vehicles **(1st Reading)**
Action Requested: (Discussion/Informational)
- B. O-25-26** Staff Memo and Ordinance Approving of Sale, Donation, and Destruction of Surplus Equipment **(1st Reading)**
Action Requested: (Discussion/Informational)
- C. O-25-27** Staff Memo and Ordinance Amending the City Code, Title 1, Chapter 7, Sections 12: Health Inspector, 17: Code Enforcement Officer, 18: Plumbing Official, Assistant Plumbing Official, and 19: Electrical Inspector; Assistant Electrical Inspector of the City Code **(1st Reading)**
Action Requested: (Discussion/Informational)
- D. R-25-73** Staff Memo and Resolution Authorizing the Execution of an Intergovernmental Agreement between the City of Prospect Heights and Prospect

Heights Park District Regarding Policing of Park Property, Subject to City Attorney Approval

Action Requested: (Motion, Second, Roll Call Vote)

- E. R-25-75** Staff Memo and Resolution Approving a Professional Services Agreement with B & F Construction Code Services, Inc. to Provide Plumbing Inspection and Fire Protection Review and Inspection Services, Subject to City Attorney Approval

Action Requested: (Motion, Second, Roll Call Vote)

10. STAFF, ELECTED OFFICIALS, AND COMMISSION REPORTS

11. APPROVAL OF WARRANTS

A. Approval of Expenditures

General Fund	\$59,364.14
Motor Fuel Tax Fund	\$0.00
Tourism District	\$795.36
Solid Waste Fund	\$0.00
Drug Enforcement Agenda Fund	\$0.00
Special Service Area #1	\$0.00
Special Service Area #2	\$0.00
Special Service Area #3	\$0.00
Special Service Area #4	\$0.00
Special Service Area #5	\$82.54
Special Service Area - Constr #6 (Water Main)	\$0.00
Special Service Area - #8 Levee Wall #37	\$154.59
Capital Improvements	\$616.97
Special Service Area - Debt #6	\$605.00
Road Construction	\$0.00

This meeting will be recorded and made available on your local Cable Channel, Prospect Heights Television, and our PHTV YouTube Channel via a link on the City website.

Debt	
Water Fund	\$7,651.81
Parking Fund	\$611.50
Sanitary Sewer Fund	\$2,392.56
Road/Building Bond Escrow	\$0.00
TOTAL	\$72,274.47
Wire Payments	
10.31.25 Payroll	\$209,222.34
TOTAL WARRANT	\$281,496.81

12. PUBLIC COMMENT ON NON-AGENDA MATTERS (FIVE MINUTE TIME LIMIT)

13. EXECUTIVE SESSION

14. ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED

15. ADJOURNMENT

Action Requested: (Motion, Second, Voice Vote)

Posted by 12:00 PM, November 7, 2025



Lauterbach & Amen

Prospect Heights Police Pension Fund Reporting

For the Contribution Year Ending April 30, 2026 for Funding Purposes

For the Fiscal Year Ending April 30, 2025 for Financial Statement Reporting

Presented by:
Todd Schroeder, Partner, Enrolled
Actuary

Recommended Contribution & Funded Status

Page 8 in Report

	Prior Valuation	Current Valuation	Difference
Recommended Contribution	\$1,585,280	\$1,617,596	\$32,316 (2.04% Increase)
Fair Value of Assets (FVA)	\$24,458,900	\$26,923,000	\$2,464,100
Actuarial Value of Assets (AVA)	\$25,130,100	\$27,111,300	\$1,981,200
Actuarial Accrued Liability	\$35,374,900	\$36,047,300	\$672,400
EAN Unfunded Actuarial Accrued Liability/(Surplus)	\$10,244,800	\$8,936,000	(\$1,308,800)
Percent Funded (AVA)	71.04%	75.21%	4.17%
Percent Funded (FVA)	69.14%	74.69%	5.55%

Current Funding Policy is level % pay contributions to a 100% funding target over a layered amortization period of 15 years.

Recommended Contribution Reconciliation

Page 16 in Report

	Actuarial Liability	Recommended Contribution
Expected Changes	\$1,041,200	\$51,500
Salary Increases Greater than Expected	\$11,000	\$2,800
Actuarial Experience	(\$66,200)	\$3,000
Assumption Changes	(\$313,700)	(\$1,700)
Investment Return Greater than Expected	\$0	(\$18,400)
Contributions Greater than Expected	\$0	(\$4,900)
Net Increase/(Decrease)	\$672,400	\$32,300

Recommended Contribution Breakdown

Page 27 in Report

	Prior Valuation	Current Valuation	Difference
Employer Normal Cost (with interest)	\$296,093	\$346,429	\$50,336
Amortization of Unfunded Accrued Liability/(Surplus)	\$1,289,187	\$1,271,167	(\$18,020)
Recommended Contribution	\$1,585,280	\$1,617,596	\$32,316

The Recommended Contribution has Increased by 2.04% from the Prior Valuation.

Demographic Changes

Page 13-14 in Report

- There were 4 Members who were hired during the year. This increased the Recommended Contribution by approximately \$70,700.
- There was 1 Member who retired during the year. This increased the Recommended Contribution by approximately \$11,200.
- There were 2 Members who terminated employment during the year. This decreased the Recommended Contribution by approximately \$30,200.
- There was 1 disabled retiree who passed away during the year, who had an eligible surviving spouse. In addition, there were 20 inactive Members who continued to collect benefits. This decreased the Recommended Contribution by approximately \$36,100.
- Other demographic changes experienced during the year were minimal.

Age and Service Distribution

Page 33 in Report

5/1/2025 Age and Service Distribution - Tier 1 Tier 2 Active Members												
	Service	Under 1	1 to 4	5 to 9	10 to 14	15 to 19	20 to 24	25 to 29	30 to 34	35 to 39	40 & up	Total
Age												
Under 25		0 1										0 1
25 to 29		0 1	0 1	0 1								0 3
30 to 34			0 1	0 7								0 8
35 to 39			0 1		0 4							0 5
40 to 44			0 1			1 0						1 1
45 to 49		1 0										1 0
50 to 54												
55 to 59		0 1	0 1									0 2
60 to 64			0 1									0 1
65 to 69												
70 & up												
Total		1 3	0 6	0 8	0 4	1 0						2 21

Expected Benefit Payments

Page 9 & 32 in Report

Current Valuation	
Total Active Members	23
Total Inactive Members	27
Current Benefit Payments	\$1,690,500
Expected Benefit Payments in 5 Years	\$2,148,300
Expected Benefit Payments in 10 Years	\$2,558,400

*Benefit Payments are
Anticipated to
Increase 27% in the
Next 5 Years and
51% in the Next 10
Years.*

Assumption Changes

Page 14 in Report

- In the current valuation, the following assumptions were changed:
 - Inflation Rate (CPI-U)
 - Individual Pay Increases
 - Retirement Rates
 - Termination Rates
 - Disability Rates
 - Mortality Rates
 - Mortality Improvement Rates
 - Duty Death Probability

Change in Fair Value of Assets

Page 18 in Report

Current Valuation	
Beginning Fair Value of Assets	\$24,458,900
Employer Contributions	\$1,629,300
Member Contributions	\$244,900
Return on Investments	\$2,326,900
Benefit Payments	(\$1,690,500)
Refunds & Transfers	(\$4,600)
Other Expenses	(\$41,900)
Prior Period Audit Adjustment	\$4
Change in Fair Value	\$2,464,100
Ending Fair Value of Assets	\$26,923,000

The Rate of Return on Investments on a Fair Value of Assets Basis for the Fund was Approximately 9.31% Net of Administrative Expense. The Expected Rate of Return on Investments is 6.50%.

Risk Management

Page 11, 13 & 24 in Report

- The Fair Value of Assets (\$26.9M) is less than the Actuarial Accrued Liability for inactive Members (\$32.3M).
- The ratio of benefit payments to the Fair Value of Assets is 6.28%, compared to an Expected Rate of Return on Investments of 6.50%.
- Based on the number of active Members in the Plan, there is a moderate demographic risk.

	0.25% Decrease (6.25%)	Current Expected Rate of Return on Investments (6.50%)	0.25% Increase (6.75%)
Recommended Contribution	\$1,742,200	\$1,617,596	\$1,497,118
Dollar Impact	\$124,604		(\$120,478)
Percentage Impact	7.70%		(7.45%)

Five-Year Employer Contribution History

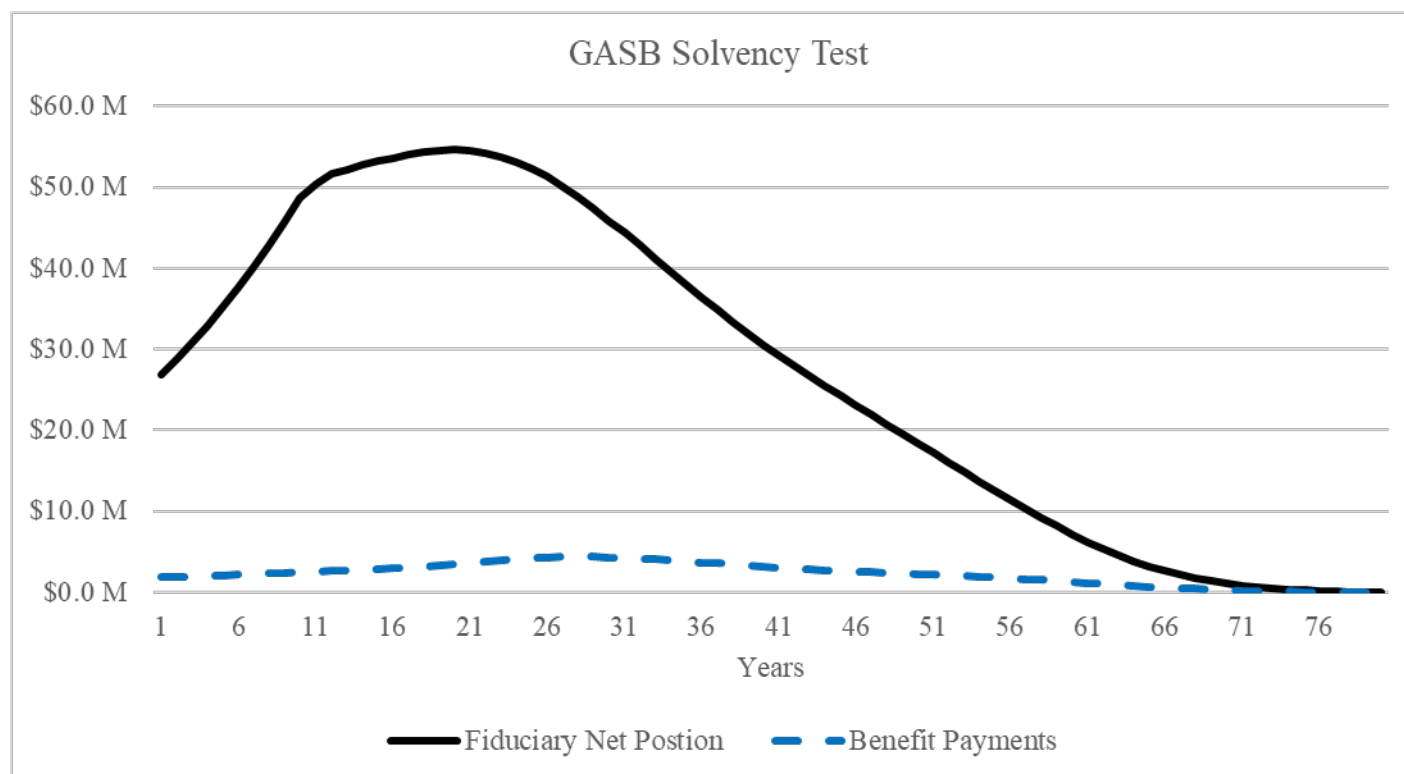
Page 34 in GASB 67/68 Report

Fiscal Year End	Employer Contribution	Actuarially Determined Contribution (ADC)	% of ADC
4/30/2025	\$1,629,336	\$1,625,822	100.22%
4/30/2024	\$3,283,433	\$1,443,168	227.52%
4/30/2023	\$755,705	\$1,453,064	52.01%
4/30/2022	\$1,148,839	\$1,238,854	92.73%
4/30/2021	\$997,013	\$1,055,208	94.48%
		5 - Year Average	113.39%

The Actuarially Determined Contribution for the Current Year is the Recommended Contribution from the May 1, 2023 Actuarial Valuation Completed by Lauterbach & Amen, LLP.

GASB Solvency Test

Page 43 in GASB 67/68 Report



*The Plan's Projected
Fiduciary Net
Position is
Anticipated to Cover
Projected Benefit
Payments in Full for
the Current
Employees.*

Actuarial Certification

- The valuation results summarized in this presentation are from the May 1, 2025 Actuarial Funding Report & GASB 67/68 Report, which have/has been reviewed by Actuarial Consultants that meet the Qualification Standards of the American Academy of Actuaries.
 - This report is not intended for purposes other than determining the Recommended Contribution, under the selected Funding Policy.
 - This report contains the full description of the data, assumptions, methods, and provisions used to produce these actuarial results.
 - For any rounded figures shown in this presentation, please refer to the Actuarial Funding Report for more exact figures.

Peter Falcone

From: William Kearns [REDACTED]
Sent: Tuesday, October 21, 2025 8:49 AM
To: Pat Ludvigsen; Peter Falcone
Subject: Reappointment to Police Pension Board

***** THIS IS AN EXTERNAL EMAIL, PLEASE EXERCISE CAUTION WITH LINKS *****

Hello Mayor Ludvigsen

I would like to ask you to consider reappointing me to the Police Pension Board. I have served on this board for many years now and feel I am able to provide experience and insight to the workings of the board. If you have any questions for me please call. I will also be present at the November 10th City Council meeting. The presentation we will provide will include an update on the current funding status and the funding request for the next fiscal year.

Regards, Bill Kearns

--

Bill Kearns
[REDACTED]



City of Prospect Heights

Department of Building & Development
8 North Elmhurst Road, Prospect Heights Illinois, 60070-6070
Office: 847/398-6070 x 211 FAX: 847/590-1854
www.prospect-heights.il.us

MEMORANDUM

Date: October 22, 2025

To: Mayor Ludvigsen and City Council

Cc: Peter Falcone, City Administrator

From: Daniel A. Peterson, Director of Building & Development

Subject: Ordinance O-25-21 An Amending the Building Code, Adopting Certain International Code Council Model Codes, the NFPA National Electrical Code, the State Plumbing Code and Making Certain Local Amendments to the Adopted Model Codes

ISSUE: Amending and updating the City of Prospect Heights Building Code. The last time the City amended the Building Code was in 2019 with the adoption of the 2012 editions of the International Code Council Model Building Codes, 2011 NFPA National Electrical Code and the 2014 Illinois State Plumbing Code.

BACKGROUND: The City of Prospect Heights Building Department is evaluated by the Insurance Service Organization's Building Code Effectiveness Grading Schedule program. The evaluation grades each municipality on several factors, with the adopted building codes having the largest impact on the final scoring. During the last evaluation the building department did not earn the maximum point value as our codes were more than two code cycles out of adoption. By adopting the 2024 Edition of the ICC model codes, the 2021 NEC and our local amendments will bring us to the most current code published today

With the adoption of Ordinance #O-25-21 the City will have the most restrictive building code per our IGA with the Village of Wheeling.

The draft ordinance has been on file with the City Clerk for public viewing per City Code. The State of Illinois will be notified of the code adoption as required by state law.

Staff will prepare a public education plan to notify the builders, architects, business owners and residents of the new changes. This program will include the use of the Enews, City newsletter, PHTV, the City webpage, handouts and posters.

The planned implementation of the new code will be January 1, 2026.

RECOMMENDATION: City Council Adopt Ordinance #O-25-21 Amending the Building Code, Adopting Certain International Code Council Model Codes, the NFPA National Electrical Code, the State Plumbing Code and Making Certain Local Amendments

ORDINANCE NO. O-25-21

An Ordinance Amending the Building Code, Adopting Certain International Code Council Model Codes, the NFPA National Electrical Code, the State Plumbing Code and Making Certain Local Amendments to the Adopted Model Codes

WHEREAS, the City of Prospect Heights is authorized to adopt certain building regulations by reference pursuant to Section 1-3-2 of the Illinois Municipal Code, 65 ILCS 5/1-3-2;

WHEREAS, the City Council finds that the International Code Council (hereinafter “ICC”) is nationally recognized technical trade or service association in accord with Section 1-2-1(b) of the Illinois Municipal Code, 65 ILCS/5-1-3-1(b);

WHEREAS, the City Council finds that the National Fire Protection Association, Inc. (NFPA) is a nationally recognized technical trade or service association in accord with Section 1-3-1(b) of the Illinois Municipal Code, 65 ILCS/1-3-1(b);

WHEREAS, the City of Prospect Heights has previously adopted the 2012 ICC series of building codes, with amendments, via ordinance O-19-06;

WHEREAS; certain amendments to Title Four, Building Regulations, of the City of Prospect Heights City Code are required; and

WHEREAS, the City Council of the City of Prospect Heights has reviewed the 2024 series of the ICC building codes and determined in order to promote the public health, safety, and welfare, it is beneficial to further amend Title Four, Building Regulations, of the Prosect Heights City Code;

NOW THEREFORE, BE ORDAINED BY THE CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS, COOK COUNTY, ILLINOIS as follows:

Section 1. The City Council hereby finds and determines that the facts set forth in the preamble hereto are true and correct and hereby adopts same as part of this Ordinance.

Section 2. That Title 4, Chapter 1, Building Code, of the City of Prospect Heights City Code, as amended, are further amended in its entirety so that the same shall be read as set forth in **Appendix A** to this ordinance.

Section 3. That Title 4, Chapter 2, Residential Code, of the City of Prospect Heights City Code, as amended, is further amended in its entirety so that the same shall be read as set forth in **Appendix B** to this ordinance.

Section 4. That Title 4 Chapter 3, Mechanical Code, of the Prospect Heights City Code, as amended, is further amended in its entirety so that the same shall be read as set forth in **Appendix C** to this ordinance.

Section 5. That Title 4, Chapter 4, Plumbing Code, of the Prospect Heights City Code, as amended, is further amended in its entirety so that the same shall be read as set forth in **Appendix D** of this ordinance.

Section 6. That Title 4, Chapter 4A, Electrical Code, of the Prospect Heights City Code, as amended, is further amended in its entirety so that the same shall be read as set forth in **Appendix E** of this ordinance.

Section 7. That Title 4, Chapter 4B, Property Maintenance Code, of the Prospect Heights City Code, as amended, is further amended in its entirety so that the same shall be read as set forth in **Appendix F** of this ordinance.

Section 8. That Title 4, Chapter 4C, Fuel Gas Code, of the Prospect Heights City Code as amended, is further amended in its entirety so that the same shall be read as set forth in **Appendix G** of this ordinance.

Section 9. That Title 4, Chapter 4D, Energy Conservation Code, of the Prospect Heights City Code as amended, is further amended in its entirety so that the same shall be read as set forth in **Appendix H** of this ordinance.

Section 10. That Title 4, Chapter 4E, Swimming Pool and Spa Code, of the Prospect Height City Code as amended, is created so that the same shall be read as set forth in **Appendix I** of this ordinance as follows:

4-4E-1: ADOPTION OF CODE:

A certain document, entitled the International Swimming Pool and Spa Code, 2024 edition, published by the International Code Council, is hereby adopted as the Swimming Pool and Spa Code of the City of Prospect Heights. Three (3) copies of the document shall be kept on file with the City Clerk.

4-4E-2: ADDITIONS AND AMENDMENTS TO CODE:

International Swimming Pool and Spa Code, 2024 edition, and all appendices thereto, published by the International Code Council is amended as follows:

A. The City Of Prospect Heights Amendments: The city of Prospect Heights amendments to the IBC, the IRC, other amendments, the zoning ordinance and municipal ordinances shall supersede all sections of all of the adopted model codes.

B. Conflicts: Whenever two (2) codes are in conflict, the more stringent requirement shall govern.

4-4E-3: PENALTY:

Any person, firm or corporation violating the provisions of this Chapter shall be subject to a fine as set forth in [Title 12](#) Fine and Fee Schedule of this code. Each day that a violation is permitted to exist constitutes a separate offense.

Section 11. That Title 4, Chapter 5, Permits and Fees Code, of the Prospect Heights City Code as amended, is further amended in its entirety so that the same shall be read as set forth in **Appendix J** of this ordinance.

Section 12. That Title 4, Chapter 10, Registration of Defaulted Mortgage Property, of the Prospect Heights Code as amended, is further amended in its entirety so that the same shall be read as set forth in **Appendix K** of this ordinance.

Section 13. That Title 4, Chapter 11, Fire Prevention Code, of the Prospect Heights City Code as amended, is further amended in its entirety so that the same shall be read as set forth in **Appendix L** to this ordinance.

Section 14. That Title 4, Chapter 12, Existing Structures Code, of the Prospect Heights City Code as amended, is further amended in its entirety so that the same shall be read as set forth in **Appendix M** to this ordinance.

Section 15. Existing Projects. This amendatory ordinance shall not apply to any project involving construction, repair, or alteration of a structure within the City of Prospect Heights, for which a permit application has been submitted prior to January 1, 2026, in accord with Chapter 5 of Title 4 of the Prospect Heights City Code.

Section 16. This Ordinance shall be in full force and effect from and after its passage and approval and publication in pamphlet form as required by law.

PASSED and APPROVED this 10th day of November, 2025.

Mayor Patrick Ludvigsen

ATTEST:

City Clerk

Ayes:

Nays:

Absent:

Published in pamphlet form: November 11th, 2025.

Effective Date: January 1, 2026

TITLE 4
BUILDING REGULATIONS

CHAPTER 1
BUILDING CODE

SECTION:

4-1-1: Adoption Of Code

4-1-2: Additions And Amendments To Code

4-1-3: Surety And Performance Bonds Required

4-1-4: Minimum Heating Standards For Residential Buildings

4-1-5: Foundation Height And Grading

4-1-6: Penalty

4-1-1: ADOPTION OF CODE:

A. Adoption: A certain document, entitled the International Building Code, **2024** edition, published by the International Code Council, is hereby adopted as the Building Code of the City of Prospect Heights. Three (3) copies of the document shall be kept on file with the City Clerk.

B. Application: The International Building Code, **2024** edition, applies to all buildings except single-family residences, two- family dwellings (i.e., duplexes) and townhomes. Those structures are covered in the International Residential Code, **2024** edition.

C. ANSI A117.1:

1. Adoption: The International Code Council/ANSI A117.1-2009 American National Standard Accessible and Usable Buildings and Facilities is hereby adopted by the City of Prospect Heights.

2. Conflicts: Whenever two (2) or more codes are in conflict, the more stringent requirement shall govern. With respect to accessibility, the Illinois Accessibility Code shall take precedence and shall supersede the ICC/ANSI A117.1-2009 American National Standard.

D. 2010 ADA Standards For Accessible Design: 2010 ADA Standards for Accessible Design is hereby adopted by the City of Prospect Heights.

1. Conflicts: Whenever two (2) or more codes are in conflict, the more stringent requirement shall govern. With respect to accessibility, the Illinois Accessibility Code shall take precedence and shall supersede the 2010 ADA Standards. (Ord. 0-19-06, 2-25-2019)

4-1-2: ADDITIONS AND AMENDMENTS TO CODE:

International Building Code, **2024** edition, published by the International Code Council is amended as follows:

A. General Amendments:

1. The City Of Prospect Heights Amendments: The city of Prospect Heights amendments, zoning ordinance, and municipal ordinances shall supersede all sections of all of the adopted model codes.

2. Conflicts: Whenever two (2) codes are in conflict, the more stringent requirement shall govern.

3. Permit Drawings:

a. Architect Seal: All drawings submitted for permit shall bear the seal of the architect's license as well as his signature and the expiration date of his license. Other drawings shall bear the seal and same information of the design professional who prepared them, such as the structural engineer, civil engineer, mechanical engineer, professional engineer, etc. **Architectural seals are required in conformance with the Illinois Law.**

Exception: An architect's seal (i.e., design professional seal) is not required for sheds and other minor accessory structures.

b. Plan Review: When necessary, in the judgment of the building official, for complex projects the plans shall be reviewed by qualified third party plan review service, at the owner's expense.

4. Penalties:

a. Time Frame for Permits: If a building is not completed within the allotted time and the permit expires, the applicant shall be required to pay an additional permit fee, equal to one-half (1/2) (50 percent) of the original permit fee and provide the building department with a schedule of completion, such that the project is fully completed one hundred eighty (180) days. If not completed within the one hundred eighty (180) day period, an additional fine of one hundred dollars (\$100.00) per day shall be imposed for each and every day the project is incomplete. Further, legal action may be taken to ensure that all fines are paid and the project gets completed.

b. Work without Permit: Penalty For Building Projects Without An Approved Building Permit: In addition to every other penalty provided by law, any person, firm, corporation, or entity that undertakes any work for which a permit is required by this title without first having secured a permit authorizing such work will be fined a sum of money equal to the full amount of the building or other permit for such work. This subsection requires the violator to: pay the permit cost, the penalty, and stop work until the building department approves a building permit for the project. Such approval will occur within a reasonable time, within the confines of seasonal demand for services, holiday schedules, and building

code regulations. The project may commence when the permit applicant has received approval and paid necessary fines and fees.

c. Penalty: **Any person, firm or corporation failing to pass a reinspection as required of this Chapter shall be subject to a fine as set forth in Chapter 12 Fines & Fees of this code. Each failed reinspection constitutes a separate offense.**

5. All Buildings:

a. Noncombustible: All elements of all buildings shall be of noncombustible construction. All buildings shall be type 1A, 1B, 2A or 2B. Construction type 1 and construction type 2 are those types of construction in which the building elements listed in table 601 are of noncombustible material or as approved by the **Building Official**.

b. Tenant Finish-Outs And Remodeling: All tenant finish-outs and remodeling shall be entirely noncombustible construction.

6. Fire Alarm System Required: All buildings shall have a fire alarm system, which complies with the NFPA **(72)** fire alarm code and meets the following, but not limited to, minimum requirements:

a. Alarm Requirements:

(1) All occupancies require a fire alarm system with horns, strobes and pull stations.

Exception: One- and two-family dwellings.**(townhouses)**

(2) All fire alarm systems must transmit to the PHFPD's dispatch center.

7. Generator Required: The Fire Marshal and Building Official will review each application for fire pumps and make a determination if a generator is required to support a fire pump based upon the conditions and power source for emergency and standby power.

8. Exterior Walls: All buildings shall be constructed of approved masonry materials or approved precast concrete panels. "Approved masonry materials" shall mean: face brick, natural stone, precast concrete, split face block or equivalent masonry construction. Regular concrete block (CMU) which is painted or stained is not an approved masonry material.

a. Exterior Walls At Side And Rear Elevation: The exterior walls at the side(s) and rear elevation of all buildings shall be constructed of approved masonry materials and shall complement the architectural design of the front facade of the building. The side and rear elevations shall also be aesthetically pleasing, so as to not negatively impact the adjacent neighborhood.

In commercial and industrial districts where a residential neighborhood is not affected, the side and rear elevation of a building may utilize, split face block, or any combination of approved masonry materials.

b. Exterior Insulation Finish Systems (EIFS): When approved in advance by the Building Official, EIFS may be used for the spandrels of one-story strip shopping centers, or for minor accent areas in other buildings.

(1) All exterior insulation finish systems (EIFS) shall be a completely drainable type system utilizing one or more of the following, as specified by the manufacturer's installation instructions:

A continuous mesh

A "wrinkle wrap" type of building wrap

Vertical groove drains in the insulation board

Other method as prescribed by the manufacturer's installation instructions

(2) The insulation shall be mechanically fastened.

(3) The contractor performing the work must be a certified installer of the EIFS product that he is installing.

(4) The certified EIFS contractor shall provide a warranty for the labor and materials, identifying that the installation was performed in accordance with manufacturer's installation instructions as well as the provisions of this code. Any and all violations of this code or discrepancies with the manufacturer's installation instructions shall be corrected at the expense of the EIFS contractor, and general contractor who has control over the project.

(5) The City of Prospect Heights building department does not recommend EIFS and assumes no responsibility for its use and/or application to any building.

(6) A certified independent EIFS inspector may be employed at the direction of the Building Official at the owner's expense.

9. Gypsum Wallboard: The minimum thickness of all gypsum wallboard to be used in all locations, of all buildings, is five-eighths inch (5/8") GWB (type X).

10. Partitions And Framing: The minimum requirement for all partitions, in all buildings is one layer of five-eighths inch (5/8") GWB (type X) each side of three and five-eighths inch (3 5/8") metal studs at sixteen inches (16") OC. All framing shall be sixteen inches (16") OC. All metal studs shall be securely fastened, with a screw located on each flange, both sides, at the top track and at the bottom track.

11. Stairs: All stairs in all buildings shall be constructed of solid cast in place concrete or concrete filled metal pan stair treads with metal risers. A "pattern metal plate" or any type of metal plate used for stair treads is not permitted.

a. For industrial and manufacturing uses, a nonslip metal grate may be used for treads on stairs and ships ladders that lead to mezzanines utilized for utilitarian purposes or to access metal grate catwalks.

12. Standing Seam Metal Roofs And Mansards: Five-eighths inch (5/8") or three-fourths inch (3/4") plywood shall be permitted sheathing or backup for standing seam metal roofs or mansards when used over metal deck on bar joists or used as a sheathing over steel C-joist framing, or other noncombustible framing.

B. Specific Amendments To The Sections Of The IBC, 2024:

101.1 Title

These regulations shall be known as the Building Code Of The City Of Prospect Heights, hereinafter referred to as "this code".

101.2 Scope

Exceptions:

1. Detached one and two family dwelling or townhouses not more than 2 1/2 stories above grade, and their accessory structures shall comply with the International Residential Code as amended and adopted by the City of Prospect Heights.

105.2 Work Exempt From Permit

All work shall require a permit including all detached accessory structures, fences, retaining walls, sidewalks, driveways, swimming pools, window awnings, signs, radio and television transmitting stations and all construction listed on the City of Prospect Heights fee schedule.

Work exempt from permit shall be any:

*Painting, papering, carpeting, tiling, cabinet and other finish work

*Emergency repairs - (some emergency repairs may require a permit after the fact)

115.4 Unlawful Continuance

Any person who shall continue to work after having been served a stop work order, **violating the provisions of this Chapter shall be subject to a fine as set forth in Title 12 Fines and Fee Schedule of this code. Each day that a violation is permitted to exist constitutes a separate offence.**

502.1 Premises Identification

Letters or numbers shall be a minimum of 6 (six) inches in height and a stroke of minimum 0.5 inch of a contrasting color to the background itself.

508.3 Nonseparated Occupancies

Fire separations are required between uses, such as **fire barriers**, and shall be rated in accordance with table 508.4 with no reduction in hourly rating. (No reduction, even when the building is fully sprinklered.)

Section 3000 - Elevators and Conveyance Systems:

Amend following sections to read:

3001.2 Reference Standards: Reference Standards are to be as stringent and comply with current Illinois Elevator Safety Act (225 ILCS 312) and its Rules for private residential conveyance application, the Act does not apply; however, the IBC code shall for new installation, permits, final acceptance. For applications not covered by the Illinois Elevator Safety Act, those conveyance applications shall be covered by the IBC code by the AHJ for new installation, permits, final acceptance, periodic inspections and testing, unsafe conditions, power to seal equipment, put conveyance out of service, and certificate compliance as well as owner/ agent responsibility for contractor, maintenance, accident/injury responsibility.

Referenced Standards from (225 ILCS 312): Safety Code for Elevator and Escalators (ASME A17.1), the Standard Qualification of Elevator Inspectors (ASME QE1-1), the Automated People Mover Standards (ASME 21), the Safety Requirements for Personnel Hoists and Employee Elevators (ASNI A10.4), and the Safety Standard for Platform Lifts and Stairway Chairlifts (ASME A18.1).

Table 3001.3 delete Automotive lifts and ALI ALCTV

3001.4 Accessibility Chapter shall conform to ICC A117.1

ADD: Illinois Accessibility Code (IAC)

3002.4 Elevator to Accommodate Ambulance Stretcher: In all buildings at least one elevator shall be provided for fire department emergency access to all floors in building.

Such elevator car shall be of such size and arrangement to accommodate a minimum 24 inch by 84 inch ambulance stretcher in the horizontal open position and shall be identified by the International Symbol for emergency medical services (Star of Life). The symbol shall not be less than 3 x 3 inches high and wide (76 mm x 76 mm) and shall be placed inside on both sides of the main lobby hoistway door frame.

3003.2 Fire Fighters Emergency Operation: Elevators shall be provided with Phase 1 emergency recall operation and Phase 2 emergency car operation in accordance with ASME A17.1 and NFPA 72.

3004.4 Personnel and material hoists

ADD: in last sentence, in parantheses the following: **(i.e. a “jump”)** before “a major alteration”

ADD NEW SENTENCE: All miscellaneous hoisting and elevating equipment shall be subjected to tests and inspections as required by the AHJ to ensure safe operation.

3005.1 - 3005.4 Miscellaneous hoisting and elevating equipment: All miscellaneous hoisting and elevating equipment shall be subjected to tests and inspections as required by the AHJ to ensure safe operation. As per changes a full load governor and full load safety test to be done after installation of hoist, a major alteration, and a jump of the hoist tower travel.

Conveyors: Conveyors and related equipment shall be inspected and tested in accordance with ASME B20.1 listed in Chapter 25 and Sec 3005.4A regarding personal hoists.

3005.4 Delete exception # 2

3006.1 Approved means of access: An approved means of access shall be provided to elevator machine room and overhead machinery equipment spaces. This means is not to be used as a passage way through the machine room to other areas of the building or roof.

3009.1 Certificate of Occupancy: The operation of all equipment governed by the provisions of this chapter and hereafter installed, relocated, altered shall be unlawful by persons other than the installer until such equipment has been inspected and tested as herein required and a final certificate of compliance has been issued by the AHJ.

3009.2 Posting of Certificate of Compliance: The owner or lessee shall post the current-issued certificate of compliance in a conspicuous place inside the conveyance. A copy of the current issued certificate is acceptable. Please refer to the Illinois Elevator Safety Act.

3109.0 Swimming Pools

a) All swimming pools shall conform to the Illinois department of public health requirements as well as local requirements. The applicant shall submit drawings for approval to that agency as well as the City of Prospect Heights

3411 Condominium Ownership Add this section.

Buildings which are planned as having condominium ownership or existing buildings which are converting to condominium ownership shall have the following:

a) A legally established condominium association, with declarations, rules and regulations for the operation, maintenance and use of the property. These documents shall be submitted for review by the city's legal staff, and must conform to state of Illinois statutes for condominiums.

b) Demising Walls: The demising walls which compartmentalize each unit shall be constructed of 8" C.M.U., creating a 2 (two) hour fire rated barrier wall minimum. Corridor walls shall be constructed of 8" C.M.U., creating a 2 (two) hour fire rated barrier wall, as well. (Minimum) If the C.M.U. wall is not technically feasible, a 2 hour fire rated gypsum wall may be used.

c) Assigned Parking: Each unit shall have a designated parking space(s).

d) Easements: Easements and cross-easements shall be established as necessary to perform repair and replacement of various building systems, building elements and for utilities.

e) Water Meter: The association shall be responsible for paying the water bill. The main water meter to the building shall be read for billing purposes. The association may utilize private submeters to calculate the proportionate share of individual units water usage, and then the association may use that information for its own purposes. The city will not issue multiple water meters to one building and send out multiple bills.

f) Apartment Buildings: Existing apartment buildings which are constructed of wood frame floor/ceiling assemblies, or have wood stud wall framing, shall be required to install an approved fire sprinkler and fire alarm system before converting to condominium ownership.

Part IX Referenced Standards - Chapter 35

All of the referenced standards listed in chapter 35 of the IBC **2024** edition are hereby adopted by the city of Prospect Heights.

(Ord. 0-19-06, 2-25-2019; amd. Ord. 0-18-05, 3-12-2018)

4-1-3: SURETY AND PERFORMANCE BONDS REQUIRED:

A. Surety Bond: Before any building permit is issued for the erection, enlargement, alteration, repair, removal or demolition of any building, structure or structural part thereof within the City, the applicant shall produce evidence that he has filed with and had approved by the Building Official, a surety bond in the amount of twenty five thousand dollars (\$25,000.00) protecting the City against any and all damages that may arise to the public ways of the City, and to the City and to any person in consequence or by reason of the proposed operation to be authorized by such permit, or by reason of any obstruction or occupation of any public ways in and about such building operations.

The surety bond required by this section may be acquired from the company, agent or broker of the contractor's choice. The bond and sureties shall be subject to approval of the City of Prospect Heights.

This section shall be read and interpreted in accord with the Contractor Unified License and Permit Bond Act, 50 Illinois Compiled Statutes 830/1 et seq.

B. Cash Deposit To Guarantee Performance: To guarantee performance of the work permitted, the applicant shall deposit a cash bond in an amount equal to the total permit fees for the permitted work. The person depositing the cash bond, by making such deposit agrees that all the undertakings, covenants, terms, conditions and agreements of the contract or contracts entered into between the principal and the property owner or its representative will be performed. The person depositing the cash bond further agrees that all persons, firms and corporations having contracts with the principal or with subcontractors and all just claims due them under the provisions of such contracts for

labor performed or materials furnished in the performance of the work which is the subject of the permit shall be satisfied out of the cash deposit made pursuant to this subsection.

Any funds not disbursed by the Building Department in compliance with this subsection will be refunded to the applicant upon completion of the work for which the building permit was issued.

C. Waiver: The City Building Official may waive the requirement of having a surety bond if he determines that the operation authorized by any building permit is not likely to cause any damage to the public ways or to the City or to any person by reason of such operation or by reason of any obstruction or occupation of any public ways in and about the proposed operation. (Ord. 0-19-06, 2-25-2019)

4-1-4: MINIMUM HEATING STANDARDS FOR RESIDENTIAL BUILDINGS:

Every owner or manager of any residential building with two (2) or more dwelling units located within the City shall maintain, or otherwise make available for optional use by any tenant or occupant, sufficient heat for a minimum temperature of sixty five degrees Fahrenheit (65°F) in all habitable rooms, bathrooms and hallways located within each dwelling unit at all times between October 1 and April 30. Should the outside temperature fall below fifty degrees Fahrenheit (50°F) at any other time of the year at the official weather station at O'Hare Airport, the provisions of the previous sentence will apply.

It shall be the duty of the Building Official to enforce the provisions of this section. Any owner or manager of any building or part thereof that is found to be in violation of the provisions of this section shall be subject to a penalty **Any person, firm or corporation violating the provisions of this Chapter shall be subject to a fine as set forth in Title 12 Fine and Fee Schedule of this code. Each day that a violation is permitted to exist constitutes a separate offense.** (Ord. 0-19-06, 2-25-2019)

4-1-5: FOUNDATION HEIGHT AND GRADING:

A. Scope: These regulations shall control all new construction, alteration, and addition of all buildings and any substantial filling, excavating or grading that affects surface drainage by altering the existing topography.

B. Finish Grading Plan: All permit plans for work described in subsection A of this section must contain a finish grading plan and should include the heights of each corner of the top of foundation. The plan should also indicate the direction of stormwater flow. Finish grading shall not cause ponding of stormwater on adjacent property, nor on the property being developed. Finish grades shall meet the finished grades at the adjacent property lines.

C. Requirements: The top of any foundation shall not be less than one foot (1'), nor exceed two and one-half feet (2 1/2') above the top of the curb. Elevations shall be measured from a point midway across the front of the lot. If no curb exists, the finished

centerline grade of the street shall be substituted for the curb as a point of measurement. Variations from these standards may be permitted by the City Engineer if circumstances warrant, and subject to the following conditions:

1. Owner demonstrates that the proposed foundation height will enhance the aesthetic and functional values of the existing nearby structures and surrounding topography.
2. Physical conditions exist which prevent the developer from adhering to the requirements.

When a variation is requested, it shall be reviewed and approved or rejected, in writing, by the City Engineer.

D. Inspection; Survey: An inspection shall be made by the City after the foundation forms are set. Concrete shall not be poured for the foundation until approval following inspection is obtained. If the levels of the foundation top do not conform to these regulations, the City Engineer shall have the authority to order that the form be reconstructed to achieve compliance. After the site has been finish graded, the owner shall furnish to the City a survey giving the location of the foundation on the property, the elevation at top of each corner of the foundation and elevations of the finish grade at the foundation and property corners to determine compliance with the grading plan, prior to the issuance of a certificate of occupancy. Said survey shall be prepared by a licensed surveyor. Cost of such survey shall be borne by the owner. (Ord. 0-19-06, 2-25-2019)

4-1-6: PENALTY:

A. Penalties: **Any person, firm or corporation violating the provisions of this Chapter shall be subject to a fine as set forth in Title 12 Fine and Fee Schedule of this code. Each day that a violation is permitted to exist constitutes a separate offense.**

CHAPTER 2 RESIDENTIAL CODE

SECTION:

4-2-1: Adoption Of Code

4-2-2: Additions And Amendments To Code

4-2-3: Penalty

4-2-4: Accessory Structures

4-2-5: Minimum Heating Standards For Residential Buildings

4-2-1: ADOPTION OF CODE:

A certain document, entitled the International Residential Code, ~~2012~~**2024** edition, ~~and all appendices thereto,~~ published by the International Code Council, is hereby adopted as the Residential Code of the City of Prospect Heights. Three (3) copies of the document shall be kept on file with the City Clerk. (Ord. 0-19-06, 2-25-2019)

4-2-2: ADDITIONS AND AMENDMENTS TO CODE:

International Residential Code, ~~2012~~**2024** edition, and all appendices thereto, published by the International Code Council is amended as follows:

A. General Amendments:

1. Amendments Supersede All: The City of Prospect Heights amendments, zoning ordinance and municipal ordinances shall supersede all sections of all of the applicable adopted model codes.

2. Conflicts: Whenever two (2) codes are in conflict, the more stringent requirement shall govern.

3. Permit; Required, Duration, Exempt: A permit is required, and must be obtained before any work may commence. A building permit shall expire twelve (12) months after the date of issuance for single-family residences, **duplexes and** townhomes or any other structure covered under the International Residential Code, ~~2012~~**2024**. Fences and sheds must be completed within sixty (60) days of the start of construction. No permit is required for minor repair or replacement.

a. Permit Drawings: Architect's Seal: All drawings submitted for permit shall bear the seal of the architect's license as well as his signature and the expiration date of his license. Other drawings shall bear the seal and same information of the design professional who prepared them, such as the structural engineer, civil engineer, mechanical engineer,

professional engineer, etc., as applicable (every sheet) (2 sets required). **Architectural seals are required in conformance with the Illinois Law.**

Exception: An architect's seal (i.e., design professional seal) is not required for sheds and other minor accessory structures.

b. Plan Review Fee: For projects which have been reviewed and then subsequently withdrawn, review fees shall be charged to the applicant for all expenses incurred.

4. Penalties:

a. Time Frame: If a building or structure is not completed within the allotted time and the permit expires, the applicant shall be required to pay an additional permit fee, equal to one-half (1/2) (50 percent) of the original permit fee and provide the building department with a schedule of completion, such that the project is complete within thirty (30) days. If the project is not completed within the thirty (30) day period, an additional fine of one hundred dollars (\$100.00) per day shall be imposed for each and every day the project is incomplete. Further, legal action may be taken to ensure all fines are paid and the project gets completed. The penalty for beginning work without paying for and obtaining a permit, is that the permit fee shall be doubled.

b. Work Without Permit: Penalty For Building Projects Without An Approved Building Permit: In addition to every other penalty provided by law, any person, firm, corporation, or entity that undertakes any work for which a permit is required by this title without first having secured a permit authorizing such work will be fined a sum of money equal to the full amount of the building or other permit for such work. This subsection requires the violator to: pay the permit cost, the penalty, and stop work until the building department approves a building permit for the project. Such approval will occur within a reasonable time, within the confines of seasonal demand for services, holiday schedules, and building code regulations. The project may commence when the permit applicant has received approval and paid necessary fines and fees.

c. Penalty For Noncompliant (Failed) Reinspections: ~~The penalty for failure to pass a reinspection shall be fifty dollars (\$50.00). This reinspection fee shall be paid prior to scheduling another reinspection. Any subsequent reinspection for same shall be an additional one-hundred dollars (\$100.00) per reinspection until approved. Any person, firm or corporation failing to pass a reinspection as required of this Chapter shall be subject to a fine as set forth in Chapter 12 Fines & Fees of this code. Each failed reinspection constitutes a separate offense.~~

5. City's Right To Draw On Bond: The City of Prospect Heights shall have the right at all times, at its option, to draw on the contractor's bond for the costs, including, but without limitation, for: legal fees, administrative expenses - for damage to neighbor's property or damage to city property - for undertaking any work in violation of the code or for refusing to complete work authorized by any permit.

Also, if the contractor refuses to correct work that is in violation of any code, the bond shall be collected to correct and remedy the code violation.

6. Replenishment Of Bond: If the city of Prospect Heights draws on the contractor's bond, then the contractor shall replenish the bond to the full amount. If the "amount to remedy" exceeded the amount of the bond, the contractor shall also "make whole" the amount of the difference required to the party affected, either the city of Prospect Heights or other persons or entity.

Failure to replenish the bond and financially "make whole" the affected party, shall result in one or all of the following:

- A stop work order
- Cancellation of the permit
- Refusal of an occupancy permit
- Refusal by the city to issue transfer tax stamps
- Refusal to issue the contractor any other new permit
- Refusal for said contractor to do any other work within the City of Prospect Heights

7. Damage To Property: No person engaged in any work pursuant to a permit shall injure, damage or destroy any property, public or private, not owned by such person. In the event property is injured, damaged or destroyed, the general contractor shall be responsible for the damage and shall promptly repair and restore the damaged property at his own expense.

The general contractor or applicant acting as a general contractor shall be responsible for all of the subcontractors' actions and shall be responsible for all of the work in its entirety including means, methods and techniques of construction.

8. Safeguards: The general contractor or applicant acting as a general contractor shall be responsible for safety on, in, near and around the job site. All persons undertaking work pursuant to a permit issued by the City of Prospect Heights shall exercise proper care for the safety of all persons and property.

9. Wet Saw Required: A wet saw shall be required for cutting all types of masonry, stone, brick pavers, concrete and pavement. Any person not using a wet saw shall be issued a "stop work order" and fined one hundred dollars (\$100.00). The fine must be paid before work is allowed to continue with a wet saw.

10. Demolitions: Whenever a building is demolished, the contractor shall be required to provide dust abatement by hosing down the structure with water, during the demolition.

11. Concrete Foundations:

a. Footings And Foundation Walls: All footings and foundation walls shall be cast in place concrete. Wood, masonry, ICF, flat ICF, waffle grid ICF, screen grid ICF and other

similar systems for foundations are not permitted. All concrete shall be 6-bag mix or an engineered design mix which shall have the specified compressive strength (f'_c) of not less than three thousand (3,000) pounds per square inch (psi) at twenty eight (28) days, unless the concrete is required to have a greater compressive strength as designed by the architect or structural engineer. The minimum foundation wall thickness shall be eight inches (8") for a frame wall and ten inches (10") for a brick veneer wall.

- b. Admixture: The use of calcium chloride as an admixture is not permitted on site.
- c. Depth: The minimum depth for all footings shall be three feet six inches (3'6"), measured from finished grade to the bottom of the footing.
- d. Thickness: The minimum thickness for all footings shall be twelve inches (12").
- e. Extension: All footings shall extend a minimum of six inches (6") each side of the foundation wall it is supporting.

Example: A one foot zero inch (1'0") wide foundation wall shall be supported by a two foot zero inch (2'0") wide footing.

- f. Reinforcement: All foundation walls shall have steel reinforcing bars, a minimum of two (2) #5 bars at the top and bottom of the foundation wall, running continuous.

g. Three-Season Rooms/Porches: Three-season rooms, screened porches and the like shall be built on a full footing and foundation wall, like any other habitable space. (300 square feet or less may utilize a trench footing; the trench footing shall be 12 inches wide x 48 inches below grade with 2 #5 bars at top and bottom.)

h. Existing Masonry Foundation: When a second floor addition is planned for an existing house which has a masonry foundation or a concrete foundation that is of questionable structural integrity, the existing foundation must be evaluated by a licensed structural engineer. The structural engineer shall prepare and submit a written report to the building department that indicates one or more of the following:

- (1) The existing foundation is capable of supporting the new loads imposed by the addition; or
- (2) The existing foundation shall be capable of supporting the new loads if specified reinforcement or improvements are made; or
- (3) The existing foundation is not capable of supporting new loads.

The structural engineer's report is to protect the owner in advance from a catastrophic and/or unexpected collapse of the structure.

i. Window Well Covers Required: Bars, grilles, covers, screens or similar devices are required to be placed over all window wells, whether rescue, escape or otherwise. Window well covers shall be capable of supporting a full grown adult (minimum capacity 250 pounds).

j. Concrete Slabs: Concrete slabs in basements and slab on grade construction shall be a minimum of four inches (4") thick w/6 X 6 W 1.4 X W 1.4 W. W. F. over six (6) mil vapor barrier over a five inch (5") crushed stone base.

12. Carpentry:

a. All framing shall be sixteen inches (16") OC or less than sixteen inches (16") OC (balloon framing shall not be permitted).

b. All plumbing walls shall be two by six (2 x 6) wood stud framing (minimum).

c. All framing shall be dimension lumber with the lumber species and grade identified on the permit drawings.

d. All roof sheathing shall be five-eighths inch (5/8") exterior grade plywood, minimum, **or five-eighth inch (5/8) - OSB roof sheathing.** ~~and -p~~ Particle board ~~are~~ **is** not permitted for roof sheathing.

e. Wall sheathing shall be minimum one-half inch (1/2") plywood or one-half inch (1/2") OSB (oriented strand board). The entire exterior envelope (exterior walls) shall be completely sheathed with one-half inch (1/2") plywood or one-half inch (1/2") OSB wall sheathing.

f. All floors shall be a minimum of three-fourths inch (3/4") tongue and groove plywood. OSB is not permitted for floor sheathing.

g. Two (2) layers of five-eighths inch (5/8") type X GWB shall be required on the ceilings of a garage which has habitable rooms above. A single layer of five-eighths inch (5/8") type X GWB is required between all garage and attached homes, and enclosing all mechanical rooms. ~~/closets.~~

h. Fire blocking shall be provided to cut off all concealed draft openings (both vertical and horizontal) to form an effective fire barrier between stories and between a top story and a roof space. (See Section R-~~602.8.1-1~~ **302.11.1.**) Materials which may be used are as follows:

- Unfaced batt insulation, when the stud cavity is filled to a height of sixteen inches (16") vertically per R-~~602.8.1-1~~ **302.11.1.2**
- Blankets of mineral wool
- Thermal fiber or fire safe batts
- Drywall compound
- Cementitious material
- 3-M fire stopping caulk or equal (intumescent fire stopping caulk)
- Other approved materials installed in such a manner as to be securely retained in place as an acceptable fire block by the building official.

Note: Foam plastic products are not permitted to be used as a fire blocking or fire stopping material.

i. Fire block at the rim height of every tub with 2 x wood blocking, every stud space, all around, or

Provide water resistant five-eighths inch (5/8") GWB or one-half inch (1/2") dura rock completely down to the floor behind all tubs and shower stalls for proper fire stopping, or use other materials as permitted in section R-~~602.8.1~~**302.11.1**

j. Three-season rooms, screened in porches and like structures shall be built with construction consistent with this code, and the same as any other house addition. All shall have a full footing and foundation (see subsection A11g of this section, 300 square feet or less may utilize a trench footing). Use of foam plastic panels, structural or otherwise are not permitted. A one hour fire rating is required at walls and ceiling (5/8 inch gypsum board type X).

k. Lightweight Stairs: Lightweight stair construction is prohibited. 3/4" OSB and gusset plate stringer are prohibited in stair construction.

13. Electrical

a. Arc Fault Circuit; Interrupter Protection: All branch circuits that supply one hundred twenty five (125) volt, single-phase, fifteen (15) and twenty (20) ampere outlets installed in dwelling unit bedrooms shall be protected by an arc fault circuit interrupter listed to provide protection of the entire branch circuit (per section 210.12(B) of NEC).

b. Conductors: All electrical conductors shall be copper. Aluminum conductors are not permitted.

c. Prohibited: Nonmetallic sheathed cable, mineral insulated, metal sheathed cable, rigid nonmetallic conduit and boxes, armored cable, and flat conductor cable are all not permitted.

d. GFCI Protected: All switches, receptacles and light fixtures in a bathroom, powder room, shower, etc., shall be GFCI protected.

e. Conduit: Exterior belowground conduit may be:

- Rigid galvanized (minimum) six inches (6") deep; or
- Electrical grade nonmetallic conduit (minimum) eighteen inches (18") deep; or
- Type "UF" cable with ground conductor (minimum) twenty four inches (24") deep per NEC table 300.5.

f. Sump Pumps and Ejector Pumps: The electrical circuit which provides power for the sump pump and/or ejector pump shall each have a dedicated circuit independent of all circuits in the building and shall have a **GFCI** single outlet.

14. Mechanical:

a. All dryer vents shall be metal or metal flex. Nonmetallic vents for dryers are not permitted.

b. All ductwork shall be a closed system and in compliance with the ~~I~~International ~~m~~Mechanical ~~C~~Code section 603. Use of a stud space or joist space for a supply or plenum return is not permitted. Gypsum ducts are not permitted.

c. Provide a one and one-half inch (1 1/2") precast concrete pad under all furnaces which are set on a wood floor (or use 2 layers of 1/2 inch dura rock or a 2 inch thickness of poured concrete).

15. Fireplaces:

a. Masonry Fireplaces: All wood burning fireplaces shall be constructed of masonry per section **R-1001 and R-1003** of the IRC ~~and in compliance with the New York Masonry Association's guidelines and details~~. The hearth extension shall always be twenty inches (20") minimum **(front and side)** Provide an exterior air supply per section R-100~~6~~**5**. The smoke shelf shall be twelve inches (12") minimum.

b. Direct Vent Fireplaces: Direct vent fireplace units which burn gas only and have a fixed glass plate in front of the firebox which cannot be opened, are permitted.

(1) The direct vent unit may terminate the vent at the outside wall, directly behind the unit, with a collar, per manufacturer's installation instructions.

(2) If a chimney is created for the direct vent, on the outside of the building, it must be brick or stone veneer. Wood siding or nonmasonry materials are not permitted to enclose the chimney created on the outside wall.

If the direct vent is run vertically in the interior of the building, it may terminate through the roof as an exposed vent. If the vent through the roof has a chimney enclosure around it, the enclosure must be clad to look like stone or brick. (Wood siding or similar siding material shall not be permitted to create a chimney.)

c. Ventless Fireplace: Ventless fireplace units which burn gas and have no vent to the outside, are not permitted in bedrooms, basements and attics. They must be operated with a door or window open, per manufacturer's instructions.

B. Specific Amendments:

R-101.1 Title

These provisions shall be known as the Residential Code For One And Two-Family Dwellings Of The City Of Prospect Heights, and shall be cited as such and will be referred to herein as "this code".

R-101.2 Scope

The provisions of the International Residential Code for one- and two-family dwellings shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location removal and demolition of single family

residences, townhouses and duplexes, and their accessory structures. Townhouses and duplexes shall have a vertical wall as a fire barrier and shall not have one dwelling unit stacked above another. Apartment type buildings and other multiple dwelling buildings shall be governed by the IBC ~~2012~~**2024** as amended.

No exception for existing buildings:

Existing buildings undergoing repair, alteration, additions or movement shall comply with the requirements of this code, same as new buildings.

R-103.1 Enforcement Agency

The individual in charge of the building department shall be known as the Building Official and/or ~~Building and Development~~**Community Development** Director.

R-104.11 Tests

Add: The building official shall have the final authority to approve or disapprove materials, designs, assemblies, products, methods of construction, equipment, and etc. proposed to be used in any construction project.

R-105.2 Work Exempt From Permit

All work shall require a permit, including detached accessory structures, fences, retaining walls, patios, decks, gazebos, sidewalks, driveways, swimming pools, **roofing, window replacement**, and all other construction listed on the city of Prospect Heights fee schedule.

Work exempt from permit shall be as follows:

- Emergency repairs - - **(some emergency repairs may require a permit after the fact)**
- ~~Minor repair or replacement~~
- Painting, papering, carpeting, tiling, cabinets and other finish work
- ~~Re-roofing of a single family residence or townhouse~~

~~Delet etext from 105.2~~

R-106.1 Submittal Documents

~~Add the following:~~ All construction documents submitted shall be signed and sealed by the design professional who prepared them. (The licensed architect, structural engineer, or registered professional engineer shall include his license number, signature, and the expiration date of his license clearly identified on the drawings.)

R-113.4 Violation Penalties

The building official and/or his agents may issue citations which carry a fine of \$100.00 per day for each and every violation which exists. The \$100.00 per day penalty also applies to "orders" in which the contractor or other persons "fail to comply" as directed by the building official, inspectors, or his agents.

R-114.42 Unlawful Continuance

Any person who shall continue to work after having been served a stop work order, violating the provisions of this Chapter shall be subject to a fine as set forth in Title 12 Fines and Fee Schedule of this code. Each day that a violation is permitted to exist constitutes a separate offence.

~~Any person who shall continue to work after having been served a "stop work order" shall be liable to a fine of \$100.00 for the first day, \$200.00 for the second day and an additional \$500.00 for the third day.~~

R-115 Site Requirements is hereby added:

All sites shall have a code of conduct sign clearly posted including address. All construction sites shall have the following and comply with the following.

- a) Portable sanitation facility shall be provided and maintained in an approved manner on site.
- b) Parking Restrictions: All contractor/service providers and other persons associated with a construction project shall restrict the parking of vehicles to one side of the street. Do not park vehicles on the public parkway or blocking the public sidewalk.
- c) Public walks shall be kept clear and passable. Maintain sidewalk area with compacted gravel as necessary throughout the duration of construction, so that it is safe for pedestrians to walk on.
- d) Sidewalks shall not be blocked with parked vehicles. Concrete trucks or delivery vehicles may block the sidewalks for a short period of time while they are placing concrete or delivering materials.
- e) Tree Protection: Tree protection for new homes shall be kept in place and properly constructed at all times. The contractor may be required to install tree protection, when deemed necessary by the building official, for home "additions".
- f) Storage of materials: Do not place or store materials on the public parkway.
- g) Dumpster Required: Provide a dumpster for all trash and discarded building materials, or keep the trash or scrap building materials contained inside of the building. The maximum length of time that a dumpster may be on site is 6 months. After 6 months, all garbage and debris shall be placed in a 6 yard dumpster which shall be located inside the garage, or the garbage and debris shall be placed in trash receptacles located inside the house. City has a contract with a waste hauler and the dumpster shall be from the contract provider. Failure to use City waste hauler could result in a fine of \$100.00.

h) Street Maintenance: Maintain streets and sidewalks free of mud. The general contractor shall be responsible to clean up large clumps of mud, immediately, as trucks or other vehicles leave the site. (\$100.00 fine for each occurrence.)

i) Driveway Access Required: On all new construction sites, the designed area for the driveway shall be graveled. Gravel shall be in place immediately after the foundation is backfilled. This gravel is a sacrificial base for use during construction. More gravel shall be added as appropriate during construction to assist in keeping the site and the public streets clean. Additional gravel shall be added to meet appropriate requirements for the pre-pour driveway inspection.

j) Spot Survey Required: The city requires that the builder of a new single family home submit a spot survey after the pouring of the foundation and that those documents be reviewed and approved by the city prior to any framing work being started on the structure. The spot survey shall indicate the dimension from the foundation to all property lines and all pertinent elevations. In both cases, these documents shall be signed and sealed by either a professional engineer or a registered land surveyor and shall contain verbiage indicating that the foundation has been installed in accordance with the site plan submitted and approved by the city.

k) Neighbor Property: The general contractor is responsible for controlling the sub-contractors and the project as a whole. No person shall trespass on a neighbor's property, without their permission. Do not damage neighbor's property. The general contractor shall be responsible to restore any damage to neighbor's property, or compensate that neighbor for damage to his property, regardless of which subcontractor or service provided actually did the damage.

l) Safety Fencing Required: All construction sites shall be fenced. The fence shall be a 6 ft. chain-link fence with locking gate surrounding the entire site.

m) Landscaping: The minimum requirement for landscaping is that the entire property must be seeded or sodded by a professional landscaper.

n) Erosion Control: Keep erosion control measures in place as directed by the city engineer.

o) Construction Fires: No open fires or burning, except for heating sand for mortar.

p) Obey work hours: Monday through Saturday 7 AM - 6 PM

No work on Sundays or legal city holidays

q) Window Well Drains And Perimeter Drainage: All window wells shall have adequate drainage installed. A drain pipe of not less than 4 inches in diameter, shall be connected to a tee fitting, incorporated with the building foundation footing drain tile system.

A perimeter drain with leaders from window wells, is always required at basements. A 4 inch diameter perimeter drain tile at footing shall be set on a minimum of 2 inches of stone and covered with a minimum of 6 inches of stone. The total height of the stone used shall be 12 inches minimum. ($2" + 4" + 6" = 12"$). The top of the tile must be below the top of the footing.

r) Sump Pump Discharge: The sump pump discharge of the perimeter drain tile system shall be approved by the city engineer department. The discharge of the sump pump is storm water and shall not be connected to or discharged into the sanitary sewer.

s) Downspouts: All downspouts as well as storm water sump pumps shall be connected to the ground storm sewer system as directed by the city engineer. Downspouts and storm water sump pumps may discharge onto your own property and be absorbed into the soil when pre-approved by engineering. Drainage shall not run onto adjacent property. Provide a grading plan to the city engineer for pre-approval.

R-202 Definitions

a) Air Admittance Valves are not permitted.

b) Insulating Concrete Forms (ICF) are not permitted.

c) Manufactured Home: Manufactured homes as defined are not permitted. Any manufactured home must meet all of the requirements of "this code" as well as the requirements of the amendments.

d) Structural Insulated Panels (SIPS): Structural insulated panels are not permitted.

e) Wet Vents: Wet vents are not permitted.

R-301.1.2 Construction Systems

a) Balloon framing is not permitted.

R-301.2 (1) Climatic & Geographic Design Criteria Table

Ground snow load	30 P.S.F.
Wind speed	107 90 mph, 3 second gust - fig 301.2(4) 75 85 mph, fastest mile - table 301.2.1.3
Seismic design category	B
Weathering	Severe
Frost line depth	42" below finished grade (minimum)
Termite	Slight to moderate
Decay	Slight to moderate
Winter design temperature	-4 degrees Fahrenheit
Ice shield underlayment required	Yes
Flood hazards	Contact engineering
Air freezing index	1750
Mean annual temperature	50 degrees Fahrenheit

Illinois Energy Code

R-~~301.5~~**807.1** Attic And Crawlspace Access

Access to attics and crawlspaces shall be a minimum of 30 inches by 30 inches. A light is required in the immediate vicinity of the opening, inside the attic and/or crawlspace.

R-302.6 Dwelling/Garage Separation Required

This section is hereby amended to require 5/8" fire rated gypsum board on all walls, attics and ceilings of an attached garage. (2 layers of 5/8" fire rated gypsum board is required on the ceiling of the garage if habitable rooms, a storage room or closet is above)

R-~~408.96.9~~~~305.1.1~~ Crawlspace Height

All crawlspace areas shall have a minimum required clear height of 3 feet (36 inches). Beams, girders, ductwork, mechanical and plumbing components may project into that area as long as there remains 2 feet (24 inches) under those projections.

R-~~333.0.1.4~~ ~~Add~~~~6.3~~ Private Sewage Disposal

A private sewage disposal system is not permitted.

Add: R-~~317.1~~~~09.1.1~~ Garage Floor Drainage

The garage floor shall have a minimum slope from back to front of 2 (two) inches, for drainage. A garage floor may not slope to any drain. (All garage floors shall be 5" thick concrete over 5" crushed stone base and have wire mesh or be fiber mesh concrete.)

Add: R-~~317.1.1~~~~09.3.1.2~~ Gas Curb

The floor of the garage shall be separated vertically from the adjacent floor of the main residence by a concrete gas curb, minimum 6 inches in height.

R-~~318.7.11~~ ~~311.7.10.1.1~~ Spiral Stairways

Spiral stairways are not permitted to be used as a means of egress; they are considered a decorative element only.

R-~~318.1.1~~ ~~311.7.11~~ Lightweight Stairs:

Lightweight stair construction is prohibited.

R-~~321.1.5~~ ~~312.1~~ Guardrails

In addition to the requirements of this section, add: "Porches, balconies, decks or exterior raised floor surfaces 8 feet or more above the floor or grade below shall have a guardrail not less than 42 inches in height."

R-~~319~~ **308.1: Site Address**

Premises identification: The address numbers shall be a minimum of 6 inches high with a minimum stroke of 0.5 of a contrasting color, facing the street and readily visible for emergency vehicles.

R-~~322.1.9~~ 301.1.5. Manufactured Housing

Manufactured and prefabricated construction shall comply with all of the code provisions and amendments for standard construction, as amended by the city of Prospect Heights, herein.

R-401.3 Drainage

Drainage shall be as approved by the city engineer.

R-402.1 Wood Foundations delete in entirety

Wood foundations are not permitted.

R-402.2 Concrete Compressive Strength

Revise section R-402.2 and table R-402.2, such that, in all cases the minimum specified compressive strength of concrete shall be 3,000 p.s.i., or greater as indicated by table R-402.2.

R-403.1.1 Footings, Minimum Size

a) All spread footings shall be one foot (12 inches) thick, and a minimum of 20 inches wide for an 8" wide foundation wall. Footing projections shall be at least 6" each side of the foundation wall. Example: A 10 inch foundation wall requires a 22 inch wide footing. Provide a continuous 11/2" x 31/2" key way centered in the top of all spread footings.

b) Trench footings may be utilized for slab on grade additions, such as a 3-season room and the like, which does not exceed an area of 300 square feet, and is only one story in height. The trench footing shall be 12" wide with 2-#5 bars top and bottom. The bottom of the trench footing shall be 48 inches below grade.

c) Concrete slab for a detached garage, shall utilize a full perimeter grade beam 12 inches wide with a depth of 12 inches below grade. It shall also have 2-#5 bars continuous around perimeter. The garage slab shall be 5" thick with wire mesh or fiber mesh concrete poured monolithic with the grade beam. The slab shall be over a 5" crushed gravel base.

d) Concrete slabs for sheds may be a 4" concrete slab over 4" crushed stone base. Turn down perimeter edge below grade as necessary, minimum 6 inches, when a slab is provided. A shed is not required to have a concrete slab but must be properly anchored.

R-403.1.4.1 Frost Protection

All footings shall be 42 inches below grade. Delete the "Exceptions" in this section.

R-404.1.~~12~~ Design of masonry foundation walls - Delete section in entirety

R-404.1.2~~1.1~~ Masonry foundation walls. Delete section in entirety

R-404.1.2~~1~~ Masonry Foundation Walls Masonry foundation walls and others are not permitted. Masonry foundation walls, pier & curtain wall foundations, rubble stone masonry, wood foundation walls, insulating concrete forms (ICF), waffle grid insulating concrete form wall and screen grid insulating concrete form wall systems are "not permitted".

R-405.1 Foundation Drainage Delete the exception.

Add: The electrical circuit that provides power for the sump pump in the perimeter drainage system shall be a dedicated circuit, independent of all circuits in the building and shall have a single outlet.

R-502.2.2~~3~~ Decks

All decks shall be designed for a 40 p.s.f. live load. All decks shall be supported by concrete filled post holes which are 42 inches below grade. The wood posts shall be securely anchored with metal post base anchors which are embedded in the concrete or mechanically fastened to the concrete, with expansion bolts.

R-504 Pressure Preservatively Treated - Wood Floors (On Ground)

Treated wood floors on the ground shall not be permitted. Delete this section in its entirety.

R-506 Concrete Floors (On Ground)

Concrete slab-on-ground floors shall be minimum of 4" thick over 5" crushed stone base. Basement concrete floors shall have a 6 mil vapor barrier.

a) Garage slabs shall be a minimum of 5" thick over a 5" crushed stone base. Attached garages shall have a 6 mil vapor barrier.

b) Concrete floors in basements shall be 4" concrete slab with 6 x 6 W 1.4 x W 1.4 W.W.F. over 6 mil vapor barrier over 5" crushed stone base, minimum.

c) Typical welded wire fabric required for various slab thicknesses are as follows:

4" conc. slab - 6 x 6 W 1.4 x W 1.4 W.W.F.

5" conc. slab - 6 x 6 W 2.1 x W 2.1 W.W.F.

6" conc. slab - 6 x 6 W 2.9 x W 2.9 W.W.F (All vapor barriers shall be 6 mil.)

d) Blast furnace slag shall not be permitted as a base for a concrete slab.

e) Delete the exception in section R-506.3~~2~~.2. The exception says that a base course is not required under certain conditions. A base course shall always be required.

R-602.3.2 Top Plate

A double top plate shall always be required. Delete the exception in this section. A single top plate is not permitted.

Tables R-602.3 (~~53&4~~) Stud Spacing And Panel Thickness

Stud spacing shall always be 16" O.C. or less than 16" O.C.

a) The minimum panel thickness shall be 1/2" plywood or 1/2" O.S.B. for wood structural panel wall sheathing.

b) Particle board wall sheathing is not permitted.

R-602.8 Fireblocking Required (**See 302.11**)

Fireblocking shall be required per this section. Other materials which may be used, in addition to the materials listed in R-~~602~~**302.11.1.8.1** are Therma fibre insulation and approved intumescent firestopping caulk. (See subsection 4-2-2A12h of the Prospect Heights city code)

Note: Foam plastic products are not permitted to be used as a fireblocking or firestopping material.

R-602.9 Cripple Walls

Cripple walls shall be 2 x 6 studs @ 16" O.C., minimum. Foundation cripple walls which have a stud height less than 14 inches shall be sheathed on both sides with a wood structural panel that is glued with sub-floor adhesive and fastened to both the top and bottom plates in accordance with table 602.3 (1) or the cripple walls shall be constructed of solid blocking. Cripple walls shall be supported on continuous foundations.

R-606.1.1 Professional Registration Required

All project drawings, typical details and specifications are required to bear the seal of the architect or engineer responsible for the design (typical for all).

R-~~610~~**1** Insulating Concrete Form Wall Construction: Delete this section in its entirety. ICF wall construction is not permitted.

R-703.9 Exterior Insulation Finish Systems (EIFS)

Add: All exterior insulation finish systems (EIFS) shall be a completely drainable type system utilizing one or more of the following, as specified by the manufacturer's installation instructions:

- A continuous mesh
- A "wrinkle wrap" type of building wrap
- Vertical groove drains in the insulation board
- Other method as prescribed by the manufacturer's installation instructions

a) The insulation shall be mechanically fastened.

b) The contractor performing the work must be a certified installer of the EIFS product that he is installing

c) The certified EIFS contractor shall provide a warranty for the labor and materials, identifying that the installation was performed in accordance with manufacturer's installation instructions as well as the provisions of this code. Any and all violations of this code or discrepancies with the manufacturer's installation instructions shall be corrected at the expense of the EIFS contractor, and general contractor who has control over the project.

d) The City of Prospect Heights building department does not recommend EIFS and assumes no responsibility for its use and/or application to any building.

R-801.3 Roof Drainage And Sump Discharge

Roof drainage and stormwater discharge shall be directed by the city engineer on a case by case basis. The city engineer's directive in the plan review process or as directed in the field during construction is the final authority with respect to roof drainage and sump pump (stormwater) discharge.

a) Storm water from the roof, perimeter drain tile system, sump pump or any other source shall not be connected to the sanitary sewer.

b) A sanitary sewer shall not be connected to a storm sewer.

R-905.2.7.1 Ice Protection (i.e. Self-Adhesive Ice/Water Shield)

Ice protection shall be provided for asphalt shingled roofs that consists of a self-adhering polymer modified bitumen sheet, which shall be used in lieu of normal underlayment and shall extend from the eaves edge to a point at least 24 inches inside the exterior wall line of the building.

a) The same requirement applies for metal roof shingles, mineral surface roll roofing, slate and slate type shingles, wood shingles, wood shakes, similar roofs and when a complete "tear-off" occurs for re-roofing of an existing building.

M-1408 Delete this section in its entirety. Vented floor furnaces are not permitted.

M-1601.1: Items #5, #6 and #7 are hereby deleted. Construction cavities in stud and joist spaces shall not be used as a plenum for air supply or returns.

Part VII Plumbing - chapter 25 through 32.

All plumbing shall comply with the Illinois state plumbing code.

Part VIII Electrical - chapters 33 through 42.

All electrical shall comply with the N.F.P.A. 70, national electrical code **2023~~11~~** and the more stringent, City of Prospect Heights amendments to that code.

a) The electrical chapters ~~34~~³ through 42 of the International Residential Code 202~~4~~¹² may be referenced and shall apply when:

- The standards set forth are at least as stringent as the NEC 20~~23~~¹¹ as amended.
- The standards set forth are at least as stringent as the applicable city of Prospect Heights amendments.
- When the NEC 202~~3~~¹¹ and the City of Prospect Heights amendments are silent on a particular subject.

Chapter ~~42~~¹ - Swimming Pools

See ~~appendix G and amendments to appendix G~~ **International Swimming Pool and Spa Code**, for additional detailed requirements.

Part IX Chapter 44 Referenced Standards

~~All of the referenced standards listed in chapter 44 of the IRC 2012~~²⁴ edition are hereby adopted by the city of Prospect Heights.

~~Part X Appendices of the IRC 2012 edition:~~

~~Appendix G of the IRC 2012 edition—swimming pools, spas and hot tubs is hereby adopted and amended as follows:~~

~~Add the following new section AG101.1.1~~

~~Section AG101.1.1 General Overview Requirements For Swimming Pools, Spas And Hot Tubs.~~

~~a) All hot tubs and spas are required to have an approved safety cover.~~

~~b) Location:~~

- ~~All pools must be 50% visible from inside your home.~~
- ~~No shrub, bush, tree, structure, equipment or other impediment to vision, except the fence and gate, shall be placed as to impair the visibility of the entire area of the pool surface from the side of the pool nearest the dwelling on the premises. In case of round or irregularly shaped pools this "side" shall be considered as a projection of the face nearest the dwelling~~
- ~~Pools must be 10 feet from any building, which includes the house, shed, garage, balcony, porch, deck or any accessory structure~~
- ~~10 feet is measured from the eave or edge of structure to the water edge~~
- ~~The pool may not be installed over an easement~~
- ~~Must be 10 feet away from any and all overhead power lines~~
- ~~Must be 5 feet away, measured horizontally, from any underground power lines~~

- ~~The distance is always measured horizontally from the waters edge of the pool~~
- ~~Must be at least 5 feet from a side property line and at least 5 feet from a rear property line~~

~~c) Where a wall of a dwelling serves as part of the barrier of the pool, the following shall apply:~~

- ~~All doors with direct access to the pool through that wall shall be equipped with an alarm which produces an audible warning when the door and its screen (if present) are opened~~
- ~~The alarm shall sound continuously for a minimum of 30 seconds immediately after the door is opened~~
- ~~The alarm shall have a minimum sound pressure rating of 85 dBA at 10 feet and the sound of the alarm shall be distinctive from other household sound such as smoke alarms, telephones and door bells~~
- ~~The alarm shall automatically reset under all conditions~~
- ~~The alarm shall be equipped with manual means, such as touch pads or switches, to deactivate the alarm temporarily for a single opening from either direction~~
- ~~Such deactivation shall last for not more than 15 seconds~~
- ~~The deactivation touch pads or switches shall be located at least 54 inches above the threshold of the door~~

~~d) Barrier~~

~~A barrier is required for all swimming pools, hot tubs and spas. See section AG105.~~

~~e) Other Safeguards~~

~~When the pool is not in use under the supervision of the owner, his agent, tenant or other responsible person, all access gates or doors leading directly to the pool area shall be securely locked, and/or other safeguards, such as an approved cover, shall be in place to provide protection against the possibility of accidental falling into the pool by a person.~~

~~f) Grading And Site Drainage~~

- ~~Maintain existing grading and site drainage. All unused excavated material shall be removed from the site~~

~~g) Electrical~~

- ~~All electrical wiring required for pumps, lights and outlets must comply with the national electric code~~
- ~~No extension cords are permitted~~

- ~~All wiring must be ground fault protected~~
- ~~A single twist lock receptacle is permitted between 5 feet and 10 feet of the inside edge of the pool, ground fault protected, for the pump~~
- ~~All other outlets must be ground fault protected and at least 10 feet from the inside edge of the pool~~
- ~~For all pools at a dwelling unit, a receptacle is required between 10 feet and 20 feet from the inside edge of the pool, ground fault protected~~
- ~~No lighting fixture shall be installed over a pool or within 5 feet horizontally of the inside walls of a pool unless it is located at least 12 feet above the maximum water level~~

~~h) Water Supply~~

- * ~~The water supply for the pool must be taken from a sill cock connected to a house water service and must include a vacuum breaker or back flow prevention device~~
- * ~~The swimming pool shall not collect or hold stagnant or improperly treated water~~
- * ~~The pool may not be drained on any other property~~
- * ~~The pool must be drained to the curb or gutter located along an adjacent street during warm weather~~

~~i) Permit Procedures~~

~~If the pool, hot tub or spa holds more than 1,000 gallons of water, or has a depth of 24 inches or greater, a permit is required for construction of installation. A permit is required for all hot tubs and spas.~~

- ~~— 1. Obtain a pool permit application from the building department~~
- ~~— 2. Submit the completed application along with two (2) copies of each of the following:~~

~~a) Plat of survey indicating proposed location of the pool~~

~~b) With distances from property lines dimensions~~

~~c) A grading plan for the pool is needed if excavation or filling or any change of grade is required~~

~~d) The manufacturer's specifications for the pool and filter, if the pool is above ground~~

~~e) The set of architectural plans if the pool is in ground~~

~~j) Illegible Plans Will Not Be Accepted~~

~~k) Call JULIE joint utility location information for excavating at 1-800-892-0123, for utility line location information, JULIE is a free service.~~

~~Appendix G – Section AG102 – Definitions Omitted~~

Appendices L - P - Delete in Entirety

(Ord. 0-19-06, 2-25-2019)

4-2-3: PENALTY:

Any person, firm or corporation violating the provisions of this Chapter shall be subject to a fine as set forth in Title 12 Fine and Fee Schedule of this code. Each day that a violation is permitted to exist constitutes a separate offense.

~~Any person violating any provision of this chapter, or the code adopted herein, shall be fined not less than twenty five dollars (\$25.00) nor more than seven hundred fifty dollars (\$750.00) for each offense; and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues. (Ord. 0-19-06, 2-25-2019)~~

4-2-4: ACCESSORY STRUCTURES:

A. Detached Garages: Grade beam construction permitted consisting of a four inch (4") concrete floor poured monolithically with a minimum of eighteen inches (18") thickened outer edge a width of twenty inches (20") around perimeter of building. Said grade beam to be of equal depth and on undisturbed soil. Floor to be reinforced with 6 x 6 x 10/10 w.w. mesh and grade beam to contain two (2) #4 bars continuous two inches (2") from bottom.

B. Garden Sheds: Above requirements shall not apply to any metal or wood accessory structure one hundred fifty (150) square feet in area and under. Said accessory structure must be safely anchored to grade with approved ground anchors. The proposed method of anchorage must be submitted to the Building and Zoning Administrator and included in the application for permit.

All wood accessory structures in direct contact with the ground shall have treated (moisture resistant) sill members at all points of contact with grade. (Ord. 0-19-06, 2-25-2019)

4-2-5: MINIMUM HEATING STANDARDS FOR RESIDENTIAL BUILDINGS:

~~Every owner or manager of any residential building with two (2) or more dwelling units located within the City shall maintain, or otherwise make available for optional use by any tenant or occupant, sufficient heat for a minimum temperature of sixty five degrees Fahrenheit (65°F) in all habitable rooms, bathrooms and hallways located within each dwelling unit at all times between October 1 and April 30. Should the outside temperature fall below fifty degrees Fahrenheit (50°F) at any other time of the year at the official weather station at O'Hare Airport, the provisions of the previous sentence will apply.~~

~~It shall be the duty of the building official to enforce the provisions of this section. Any owner or manager of any building or part thereof that is found to be in violation of the~~

~~provisions of this section shall be subject to a penalty of not less than twenty five dollars (\$25.00) nor more than seven hundred fifty dollars (\$750.00) for each and every offense and a separate offense shall be deemed committed on each day a violation occurs or continues to exist. (Ord. 0-19-06, 2-25-2019)~~

CHAPTER 3 MECHANICAL CODE

SECTION:

4-3-1: Adoption Of Code

4-3-2: Additions And Amendments To Code

4-3-3: Penalty

4-3-1: ADOPTION OF CODE:

A certain document, entitled the International Mechanical Code, 2024~~12~~ edition, ~~and all appendices thereto~~, published by the International Code Council, is hereby adopted as the Mechanical Code of the City of Prospect Heights. Three (3) copies of the document shall be kept on file with the City Clerk. (Ord. 0-19-06, 2-25-2019)

4-3-2: ADDITIONS AND AMENDMENTS TO CODE:

International Mechanical Code, 2024~~12~~ edition, and all appendices thereto, published by the International Code Council is amended as follows:

A. Governing Principles:

1. The City Of Prospect Heights Amendments: The city of Prospect Heights amendments to the IBC, the IRC, other amendments, the zoning ordinance and municipal ordinances shall supersede all sections of all of the adopted model codes.
2. Conflicts: Whenever two (2) codes are in conflict, the more stringent requirement shall govern.

B. General Amendments:

1. Furnaces: Attic furnaces and crawl space furnaces are not permitted unless clearance and access, per code is provided.
2. Concrete Pad: All gas fired furnaces shall be placed on a minimum of two inches (2") of concrete or on a solid one and one- half inch (1 1/2") precast concrete pad. (The precast pad may be under the furnace only, and extend a few inches beyond the perimeter of the unit's footprint.) Furnaces may be placed directly on basement floor slabs.
3. Air Conditioning Equipment: Air conditioning equipment, including pads, condensing units, heat pumps, etc., are not permitted in the required side yard setbacks (per zoning ordinance).

4. Dryer Vents: All dryer vents shall be metal or metal flex. Nonmetallic vents for dryers are not permitted. See section 504.69 and amendment to section 504.96.

5. Ductwork: All ductwork shall be a closed system and in compliance with the International Mechanical Code section 603. Use of a stud space or joist space for a supply or plenum return is not permitted. Gypsum ducts are not permitted. Delete sections 603.5 and 603.5.1.

6. Furnaces On Wood Floors: Provide a one and one-half inch (1 1/2") precast concrete pad under all furnaces which are set on a wood floor (or use 2 layers of 1/2 inch dura rock or a 2 inch thickness of poured concrete).

7. Exhaust Fans: All bathroom, shower and powder room exhaust fans shall have insulated ductwork.

C. Energy Efficiency: Any and all references in this code (IMC), relating requirements of the International Energy Conservation Code to single-family dwellings and townhomes are hereby deleted.

D. Specific Amendments:

Section 306.3 Appliances In Attics

Attic furnaces are not permitted unless specifically approved by the Building Official.

Section 306.4 Appliances Under Floors

Furnaces in the crawlspace or other appliances under floors are not permitted unless specifically approved by the Building Official.

Section 602.2.13 Stud Cavity And Joist Space Plenums - Not Permitted

Delete this section in its entirety. Stud cavity and joist space plenums are not permitted.

Section 603.5.1 Gypsum Ducts - Not Permitted

Delete this section in its entirety. The use of gypsum board to form ducts is not permitted.

Section 910 Floor Furnaces - Not Permitted

Delete this section in its entirety. Floor furnaces are not permitted.

Section 922 Kerosene-24A And Oil-Fired Stoves - Not Permitted

Delete this section in its entirety. Kerosene and oil- fired stoves are not permitted.

Chapter 15 Referenced Standards

All of the referenced standards listed in chapter 15 of the IMC 202412 edition are hereby adopted by the city of Prospect Heights.

[Appendix A](#)

~~Appendix A of the IMC 202412 edition is hereby adopted by the city of Prospect Heights.
(Ord. 0-19-06, 2-25-2019)~~

4-3-3: PENALTY:

Any person, firm or corporation violating the provisions of this Chapter shall be subject to a fine as set forth in Title 12 Fine and Fee Schedule of this code. Each day that a violation is permitted to exist constitutes a separate offense.

~~ny person violating any provision of this chapter shall be fined not less than twenty five dollars (\$25.00) nor more than seven hundred fifty dollars (\$750.00) for each offense; and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues. (Ord. 0-19-06, 2-25-2019)~~

CHAPTER 4 PLUMBING CODE

SECTION:

4-4-1: Adoption Of Code

4-4-2: Additions And Amendments To Code

4-4-3: Penalty

4-4-1: ADOPTION OF CODE:

The 2014 State of Illinois Plumbing Code is hereby adopted. (Ord. 0-19-06, 2-25-2019)

4-4-2: ADDITIONS AND AMENDMENTS TO CODE:

City shall follow the 2014 State Plumbing Code by statute. (Ord. 0-19-06, 2-25-2019)

4-4-3: PENALTY:

Any person, firm or corporation violating the provisions of this Chapter shall be subject to a fine as set forth in [Title 12](#) Fine and Fee Schedule of this code. Each day that a violation is permitted to exist constitutes a separate offense.

~~Any person violating any provision of this chapter shall be fined not less than twenty five dollars (\$25.00) nor more than seven hundred fifty dollars (\$750.00) for each offense; and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues. (Ord. 0-19-06, 2-25-2019)~~

CHAPTER 4A ELECTRICAL CODE

SECTION:

4-4A-1: Adoption Of Code

4-4A-2: Additions And Amendments To Code

4-4A-3: Penalty

4-4A-1: ADOPTION OF CODE:

A certain document, entitled the **NFPA 70**, National Electric Code, 2023~~11~~ edition, and all ~~annexs~~**annexes**, ~~appendices~~ thereto, published by the National Fire Protection Association, Inc. (NFPA), is hereby adopted as the Electrical Code of the City of Prospect Heights. Three (3) copies of the document shall be kept on file with the City Clerk. (Ord. 0-19-06, 2-25-2019)

4-4A-2: ADDITIONS AND AMENDMENTS TO CODE:

National Electric Code, 2011 edition, and all ~~annexs~~**annexes**, ~~appendices~~ thereto, published by the NFPA is amended as follows:

A. The City Of Prospect Heights Amendments: The city of Prospect Heights amendments to the IBC, the IRC, other amendments, the zoning ordinance and municipal ordinances shall supersede all sections of all of the adopted model codes.

B. Conflicts: Whenever two (2) codes are in conflict, the more stringent requirement shall govern.

C. Licensed, Bonded And Registered: All electrical work shall be performed by a **licensed and bonded and insured** electrician who is **also** registered with the City of Prospect Heights building department. ~~The electrical license must be one which was acquired by passing a written electrical examination offered by an approved municipality or City. The electrician(s) shall provide a legible copy of their electrical license, to the building department, with the application for registration.~~

D. Deleted Articles: The following articles of the 2023~~11~~ NEC are hereby deleted in their entirety; and are not permitted:

~~Article~~

Article

320 Armored cable

324	Type FCC flat conductor cable
326	Type IGS integrated gas spacer cable
330	Metal clad cable
332	Mineral insulated, metal sheathed
334	Nonmetallic sheathed cable
338	Service entrance cable
356	Liquid flexible nonmetallic conduit
362	Electrical nonmetallic tubing
378	Nonmetallic wireways
382	Nonmetallic extensions surface
388	Nonmetallic raceways
394	Concealed knob and tube wiring
398	Open wiring on insulators

E. Indoor Use Only; Power And Control Tray Cable: Type TC as presented in article 336, shall be permitted for indoor use only. Outdoor or exterior installations of this product shall not be permitted.

F. Nonmetallic Auxiliary Gutters; Not Permitted: Nonmetallic auxiliary gutters as presented in article 366, are not permitted.

G. Aluminum Conductors; Not Permitted: Aluminum conductors shall not be permitted. (All electrical conductors shall be copper.) Nonmetallic sheathed cable, mineral insulated, metal sheathed cable, flexible nonmetallic conduit, rigid nonmetallic conduit and boxes, armored cable and flat conductor cable are all not permitted. (PVC type conduit shall be permitted underground.)

H. GFCI Protected: All switches, receptacles and light fixtures in a toilet room, bathroom, powder room, shower, etc., shall be GFCI protected (ref. 210.8A of the NEC).

I. Arc Fault Circuit; Interrupter Protection: **As listed in the International Building Code 2024 edition and the International Residential Code 2024 edition.** ~~All branch circuits that supply one hundred twenty five (125) volt, single-phase, fifteen (15) and twenty (20) ampere outlets installed in dwelling unit bedrooms shall be protected by an arc fault circuit interrupter listed to provide protection of the entire branch circuit (per article 210.12(B) of the NEC).~~

J. Carbon Monoxide Detectors: Carbon monoxide detectors shall be provided ~~as follows~~ **per the Carbon Monoxide Detector Act P.A. 94-741:**

1. Outside each separate sleeping area in the immediate vicinity of the bedrooms (within 15 feet).

~~2. On every floor on which a fossil fuel burning boiler or furnace is located and/or in a room in which the furnace or water heater is located.~~

~~— 3. On every floor in which sleeping rooms are heated by any type of warm air heating plant that burns fossil fuel.~~

~~Ref: State of Illinois 91st general assembly legislation 91-HB0603 engrossed.~~

K. Rigid Conduit Required:

1. All exterior aboveground conduit shall be rigid galvanized pipe.

2. All service entrance conductor conduit to the first disconnect enclosure shall be rigid galvanized pipe.

3. All outside aboveground conduit and ground rod conduit shall be rigid galvanized pipe.

Exception: Air conditioning condensers may utilize liquid tight metal flexible conduit. If flexible conduit is over six feet zero inches (6'0"), it must include a ground wire bonded to the disconnect enclosure and the condenser. GFCI protection is not required on dedicated circuits.

L. Service Panel: All service panels and subpanels shall be installed with a main breaker in the panel. All breakers shall be in one inch (1") width. Whenever the electric meter is more than five feet zero inches (5'0") from the panel, an outside service disconnect breaker is required at the electric meter. A minimum one hundred (100) amp service with (minimum) twenty (20) circuit positions is required. Homes in excess of one thousand five hundred (1,500) square feet, excluding basement, must be equipped with (minimum) two hundred (200) amp service with (minimum) thirty (30) circuits positions.

M. One Service For A Single-Family Dwelling:

1. Only one electrical service shall be permitted to a single- family dwelling (ref. article 230.2).

2. All subpanels shall be fed through the main panel, located in the dwelling (ref. article 230.40).

N. Interior Underground Installations: Rigid galvanized or underground PVC conduit may be used under all interior concrete slab construction. All slab and foundation wall penetrations must be rigid galvanized conduit which is grounded (ref. article 250.80).

O. Exterior Underground Installations; Minimum Cover Requirements:

1. Exterior belowground conduit may be rigid galvanized (minimum) six inches (6") deep, or

2. Electrical grade PVC type nonmetallic conduit (minimum) eighteen inches (18") deep, or

3. Type "UF" cable with ground conductor (minimum) twenty four inches (24") deep. Table 300.5 in the NEC.

P. Interior Conduits: All new interior electrical installations shall be piped in rigid or EMT (minimum 1/2 inch) Greenfield whips up to six feet zero inches (6'0") as needed. (BX armored cable is not permitted.)

Q. Garages: All garages shall have a minimum of two (2) wall outlet receptacles plus one additional outlet in the ceiling for each overhead garage door. All wall outlets in the garage shall be GFCI protected. At least one ceiling light is required for each bay, plus one outside light at each exterior service door and one light on each side of the overhead doors.

New state law for EV charging piping

R. Dedicated Circuits: A dedicated circuit is an individual branch circuit that supplies only one piece of utilization equipment. Heating and cooling systems, sump pumps, sewage ejectors, washers and dryers shall be installed on their own separate dedicated circuits. A single receptacle is required for pumps and ejectors. Provide a readily accessible on-off switch on heating and cooling systems. GFCI protection is not required on dedicated circuits.

S. Plaster Rings: All plaster rings shall be for five-eighths inch (5/8") gypsum board.

Plaster rings at garage ceilings shall be for one and one-fourth inch (1 1/4") gypsum board, when there is habitable space, a closet or storage room above the garage.

T. Low Voltage Wiring In Commercial Buildings: "Low voltage wiring" shall be defined as wires/cables which are used for fire alarms, burglar alarms, telephone, intercoms, security systems, computer cable, CATV, doorbells, thermostats and the like.

1. Plenum Rated: All low voltage wiring shall be "plenum rated", cables or wires.

2. Concealed Areas: When concealed, low voltage wiring/cables are not required to be in conduit. "Concealed" shall be defined as follows:

a. Located within a gypsum board partition;

b. Located within a floor/ceiling assembly in which the ceiling is gypsum board, suspended acoustical ceiling panel and grid, or similar;

c. Located in a tray or runway that is located above the bottom cord of bar joists in a warehouse space.

3. Exposed Areas: Low voltage wiring is required to be in EMT conduit in all exposed areas, in the interior of a building and rigid conduit on the exterior of buildings.

Some examples of exposed areas are as follows:

- a. Vertically on a wall and not concealed in the wall;
- b. Horizontal runs which are below the top of the bar joists or ceiling assembly;
- c. Any location where one can see the wires.

Exception: Low voltage wires may run exposed at the top or bottom of the bar joists providing that the wires are bundled with ties and that proper hangers are installed at regular intervals to prevent sagging, or installed on cable trays.

U. Low Voltage Wiring In Single-Family Dwellings And Townhouses: Low voltage wiring and cables are not required to be in conduit for single-family homes and townhomes and are not required to be plenum rated.

(Ord. 0-19-06, 2-25-2019)

V. Electrical Vehicle Charging Stations as required by (765 ILCS 1085/) Electric Vehicle Charging Act.

4-4A-3: PENALTY:

Any person, firm or corporation violating the provisions of this Chapter shall be subject to a fine as set forth in [Title 12 Fine and Fee Schedule of this code](#). Each day that a violation is permitted to exist constitutes a separate offense.

~~Any person violating any provision of this chapter shall be fined not less than twenty five dollars (\$25.00) nor more than seven hundred fifty dollars (\$750.00) for each offense; and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues. (Ord. 0-19-06, 2-25-2019)~~

CHAPTER 4B
PROPERTY MAINTENANCE CODE

SECTION:

4-4B-1: Adoption Of Code

4-4B-2: Additions And Amendments To Code

4-4B-3: Penalty

4-4B-1: ADOPTION OF CODE:

A certain document, entitled the International Property Maintenance Code, 20~~24~~¹² edition, ~~and all appendices thereto~~, published by the International Code Council, is hereby adopted as the Property Maintenance Code of the City of Prospect Heights. Three (3) copies of the document shall be kept on file with the City Clerk. (Ord. 0-19-06, 2-25-2019)

4-4B-2: ADDITIONS AND AMENDMENTS TO CODE:

International Property Maintenance Code, 20~~24~~¹² edition, and all appendices thereto, published by the International Code Council is amended as follows:

A. Governing Principles:

1. The City Of Prospect Heights Amendments: The city of Prospect Heights amendments to the IBC, the IRC, other amendments, the zoning ordinance and municipal ordinances shall supersede all sections of all of the adopted codes.

2. Conflicts: Whenever two (2) codes are in conflict, the more stringent requirement shall govern.

B. Specific Amendments:

Section 101.1 Title

These regulations shall be known as the Property Maintenance Code Of The City Of Prospect Heights, hereinafter referred to as "this code".

Section 103.5 Fees

See city code for applicable fees.

Section 302.4: Grass and Weeds. All premises and exterior property shall be kept free from weeds or plant growth in excess of eight (8) inches. All noxious weeds shall be prohibited. Weeds shall be defined as all non-native plantings or all non-ornamental grasses, annual plants and vegetation, other than trees or shrubs: provided however, this term shall not include cultivated flowers, gardens, or natural landscaping.

Section 302.09: Defacement of Property/Graffiti Removal:

A. For the purposes of this Section, the term "graffiti" shall mean the inscription on a wall, fence, sign, other structure, sidewalk, pavement, post, stone, tree or other natural object by carving, application of paint or other substance, or other means of any symbol (including any letter, word, numeral, emblem or combination thereof), picture or other character placed thereon, other than as permitted by the ordinances of the City.

B. It shall be unlawful for the owner of the real property on which is located any structure, improvement or object on which any graffiti is placed to fail to remove, cover or otherwise eradicate such graffiti within seven (7) working days from its placement on his property. In the event the owner fails to remove, cover or otherwise eradicate the graffiti within such time, the Code Enforcement Officer shall cause notice to be served, either by personal service on the owner or his agent or mailed by certified mail to the person to whom was sent the tax bill for the general taxes for the last preceding year, which notice shall state a date, no less than seven (7) days later than the date of personal service or mailing to remove, cover or otherwise eradicate such graffiti or be subject to penalty.

Section 302.10 Outside Storage Prohibited: No household items, motorized machinery or equipment, bicycle parts, items for sale, goods, inventory, or equipment or other items, which may be similar, shall be stored outside of a fully enclosed structure unless otherwise authorized by this Code. All exterior properties and premises shall be maintained in a clean, safe and sanitary condition, free of rubbish, debris, and waste matter.

Section 302.11 Bicycles, grills, and refuse, recycling and yard waste containers: if stored outside, shall not be placed in plain view from a public street nor be a nuisance to any adjacent property. Proper concealment methods include: solid brick and/or wood enclosures or intense landscaping that is effective during all seasons. This paragraph shall not apply to the wheeled carts listed as approved receptacles when stored in the side or rear yard.

Section 302.12 REMOVAL OF DEAD, DYING OR DISEASED TREES OR LIMBS:

(a) Where the Director of Building & Development and City Arborist appears in this section, it shall mean the Director, City Arborist or authorized designee.

(b) The owner of a lot or parcel of land containing any dead, dying or diseased trees, which constitute a hazard to persons or property, or any dead, dying or diseased limbs, which constitute a hazard to persons or property, shall remove promptly such trees and limbs when required to do so by the Director of Building & Development or City Arborist.

(c) Notice to remove said trees and limbs shall be served upon the owner and shall cause said trees and limbs to be removed upon receipt of such notice.

If the hazard constitutes an immediate public safety concern, the Department of Public Works may perform the necessary removal work immediately and all costs incurred therefor shall be assessed against the owner.

(d) If an owner fails to remove said trees and limbs within 15 days after receipt of notice to remove served pursuant to this Section, the Department of Public Works may perform the necessary removal and all costs incurred therefor shall be assessed against the owner.

Section 304.3 Premises Identification

Address numbers are required and shall be a minimum of 6 (six) inches high with a minimum stroke width of 0.5 inch.

Section 304.14 Insect Screens

During the period January 1 to December 31, insect screens shall be provided as necessary.

Section 304.20 Holiday Decorations:

Decorations on private property clearly incidental and customary and commonly associated with national, local or religious holidays, provided they shall be displayed as follows:

- a) Holidays between March 1st and November 14, shall not be placed more than 30 days prior to the holiday and shall be removed no later than 30 days after the holiday.
- b) Holidays between November 15 and the last day of February, shall not be placed more than 45 days prior to the holiday and shall be removed no later than 45 days after the holiday.

Section 602.3 Minimum Heating Standards for Single Family Residential Buildings:

Heat Supply: A minimum temperature of 68 degrees Fahrenheit shall be provided at all times from October 1 to April 15. ~~in place of [Date] to [Date].~~

Delete: Exception #2.

Add Section 602.3.1: Minimum Heating Standards for Multi- Unit Residential Buildings:

Every owner or manager of any residential building with two (2) or more dwelling units located within the city shall maintain, or otherwise make available for optional use by any tenant or occupant, sufficient heat for a minimum temperature of sixty five degrees Fahrenheit (65°F) in all habitable rooms, bathrooms and hallways located within each dwelling unit at all times between October 1 and April 30. Should the outside temperature fall below fifty degrees Fahrenheit (50°F) at any other time of the year at the official weather station at O'Hare airport, the provisions of the previous sentence will apply.

It shall be the duty of the building official to enforce the provisions of this section. Any owner or manager of any building or part thereof that is found to be in violation of the provisions of this section shall be subject to a penalty of not less than twenty five dollars (\$25.00) nor more than seven hundred fifty dollars (\$750.00) for each and every offense and a separate offense shall be deemed committed on each day a violation occurs or continues to exist.

Section 602.4 (Occupiable Work Spaces):

October 1 to April 15. ~~in place of [Date] to [Date].~~

Chapter 8 - Referenced Standards

The referenced standards listed in chapter 8 of the International Property Maintenance Code, 20~~12~~²⁴ edition are hereby adopted by the city of Prospect Heights.

(Ord. 0-19-06, 2-25-2019)

4-4B-3: PENALTY:

Any person, firm or corporation violating the provisions of this Chapter shall be subject to a fine as set forth in Title 12 Fine and Fee Schedule of this code. Each day that a violation is permitted to exist constitutes a separate offense.

~~Any person violating any provision of this chapter shall be fined not less than twenty five dollars (\$25.00) nor more than seven hundred fifty dollars (\$750.00) for each offense; and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues. (Ord. 0-19-06, 2-25-2019)~~

CHAPTER 4C
FUEL GAS CODE

SECTION:

4-4C-1: Adoption Of Code

4-4C-2: Additions And Amendments To Code

4-4C-3: Penalty

4-4C-1: ADOPTION OF CODE:

A certain document, entitled the International Fuel Gas Code, 2024 edition, ~~and all appendices thereto~~, published by the International Code Council, is hereby adopted as the Fuel Gas Code of the City of Prospect Heights. Three (3) copies of the document shall be kept on file with the City Clerk. (Ord. 0-19-06, 2-25-2019)

4-4C-2: ADDITIONS AND AMENDMENTS TO CODE:

International Fuel Gas Code, 2024 edition, and all appendices thereto, published by the International Code Council is amended as follows:

A. The City Of Prospect Heights Amendments: The city of Prospect Heights amendments to the IBC, the IRC, other amendments, the zoning ordinance and municipal ordinances shall supersede all sections of all of the adopted model codes.

B. Conflicts: Whenever two (2) codes are in conflict, the more stringent requirement shall govern.

(Ord. 0-19-06, 2-25-2019)

4-4C-3: PENALTY:

Any person, firm or corporation violating the provisions of this Chapter shall be subject to a fine as set forth in [Title 12](#) Fine and Fee Schedule of this code. Each day that a violation is permitted to exist constitutes a separate offense.

~~Any person violating any provision of this chapter shall be fined not less than twenty five dollars (\$25.00) nor more than seven hundred fifty dollars (\$750.00) for each offense; and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues. (Ord. 0-19-06, 2-25-2019)~~

CHAPTER 4D
ENERGY CONSERVATION CODE

SECTION:

4-4D-1: Adoption Of Code

4-4D-2: Additions And Amendments To Code

4-4D-3: Penalty

4-4D-1: ADOPTION OF CODE:

A certain document, entitled the International Energy Conservation Code, 2021~~15~~ edition, ~~and all appendices thereto~~, published by the International Code Council, is hereby adopted as the **Illinois** Energy Conservation Code of the City of Prospect Heights. Three (3) copies of the document shall be kept on file with the City Clerk. (Ord. 0-19-06, 2-25-2019)

4-4D-2: ADDITIONS AND AMENDMENTS TO CODE:

International Energy Conservation Code, 2021~~15~~ edition, ~~and all appendices thereto~~, published by the International Code Council is amended as follows:

A. The City Of Prospect Heights Amendments: The city of Prospect Heights amendments to the IBC, IRC and other amendments, the zoning ordinance and municipal ordinances shall supersede all sections of all of the adopted model codes.

(Ord. 0-19-06, 2-25-2019)

4-4D-3: PENALTY:

Any person, firm or corporation violating the provisions of this Chapter shall be subject to a fine as set forth in Title 12 Fine and Fee Schedule of this code. Each day that a violation is permitted to exist constitutes a separate offense.

~~Any person violating any provision of this chapter shall be fined not less than twenty five dollars (\$25.00) nor more than seven hundred fifty dollars (\$750.00) for each offense; and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues. (Ord. 0-19-06, 2-25-2019)~~

ADD NEW CHAPTER 4E TO READ AS FOLLOWS

CHAPTER 4E
SWIMMING POOL AND SPA CODE

SECTION:

4-4E-1: Adoption Of Code

4-4E-2: Additions And Amendments To Code

4-4E-3: Penalty

4-4E-1: ADOPTION OF CODE:

A certain document, entitled the International Swimming Pool and Spa Code, 2024 edition, published by the International Code Council, is hereby adopted as the Swimming Pool and Spa Code of the City of Prospect Heights. Three (3) copies of the document shall be kept on file with the City Clerk.

4-4E-2: ADDITIONS AND AMENDMENTS TO CODE:

International Swimming Pool and Spa Code, 2024 edition, and all appendices thereto, published by the International Code Council is amended as follows:

A. The City Of Prospect Heights Amendments: The city of Prospect Heights amendments to the IBC, the IRC, other amendments, the zoning ordinance and municipal ordinances shall supersede all sections of all of the adopted model codes.

B. Conflicts: Whenever two (2) codes are in conflict, the more stringent requirement shall govern.

4-4E-3: PENALTY:

Any person, firm or corporation violating the provisions of this Chapter shall be subject to a fine as set forth in [Title 12](#) Fine and Fee Schedule of this code. Each day that a violation is permitted to exist constitutes a separate offense.

CHAPTER 5 BUILDING PERMITS AND FEES

SECTION:

- 4-5-1: Building Permits Required
- 4-5-2: Certificates Of Occupancy
- 4-5-3: Periodical And Annual Inspection Fees
- 4-5-4: Building Permit Fees
- 4-5-5: Swimming Pool Permit Fees
- 4-5-6: Fence Permit Fees
- 4-5-7: Electrical Permit Fees
- 4-5-8: Plumbing Permit Fees
- 4-5-9: Mechanical Equipment Installation Fees
- 4-5-10: Plan Examination Fees
- 4-5-11: Elevator Inspection And Permit Fees
- 4-5-12: Fuel Storage Tank Permit Fees
- 4-5-13: Engineering Fees
- 4-5-14: Violation; Penalty

4-5-1: BUILDING PERMITS REQUIRED:

No building permit required pursuant to the building code of the city shall be issued until the fee(s) prescribed herein has been paid. No amendment to a permit shall be approved until the additional fee(s), if any, due because of an increase in the estimated cost of the building or structure has been paid. (Ord. 0-03-09, 3-17-2003, eff. 3-27-2003)

4-5-2: CERTIFICATES OF OCCUPANCY:

The fee for the issuance of a certificate of occupancy required by the provisions of the applicable building code shall be seventy five dollars (\$75.00) for each certificate. (Ord. 0-03-09, 3-17-2003, eff. 3-27-2003; amd. Ord. 0-18-05, 3-12-2018)

4-5-3: PERIODICAL AND ANNUAL INSPECTION FEES:

Whenever periodical, semiannual or annual inspections are required by the provisions of the building or adopted codes of the city to verify code compliance, a fee of fifty dollars (\$50.00) shall be charged to the owner, agent or tenant conducting business at the inspected property. The fee for an office (business) suite shall be thirty dollars (\$30.00). A seventy five dollar (\$75.00) reinspection fee shall be assessed for each reinspection should more than one reinspection be required to achieve compliance. All fees shall be paid prior to a reinspection. (Ord. 0-03-09, 3-17-2003, eff. 3-27-2003; amd. Ord. 0-18-05, 3-12-2018)

4-5-4: BUILDING PERMIT FEES:

The minimum fee for any permit to alter, remodel, repair or underpin any residential building, accessory structures or parts thereof as required by this chapter, shall be one hundred twenty five dollars (\$125.00) provided the valuation of the work authorized by said permit does not exceed ten thousand dollars (\$10,000.00). The fee for any permit to alter, remodel, repair or underpin any residential building, accessory structures or parts thereof if the valuation of the work authorized by the permit exceeds ten thousand dollars (\$10,000.00) shall be as proscribed in subsection A2 of this section.

A. Single-Family And Multi-Family Residential Building Permits:

1. Additions: Addition permits shall cost one dollar fifty cents (\$1.50) per square foot of the addition. For the purposes of permit fee calculation, "addition" is defined as square footage outside the original structure.

2. Remodeling: Remodeling permits shall cost one hundred twenty five dollars (\$125.00) for the first ten thousand dollars (\$10,000.00) of valuation plus fourteen dollars (\$14.00) for each additional one thousand dollars (\$1,000.00) of valuation or fraction thereof.

3. New Construction: New residential construction permits shall cost one dollar forty cents (\$1.40) per square foot. This section shall not include the attached garage footage in the calculation.

4. Demolition: Demolition permits for residential buildings shall be for interior demolition shall be two hundred fifty dollars (\$250.00); demolition of structure fee shall be five hundred dollars (\$500.00).

B. Commercial Building Permits:

1. Industrial Or Commercial: New industrial and commercial construction permits shall cost two hundred dollars (\$200.00) for the first ten thousand dollars (\$10,000.00) of valuation, plus fourteen dollars (\$14.00) for each additional one thousand dollars (\$1,000.00) of valuation or fraction thereof up to one million dollars (\$1,000,000.00). Thereafter, the fee shall be nine dollars and fifty cents (\$9.50) for each one thousand dollars (\$1,000.00) of valuation or fraction thereof for valuation in excess of one million dollars (\$1,000,000.00) and less than five million dollars (\$5,000,000.00). Thereafter, the fee shall be seven dollars and fifty cents (\$7.50) for each one thousand dollars (\$1,000.00)

of valuation or fraction thereof for valuation in excess of five million dollars (\$5,000,000.00).

2. Industrial Or Commercial: Remodeling of industrial or commercial construction permits shall cost two hundred dollars (\$200.00) for the first ten thousand dollars (\$10,000.00) of valuation, plus ten dollars (\$10.00) for each additional one thousand dollars (\$1,000.00) of valuation or fraction thereof up to one million dollars (\$1,000,000.00). Thereafter, the fee shall be eight dollars and fifty cents (\$8.50) for each one thousand dollars (\$1,000.00) of valuation or fraction thereof for valuation in excess of one million dollars (\$1,000,000.00) and less than five million dollars (\$5,000,000.00). Thereafter, the fee shall be six dollars and fifty cents (\$6.50) for each one thousand dollars (\$1,000.00) of valuation or fraction thereof for valuation in excess of five million dollars (\$5,000,000.00).

3. Demolition: Demolition permits for industrial and commercial buildings and accessory structures shall be: interior demolition fee shall be three hundred dollars (\$300.00) demolition of structure fee shall be one thousand dollars (\$1,000.00).

C. Not For Profit Organization Fees: Fees for not for profit organizations that are approved and registered pursuant to applicable state and federal statutes shall be sufficient to cover the city's out of pocket costs only. Out of pocket costs relate to payments to service providers necessary for project review, inspection and completion.

D. Valuation: An applicant for a commercial or remodeling building permit shall give the estimated cost of the proposed improvement, but for purposes of establishing the valuation, the building department shall use the most recent copy of the "Means Square Foot Costs" on file in the building department.

E. Outside Consultant: In the event the city is required to utilize consulting, engineering, inspection or legal services in the review of any building plans or construction drawings, or in any phase of a permitted project, the applicant shall be required to reimburse the city for the actual costs incurred by the city for those review services. This provision shall be read as a fee in addition to other fees charged pursuant to a permit issued under this code. The City will add a ten percent (10%) administration fee to all outside consulting service fees.

F. Engineering Plan Review: The city engineer will determine if construction within the city limits will require a site engineering plan review. If a site engineering plan review is required, the cost of said review shall be set forth in the following table:

Construction Type

Fee

Construction Type

Fee

Residential construction:

New single-family residence

\$750.00

Additions with footprint increase of 20% or more

500.00

Additions with footprint increase of less than 20%

250.00

Remodeling (if engineering review required)

100.00

Detached garage

100.00

Accessory structures (sheds, pools, sidewalks, gazebos, etc.)

75.00

Site grading permits

75.00

Additional inspections (compliant, code violation, etc.)

50.00

Commercial/industrial construction (based on estimated construction cost):

\$0.00 to \$25,000.00

2.5% of construction value

\$25,001.00 to \$50,000.00

2.5% of construction value

\$50,001.00 to \$100,000.00

2.0% of construction value

\$100,001.00 to \$250,000.00

2.0% of construction value

\$250,001.00 to \$500,000.00

1.5% of construction value

\$500,001.00 and above

1.5% of construction value

Parking lots:

New parking lot

\$ 750.00

Reconstruction

500.00

Resurfacing

250.00

Other:

Special flood hazard area development

50% additional to standard fee

Demolition, residential (building department fee)

\$ 500.00

Demolition, commercial:

Up to 5,000 square feet

1,000.00

5,001 to 25,000 square feet

2,500.00

25,001 to 50,000 square feet

5,000.00

50,001 to 75,000 square feet

7,500.00

75,001 square feet and over

10,000.00

Out of pocket

100% reimbursed

G. **Penalty For Building Projects Without An Approved Building Permit:** The penalty for building without a permit is set to a minimum of two hundred fifty dollars (\$250.00) or the cost of the permit, up to seven hundred fifty dollars (\$750.00), whichever is greater. This subsection requires the violator to: pay the permit cost, the penalty, and stop work until the building department approves a building permit for the project. Such approval will occur within a reasonable time, within the confines of seasonal demand for services, holiday schedules, and building code regulations. The project may commence when the permit applicant has received approval and paid necessary fines and fees.

H. **Penalty For Noncompliant (Failed) Reinspections:** The penalty for failure to pass a reinspection shall be seventy five dollars (\$75.00). This reinspection fee shall be paid prior to scheduling another reinspection. Any subsequent reinspection for same shall be an additional one hundred dollars (\$100.00) per reinspection until approved. (Ord. 0-03-09, 3-17-2003, eff. 3-27-2003; amd. Ord. 0-05-32, 8-22-2005; Ord. 0-07-07, 3-5-2007; Ord. 0-10-36, 10-25-2010, eff. 11-5-2010; Ord. 0-18-05, 3-12-2018; Ord. 0-21-33, 12-13-2021)

4-5-5: SWIMMING POOL PERMIT FEES:

The fee for a permit to construct a swimming pool shall be one hundred dollars (\$100.00) with an additional zoning review fee of forty dollars (\$40.00). All inground pools shall be considered accessory structures and the fee shall be as prescribed in subsection 4-5-4 A2 of this chapter. (Ord. 0-03-09, 3-17-2003, eff. 3-27-2003; amd. Ord. 0-18-05, 3-12-2018)

4-5-6: FENCE PERMIT FEES:

The fee for a permit to construct, alter or erect a fence shall be twenty five dollars (\$25.00) for a fence up to seventy feet (70') in length. The fee for fences greater than seventy feet (70') in length shall be fifty dollars (\$50.00). In addition to these fees, a zoning review fee of forty dollars (\$40.00) shall be applicable to all fence permits. (Ord. 0-03-09, 3-17-2003, eff. 3-27-2003; amd. Ord. 0-18-05, 3-12-2018)

4-5-7: ELECTRICAL PERMIT FEES:

The permit fees for electrical installations and alterations shall be as follows:

A. The minimum permit fee shall be sixty dollars (\$60.00) and shall include, but not be limited to, the following:

1. Fixture, replacement, underground subfeed to a garage, shed, exterior lighting, air condenser replacement or any switch or outlet replacement.

2. Electrical service upgrade or replacement for single-family residences shall be as follows:

100 amp	\$ 70.00
200 amp	100.00
400 amp	120.00
600 amp	150.00

3. In addition to the above permit fees, a sixty dollar (\$60.00) inspection fee shall be required per inspection.

4. Commercial electrical service fees for new services are included in the commercial building permit fee as prescribed in subsection 4-5-4B of this chapter.

5. Commercial electrical service upgrade or replacement shall be as follows:

100 amp	\$ 70.00
200 amp	100.00
400 amp	120.00
600 amp	150.00
800 amp	200.00
1,200 amp	250.00
1,600 amp	300.00
Greater than 1,600 amp	350.00

(Ord. 0-03-09, 3-17-2003, eff. 3-27-2003; amd. Ord. 0-18-05, 3-12-2018; Ord. 0-21-33, 12-13-2021)

4-5-8: PLUMBING PERMIT FEES:

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

A. A minimum permit fee of sixty dollars (\$60.00) for residential structures, which shall include, but not be limited to:

1. Private well drilling permit fee shall be seventy five dollars (\$75.00).
2. All commercial plumbing fees are included in the commercial building permit fee as prescribed in subsection 4-5-4 B of this chapter.
3. Fire suppression system fee shall be seventy five dollars (\$75.00), plus ninety cents (\$0.90) per head. (Ord. 0-03-09, 3-17-2003, eff. 3-27-2003; amd. Ord. 0-18-05, 3-12-2018)

4-5-9: MECHANICAL EQUIPMENT INSTALLATION FEES:

Mechanical equipment permit fees other than refrigeration, elevators or fire protection systems shall be fifty dollars (\$50.00) for residential properties and one hundred fifty dollars (\$150.00) for industrial and commercial properties. These fees shall not include, nor be limited to, the following mechanical equipment:

A. Commercial: Rooftop mechanical systems and water heaters in excess of two hundred (200) gallons and all hydronic boilers are included in the commercial building permit fee. If not, they are subject to a permit fee as prescribed in subsection 4-5-4 B of this chapter. (Ord. 0-03-09, 3-17-2003, eff. 3-27-2003; amd. Ord. 0-18-05, 3-12-2018)

4-5-10: PLAN EXAMINATION FEES:

- A. For single-family home: One hundred fifty dollars (\$150.00).
- B. For detached garages and accessory structures for single-family homes: Fifty dollars (\$50.00).
- C. For single-family home additions or alterations: Seventy five dollars (\$75.00).
- D. Commercial building plan review fees: Plan review fees for commercial buildings will be based upon the square footage of the project area as listed below.

0 to 3,000 sq. ft.	\$60.00 per 1,000 sq. ft.
3,001 to 10,000 sq. ft.	\$70.00 per 1,000 sq. ft.
10,001 to 50,000 sq. ft.	\$80.00 per 1,000 sq. ft.
More than 50,000 sq. ft.	\$100.00 per 1,000 sq. ft.

For commercial plan reviews conducted by outside consultants the applicant shall be required to reimburse the city for the actual costs incurred by the city for those review services. In addition, the following permit fees shall be added when applicable:

1. Mechanical: Add fifteen percent (15%) of the base fee.
2. Plumbing: Add fifteen percent (15%) of the base fee.
3. Electrical: Add fifteen percent (15%) of the base fee.
4. Fire protection: Add five percent (5%) of the base fee. (Ord. 0-03-09, 3-17-2003, eff. 3-27-2003; amd. Ord. 0-18-05, 3-12-2018)

4-5-11: ELEVATOR INSPECTION AND PERMIT FEES:

- A. For each elevator servicing a building up to and including three (3) floors: One hundred dollars (\$100.00).
- B. Each additional reinspection: One hundred dollars (\$100.00).
- C. An elevator inspector authorized by the city will conduct an annual inspection of each elevator. Such inspections must be made at reasonable times and upon reasonable notice to and with the consent of the owner or occupant, except when an emergency requires immediate action.
- D. Elevator plan review fee shall be two hundred dollars (\$200.00) for each elevator plan review.
- E. A permit fee will be required for the installation of an elevator or conveyance per Section 4-5-4 B if the elevator is not part of the original permit application. (Ord. 0-03-09, 3-17-2003, eff. 3-27-2003; amd. Ord. 0-18-05, 3-12-2018)

4-5-12: FUEL STORAGE TANK PERMIT FEES:

- A. The permit fee for a heating fuel storage tank in conjunction with other construction:

0 – 2,000 gallons	\$36.00
Over 2,000 gallons	48.00

- B. The permit fee for fuel storage tanks of flammable liquids:

1,065 gallons or less	\$100.00
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1,066 to 7,000 gallons	150.00
7,001 to 25,000 gallons	200.00
25,001 to 50,000 gallons	300.00
50,001 to 100,000 gallons	400.00
Over 100,000 gallons	500.00

(Ord. 0-03-09, 3-17-2003, eff. 3-27-2003)

4-5-13: ENGINEERING FEES:

No building permit required by the code of this city that affects the building's exterior footprint, drainage, value of property in floodplain, impervious square footage of property or construction that can adversely effect the city's infrastructure shall be issued without the city engineer's or designee's approval. The fees to be charged for either engineering plan review or inspection shall be as follows:

A. Residential (Single-Family And Multi-Family):

1. New construction: New residential construction permits will cost five hundred dollars (\$500.00) for review and will include preliminary and final inspections.

2. Additions:

a. Significant additions where the footprint of the house is increased by twenty percent (20%) or more and/or grading is required will cost five hundred dollars (\$500.00) for review and will include preliminary and final inspections.

b. Significant additions where the footprint of the house is increased by twenty percent (20%) or more and grading is not required will cost two hundred fifty dollars (\$250.00) and include preliminary and final inspections.

c. Additions where the increase is less than twenty percent (20%) will cost seventy five dollars (\$75.00) and include preliminary and final inspections.

3. Remodeling:

a. Remodeling where construction value is greater than twenty thousand dollars (\$20,000.00) will cost the following:

In FEMA designated floodplain areas	\$125.00
Area not designated floodplain	75.00

b. Remodeling where construction value is less than twenty thousand dollars (\$20,000.00) will cost seventy five dollars (\$75.00) and include preliminary and final inspections.

4. Detached garage: Review of detached garage construction will cost seventy five dollars (\$75.00) and include preliminary and final inspections.

5. Pools, decks, patios, gazebos, sidewalks, inspection included: Fifty dollars (\$50.00).

6. Sheds or other small accessory structures, inspection included: Twenty five dollars (\$25.00).

7. Construction or maintenance work, inspection included, in ROW (including driveways and culverts): Fifty dollars (\$50.00).

8. Site grading (not designated floodplain), inspection included: Fifty dollars (\$50.00).

9. Site grading (in floodplain), inspection included: One hundred dollars (\$100.00).

10. Floodplain determination, inspection not included: Thirty five dollars (\$35.00).

11. LOMRs, LOMAs, etc., inspection not included: Thirty five dollars (\$35.00).

Any additional inspections required for subsections A5 through A9 of this section due to complaints, code violations or improper construction practice shall be considered additional to the original permit and charged in accordance with subsection 4-5-4H of this chapter.

B. Commercial Properties:

1. Industrial or commercial: The fees will be set as follows:

Estimated Cost Of Construction	City Engineer Review Fees
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\$ 0.00 to \$ 25,000.00	2.5 percent
25,001.00 to 50,000.00	2.25 percent
50,001.00 to 100,000.00	2.0 percent
100,001.00 to 250,000.00	1.75 percent
250,001.00 to 500,000.00	1.50 percent
500,001.00 and over	1.25 percent

C. Parking Lots: A permit is required for any resurfacing or reconstruction work performed on a parking lot. The plan review will cost five hundred dollars (\$500.00) and will include two (2) inspections.

D. Subdivisions: For subdivision review fees refer to subsection 6-7-4C of this code. Any inspections due to unforeseen events or required reinspections will be billed at fifty dollars (\$50.00) per inspection.

E. Outside Fees: Any outside fees incurred by the engineering department for indirect mailings, copying costs or consulting fees deemed necessary by the city engineer shall be reimbursed by the applicant.

F. Additional Fees: Additional fees may apply for projects with large impervious areas (greater than 25 percent of lot coverage) or set in floodplain. (Ord. 0-03-09, 3-17-2003, eff. 3-27-2003)

4-5-14: VIOLATION; PENALTY:

Any person violating any provision of this chapter shall be fined not less than ~~fifty dollars (\$50.00)~~ **one hundred dollars (\$100.00)** nor more than ~~five hundred dollars (\$500.00)~~ **seven hundred-fifty dollars (\$750.00)** for each offense; and a separate offense shall be deemed committed on each day during or on which such violation continues unabated after ten (10) days from receipt of notice. (Ord. 0-03-09, 3-17-2003, eff. 3-27-2003)

CHAPTER 10 REGISTRATION OF DEFAULTED MORTGAGE PROPERTY

SECTION:

4-10-1: Purpose And Intent

4-10-2: Definitions

4-10-3: Applicability

4-10-4: Establishment Of A Registry

4-10-5: Registration Of Defaulted Mortgage Real Property

4-10-6: Maintenance Requirements

4-10-7: Security Requirements

4-10-8: Public Nuisance

4-10-9: Inspections For Violations

4-10-10: Enforcement And Penalties

4-10-11: Registration Fees

4-10-1: PURPOSE AND INTENT:

It is the purpose and intent of the City Council to establish a process to address the deterioration, crime and decline in value of City neighborhoods caused by property with defaulted mortgages located within the City, and to identify, regulate, limit and reduce the number of these properties located within the City. It is the City Council's further intent to establish a registration requirement as a mechanism to protect neighborhoods from the negative impact and conditions that occur as a result of vacancy, absentee ownership, lack of adequate maintenance and security and will provide a method to expeditiously identify a contact person for each property responsible for this protection. (Ord. 0-17-24, 10-9-2017)

4-10-2: DEFINITIONS:

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning.

ACCESSIBLE PROPERTY/STRUCTURE: Means a property that is accessible through a compromised/breached gate, fence, wall, etc., or a structure that is unsecured and/or breached in such a way as to allow access to the interior space by unauthorized persons.

APPLICABLE CODES: Means to include, but not be limited to, the City's Zoning Code, the City's Property and Maintenance Code, Neighborhood Preservation, and City's Building and Fire Codes.

BLIGHTED PROPERTY: Means:

- A. Properties that have broken or severely damaged windows, doors, walls, or roofs which create hazardous conditions and encourage trespassing; or
- B. Properties whose maintenance is not in conformance with the maintenance of other neighboring properties causing a decrease in value of the neighboring properties; or
- C. Properties cited for a public nuisance pursuant to the City codes; or
- D. Properties that endanger the public's health, safety, or welfare because the properties or improvements thereon are dilapidated, deteriorated, or violate minimum health and safety standards or lack maintenance as required by the applicable codes.

DEFAULT: Shall mean that the mortgagor has not complied with the terms of the mortgage on the property, or the promissory note, or other evidence of the debt, referred to in the mortgage.

ENFORCEMENT OFFICER: Means any building official, zoning inspector, Code Enforcement Officer, fire inspector or building inspector, law enforcement officer or other person authorized by the City to enforce the applicable code(s).

EVIDENCE OF VACANCY: Means any condition that on its own, or combined with other conditions present, would lead a reasonable person to believe that the property is vacant. Such conditions may include, but are not limited to: overgrown and/or dead vegetation; past due utility notices and/or disconnected utilities; accumulation of trash, junk or debris; abandoned vehicles, auto parts or materials; the absence of furnishings and/or personal items consistent with habitation or occupancy; the presence of an unsanitary, stagnant swimming pool; the accumulation of newspapers, circulars, flyers and/or mail, or statements by neighbors, passers-by, delivery agents or government agents; or the presence of boards over doors, windows or other openings in violation of applicable code.

FORECLOSURE: Shall mean the legal process by which a mortgagee, or other lien holder, terminates a property owner's equitable right of redemption to obtain legal and equitable title to the real property pledged as security for a debt or the real property subject to the lien. This definition shall include, but is not limited to, public notice of default, a deed-in-lieu of foreclosure, sale to the mortgagee or lien holder, certificate of title and all other processes, activities and actions, by whatever name, associated with the described process. The process is not concluded until the property obtained by the mortgagee, lien holder, or their designee, by certificate of title, or any other means, is sold to a non-related bona fide purchaser in an arm's length transaction to satisfy the debt or lien.

LOCAL PROPERTY MANAGEMENT COMPANY: Means a property manager, property management company or similar entity responsible for the maintenance and security of registrable real property within twenty (20) driving miles of the County limits. Upon

review of credentials the City, or its designee, may allow a non-local property manager to be listed.

MORTGAGEE: Means the creditor, including but not limited to, trustees; mortgage service companies; lenders in a mortgage agreement; any agent, servant, or employee of the creditor; any successor in interest; or any assignee of the creditor's rights, interests or obligations under the mortgage agreement.

OWNER: Owner means any person, firm, corporation or other legal entity who, individually or jointly or severally with others, holds the legal or beneficial title to any building, facilities, equipment or premises subject to the provisions of this chapter.

PROPERTY MANAGEMENT COMPANY: Means a local property manager, property maintenance company or similar entity responsible for the maintenance of registrable real property.

REAL PROPERTY: Means any improved residential or commercial land, buildings, leasehold improvements and anything affixed to the land, or portion thereof identified by a property parcel identification number, located in the City limits. Developed lots are considered improved land.

REGISTRABLE PROPERTY: Means:

A. Any real property located in the City, whether vacant or occupied, that is encumbered by a mortgage in default, is subject to an ongoing foreclosure action by the mortgagee or trustee, is subject to an application for a tax deed or pending tax assessor's lien sale, or has been the subject of a foreclosure sale where the title was transferred to the beneficiary of a mortgage involved in the foreclosure and any properties transferred under a deed in lieu of foreclosure/sale.

The designation of a "default/foreclosure" property as "registrable" shall remain in place until such time as the property is sold to a non-related bona fide purchaser in an arm's length transaction or the foreclosure action has been dismissed and any default on the mortgage has been cured.

REGISTRATION: Shall mean six (6) months from the date of the first action that required registration, as determined by the City, or its designee, and every subsequent six (6) months. The date of the initial registration may be different than the date of the first action that required registration.

RENTAL PROPERTY: Property that contains a single-family rental dwelling unit or multi-family rental dwelling units for use by residential tenants including but not limited to the following: mobile homes, mobile home spaces, town homes and condominium unit(s). A rental dwelling unit includes property that is provided to an individual or entity for residential purposes upon payment of rent or any other consideration in lieu of rent, regardless of relationship between lessor and lessee.

VACANT: Means any parcel of land in the City that contains any building or structure that is not lawfully occupied or inhabited by human beings as evidenced by the conditions set

forth in the definition of "evidence of vacancy" in this section which is without lawful tenant, or lawful occupant or without a certificate of occupancy. Vacant property does not mean property that is temporarily unoccupied while the residents are away on vacation, personal matters or business, or is not intended by the owner to be left vacant, so long as the period does not exceed thirty (30) days. (Ord. 0-17-24, 10-9-2017)

4-10-3: APPLICABILITY:

These sections shall be considered cumulative and not superseding or subject to any other law or provision for same, but rather be an additional remedy available to the City above and beyond any other State or County provisions for same. (Ord. 0-17-24, 10-9-2017)

4-10-4: ESTABLISHMENT OF A REGISTRY:

The City, or its designee, shall establish a registry cataloging each registrable property within the City, containing the information required by this chapter. (Ord. 0-17-24, 10-9-2017)

4-10-5: REGISTRATION OF DEFAULTED MORTGAGE REAL PROPERTY:

A. Any mortgagee who holds a mortgage on real property located within the City shall perform an inspection of the property to determine vacancy or occupancy, upon default by the mortgagor. The mortgagee shall, within ten (10) days of the inspection, register the property with the City, or its designee, on forms or other manner as directed, and indicate whether the property is vacant or occupied. A separate registration is required for each property, whether it is found to be vacant or occupied.

B. Registration pursuant to this section shall contain the name, direct mailing address, a direct contact name, telephone number, and e-mail address for the mortgagee/trustee, and the servicer, and the name and twenty four (24) hour contact phone number of the local property management company responsible for the security and maintenance of the property who has the authority to make decisions concerning the abatement of nuisance conditions at the property, as well as any expenditure in connection therewith.

C. Mortgagees who have existing registrable property on the effective date of this chapter have thirty (30) calendar days from the effective date to register the property with the City, or its designee, on forms or other manner as directed, and indicate whether the property is vacant or occupied. A separate registration is required for each property, whether it is vacant or occupied.

D. If the mortgage on a registrable property is sold or transferred, the new mortgagee is subject to all the terms of this chapter and within five (5) days of the transfer register the property and pay a registration fee in accordance with this chapter. Any previous unpaid

semi-annual registration fees are the responsibility of the new mortgagee or trustee and are due and payable with their initial registration.

E. If the mortgagee owner of a foreclosed real property sells or transfers the property to a non-arm's length related person or entity, the transferee is subject to all the terms of this chapter and within five (5) days of the transfer register the property and pay a registration fee in accordance with this chapter. Any previous unpaid semi-annual registration fees are the responsibility of the new registrable property owner and are due and payable with their initial registration.

F. As long as the property is registrable it shall be inspected by the mortgagee, or designee, monthly. If an inspection shows a change in the property's occupancy status the mortgagee shall, within ten (10) days of that inspection, update the occupancy status of the property registration.

G. A non-refundable six-month registration fee established by resolution by the City Council, shall accompany each registration pursuant to this section.

H. All registration fees must be paid directly from the mortgagee, trustee, servicer, or owner. Third party registration fees are not allowed without the consent of the City and/or its authorized designee.

I. Properties subject to this section shall remain under the semi-annual registration requirement, and the inspection, security and maintenance standards of this chapter as long as they are registrable.

J. Until the mortgage or lien on the property in question is satisfied, or legally discharged, the desire to no longer pursue foreclosure, the filing of a dismissal of lis pendens and/or summary of final judgment and/or certificate of title, voluntary or otherwise, does not exempt any mortgagee holding the defaulted mortgage, from all the requirements of this chapter as long as the borrower is in default.

K. Any person or legal entity that has registered a property under this section must report any change of information contained in the registration within ten (10) days of the change.

L. Failure of the mortgagee to properly register or to modify the registration form from time to time to reflect a change of circumstances as required by this section is a violation of this chapter and shall be subject to enforcement and any resulting monetary penalties.

Pursuant to any administrative or judicial finding and determination that any property is in violation of this chapter, the City may take the necessary action to ensure compliance with and place a lien on the property for the cost of the work performed to benefit the property and bring it into compliance. (Ord. 0-17-24, 10-9-2017)

4-10-6: MAINTENANCE REQUIREMENTS:

A. Properties subject to this chapter shall be kept free of weeds, overgrown brush, dead vegetation, trash, junk, debris, building materials, any accumulation of newspaper circulars, flyers, notices, except those required by Federal, State or local law, discarded personal items including, but not limited to, furniture, clothing, large and small appliances, printed material or any other items that give the appearance that the property is abandoned.

B. The property shall be maintained free of graffiti or similar markings by removal or painting over with an exterior grade paint that matches the color of the exterior structure.

C. Front, side, and rear yards, including landscaping, shall be maintained in accordance with the applicable code(s) at the time registration was required.

D. Yard maintenance shall include, but not be limited to, grass, ground covers, bushes, shrubs, hedges or similar plantings, decorative rock or bark or artificial turf/sod designed specifically for residential installation. Acceptable maintenance of yards and/or landscape shall not include weeds, gravel, broken concrete, asphalt or similar material.

E. Maintenance shall include, but not be limited to, watering, irrigation, cutting and mowing of required ground cover or landscape and removal of all trimmings.

F. Pools and spas shall be maintained so the water remains free and clear of pollutants and debris and shall comply with the regulations set forth in the applicable code(s).

G. Failure of the mortgagee and/or owner to properly maintain the property may result in a violation of the applicable code(s) and issuance of a citation or Notice of Violation in accordance with the applicable code of the City. Pursuant to a finding and determination by the City's Hearing Officer/City Council or a court of competent jurisdiction, the City may take the necessary action to ensure compliance with this section.

H. In addition to the above, the property is required to be maintained in accordance with the applicable code(s) of the City. (Ord. 0-17-24, 10-9-2017)

4-10-7: SECURITY REQUIREMENTS:

A. Properties subject to this chapter shall be maintained in a secure manner so as not to be accessible to unauthorized persons.

B. A "secure manner" shall include, but not be limited to, the closure and locking of windows, doors, gates and other openings of such size that may allow a child to access the interior of the property or structure. Broken windows, doors, gates and other openings of such size that may allow a child to access the interior of the property or structure must be repaired. Broken windows shall be secured by re-glazing of the window.

C. If a property is registrable, and the property has become vacant or blighted, a local property manager shall be designated by the mortgagee or owner to perform the work necessary to bring the property into compliance with the applicable code(s), and the property manager must perform regular inspections to verify compliance with the requirements of this chapter, and any other applicable laws. (Ord. 0-17-24, 10-9-2017)

4-10-8: PUBLIC NUISANCE:

All registrable property is hereby declared to be a public nuisance, the abatement of which pursuant to the police power is hereby declared to be necessary for the health, welfare and safety of the residents of the City. (Ord. 0-17-24, 10-9-2017)

4-10-9: INSPECTIONS FOR VIOLATIONS:

Adherence to this chapter does not relieve any person, legal entity or agent from any other obligations set forth in any applicable codes or statutes, which may apply to the property. (Ord. 0-17-24, 10-9-2017)

4-10-10: ENFORCEMENT AND PENALTIES:

A. Enforcement: The requirements of this chapter may be enforced as follows:

1. By citation for civil penalties pursuant or to appear in County Court pursuant to the authority granted by this Code;
2. By an action for injunctive relief, civil penalties, or both, through a court of competent jurisdiction;
3. By exercise of the City's powers of eminent domain, or by condemnation and demolition pursuant to State Statute, or by the nuisance abatement process;
4. By revocation or temporary suspension of necessary permits and/or certificates or occupancy and/or licenses;
5. By any other process permitted at law or equity; and
6. Use of one enforcement process or theory does not preclude the City from seeking the same, different, or additional relief through other enforcement methods.

B. Penalty: **Any person, firm or corporation violating the provisions of this Chapter shall be subject to a fine as set forth in Title 12 Fine and Fee Schedule of this code. Each day that a violation is permitted to exist constitutes a separate offense.**

~~Any person violating any provision of this chapter, or the code adopted herein, shall be fined not less than twenty five dollars (\$25.00) nor more than five hundred dollars (\$500.00) for each offense; and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues. (Ord. 0-17-24, 10-9-2017)~~

4-10-11: REGISTRATION FEES:

Owners shall be charged a biannual fee of two hundred dollars (\$200.00) for registration pursuant to this section. Except as otherwise provided, all registration fees shall become part of the Corporate Fund. (Ord. 0-17-24, 10-9-2017)

CHAPTER 11 FIRE CODE

SECTION:

4-11-1: Adoption Of Code

4-11-2: Additions And Amendments To Code

4-11-3: Automatic Fire Suppression System

4-11-4: Penalty

4-11-1: ADOPTION OF CODE:

A certain document, entitled the International Fire Code, 2024~~24~~ edition, ~~and all appendices thereto,~~ published by the International Code Council, is hereby adopted as the Fire Code of the City of Prospect Heights. Three (3) copies of the document shall be kept on file with the City Clerk. (Ord. 0-19-06, 2-25-2019)

4-11-2: ADDITIONS AND AMENDMENTS TO CODE:

International Fire Code, 2024~~12~~ edition, and all appendices thereto, published by the International Code Council is amended as follows:

A. The City Of Prospect Heights Amendments: The city of Prospect Heights amendments to the IBC, other amendments, the zoning ordinance and municipal ordinances shall supersede all sections of all of the adopted model codes.

B. Conflicts: Whenever two (2) codes are in conflict, the more stringent requirement shall govern.

C. Automatic Fire Suppression Requirements: The details outlining the requirements for the installation of automatic fire suppression systems are outlined in section 4-11-3 of this chapter.

(Ord. 0-19-06, 2-25-2019)

4-11-3: AUTOMATIC FIRE SUPPRESSION SYSTEM:

A. Definitions: Unless otherwise expressly stated, definitions of terms used in this section shall be consistent with those meanings listed in the most current adopted codes of the City of Prospect Heights.

B. Automatic Sprinklers Required: An automatic sprinkler system shall be installed throughout all newly constructed buildings, structures or portions thereof regardless of

occupancy classification, construction, square footage, or use groups for the purpose of life safety and property preservation.

C. Exceptions: The following structures shall be exempt from the requirement of an automatic sprinkler system: 1) new commercial structures of less than five thousand (5,000) square feet, which are not an assembly use; and 2) detached garages, sheds, and accessory structures located not less than ten feet (10') from a principal structure, where the principal structure is a one- or two-family dwelling.

D. Exempted Areas: The following areas shall be exempt from the requirement of an automatic sprinkler system: structures or rooms where the work operations, manufacture process, storage of products, or hazardous materials which contain water reactive agents as determined by the products' material safety data sheet or which would otherwise pose a public safety threat if exposed to water from an automatic sprinkler system. In such cases, the Director of Building and Development may require an approved, nonwater based automatic fire suppression.

E. Additions And Alterations: The following additions or alterations shall require the installation of an approved automatic sprinkler system: 1) additions that exceed fifty percent (50%) of the existing floor area of an existing structure; 2) alterations to an area of a structure in excess of fifty percent (50%) of the existing floor area of an existing structure; ~~3) any addition or alteration the cost of which is in excess of fifty percent (50%) of the Cook County Assessor's opinion of value of the property; or 4) as determined by the City Director of Building and Development and the Fire Marshal of the Prospect Heights Fire Protection District.~~

F. Existing Buildings: Except as otherwise provided in this subsection, buildings built under, and in full compliance with the codes in force at the time of construction or alteration thereof, and that have been properly maintained and used as originally permitted, shall be exempt from this section. No change or alteration shall be made to any building or structure, whether new or existing, except in conformity with the provisions of this section, and no change of classification or occupancy, whether necessitating a physical alteration or not, shall be made in any existing building or structure, unless such building or structure is brought into conformance with the requirements of this section which apply to new buildings or the proposed new use.

G. Drainage Required: Provisions shall be made for the discharge of the overflow of water on every story of a sprinkled building. A minimum of one (1) 4-inch floor drain or other approved means shall be provided and located at least eight feet (8') away from columns and walls for every five thousand (5,000) square feet or fraction thereof. The installation of floor drains must comply with the current Plumbing Codes. (Ord. 0-19-06, 2-25-2019)

4-11-4: PENALTY:

Any person, firm or corporation violating the provisions of this Chapter shall be subject to a fine as set forth in [Title 12 Fine and Fee Schedule of this code](#). Each day that a violation is permitted to exist constitutes a separate offense.

~~Any person violating any provision of this chapter shall be fined not less than twenty five dollars (\$25.00) nor more than seven hundred fifty dollars (\$750.00) for each offense; and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues. (Ord. 0-19-06, 2-25-2019)~~

CHAPTER 12 EXISTING BUILDING CODE

SECTION:

4-12-1: Adoption Of Code

4-12-2: Additions, Insertions And Changes

4-12-3: Penalty

4-12-1: ADOPTION OF CODE:

A certain document, entitled the International Existing Building Code, 2024~~12~~ edition, ~~and all appendices thereto,~~ published by the International Code Council, is hereby adopted as the Existing Building Code of the City of Prospect Heights. Three (3) copies of the document shall be kept on file with the City Clerk. (Ord. 0-19-06, 2-25-2019)

4-12-2: ADDITIONS, INSERTIONS AND CHANGES:

None at this time. (Ord. 0-19-06, 2-25-2019)

4-12-3: PENALTY:

Any person, firm or corporation violating the provisions of this Chapter shall be subject to a fine as set forth in Title 12 Fine and Fee Schedule of this code. Each day that a violation is permitted to exist constitutes a separate offense.

~~Any person violating any provision of this chapter shall be fined not less than twenty five dollars (\$25.00) nor more than seven hundred fifty dollars (\$750.00) for each offense; and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues. (Ord. 0-19-06, 2-25-2019)~~



City of Prospect Heights

Department of Building & Zoning
 8 North Elmhurst Road, Prospect Heights Illinois, 60070-6070
 Office: 847/398-6070 x 211-FAX: 847/590-1854
www.prospect-heights.il.us

MEMORANDUM

Date: October 22, 2025

To: Mayor Ludvigsen and City Council

Cc: Peter Falcone, City Administrator

From: Daniel A. Peterson, Director of Building & Development

Subject: Ordinance #O-25-22 Amending the Fine and Fee Schedule

Background:

The Building Department periodically amends the Building Codes of the City to promulgate the public health, safety, and welfare of the built environment within the City. The proposed amendments to the City Building Code, Ordinance #O-25-22 include amendments to remove specific dollar amounts for various fees, fines and penalties and directs the reader to Title 12 Fine and Fee Schedule.

Analysis:

To further promote a single location for the placement of fines and fee for the city the fine and fee schedule has been amended to reflect the changes in the new building code.

- Title 4 Chapter 1 Building Code:
 - 4-1-2 c: Fine for Failure to Pass Reinspection
 - 4-1-2B Violating a Stop Work Order – Renumbering of Code Section to (115.4)
 - 4-1-4: Minimum Heating Standards
 - 4-1-6: Penalty – Raised Minimum fine to \$100.00
- Title 4 Chapter 2 Residential Code
 - 4-2-2B: Violating Stop Work Order - Renumbering of Code Section to (R114.6)
 - 4-2-3: Penalty - Raised minimum penalty amount to \$100.00
 - 4-2-5: Minimum Heating Standards – Deleted as it is covered in IPMC 4-4B-3
- Title 4 Chapter 3 Mechanical Code
 - 4-3-3: Penalty – Raised minimum fine to \$100.00
- Title 4 Chapter 4 Plumbing Code

- 4-4-3: Penalty – Raised minimum fine to \$100.00
- Title 4 Chapter 4A Electrical Code
 - 4-4A-3: Penalty – Raised minimum fine to \$100.00
- Title 4 Chapter 4B Property Maintenance Code
 - 4-4B-3: Penalty – Raised minimum fine to \$100.00
- Title 4 Chapter 4C Fuel Gas Code
 - 4-4C-3: Penalty – Raised minimum fine to \$100.00
- Title 4 Chapter 4D Energy Conservation Code
 - 4-4D-3: Penalty – Raised minimum fine to \$100.00
- Title 4 Chapter 4E Swimming Pool and Spa Code (New Section)
 - 4-4E-3: Penalty – Establishes minimum fine at \$100 and max fine \$750.00
- Title 4 Chapter 5 Permits and Fees Code
 - 4-5-14: Penalty – Raised minimum fine to \$100.00
- Title 4 Chapter 11 Fire Code
 - 4-11-4: Penalty – Raised minimum fine to \$100.00
- Title 4 Chapter 12 Existing Building Code
 - 4-12-3: Penalty – Raised minimum fine to \$100.00

Recommendation:

Staff recommends the adoption of Ordinance #O-25-22 which updates the fines and fees of the Prospect Heights City Code.

ORDINANCE NO. O-25-22

**AN ORDINANCE AMENDING CHAPTER 1, SECTION 1 of TITLE 12
- FINE AND FEE SCHEDULE**

WHEREAS, the City of Prospect Heights ("City") is an Illinois Municipal Corporation pursuant to the Illinois Constitution of 1970 and the Statutes of the State of Illinois; and,

WHEREAS, the City desires to amend the fees for services listed in the Fine and Fee Schedule; and,

WHEREAS, it has been further determined that amending the Fine and Fee Schedule within the City's Code will promote greater transparency for its businesses and citizens; and,

WHEREAS, the City Council of the City of Prospect Heights has determined to amend the Fine and Fee Schedule and desires to amend the Prospect Heights City Code as provided below;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS, COOK COUNTY, ILLINOIS:

Section 1: That the above recitals are incorporated into this Ordinance in full as if fully set forth.

Section 2: That Chapter 1, Section 1, Title 12 of the City Code of the City of Prospect Heights is hereby amended, with deletions in strikethrough and additions in bold, underline text so that the same shall be read as follows:

12-1-1: FINES AND FEES SCHEDULE:

Type	Fine Or Fee Amount	Code Section	Description	Department
Fine	Less than or equal to \$500.00	1-4-1	Fine for any prohibited act or violation in this Code unless other fine is otherwise noted in this Code	Code Enforcement
Fine	Amount of collection costs	1-4-4	Any fees or costs incurred by the City with respect to attorneys and/or private collection agents retained by the corporation counsel or other authorized personnel shall be	Admin
Fine	Less than or equal to \$50.00	1-5-27	Fine for any elected official acting or appearing in a lewd or disgraceful manner or who uses opprobrious, obscene or insulting language to or about any member of the Council or who does not obey the order of the Chair	Code Enforcement
Fee	\$34.05	1-7-1511	Monthly customer delivery charge	Water
Fee	13.33	1-7-1511	Monthly infrastructure reserve charge	Water

Fee	5.50	1-7-1511	Maintenance Reserve Charge	Water
Fee	8.46	1-7-1511	Water supply charge per 1,000 gallons	Water
Fee	\$35.00 (first 1,000 gallons;	1-7-1512	Daily bulk water usage	Water
Fee	\$175.00 (first 2,000 gallons; \$6.00/1,000	1-7-1512	Weekly bulk water usage	Water
Fee	\$756.00 (first 9,000 gallons; \$6.00/1,000	1-7-1512	Monthly bulk water usage	Water
Late	10%	1-7-15J	Late water payments (all water payments are due 30 days after the billing date as it appears on the bill) will incur a penalty	Water
Late fee	1%	1-7-15J	Payments overdue for more than 30 days past the deadline will incur a monthly interest charge, compounded monthly	Water
Late	\$15.00	1-11-7A	In the event that payment is not made within 90 days of the original issue date, an additional cost of \$15.00 shall be assessed to defray the cost of collection	Admin
Fee	20.00	1-11-10	Administrative bail processing fee	Police
Fine	Less than or equal to \$500.00	1-14-22	Any person convicted of violating title 1, chapter 14 of this Code relating to emergency services and disaster agency	Code Enforcement

Fee	\$0.15/page	1-18-1F	FOIA copying fee for black and white copies for each page after the first 50 pages	Admin
Fee	\$1.00/document	1-18-1F	FOIA certified copies	Admin
Fee	Actual cost to city	1-18-1F	FOIA large format audiotapes or digital copies	Admin
Fine	Not <\$10.00 nor >\$500.00	2-1-10	Fine for any person violating any provision of title 2, chapter 1 of this code	Code enforcement
Tax	1%	2-2-1A	Municipal retailers' occupation tax	Admin
Tax	1%	2-2-2A	Municipal service occupation tax	Admin
Tax	1%	2-2-3A	Municipal use tax (for items purchased outside of Illinois and titled or registered with an agency of Illinois government)	Admin
Tax	1%	2-2-4A	Municipal automobile renting use tax	Admin
Tax	1%	2-2-5A	Municipal automobile renting occupation tax	Admin
Tax	5%	2-2-6A1	Municipal utility tax for persons engaged in the business of transmitting messages by means of electricity (internet)	Admin
Tax	5%	2-2-6A2	Municipal utility tax for persons engaged in the business of distributing, supplying, furnishing, or selling gas for consumption within the corporate limits of Prospect Heights (natural gas)	Admin
Tax	5%	2-2-6A3	Municipal utility tax for persons engaged in the business of distributing, supplying, furnishing, or selling electricity for use or consumption within the corporate limits of Prospect Heights (electricity)	Admin

Tax	5%	2-2-7A1	Hotel operators' occupation tax imposed upon all persons engaged in the business of renting, leasing, or letting rooms in a hotel; excluding gross receipts from renting, leasing or letting to permanent residents of a hotel	Admin
Fine	1%	2-2-7H	Interest on late payment	Admin
Tax	6%	2-2-8B1a	Telecommunications tax for the act or privilege of originating or receiving in the city intrastate telecommunications for such telecommunications purchased at retail from a retailer by such person	Admin
Tax	1%	2-2-9A	Non-home rule municipal retailers' and service occupation taxes	Admin
Tax	1.5%	2-2-10C	Places for eating tax	Admin
Fine	Not <\$200.00 nor >\$750.00 for first offense	2-2-10G4	Any person found guilty of violating, disobeying, omitting, neglecting, or refusing to comply with or unlawfully resisting or opposing the enforcement of any of the provisions of section 2-2-10 of this code relating to places for eating tax	Code enforcement
Fine	Not <\$500.00 nor >\$750.00 for second and each subsequent offense in any 180 day period	2-2-10G4	Any person found guilty of violating, disobeying, omitting, neglecting, or refusing to comply with or unlawfully resisting or opposing the enforcement of any of the provisions of section 2-2-10 of this code relating to places for eating tax	Code enforcement
Tax	3%	2-2-11A	Municipal cannabis retailers' occupation tax	Admin
Tax	1%	2-2-13A	Grocery sales gross receipts tax	Admin
Tax	1%	2-2-13B	Sales of service tax	Admin
Fee	\$200	2-3-4	Application fee for liquor license (one time, non-refundable)	Admin
Fee	3,700.00	2-3-9	Annual fee Class A liquor license	Admin
Fee	1,850.00	2-3-9	Annual fee Class A-1 liquor license	Admin
Fee	4,950.00	2-3-9	Annual fee Class A-2 liquor license	Admin
Fee	4,500.00	2-3-9	Annual fee Class A-3 liquor license	Admin
Fee	2,500.00	2-3-9	Annual fee Class B liquor license	Admin
Fee	2,200.00	2-3-9	Annual fee Class B-1 liquor license	Admin
Fee	2,500.00	2-3-9	Annual fee Class B-2 liquor license	Admin
Fee	3,700.00	2-3-9	Annual fee Class C liquor license	Admin
Fee	1,850.00	2-3-9	Annual fee Class C-1 liquor license	Admin
Fee	1,850.00	2-3-9	Annual fee Class C-3 liquor license	Admin
Fee	0.00	2-3-9	Annual fee Class D liquor license	Admin
Fee	\$55.00 plus \$100.00 to \$1,000.00 deposit	2-3-9	Daily liquor license	Admin
Fee	\$500.00	2-3-9	Annual fee Sunday brunch liquor license	Admin

Fee	250.00	2-3-9-1	Annual fee for video gaming terminal per terminal	Admin
Warning	Fine up to \$500.00	2-3-18	Alcohol sales to persons under 21 years of age and persons in need of mental treatment	Police
Fine	Less than or equal to \$1,000.00	2-3-26	Fine for violation of the social host provisions of title 2, chapter 3 of this Code	Code Enforcement
Fee	\$25.00	2-4-3	Daily fee for amusement license to hold menageries	Admin
Fee	25.00	2-4-3	Daily fee for amusement license to hold carnivals	Admin
Fee	25.00	2-4-3	Daily fee for amusement license to hold exhibitions of inanimate objects	Admin
Fee	25.00	2-4-3	Daily fee for amusement license for other amusements	Admin
Fee	25.00	2-4-3	Daily fee for amusement license for circuses	Admin
Fee	\$15.00 for first table, \$10.00 for each additional table	2-4-6B	Billiard and pool table annual license	Admin
Fee	\$100.00 for indoor performances; \$200.00 for outdoor motion picture establishments	2-4-8C	Motion picture and theatrical annual license	Admin
Fee	\$10.00	2-4-8D	Daily license for motion pictures and theatricals on unlicensed premises which are to be presented in premises which are not covered by such license fees	Admin
Fee	\$55.00	2-4-9	Annual license to operate a coin operated device, machine, or mechanism, to procure or reproduce music (jukebox)	Admin
Fee	\$50.00 or \$0.05 for each person, whichever is greater	2-4-10	Athletic exhibition tax on the number of people attending a race, baseball game, boxing or wrestling match, or any other athletic contest or exhibition with an admission fee charged	Admin
Fine	Not <\$25.00 nor >\$500.00 for each offense	2-4-11E	Fine for violation of any of the provisions of title 2, chapter 4, "Amusements", of this code	Code enforcement
Tax	3%	2-4A-1A	Amusement tax on admission fees, participation fees, viewing or other charges paid for the privilege to participate in the amusements or to gain admittance or access for viewing or witnessing the amusements	Admin
Fine	Not <\$200.00 nor >\$500.00	2-4A-7	Fine for violation of any provisions of title 2, chapter 4, article A of this code regarding amusement tax	Code enforcement
Fee	\$495.00	2-5-4	Annual coin operator license	Admin
Fee	\$66.00 per machine	2-5-6	Annual coin op proprietor license	Admin
Fine	Not <\$50.00 nor >\$500.00	2-5-10	Fine for violating any provisions of title 2, chapter 5, "Coin Operated Amusement Devices", of this code	Code enforcement
Fee	\$10.00	2-6A-2	1 day auctioneer's license	Admin
Fee	50.00	2-6A-2	Annual auctioneer's license	Admin

Fee	\$66.00 up to 2,000 square feet	2-6C-2	Annual paint and oil dealer license	Admin
Fee	\$44.00 per 1,000 square feet above 2,000 square feet but not greater than \$300.00	2-6C-2	Annual paint and oil dealer license with more than 2,000 square feet	Admin
Fee	\$165.00	2-6D-1C	Annual tobacco dealer license	Admin
Fine	\$200.00 first offense, \$500.00 each subsequent offense	2-6D-5A	Fine for violation of title 2, chapter 6, article D of this code regarding tobacco dealers	Code enforcement
Fee	\$250.00	2-6E-3B	Fee for application for a license to do business as a pawnbroker within the city	Admin
Fee	1,500.00	2-6E-5	Fee for annual pawnbroker license	Admin
Fine	Not >\$750.00	2-6E-17C	Fine for any pawnbroker licensee violating any of the provisions of title 2, chapter 6, article E, "Pawnbrokers", of this code	Police
Fee	\$132.00	2-7A-3	Annual barbershop/beauty salon/nails license	Admin
Fee	49.50	2-7A-3	Annual barbershop/beauty salon/nails license public washroom add on license	Admin
Fee	66.00	2-7B-3	Annual dry cleaning license	Admin
Fee	66.00	2-7C-1B	Annual laundry license	Admin
Fee	115.50	2-7C-1B	Annual laundry public restroom add on license	Admin
Fee	100.00	2-8A-2C	Annual contractor registration	Building and zoning
Fee	100.00	2-8B-2	Annual electrical contractor registration	Building and zoning
Fee	100.00	2-8C-2	Annual heating, air conditioning and refrigeration contractor registration	Building and zoning
Fee	\$25.00 per cart or vehicle	2-9A-2A	Annual hawker or peddler license using a cart, wagon, auto or any other vehicle	Admin
Fee	\$5.00 per cart or vehicle	2-9A-2A	Monthly hawker or peddler license using a cart, wagon, auto or any other vehicle	Admin
Fee	\$2.00 per cart or vehicle	2-9A-2A	Daily hawker or peddler license using a cart, wagon, auto or any other vehicle	Admin
Fee	\$50.00	2-9A-2B	Annual hawker or peddler license not using any vehicle	Admin
Fee	10.00	2-9A-2B	Monthly hawker or peddler license not using any vehicle	Admin
Fee	5.00	2-9A-2B	Daily hawker or peddler license not using any vehicle	Admin
Fine	Not <\$50.00 nor >\$50.00	2-9A-3	Fine for violating section 2-9A-1 of this code	Code enforcement
Fine	\$25.00	2-9A-3	Fine for not paying citation issued for violation of section 2- 9A-1 of this code within 10 days of issuance	Code enforcement
Fee	100.00	2-9B-4	Application fee for certificate of registration to be a solicitor in the city of Prospect Heights	Admin

Fine	Not <\$25.00 nor >\$500.00 for each offense	2-9B-9C	Fine for violation of any provisions of section 2-9B-9 of this code	Code enforcement
Fee	\$100.00 for 1 month	2-9C-2	Monthly license to be an itinerant merchant	Admin
Fee	\$10.00 per day	2-9C-2	Daily license to be an itinerant merchant	Admin
Fee	\$25.00 plus \$10.00/vehicle	2-10-3	Annual livery license to operate livery vehicle(s)	Admin
Fee	\$5.00	2-10-3	Annual license to drive a livery vehicle	Admin
Fee	\$66.00 plus \$66.00 per pedestal	2-11-3	Annual filling station license	Admin
Fine	Not <\$25.00 nor >\$100.00 for each offense	2-12-5	Fine for violating any provisions of title 2, chapter 12, "Garage Sales", of this code	Code enforcement
Fine	\$100.00 first offense; \$500.00 second and subsequent offenses	2-13-9F	Fine for sale of tobacco, alternative nicotine products, or accessories to minors	Police
Fine	Not <\$50.00 nor >\$750.00 for each offense	3-1-14D2	Fine to owner of food establishment for failure to provide necessary TB exams and immunizations information	Code enforcement
Fine	Not <\$25.00 nor >\$750.00 for each offense	3-1-16	Fine for violating any provisions of title 3, chapter 1, "Food Dealers And Establishments", of this code	Code enforcement
Fee	\$132.00	3-1A-3A	Annual food service establishment license, 1 - 2 employees	Admin
Fee	198.00	3-1A-3A	Annual food service establishment license, 3 - 4 employees	Admin
Fee	297.00	3-1A-3A	Annual food service establishment license, 5 - 7 employees	Admin
Fee	495.00	3-1A-3A	Annual food service establishment license, 8 - 10 employees	Admin
Fee	660.00	3-1A-3A	Annual food service establishment license, 11 or more	Admin
Fee	120.00	3-1A-3A	Annual food service establishment license, no employees or where the help is donated	Admin
Fee	132.00	3-1A-3B	Annual food dealer's license	Admin
Fee	132.00	3-1A-3C	Annual milk dealer's license	Admin
Fee	132.00	3-1A-3D	Annual food service vehicle license	Admin
Fee	132.00	3-1A-3E	Annual frozen dessert establishment license	Admin
Fee	132.00	3-1A-3F	Annual food refrigeration plan license	Admin
Fee	132.00	3-1A-3G	Annual food processing establishment license	Admin
Fee	88.00	3-1A-3H	Annual food vending machine license	Admin
Fee	132.00	3-1A-3I	Annual ice machine license	Admin
Fee	132.00	3-1A-3J	Annual self-service cooler (walk-in) license	Admin
Fee	22.00	3-1A-3K	Annual gumball vending machine \$0.01 - \$0.49 per machine license	Admin
Fee	38.50	3-1A-3K	Annual gumball vending machine \$50.00 and up license	Admin

Fee	75.00	3-1A-3L	Each additional health and sanitation inspection required	Admin
Fine	Not <\$200.00	3-2-2E	Fine for violating any provision of section 3-2-2, "Prohibited Accumulations", of this code	Admin
Fine	\$200.00	3-2-2E	Additional fine for failing to pay fine as denoted by section 3- 2-2 within 10 days	Admin
Fine	Not < \$100.00 nor > \$750.00 for each offense	3-2-7	Fine for violating any provision of title 3, chapter 2, "Garbage And Refuse", of this code	Code enforcement

Fine	Not <\$25.00 for a first offense; not <\$50.00 for a second offense; and not <\$100.00 for each offense thereafter; in no event shall the fine be >\$750.00	3-3-14	Fine for violating any provisions of title 3, chapter 3, "Nuisances", of this code	Code enforcement
Fine	Not <\$50.00 nor >\$750.00 for each offense	3-4-7	Fine for violating any provision of title 3, chapter 4, "Rat Control", of this code	Code enforcement
Fine	Not <\$25.00 nor >\$750.00 for each offense	3-5-3	Fine for violating any provision of title 3, chapter 5, "Noise Control", of this code	Code enforcement
Fee	\$25.00	3-7-1	Annual property rental license for commercial space	Admin
Fee	\$100.00 first inspection, \$175.00 first reinspection, \$175.00 all subsequent reinspections in a calendar year	3-7-6	Property rental inspection fee	Admin
Fine	Not <\$25.00 nor >\$750.00 for each offense	3-8-6	Fine for violating any provision of title 3, chapter 8, "Weed Control", of this code	Code enforcement
Fee	\$2,559.00	3-9-9E	Annual scavenger services (refuse) license	Admin
Fine	Not < \$25.00 nor > \$750.00 for each offense	3-9-10	Fine for violating any provision of title 3, chapter 9, "Waste Disposal", of this Code	Code Enforcement
Fee	\$25.00	3-10-4E	Fee for inspection of pool located at private residence	Admin
Fee	99.00	3-10-6	Annual health inspection for swimming pools	Admin
Fine	Not <\$25.00 nor >\$750.00 for each offense	3-10-10	Fine for violating any provision of title 3, chapter 10, "Swimming Pools", of this Code	Code Enforcement
Fine	Not <\$25.00 nor >\$750.00 for each offense	3-11-10	Fine for violating any provision of title 3, chapter 11, of this Code, Dutch elm disease	Code Enforcement
Fine	Not <\$100.00 nor >\$250.00	3-12-8B	Fine for a person who smokes in an area where smoking is prohibited under section 3-12-2 of this Code	Code Enforcement
Fine	Not <\$250.00 for first violation; not <\$500.00 for the second violation within 1 year of the first violation; and not <\$2,500.00 for each additional violation after the first violation	3-12-8B	Fine for a person who owns, operates, or otherwise controls a public place or place of employment that violates section 3-12-2 of this Code (smoking in prohibited area)	Code Enforcement

Fee	50% of original permit fee	4-1-2A4	If building is not completed within allotted time and building permit expires requiring an extension of up to 180 days	Building and Zoning
Fine	\$100.00 per day	4-1-2A4	Fine for each day after 180 days after the issuance of a building permit extension	Code Enforcement
Fine	\$50.00 for first and \$100.00 for each subsequent reinspection	4-1-2A4	Fine for failure to pass a reinspection	Code Enforcement
Fine	\$250.00 first day; \$500.00 for second day; \$750.00 for third and subsequent days	4-1-2B (114.3)(115.4)	Fine for any person who shall continue to work after having been served a stop work order	Code Enforcement
Fine	Not < \$25.00 \$100.00 nor > \$750.00 for each offense	4-1-4	Fine for violating any provisions of section 4-1-4, "Minimum Heating Standards For Residential Buildings", of this Code	Code Enforcement
Fine	Not < \$50.00 \$100.00 nor > \$750.00 for each offense	4-1-6	Fine for violating any provisions of title 4, chapter 1, "Building Code", of this Code	Code Enforcement
Fine	50% of original permit fee	4-2-2A4	If building is not completed within allotted time and building permit expires requiring an extension of up to 30 days	Code Enforcement
Fine	\$100.00 per day	4-2-2A4	Fine for each day after 30 days after the issuance of a building permit extension	Code Enforcement

Fine	\$50.00 for first and \$100.00 for each subsequent reinspection	4-2-2A4	Fine for failed reinspections	Code Enforcement
Fine	\$100.00	4-2-2A9	Fine for not using a wet saw	Code Enforcement
Fine	\$100.00 per day	4-2-2B (R-113.4)	Fine for failure to comply with orders	Code Enforcement
Fine	\$250.00 first day; \$500.00 for second day; \$750.00 for third and subsequent days	4-2-2B (R-114.2) R-114.6	Fine for any person who shall continue to work after having been served a stop work order	Code Enforcement
Fine	\$100.00	4-2-2B (R-115g)	Fine for failure to use City waste hauler	Code Enforcement
Fine	100.00	4-2-2B (R-115h)	Fine for failure to clean up street	Code Enforcement
Fine	Not < \$25.00 \$100.00 nor > \$750.00 for each offense	4-2-3	Fine for violating any	Code Enforcement
Fine	Not < \$25.00 \$100.00 nor > \$750.00 for each offense	4-2-5	Fine for violating any provisions of section 4-2-5 "Minimum Heating	Code Enforcement
Fine	Not < \$25.00 \$100.00 nor > \$750.00 for each offense	4-3-3	Fine for violating any	Code Enforcement
Fine	Not < \$25.00 \$100.00 nor > \$750.00 for each offense	4-4-3	Fine for violating any	Code Enforcement

Fine	Not \$25.00 \$100.00 nor >\$750.00 for each offense	4-4A-3	Fine for violating any provisions of title 4, chapter 4A, "Electrical Code", of this Code	Code Enforcement
Fine	Not \$25 \$100.00 nor >\$750.00 for each offense	4-4B-3	Fine for violating any provisions of title 4, chapter 4B, "Property Maintenance Code", of this Code	Code Enforcement
Fine	Not \$25.00 \$100.00 nor >\$750.00 for each offense	4-4C-3	Fine for violating any provisions of title 4, chapter 4C, "Fuel Gas Code", of this Code	Code Enforcement
Fine	Not \$25.00 \$100.00 nor >\$750.00 for each offense	4-4D-3	Fine for violating any provisions of title 4, chapter 4D, "Energy Conservation Code", of this Code	Code Enforcement
Fine	<u>Not \$100.00 nor > \$750.00 for each offense</u>	4-4E-3	<u>Fine for violating any provisions of title 4 Chapter 4E, "Swimming Pool and Spa Code", of this code</u>	Code Enforcement
Fee	\$75.00	4-5-2	Issuance of certificate of occupancy	Building and Zoning
Fee	50.00	4-5-3	Periodical, semiannual, or annual code compliance verification inspection	Building and Zoning
Fee	30.00	4-5-3	Periodical, semiannual, or annual business office suite code compliance verification inspection	Building and zoning
Fee	75.00	4-5-3	Code compliance reinspection	Building and zoning
Fee	125.00	4-5-4	Minimum for any permit to alter, remodel, repair or underpin any residential building, accessory structures or parts thereof provided the work authorized by permit does not exceed \$10,000.00	Building and zoning
Fee	\$1.50 per square foot	4-5-4A1	Single-family and multi-family residential addition building permit	Building and zoning
Fee	\$125.00 for first \$10,000.00 of valuation plus \$14.00 for each additional	4-5-4A2	Single-family and multi-family residential remodeling building permit	Building and zoning
Fee	\$1.40 per square foot	4-5-4A3	Single-family and multi-family residential new construction building permit	Building and zoning

Fee	Interior demolition shall be \$250.00 and demolition of	4-5-4A4	Single-family and multi-family residential demolition building permit	Building and zoning
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Fee	\$200.00 for first \$10,000.00 of valuation plus \$14.00 for each additional \$1,000.00 of valuation or fraction thereof up to \$1,000,000; thereafter, the fee shall be \$9.50 for each additional \$1,000.00 of valuation or fraction thereof for valuation in excess of \$1,000,000.00 and less than \$5,000,000.00; thereafter, the fee shall be \$7.50 for each \$1,000.00 of valuation or fraction thereof for valuation in excess of \$5,000,000.00	4-5-4B1	Commercial new construction building permit	Building and zoning
Fee	\$200 for first \$10,000 of valuation plus \$10 for each additional \$1,000 of valuation or fraction thereof up to \$1,000,000; Thereafter, the fee shall be \$8.50 for each \$1,000 of valuation or fraction thereof for valuation in excess of \$1,000,000 and less than \$5,000,000; Thereafter, the fee shall be \$6.50 for each \$1,000 of valuation or fraction thereof for valuation in excess of \$5,000,000	4-5-4B2	Industrial or commercial remodeling	Building and zoning
Fee	Interior demolition fee shall be \$300.00 and demolition of structure shall be \$1,000.00	4-5-4B3	Demolition permit for industrial and commercial buildings and accessory structures	Building and zoning
Fee	City will add 10% to all outside consulting services fees	4-5-4E	Fee to cover City staff time in processing reviews, submissions and outside consultant service fees	Building and zoning
Fee	750.00	4-5-4F	Engineering plan review new single-family residence	Building and zoning
Fee	500.00	4-5-4F	Engineering plan review for additions with footprint increase of 20% or more	Building and zoning
Fee	250.00	4-5-4F	Engineering plan review for additions with footprint increase of less than 20%	Building and zoning
Fee	100.00	4-5-4F	Engineering plan review for residential remodeling if review required	Building and zoning
Fee	100.00	4-5-4F	Engineering plan review for residential construction of a detached garage	Building and zoning
Fee	75.00	4-5-4F	Engineering plan review for residential accessory structure	Building and zoning
Fee	75.00	4-5-4F	Engineering plan review residential site grading permits	Building and zoning
Fee	50.00	4-5-4F	Engineering plan review for additional inspections	Building and zoning

Fee	2.5% of construction value	4-5-4F	Engineering plan review for commercial/industrial construction cost \$0.00 to \$50,000.00	Building and zoning
Fee	2.0% of construction value	4-5-4F	Engineering plan review for commercial/ industrial construction cost \$50,001.00 to \$250,000.00	Building and zoning
Fee	1.5% of construction value	4-5-4F	Engineering plan review \$250,001.00 and above	Building and zoning
Fee	\$750.00	4-5-4F	Engineering plan review new parking lot	Building and zoning

Fee	500.00	4-5-4F	Engineering plan review parking lot reconstruction	Building and zoning
Fee	250.00	4-5-4F	Engineering plan review parking lot resurfacing	Building and zoning
Fee	50% additional to standard fee	4-5-4F	Engineering plan review special flood hazard area development	Building and zoning
Fee	\$500.00	4-5-4F	Engineering plan review demolition, residential (building department fee)	Building and zoning
Fee	1,000.00	4-5-4F	Engineering plan review commercial demolition up to 5,000 square feet	Building and zoning
Fee	2,500.00	4-5-4F	Engineering plan review commercial demolition 5,001 to 25,000 square feet	Building and zoning
Fee	5,000.00	4-5-4F	Engineering plan review commercial demolition 25,001 to 50,000 square feet	Building and zoning
Fee	7,500.00	4-5-4F	Engineering plan review commercial demolition 50,001 to 75,000 square feet	Building and zoning
Fee	10,000.00	4-5-4F	Engineering plan review commercial demolition 75,001 square feet and over	Building and zoning
Fine	Minimum \$250.00 or cost of permit up to \$750.00 whichever is greater	4-5-4G	Fine for building projects without an approved building permit	Code enforcement
Fine	\$75.00 for first reinspection, \$100.00 for each subsequent reinspection for the same	4-5-4H	Fine for building reinspection	Code enforcement
Fee	\$100.00 plus \$40.00 zoning review	4-5-5	Swimming pool construction building permit and zoning review	Building and zoning
Fee	\$25.00	4-5-6	Fence building permit up to 70 feet in length	Building and zoning
Fee	50.00	4-5-6	Fence building permit greater than 70 feet in length	Building and zoning
Fee	40.00	4-5-6	Fence building permit zoning review	Building and zoning
Fee	60.00	4-5-7A	Electrical installation and alteration minimum building permit	Building and zoning

Fee	70.00	4-5-7A2	Electrical service upgrade or replacement for single-family residence for 100 amp building permit	Building and zoning
Fee	100.00	4-5-7A2	Electrical service upgrade or replacement for single-family residence for 200 amp building permit	Building and zoning
Fee	120.00	4-5-7A2	Electrical service upgrade or replacement for single-family residence for 400 amp building permit	Building and zoning
Fee	150.00	4-5-7A2	Electrical service upgrade or replacement for single-family residence for 600 amp building permit	Building and zoning
Fee	60.00	4-5-7A3	Electrical permit inspection	Building and zoning
Fee	\$70.00	4-5-7A5	Commercial electrical service upgrade or replacement 100 amp building permit	Building and zoning
Fee	\$100.00	4-5-7A5	Commercial electrical service upgrade or replacement 200 amp building permit	Building and zoning
Fee	\$120.00	4-5-7A5	Commercial electrical service upgrade or replacement 400 amp building permit	Building and zoning

Fee	\$150.00	4-5-7A5	Commercial electrical service upgrade or replacement 600 amp building permit	Building and zoning
Fee	\$200.00	4-5-7A5	Commercial electrical service upgrade or replacement 800 amp building permit	Building and zoning
Fee	\$250.00	4-5-7A5	Commercial electrical service upgrade or replacement 1,200 amp building permit	Building and zoning
Fee	\$300.00	4-5-7A5	Commercial electrical service upgrade or replacement 1,600 amp building permit	Building and zoning
Fee	\$350.00	4-5-7A5	Commercial electrical service upgrade or replacement greater than 1,600 amp building permit	Building and zoning
Fee	60.00	4-5-8A	Plumbing installation, alteration or extension of plumbing system minimum building permit	Building and zoning
Fee	75.00	4-5-8A1	Private well drilling building permit	Building and zoning
Fee	\$75.00 plus \$0.90 per head	4-5-8A3	Fire suppression system building permit	Building and zoning
Fee	\$50.00	4-5-9	Mechanical equipment other than air conditioning, refrigeration, elevators or fire protection systems for residential properties building permit	Building and zoning
Fee	150.00	4-5-9	Mechanical equipment other than air conditioning, refrigeration, elevators or fire protection systems for commercial and industrial properties building permit	Building and zoning
Fee	Per section 4-5-4B	4-5-9A	Mechanical systems, water, heaters in excess of 200 gallons and all hydronic boilers in not part of the regular permit fee shall be charged a permit fee per 4-5-4B	
Fee	150.00	4-5-10A	Plan examination for single-family home	Building and zoning

Fee	50.00	4-5-10B	Plan examination for detached garages and accessory structures for single-family homes	Building and zoning
Fee	75.00	4-5-10C	Plan examination fee for single-family home additions or alterations	Building and zoning
Fee	Plan review fees for commercial buildings will be based upon the square footage of the project area as listed below: 0-3,000 sq. ft. = \$60.00 per 1,000 sq. ft. 3,001 - 10,000 sq. ft. = \$70.00 per 1,000 sq. ft. 10,001 - 50,000 sq. ft. = \$80.00 per 1,000 sq. ft. More than 50,001 sq. ft. = \$100.00 per 1,000 sq. ft.	4-5-10D	Commercial building plan review for construction based upon square footage	Building and zoning
Fee	15% of base fee	4-5-10D1	Commercial building plan review for mechanical	Building and zoning
Fee	15% of base fee	4-5-10D2	Commercial building plan review for plumbing	Building and zoning
Fee	15% of base fee	4-5-10D3	Commercial building plan review for electrical	Building and zoning
Fee	5% of base fee	4-5-10D4	Commercial building plan review for fire protection	Building and zoning

Fee	\$100.00	4-5-11A	Elevator serving a building up to 3 floors inspection	Building and zoning
Fee	100.00	4-5-11B	Elevator reinspection	Building and zoning
Fee	200.00	4-5-11D	Elevator plan review	Building and zoning
Fee	An elevator permit fee will be required if not part of original building permit and priced per section 4-5-4B	4-5-11E	Elevator permit fee for separate conveyance	Building and zoning
Fee	36.00	4-5-12A	Heating fuel storage tank in conjunction with other construction 0 - 2,000 gallons building permit	Building and zoning
Fee	48.00	4-5-12A	Heating fuel storage tank in conjunction with other construction over 2,000 gallons building permit	Building and zoning
Fee	100.00	4-5-12B	Fuel storage tanks of flammable liquids 1,065 gallons or less building permit	Building and zoning
Fee	150.00	4-5-12B	Fuel storage tanks of flammable liquids 1,066 to 7,000 gallons building permit	Building and zoning
Fee	200.00	4-5-12B	Fuel storage tanks of flammable liquids 7,001 to 25,000 gallons building permit	Building and zoning

Fee	300.00	4-5-12B	Fuel storage tanks of flammable liquids 25,001 to 50,000 gallons building permit	Building and zoning
Fee	400.00	4-5-12B	Fuel storage tanks of flammable liquids 50,001 to 100,000 gallons building permit	Building and zoning
Fee	500.00	4-5-12B	Fuel storage tanks of flammable liquids over 100,000 gallons building permit	Building and zoning
Fee	500.00	4-5-13A1	Engineering plan review or inspection for new construction of single-family and multi-family residential which includes preliminary and final inspections	Building and zoning
Fee	500.00	4-5-13A2a	Engineering plan review or inspection for significant additions to single-family and multi-family where the footprint of the house is increased by 20% or more and/or grading is required which includes preliminary and final inspections	Building and zoning
Fee	250.00	4-5-13A2b	Engineering plan review or inspection for significant additions to single-family and multi-family where the footprint of the house is increased by 20% or more and grading is not required which includes preliminary and final inspections	Building and zoning
Fee	75.00	4-5-13A2c	Engineering plan review or inspection for additions to single-family or multi-family where the increase is less than 20% which includes preliminary and final inspections	Building and zoning
Fee	125.00	4-5-13A3a	Engineering plan review or inspection for remodeling where construction value is greater than \$20,000.00 in FEMA designated floodplain areas	Building and zoning
Fee	75.00	4-5-13A3a	Engineering plan review or inspection for remodeling where construction value is greater than \$20,000.00 for area not in designated floodplain	Building and zoning
Fee	75.00	4-5-13A3b	Engineering plan review or inspection for remodeling where construction value is less than \$20,000.00 which includes preliminary and final inspections	Building and zoning
Fee	75.00	4-5-13A4	Engineering plan review or inspection for construction of a detached garage which includes preliminary and final inspections	Building and zoning
Fee	50.00	4-5-13A5	Engineering plan review or inspection for construction of pools, decks, patios, gazebos, sidewalks with inspection	Building and zoning

Fee	25.00	4-5-13A6	Engineering plan review or inspection for construction of sheds or other small accessory structures, inspection included	Building and zoning
Fee	50.00	4-5-13A7	Engineering plan review or inspection for construction or maintenance work, inspection included, in ROW (including driveways and culverts)	Building and zoning
Fee	50.00	4-5-13A8	Engineering plan review or inspection for site grading (not in designated floodplain) inspection included	Building and Zoning
Fee	100.00	4-5-13A9	Engineering plan review or inspection for site grading (in floodplain) inspection included	Building and Zoning
Fee	35.00	4-5-13A10	Engineering plan review or inspection for floodplain determination, inspection not included	Building and Zoning

Fee	35.00	4-5-13A11	Engineering plan review or inspection of LOMRs, LOMAs, etc., inspection not included	Building and Zoning
Fee	2.50%	4-5-13B1	Engineering review fees for industrial or commercial properties with estimated cost of construction of \$0.00 to \$25,000.00	Building and Zoning
Fee	2.25%	4-5-13B1	Engineering review fees for industrial or commercial properties with estimated cost of construction of \$25,001.00 to \$50,000.00	Building and Zoning
Fee	2%	4-5-13B1	Engineering review fees for industrial or commercial properties with estimated cost of construction of \$50,001.00 to \$100,000.00	Building and Zoning
Fee	1.75%	4-5-13B1	Engineering review fees for industrial or commercial properties with estimated cost of construction of \$100,001.00 to \$250,000.00	Building and Zoning
Fee	1.50%	4-5-13B1	Engineering review fees for industrial or commercial properties with estimated cost of construction of \$250,001.00 to \$500,000.00	Building and Zoning
Fee	1.25%	4-5-13B1	Engineering review fees for industrial or commercial properties with estimated cost of construction of \$500,001.00 and over	Building and Zoning
Fee	\$500.00	4-5-13C	Engineering plan review fees for resurfacing or reconstruction work performed on a parking lot which includes 2 inspections	Building and Zoning
Fee	50.00	4-5-13D	Engineering plan review for subdivisions due to unforeseen events or required inspections	Building and Zoning
Fine	Not \$50.00 \$100.00	4-5-14	Fine for violating any provisions of title 4, chapter 5, "Building Permits And Fees", of this Code	Building and Zoning
Fine	Not >\$750.00	4-7-4B	Fine for continuing a violation beyond the time limit provided for in subsection 4-7-4A of this Code	Building and Zoning
Fee	\$75.00	4-7A-1-3	Application for a site development permit	Building and zoning
Fee	500.00	4-8A-5E	Water service reconnection fee	Water
Fee	\$9,000.00 per inch of diameter	4-8B-9A	Single-family residential water connection tap-on fee for properties that are not located within a special service area established for the purpose of construction of a potable water system or for those properties which are within a special service area but which are wholly exempt from ad valorem real estate taxes	Water
Fee	\$9,000.00 per unit	4-8B-9A	Multi-family residential (2 to 4 units) water connection tap-on fee for properties that are not located within a special service area established for the purpose of construction of a	Water
			potable water system or for those properties which are within a special service area but which are wholly exempt from ad valorem real estate taxes	

Fee	\$18,000.00 per inch of diameter	4-8B-9A	Multi-family residential (over 4 units) water connection tap-on fee for properties that are not located within a special service area established for the purpose of construction of a potable water system or for those properties which are within a special service area but which are wholly exempt from ad valorem real estate taxes	Water
Fee	\$24,000.00 per inch of diameter	4-8B-9A	Nonresidential service water connection tap-on fee for properties that are not located within a special service area established for the purpose of construction of a potable water system or for those properties which are within a special service area but which are wholly exempt from ad valorem real estate taxes	Water
Fee	\$400.00	4-8B-9B	Water connection tap-on fee for 1 inch tap for properties located within a special service area with no connection tap-on fee set forth in the ordinance establishing the special service area	Water
Fee	525.00	4-8B-9B	Water connection tap-on fee for 1.5 inch tap for properties located within a special service area with no connection tap-on fee set forth in the ordinance establishing the special service area	Water
Fee	675.00	4-8B-9B	Water connection tap-on fee for 2 inch tap for properties located within a special service area with no connection tap-on fee set forth in the ordinance establishing the special service area	Water
Fee	1,200.00	4-8B-9B	Water connection tap-on fee for 3 inch tap for properties located within a special service area with no connection tap-on fee set forth in the ordinance establishing the special service area	Water
Fee	2,000.00	4-8B-9B	Water connection tap-on fee for 4 inch tap for properties located within a special service area with no connection tap-on fee set forth in the ordinance establishing the special service area	Water
Fee	3,000.00	4-8B-9B	Water connection tap-on fee for 6 inch tap for properties located within a special service area with no connection tap-on fee set forth in the ordinance establishing the special service area	Water
Fee	\$500.00 per inch of diameter	4-8B-9B	Water connection tap-on fee for above 6 inch tap for properties located within a special service area with no connection tap-on fee set forth in the ordinance establishing the special service area	Water
Fee	\$200.00 per unit	4-8B-9B	In the event any building or premises contains more than 1 dwelling or commercial unit, an additional permit fee shall be made for each unit	Water
Fee	\$12,000.00 x # of in. of diameter	4-8B-9D	Upgrade to an existing connection where the size of the tap-on connection is increased	Water
Fee	\$325.00	4-8B-11	New customer service fee for whenever a new customer establishes an account for water service to a property, regardless of whether there is an already existing service connection to the property	Water
Fine	Not <\$50.00 nor >\$750.00 for each offense	4-8D-4	Fine for violating any provisions of title 4, chapter 8, article D, "Policy On Lawn Sprinkling And Other Outdoor Water Uses", of this Code	Code Enforcement

Fine	Not <\$25.00 nor >\$500.00 for each offense	4-10-10	Fine for violating any provisions of title 4, chapter 10, "Registration Of Defaulted Mortgage Property", of this Code	Code Enforcement
Fee	\$200.00 biannually	4-10-11	Registration fee for defaulted mortgage property	Building and Zoning

Fine	Not <\$25.00 nor >\$750.00 for each offense	4-11-4	Fine for violating any provision of title 4, chapter 11, "Fire Code", of this Code	Code Enforcement
Fine	Not <\$25.00 nor >\$750.00 for each offense	4-12-3	Fine for failure to comply with Existing Building Code	Code Enforcement
Fee	\$2,500.00	5-3-19F	Adult-use cannabis license fee	Admin
Fee	\$1,000.00	5-3-20	Temporary filming permit fee	Admin
Fee	\$50.00	5-9-2C	Sign permit for sign with 0 to 25 square feet	Building and Zoning
Fee	85.00	5-9-2C	Sign permit for sign with 26 to 50 square feet	Building and Zoning
Fee	\$110.00	5-9-2C	Sign permit for sign with 51 to 75 square feet	Building and zoning
Fee	175.00	5-9-2C	Sign permit for sign with 76 to 100 square feet	Building and zoning
Fee	\$175.00 plus \$5.00 per square foot over 100	5-9-2C	Sign permit for sign with 101 and over square feet	Building and zoning
Fee	\$50.00	5-9-2C	Temporary sign permit for all sized signs	Building and zoning
Escrow	Not >\$500.00	5-10-3J	Escrow deposit whenever an application for a zoning or occupancy certificate for a new or altered structure or use indicates, in the opinion of the zoning administrator, that the operations or activities to be conducted may violate the restrictions of title 5, chapter 7 of this code, the zoning administrator shall require the deposit of an escrow as a condition precedent to issuing a zoning or occupancy certificate	Building and zoning
Fee	\$75.00 for residential; \$100.00 for commercial	5-10-3K	Certificate of zoning compliance for existing use	Building and zoning
Escrow	Refundable deposit not < \$500.00 nor > \$10,000.00	5-10-7D	Refundable escrow deposit for all zoning applications to offset the direct costs of the application incurred by the City. If costs exceed the available escrow balance, applicant will be required to replenish the account. If a balance remains the money will be refunded or applied to any building permit cost.	Building and zoning

Fee	\$300.00	5-10-14	Any person, firm, corporation, or agent who shall file a petition for text amendment(s)	Building and zoning
Fee	300.00	5-10-14	Any person, firm, corporation, or agent who shall file a petition for map amendment(s) less than 1 acre	Building and zoning
Fee	500.00	5-10-14	Any person, firm, corporation, or agent who shall file a petition for map amendment(s) 1 to 5 acres	Building and zoning
Fee	1,400.00	5-10-14	Any person, firm, corporation, or agent who shall file a petition for map amendment(s) 5 to 10 acres	Building and zoning
Fee	2,000.00	5-10-14	Any person, firm, corporation, or agent who shall file a petition for map amendment(s) 10 to 20 acres	Building and zoning
Fee	2,700.00	5-10-14	Any person, firm, corporation, or agent who shall file a petition for map amendment(s) over 20 acres	Building and zoning
Fee	350.00	5-10-14	Any person, firm, corporation, or agent who shall file a petition for planned unit development(s) less than 1 acre	Building and zoning
Fee	650.00	5-10-14	Any person, firm, corporation, or agent who shall file a petition for planned unit development(s) 1 to 5 acres	Building and zoning
Fee	1,700.00	5-10-14	Any person, firm, corporation, or agent who shall file a petition for planned unit development(s) 5 to 10 acres	Building and zoning

Fee	2,200.00	5-10-14	Any person, firm, corporation, or agent who shall file a petition for planned unit development(s) 10 to 20 acres	Building and zoning
Fee	2,800.00	5-10-14	Any person, firm, corporation, or agent who shall file a petition for planned unit development(s) over 20 acres	Building and zoning
Fee	150.00	5-10-14	Any person, firm, corporation, or agent who shall file a petition for subdivisions less than 1 acre	Building and zoning
Fee	300.00	5-10-14	Any person, firm, corporation, or agent who shall file a petition for subdivisions 1 to 5 acres	Building and zoning
Fee	700.00	5-10-14	Any person, firm, corporation, or agent who shall file a petition for subdivisions 5 to 10 acres	Building and zoning
Fee	1,700.00	5-10-14	Any person, firm, corporation, or agent who shall file a petition for subdivisions 10 to 20 acres	Building and zoning
Fee	2,800.00	5-10-14	Any person, firm, corporation, or agent who shall file a petition for subdivisions over 20 acres	Building and zoning
Fee	400.00	5-10-14	Any person, firm, corporation, or agent who shall file a petition for special use(s)	Building and zoning
Fee	150.00	5-10-14	Any person, firm, corporation, or agent who shall file a petition for variation(s)	Building and zoning
Fee	150.00	5-10-14	Any person, firm, corporation, or agent who shall file appeals from decisions of zoning administrator for property located in the R-1 residential district and used for single-family residential purposes	Building and zoning
Fee	250.00	5-10-14	Any person, firm, corporation, or agent who shall file appeals from decisions of zoning administrator for all other property	Building and zoning

Fee	40.00	5-10-14	Any person, firm, corporation, or agent who shall require plan examination for single-family residential district (R-1) plan examination for principal uses	Building and zoning
Fee	40.00	5-10-14	Any person, firm, corporation, or agent who shall require plan examination for single-family residential district (R-1) plan examination for accessory uses	Building and zoning
Fee	\$50.00 plus \$5.00 for each additional dwelling unit	5-10-14	Any person, firm, corporation, or agent who shall require plan examination for general residential district (R-2) plan examination for principal uses for a 6 dwelling unit structure or less	Building and zoning
Fee	\$40.00 plus \$5.00 for each additional accessory use	5-10-14	Any person, firm, corporation, or agent who shall require plan examination for general residential district (R-2) plan examination for accessory uses for a single accessory use of a 6 dwelling unit structure or less	Building and zoning
Fee	\$75.00	5-10-14	Any person, firm, corporation, or agent who shall require plan examination for business districts (B-1 through B-4) plan examination for principal uses	Building and zoning
Fee	60.00	5-10-14	Any person, firm, corporation, or agent who shall require plan examination for business districts (B-1 through B-4) plan examination for accessory uses	Building and zoning
Fee	75.00	5-10-14	Any person, firm, corporation, or agent who shall require plan examination for office/research park district (O-1) plan examination for principal uses	Building and zoning
Fee	60.00	5-10-14	Any person, firm, corporation, or agent who shall require plan examination for office/research park district (O-1) plan examination for accessory uses	Building and zoning
Fee	75.00	5-10-14	Any person, firm, corporation, or agent who shall require plan examination for special uses	Building and zoning
Fee	50.00	5-10-14	Any person, firm, corporation, or agent who shall require plan examination for uses not involving buildings and/or new construction	Building and zoning
Fine	Not <\$25.00 nor >\$750.00 for each offense	5-12-1	Fine for any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with or who resists the enforcement of any of the provisions of title 5 of this code	Building and zoning
Fee	\$12.00 x est. population	6-3-7B	Impact fee contribution for library purposes for plat approvals	Building and zoning
Fee	See subdivision code	6-3-8B1	Impact fee contribution for fire protection district purpose for plat approvals	Building and zoning
Fee	\$75.00	6-5-3D	For final subdivision approval, applicant must remit fee for each road sign required by the city engineer at all road intersections	Building and zoning
Fee	\$500.00 per acre	6-7-4A	Plan review fee for approval of preliminary and final plats and subdivision improvements	Building and zoning

Fee	\$50.00 per filing plus reimbursement of costs as set by Cook County recorder	6-7-4B	Review and filing fees for preliminary or final plats	Building and zoning
Fee	2.50%	6-7-4C	City engineer review fees for subdivision improvements with an estimated cost of construction of \$0.00 to \$25,000.00	Building and zoning
Fee	2.25%	6-7-4C	City engineer review fees for subdivision improvements with an estimated cost of construction of \$25,001.00 to \$50,000.00	Building and zoning
Fee	2.00%	6-7-4C	City engineer review fees for subdivision improvements with an estimated cost of construction of \$50,001.00 to \$100,000.00	Building and zoning
Fee	1.75%	6-7-4C	City engineer review fees for subdivision improvements with an estimated cost of construction of \$100,001.00 to \$250,000.00	Building and zoning
Fee	1.50%	6-7-4C	City engineer review fees for subdivision improvements with an estimated cost of construction of \$250,001.00 to \$500,000.00	Building and zoning
Fee	1.25%	6-7-4C	City engineer review fees for subdivision improvements with an estimated cost of construction of \$500,001.00 and over	Building and zoning
Fee	1.00%	6-7-4C	City review fees for subdivision improvements with an estimated cost of construction of \$0.00 to \$500,001.00 and over	Building and zoning
Fee	\$100.00	6-7-4D	Plan commission petition fee for first appearance	Building and zoning
Fee	100.00	6-7-4E	Subdivision fee for less than 1 acre	Building and zoning
Fee	25.00	6-7-4E	Subdivision fee for 1 to 5 acres	Building and zoning
Fee	500.00	6-7-4E	Subdivision fee for 5 to 10 acres	Building and zoning
Fee	1,500.00	6-7-4E	Subdivision fee for 10 to 20 acres	Building and zoning
Fee	2,500.00	6-7-4E	Subdivision fee for over 20 acres	Building and zoning
Fine	Not <\$10.00 nor >\$500.00 for each offense plus costs of action	6-7-7	Fine for violating any provisions of title 6, chapter 7, "Administration And Enforcement", of this code	Code enforcement
Fee	\$35.00	7-1-13	Fee for floodplain determination report regarding information for existing structures or vacant property	Building and zoning

Fee	70.00	7-1-13	Fee for floodplain determination report regarding improvement to existing structures	Building and zoning
Fee	100.00	7-1-13	Fee for floodplain determination report regarding new construction or development (building permit)	Building and zoning
Fine	Not <\$10.00 nor >\$1,000.00 for each offense	7-1-15A2	Fine for violating any provision of title 7, chapter 1, "Flood Control Regulations", of this code	Code enforcement

Fine	Not <\$50.00 nor >\$500.00 for each offense	8-1-3C	Fine for violating section 8-1-3, "Stormwater Runoffs", of this code	Code enforcement
Fee	\$75.00 plus costs associated with plan review and site inspection	8-1-4	Permit application fee for any work within any public right of way	Building and zoning
Fee	\$75.00 plus costs associated with plan review and site inspection	8-1-5	Permit application fee for any work associated with the removal, resurfacing, or reconstruction of an existing or proposed private driveway	Building and zoning
Fine	\$25.00 per day or payment of all costs for the city to correct violation	8-1-6	Fine for violating any provision of title 8, chapter 1, "Roadway Ditches And Swales; Public Rights Of Way And Driveways", of this code	Code enforcement
Fee	\$50.00	8-2-4	Permit fee for parades (does not apply to religious, civic or social groups of the city)	Building and zoning
Fine	Not <\$50.00 nor >\$500.00 for each offense	8-2-6	Fine for violating or failing to comply with any provisions of title 8, chapter 2, "Parades", of this code	Code enforcement
Fine	Not <\$25.00 nor >\$500.00 for each offense	8-3-1-1D	Fine for any person who removes, causes the removal of, or be in the possession of any car or vehicle taken from a designated storage location without first having paid all towing, preparation and storage fees	Police
Fine	Not <\$25.00 nor >\$500.00 for each offense plus payment for any damage to city property	8-3-1-2C	Fine for violating any of the provisions of section 8-3-1-2, "Obstruction Of Snow Removal", of this code	Police
Fine	50% of actual cost incurred by city for snow plowing or removal plus actual cost incurred	8-3-1-3B	Fine for cost incurred for snow plowing or removal plus administrative costs for snow removal of any street becomes a necessary access route to reach lawfully occupied residences within a development	Code enforcement
Fine	Not <\$25.00 nor >\$500.00 for each offense	8-3-1-4	Fine for violating any of the provisions of title 8, chapter 3, "Streets, Sidewalks And Public Ways", of this code	Code enforcement
Fine	Not <\$50.00 nor >\$500.00 for each offense plus restitution	8-3-3B1	Fine for violating any provision of subsection 8-3-3A of this code	Code enforcement
Fine	Full restitution to the city for all damages created	8-3-3B2	Fine for violating any provision of subsection 8-3-3A of this code	Code enforcement
Fine	Not <\$25.00 nor >\$500.00 for each offense	8-3-4E	Fine for violation of any provisions of section 8-3-4, "Maintenance Responsibilities Of Abutting Property Owners", of this code	Code enforcement
Fine	Cost of removal	8-3-5C	Fee for the cost of removal of an obstruction on a public easement which the city has determined is in violation of section 8-3-5, "Obstructing Public Easements", of this code which the property owner has failed to remove after being given 30 days' notice	Code enforcement
Fine	\$200.00 per day	8-4-7-12C1	Fine for failure to activate the system in accordance with the franchise agreement, unless the city approved the delay	Admin
Fine	\$200.00 per day	8-4-7-12C2	Fine for failure to complete system construction, in accordance with grantee's franchise, within the primary service area, unless the city approves the delay	Admin

Fine	\$200.00 per day	8-4-7-12C3	Fine for failure to provide data, documents, reports or information as required in title 8, chapter 4, "Cable Communications", of this code or the franchise agreement unless the city approved the delay	Admin
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Fine	\$200.00 per day	8-4-7-12C4	Fine for failure to cooperate or provide data, documents, reports, or information in conjunction with the performance evaluation session provided for by section 8-4-4-4 of this code	Admin
Fine	\$200.00 per day	8-4-7-12C5	Fine for failure to test, analyze and report on the performance of the system within 30 days after required by the city following a performance evaluation session, unless the city approves the delay	Admin
Fine	\$200.00 per day	8-4-7-12C6	Fine for failure to modify the system or provide additional service within 30 days after required by the city following a performance evaluation session, unless the city approves the delay	Admin
Fine	\$200.00 per day	8-4-7-12C7	Fine for failure to comply with construction, reconstruction, line extension, operation or maintenance standards, unless the city approves the delay	Admin
Fine	\$200.00 per day	8-4-7-12C8	Fine for failure to comply with any customer service standards, unless the city approves the delay	Admin
Fine	Less than or equal to \$500.00	8-4-7-12C9	Fine for persons or commercial entities who violate any of the provisions of title 8, chapter 4, "Cable Communications", of this Code	Admin
Fee	\$20.00 per month	8-5-1	Fee for use and service of the City sewerage system for residential users	Sewer
Fee	\$24.50 per month	8-5-1	Fee for use and service of the City sewerage system for commercial users	Sewer
Fee	\$49.00 per month plus \$6.25 per month for each additional unit	8-5-1	Fee for use and service of the City sewerage system for multi-units	Sewer
Fee	Variable costs	8-5-3	Any additional administrative fees/penalties for collections process for sewer service	Sewer
Fee	\$50.00 plus \$25.00 for each subsequent	8-5-7A	Fee for inspection of any connection to any sanitary sewer owned or controlled by the City	Sewer
Fee	\$1,125.00	8-5-7B	Fee for a service connection to any sanitary sewer owned or controlled by the City	Sewer
Fine	Not <\$50.00 nor >\$500.00 for each offense	8-5-7I	Fine for violating any subsections of section 8-5-7, "Service Connections", of this Code	Sewer
Fine	Not <\$50.00 nor >\$500.00 for each offense	8-5-9C	Fine for violating any provision of section 8-5-9, "Compliance With Court Decree", of this Code with respect to sewers	Sewer
Fine	Less than or equal to \$500.00	8-5-14B	Fine for any person who shall continue any violation beyond the time limit provided for corrections to be made per subsection 8-5-14A of this Code with respect to sewers	Sewer
Fine	Not >\$500	8-6-8	Violations and penalty for municipal tree ordinance	Admin
Fee	\$15.00 plus kennel fees	9-1-4B1b	Fee for impoundment of animal	Police

Fine	Not <\$75.00 nor >\$500.00	9-1-4B4	Fine for violating any provision of subsection 9-1-4B of this Code	Police
Late fee	Not <\$75.00 nor >\$500.00	9-1-4B4	Additional penalty for failure to pay fine as stipulated by subsection 9-1-4B of this Code within 15 days	Police
Fine	Not <\$75.00 nor >\$500.00	9-1-7B	Fine for violating any provision of section 9-1-7, "Rabies Inoculation Required", of this Code	Police
Late fee	Not <\$75.00 nor >\$500.00	9-1-7B	Additional penalty for failure to pay fine as stipulated by section 9-1-7, "Rabies Inoculation Required", of this Code within 15 days	Police
Fee	\$24.00	9-1-11E	Fee for first time annual animal license if purchased on or before March 31 (not required for assistance dogs or governmental police dogs)	Admin
Fee	48.00	9-1-11E	Fee for first time annual animal license if purchased on or after April 1	Admin

Fee	12.00	9-1-11E	Fee for renewal of annual animal license if purchased on or before March 31	Admin
Fee	24.00	9-1-11E	Fee for renewal of annual animal license if purchased on or after April 1	Admin
Fine	24.00	9-1-11E	Fine for violating subsection 9-1-11E of this Code	Police
Fee	15.00	9-1-11F	Housing cost daily fee for animals at large which are impounded	Police
Fee	15.00	9-1-11F	Stray animal impoundment fee	Police
Fee	12.50	9-1-11F	Bordetella shot necessary to kennel animal which is impounded	Police
Fine	10.00	9-1-11F	Penalty for impoundment of an animal at large which is unlicensed	Police
Fee	90.00	9-1-18C3	Initial chicken keeping license fee	Admin
Fee	40.00	9-1-18E1d	Annual chicken keeping license renewal fee	Admin
Fee	66.00	9-1-20B2	Annual license fee to operate a pet shop	Admin
Fee	66.00	9-1-20B2	Annual license fee to operate a kennel with a capacity of 1 to 10 animals	Admin
Fee	132.00	9-1-20B2	Annual license fee to operate a kennel with a capacity of 11 to 25 animals	Admin
Fee	198.00	9-1-20B2	Annual license fee to operate a kennel with a capacity of 26 or more animals	Admin
Fine	Not <\$100.00 nor >\$750.00 for each offense	9-1-21	Fine for violating any provision of title 9, chapter 1, "Animal Control", of this code	Police

Fine	Not <\$25.00 nor >\$500.00 for each offense	9-2-1	Fine for any person convicted of disorderly conduct	Police
Fine	Not <\$25.00 nor >\$500.00 for each offense	9-2-2	Fine for violating the provisions of section 9-2-2, "Inciting Riots", of this code	Police
Fine	Not <\$25.00 nor >\$500.00 for each offense	9-2-3F	Fine for violating any provision of section 9-2-3, "Drinking In Public", of this code	Police
Fine	Not <\$50.00 nor >\$500.00 for each offense	9-2-4A	Fine for any person who wilfully defaces, mars, injures, destroys or removes any vault, tomb, monument, gravestone, memorial of the dead, church, synagogue, or any other structure constituting a place of worship of any religion, sect, or group of any part of any contents thereof, or any fence, tree, shrub or plant appurtenant (defacing and injuring houses of worship and cemeteries)	Police
Fine	Not <\$25.00 nor >\$500.00 for each offense	9-2-4B	Fine for any person who cuts, injures, marks, or defaces any public building, sewer, water pipe, hydrant or other city property, or any tree, grass, shrub or walk in any public way or public park (damage to public property)	Police
Fine	Not >\$50.00	9-2-5	Fine for any person who shall disquiet or disturb any congregation or assembly met for religious worship by making a noise, or by rude and indecent behavior or profane discourse within the place of worship, or so near to the same as to disturb the order and solemnity of the meeting (disturbing places of worship)	Police
Fine	Not <\$25.00 nor >\$500.00 for each offense	9-2-7C2	Fine for committing vandalism as stated in subsection 9-2- 7B of this code, vandalism offenses	Police
Fine	Not <\$25.00 nor >\$500.00 for each offense	9-2-8D	Fine for conviction of any violation of the provisions of section 9-2-8, "Parental Responsibility", of this code	Police
Fine	Not <\$50.00	9-2-9E	Fine for violating a provision of section 9-2-9, "Curfew Hours For Minors", of this code	Police
Fine	Not <\$25.00 nor >\$500.00 for each offense	9-2-10G	Fine for violating the provisions of section 9-2-10, "Firearms", of this code	Police

Fine	\$250.00 plus \$250.00 if not paid within 15 days	9-2-11FE	Fine for violating any provision of section 9-2-11, "Possession Of Cannabis", of this code	Police
Fine	\$750.00	9-2-12D	Fine for violating any provision of section 9-2-12, "Drug Paraphernalia", of this code	Police
Fine	\$100.00 for first offense; \$500.00 for the second offense	9-2-13I	Fine for violating any provision of section 9-2-13, "Possession Or Purchase Of Tobacco, Tobacco Accessories Or Smoking Herbs By Minors", of this code	Police
Fine	Not < \$150.00 nor > \$750.00 for each offense	9-2-15	Fine for theft	Police
Fine	Not < \$150.00 nor > \$750.00 for each offense	9-2-16E	Fine for retail theft	Police
Fine	Not <\$25.00 nor >\$500.00 for each offense	9-3-3A1a	Fine for the maintenance or operation of an alarm system without an alarm user permit or after an alarm user permit has been revoked pursuant to section 9-3-5, "Revocation Of Alarm User Permit", of this code	Police
Fee	\$50.00	9-3-3C1	Fee for alarm user permit for the first calendar year	Admin
Fee	40.00	9-3-3C2	Fee for annual renewal of alarm user permit on or before March 31 of the new calendar year	Admin
Fee	80.00	9-3-3C2	Fee for annual renewal of alarm user permit on or after April 1 of the new calendar year	Admin
Fee	\$125.00 per occurrence	9-3-4A1	Fee for 4 or more alarm occurrences in 1 calendar year	Police
Fee	\$50.00 plus all past due service charges if applicable	9-3-5C	Fee for reinstatement of a revoked alarm user permit pursuant to section 9-3-5, "Revocation Of Alarm User Permit", of this code	Police
Fine	Not >\$750.00	9-4-4D	Fine for any violation under title 9, chapter 4, "Administrative Adjudication", of this code	Police
Fine	\$500.00	9-4-4E	Upon a plea or finding of liability that there will be a minimum hearing cost of \$50.00 assessed.	Police
Fine	Not >\$250.00	9-4-6B	Fine for violation of any provision of title 10, "Motor Vehicles And Traffic", of this code, or any compliance violation, or violation of any other city ordinance regulating the standing, parking or condition of motor vehicles, other than handicapped parking	Police
Fine	Not >\$200.00	9-4-6C	Fine for violation of any city ordinance regulating handicapped parking	Police
Fine	\$150.00	9-4-7H	Fine for immobilization of a vehicle	Police
Fine	Not >\$500.00	9-4-7H	Fine for impoundment and towing of a vehicle	Police

Fee	\$ 75.00	10-1-7A	Fee for annual vehicle license for passenger vehicles (including, but not limited to, motor cars), base fee if purchased before March 31	Admin
Fee	112.50	10-1-7A	Fee for annual vehicle license for passenger vehicles (including, but not limited to, motor cars), late fee if purchased after April 1	Admin
Fee	150.00	10-1-7A	Fee for annual vehicle license for passenger vehicles (including, but not limited to, motor cars), late fee if purchased after June 1	Admin
Fee	37.50	10-1-7A	Fee for annual vehicle license for passenger vehicles (including, but not limited to, motor cars), partial year prorated fee after October 1	Admin
Fee	40.00	10-1-7A	Fee for annual vehicle license for other motorized vehicles (including, but not limited to, motorcycles and motor scooters), base fee if purchased before March 31	Admin
Fee	60.00	10-1-7A	Fee for annual vehicle license for other motorized vehicles (including, but not limited to, motorcycles and motor scooters), late fee if purchased after April 1	Admin

Fee	80.00	10-1-7A	Fee for annual vehicle license for other motorized vehicles (including, but not limited to, motorcycles and motor scooters), late fee if purchased after June 1	Admin
Fee	20.00	10-1-7A	Fee for annual vehicle license for other motorized vehicles (including, but not limited to, motorcycles and motor scooters), partial year prorated fee after October 1	Admin
Fee	30.00	10-1-7A	Fee for annual vehicle license for antique vehicles and recreational vehicles (must have state issued antique or recreational vehicle license plate), base fee if purchased before March 31	Admin
Fee	45.00	10-1-7A	Fee for annual vehicle license for antique vehicles and recreational vehicles (must have state issued antique or recreational vehicle license plate), late fee if purchased after April 1	Admin
Fee	60.00	10-1-7A	Fee for annual vehicle license for antique vehicles and recreational vehicles (must have state issued antique or recreational vehicle license plate), late fee if purchased after June 1	Admin
Fee	15.00	10-1-7A	Fee for annual vehicle license for antique vehicles and recreational vehicles (must have state issued antique or recreational vehicle license plate), partial year prorated fee after October 1	Admin
Fee	35.00	10-1-7A	Fee for annual vehicle license for senior citizens. Must be 65 years of age or older (only 1 vehicle license issued at lower rate to same household), base fee if purchased before March 31	Admin
Fee	52.50	10-1-7A	Fee for annual vehicle license for senior citizens. Must be 65 years of age or older (only 1 vehicle license issued at lower rate to same household), late fee if purchased after April 1	Admin
Fee	70.00	10-1-7A	Fee for annual vehicle license for senior citizens. Must be 65 years of age or older (only 1 vehicle license issued at lower rate to same household), late fee if purchased after June 1	Admin

Fee	17.50	10-1-7A	Fee for annual vehicle license for senior citizens. Must be 65 years of age or older (only 1 vehicle license issued at lower rate to same household), partial year prorated fee after October 1	Admin
Fee	35.00	10-1-7A	Fee for annual vehicle license for disabled. Only 1 vehicle license issued at lower rate to same household (must have state issued disability license plate), base fee if purchased before March 31	Admin
Fee	52.50	10-1-7A	Fee for annual vehicle license for disabled. Only 1 vehicle license issued at lower rate to same household (must have state issued disability license plate), late fee if purchased after April 1	Admin
Fee	70.00	10-1-7A	Fee for annual vehicle license for disabled. Only 1 vehicle license issued at lower rate to same household (must have state issued disability license plate), late fee if purchased after June 1	Admin
Fee	17.50	10-1-7A	Fee for annual vehicle license for disabled. Only 1 vehicle license issued at lower rate to same household (must have state issued disability license plate), partial year prorated fee after October 1	Admin
Fee	95.00	10-1-7A	Fee for annual vehicle license for commercial vehicle class B 8,000 pounds or less, base fee if purchased before March 31	Admin
Fee	142.50	10-1-7A	Fee for annual vehicle license for commercial vehicle class B 8,000 pounds or less, late fee if purchased after April 1	Admin
Fee	190.00	10-1-7A	Fee for annual vehicle license for commercial vehicle class B 8,000 pounds or less, late fee if purchased after June 1	Admin

Fee	47.50	10-1-7A	Fee for annual vehicle license for commercial vehicle class B 8,000 pounds or less, partial year prorated fee after October 1	Admin
Fee	135.00	10-1-7A	Fee for annual vehicle license for commercial vehicle class D 8,001 pounds to 12,000 pounds, base fee if purchased before March 31	Admin
Fee	202.50	10-1-7A	Fee for annual vehicle license for commercial vehicle class D 8,001 pounds to 12,000 pounds, late fee if purchased after April 1	Admin
Fee	270.00	10-1-7A	Fee for annual vehicle license for commercial vehicle class D 8,001 pounds to 12,000 pounds, late fee if purchased after June 1	Admin
Fee	67.50	10-1-7A	Fee for annual vehicle license for commercial vehicle class D 8,001 pounds to 12,000 pounds, partial year prorated fee after October 1	Admin
Fee	175.00	10-1-7A	Fee for annual vehicle license for commercial vehicle class F 12,001 pounds to 16,000 pounds, base fee if purchased before March 31	Admin
Fee	262.50	10-1-7A	Fee for annual vehicle license for commercial vehicle class F 12,001 pounds to 16,000 pounds, late fee if purchased after April 1	Admin

Fee	350.00	10-1-7A	Fee for annual vehicle license for commercial vehicle class F 12,001 pounds to 16,000 pounds, late fee if purchased after June 1	Admin
Fee	87.50	10-1-7A	Fee for annual vehicle license for commercial vehicle class F 12,001 pounds to 16,000 pounds, partial year prorated fee after October 1	Admin
Fee	215.00	10-1-7A	Fee for annual vehicle license for commercial vehicle class H 16,001 pounds and over, base fee if purchased before March 31	Admin
Fee	322.50	10-1-7A	Fee for annual vehicle license for commercial vehicle class H 16,001 pounds and over, late fee if purchased after April 1	Admin
Fee	430.00	10-1-7A	Fee for annual vehicle license for commercial vehicle class H 16,001 pounds and over, late fee if purchased after June 1	Admin
Fee	107.50	10-1-7A	Fee for annual vehicle license for commercial vehicle class H 16,001 pounds and over, partial year prorated fee after October 1	Admin
Fee	15.00	10-1-7A	Fee for transfer of annual vehicle license	Admin
Fee	15.00	10-1-7A	Fee for duplicate annual vehicle license	Admin
Fine	Not >\$200.00	10-1-15	Fine for violating any of the provisions of title 10, chapter 1, "Vehicle Licenses", of this code	Police
Fine	Not <\$75.00	10-4-1A	Fine for any driver of a vehicle who disobeys the instructions of an official traffic device unless otherwise directed by a police officer	Police
Late fee	\$75.00	10-4-1A	Additional penalty for failure to pay fine as stipulated by subsection 10-4-1A of this code within 15 days	Police
Fine	Not <\$100.00 nor >\$500.00	10-5-3C	Fine for every person who is convicted of a violation of section 10-5-3, "Driving Under The Influence", of this code	Police
Fine	Not <\$25.00 nor >\$500.00	10-5-4B	Fine for every person convicted of reckless driving (first conviction)	Police
Fine	Not <\$100.00 nor >\$500.00	10-5-4B	Fine for every person convicted of reckless driving (second or subsequent conviction)	Police
Fine	Not <\$100.00 nor >\$500.00	10-5-5	Fine upon conviction for any person who, as an operator of a motor vehicle, is a participant in drag racing	Police
Fine	\$75.00	10-5-6B	Fine for any person convicted of negligent driving	Police
Late fee	75.00	10-5-6B	Additional penalty for failure to pay fine as stipulated by subsection 10-5-6B of this code within 15 days	Police
Fine	Not >\$500.00	10-7-20	Fine for failure to dispose of any inoperable motor vehicle upon receipt of a notice from the city	Code enforcement
Fine	Not <\$75.00	10-7-42C	Fine for violating any provision of section 10-7-42, "Skateboards Prohibited", of this code	Police

Late fee	Not <\$75.00 nor >\$500.00	10-7-42C	Additional penalty for failure to pay fine as stipulated by section 10-7-42, "Skateboards Prohibited", of this code within 15 days	Police
Fine	Not <\$75.00 nor >\$500.00	10-7-43C	Fine for violating any provision of section 10-7-43, "Loitering", of this code	Police
Late fee	Not <\$75.00 nor >\$500.00	10-7-43C	Additional penalty for failure to pay fine as stipulated by section 10-7-43, "Loitering", of this code within 15 days	Police
Fine	Not <\$75.00 nor >\$500.00	10-8-1A	Fine for any vehicle standing in an intersection, except when necessary to avoid conflict with other traffic or in compliance with the directions of a police officer or traffic control device	Police
Late fee	Not <\$75.00 nor >\$500.00	10-8-1A	Additional penalty for failure to pay fine as stipulated by subsection 10-8-1A of this code within 15 days	Police
Fine	Not <\$75.00 nor >\$500.00	10-8-1B	Fine for any vehicle standing in a crosswalk, except when necessary to avoid conflict with other traffic or in compliance with the directions of a police officer or traffic control device	Police
Late fee	Not <\$75.00 nor >\$500.00	10-8-1B	Additional penalty for failure to pay fine as stipulated by subsection 10-8-1B of this code within 15 days	Police
Fine	Not <\$75.00 nor >\$500.00	10-8-1E	Fine for any vehicle standing within 30 feet of a traffic signal on the approaching side, except when necessary to avoid conflict with other traffic or in compliance with the directions of a police officer or traffic control device	Police
Late fee	Not <\$75.00 nor >\$500.00	10-8-1E	Additional penalty for failure to pay fine as stipulated by subsection 10-8-1E of this code within 15 days	Police
Fine	Not <\$75.00 nor >\$500.00	10-8-1J	Fine for any vehicle standing either alongside or opposite any street excavation or obstruction when such parking would obstruct traffic, except when necessary to avoid conflict with other traffic or in compliance with the directions of a police officer or traffic control device	Police
Late fee	Not <\$75.00 nor >\$500.00	10-8-1J	Additional penalty for failure to pay fine as stipulated by subsection 10-8-1J of this code within 15 days	Police

Fine	Not <\$75.00 nor >\$500.00	10-8-5	Fine for any person who parks a vehicle between the hours of 2:00 A.M. and 6:00 A.M. of any day on any street, except for emergency purposes. In all of the districts, it shall be unlawful for any person to park a vehicle weighing in excess of 8,000 pounds on any street for a period of time longer than 30 minutes between the hours of 2:00 A.M. and 6:00 A.M. for any day except for emergency purposes	Police
Late fee	Not <\$75.00 nor >\$500.00	10-8-5	Additional penalty for failure to pay fine as stipulated by section 10-8-5, "All Night Parking", of this code within 15 days	Police
Fine	Not >\$200.00	10-8-7-17	Fine for any person violating any provisions of section 10-8-7, "Abandoned, Lost, Stolen, Hazardous Unclaimed Vehicles", of this code	Police
Fine	Not <\$10.00 nor >\$500.00	10-8-8	Fine for any person violating any provision of section 10-8-8, "Willow Woods Condominium Complex Parking Regulations", of this code	Police
			Regulations", of this code	
Fine	Not <\$10.00 nor >\$500.00	10-8-9	Fine for any person violating any provision of section 10-8-9, "Willow Heights Condominium Complex Parking Regulations", of this code	Police
Fine	Not <\$10.00 nor >\$500.00	10-8-10	Fine for any person violating any provision of section 10-8-10, "Rob Roy Country Club Village Condominium Complex Parking Regulations", of this code	Police
Fine	Not <\$10.00 nor >\$500.00	10-8-11C	Fine for any person violating any provision of section 10-8-11, "Wimbledon Lake Estates Residential Development Parking Regulations", of this code	Police
Fee	\$2.00	10-8-12A1	Fee for parking for 12 hour period, or part thereof, at the Metra Commuter Station	Admin
Fine	\$75.00 if paid within 15 days and \$150.00 if more than 15 days from the date of the violation	10-8-12E4	Fine for failure to pay required Metra Commuter Station parking fee as stipulated in section 10-8-12, "Metra Commuter Station Regulations", of this code	Police
Fee	\$30.00	10-8-12F3	Fee for monthly "daily" parking permit which allows parking every business day for a designated month at the Metra Commuter Station	Admin
Fee	3.50	10-8-12F4	Fee for daily "overnight" parking permit which allows 24 hour parking at the Metra Commuter Station	Admin
Fine	Not <\$10.00 nor >\$500.00	10-12-3	Fine for violating any provision of title 10, "Motor Vehicles And Traffic", of this code	Police
Fee	\$100.00	10-13-3A	Fee for the costs of the city related to the impoundment of motorized skateboards before the impounded motorized skateboard is returned to its owner	Police
Fine	25.00	10-13-4	Fine to avoid prosecution for violating any provision of title 10, chapter 13, "Motorized Skateboards", of this code if paid within 0 - 15 days of the time of the violation	Police
Fine	50.00	10-13-4	Fine to avoid prosecution for violating any provision of title 10, chapter 13, "Motorized Skateboards", of this code if paid after 15 days of the time of the violation	Police

Fine	100.00	10-14-7A	Fine for violating an automated traffic law enforcement system as stipulated in title 10, chapter 14, "Automated Traffic Law Enforcement System", of this code	Police
Fine	100.00	10-14-7A	Additional fine for failing to pay fine as stipulated in subsection 10-14-7A of this code in a timely manner	Police
Fine	Not >\$150.00	10-14-7B	Fine for violating any provisions regarding approaching, overtaking and passing a school bus through an automated traffic law enforcement system (first time violation)	Police
Fine	Not >\$500.00	10-14-7B	Fine for violating any provisions regarding approaching, overtaking and passing a school bus through an automated traffic law enforcement system (second or subsequent violation)	Police
Late fee	\$100.00	10-14-7B	Late fee for failure to pay the original penalty as stipulated in subsection 10-14-7B of this code in a timely manner	Police
Fee	500.00	10-15-1A1	Administrative, towing and storage fee for the operation or use of a motor vehicle in connection with violations as set forth in section 10-15-1, "Violations Authorizing Impoundment", of this code	Police
Fee	500.00	10-15-1A2	Administrative, towing and storage fee for the operation or use of a motor vehicle in connection with violations as set forth in section 10-15-1, "Violations Authorizing Impoundment", of this code	Police
Fee	500.00	10-15-1A3	Administrative, towing and storage fee for the operation or use of a motor vehicle in connection with violations as set forth in section 10-15-1, "Violations Authorizing Impoundment", of this code	Police
Fee	500.00	10-15-1A4	Administrative, towing and storage fee for the operation or use of a motor vehicle in connection with violations as set forth in section 10-15-1, "Violations Authorizing Impoundment", of this code	Police
Fee	500.00	10-15-1A5	Administrative, towing and storage fee for the operation or use of a motor vehicle in connection with violations as set forth in section 10-15-1, "Violations Authorizing Impoundment", of this code	Police
Fee	500.00	10-15-1A6	Administrative, towing and storage fee for the operation or use of a motor vehicle in connection with violations as set forth in section 10-15-1, "Violations Authorizing Impoundment", of this code	Police
Fee	500.00	10-15-1A7	Administrative, towing and storage fee for the operation or use of a motor vehicle in connection with violations as set forth in section 10-15-1, "Violations Authorizing Impoundment", of this code	Police
Fee	500.00	10-15-1A8	Administrative, towing and storage fee for the operation or use of a motor vehicle in connection with violations as set forth in section 10-15-1, "Violations Authorizing Impoundment", of this code	Police
Fee	500.00	10-15-1A9	Administrative, towing and storage fee for the operation or use of a motor vehicle in connection with violations as set forth in section 10-15-1, "Violations Authorizing Impoundment", of this code	Police

Fee	500.00	10-15-1A10	Administrative, towing and storage fee for the operation or use of a motor vehicle in connection with violations as set forth in section 10-15-1, "Violations Authorizing Impoundment", of this code	Police
Fee	500.00	10-15-1A11	Administrative, towing and storage fee for the operation or use of a motor vehicle in connection with violations as set forth in section 10-15-1, "Violations Authorizing Impoundment", of this code	Police
Fee	500.00	10-15-1A12	Administrative, towing and storage fee for the operation or use of a motor vehicle in connection with violations as set forth in section 10-15-1, "Violations Authorizing Impoundment", of this code	Police
Fine	100.00	11-2-2	Fee for registration as a telecommunications carrier or provider	Admin
Fee	\$1,500.00 or 2% of estimated cost of the applicant's proposed telecommunications facilities	11-6-2A	Fee for an applicant for a license or franchise pursuant to title 11, chapters 3, "Telecommunications License", and 4, "Telecommunications Franchise", of this code	Admin
Fee	\$0.50 per linear foot	11-6-4A	Fee per linear foot for each inch in diameter of aerial transmission lines for cable or telecommunications franchise licensees	Admin
Fee	\$0.61 per linear foot	11-6-4B	Fee per linear foot for underground transmission lines or conduit of 4 inches or less in diameter for cable or telecommunications franchise licensees	Admin
Fee	\$1.00 per linear foot	11-6-4C	Fee per linear foot for underground transmission lines or conduit over 4 inches but less than 8 inches in diameter for cable or telecommunications franchise licensees	Admin
Fee	\$1.50 per linear foot	11-6-4D	Fee per linear foot for underground transmission lines or conduits over 8 inches in diameter for cable or telecommunications franchise licensees	Admin
Fee	1.5% of estimated cost	11-6-6	Fee using the estimated cost of construction for a construction permit to construct telecommunications facilities	Building and Zoning

Fee	\$0.38 per access line	11-6-7	Fee per access line which serves as reimbursement for the City's cost in connection with reviewing, inspecting and supervising the use and occupancy of the public rights-of- way on behalf of the public and existing and future uses unless otherwise agreed in an agreement	Building and Zoning
Fee	5% of gross revenues	11-6-8	Franchise fee for each cable television grantee	Admin
Fee	2% over prime APR	11-6-11	Interest rate in the event that any fee or recomputed amount is not paid on or before the applicable dates as specified	Admin
Fee	5% of gross revenues	11-10-2B	Fee for cable/video service providers	Admin
Fee	1% of gross revenues	11-10-3B	Fee for PEG access support	Admin
Fine	Not >\$750.00	11-11-3	Fine for each day of any material breach of the cable and video protection law by cable or video providers in addition to the penalties provided in the law	Admin

Fine	Not >\$25,000.00	11-11-3	Fine for each occurrence of a material breach of a cable or video customer in addition to the penalties provided in the Cable and Video Protection Law	Admin
Fee	\$650.00 application fee \$350.00 for each wireless facility	11-12-3D1	Fees for small wireless facilities	Admin
Fee	\$1,000.00 application fee	11-12-3D2	Fees for small wireless facilities	Admin
Fee	\$200.00 annual recurring rate or actual costs	11-12-3G	Fees for small wireless facilities	Admin

Section 3: This Ordinance shall not be held to repeal a former ordinance as to any offense committed against the former ordinance or as to any act done, any penalty, forfeiture or punishment so incurred, or any right accrued or claim arising under the former ordinance, or in any way whatsoever affect any such offense or act so committed or so done, or any penalty, forfeiture or punishment so incurred to any right accrued to claims arising before this Ordinance takes effect, save only that the proceedings thereafter shall conform to the ordinance in force at the time of such proceedings, as far as practicable.

Section 4: Severability. If any provision of this Ordinance or application thereof to any person or circumstances is ruled 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 5: That this Ordinance shall be in full force and effect from and after its passage, approval and publication in the manner provided by law.

PASSED and APPROVED this 10th day of November, 2025

Patrick Ludvigsen, Mayor

ATTEST:

City Clerk

AYES: _____

NAYS: _____

ABSENT: _____

Published in pamphlet form: November 11th, 2025



City of Prospect Heights

Department of Building & Zoning
8 North Elmhurst Road, Prospect Heights Illinois, 60070-6070
Office: 847/398-6070 x 211-FAX: 847/590-1854
www.prospect-heights.il.us

MEMORANDUM

Date: October 22, 2025

To: Mayor Ludvigsen and City Council

Cc: Peter Falcone, City Administrator

From: Daniel A. Peterson, Director of Building & Development

Subject: Ordinance #O-25-23 Amending Title 7 Flood Control Regulations

The City participates in the Community Rating System (CRS) which is a voluntary program by the National Flood Insurance Program (NFIP). This program evaluates communities regarding their floodplain management practices and rewards communities for taking actions above the minimum requirement. Dan Strahan, City Engineer, participated in the CRS evaluation earlier this month. The evaluation resulted in a recommendation to amend section 7-1-10(C) of the Flood Control Ordinance to remove mobile home developments from the ordinance as there are no such developments within the city.

For additional information please see Dan Strahan's memo which is attached.

The proposed ordinance was reviewed by the city attorney.

Recommendation: First reading of ordinance #O-25-23 no action required.



City of Prospect Heights

Department of Engineering

8 North Elmhurst Road, Prospect Heights Illinois, 60070-6070

Office: 847/398-6070 x 210-FAX: 847/590-1854

www.prospect-heights.il.us

Memorandum

To: Dan Peterson, Building & Development Director

From: Dan Strahan, City Engineer

Date: October 8, 2025

Re: Floodplain Ordinance Revision

As you know on October 7, 2025 Verisk completed a Community Rating System (CRS) cycle verification visit at City Hall. The Community Rating System (CRS) is a voluntary program by the National Flood Insurance Program (NFIP) that rewards communities for taking actions beyond minimum floodplain management requirements to reduce flood risk in the community. The program uses a point-based system to classify communities from Class 10 (lowest) to Class 1 (highest), with higher classes earning greater flood insurance premium discounts for property owners. The City is currently a Class 6 community, resulting in a 20% discount on flood insurance premiums for property owners.

As part of Verisk's recertification process, they noted a section of 7-1-10(C) of the Flood Control Ordinance that required revision to meet the minimum standards of the program. The affected section is shown below with the text to be removed stricken thru. As the City doesn't currently have any mobile home developments we anticipate this revision will have little to no impact on residents.

C. Protecting Buildings: All buildings located within a 100-year flood plain also known as a SFHA, shall be protected from flood damage below the flood protection elevation. However, existing buildings located within a regulatory floodway shall also meet the more restrictive appropriate use standards included in Section [7-1-8](#). This building protection criteria applies to the following situations:

1. Construction or placement of a new building;
2. A structural alteration to an existing building that either increases the first floor area by more than twenty percent (20%) or the building's market value by more than fifty percent (50%);
3. Installing a manufactured home on a new site or a new manufactured home on an existing site. ~~This building protection requirement does not apply to returning a mobile home to the same site it lawfully occupied before it was removed to avoid flood damage; and~~
4. Installing a travel trailer on a site for more than one hundred eighty (180) days.

ORDINANCE NO. O-25-23

An Ordinance Amending Title 7 Flood Control Regulations, Chapter 10 Permitting Requirements Applicable to All Flood Plain Areas

WHEREAS, the City of Prospect Heights is authorized pursuant to 65/ILCS 5/1-2-1. 5/11-12-12M. 5/11-30-8 and 5/11-31-2 to adopt certain regulations for the purpose to maintain the City's eligibility in the National Flood Insurance Program;

WHEREAS, the City Council participates in the National Flood Insurance Program, Community Rating System that rewards communities for taking actions beyond minimum flood plain management requirements to reduce flood risk in the community.

WHEREAS, the City of Prospect Heights is currently a Class 6 community, resulting in a 20% discount on flood insurance premiums for property owners.

WHEREAS, the City of Prospect Heights recently participated in the CRS recertification process that identified the need to amend Title 7 Chapter 1 Section 10, Permitting Requirements.

WHEREAS, the City Council of the City of Prospect Heights has reviewed proposed amendment and determined in order to minimize potential losses due to periodic flooding including loss of life, loss of property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety and general welfare; and to preserve and enhance the quality of surface waters, conserve economic and natural values and provide for the wise utilization of water and related land resources, it is beneficial to further amend Title Seven, Flood Control, of the Prospect Heights City Code;

NOW THEREFORE, BE ORDAINED BY THE CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS, COOK COUNTY, ILLINOIS as follows:

Section 1. The City Council hereby finds and determines that the facts set forth in the [preamble hereto are true and correct and hereby adopts same as part of this Ordinance.

Section 2. That Title 7, Chapter 1, Flood Control Regulations, Section 10 Permitting Requirements, of the City of Prospect Heights City Code, as amended, are further amended to read as follows:

C. Protecting Buildings: All buildings located within a 100-year flood plain also known as a SFHA, shall be protected from flood damage below the flood protection elevation. However, existing buildings located within a regulatory floodway shall also meet the more restrictive appropriate use standards included in Section 7-1-8. This building protection criteria applies to the following situations:

1. Construction or placement of a new building;
2. A structural alteration to an existing building that either increases the first floor area by more than twenty percent (20%) or the building's market value by more than fifty percent (50%);
3. Installing a manufactured home on a new site or a new manufactured home on an existing site. ~~This building protection requirement does not apply to returning a mobile home to the same site it lawfully occupied before it was removed to avoid flood damage; and~~
4. Installing a travel trailer on a site for more than one hundred eighty (180) days.

Section 3. This Ordinance shall be in full force and effect from and after its passage and approval and publication in pamphlet form as required by law.

PASSED and APPROVED this 10th day of November, 2025.

Mayor Patrick Ludvigsen

ATTEST:

Joanna Prisiajniouk, City Clerk

Ayes:

Nays:

Absent:

Published in pamphlet form: November 11th, 2025.

Effective Date: January 1, 2026



City of Prospect Heights Meeting Agenda Item

Meeting November 2025

Date: Item: Request for permission to conduct several prescribed burns in the fall of 2025 and spring of 2026 in Prospect Heights.

Action: We would like the Park District to make the motion and approve the prescribed burns.

Staff Contact: Agnes Wojnarski, Dana Sievertson

Purpose:

The purpose of a controlled burn is to manage the natural areas of Prospect Heights. Burning is the most important tool in the restoration toolbox. It is the single most effective tool for removal of invasive buckthorn re-sprouts and other invasive woody vegetation and fire intolerant species. Burning saves countless hours of volunteer labor, while promoting strong new growth of fire tolerant native plants. Burning is necessary to achieve a healthy, biodiverse habitat and is widely conducted across Cook County and the United States.

Background:

PHNRC has conducted prescribed burns in Prospect Heights since 2016 without incident. The Burn crew is headed by PHNRC Chairperson and Burn Boss Agnes Wojnarski, a veteran of 100 plus burns and S-130 and S-190 certified. She will construct the burn plans, oversee the conditions, and run the burn crew. The burn crew will consist of 10 PHNRC Commissioners, Volunteers and certified former interns. All of the crew members have completed Chicago Wilderness Burn Crew training and are certified burn crew. The NRC supplies all the necessary burn safety equipment.

The proposed burns are small with no logistical problems. They will take place somewhere between November 16th 2025 and December 31st 2025. This year, we are also looking to burn a portion of the cattails at the Slough in either fall or winter. All burns are dependent on weather and ground conditions at burn time so it is expected that a window of 2-3 days will be about as much advance notice as can be given. If favorable conditions do not present for a given burn, there will be no burn of that area. Safety and control are the only important matters. The EPA burn permit is attached.

As of this request the fuels are still green in many places, making it very hard to present a concrete timeline. The decision on what to burn starts with the condition of the fuel at each site, concern for wildlife and insects then finally weather conditions at the time of the burn. We anticipate a small percentage of the burns will happen in the fall and winter with the bulk happening in the spring.

PHNRC will work with Peter Falcone the City Administrator to keep residents informed and up to date. The NRC will also keep the Police and Fire Departments informed.

Financial Impact:

There is no expense to the City of Prospect Heights. PHNRC is all volunteer organization and has covered their expenses outside of their budget.

Recommendations:

Approve this burn.

Attachments:

Burn permit for 2025-26.

Resolution No. R-25-74

**A RESOLUTION AUTHORIZING THE NATURAL RESOURCES
COMMISSION TO CONDUCT PRESCRIBED BURNS WITHIN CITY
LIMITS**

WHEREAS, the City of Prospect Heights (the “City”) is an Illinois Municipal Corporation pursuant to the Illinois Constitution of 1970 and the Statutes of the State of Illinois; and

WHEREAS, the City Council has established an *ad hoc* Natural Resources Commission (“Commission”) to evaluate the City’s natural resources, natural features, and environmental issues; and

WHEREAS, the Commission shall report and make recommendations to the City Council as it sees fit or as directed by the City Council; and

WHEREAS, the Commission has submitted to the City Council a report and recommendation regarding a prescribed ecological burn on City property; and

WHEREAS, Commission members have been trained to perform prescribed ecological burns by the Illinois Environmental Protection Agency;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF
THE CITY OF PROSPECT HEIGHTS, COOK COUNTY, ILLINOIS, AS
FOLLOWS:**

SECTION ONE: The above recitals are hereby incorporated into this Resolution as if set forth verbatim.

SECTION TWO: The City Council, having reviewed the Commission’s report and recommendation regarding a prescribed ecological burn, authorizes the Commission to conduct a controlled ecological burn within City limits, located at Tully Park, St. Alphonsus Liguori Parish prairie, the Nature Preserve at Morava, 8 W. Camp McDonald, Hillcrest Drive Pollinator Park, Heron Pond, 9 East Marion, 103 Creek Court, Prospect Heights Slough, MacArthur Middle School, Prospect Heights Library, Public Service Commons, 410 West Olive, and 104 Coldren Drive.

SECTION THREE: This Resolution shall be in full force and effect from and after its passage.

PASSED AND APPROVED this 10th day of November, 2025.

Pat Ludvigsen, Mayor

ATTEST:

City Clerk

AYES: _____

NAYS: _____

ABSENT: _____



Illinois Environmental Protection Agency

2520 West Iles Avenue • P.O. Box 19276 • Springfield, Illinois • 62794-9276 • 217-782-3397

JB Pritzker, Governor

James Jennings, Acting Director

OPEN BURNING PERMIT

PERMITTEE

Prospect Heights Natural Resources Commission
Attn: Dana Sievertson
8 North Elmhurst Road
Prospect Heights, Illinois 60070

Application Number:	B2510101	I.D. Number:	031253ABS
Date Permit Issued:	10/28/2025	Date Received:	10/21/2025
Date of Expiration:	10/28/2026		
Open Burning of:	4 Acres of Prairie, 2 Acres of Woodland, & 13 Acres of Wetland for Ecological Management		
Location:	Multiple Sites (See Attached List)		
County: Cook	City: Prospect Heights, Mt. Prospect, & Wheeling	Township: Wheeling	

Permit is hereby granted to open burn the above-referenced material, subject to the standard conditions attached hereto and the following special conditions:

1. Issuance of this permit shall not exempt this open burning from applicable local restrictions.
2. Burning shall take place only when wind is blowing away from roadways, residences, railroad tracks and populated areas. If changing weather conditions occur after the initiation of open burning that pose a threat to nearby residences, roadways or other populated areas or infrastructure, the Permittee shall take steps to minimize the threat, including notifying local authorities, restricting access to the affected area, employing traffic safety measures or signage to alert affected passersby, or such other "appropriate safety considerations" as required by Standard Condition 2.
3. Prior to the scheduled burn, the Permittee shall notify nearby residences and businesses that may be affected of the intended open burning activity.
4. The Permittee shall notify the local fire protection district at least 24 hours prior to the actual burn.
5. The Permittee should refrain from open burning, as authorized by this permit, whenever the Air Quality Index (AQI) is 101-150 (orange) or higher at (or nearest to) the location of the open burning site. Information regarding the AQI status may be obtained at: <https://airnow.gov>.

If you have any questions on this permit, please email the Open Burning Unit at EPA.BOA.Openburning@illinois.gov or call at 217/785-1705.

William D. Marr

William D. Marr
Manager, Permit Section
Bureau of Air

WDM:OBU:rth

Attachment

Prospect Heights Natural Resources Commission
(Permitted Open Burning Sites)
B2510101

Name	Acres	Location	Township	County
Tully Park		212 Tully Place, Prospect Heights (42.089251, -87.928744)	Wheeling	Cook
St. Alphonsus Ligouri Parish		411 N. Wheeling, Prospect Heights (42.102714, -87.926371)	Wheeling	Cook
The Nature Preserve		110 W. Camp McDonald Road, Prospect Heights (42.097120, -87.940275)	Wheeling	Cook
Residence of Brett King		8 W. Camp McDonald Road, Prospect Heights (42.095461, -87.938319)	Wheeling	Cook
Residence of John Kamysz MD.		408 Hillcrest Drive, Prospect Heights (42.104337, -87.932659)	Wheeling	Cook
Pollinator Park		Hillcrest Drive and Willow Road, Prospect Heights (42.104217, -87.932263)	Wheeling	Cook
Heron Pond		304 Carl Court, Prospect Heights (42.107282, -87.929184)	Wheeling	Cook
PHNRC Test sites		9 East Marion, Prospect Heights (42.101007, -87.934615)	Wheeling	Cook
Residence of Lauren Eisenger		103 Creek Court, Prospect Heights (42.106890, -87.933374)	Wheeling	Cook
Prospect Heights Slough		Izaak Walton Park, Prospect Heights (42.100200, -87.934407)	Wheeling	Cook
MacArthur Middle School		700 Schoenbeck Road, Prospect Heights (42.10814, -87.94791) & (42.10782, -87.94993)	Wheeling	Cook
Wheeling High School		900 S. Elmhurst Road, Wheeling (42.127728, -87.938386)	Wheeling	Cook
Grace Lutheran Church		1624 E. Euclid Ave., Mt. Prospect (42.088695, -87.908417)	Wheeling	Cook
Prospect Heights Library		12 North Elm Street, Prospect Heights (42.096573, -87.943448)	Wheeling	Cook
Public Service Commons		14 N. Camp McDonald Rd. Prospect Heights (42.095406, -87.935625)	Wheeling	Cook
Residence		410 West Olive, Prospect Heights (42.099027, -87.948828)	Wheeling	Cook
Seth Marcus Residence		104 Coldren Dr., Prospect Heights (42.097372, -87.918457)	Wheeling	Cook



Illinois Environmental Protection Agency

2520 West Iles Avenue • P.O. Box 19276 • Springfield, Illinois • 62794-9276 • 217-782-3397

JB Pritzker, Governor

James Jennings, Acting Director

STANDARD CONDITIONS FOR OPEN BURNING

The Illinois Environmental Protection Act (Illinois Revised Statutes, Chapter 111-1/2, Section 1039) authorizes the Environmental Protection Agency to impose conditions on permits which it issues.

The following conditions are applicable unless superseded by special condition(s).

1. The open burning site shall be established on a cleared area and access by unauthorized personnel shall be adequately restricted.
2. The open burning site shall be provided with adequate fire protection and with such equipment as is necessary to control the fire. Open burning shall be conducted with appropriate safety considerations.
3. Materials to be open burned are expressly limited to those stated in the application for a permit to open burn and shall be confined to the smallest possible area.
4. The materials used to promote combustion shall be of no lesser quality than number 2 fuel oil.
5. The open burning of any materials capable of producing obnoxious odors or emitting an excessive amount of particulate matter is expressly forbidden.
6. Open burning shall be conducted only between the hours of 8:00 A.M. and 4:00 P.M. during those months that Central Standard Time is in effect and 9:00 A.M. and 5:00 P.M. during those months Central Daylight Savings Time is in effect.
7. Open burning shall be conducted only when the wind velocity exceeds 5 miles per hour.
8. Open burning shall be conducted in such a manner as to not create a visibility hazard on roadways, railroad tracks or air fields.
9. Open burning conducted under this permit shall be supervised at all times.
10. Ashes, residue, etc., shall be disposed of in a manner consistent with requirements of the Environmental Protection Act and regulation promulgated thereunder.
11. If this permit is for open burning of landscape waste with the aid of an air curtain destructor or comparable device, the following additional conditions shall apply:
 - a. Access to the burning site shall be restricted to prevent the dumping of refuse or waste; and
 - b. The operation and maintenance of the air curtain destructor or comparable device shall be in accordance with the manufacturer's instructions.
12. The Agency has issued this permit based upon information submitted by the permittee in the permit application. Any misinformation, false statement or misrepresentation in the application shall be grounds for revocation under 35 Ill. Adm. Code 237.207.

13. There shall be no deviations from the approved application unless a written request for a revised permit has been submitted to the Agency and a revised written permit issued.
14. The permittee shall allow any duly authorized agent of the Agency upon the presentation of credentials, at reasonable times:
- a. to enter the permittee's property where actual or potential effluent, emission or noise sources are located or where any activity is to be conducted pursuant to this permit,
 - b. to have access to and to copy any records required to be kept under the terms and conditions of this permit,
 - c. to inspect the open burning authorized under this permit, or any equipment required to be kept, used, operated, calibrated and maintained under this permit,
 - d. to obtain and remove samples of any discharge or emission of pollutants, and
 - e. to enter and utilize any photographic, recording, testing, monitoring or other equipment for the purpose of preserving, testing, monitoring or recording any activity, discharge or emission authorized by this permit.
15. Pursuant to 35 Ill. Adm. Code 237.206 this permit is subject to revision by the Illinois Environmental Protection Agency as deemed necessary to fulfill the intent and purpose of the Environmental Protection Act and regulation promulgated thereunder.
16. The issuance of this permit covers open burning taking place on or after the effective date of the permit. The issuance of this permit does not cover and in no way condones or approves open burning which took place before the effective date of the permit.
17. The issuance of this permit:
- a. shall not be considered in any manner affecting the title of the premises upon which the permitted open burning is conducted,
 - b. does not release the permittee from any liability for damage to person or property caused by or resulting from open burning,
 - c. does not release the permittee from compliance with other applicable statutes and regulations of the United States, of the State of Illinois, or with applicable local laws, ordinances or regulations,
 - d. does not take into consideration or attest to the structural stability of any equipment or facilities associated with the open burning,
 - e. in no manner implies or suggests that the Agency (or its officers, agents or employees) assumes any liability, directly or indirectly, for any loss due to open burning.



Date: October 23, 2025

To: Mayor and City Council

From: Peter P. Falcone, City Administrator

Subject: Ordinance #O-25-24 Amending Title 9, Chapter 1, Section 18 (Chickens) of the City Code

BACKGROUND: On June 23, 2025, after months of resident input and City Council discussion, Ordinance O-25-12 was passed by the City Council allowing and regulating backyard chicken keeping in the R-1 Single Family District.

Staff's initial tabulation of existing chicken keeping households at that time the ordinance was passed was believed to be 75 houses that participated in chicken keeping. Upon the completion of the application submission period, on October 17, 2025, the City received 38 backyard chicken keeping applications. As it appears that something has changed and some residents no longer wish to keep chickens, it is time to review the ordinance to ensure it accurately meets the wants and needs of the community and that of the City Council.

Staff is proposing a reduction in the number of available licenses to better meet a more realistic demand from the community. With only 38 applications submitted, Staff recommends a reduction from 75 to 50 available licenses within the City.

ANALYSIS: As the fees imposed are to cover administrative and inspection costs, there are no costs to the City with the revision to the number of licenses.

RECOMMENDATION: Staff requests City Council's consideration and passage of O-25-24 to reduce the number of available chicken keeping licenses.

ORDINANCE NO. O-25-24

AN ORDINANCE AMENDING TITLE 9 (POLICE REGULATIONS), CHAPTER 1 (ANIMAL CONTROL), SECTION 18 (KEEPING BACKYARD CHICKENS) OF THE CITY CODE REGARDING BACKYARD CHICKEN KEEPING IN THE R-1 SINGLE FAMILY DISTRICT

WHEREAS, the City of Prospect Heights, Illinois, (the “City”) has enacted City Code regulations for the purpose of improving and protecting the public health, safety, comfort, convenience and general welfare of the people; and

WHEREAS, the City Council implemented reasonable regulations, standards and restrictions for chicken keeping within the R-1 Single-family residential district of the City of Prospect Heights; and

WHEREAS, the Mayor and City Council have directed City staff to review and revise the City’s Code from time to time to determine if revisions are warranted; and

WHEREAS, The City of Prospect Heights implemented a City-wide information campaign to inform residents of the new regulations, standards, and restrictions regarding chicken keeping within the City; and

WHEREAS, As of October 17, 2025, the City only received thirty-eight (38) chicken keeping applications prompting the reduction in available licenses.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Prospect Heights as follows:

SECTION 1: The recitals set forth above are incorporated herein.

SECTION 2: Title 9 (Police Regulations), Chapter 1 (Animal Control), Section 18 (Keeping Backyard Chickens) of the City of Prospect Heights Municipal Ordinance is hereby amended by adding the bold underlined language and striking through deleted language as follows:

9-1-18:Keeping Backyard Chickens

C. License required.

- (1) No person shall raise, harbor or keep approved fowl within the city without first obtaining a license issued by the city (“Backyard Chicken Keeping License”).
- (2) The number of available licenses is limited to ~~75~~ **50** properties.
 - a. Chicken licenses shall be issued on a first come, first serve basis and no more than one license shall be allowed per residential lot in the R-1 District. If the city receives valid chicken license applications that exceed the maximum number of available licenses, all exceeding applications will be placed on a

waiting list in the order that they were received, which waiting list will be maintained by the city administrator or city administrator designee.

- (3) Application. In order to obtain a license, an applicant must submit a completed application on forms provided, either on-line or in paper form and paying all fees required by Title 12 Fine & Fee Schedule of the City Ordinance.
- (4) Requirements:
- a. All requirements of this chapter are met;
 - b. All fees, as may be provided for from time to time by the city council, are paid in full.
 - c. All outstanding fees and judgements in the city's favor and against the applicant are paid in full.
 - d. The property to be permitted shall be owner occupied and is occupied as a single-family residential property.
 - e. Proof of premise registration with the Illinois Department of Agriculture "Livestock Property" program.
 - f. Pre-license property inspection.
 - g. Licenses are not transferable.
 - h. No more than 2 licensed chicken premises may adjoin a non-licensed chicken premise. (Non-Compliant conditions on or before the effective date of this ordinance to be allowed until a licensed premise does not renew their license or the license is revoked.)

SECTION 3: Severability. If any provision of this Ordinance or application thereof to any person or circumstances is ruled 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: Effective Date. This Ordinance shall be in full force and effect upon its passage and approval as required by law.

PASSED and APPROVED this 10th day of November, 2025

ATTEST:

Patrick Ludvigsen, Mayor

Joanna Prisiajniouk, City Clerk

AYES:

NAYS:

ABSENT:

Published in pamphlet form:



City of Prospect Heights

Department of Public Works

401 Piper Lane, Prospect Heights Illinois, 60070-6070

Office: 847/398-6070 x 264 -FAX: 847/459-0618

www.prospect-heights.il.us

MEMORANDUM

Date: 11/4/2025
To: Peter Falcone
Cc: Lloyd Austin
From: Mark W. Roscoe, Director of Public Works
Subject: Declaration of Surplus Property- City Vehicles

Purpose-

This memo is to establish a surplus property ordinance which will identify equipment that has outlived its usefulness to the City. Request to surplus vehicle –

2013 Ford Explorer VIN# 1FM5K8AR0DGA88889 Miles = 130,XXX

It is being declared surplus due to obsolescence, age, and being beyond economical repair. A replacement vehicle is already in service and this is no necessary or useful to the City.

Background-

The City purchased this vehicle in 2012 and was used as a Police Department patrol vehicle until 2022 when converted to the building inspector vehicle. Staff does periodic reviews of vehicles and equipment insuring they have value and usefulness to the City. When this type of property is declared surplus it will be sent to auction, traded in, or exchanged for products/services of equal value.

Financial Impact-

There will be no detrimental effects, money raised from the result of the sale of surplus property will be returned to the City fund.

Recommendation-

Approve ordinance O-25-25 to surplus the attached property.

Items-

The list below of property identified to be declared surplus and removed from the City's inventory.

2013 Ford Explorer VIN# 1FM5K8AR0DGA88889 Miles = 130,XXX

Thank you,
Mark Roscoe
Director of Public Works

ORDINANCE NO. O-25-25

ORDINANCE DIRECTING THE SALE OF SURPLUS PROPERTY

WHEREAS, the City Council has determined according to State Statute that there exists certain personal property owned by the City that is no longer necessary or useful to the City and is hereby declared to be surplus property;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS, ILLINOIS, as follows:

SECTION 1: That pursuant to Section 11-76-4 of the Illinois Municipal Code, 65 ILCS 5/11-76-4, the city council finds the following property to be no longer necessary or useful to the City and is hereby declared surplus property:

2013 Ford Explorer VIN# 1FM5K8AR0DGA88889 Miles = 130,XXX

SECTION 2: That pursuant to the authority of Section 11-76-4 of the Illinois Municipal Code, 65 ILCS 5/11-76-4, the city council hereby authorizes and directs the City Administrator or her designee to dispose of said surplus property in any manner she sees fit which may include the negotiated sale of the above property, or any other lawful means. The City Administrator need not advertise the property for sale.

SECTION 3: This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form.

PASSED and APPROVED this 24th day of November, 2025

Patrick Ludvigsen, Mayor

ATTEST:

City Clerk

AYES: _____

NAYS: _____

ABSENT: _____

Published in pamphlet form November 25th, 2025.



City of Prospect Heights

Department of Public Works

401 Piper Lane, Prospect Heights Illinois, 60070-6070

Office: 847/398-6070 x 264 -FAX: 847/459-0618

www.prospect-heights.il.us

MEMORANDUM

Date: 11/4/2025
To: Peter Falcone
Cc: Lloyd Austin
From: Mark W. Roscoe, Director of Public Works
Subject: Declaration of Surplus Property- City Equipment

Purpose-

This memo is to establish a surplus property ordinance which will identify equipment that has outlived its usefulness to the City. Request to surplus equipment –

1994 Dixie Chopper Zero Turn Mower Serial# 49750/2413100927

2014 Ransomes Bobcat Mower Serial# 9303100261

2014 Bobcat ATLAS Snow Blower Attachment Model SB150X48 Serial# 713301704

It is being declared surplus due to obsolescence, age, and being beyond economical repair. Replacement equipment is already in service, and this is not necessary or useful to the City.

Background-

The City has not used this equipment in several years. Staff does periodic reviews of equipment insuring they have value and usefulness to the City. When this type of property is declared surplus it will be sent to auction, traded in, or exchanged for products/services of equal value.

Financial Impact-

There will be no detrimental effects, money raised from the result of the sale of surplus property will be returned to the City fund.

Recommendation-

Approve ordinance O-25-26 to surplus the attached property.

Items-

The list below of property identified to be declared surplus and removed from the City's inventory:

1994 Dixie Chopper Zero Turn Mower Serial# 49750/2413100927

2014 Ransomes Bobcat Mower Serial# 9303100261

2014 Bobcat ATLAS Snow Blower Attachment Model SB150X48 Serial# 713301704

Thank you,
Mark Roscoe
Director of Public Works

ORDINANCE NO. O-25-26

ORDINANCE DIRECTING THE SALE OF SURPLUS PROPERTY

WHEREAS, the City Council has determined according to State Statute that there exists certain personal property owned by the City that is no longer necessary or useful to the City and is hereby declared to be surplus property;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS, ILLINOIS, as follows:

SECTION 1: That pursuant to Section 11-76-4 of the Illinois Municipal Code, 65 ILCS 5/11-76-4, the city council finds the following property to be no longer necessary or useful to the City and is hereby declared surplus property:

1994 Dixie Chopper Zero Turn Mower Serial# 49750/2413100927
2014 Ransomes Bobcat Mower Serial# 9303100261
2014 Bobcat ATLAS Snow Blower Attachment Model SB150X48 Serial# 713301704

SECTION 2: That pursuant to the authority of Section 11-76-4 of the Illinois Municipal Code, 65 ILCS 5/11-76-4, the city council hereby authorizes and directs the City Administrator or her designee to dispose of said surplus property in any manner she sees fit which may include the negotiated sale of the above property, or any other lawful means. The City Administrator need not advertise the property for sale.

SECTION 3: This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form.

PASSED and APPROVED this 24th day of November, 2025

ATTEST:

Patrick Ludvigsen, Mayor

City Clerk

AYES: _____

NAYS: _____

ABSENT: _____

Published in pamphlet form November 25th, 2025.



To: Mayor Ludvigsen and City Council

From: Peter P. Falcone, City Administrator

Subject: Ordinance Amending City Code regarding Building Department Personnel Positions and Operations

Background

Upon reviewing the City's Code regarding Building Department positions and responsibilities, Staff found the original language from 1995 is no longer relevant or current with the how the City operates. This ordinance updates the City Code for the Building Departments personnel. Throughout the years, positions which were held by City employees have been transitioned out to contractors and vendors to provide a wider array of services at a lower cost. This ordinance memorializes the changes made over the years and how the Building Department is currently staffed.

Recommendation

Staff recommends Council approves Ordinance O-25-27 amending the City Code to reflect to current staffing and outsourcing of positions and responsibilities.

ORDINANCE NO. O-25-27

AN ORDINANCE AMENDING THE CITY CODE, TITLE 1, CHAPTER 7, SECTIONS 12: HEALTH INSPECTOR, 17: CODE ENFORCEMENT OFFICER, 18: PLUMBING OFFICIAL; ASSISTANT PLUMBING OFFICIAL: AND 19: ELECTRICAL INSPECTOR; ASSISTANT ELECTRICAL INSPECTOR OF THE CITY CODE

WHEREAS, the City of Prospect Heights (“City”) is an Illinois Municipal Corporation pursuant to the Illinois Constitution of 1970 and the Statutes of the State of Illinois; and

WHEREAS, the City has enacted a City Code for the purpose of improving and protecting the public health, safety, comfort, convenience and general welfare of the people; and

WHEREAS, Chapter 7 of the City Code sets forth the positions, duties and responsibilities of City officers and employees; and

WHEREAS, the Building Department has been operating differently than the City Code specifies with respect to the duties and responsibilities of City officers and employees and this update is in the best interest of the employees of the City, and for the benefit of public health, safety, comfort, convenience and general welfare of the people.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS, COOK COUNTY, ILLINOIS as follows:

SECTION 1. The City Council hereby finds and determines that the facts and statements set forth in the above recitals are true and correct, and do hereby, by reference, incorporate and make them a part of this ordinance.

SECTION 2. That the purpose of this ordinance shall include amending Title 1, Chapter 7, Sections 12, 17, 18, and 19 of the City Code as provided herein.

SECTION 3: That Sections 1-7-12: Health Inspector, 1-7-17: Code Enforcement Officer, 1-7-18: Plumbing Official; Assistant Plumbing Official: and 1-7-19: Electrical Inspector; Assistant Electrical Inspector: be amended as set forth below with deletions in strikethrough and additions in bold, underline text so that the same shall be read as follows:

~~1-7-12: HEALTH INSPECTOR:~~

~~—A. Creation; Appointment: There is hereby created the position of health inspector which may be a full or part time position as determined by the city administrator or city budget. Such employee shall be appointed by the city administrator.~~

~~—B. Qualifications: The health inspector shall have work experience and educational background sufficient to carry out duties as enumerated below.~~

~~—C. Duties: It shall be the duty of the health inspector to serve at the direction of the city engineer.~~

~~—1. The nature of these duties is to enforce all city ordinances containing provisions for the protection of public health; to make inspections of foodstuffs and of the premises used for storing or selling of provisions as may be provided by ordinance including, but not limited to, inspections of food establishments, banquet facilities, pools, and gas stations. The health inspector shall perform such other duties and functions as may be required by statute or city ordinance.~~

~~—2. The health inspector shall be authorized to issue citations for the violation of city ordinances. Unless the health inspector is also a sworn police officer, the health inspector shall not be authorized to issue criminal citations.~~

~~—3. The health inspector shall regularly file reports summarizing his or her activities with the city engineer and the city administrator. (Ord. 0-05-23, 7-5-2005, eff. 7-17-2005)~~

1-7-17: CODE ENFORCEMENT OFFICER: DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT:

A. Created: There is hereby established the department of community and economic development. The department shall consist of the director of community and economic development and such other employees provided for by the city council in its annual appropriation ordinance and budget.

B. All references in this code, the building, zoning, subdivision and all other codes, ordinances, resolutions and motions, and rules and regulations of the city to the building department, the department of municipal development, the department of building and code enforcement, health and the department of planning and zoning shall henceforth be construed to refer to and mean the department of community and economic development.

~~—A. Creation; Appointment: There is hereby created the full time employee position of code enforcement officer. Such employee shall be hired by the city administrator.~~

~~—B. Duties: It shall be the duty of the code enforcement officer to enforce all state statutes and city codes including building, zoning, subdivision, flood control and property maintenance; to make inspections of building or structure construction; and in addition, shall include such other duties as may be assigned by the city administrator. (Ord. 0-88-07, 3-7-1988)~~

1-7-18: PLUMBING OFFICIAL; ASSISTANT PLUMBING OFFICIAL: DIRECTOR OF COMMUNITY AND ECONOMIC DEVELOPMENT:

A. Creation: There is hereby created the full-time position of the director of community and economic development. The director of community and economic development shall be appointed by the city administrator.

B. Powers And Duties: The powers and duties of the director shall include, but are not limited to, the following:

1. Supervision of all of the duties of the director of municipal development, director of planning and zoning and the zoning administrator as set forth in this code, in the zoning ordinance, in the subdivision ordinance, and in all other ordinances, resolutions and motions and rules and regulations of the city. All references in said code, the zoning ordinance, the subdivision ordinance and all other ordinances, resolutions and motions and rules and regulations of the city to director of municipal development, director of planning and zoning and zoning administrator shall henceforth be construed to refer to and mean under the direction and supervision of the community and economic development director.

2. Prepare, recommend and maintain in a continuously updated manner, a comprehensive plan and official map and exercise all the powers conferred by 65 Illinois Compiled Statutes 5/11-12-4 et seq., of the Illinois municipal code.

3. Administer and enforce the zoning ordinance and in furtherance of said authority perform such duties of the zoning administrator as required by the zoning ordinance.

4. Administer and enforce the subdivision ordinance and in furtherance of said authority review all plats of subdivision and submit a written recommendation for approval or disapproval to the planning and zoning board

5. Conduct special studies relating to the development and renewal of the municipality as may be referred from time to time by the city council or city administrator.

6. Review and submit recommendations to the city council upon all proposals to amend the zoning and subdivision ordinances and other such ordinances as the city council or city administrator may refer to the department.

7. Advise the city council and city administrator on all matters affecting growth and development of the city when requested or required.

8. Review all annexation and deannexation proposals and submit, upon request, recommendations to the city council and city administrator.

9. a. The director may establish such rules and regulations, policies and procedures as he may deem necessary for the conduct of the business or programs administered or handled by the department.

b. Such rules and regulations shall include, but not be limited to, creation of any application forms for processing matters reviewed by the department.

10. Administer and enforce the building code and ordinance and in furtherance of said authority the community and economic development director shall perform such duties as set forth in the building code of the city.

11. Review and submit recommendations to the city council and city administrator upon all proposals to amend the building code and other such ordinances as the city council or city administrator may refer to the department.

12. Establish liaison and close working relationships with the other administrative offices of the city and other area governmental agencies and institutions in order for plans of the area to be coordinated.

13. The director of community and economic development shall be the head of the department of community and economic development and shall have supervision over all employees of the department and shall be responsible for the performance of their duties.

C. Employees: The community and economic development department shall include the director of community and economic development and other full and part time employees as determined as being necessary by the city administrator and which shall be within funds available pursuant to the annual budget and city council salary resolution.

1. HEALTH INSPECTOR:

A. Creation; Appointment: There is hereby created the position of health inspector which may be a full or part time position as determined by the city administrator or city budget. Such employee shall be appointed by the city administrator.

B. Qualifications: The health inspector shall have work experience and educational background sufficient to carry out duties as enumerated below.

C. Duties: It shall be the duty of the health inspector to serve at the direction of the director of community and economic development.

1. The nature of these duties is to enforce all city ordinances, county and state laws containing provisions for the protection of public health; to make inspections of foodstuffs and of the premises used for storing or selling of provisions as may be provided by ordinance. The health inspector shall perform such other duties and functions as may be required by statute or city ordinance.

2. The health inspector shall be authorized to issue citations for the violation of city ordinances. Unless the health inspector is also a sworn police officer, the health inspector shall not be authorized to issue criminal citations.

3. The health inspector shall regularly file reports summarizing his or her activities with the city engineer and the city administrator. (Ord. 0-05-23, 7-5-2005, eff. 7-17-2005)

D. Compensation: The health inspector's compensation will be enumerated per contract.

E. Relationship: Although the plumbing official is a city official, this office by no means confers employment status to the individual. Consequently, the health inspector is ineligible for employment benefits from the city.

2. PLUMBING OFFICIAL:

A. Creation: There is hereby created the office of plumbing official which may be a full or part time position as determined by the city administrator or city budget. Such employee shall be appointed by the city administrator.

B. Qualifications: The plumbing official shall have work experience and educational background sufficient to carry out duties as enumerated below. The plumbing official must maintain an Illinois state plumber's license while serving in this capacity.

C. Duties: It shall be the duty of the plumbing official to schedule inspections at the direction of the building/code enforcement department. The nature of these duties is:

1. Inspect for compliance with local ordinances and State of Illinois Plumbing Code as adopted.

2. Schedule follow up inspections as conditions on the job site merit.

3. File a report summarizing each inspection with the building/code enforcement department.

D. Compensation: The plumbing official's compensation will be enumerated per contract.

E. Relationship: Although the plumbing official is a city official, this office by no means confers employment status to the individual. Consequently, the plumbing official is ineligible for employment benefits from the city. (Ord. 0-95-54, 11-6-1995)

3. ELECTRICAL INSPECTOR:

A. Creation: There is hereby created the office of electrical inspector which may be a full or part time position as determined by the city administrator or city budget. Such employee shall be appointed by the city administrator.

B. Qualifications: The electrical inspector shall have work experience and educational background sufficient to carry out duties as enumerated below.

C. Duties: It shall be the duty of the electrical inspector to schedule inspections at the direction of the building/code enforcement department. The nature of these duties is:

a. Inspect for compliance with local ordinances.

b. Schedule follow up inspections as conditions on the job site merit.

c. File a report summarizing each inspection with the building/code enforcement department.

D. Compensation: The electrical inspector's compensation is enumerated per contract with the city.

E. Relationship: Although the electrical inspection is a city official, this office by no means confers employment status to the individual. Consequently, the electrical inspector is ineligible for employment benefits from

~~—A. Plumbing Official:~~

~~—1. Creation; Appointment: There is hereby created the office of plumbing official. The office shall be appointed by the mayor by and with the advice and consent of the council.~~

~~—2. Qualifications: The plumbing official shall have work experience and educational background sufficient to carry out duties as enumerated below. The plumbing official must maintain an Illinois state plumber's license while serving in this capacity.~~

~~—3. Duties: It shall be the duty of the plumbing official to schedule inspections at the direction of the building/code enforcement department. The nature of these duties is:~~

- ~~—a. Inspect for compliance with local ordinances.~~
- ~~—b. Schedule follow up inspections as conditions on the job site merit.~~
- ~~—c. File a report summarizing each inspection with the building/code enforcement department.~~
- ~~—4. Compensation: The plumbing official's compensation will be enumerated per contract.~~
- ~~—5. Relationship: Although the plumbing official is a city official, this office by no means confers employment status to the individual. Consequently, the plumbing official is ineligible for employment benefits from the city. (Ord. 0-95-54, 11-6-1995)~~

~~—B. Assistant Plumbing Official:~~

- ~~—1. Creation; Appointment: There is hereby created the office of assistant plumbing official. The office shall be appointed by the mayor by and with the advice and consent of the council. The plumbing official will recommend candidates for the office to the mayor.~~
- ~~—2. Qualifications: The assistant plumbing official shall have work experience and educational background sufficient to carry out duties as enumerated below. Additionally, the assistant plumbing official must maintain an Illinois plumbing license.~~
- ~~—3. Duties: It shall be the duty of the assistant plumbing official to serve at the direction of the plumbing official. The nature of these duties is:~~
 - ~~—a. Inspect for compliance with local ordinances.~~
 - ~~—b. Schedule follow up inspections as conditions on the job site merit.~~
 - ~~—c. File a report summarizing each inspection with the plumbing official.~~
- ~~—4. Compensation: The assistant plumbing official's compensation will be enumerated per contract.~~
- ~~—5. Relationship: Although the assistant plumbing official is a city official, this office by no means confers employment status to the individual. Consequently, the assistant plumbing official is ineligible for employment benefits from the city. (Ord. 0-95-55, 11-6-1995)~~

~~1-7-19: ELECTRICAL INSPECTOR; ASSISTANT ELECTRICAL INSPECTOR:~~

~~—A. Electrical Inspector:~~

~~—1. Creation; Appointment: There is hereby created the office of electrical inspector. The office shall be appointed by the mayor by and with the advice and consent of the council.~~

~~—2. Qualifications: The electrical inspector shall have work experience and educational background sufficient to carry out duties as enumerated below.~~

~~—3. Duties: It shall be the duty of the electrical inspector to schedule inspections at the direction of the building/code enforcement department. The nature of these duties is:~~

~~—a. Inspect for compliance with local ordinances.~~

~~—b. Schedule follow up inspections as conditions on the job site merit.~~

~~—c. File a report summarizing each inspection with the building/code enforcement department.~~

~~—4. Compensation: The electrical inspector's compensation is enumerated per contract with the city.~~

~~—5. Relationship: Although the electrical inspection is a city official, this office by no means confers employment status to the individual. Consequently, the electrical inspector is ineligible for employment benefits from the city. (Ord. 0-95-56, 11-6-1995)~~

~~—B. Assistant Electrical Inspector:~~

~~—1. Creation; Appointment: There is hereby created the office of assistant electrical inspector. The office shall be appointed by the mayor by and with the advice and consent of the council. The electrical inspector will recommend candidates for the office to the mayor.~~

~~—2. Qualifications: The assistant electrical inspector shall have work experience and educational background sufficient to carry out duties as enumerated below.~~

~~—3. Duties: It shall be the duty of the assistant electrical inspector to serve at the direction of the electrical inspector. The nature of these duties is:~~

~~—a. Inspect for compliance with local ordinances.~~

~~—b. Schedule follow up inspections as conditions on the job site merit.~~

~~—c. File a report summarizing each inspection with the electrical inspector.~~

~~—4. Compensation: The assistant electrical inspector's compensation is enumerated per contract with the city.~~

~~—5. Relationship: Although the assistant electrical inspection is a city official, this office by no means confers employment status to the individual. Consequently, the assistant~~

~~electrical inspector is ineligible for employment benefits from the city. (Ord. 0-95-57, 11-6-1995)~~

SECTION 4: That the City Clerk of the City of Prospect Heights be and is directed hereby to publish this Ordinance in pamphlet form, pursuant to the Statutes of the State of Illinois, made and provided.

SECTION 5: If any provision of this Ordinance or application thereof to any person or circumstances is ruled 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 6: This Ordinance shall be in full force and effect upon its passage and approval as required by law.

PASSED and APPROVED this 24th day of November, 2025.

Patrick Ludvigsen, Mayor

ATTEST:

City Clerk

AYES: _____

NAYS: _____

ABSENT: _____

Published in pamphlet form:



To: Mayor Ludvigsen and Members of the City Council

From: Peter P. Falcone, City Administrator

Subject: Intergovernmental Agreement with the Prospect Heights Park District
Regarding Policing of Park District Properties

Date: November 6, 2025

Background

For historical background, the City and Park District entered into an Intergovernmental agreement back in 2011 for Police Services that expired a few years ago. This IGA mirrors that agreement without the previous services of our Police Department performing premise checks on the Park's buildings. Instead, this focuses upon our Police enforcing City and Park ordinances and regulations on Park District properties. This is especially important now that we have implemented our eBike regulations and the Park District has imposed their own prohibition of the use of these devices on any Park Properties.

Analysis

No additional costs or increased labor will result in the passage of this IGA with the Park District. This intergovernmental agreement only formalizes the Park District authorization of our Police Department to enforce City and Park ordinances and regulations.

Recommendation

Staff recommends the passage of **resolution R-25-73** approving the Intergovernmental Agreement with the Prospect Heights Park District for policing park properties.

RESOLUTION NO. R-25-73

**A RESOLUTION OF THE CITY COUNCIL
AUTHORIZING THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT
BETWEEN THE CITY OF PROSPECT HEIGHTS AND PROSPECT HEIGHTS PARK
DISTRICT REGARDING POLICING OF PARK PROPERTY**

WHEREAS, the City of Prospect Heights (the “City”) is a municipal entity duly organized and operating pursuant to the laws of the State of Illinois; and

WHEREAS, the Prospect Heights Park District (“Park District”) is a park district entity duly organized and operating pursuant to the laws of the State of Illinois; and

WHEREAS, the City and Park District seek to enhance the safety and security of all residents who utilize the Prospect Heights Park District properties by authorizing the Prospect Heights Police Department to perform Policing Services on Park District properties; and

WHEREAS, the City and Park District are authorized by the 1970 Illinois Constitution and the Illinois Intergovernmental Cooperation Act to make an agreement with each other.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS, COOK COUNTY, ILLINOIS as follows:

Section 1: The City Council finds that the above recitals are true and correct and incorporates the same as part of this resolution.

Section 2: The City of Prospect Heights hereby approves the Intergovernmental Agreement between the City and Park District, attached hereto as Exhibit A.

Section 3: The City Administrator, or his designee, is authorized to take all necessary steps to implement this Resolution.

Section 4: This Resolution shall be in full force and effect from and after its passage as provided by law.

PASSED AND APPROVED this 10th day of November, 2025.

ATTEST:

Patrick Ludvigsen, Mayor

City Clerk

AYES: _____

NAYS: _____

ABSENT: _____

EXHIBIT A

**INTERGOVERNMENTAL AGREEMENT BETWEEN
THE PROSPECT HEIGHTS PARK DISTRICT
AND
THE CITY OF PROSPECT HEIGHTS POLICE DEPARTMENT
REGARDING POLICING OF PARK PROPERTY**

THIS AGREEMENT is entered into by and between the **PROSPECT HEIGHT PARK DISTRICT** (hereinafter referred to as the "District") and the **CITY OF PROSPECT HEIGHTS POLICE DEPARTMENT** (hereinafter referred to as the "City"), both municipal corporations located in the County of Cook, State of Illinois.

WITNESSETH:

WHEREAS, the Illinois Constitution provides that units of local government may contract to share services through intergovernmental agreements, IL Const., Art. VII, §10 (1970); and

WHEREAS, Illinois statutes provide that public agencies may share powers through intergovernmental agreements pursuant to the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq. (1991)); and

WHEREAS, the District desires that its laws, ordinances, rules and regulations be enforced by the City within its parks, grounds and facilities; and

WHEREAS, the City operates a police force including police officers and required vehicles and equipment; and

WHEREAS, the City has determined that it is feasible and appropriate that its police officers enforce the laws, ordinances, rules and regulations of the District within the District's parks, grounds and facilities; and

WHEREAS, the City and the District wish to associate, cooperate and share services to achieve the goals and objectives expressed herein and to enter into an intergovernmental agreement that so provides.

NOW, THEREFORE, in consideration of the mutual agreements and covenants contained in this Agreement, the District and the City agree as follows:

Section 1: City police officers shall be authorized at all times to enforce the laws, ordinances, rules and regulations of the District, the City and the State of Illinois upon the parks, grounds and facilities of the District owned property within the corporate limits of the City and within the Village of Mount Prospect (Wedgwood Park and Old Orchard

Country Club), and to sign and file complaints for any violation thereof. Under this provision, no City police officers, vehicles or equipment shall be specifically designated for park patrol, but rather in the normal course of patrol and on call, the City police officers shall so enforce the laws in the parks, grounds and facilities of the District. The District shall make no payment to the City for the enforcement services as set out in this Section.

Section 2: The police officers of the City shall remain solely and exclusively under the command of the City's Chief of Police at all times. At all times, City police officers shall remain solely and exclusively employees and agents of the City. As employees of the City, the police officers shall have full and exclusive control over the specific means, manner and methods used in providing the law enforcement and police services contemplated by this agreement.

It is further understood that said police officers are not agents or employees of the Park District and are therefore not entitled to any wages or benefits provided employees of Park District.

Section 3: This Agreement shall not be construed as to limit in any way the authority or ability of the police officers of the City to enforce the laws of the City, State of Illinois and United States as otherwise authorized by applicable law, either on or off of the property of the District.

Section 4: Members of the City Police Department, acting hereunder to enforce the laws on District property, shall be conservators of the peace within and upon such parks and property controlled by the District and shall have the power to make arrests on view of the offense, or upon warrants, for violation of any of the laws, rules, regulations or ordinances of the District, the City and the State of Illinois, or for any breach of the peace, in the same manner as police in cities or villages organized and existing under the general laws of the State of Illinois.

Section 5: Requests for Police Assistance. The District may initiate a request for specific Police presence or assistance from the City for a specific program or event whenever the Executive Director determines such presence or assistance may be in the best interests of public safety.

Section 6: To the fullest extent permitted by law, each party shall protect, indemnify, save, defend and hold harmless the other party, including its officers, officials, volunteers, employees and agents, from and against any and all liabilities, obligations, claims, damages, penalties, causes of action, costs and expenses, including reasonable attorney and paralegal fees, which the other party and for which its officers, officials, volunteers, employees and agents may become obligated by reason of any accident, bodily injury, death of person, or loss of or damage to tangible property, or civil and/or constitutional

infringement of rights (specifically including violations of the Federal Civil Rights Statutes) arising from the acts and omissions of the indemnifying party.

In the event either party purchases insurance from an insurance company, it shall keep in force at all times during the term of this agreement Commercial General Liability Insurance specifically including Police Professional Liability, bodily injury, personal injury and property damage limits of \$3,000,000 per occurrence.

In the event that either party is self-insured, member of an intergovernmental pool or provides for its risk financing by a means other than commercial insurance, it shall keep in force at all times during the term of this agreement, General Liability coverage (in the case of the City) specifically including Law Enforcement Activities, bodily injury, personal injury and property damage limits of \$3,000,000 per occurrence, except for bodily injury or property damage arising out of riot, civil commotion or mob action or any act or omission in connection with the prevention or suppression of a riot, civil commotion or mob action which shall have a limit of \$2,000,000 per occurrence.

Each party shall furnish certificates of the insurance and/or coverage in place as required herein and including a 90-day notice of cancellation or reduction in limits. The policy and/or coverage shall name the other party as an additional insured.

Section 7: If any provision of this Agreement is held to be invalid for any reason, such invalidation shall not render invalid other provisions of this Agreement which can be given effect without the invalid provision.

Section 8: This Agreement shall be effective when executed by the District and City. Unless otherwise terminated by either party, this Agreement shall be effective for a term of one (1) year and be automatically renewed for successive terms of one (1) year each unless either party notifies the other in writing of non-renewal at least ninety (90) days before the end of the applicable term.

Section 9: Either party hereto may terminate this Agreement for any violation of its terms by providing the offending party with thirty (30) days advance written notice. Either party hereto may also terminate this Agreement for any reason or no reason at all by giving the other party at least ninety (90) days advance written notice.

Section 10: Any other agreement or agreements between the parties hereto concerning the subjects hereof are terminated and canceled upon approval hereof, and this Agreement shall be the only agreement between the parties regarding the subject matter hereof.

Section 11: Notice or other writings which any party is required to, or may wish to, serve upon any other party in connection with this Agreement shall be in writing and shall be delivered personally or sent by registered or certified mail, return receipt requested, postage prepaid, addressed as follows:

(1) If to the City:

City Administrator
City of Prospect Heights 8 North Elmhurst Road
Prospect Heights, IL 60070

With a copy to:

Tressler LLP, City Attorney
550 E. Boughton Road, Suite 250
Bolingbrook, IL 60440

(2) If to the Park District:

Executive Director
Prospect Heights Park District
110 W. Camp McDonald Road
Prospect Heights, IL 60070

With a copy to:

Park District Attorney
Derke J. Price, Partner
Ancel Glink
1979 N. Mill St., Suite 207
Naperville, IL 60563

or such other address as any party may from time to time designate in a written notice to the other party.

Section 12: This Agreement shall be construed in accordance with the laws and Constitution of the State of Illinois.

Section 13: This Agreement is entered into solely for the benefit of the contracting parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party.

Section 14: Entire Agreement. This Agreement contains the entire agreement between the Parties. No oral representations, promises or undertakings shall affect, vary or modify the terms of this Agreement. There are no promises, terms, conditions, or obligations other than those contained in this Agreement. This Agreement shall supersede all previous

communications, representations, or agreements, either verbal or written, between the Parties.

Section 15: Binding Effect. This Agreement shall inure to the benefit of and be binding on the Parties hereto and their respective successors.

IN WITNESS WHEREOF, the Parties have hereunto set their hands and seals by the free and voluntary act of their duly authorized representatives as the Effective Date.

PROSPECT HEIGHTS PARK DISTRICT

CITY OF PROSPECT HEIGHTS

By: _____
Tim Jones, Park Board President

By: _____
Patrick Ludvigsen, Mayor

ATTEST:

Betty Cloud, Park Board Secretary

Joanna Prisiajniouk, Clerk

To: Mayor Ludvigsen and City Council

From: Peter P. Falcone, City Administrator

Subject: Resolution Approving a Professional Services Agreement with B & F Construction Code Services, Inc. to Provide Plumbing Inspection and Fire Protection Review and Inspection Services, Subject to City Attorney Approval

Background

Due to cost increases and performance issues, the City ended a service agreement with our current provider for plumbing inspection and plan review services. Staff researched new services providers and has chosen B & F Construction Code Services, Inc.

The City has used B & F Construction Code Services on bigger projects in the past, and they provided the City with exceptional service. For this agreement, B & F Construction Code Services, Inc. shall conduct commercial and residential plumbing inspections and fire protection. B & F Staff may attend pre-construction meetings and construction status meetings whenever requested and upon Staff availability may be able to work on location. Code consulting services will be provided via phone, email, field, and individual/group meetings. Video conferencing will be utilized as necessary or as requested.

Recommendation

Staff recommends Council approves resolution R-25-75 Approving a professional services agreement with B & F Construction Code Services, Inc. for plumbing inspection and fire protection review and inspection services, with City Attorney review and approval.

RESOLUTION NO. R-25-75

**RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH B & F
CONSTRUCTION CODE SERVICES, INC. TO PROVIDE PLUMBING INSPECTION AND FIRE
PROTECTION REVIEW AND INSPECTION SERVICES**

Whereas, the City of Prospect Heights provides inspection and plan review services for construction projects built within the City; and

Whereas, the Illinois Plumbing Code requires an Illinois Licensed Plumbing Inspector to perform these services; and

Whereas, the City has decided not to extend our agreement with our current provider for these services due to increased costs and performance issues; and

Whereas, Staff has researched the City's options, and they have identified B & F Construction Code Services, Inc. as a service provider who has satisfactorily worked with City on previous projects and can provide the level of inspection and review services the City requires; and

Whereas, the Building Department has budget resources and plans for the services annually; and

Whereas, B & F Construction Code Services, Inc. has submitted a scope of services to the City for continued necessary plumbing inspection and fire protection and plan review services with a detailed cost for the services in Attachment A of the agreement.

Now, Therefore, Be It Resolved by the City Council of the City of Prospect Heights, Cook County, Illinois, as follows:

Section One: That the Contract (attached hereto) with B & F Construction Code Services, Inc. is approved and accepted.

Section Two: The City Administrator is authorized to take all necessary steps to implement this resolution.

Section Three: This resolution shall be in full force and effect from and after its passage and approval as required by law.

Passed and approved this 10th day of November 2025.

Patrick Ludvigsen, Mayor

Attest

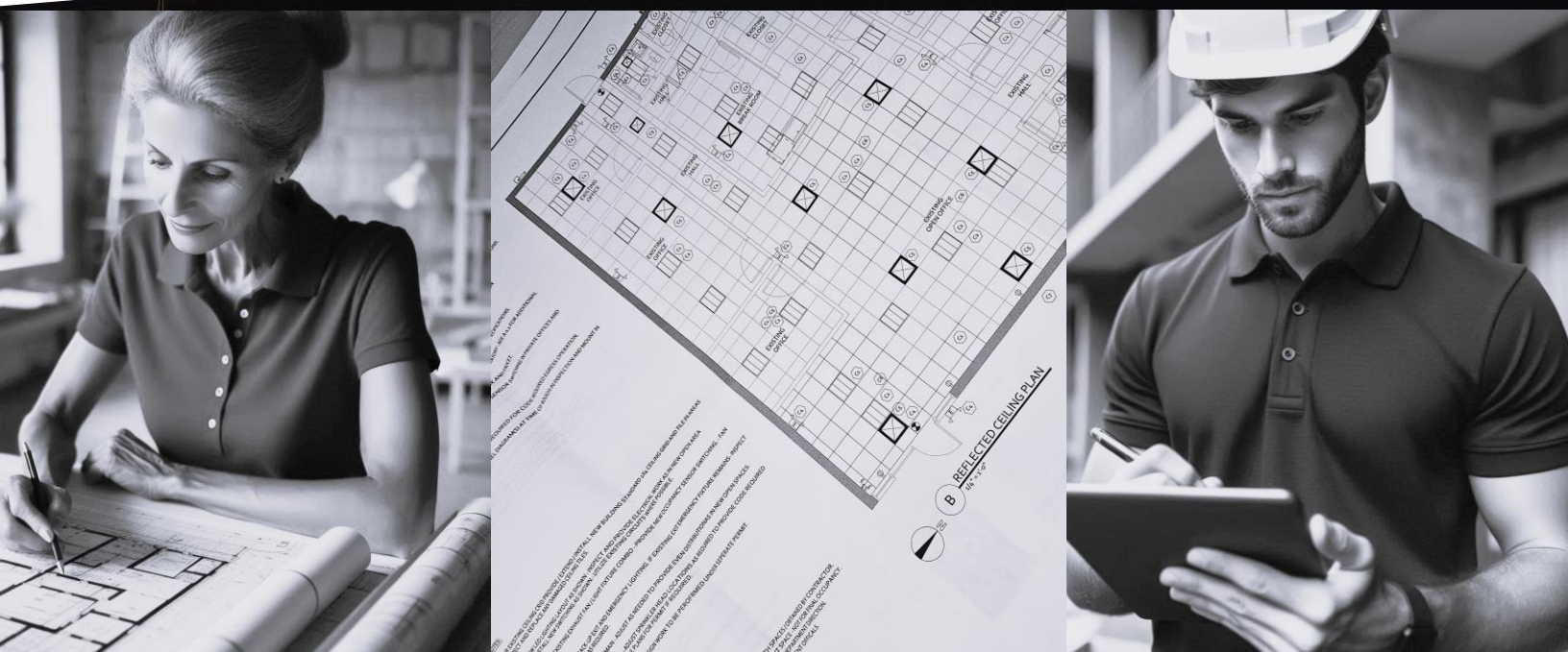
Joanna Prisiajniouk, City Clerk

Ayes: _____

Nays: _____

Absent: _____

B & F CONSTRUCTION CODE SERVICES, INC.
BUILDING & FIRE PROTECTION PLAN REVIEW
TRAINING • INSPECTIONS • CODE CONSULTING



November 4, 2025

Dan Peterson
Director of Building and Development
City of Prospect Heights
8 N. Elmhurst Road
Prospect Heights, IL 60070

Thank you for the opportunity to present a proposal to the City of Prospect Heights for plumbing inspections and fire protection.

If you have any questions please give Ron Yarbrough a call at 847-428-7010 or email ryarbrough@bfccs.org.

Sincerely,

Richard A. Piccolo

Richard A. Piccolo
President
Master Code Professional

B & F CONSTRUCTION CODE SERVICES, INC.
2420 Vantage Road • Elgin, IL 60124
Telephone: (847) 428-7010 • Fax: (847) 428-3151

PROFESSIONAL SERVICE AGREEMENT

Statement of Qualifications

B & F Construction Code Services, Inc. provides building and fire protection plan review, and inspections. All technical personnel are certified and/or licensed to provide the services as described and requested.

Qualifications

B & F Construction Code Services, Inc. provides building and fire protection plan review, inspections and training services for municipal building departments. All inspection and plan review personnel are certified and/or licensed to provide the services as described.

We currently provide inspections and plan review for the Villages of Brookfield, Oak Lawn, Markham, Riverdale, Broadview, Forest Park, Matteson and the City of Harvey. We provide or have provided inspections and plan review for the Village of Hazel Crest, Richton Park, and University Park. We currently perform complete building department operations for the Villages of Winfield and Barrington Hills. We have assisted with complete building department operations in the Villages of Kingston and Hampshire. We also currently provide complete inspection and plan review services to West Chicago, Kingston, Kirkland, Shabbona, Hinckley, Waterman, Mettawa, Manhattan, Inverness, Elwood, Deer Park, Timberlane, and Poplar Grove.

In West Chicago, we provide full code enforcement services and administration including inspections, notices of violation, tickets, adjudication, correspondence, testimony, etc.

There are other municipalities where we provide fill-in inspections when municipalities are in need of inspectors because of a large short-term workload or because they are down staff members due to vacations or extended leaves of absence. These municipalities include the City of Wheaton and Villages of Wheeling and Romeoville.

B & F Construction Code Services, Inc. performs plan review services for numerous other communities in Illinois and other states such as Michigan, New Jersey and Pennsylvania.

We have completed plan review and inspection services for large projects such as the new 3.8 Million Square Foot Amazon facility in Matteson as well as numerous Casino projects, including Four Winds Casinos in Michigan and Indiana, Bally (formerly Jumers) Casino in Rock Island, and Rivers Casino in Des Plaines.

Firm Information and Additional Qualifications

Its founder Richard A. Piccolo who has more than forty years in the building code profession leads B & F Construction Code Services, Inc. For many years, we have been providing Plan Reviews, Inspections, Building Department Administration, Code Consulting, and Training Services for Municipal Building Departments, Architectural Firms, Developers and Construction Workers. Our expertise is in all the Major Model Codes including the ICC (International Code Council) series, Illinois Plumbing Code, BOCA, NFPA, Accessibility and accepted industry standards and practices. We have performed over 110,000 plan reviews, conducted more than 600,000 construction inspections and over 220,000 code enforcement inspections. We have trained thousands of industry professionals nationwide. Our services have become the most sought after in the industry because of our continual focus on the three elements we have consistently delivered since inception...Quality, Value and Service.

Educational

We have over 50 technical employees, which include a full-time staff of qualified, licensed (where applicable), and certified staff of Plans Examiners, Building Inspectors, Property Maintenance Inspectors, and support personnel. Our affiliate company, the Building and Fire Code Academy (BFCA) provides training nationwide to industry professionals and has received approval by the State of Illinois as a Licensed Vocational School, approval by the International Association of Continuing Education & Training (IACET) and the approval of the American Institute of Architects (AIA).

The Building & Fire Code Academy works in conjunction with the State of Illinois and the Illinois Department of Employment Security to provide free training to help unemployed Municipal Building Department employees maintain their certification. BFCA is a State of Illinois Certified Workforce Provider. Individuals participating in a certificate program or our flagship Code Enforcement Career Development Program receive first hiring preference over other applicants. Additionally, the Building & Fire Code Academy maintains a job placement service for our students.

What is unique about B & F Construction Code Services, Inc. is the combination of conducting inspections and training code officials across the country. Many of our competitors attend our training classes at our office and we appreciate their trust and confidence in our excellence in training.

This separates B & F Construction Code Services, Inc. from its competition and not to mention that all of our staff are company employees and we do not employ contract employees. We provide hours of training to make sure our staff is prepared prior to being assigned to a client.

B & F Construction Code Services, Inc. has developed a system to manage the varying needs of our clients. This includes a proprietary database, which tracks the adopted codes and their local amendments. It also tracks each project, which includes what was submitted, when the project is due, and the status of each project including first and all subsequent reviews.

All of our clients use our plan submittal form with each set of plans submitted. This form gives us the specific type of reviews and any special instructions for each project.

We are a professional staff with company uniforms, vehicles (identified by company name information on the vehicles), equipment, cell phones and the necessary materials to provide a high quality service for your needs.

Services to be Provided – Plumbing Inspections and Fire Protection

B & F Construction Code Services, Inc. shall:

Conduct commercial and residential plumbing inspections and fire protection.

Staff can attend pre-construction meetings and construction status meetings whenever requested. Upon availability, staff may be able to work at the client directly. The schedule shall be mutually agreed on.

Code consulting services shall be provided via phone, email, field, and individual/group meetings. Video conferencing will be utilized as necessary or as requested.

Schedule to Perform Inspections

Inspections require notice the day prior by 3:00 p.m. Inspections can be conducted between the hours of 8:30 a.m. and 3:30 p.m. Monday through Friday, excluding holidays. Inspection requests shall be emailed, called, or submitted online. Additionally the client can approve B & F Construction Code Services, Inc. to schedule their inspections directly at no additional cost. Inspections can be made outside of these timeframes on an as requested basis for an additional cost. Both parties will determine days of the week and times during the day for inspections mutually.

The inspections are conducted as progress of the project takes place. All inspections are conducted and are documented with an inspection report indicating the results of the inspection. Inspector shall utilize company issued technology (tablets) to input inspection results real-time.

Inspectors shall contact customers, upon request, with estimated arrival times. We commit to adhere to inspection arrival times.

B & F Construction Code Services, Inc. maintains that it is the responsibility of the contractor or permit holder to ensure all required inspections are performed. B & F Construction Code Services, Inc. can provide evaluation services of inspection history, third party reports, and special inspections.

Costs for Services

Fire Protection

See attached 2025 fee schedule for pricing.

Hourly Inspection Cost

Plumbing inspections at \$95 per hour and a minimum of 20 minutes.

General Project Consulting

Staff Consultations for new projects, code analysis, zoning issues, and other complex development issues shall be billed at \$160 per hour.

Emergency Inspection

An inspector can be made available for emergency inspections outside normal business hours (7:30am – 4:30pm). The cost of the services shall be at our general consulting rate per hour. The time shall include travel both ways as well as any inspection and report writing time with a minimum of four hours (4 hrs.). For the purposes of this contract emergency inspections shall include, but not limited to, post fire inspections, inspections of structures after vehicle vs building incidents, determination of habitability or safety of structure, unsafe structures, building collapse, inspections required to restore utilities, large scale incidents that may require input from building department personnel.

After Hours Inspection

An inspector may be available for after-hours inspections outside normal business hours (7:30am – 4:30pm). The cost of the services shall be at hour general consulting rate per hour or double the fixed rate inspection for fire protection systems (fire alarm, fire sprinkler, special suppression, hood suppression, etc.) but no less than the hourly minimum. The time shall include travel both ways as well as any inspection and report writing time with a minimum of four hours (4 hrs.).

Hourly services that are provided off site from the B & F Construction Code Services, Inc. office are subject to travel costs of one way per inspector per day.

This contract shall be subject to annual price increases for all hourly services that shall not exceed the Consumer Price Index for All Urban Consumers (CPI-U) for the Chicago-Gary-Kenosha, IL, IN, WI Area issued by the United States Department of Labor between January 15 of the preceding calendar year and January 15 of the current calendar year or 3%, whichever is less.

Other Services

Cross Connection Program

Annual Cross Connection Surveys and Cross Connection Device testing for plumbing devices can be provided.

The City of Prospect Heights has the responsibility to provide notification of ordinances, planned unit developments, and all agreements relevant to the services we offer.

Point of Contact for Contract

Richard A. Piccolo, President, MCP

Sean Fallows, Vice President

Transmittal Method

As normal course of business, all correspondence from our main office shall be done electronically.

Start Date

All full services, including plan reviews and inspections, will commence on the agreed-upon date.

Fuel Surcharge

Fuel surcharge – In the event fuel cost increase to a national average of Five Dollars (\$5.00) or more per gallon there will be eight percent (8%) added to the inspection (first and re-inspections) fee.

The following cover all B & F Construction Code Services, Inc. employees:

- A. Workers Compensation Insurance;
- B. General Liability Insurance; and
- C. Professional Liability Insurance.

A Certificate of Insurance can be provided by request.

The City of Prospects Heights shall agree not to attempt to hire any of B & F Construction Code Services, Inc. officers, employees, agents, or consultants for a period of one (1) year after B & F Construction Code Services, Inc. no longer employs the individual.

B & F CONSTRUCTION CODE SERVICES, INC.

2420 Vantage Road • Elgin, IL 60124
Telephone: (847) 428-7010 • Fax: (847) 428-3151

Client

Accepted By _____

Please Print _____

Title _____

Date _____

B & F Construction Code Services

Accepted By *Richard A. Piccolo*

Please Print *Richard A. Piccolo*

Title *President*

Date *November 4, 2025*

B & F CONSTRUCTION CODE SERVICES, INC.

2420 Vantage Road • Elgin, IL 60124
Telephone: (847) 428-7010 • Fax: (847) 428-3151

B&F CONSTRUCTION CODE SERVICES, INC.

Building & Fire Protection Plan Review
Training · Inspections · Code Consulting

Plan Review

Inspections

Code Consulting

System Testing

Fire Protection

Code Adoption

System Analysis

Accessibility



B & F Construction Code Services, Inc.

B & F Construction Code Services, Inc. provides complete Plan Review Services for Municipal building departments nationwide. Plan reviews are based on model building codes including the International Code Series, BOCA, UBC, SBCCI, CABO, NEC, NFPA, Life Safety, your local amendments, energy, and accessibility requirements.

For Building, Plumbing, Mechanical, Electrical, Energy Conservation, and Fire Suppression and Detection systems, you can count on professional, accurate, and time-saving service by a staff committed to excellence.

Plan reviews identify areas of noncompliance (arranged numerically) including the code and section referenced, and inform your office of compliance or noncompliance with applicable codes and standards.

Initial plan reviews are completed typically within 9 business days of receipt; additional reviews completed typically within 5 business days of receipt. Free telephone consultation for all projects, all disciplines, and all parties involved is included. Express plan review service is available for time-sensitive projects.

One Fee Per Project Discipline. Each project is invoiced for the first review only. Subsequent two reviews for the same project discipline are performed at no additional charge.

We accept plan reviews digitally or physically but prefer digital submittals. Digital Plan Reviews allow for faster and more efficient plan review and communication. If plans are paper, free FedEx Shipping of your plans and specifications to our office is provided for all municipal building departments.

Express Review Service is available for projects requiring an expedited review and is completed typically within 4 business days (additional fee required).

Choose the Billing Method that best suits your municipality. We will bill directly to the municipality or other responsible party as designated. Projects that are billed to the responsible party are subject to a processing fee.

Why More Municipalities Choose B & F Construction Code Services, Inc....

- ◇ Nationwide
- ◇ We know the codes
- ◇ We include your local ordinances
- ◇ We're here when you need us
- ◇ Fast, accurate, reliable service
- ◇ No hidden costs, No extras
- ◇ We answer your questions
- ◇ No project too big or complex
- ◇ We are fully insured
- ◇ Proven knowledge & experience
- ◇ We provide the services you want & need
- ◇ Our reputation
- ◇ We're Always Here to Help

Codes and Standards that are utilized

- | | | |
|-----------------------------------|----------------------------|--------------------------|
| ◇ International Code Series (ICC) | ◇ National Fire Code | ◇ State Codes/Amendments |
| ◇ Legacy Codes | ◇ NFPA Standards | ◇ Local Ordinances |
| • BOCA | ◇ National Electrical Code | |
| • Uniform | ◇ Reference Standards | |
| • CABO / etc. | ◇ Accessibility Codes | |

B & F Construction Code Services, Inc.
2420 Vantage Drive • Elgin, IL 60124
P.O. Box 5178 • Elgin, IL 60121
Phone: 847-428-7010 • Fax: 847-428-3151 • Toll Free 800-232-5523
www.constructioncodes.com • bfccs@bfccs.org

Plan Review Fee Schedule

COMMERCIAL

Building Size	Building Review	25% of Building Fee*	40% of Building Fee*	50 % of Building Fee*
Up to 30,000 ft. ³	\$370.00	\$100.00*	\$148.00	\$185.00
30,001 to 60,000 ft. ³	\$480.00	\$120.00	\$192.00	\$240.00
60,001 to 80,000 ft. ³	\$525.00	\$131.25	\$210.00	\$262.50
80,000 to 100,000 ft. ³	\$600.00	\$150.00	\$240.00	\$300.00
100,001 to 150,000 ft. ³	\$775.00	\$193.75	\$310.00	\$387.50
150,001 to 200,000 ft. ³	\$875.00	\$218.75	\$350.00	\$437.50
Over 200,000 ft. ³	\$900.00 + \$8.50 (per 10,000 Cu. Ft.)	\$225.00 + \$2.13 (per 10,000 Cu. Ft.)	\$360.00 + \$3.40 (per 10,000 Cu. Ft.)	\$450.00 + \$4.25 (per 10,000 Cu. Ft.)

Footing and Foundation	\$325.00 Min.**
NFPA 101 Plan Review	40% of Building Review (Min. \$325.00)
Mechanical Review	40% of Building Review*
Plumbing Review	40% of Building Review*
Accessibility Review	25% of Building Review*
Electrical Review	50% of Building Review*
Med Gas	50% of Building Review*
Fire Code	50% of Building Review (Min. \$215.00)
Energy Code	50% of Building Review (Min. \$215.00)
Commercial/Industrial Zoning	\$200.00 per 15,000 square feet of site area ***
Hood & Duct Plan Review (Type 1 w/o suppression)	\$270.00 per System
Hood & Duct Plan Review (Type 2)	\$220.00 per System
Compressed Gas System	\$500 up to 100 gallon capacity \$1.75/gal over 100
High Piled Storage Racking	\$500 ****
Storm Shelter	\$1 per sq.ft.(Min. \$500.00)
Solar Photovoltaic System	based on kw DC system size \$1200.00 min *****
Solar Energy Storage System	20% of Solar Review
Energy Storage System	Consulting Rate
Electric Vehicle Charging Station	\$575 (\$165 per each additional charging station)
In-Ground Pool Plan Review	\$550.00 per Pool
Spray Booth Plan Review	\$450.00 per Booth
Sign Review	\$275
HPM, High Hazard, Processing Piping,	x 1.5 of Plan Review
Medical Case Facilities (Institutional Use Groups)	x 1.5 of Plan Review
High Rise Buildings	x 1.5 of Plan Review
Data Center, Lithium Storage	x 1.5 of Plan Review
Technical Submittal Review	\$125.00
Specialty Plan Review	\$160.00 per Hour
Site Plans (review of sites without a building)	Consulting Rate
Preliminary Review	50% of the review, \$800 min
Express Plan Review	x 2.5 of Plan Review
Direct Billing Processing Fee	\$100.00

* minimum for each discipline when multiple disciplines are submitted at the same time. When submitted individually the rate shall be based on 75% of the building review rate

** Minimum includes up to 50,000 sq. ft. footprint, for every addition 50,000 sq. ft. is an additional \$50 (this shall not be interpolated) and multistory buildings as defined by the IBC shall have an additional 20% added

*** minimum \$400, for projects over a 250,000 sq.ft. of site area each additional 50,000 sq.ft. shall be \$200

**** review of the racking system design, egress path, and emergency lighting

***** 201-1000kw DC \$2000, 1001-2000kw DC \$2800, 2001-3000kw DC \$3500, over 3000kw DC \$3500 + \$500 per 1000KwDC

Plan Review Fee Schedule

RESIDENTIAL

This section deals with residential reviews per the International Residential Code.

New One and Two Single Family Dwellings*

Up to 3,000 square feet (including basement)	\$800.00 per Dwelling Unit
Up to 3,000 square feet (including basement and zoning)	\$900.00 per Dwelling Unit
Over 3,000 square feet (including basement)	\$0.25 per Square Foot**
Over 3,000 square feet (including basement and zoning)	\$0.26 per Square Foot**

Miscellaneous Plan Review	\$35 Per Discipline***
In-Ground Pool Plan Review	\$475.00 per Pool
Priority Express Plan Review	x 2.5 of Base Plan Review
Solar (Photovoltaic) Systems****	\$265.00
Solar (Photovoltaic) Systems w/ battery****	\$350.00
Solar (Photovoltaic) Systems w/ battery and generator****	\$400.00
Direct Billing Processing Fee	\$50.00

* square footage includes all habitable spaces, all areas within the thermal envelope, garages, other attached covered area, basements (finished or unfinished), all decks are over four feet in either direction.

** the first 3,000 sq.ft. is \$800/\$900 respectively all additional square footage is calculated at \$0.25 / \$0.26 per sq.ft.

*** re-reviews are an additional cost, zoning will be treated as an additional discipline

**** projects that require a service update will be subject to an addition \$100

Plan Review Fee Schedule

FIRE PROTECTION

Fire Suppression Systems

1 to 100 sprinkler heads	\$525.00
101 to 200 sprinkler heads	\$575.00
201 to 300 sprinkler heads	\$700.00
301 to 500 sprinkler heads	\$900.00
Over 500 sprinkler heads	\$900.00*
Modifications (1-20 sprinkler heads without calculations)	\$250.00
Modifications (21-40 sprinkler heads without calculations)	\$350.00
Residential systems (NFPA 13D)	\$240.00

Fire Alarm Systems

1 to 20 Devices	\$215.00
21 to 40 Devices	\$425.00
41 to 60 Devices	\$700.00
61 to 80 Devices	\$800.00
81 to 100 Devices	\$900.00
Over 100 Devices	\$1000.00 plus \$5 per device over 100

Hood Suppression with 15 or less points	\$215 per System
Hood Suppression with 16-29 flow points	\$270.00 per System
Hood Suppression with 30 flow points or more	\$320.00 per System

Chemical Suppression systems (excluding hood suppression)	\$350 plus alarm fees
Carbon Dioxide / Clean Agents	\$175 for up to 105 pounds of agent, \$1 each pound over
Dedicated Fire Hydrant or Standpipe System	\$25 per valve (\$300 min)
Emergency Radio Communication Coverage (ERCC)	\$0.005 per sq.ft. (\$600 min)

*\$1.25 per head for the heads 501-1000, \$1 per heads 1,000-20,000, \$0.75 per head over 20,000 sprinkler heads

CONSULTING

Code Consulting

Senior Staff	\$195.00 per hour
Supervisor Staff	\$175.00 per hour
Staff	\$160.00 per hour

Village Management/Administration

Senior Staff	\$135.00 per hour
Supervisor Staff	\$120.00 per hour
Staff	\$100.00 per hour

OTHER SERVICES

Code Writing and Adoption Assistance
 Water Flow/Backflow/Hydrant Flushing Device Testing
 Special Safety Training and Disaster Planning
 Building Department Analysis
 Fire Protection System Analysis
 Existing Building Evaluation



Building & Fire Code Academy

Welcome to new educational opportunities offered by the Building & Fire Code Academy. The Building & Fire Code Academy (BFCA), provides comprehensive and practical education in the application, implementation and enforcement of building and fire codes for construction industry professionals nationwide. Our programs benefit thousands of building and fire officials, inspectors, design professionals, contractors and developers across the country. The Building & Fire Code Academy has established the first of its kind facility dedicated to providing continuing educational opportunities to construction industry professionals. The Building & Fire Code Academy instructors conduct on-site, open registration and private continuing education training. On-site and open registration courses are scheduled throughout the year and announced by direct mail, trade associations, fax, and our Web site. Registrations are completed directly with our office.

Providing comprehensive and practical education in the application, implementation, and enforcement of building and fire codes for construction industry professionals nationwide.

Call us to schedule your on-site training class. Choose from our standard course offerings or request topics customized to suit the specific educational needs of your organization. We can show you how even small groups can benefit, or tell us you want to be on our mailing list.



The Building & Fire Code Academy is approved as an Authorized Provider by the International Association for Continuing Education and Training (IACET), 8405 Greensboro Drive, Suite 800, McLean, VA 22102. In

obtaining this approval, the Building & Fire Code Academy has demonstrated that it complies with the ANSI/IACET Standards which are widely recognized as standards of good practice internationally.

As a result of their Authorized Provider membership status, the BFCA is authorized to offer IACET Continuing Education Units (CEUs) for its programs that qualify under the ANSI/IACET Standards.

The BFCA is additionally an Illinois Workforce Development System approved training provider and an American Institute of Architects/ Continuing Education System (AIA/CES) Registered Provider.

Architects completing Academy classes earn Learning Units (LUs). HSW (Health, Safety, and Welfare) credit may also be available. Other measures of accomplishment include contact, clock, or class hours.



Building & Fire Code Academy

2420 Vantage Drive • Elgin, IL 60124

Phone: 847-428-2951 • Fax: 847-428-2911 • Toll Free: 800-488-7057

www.bfcacademy.com • bfca@bfcacademy.com

**CITY OF PROSPECT HEIGHTS
WARRANT LIST SUMMARY
11/10/2025**

Checks

General Fund	\$ 59,364.14
Motor Fuel Tax Fund	-
Tourism District	795.36
Solid Waste Fund	-
Drug Enforcement Agency Fund	-
Special Service Area #1	-
Special Service Area #2	-
Special Service Area #3	-
Special Service Area #4	-
Special Service Area #5	82.54
Special Service Area-Constr#6(Water Main)	-
Special Service Area #8 - Levee Wall #37	154.59
Capital Improvements	616.97
Special Service Area-Debt#6	605.00
Road Construction Debt	-
Water Fund	7,651.81
Parking Fund	611.50
Sanitary Sewer Fund	2,392.56
Road/Building Bond Escrow	-
TOTAL	\$ 72,274.47

Wire Payments

10.31.25 PAYROLL	\$ 209,222.34
TOTAL WARRANT	\$ 281,496.81

Report Criteria:

Detail report.
Invoices with totals above \$0.00 included.
Only unpaid invoices included.

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
AFLAC	729787	NOV 25 AFLAC	10/21/2025	01-000-2032	139.32	.00	
Total AFLAC:					139.32	.00	
AIR-FLO HVAC INC.	9410	HEAT REPAIR	10/28/2025	01-350-5104	1,641.55	.00	
Total AIR-FLO HVAC INC.:					1,641.55	.00	
ALPHA PRIME COMMUNICATIO	120477	PD RADIO EQUIPMENT & INSTA	10/28/2025	01-350-5020	552.00	.00	
Total ALPHA PRIME COMMUNICATIONS:					552.00	.00	
AMERICAN LITHO	261749-01	FALL 25 NEWSLETTER	10/24/2025	01-320-5221	2,178.00	.00	
Total AMERICAN LITHO:					2,178.00	.00	
AMERICAN WATER WORKS AS	SO261701	MEMBERSHIP	10/31/2025	51-300-5310	424.00	.00	
Total AMERICAN WATER WORKS ASSN:					424.00	.00	
ASSOCIATED TECHNICAL SERV	41128	LEAK LOCATION SERVICE	10/28/2025	51-300-5100	1,296.00	.00	
ASSOCIATED TECHNICAL SERV	41145	LEAK LOCATION SERVICE	10/30/2025	51-300-5100	768.00	.00	
Total ASSOCIATED TECHNICAL SERVICES LTD.:					2,064.00	.00	
BARRETT LOEHRER	LOEHRER10/2	UNIFORMS LOEHRER	10/29/2025	01-360-5741	68.71	.00	
Total BARRETT LOEHRER:					68.71	.00	
BLUECROSS BLUESHIEDL OF I	NOV 25	NOV 25 HMO/MEDICAL	11/01/2025	01-360-4100	4,867.19	.00	
Total BLUECROSS BLUESHIEDL OF IL:					4,867.19	.00	
CANON FINANCIAL SERVICES	42103509	NOV 25 CH COPIER	11/01/2025	01-340-7020	198.97	.00	
Total CANON FINANCIAL SERVICES:					198.97	.00	
CARDMEMBER SERVICE	SEP-OCT 25	SUPLIES	11/05/2025	01-320-7020	11.99	.00	
CARDMEMBER SERVICE	SEP-OCT 25	SUPLIES	11/05/2025	01-320-7020	28.00	.00	
CARDMEMBER SERVICE	SEP-OCT 25	SUPLIES	11/05/2025	01-320-7020	28.99	.00	
CARDMEMBER SERVICE	SEP-OCT 25	SUPLIES	11/05/2025	01-320-7020	70.57	.00	
CARDMEMBER SERVICE	SEP-OCT 25	SUPLIES	11/05/2025	01-320-7020	182.12	.00	
CARDMEMBER SERVICE	SEP-OCT 25	WATER FITTING	11/05/2025	51-300-5050	10.99	.00	
CARDMEMBER SERVICE	SEP-OCT 25	WATER FITTING	11/05/2025	51-300-5050	33.54	.00	
CARDMEMBER SERVICE	SEP-OCT 25	WATER FITTING	11/05/2025	51-300-5050	88.43	.00	
CARDMEMBER SERVICE	SEP-OCT 25	SUPPLIES	11/05/2025	01-350-5710	100.96	.00	
CARDMEMBER SERVICE	SEP-OCT 25	SHOP SUPPLIES	11/05/2025	01-350-5710	169.40	.00	
CARDMEMBER SERVICE	SEP-OCT 25	LIGHT BULBS	11/05/2025	01-350-5710	53.66	.00	
CARDMEMBER SERVICE	SEP-OCT 25	BATTERY BCHARGEERS	11/05/2025	01-350-5020	139.75	.00	
CARDMEMBER SERVICE	SEP-OCT 25	SPOOKFEST	11/05/2025	01-350-5710	58.93	.00	
CARDMEMBER SERVICE	SEP-OCT 25	TRAILER JACK	11/05/2025	01-350-7020	73.07	.00	
CARDMEMBER SERVICE	SEP-OCT 25	PHONE STORAGE	11/05/2025	01-350-7025	.99	.00	
CARDMEMBER SERVICE	SEP-OCT 25	TRAINING CREDIT	11/05/2025	53-300-5330	268.00-	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
CARDMEMBER SERVICE	SEP-OCT 25	COMCAST	11/05/2025	52-300-5410	171.35	.00	
CARDMEMBER SERVICE	SEP-OCT 25	COMCAST	11/05/2025	51-300-5410	136.40	.00	
CARDMEMBER SERVICE	SEP-OCT 25	COMCAST	11/05/2025	01-320-5410	230.69	.00	
CARDMEMBER SERVICE	SEP-OCT 25	CONSTANT CONTACT	11/05/2025	01-320-5100	109.00	.00	
CARDMEMBER SERVICE	SEP-OCT 25	RECORDINGS BLD ZN	11/05/2025	01-340-5222	359.39	.00	
CARDMEMBER SERVICE	SEP-OCT 25	RECORDINGS BLD ZN	11/05/2025	01-340-5222	46.00	.00	
CARDMEMBER SERVICE	SEP-OCT 25	CRIME PREVENTION	11/05/2025	01-360-5710	74.02	.00	
CARDMEMBER SERVICE	SEP-OCT 25	SWEARIN IN	11/05/2025	01-360-5710	80.33	.00	
CARDMEMBER SERVICE	SEP-OCT 25	TEMP FENCE	11/05/2025	30-550-7020	616.97	.00	
CARDMEMBER SERVICE	SEP-OCT 25	FEDEX	11/05/2025	01-320-5200	31.90	.00	
CARDMEMBER SERVICE	SEP-OCT 25	FALL LANDSCAPING	11/05/2025	01-350-5650	841.00	.00	
CARDMEMBER SERVICE	SEP-OCT 25	IFPCA	11/05/2025	01-360-5330	475.00	.00	
CARDMEMBER SERVICE	SEP-OCT 25	ARBORIST TRIANING	11/05/2025	01-350-5330	310.00	.00	
CARDMEMBER SERVICE	SEP-OCT 25	ILFPCA	11/05/2025	01-320-5330	550.00	.00	
CARDMEMBER SERVICE	SEP-OCT 25	ICC CODES	11/05/2025	01-340-5820	3,748.96	.00	
CARDMEMBER SERVICE	SEP-OCT 25	FALL LANDSCAPING	11/05/2025	01-350-5650	440.69	.00	
CARDMEMBER SERVICE	SEP-OCT 25	NRC LANDSCAPING	11/05/2025	01-310-5960	370.80	.00	
CARDMEMBER SERVICE	SEP-OCT 25	OFFICE SUPPLIES	11/05/2025	01-360-5700	35.83	.00	
CARDMEMBER SERVICE	SEP-OCT 25	USB DRIVES	11/05/2025	01-360-5700	39.58	.00	
CARDMEMBER SERVICE	SEP-OCT 25	OFFICE SUPPLIES	11/05/2025	01-350-5700	43.44	.00	
CARDMEMBER SERVICE	SEP-OCT 25	PD TV	11/05/2025	01-360-7022	39.99	.00	
CARDMEMBER SERVICE	SEP-OCT 25	PD TV	11/05/2025	01-360-7022	259.99	.00	
CARDMEMBER SERVICE	SEP-OCT 25	SOCIAL WORKER TRNG	11/05/2025	01-360-5330	219.00	.00	
CARDMEMBER SERVICE	SEP-OCT 25	CTP CERTF	11/05/2025	01-360-5330	99.99	.00	
CARDMEMBER SERVICE	SEP-OCT 25	USPS	11/05/2025	01-320-5200	6.08	.00	
CARDMEMBER SERVICE	SEP-OCT 25	ZOOM	11/05/2025	01-310-5300	50.00	.00	
CARDMEMBER SERVICE	SEP-OCT 25	COMCAST	11/05/2025	01-360-5410	325.17	.00	
CARDMEMBER SERVICE	SEP-OCT 25	COMCAST	11/05/2025	01-350-5410	216.35	.00	
CARDMEMBER SERVICE	SEP-OCT 25	DAILY HERALD	11/05/2025	01-320-5820	196.00	.00	
CARDMEMBER SERVICE	SEP-OCT 25	SUPPLIES	11/05/2025	01-320-5700	80.97	.00	
Total CARDMEMBER SERVICE:					10,988.28	.00	
COMED - ACCT #0767814000	09.15.25-10.15	09.15.25-10.15.25 0 E WOLF/KE	10/17/2025	52-300-5410	116.65	.00	
Total COMED - ACCT #0767814000:					116.65	.00	
COMED - ACCT #1165283000	09.15.25-10.15	09.15.25-10.25.25 PIPER/WIMBL	10/17/2025	25-300-5050	82.54	.00	
Total COMED - ACCT #1165283000:					82.54	.00	
COMED - ACCT #4546302111	09.15.25-10.15	09.15.25-10.15.25 101 S WOLF R	10/17/2025	52-300-5410	105.76	.00	
Total COMED - ACCT #4546302111:					105.76	.00	
COMED - ACCT #5019434111	09.15.25-10.15	09.15.25-10.15.25 WOLF/EUCLID	10/17/2025	52-300-5410	158.56	.00	
Total COMED - ACCT #5019434111:					158.56	.00	
COMED - ACCT #5306644000	09.15.25-10.15	09.15.25-10.15.25 1 S APPLE DR	10/17/2025	01-350-5410	73.24	.00	
Total COMED - ACCT #5306644000:					73.24	.00	
COMED-ACCT #271664222	10172025	LEVEE 37	10/28/2025	28-300-7020	154.59	.00	
Total COMED-ACCT #271664222:					154.59	.00	
CONRAD POLYGRAPH INC.	6794	SHARED POLYGRAPH REPORT	11/03/2025	01-360-5100	29.50	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
Total CONRAD POLYGRAPH INC.:					29.50	.00	
CONSTELLATION NEWENERGY	71697838301	SEP-OCT 25 604 N MILWAUKEE	10/16/2025	13-300-5410	36.40	.00	
CONSTELLATION NEWENERGY	71697949701	SEP-OCT 25 1250 RIVER RD	10/16/2025	13-300-5410	30.96	.00	
Total CONSTELLATION NEWENERGY INC.:					67.36	.00	
DE LAGE LANDEN FINANCIAL S	592305888	OCT 25 CH COPIER	09/21/2025	01-320-5220	524.98	.00	
DE LAGE LANDEN FINANCIAL S	592673940	NOV 25 CH COPIER	10/21/2025	01-320-5220	524.98	.00	
Total DE LAGE LANDEN FINANCIAL SERVICES INC:					1,049.96	.00	
DELTA DENTAL OF ILLINOIS	1978600	HMO DENTAL NOV 25	11/01/2025	01-360-4100	153.10	.00	
DELTA DENTAL OF ILLINOIS	1978600	HMO DENTAL NOV 25	11/01/2025	01-350-4100	28.67	.00	
DELTA DENTAL OF ILLINOIS	1978601	RETIREE DENTAL NOV 25	11/01/2025	01-370-4101	57.34	.00	
DELTA DENTAL OF ILLINOIS	1980500	PPO VISION NOV 25	11/01/2025	01-320-4100	73.40	.00	
DELTA DENTAL OF ILLINOIS	1980500	PPO VISION NOV 25	11/01/2025	01-340-4100	40.06	.00	
DELTA DENTAL OF ILLINOIS	1980500	PPO VISION NOV 25	11/01/2025	01-350-4100	33.34	.00	
DELTA DENTAL OF ILLINOIS	1980500	PPO VISION NOV 25	11/01/2025	01-360-4100	291.25	.00	
DELTA DENTAL OF ILLINOIS	1980500	PPO VISION NOV 25	11/01/2025	01-370-4101	38.54	.00	
DELTA DENTAL OF ILLINOIS	1980500	PPO VISION NOV 25	11/01/2025	01-310-4100	6.53	.00	
DELTA DENTAL OF ILLINOIS	1980515	HMO VISION NOV 25	11/01/2025	01-360-4100	67.32	.00	
DELTA DENTAL OF ILLINOIS	1980515	HMO VISION NOV 25	11/01/2025	01-370-4101	12.74	.00	
Total DELTA DENTAL OF ILLINOIS:					802.29	.00	
EAGLE UNIFORM CO.	39998-3	UNIFORMS - NEW OFFICER ISS	10/23/2025	01-360-5741	120.00	.00	
EAGLE UNIFORM CO.	40426-3	NEW OFFICER ISSUE - DELGA	10/29/2025	01-360-5741	1,590.90	.00	
EAGLE UNIFORM CO.	40430-3	NEW OFFICER ISSUE - CASTEL	10/29/2025	01-360-5741	1,235.15	.00	
Total EAGLE UNIFORM CO.:					2,946.05	.00	
ENDEAVOR OMEGA	202793717-10	PRE-EMPLOYMENT MEDICAL C	11/03/2025	01-360-5100	963.00	.00	
ENDEAVOR OMEGA	202793717-10	PRE-EMPLOYMENT MEDICAL C	11/03/2025	01-360-5100	78.00	.00	
Total ENDEAVOR OMEGA:					1,041.00	.00	
FP FINANCE PROGRAM	40413891	NOV 25 POSTAGE MACHINE	10/22/2025	01-320-5200	185.95	.00	
Total FP FINANCE PROGRAM:					185.95	.00	
HACH COMPANY	14721729	WATER SYSTEM CHEMICALS	10/31/2025	51-300-5750	274.60	.00	
HACH COMPANY	14723496	WATER SYSTEM CHEMICALS	10/31/2025	51-300-5750	263.70	.00	
Total HACH COMPANY:					538.30	.00	
HOME DEPOT CREDIT SERVIC	10.28.25	PAINT MAILBOX RPLCMNT	11/03/2025	01-350-5710	22.98	.00	
HOME DEPOT CREDIT SERVIC	10.28.25	PAINT FOR TRUCKS	11/03/2025	01-350-5020	391.86	.00	
HOME DEPOT CREDIT SERVIC	10.28.25	BUILDING SUPPLY	11/03/2025	01-350-5710	86.71	.00	
Total HOME DEPOT CREDIT SERVICES:					501.55	.00	
ILLINOIS HOMICIDE INVESTIGA	2025A-0089	HOMICIDE INVESTIGATORS CO	10/29/2025	01-360-5330	295.00	.00	
Total ILLINOIS HOMICIDE INVESTIGATORS ASSOCIAT:					295.00	.00	
ILLINOIS PUBLIC RISK FUND	93691-	JAN 25 WC PREMIUMS	11/05/2025	01-350-5530	1,596.72	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
ILLINOIS PUBLIC RISK FUND	93691-	JAN 25 WC PREMIUMS	11/05/2025	51-300-5530	332.65	.00	
ILLINOIS PUBLIC RISK FUND	93691-	JAN 25 WC PREMIUMS	11/05/2025	01-360-5530	10,644.80	.00	
ILLINOIS PUBLIC RISK FUND	93691-	JAN 25 WC PREMIUMS	11/05/2025	01-340-5530	332.65	.00	
ILLINOIS PUBLIC RISK FUND	93691-	JAN 25 WC PREMIUMS	11/05/2025	01-320-5530	266.12	.00	
ILLINOIS PUBLIC RISK FUND	93691-	JAN 25 WC PREMIUMS	11/05/2025	53-300-5530	133.06	.00	
Total ILLINOIS PUBLIC RISK FUND:					13,306.00	.00	
IUOE LOCAL 150 ADMIN	LOCAL 150 OC	OCT 25 LOCAL 150 ADMIN	11/05/2025	01-000-2050	1,123.62	.00	
IUOE LOCAL 150 ADMIN	LOCAL 150 OC	OCT 25 LOCAL 150 ADMIN	11/05/2025	01-000-2050	220.14	.00	
Total IUOE LOCAL 150 ADMIN:					1,343.76	.00	
LANDSCAPE CONCEPTS MANA	67643	OCTOBER MAINTENANCE	10/28/2025	13-300-5108	683.00	.00	
Total LANDSCAPE CONCEPTS MANAGEMENT:					683.00	.00	
MEADE ELECTRIC COMPANY I	714704	SIGNAL REPAIR WOLF&EDWAR	10/31/2025	01-350-5031	1,282.55	.00	
Total MEADE ELECTRIC COMPANY INC:					1,282.55	.00	
METROPOLITAN ALLIANCE OF	#252 10.2025	OCT 25 MAP 252	11/05/2025	01-000-2050	658.00	.00	
METROPOLITAN ALLIANCE OF	#253 10.2025	OCT 25 MAP 253	11/05/2025	01-000-2050	235.00	.00	
Total METROPOLITAN ALLIANCE OF POLICE:					893.00	.00	
METROPOLITAN INDUSTRIES I	INV078025	WATER DATA	10/28/2025	51-300-5100	258.00	.00	
Total METROPOLITAN INDUSTRIES INC:					258.00	.00	
MOE FUNDS-RETIREE	4117324	DEC 25-GARCIA	11/05/2025	51-300-4100	1,001.00	.00	
MOE FUNDS-RETIREE	4117327	DEC 25 SIARA	11/05/2025	51-300-4100	1,001.00	.00	
MOE FUNDS-RETIREE	4117327	DEC 25 SIARA	11/05/2025	53-300-4100	1,001.00	.00	
MOE FUNDS-RETIREE	4117332	DEC 25 FAMILY	11/05/2025	51-300-4100	1,526.50	.00	
MOE FUNDS-RETIREE	4117332	DEC 25 FAMILY	11/05/2025	53-300-4100	1,526.50	.00	
MOE FUNDS-RETIREE	4117332	DEC 25 FAMILY	11/05/2025	01-350-4100	9,159.00	.00	
Total MOE FUNDS-RETIREE:					15,215.00	.00	
MPC COMMUNICATIONS & LIG	25-1271	SQUAD 603 LAPTOP INSTALL	10/23/2025	01-360-7022	482.10	.00	
MPC COMMUNICATIONS & LIG	25-1272	SQUAD 604 LAPTOP INSTALL	10/23/2025	01-360-7022	482.10	.00	
MPC COMMUNICATIONS & LIG	25-1273	SQUAD 600 LAPTOP INSTALL	10/23/2025	01-360-7022	482.10	.00	
Total MPC COMMUNICATIONS & LIGHTING INC:					1,446.30	.00	
NAPA AUTO PARTS	399613	SQUAD 603	10/28/2025	01-350-5020	202.01	.00	
NAPA AUTO PARTS	401750	VEHICLE PARTS	10/30/2025	01-350-5020	16.68	.00	
Total NAPA AUTO PARTS:					218.69	.00	
NICOR GAS	09.23.25-10.23	09.23.25-10.23.25 401 PIPER LN	10/23/2025	01-320-5410	74.76	.00	
NICOR GAS	09.23.25-10.23	09.23.25-10.23.25 14 E CAMP M	10/23/2025	01-320-5410	85.69	.00	
NICOR GAS	09.23.25-10.23	09.23.25-10.23.25 101 S WOLF R	10/23/2025	52-300-5410	59.18	.00	
NICOR GAS	10222025	NICOR CH	10/31/2025	01-320-5410	170.41	.00	
NICOR GAS	10232025	WELL HOUSE	10/28/2025	51-300-5410	57.00	.00	
Total NICOR GAS:					447.04	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
NORTH SHORE SIGN	125808	NOV 25 SIGN MAINTENANCE	10/01/2025	01-320-5100	243.00	.00	
Total NORTH SHORE SIGN:					243.00	.00	
PACE ANALYTICAL SERVICES	247212469	WATER TESTING	10/30/2025	51-300-5100	180.00	.00	
Total PACE ANALYTICAL SERVICES:					180.00	.00	
PENTEGRA SYSTEMS LLC	69824	2026 RENEWAL	10/24/2025	01-320-5100	475.00	.00	
Total PENTEGRA SYSTEMS LLC:					475.00	.00	
RAY O'HERRON CO INC	2440942	DEPARTMENT WEAPONS - NE	10/29/2025	01-360-5740	1,574.34	.00	
Total RAY O'HERRON CO INC:					1,574.34	.00	
RED WING STORE	2334084	ROSCOE-SAFETY BOOTS	10/31/2025	01-350-7023	286.73	.00	
Total RED WING STORE:					286.73	.00	
ROUTE 12 RENTAL COMPANY	152103	PW BACK LOT ELECTRIC WOR	10/28/2025	01-350-5510	193.07	.00	
Total ROUTE 12 RENTAL COMPANY:					193.07	.00	
STAPLES	7007368628	OFFICE SUPPLIES	10/24/2025	01-320-5700	89.12	.00	
Total STAPLES:					89.12	.00	
THE BLUE LINE	48266	LATERAL PO AD	10/23/2025	01-360-5100	397.00	.00	
Total THE BLUE LINE:					397.00	.00	
T-MOBILE	09.21.25-10.20	HANDSET	10/20/2025	01-340-7020	329.99	.00	
T-MOBILE	09.21.25-10.20	09.21.25-10.20.25 CELLPHONE	10/20/2025	01-350-5410	285.32	.00	
T-MOBILE	09.21.25-10.20	09.21.25-10.20.25 CELLPHONE	10/20/2025	01-360-5410	448.36	.00	
T-MOBILE	09.21.25-10.20	09.21.25-10.20.25 CELLPHONE	10/20/2025	01-340-7020	81.52	.00	
T-MOBILE	09.21.25-10.20	09.21.25-10.20.25 CELLPHONE	10/20/2025	13-300-5410	45.00	.00	
Total T-MOBILE:					1,190.19	.00	
UNIFIRST CORPORATION	1190251259	POLICE CARPET	10/28/2025	01-350-5104	90.29	.00	
UNIFIRST CORPORATION	1320263714	PW UNIFORMS	10/28/2025	01-350-5104	177.04	.00	
Total UNIFIRST CORPORATION:					267.33	.00	
US BANK NA	7936953	SERIES 2018 ADMIN FEE	11/03/2025	46-300-5430	605.00	.00	
Total US BANK NA:					605.00	.00	
WHEEL-INN BODY & MOTOR W	H-5365	PW VAN REPAIR BALANCE	10/22/2025	01-320-5500	175.75	.00	
Total WHEEL-INN BODY & MOTOR WORKS,:					175.75	.00	
WILBERTH BLANCO	BLANCO10/23	UNIFROMS - BLANCO	10/23/2025	01-360-5741	234.28	.00	
Total WILBERTH BLANCO:					234.28	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
Grand Totals:					72,274.47	.00	

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

- Detail report.
- Invoices with totals above \$0.00 included.
- Only unpaid invoices included.

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND							
01-000-2032 WITHHOLDING - T AFLAC	AFLAC	729787	NOV 25 AFLAC	10/21/2025	139.32	.00	
01-000-2050 UNION DUES	IUOE LOCAL 150 ADMIN	LOCAL 150 OC	OCT 25 LOCAL 150 ADMIN	11/05/2025	1,123.62	.00	
01-000-2050 UNION DUES	IUOE LOCAL 150 ADMIN	LOCAL 150 OC	OCT 25 LOCAL 150 ADMIN	11/05/2025	220.14	.00	
01-000-2050 UNION DUES	METROPOLITAN ALLIANCE OF	#252 10.2025	OCT 25 MAP 252	11/05/2025	658.00	.00	
01-000-2050 UNION DUES	METROPOLITAN ALLIANCE OF	#253 10.2025	OCT 25 MAP 253	11/05/2025	235.00	.00	
Total :					2,376.08	.00	
CITY COUNCIL & BOARDS							
01-310-4100 HEALTH INSURANCE	DELTA DENTAL OF ILLINOIS	1980500	PPO VISION NOV 25	11/01/2025	6.53	.00	
01-310-5300 ALDERMANIC EXPENSE	CARDMEMBER SERVICE	SEP-OCT 25	ZOOM	11/05/2025	50.00	.00	
01-310-5960 NRC OPERATIONS	CARDMEMBER SERVICE	SEP-OCT 25	NRC LANDSCAPING	11/05/2025	370.80	.00	
Total CITY COUNCIL & BOARDS:					427.33	.00	
ADMINISTRATION							
01-320-4100 HEALTH INSURANCE	DELTA DENTAL OF ILLINOIS	1980500	PPO VISION NOV 25	11/01/2025	73.40	.00	
01-320-5100 PROFESSIONAL SERVIC	CARDMEMBER SERVICE	SEP-OCT 25	CONSTANT CONTACT	11/05/2025	109.00	.00	
01-320-5100 PROFESSIONAL SERVIC	NORTH SHORE SIGN	125808	NOV 25 SIGN MAINTENANCE	10/01/2025	243.00	.00	
01-320-5100 PROFESSIONAL SERVIC	PENTEGRA SYSTEMS LLC	69824	2026 RENEWAL	10/24/2025	475.00	.00	
01-320-5200 POSTAGE	CARDMEMBER SERVICE	SEP-OCT 25	FEDEX	11/05/2025	31.90	.00	
01-320-5200 POSTAGE	CARDMEMBER SERVICE	SEP-OCT 25	USPS	11/05/2025	6.08	.00	
01-320-5200 POSTAGE	FP FINANCE PROGRAM	40413891	NOV 25 POSTAGE MACHINE	10/22/2025	185.95	.00	
01-320-5220 PHOTOCOPY	DE LAGE LANDEN FINANCIAL S	592305888	OCT 25 CH COPIER	09/21/2025	524.98	.00	
01-320-5220 PHOTOCOPY	DE LAGE LANDEN FINANCIAL S	592673940	NOV 25 CH COPIER	10/21/2025	524.98	.00	
01-320-5221 PRINTING	AMERICAN LITHO	261749-01	FALL 25 NEWSLETTER	10/24/2025	2,178.00	.00	
01-320-5330 TRAINING	CARDMEMBER SERVICE	SEP-OCT 25	ILFPCA	11/05/2025	550.00	.00	
01-320-5410 UTILITIES	CARDMEMBER SERVICE	SEP-OCT 25	COMCAST	11/05/2025	230.69	.00	
01-320-5410 UTILITIES	NICOR GAS	09.23.25-10.23	09.23.25-10.23.25 401 PIPER LN	10/23/2025	74.76	.00	
01-320-5410 UTILITIES	NICOR GAS	09.23.25-10.23	09.23.25-10.23.25 14 E CAMP M	10/23/2025	85.69	.00	
01-320-5410 UTILITIES	NICOR GAS	10222025	NICOR CH	10/31/2025	170.41	.00	
01-320-5500 LIABILITY INSURANCE	WHEEL-INN BODY & MOTOR W	H-5365	PW VAN REPAIR BALANCE	10/22/2025	175.75	.00	
01-320-5530 WORKERS COMPENSATI	ILLINOIS PUBLIC RISK FUND	93691-	JAN 25 WC PREMIUMS	11/05/2025	266.12	.00	
01-320-5700 OFFICE SUPPLIES	CARDMEMBER SERVICE	SEP-OCT 25	SUPPLIES	11/05/2025	80.97	.00	
01-320-5700 OFFICE SUPPLIES	STAPLES	7007368628	OFFICE SUPPLIES	10/24/2025	89.12	.00	
01-320-5820 PUBLICATIONS	CARDMEMBER SERVICE	SEP-OCT 25	DAILY HERALD	11/05/2025	196.00	.00	
01-320-7020 EQUIPMENT	CARDMEMBER SERVICE	SEP-OCT 25	SUPLIES	11/05/2025	11.99	.00	
01-320-7020 EQUIPMENT	CARDMEMBER SERVICE	SEP-OCT 25	SUPLIES	11/05/2025	28.00	.00	
01-320-7020 EQUIPMENT	CARDMEMBER SERVICE	SEP-OCT 25	SUPLIES	11/05/2025	28.99	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
01-320-7020 EQUIPMENT	CARDMEMBER SERVICE	SEP-OCT 25	SUPLIES	11/05/2025	70.57	.00	
01-320-7020 EQUIPMENT	CARDMEMBER SERVICE	SEP-OCT 25	SUPLIES	11/05/2025	182.12	.00	
Total ADMINISTRATION:					6,593.47	.00	
BUILDING DEPARTMENT							
01-340-4100 HEALTH INSURANCE	DELTA DENTAL OF ILLINOIS	1980500	PPO VISION NOV 25	11/01/2025	40.06	.00	
01-340-5222 LEGAL NOTICES	CARDMEMBER SERVICE	SEP-OCT 25	RECORDINGS BLD ZN	11/05/2025	359.39	.00	
01-340-5222 LEGAL NOTICES	CARDMEMBER SERVICE	SEP-OCT 25	RECORDINGS BLD ZN	11/05/2025	46.00	.00	
01-340-5530 WORKERS COMP INSUR	ILLINOIS PUBLIC RISK FUND	93691-	JAN 25 WC PREMIUMS	11/05/2025	332.65	.00	
01-340-5820 PUBLICATIONS	CARDMEMBER SERVICE	SEP-OCT 25	ICC CODES	11/05/2025	3,748.96	.00	
01-340-7020 EQUIPMENT	CANON FINANCIAL SERVICES	42103509	NOV 25 CH COPIER	11/01/2025	198.97	.00	
01-340-7020 EQUIPMENT	T-MOBILE	09.21.25-10.20	HANDSET	10/20/2025	329.99	.00	
01-340-7020 EQUIPMENT	T-MOBILE	09.21.25-10.20	09.21.25-10.20.25 CELLPHONE	10/20/2025	81.52	.00	
Total BUILDING DEPARTMENT:					5,137.54	.00	
PUBLIC WORKS							
01-350-4100 HEALTH INSURANCE	DELTA DENTAL OF ILLINOIS	1978600	HMO DENTAL NOV 25	11/01/2025	28.67	.00	
01-350-4100 HEALTH INSURANCE	DELTA DENTAL OF ILLINOIS	1980500	PPO VISION NOV 25	11/01/2025	33.34	.00	
01-350-4100 HEALTH INSURANCE	MOE FUNDS-RETIREE	4117332	DEC 25 FAMILY	11/05/2025	9,159.00	.00	
01-350-5020 VEHICLE MAINTENANCE	ALPHA PRIME COMMUNICATIO	120477	PD RADIO EQUIPMENT & INSTA	10/28/2025	552.00	.00	
01-350-5020 VEHICLE MAINTENANCE	CARDMEMBER SERVICE	SEP-OCT 25	BATTERY BCHARGEERS	11/05/2025	139.75	.00	
01-350-5020 VEHICLE MAINTENANCE	HOME DEPOT CREDIT SERVIC	10.28.25	PAINT FOR TRUCKS	11/03/2025	391.86	.00	
01-350-5020 VEHICLE MAINTENANCE	NAPA AUTO PARTS	399613	SQUAD 603	10/28/2025	202.01	.00	
01-350-5020 VEHICLE MAINTENANCE	NAPA AUTO PARTS	401750	VEHICLE PARTS	10/30/2025	16.68	.00	
01-350-5031 SIGNAL MAINTENANCE	MEADE ELECTRIC COMPANY I	714704	SIGNAL REPAIR WOLF&EDWAR	10/31/2025	1,282.55	.00	
01-350-5104 PROF SERVICES - BUILD	AIR-FLO HVAC INC.	9410	HEAT REPAIR	10/28/2025	1,641.55	.00	
01-350-5104 PROF SERVICES - BUILD	UNIFIRST CORPORATION	1190251259	POLICE CARPET	10/28/2025	90.29	.00	
01-350-5104 PROF SERVICES - BUILD	UNIFIRST CORPORATION	1320263714	PW UNIFORMS	10/28/2025	177.04	.00	
01-350-5330 TRAINING	CARDMEMBER SERVICE	SEP-OCT 25	ARBORIST TRIANING	11/05/2025	310.00	.00	
01-350-5410 UTILITIES	CARDMEMBER SERVICE	SEP-OCT 25	COMCAST	11/05/2025	216.35	.00	
01-350-5410 UTILITIES	COMED - ACCT #5306644000	09.15.25-10.15	09.15.25-10.15.25 1 S APPLE DR	10/17/2025	73.24	.00	
01-350-5410 UTILITIES	T-MOBILE	09.21.25-10.20	09.21.25-10.20.25 CELLPHONE	10/20/2025	285.32	.00	
01-350-5510 RENTAL EQUIPMENT	ROUTE 12 RENTAL COMPANY	152103	PW BACK LOT ELECTRIC WOR	10/28/2025	193.07	.00	
01-350-5530 WORKERS COMP INSUR	ILLINOIS PUBLIC RISK FUND	93691-	JAN 25 WC PREMIUMS	11/05/2025	1,596.72	.00	
01-350-5650 LANDSCAPE SUPPLIES	CARDMEMBER SERVICE	SEP-OCT 25	FALL LANDSCAPING	11/05/2025	841.00	.00	
01-350-5650 LANDSCAPE SUPPLIES	CARDMEMBER SERVICE	SEP-OCT 25	FALL LANDSCAPING	11/05/2025	440.69	.00	
01-350-5700 OFFICE SUPPLIES	CARDMEMBER SERVICE	SEP-OCT 25	OFFICE SUPPLIES	11/05/2025	43.44	.00	
01-350-5710 OPERATING SUPPLIES	CARDMEMBER SERVICE	SEP-OCT 25	SUPPLIES	11/05/2025	100.96	.00	
01-350-5710 OPERATING SUPPLIES	CARDMEMBER SERVICE	SEP-OCT 25	SHOP SUPPLIES	11/05/2025	169.40	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
01-350-5710 OPERATING SUPPLIES	CARDMEMBER SERVICE	SEP-OCT 25	LIGHT BULBS	11/05/2025	53.66	.00	
01-350-5710 OPERATING SUPPLIES	CARDMEMBER SERVICE	SEP-OCT 25	SPOOKFEST	11/05/2025	58.93	.00	
01-350-5710 OPERATING SUPPLIES	HOME DEPOT CREDIT SERVIC	10.28.25	PAINT MAILBOX RPLCMNT	11/03/2025	22.98	.00	
01-350-5710 OPERATING SUPPLIES	HOME DEPOT CREDIT SERVIC	10.28.25	BUILDING SUPPLY	11/03/2025	86.71	.00	
01-350-7020 EQUIPMENT	CARDMEMBER SERVICE	SEP-OCT 25	TRAILER JACK	11/05/2025	73.07	.00	
01-350-7023 SAFETY EQUIPMENT	RED WING STORE	2334084	ROSCOE-SAFETY BOOTS	10/31/2025	286.73	.00	
01-350-7025 SOFTWARE	CARDMEMBER SERVICE	SEP-OCT 25	PHONE STORAGE	11/05/2025	.99	.00	
Total PUBLIC WORKS:					18,568.00	.00	
PUBLIC SAFETY							
01-360-4100 HEALTH INSURANCE	BLUECROSS BLUESHIEDL OF I	NOV 25	NOV 25 HMO/MEDICAL	11/01/2025	4,867.19	.00	
01-360-4100 HEALTH INSURANCE	DELTA DENTAL OF ILLINOIS	1978600	HMO DENTAL NOV 25	11/01/2025	153.10	.00	
01-360-4100 HEALTH INSURANCE	DELTA DENTAL OF ILLINOIS	1980500	PPO VISION NOV 25	11/01/2025	291.25	.00	
01-360-4100 HEALTH INSURANCE	DELTA DENTAL OF ILLINOIS	1980515	HMO VISION NOV 25	11/01/2025	67.32	.00	
01-360-5100 PROFESSIONAL SERVIC	CONRAD POLYGRAPH INC.	6794	SHARED POLYGRAPH REPORT	11/03/2025	29.50	.00	
01-360-5100 PROFESSIONAL SERVIC	ENDEAVOR OMEGA	202793717-10	PRE-EMPLOYMENT MEDICAL C	11/03/2025	963.00	.00	
01-360-5100 PROFESSIONAL SERVIC	ENDEAVOR OMEGA	202793717-10	PRE-EMPLOYMENT MEDICAL C	11/03/2025	78.00	.00	
01-360-5100 PROFESSIONAL SERVIC	THE BLUE LINE	48266	LATERAL PO AD	10/23/2025	397.00	.00	
01-360-5330 TRAINING	CARDMEMBER SERVICE	SEP-OCT 25	IFPCA	11/05/2025	475.00	.00	
01-360-5330 TRAINING	CARDMEMBER SERVICE	SEP-OCT 25	SOCIAL WORKER TRNG	11/05/2025	219.00	.00	
01-360-5330 TRAINING	CARDMEMBER SERVICE	SEP-OCT 25	CTP CERTF	11/05/2025	99.99	.00	
01-360-5330 TRAINING	ILLINOIS HOMICIDE INVESTIGA	2025A-0089	HOMICIDE INVESTIGATORS CO	10/29/2025	295.00	.00	
01-360-5410 UTILITIES	CARDMEMBER SERVICE	SEP-OCT 25	COMCAST	11/05/2025	325.17	.00	
01-360-5410 UTILITIES	T-MOBILE	09.21.25-10.20	09.21.25-10.20.25 CELLPHONE	10/20/2025	448.36	.00	
01-360-5530 WORKERS COMP INSUR	ILLINOIS PUBLIC RISK FUND	93691-	JAN 25 WC PREMIUMS	11/05/2025	10,644.80	.00	
01-360-5700 OFFICE SUPPLIES	CARDMEMBER SERVICE	SEP-OCT 25	OFFICE SUPPLIES	11/05/2025	35.83	.00	
01-360-5700 OFFICE SUPPLIES	CARDMEMBER SERVICE	SEP-OCT 25	USB DRIVES	11/05/2025	39.58	.00	
01-360-5710 OPERATING SUPPLIES	CARDMEMBER SERVICE	SEP-OCT 25	CRIME PREVENTION	11/05/2025	74.02	.00	
01-360-5710 OPERATING SUPPLIES	CARDMEMBER SERVICE	SEP-OCT 25	SWEARIN IN	11/05/2025	80.33	.00	
01-360-5740 RANGE SUPPLIES	RAY O'HERRON CO INC	2440942	DEPARTMENT WEAPONS - NE	10/29/2025	1,574.34	.00	
01-360-5741 CLOTHING	BARRETT LOEHRER	LOEHRER10/2	UNIFORMS LOEHRER	10/29/2025	68.71	.00	
01-360-5741 CLOTHING	EAGLE UNIFORM CO.	39998-3	UNIFORMS - NEW OFFICER ISS	10/23/2025	120.00	.00	
01-360-5741 CLOTHING	EAGLE UNIFORM CO.	40426-3	NEW OFFICER ISSUE - DELGA	10/29/2025	1,590.90	.00	
01-360-5741 CLOTHING	EAGLE UNIFORM CO.	40430-3	NEW OFFICER ISSUE - CASTEL	10/29/2025	1,235.15	.00	
01-360-5741 CLOTHING	WILBERTH BLANCO	BLANCO10/23	UNIFROMS - BLANCO	10/23/2025	234.28	.00	
01-360-7022 POLICE - SMALL EQUIPM	CARDMEMBER SERVICE	SEP-OCT 25	PD TV	11/05/2025	39.99	.00	
01-360-7022 POLICE - SMALL EQUIPM	CARDMEMBER SERVICE	SEP-OCT 25	PD TV	11/05/2025	259.99	.00	
01-360-7022 POLICE - SMALL EQUIPM	MPC COMMUNICATIONS & LIG	25-1271	SQUAD 603 LAPTOP INSTALL	10/23/2025	482.10	.00	
01-360-7022 POLICE - SMALL EQUIPM	MPC COMMUNICATIONS & LIG	25-1272	SQUAD 604 LAPTOP INSTALL	10/23/2025	482.10	.00	
01-360-7022 POLICE - SMALL EQUIPM	MPC COMMUNICATIONS & LIG	25-1273	SQUAD 600 LAPTOP INSTALL	10/23/2025	482.10	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total PUBLIC SAFETY:					26,153.10	.00	
REIMBURSABLE EXP							
01-370-4101 RETIREE HEALTH INSUR	DELTA DENTAL OF ILLINOIS	1978601	RETIREE DENTAL NOV 25	11/01/2025	57.34	.00	
01-370-4101 RETIREE HEALTH INSUR	DELTA DENTAL OF ILLINOIS	1980500	PPO VISION NOV 25	11/01/2025	38.54	.00	
01-370-4101 RETIREE HEALTH INSUR	DELTA DENTAL OF ILLINOIS	1980515	HMO VISION NOV 25	11/01/2025	12.74	.00	
Total REIMBURSABLE EXP:					108.62	.00	
Total GENERAL FUND:					59,364.14	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
TOURISM DISTRICT EXPENSES							
13-300-5108 BEAUTIFICATION	LANDSCAPE CONCEPTS MANA	67643	OCTOBER MAINTENANCE	10/28/2025	683.00	.00	
13-300-5410 UTILITIES	CONSTELLATION NEWENERGY	71697838301	SEP-OCT 25 604 N MILWAUKEE	10/16/2025	36.40	.00	
13-300-5410 UTILITIES	CONSTELLATION NEWENERGY	71697949701	SEP-OCT 25 1250 RIVER RD	10/16/2025	30.96	.00	
13-300-5410 UTILITIES	T-MOBILE	09.21.25-10.20	09.21.25-10.20.25 CELLPHONE	10/20/2025	45.00	.00	
Total EXPENSES:					795.36	.00	
Total TOURISM DISTRICT:					795.36	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
SSA #5							
EXPENSES							
25-300-5050 SYSTEM MAINTENANCE	COMED - ACCT #1165283000	09.15.25-10.15	09.15.25-10.25.25 PIPER/WIMBL	10/17/2025	82.54	.00	
Total EXPENSES:					82.54	.00	
Total SSA #5:					82.54	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
SSA #8							
EXPENSES							
28-300-7020 EQUIPMENT	COMED-ACCT #271664222	10172025	LEVEE 37	10/28/2025	154.59	.00	
Total EXPENSES:					154.59	.00	
Total SSA #8:					154.59	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
CAPITAL IMPROVEMENTS							
30-550-7020 EQUIPMENT - PW	CARDMEMBER SERVICE	SEP-OCT 25	TEMP FENCE	11/05/2025	616.97	.00	
Total :					616.97	.00	
Total CAPITAL IMPROVEMENTS:					616.97	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
SSA #6 DEBT EXPENSES							
46-300-5430 BANK FEES	US BANK NA	7936953	SERIES 2018 ADMIN FEE	11/03/2025	605.00	.00	
Total EXPENSES:					605.00	.00	
Total SSA #6 DEBT:					605.00	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
WATER FUND EXPENSES							
51-300-4100 HEALTH INSURANCE	MOE FUNDS-RETIREE	4117324	DEC 25-GARCIA	11/05/2025	1,001.00	.00	
51-300-4100 HEALTH INSURANCE	MOE FUNDS-RETIREE	4117327	DEC 25 SIARA	11/05/2025	1,001.00	.00	
51-300-4100 HEALTH INSURANCE	MOE FUNDS-RETIREE	4117332	DEC 25 FAMILY	11/05/2025	1,526.50	.00	
51-300-5050 SYSTEM MAINTENANCE	CARDMEMBER SERVICE	SEP-OCT 25	WATER FITTING	11/05/2025	10.99	.00	
51-300-5050 SYSTEM MAINTENANCE	CARDMEMBER SERVICE	SEP-OCT 25	WATER FITTING	11/05/2025	33.54	.00	
51-300-5050 SYSTEM MAINTENANCE	CARDMEMBER SERVICE	SEP-OCT 25	WATER FITTING	11/05/2025	88.43	.00	
51-300-5100 PROFESSIONAL SERVIC	ASSOCIATED TECHNICAL SERV	41128	LEAK LOCATION SERVICE	10/28/2025	1,296.00	.00	
51-300-5100 PROFESSIONAL SERVIC	ASSOCIATED TECHNICAL SERV	41145	LEAK LOCATION SERVICE	10/30/2025	768.00	.00	
51-300-5100 PROFESSIONAL SERVIC	METROPOLITAN INDUSTRIES I	INV078025	WATER DATA	10/28/2025	258.00	.00	
51-300-5100 PROFESSIONAL SERVIC	PACE ANALYTICAL SERVICES	247212469	WATER TESTING	10/30/2025	180.00	.00	
51-300-5310 MEMBERSHIPS	AMERICAN WATER WORKS AS	SO261701	MEMBERSHIP	10/31/2025	424.00	.00	
51-300-5410 UTILITIES	CARDMEMBER SERVICE	SEP-OCT 25	COMCAST	11/05/2025	136.40	.00	
51-300-5410 UTILITIES	NICOR GAS	10232025	WELL HOUSE	10/28/2025	57.00	.00	
51-300-5530 WORKERS COMPENSATI	ILLINOIS PUBLIC RISK FUND	93691-	JAN 25 WC PREMIUMS	11/05/2025	332.65	.00	
51-300-5750 CHEMICALS	HACH COMPANY	14721729	WATER SYSTEM CHEMICALS	10/31/2025	274.60	.00	
51-300-5750 CHEMICALS	HACH COMPANY	14723496	WATER SYSTEM CHEMICALS	10/31/2025	263.70	.00	
Total EXPENSES:					7,651.81	.00	
Total WATER FUND:					7,651.81	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
PARKING FUND							
EXPENSES							
52-300-5410 UTILITIES	CARDMEMBER SERVICE	SEP-OCT 25	COMCAST	11/05/2025	171.35	.00	
52-300-5410 UTILITIES	COMED - ACCT #0767814000	09.15.25-10.15	09.15.25-10.15.25 0 E WOLF/KE	10/17/2025	116.65	.00	
52-300-5410 UTILITIES	COMED - ACCT #4546302111	09.15.25-10.15	09.15.25-10.15.25 101 S WOLF R	10/17/2025	105.76	.00	
52-300-5410 UTILITIES	COMED - ACCT #5019434111	09.15.25-10.15	09.15.25-10.15.25 WOLF/EUCLID	10/17/2025	158.56	.00	
52-300-5410 UTILITIES	NICOR GAS	09.23.25-10.23	09.23.25-10.23.25 101 S WOLF R	10/23/2025	59.18	.00	
Total EXPENSES:					611.50	.00	
Total PARKING FUND:					611.50	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
SANITARY SEWER FUND EXPENSES							
53-300-4100 HEALTH INSURANCE	MOE FUNDS-RETIREE	4117327	DEC 25 SIARA	11/05/2025	1,001.00	.00	
53-300-4100 HEALTH INSURANCE	MOE FUNDS-RETIREE	4117332	DEC 25 FAMILY	11/05/2025	1,526.50	.00	
53-300-5330 TRAINING	CARDMEMBER SERVICE	SEP-OCT 25	TRAINING CREDIT	11/05/2025	268.00-	.00	
53-300-5530 WORKER'S COMP INSUR	ILLINOIS PUBLIC RISK FUND	93691-	JAN 25 WC PREMIUMS	11/05/2025	133.06	.00	
Total EXPENSES:					2,392.56	.00	
Total SANITARY SEWER FUND:					2,392.56	.00	
Grand Totals:					72,274.47	.00	

GL Account and Title	Net Invoice Amount	Amount Paid	Date Paid
GENERAL FUND			
Total GENERAL FUND:	59,364.14	.00	
TOURISM DISTRICT			
Total TOURISM DISTRICT:	795.36	.00	
SSA #5			
Total SSA #5:	82.54	.00	
SSA #8			
Total SSA #8:	154.59	.00	
CAPITAL IMPROVEMENTS			
Total CAPITAL IMPROVEMENTS:	616.97	.00	
SSA #6 DEBT			
Total SSA #6 DEBT:	605.00	.00	
WATER FUND			
Total WATER FUND:	7,651.81	.00	
PARKING FUND			
Total PARKING FUND:	611.50	.00	
SANITARY SEWER FUND			
Total SANITARY SEWER FUND:	2,392.56	.00	
Grand Totals:	72,274.47	.00	