

**VILLAGE OF RIVERWOODS**  
**FEE SCHEDULE**  
**Exhibit "A" To Ordinance No. 20-02-02**  
**Adopted February 4, 2020**

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**Fees and User Charges**

**References in red refer to sections of the Riverwoods Village Code or Ordinances**  
**This Fee Schedule supersedes older fees previously established**

<b>ALARMS (for security), FALSE (per calendar year)</b>		<b><u>5-1F-5</u></b>
1st-3rd false alarms -- no charge		
4th false alarm	\$25.00	each
5th-8th false alarms	\$50.00	each
9th and over false alarms	\$100.00	each
<b>ALARMS (for security), REGISTRATION</b>		
Initial Registration	\$25.00	<b><u>5-1F-4-C</u></b>
Renewal Registration	\$15.00	
<b>ANNEXATION FEE FOR VOLUNTARY ANNEXATIONS</b>		<b><u>Ord. 11-2-94</u></b>
Per acre or portion thereof	\$500.00	
<b>BUILDING PERMITS -- subparts A through F below</b>		<b><u>8-4-6</u></b>
<b>A. <u>NEW CONSTRUCTION OF PRINCIPAL BUILDINGS</u></b>		
New Construction of Principal Buildings (Per square foot including basements and attached structures)	\$1.40	
<b>B. <u>ADDITIONS, REMODELS and RENOVATIONS</u></b>		
Per square foot (\$250.00 Minimum)	\$1.30	
<b>C. <u>ACCESSORY BUILDINGS, STRUCTURES and PROJECTS</u></b>		
Cellular Towers (Minimum or 3 percent construction cost)	\$4,000.00	
Culverts	\$100.00	
Decks / Gazebos	\$100.00	
Driveways	\$125.00	
Electrical Backup Generators		
Residential	\$150.00	
Commercial	\$350.00	
Electrical Service Upgrades	\$100.00	per 100 amps
Electrical, Miscellaneous	\$10.00	per \$5,000 of construction cost

(Minimum \$100.00)	
Elevators, Dumbwaiters	<b>\$400.00</b>
Fences	<b>\$100.00 Plus 10¢ per lineal foot</b>
<b>Fireplaces</b>	
Prefabricated	<b>\$100.00</b>
Masonry	<b>\$150.00</b>
Hot Tubs / Spas	<b>\$150.00</b>
Landscaping/ Re-grading (10 or more cubic yards)	<b>\$250.00</b>
Mechanical HVAC Only, Miscellaneous	<b>\$10.00 per \$5,000.00 of construction cost (Minimum \$100.00)</b>
Outdoor Kitchens	<b>\$10.00 per \$1,000.00 of construction cost (Minimum \$250.00)</b>
Parking Lots	<b>\$15.00 per \$1,000.00 of construction cost (Minimum \$100.00)</b>
Patios, Stoops, Porches, Walks	<b>\$150.00</b>
Photovoltaic solar panels	<b>\$10.00 per \$1,000.00 of construction cost (Minimum \$100.00)</b>
Plumbing Only, Miscellaneous	<b>\$10.00 per \$5,000.00 of construction cost (Minimum \$100.00)</b>
Roofing	
Residential	<b>\$100.00</b>
Commercial	<b>\$10.00 per \$5,000.00 of construction cost (Minimum \$100.00)</b>
Sanitary Sewer Repair	<b>\$100.00</b>
Sheds / Detached Accessory Buildings (Minimum \$100.00)	<b>70¢ Per Square Foot</b>
Siding	<b>\$150.00</b>
Signage	
Wall – Illuminated	<b>\$100.00 Plus 30¢ per square foot</b>
Wall- Non-Illuminated	<b>\$75.00 Plus 30¢ per square foot</b>
Ground – Illuminated	<b>\$200.00 Plus 30¢ per square foot</b>
Ground- Non-Illuminated	<b>\$100.00 Plus 30¢ per square foot</b>
Temporary	<b>\$50.00</b>
Sprinkler System, Irrigation	<b>\$200.00</b>
Structural repairs or modifications to buildings	<b>\$10.00 per \$1,000.00 of construction cost (Minimum \$100.00)</b>
Swimming Pool (in ground)	<b>\$250.00</b>
Swimming Pool (above ground)	<b>\$75.00</b>
Tennis & Basketball Courts (not enclosed)	<b>\$250.00</b>
Trailers for Construction	<b>\$200.00</b>
Wind Turbines	<b>\$10.00 per \$1,000.00 of construction cost (Minimum \$100.00)</b>
Window Replacement	<b>\$15.00 per \$1,000.00 of construction cost (Minimum \$100.00)</b>
If not addressed above, miscellaneous work requiring permit	<b>\$10.00 per \$1,000.00 of construction cost (Minimum \$100.00)</b>

#### **D. GENERAL FEES**

Alteration of Approved Plans (Permit Revision) (At Discretion of Building Department dependent on Scope of Revisions)	<b>\$65.00 Minimum per Discipline</b>
Demolition	<b><u>8-4-6</u></b>
Principal Buildings	<b>\$200.00</b>
Accessory Buildings (over 149 square feet)	<b>\$100.00</b>
Interior Gutting	<b>\$100.00</b>

Elevator Inspection (semi-annual)	
Residential	<b>\$75.00 per inspection</b>
Commercial	<b>\$120.00 per inspection</b>
Garage or Estate Sales	<b>\$5.00</b> <b><u>9-2-6-10</u></b>
Moving a Building	<b>\$100.00 Plus 30¢ per square foot</b>
Permit Extensions	<b>25 percent of original fee</b>
(Minimum \$75.00. one-time extension only; 6 months maximum.)	
Permit Refunds	
In case of revocation of a permit or abandonment or discontinuance of a building project, no fee will be returned. If a permit has been issued for a project, but never started, a permit fee of less than \$300.00 will not be returned. If a permit cost more than \$300.00, the Director of Community Services will compute the cost to the Village of processing the permit, and then will refund the balance to the applicant upon written request.	
Plan Reviews	
Residential	
New Construction of Principal Buildings	<b>\$425.00</b>
Addition to Principal Building	<b>\$275.00</b>
Remodeling	<b>10¢ Per Square Foot</b>
(Minimum \$50.00)	
Driveway (New or Replacement)	<b>\$200.00</b>
All other Work requiring Permits	<b>\$100.00</b>
(Such as Pools, Tennis Courts, Fences, Sheds, Decks, Patios, Irrigation Systems)	
Commercial	
New Construction	<b>\$1,000.00</b>
Remodeling	<b>20¢ Per Square Foot</b>
(Minimum \$150.00)	
Re-Inspections for Failed Inspections	<b>\$75.00</b>
Permit Reinstatement After a Stop Work Order	<b>\$100.00 first violation</b> <b>\$200.00, each additional violation</b>
Vacant Building Registration	<b>\$250.00</b> <b><u>4-7-7-(2)</u></b>
Parcel Map of Woodland Delineation	<b>\$250 (Ord. 17-09-10)</b>

**Working Without a Permit: All applicable permit fees shall be doubled to obtain permits retroactive after work has begun without a permit. Fines may also apply under Section 8-4-6.**

**E. BONDS - COMPLETION SECURITY**

New construction, additions/ renovations (\$100.00 Minimum)	<b>1 percent of construction cost</b>
Culverts	<b>\$1,000.00</b>
Generators	<b>\$100.00</b>
Roadways	
Construction Cost \$625,000.00 or Less (Minimum \$2,000.00)	<b>4 percent of construction cost</b>
Construction Cost Over \$625,000.00	<b>\$25,000.00 plus 3% of Construction Cost over \$625,000</b>
Site development completion security	<b>\$1,500.00 Minimum</b>
Swimming pools	<b>\$300.00</b>

**F. OCCUPANCY FEES**

Temporary Occupancy Certificate Deposit	
Residential	<b>\$3,000.00</b>

Commercial	\$4,000.00
Monthly Temporary Occupancy Fee (Deducted from Deposit)	
Residential	\$200.00
Commercial	\$250.00
Final Certificate of Occupancy	\$200.00

**BUSINESS LICENSES**

Food Establishment	\$150.00	<u>3-5B-2</u>
Outdoor Dining License	\$150.00	<u>3-5C-1</u>
Massage Spa	\$150.00	<u>3-5D-2</u>
Certificate of Registration (solicitor permit)	\$100.00	<u>3-3-12</u> } Ord.
Film Production Permit	\$150.00	<u>3-5E-2</u> } 18-06-12
Special Event Permit (by private club)	\$250.00	<u>9-4F-5-7</u>

**CONNECTION CHARGES** (Per Residential Equivalent Home Unit)

All the below sanitary connection charges are in addition to the connection fee due Lake County Public Works at the time of connection. The Lake County Public Works connection fees are \$5,670-\$8,220 as of the date of this schedule. Note that making a connection requires posting a refundable bond restoration fee – see below.

<b>A. Standard Sanitary Sewer Connection Charge</b>	<b>\$25,000.00</b>	<b><u>7-2B-1</u></b>
-Village installs E/One System		

**Exceptions to Standard Charge as follows:**

Section 7-2B-1-A (connection to public sewer)	\$3,500.00
-Owner installs gravity service	
Section 7-2B-1-B (connection to developer-installed sewer)	\$3,500.00
-Owner installs gravity service	
Section 7-2B-1-C (direct connection to county sewer)	\$1,000.00
-Owner installs gravity service	
Section 7-2B-1-D (properties included in sewer SSA)	\$0.00
-Village installs E/One System	

<b>B. Standard Residential Water Connection Charge</b>	<b>\$23,500.00*</b>	<b><u>7-2B-3-B</u></b>
Exception, Section 7-2B-3-A	\$2,000.00	
Exception, Section 7-2B-3-B	\$1,000.00	

<b>C. Commercial Water Connection Charge per RE</b>	<b>\$7,000.00</b>	<b><u>7-2B-3-C</u></b>
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## CONSULTING AND OUTSIDE INSPECTION SERVICES - DEPOSITS

(per Sections 8-5-8, 9-5B-12, 9-6-12-F, 9-11-10, 10-1-9, 10-2-3-1, 10-2-3-11, and 10-5-16)

Deposits are required to reimburse the Village for the costs of preparation and/or review of zoning applications (variations, text amendments and special uses), annexation agreements, TIF redevelopment agreements, subdivision plats, site development and building permits and/or ecological mitigation plans, when such services are performed by consultants engaged by the Village or by third parties whose services are billed to the Village by other governmental agencies, including services of the Village Engineer, Village Attorney, Village Ecologist, Village Forester, inspectors from Lake County and fire protection districts having jurisdiction, and other consultants as needed in connection with the review of any of the foregoing. The time billed for consultants may include attendance at meetings and on-going inspection and review of work. The duties of such consultants may be adjusted, and references throughout to a specific consultant may refer to a consultant with a different title. Consulting deposits must be replenished to the full amount when the balance falls below \$500. No inspections will be performed, and no Certificates of Occupancy will be issued until the deposit is replenished. Consultant fees will be charged against the deposit at the Village cost, plus a 5% Administration Fee charged against the total deposit(s), collected in advance. The Administration Fee will be additive to the minimum deposit amounts shown below and must be replenished, if needed, along with the deposit. Such fee is to reimburse the Village for time and expense in coordinating the services of such consultants.

*Limited Scope Single Family Residential Deposit and Replenishment	<b>\$2,000.00</b>
Single Family Residential Deposit and Replenishment	<b>\$5,000.00</b>
Multi-Family Deposit and Replenishment Amount	<b>\$10,000.00</b>
Commercial Deposit and Replenishment Amount	<b>\$10,000.00</b>

\*Limited scope applies only if initial, estimated consultant fees are under \$2,000.

## ECOLOGICAL COST-SHARE PROGRAMS (Ord. 18-06-12) 4-9-4

Canopy and Subcanopy Tree Thinning	<b>\$100.00</b>
Ecological Consultation	<b>\$ 75.00</b>
Garlic Mustard Removal	<b>\$100.00</b>
Invasive Shrub Removal	<b>\$100.00</b>
Native Seeding	<b>\$100.00</b>
Native Tree and Shrub Planting	<b>\$100.00</b>
Prescribed Burning	<b>\$150.00</b>
Rain Garden	<b>\$200.00</b>

## LIQUOR LICENSE FEES (annual) 3-2-5

Class A License (private club)	<b>\$3,500.00</b>
Class B License (Park District club)	<b>\$3,500.00</b>
Class C License (commercial establishment)	<b>\$3,500.00</b>
Class D License (restaurant/cocktail lounge)	<b>\$3,500.00</b>
Class E License (hotel amenity beer/wine)	<b>\$2,500.00</b>
Class F License (restaurant only)	<b>\$3,500.00</b>

Class G License (one day license)	\$1,500.00
Class H License (restaurant beer only)	\$2,500.00
Class I License (liquor store)	\$3,500.00
Class J License (Cultural Center)	\$3,500.00

**POLICE SERVICES** (Ord. 18-06-12)  
 Extra-Duty Hourly Rate \$70.00 per hour

**1-16-12**

**ROAD SPECIAL SERVICE AREAS:**

**7-5-8**

Each Road SSA having a balance in excess of \$1,000 in a Maintenance Fund under Chapter 5 of Title 7 of the Village Code shall be charged, for each calendar year commencing with calendar year 2020, an annual fee of \$10 per taxable lot in the area, plus a flat fee of \$200 per calendar year, to be collected from the Maintenance Fund. Such fees will be used to offset unallocated professional fees incurred by the Village for services concerning Road SSAs. A Road SSA may also be charged for professional fees incurred for work undertaken specially for a Road SSA.

**SANITARY SEWER USER CHARGES**

**7-2B-2**

Sanitary sewer user charges include two components shown below:

1. The monthly amount invoiced by Lake County, under an Intergovernmental Agreement with the Village.

Current monthly charge shown is subject to change. **\$35.68**

2. A monthly charge for Village replacement reserve **\$18.00**

**SANITARY SEWER DELINQUENCIES**

**7-2B-2 and 7-2B-5**

Service charge for delinquent payments	<b>10% of rendered bill</b>
Initial legal fee for recording of lien for delinquent charges	<b>\$1,000.00</b>
Recording fees for recording of lien for delinquent charges	<b>\$50.00</b>

**SUBDIVISIONS**

Acreege fee per acre or portion thereof in subdivision **\$1,500.00** **10-2-3-2**

Filing Fee for subdivision plat	<b><u>10-2-2-2-A</u></b>
15 lots or less	<b>\$300.00</b>
Each lot in excess of 15 Lots	<b>\$50.00</b>

Cash Contributions in Lieu of Land Dedication – see chapter 4, title 10

10-4-1

**SWIMMING POOL FILL PERMIT (FROM FIRE HYDRANT)**

08-88-5-8

Refundable Deposit **\$500.00**

The deposit is to be returned to the resident less the cost of water consumed at the rate of \$6.75 per 1,000 gallons. The cost of physical damage (if any) to Village property will also be deducted.

**TREE REMOVAL PERMIT**

**\$100.00\*** 5-5-4-B

Refundable if trees are dead, hazardous, or unprotected species

**TREE MITIGATION FEES** (Ord. 18-06-12)

9-6-8-C

The applicant shall pay tree mitigation fees if unable to implement an Ecological Mitigation Plan. In such event, the Village Ecologist shall calculate the following fees:

***Highly Desirable Protected Trees shall be mitigated with a fee equal to:***

- \$125.00** per inch for trees 2” to 4.9” caliper @ D.B.H.
- \$150.00** per inch for trees 5” to 11.9” caliper @ D.B.H.
- \$175.00** per inch for trees 12” to 20.9” caliper @ D.B.H.
- \$200.00** per inch for trees 21” caliper and larger @ D.B.H.

***All Desirable Protected Trees shall be mitigated with a fee equal to:***

- \$75.00** per inch for trees 2” to 4.9” caliper @ D.B.H
- \$85.00** per inch for trees 5” to 11.9” caliper @ D.B.H.
- \$95.00** per inch for trees 12” caliper and larger @ D.B.H.

**WATER USER CHARGES**

7-2B-4

Bulk Use during construction (prior to installation of water) **\$150.00 + meter; or \$1,000.00 (flat rate)**

Water rate per 1,000 gallons (monthly minimum of \$10.00) **\$8.10\* (subject to change)**

**\* \$3.69 plus the rate charged by the village of Northbrook (Ord 17-09-10)**

**for sale of water to Riverwoods**

**The base water rate when a fire hydrant is used to fill swimming pools shall be \$10.10.**

**WATER - DEEP WATER WELL SYSTEM**

4-4-4

Permit application (provided a deep well is allowed) **\$1,000.00**

Annual Fee **\$2,500.00**

**WATER DELINQUENCIES**

7-2B-4; 7-2B-5; 7-2-6-L; 7-2B-7

Service charge for delinquent payments	<b>10% of rendered bill</b>
Initial legal fee for recording of lien for delinquent charges	<b>\$1,000.00</b>
Recording fees for recording of lien for delinquent charges	<b>\$50.00</b>
Service charge to restore service after disconnection:	<b>\$500.00</b>

**WATER METERS – maintained by the Village**

**7-2-6 I & J**

The Village will own, install and maintain all water meters one and one-half inches (1.5") and smaller.

Testing charges if requested by the owner	
If meter is faulty:	<b>\$0.00</b>
If meter reads correctly:	<b>\$100.00</b>
Replacement of a broken seal	<b>\$200.00</b>
Charge for new meter to be paid by owner*	
1” water meter	<b>\$300.00</b>
1-1/2” water meter	<b>\$575.00</b>
*however, the installation of a new meter is included in any water connection charge when the same is being paid	

**WATER METERS – maintained by the Owner**

**7-2-6-I**

The owner will purchase larger meters from the Village and thereafter be responsible for their maintenance. Charge for new meter to be paid by owner, as follows:

2” water meter	<b>\$1,900.00</b>
3” water meter	<b>\$2,000.00</b>
4” water meter	<b>\$3,100.00</b>
6” water meter	<b>\$4,000.00</b>
8” water meter	<b>\$6,700.00</b>

**WOODLAND DELINEATION**

Parcel Map of Woodland Delineation	(Ord. 17-09-10)	<b>\$250.00</b>	<b><u>9-6-9-F</u></b>
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**ZONING APPLICATION**

Text Amendment, Special Use, Variance)	<b>\$450.00</b>	<b><u>9-11-10</u></b>
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