




7/23/2021
FINAL

Schedule of Fees

Village Code: Section 1-16-1



Village of Glen Carbon
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This document was created to simplify and centralize the fees of the Village of Glen Carbon and supersedes any fees written in the codified and non-codified ordinances, policies, and/or applications if a fee is listed herein.

ADMINISTRATIVE & CEMETARY FEES

ADMINISTRATIVE FEES

TYPE	DESCRIPTION	COST	CROSS REFERENCE
Credit Card Convenience Fee	Per Transaction	\$4	Ord. 2010-10
Dishonored Checks or Drafts	Per Transaction and/or the cost of expenses with collection of funds, whichever is greater.	\$25	1-11-1
General Penalty	Each Day Offense Occurs	\$50 - \$1,000	1-4-1
Hotel/Motel Late Tax Payment Fee	For Each Month Payment is Late	5% Of Tax Due	1-9-4
Hotel/Motel Tax Fee Penalty	Per Violation to file an action to enforce collection of unpaid taxes.	Up To \$750	1-9-4
Obstructing Public Ways Penalty	Each Day Offense Occurs	\$50 - \$1,000	7-1-4

CEMETARY FEES

TYPE	DESCRIPTION	COST	CROSS REFERENCE
Cemetery Service Fee	Resident	\$500	7-4-2
Cemetery Service Fees	Non-Resident	\$1,200	7-4-2
Opening, Refill, Tamping of Graves		\$400	7-4-2
Disinterring A Body		\$500 + Charges of Licensed Embalmer	7-4-2
Grave Opening for Cremation	2 Per Lot Max	\$250	7-4-2
Cemetery Penalty	Each Day Offense Occurs	\$50 - \$1,000	7-4-6

BUSINESS REGISTRATION & LIQUOR LICENSING

BUSINESS & LICENSE REGISTRATION

TYPE	DESCRIPTION	COST	CROSS REFERENCE
Business Registration	New Business Registration	\$25	3-1-2
Business Registration Late Fee	January 31 Annual Registration Deadline Date	\$25	3-1-3
Business Registration Penalty	Business Registration Violation	\$50 - \$1,000	3-1-12
Mobile Food Vendor Daily License	Valid 1 Day only	\$25	3-8-12

Mobile Food Vendor Annual License	Expires December 31 Annually	\$150	3-8-12
Ice Cream Truck Annual License	Expires December 31 Annually	\$150	3-8-12
Mobile Food Vendor Penalty	Each Day Offense Occurs	\$50 - \$1,000	3-8-13
Raffle License Fee	Per Raffle	\$25	3-3-5
Solicitation Application Fee	Per Application	\$25	3-4-3
Solicitation Penalty	Per Violation	\$100	3-4-11

LIQUOR LICENSES & PENALTIES

TYPE	DESCRIPTION	COST	CROSS REFERENCE
Class A License	Annual	\$625	3-2-9
Class B License	Annual	\$625	3-2-9
Class C License	Annual	\$625	3-2-9
Class D License	Annual	\$625	3-2-9
Class E License	Annual	\$475	3-2-9
Class F License	Annual	\$150	3-2-9
Class G License	Annual	\$50	3-2-9
Class H License	Annual Beginning January 1, 2022	\$100	3-2-9
Minors and Fake ID	Per Violation	\$100	3-2-17
Permit to Sell Alcohol at Special Events	Per Day	\$40	3-2-19
Permit to Sell Alcohol to Non-License Holder	Per Day	\$10	3-2-19
Liquor Penalties	Each day offense occurs plus all costs incurred by the Village.	\$50 - \$1,000	3-2-24

LAND DEVELOPMENT & ZONING

LAND DEVELOPEMENT & ZONING FEES

TYPE	DESCRIPTION	COST	CROSS REFERENCE
Greenspace Fees	Single-Family Residential. Full payment due upon Final Plat approval.	\$750 Per Lot	11-5-9
Greenspace Fees	Multi-Family & Two-Family Residential. Full payment due upon Final Plat approval.	\$750 Per Dwelling Unit	11-5-9
Greenspace Fees	Residential Planned Development Procedure (PDP). Full payment due upon Final Plat approval.	\$750 Per Dwelling Unit	11-5-9

Civil Improvement Plan Review	Due with Land Development Application plus any documented costs paid by the Village for review, if reviewed by Public Works Director.	\$1,000	1-9-6
Erosion and Sedimentation Control Plan (Mass) Grading Performance Guarantee	Escrow Agreement, Lender's Agreement, or Certified Check in the amount of all work to be done under the Erosion Control Plan.	Amount equal to the cost of work to be performed.	12-2-6
Erosion and Sedimentation Control Plan (Mass) Grading Permit	Permit required if proposing to change existing grades by adding, removing, or relocating any dirt in the Village.	Under 1 Acre = \$0 (ZERO) Over 1 Acre = \$500	12-2-2
Erosion and Sedimentation Control Plan (Mass) Grading Penalty	Each Day Offense Occurs	\$50 - \$1,000	12-2-9
Infrastructure Inspection & Observation Fee	Or actual costs, whichever is greater.	4% of the costs of Improvements to be dedicated to the Village.	1-9-6
Non-Residential Site Plan Review	Plus, any additional documented costs paid for by the Village.	\$500	1-9-6
Non-Residential Subdivision Plan Review	Plus, any additional documented costs paid for By the Village.	\$500	1-9-6
Planned Development Procedure (PDP)	Commercial	\$1,000 + \$50 Per Acre	1-9-6
Planned Development Procedure (PDP)	Residential	\$1,000 + \$50 Per Living Unit	1-9-6
Planned Development Procedure (PDP)	Section Plans	\$400	1-9-6
Preliminary Plat Review	Plus, any additional documented costs incurred by the Village.	\$300 + \$50 Per Lot	1-9-6
Final Plat Review	Plus, any additional documented costs incurred by the Village.	\$400	1-9-6
Professional Fee Agreement	Deposit due with any Land Development Application (LDAP), in lieu of Civil Improvement Plan Review Fee, to cover costs of Engineering/Consulting review fees and amount shall be maintained throughout term of the project when outside	\$1,000 Deposit	Per LDAP

	Engineers/Consultants are being utilized.		
Special Use Permit	Fee includes publication and mailing costs up to \$150.	\$450	1-9-6
Vacation of Streets Fees	Fee includes publication and mailing costs up to \$150.	\$450	11-4-9
Zoning Amendment & Rezoning Request	Changes to Map or Text Fee includes publication and mailing costs up to \$150.	\$550 + \$75 Per Lot	1-9-6
Zoning Variance Request or Appeals	Fee includes publication and mailing costs up to \$150.	\$450	1-9-6

MOTOR VEHICLES, POLICE & PUBLIC HEALTH

MOTOR VEHICLES

TYPE	DESCRIPTION	COST	CROSS REFERENCE
Impoundment of Motor Vehicles Administrative Fee	Level 1	\$50	6-3-2
Impoundment of Motor Vehicles Administrative Fee	Level 2	\$25	6-3-2
Impoundment of Motor Vehicles Administrative Fee	Level 3	\$0 (ZERO)	6-3-2
Abandoned, Hazardous Vehicle Penalty	Per Offense	\$100	4-7-9

POLICE REGULATIONS

TYPE	DESCRIPTION	COST	CROSS REFERENCE
Animal Control Penalty	Each Day Offense Occurs	\$50 - \$1,000	5-2-13
Burglar Alarm Penalty	Per Offense	\$50	5-4-3
Fireworks Penalty	Per Offense	\$25	4-6-4
Parking Regulation Penalty	1 st Offense	\$25	5-5-7
Parking Regulation Penalty	2 nd Offense if within 12 months of 1 st Offense.	\$50	5-5-7
Smoking in Public Buildings	Per Offense	\$25	4-5-3
Use of Weapons Penalty	Per Offense	Notice to Appear	5-3-2
“Vicious Dog” Provisions Penalty	Per Offense plus all expenses incurred by the Village.	\$100	5-2-13

PUBLIC HEALTH REGULATIONS

TYPE	DESCRIPTION	COST	CROSS REFERENCE
Abatement for Weeds and Dry Grass	Upon failure of the owner to abate.	Cost of Abatement plus Services and Administrative Fees and/or cost to cure the Lien	4-2-5
Noise Control Penalty	Per Offense	\$100	4-4-2

PUBLIC PROPERTY USE & SPECIAL EVENTS

PUBLIC PROPERTY USE FEES

TYPE	DESCRIPTION	COST	CROSS REFERENCE
Park Use Fee	Resident	\$0	7-2-2
Park Use Fee	Non-Resident	\$50	7-2-2
Parks and Public Lands Penalties	Each Day Offense Occurs	\$50 - \$1,000	7-2-9
Senior Center Usage Fees	Resident	\$75 + \$75 Deposit	Village Policy
Senior Center Usage Fees	Non-Resident	\$100 + \$75 Deposit	Village Policy

SPECIAL EVENTS

TYPE	DESCRIPTION	COST	CROSS REFERENCE
Application Fee	Counted as partial payment for costs incurred by Village. Must be received 90 days prior to event.	\$25	Application
First Time Applicant/Non-Local Business	Per Event	\$75	Application

SPECIAL EVENT PERMIT WITH ALCOHOL (PER DAY)

EXPECTED NUMBER OF PARTICIPANTS	NUMBER OF REQUIRED PATROL OFFICERS	NUMBER OF REQUIRED PUBLIC WORKS LABORERES
0-100	1	1
100-250	2	2
250-400	3	2
400-600	4	2
600 or greater	Determined by Police Chief	Determined by Director of Public Works

SPECIAL EVENT PERMIT WITHOUT ALCOHOL (PER DAY)

NUMBER OF EXPECTED PARTICIPANTS	NUMBER OF REQUIRED PATROL OFFICERS	NUMBER OF REQUIRED PUBLIC WORKS LABORERES
0-100	0	1
100-250	1	2
250-400	2	2
400-600	3	2
600 or greater	Determined by Police Chief	Determined by Director of Public Works

SPECIAL EVENT STAFFING COSTS

PATROL OFFICER	PUBLIC WORKS LABORERS	SHUTTLE BUS DRIVER
\$80.00 per hour	\$75 per hour	\$40.00 per hour

BUILDING PERMITS & INSPECTIONS

BUILDING PERMIT FEES

TYPE	DESCRIPTION	COST	CROSS REFERENCE
Work Valued At:	\$0.00 - \$1,000	\$30	9-1-3
Work Valued At:	\$1,001 - \$10,000	\$70	9-1-3
Work Valued At:	\$10,001 - \$15,000	\$85	9-1-3
Work Valued At:	\$15,001 - \$20,000	\$100	9-1-3
Work Valued At:	\$20,001 - \$25,000	\$115	9-1-3
Work Valued At:	\$25,001 - \$30,000	\$130	9-1-3
Work Valued At:	\$30,001 - \$35,000	\$145	9-1-3
Work Valued At:	\$35,001 - \$40,000	\$160	9-1-3
Work Valued At:	\$40,001 - \$45,000	\$175	9-1-3
Work Valued At:	\$45,001 - \$50,000	\$190	9-1-3
Work Valued At:	\$50,001 - \$55,000	\$205	9-1-3
Work Valued At:	\$55,001 - \$60,000	\$215	9-1-3
Work Valued At:	\$60,001 - \$65,000	\$230	9-1-3
Work Valued At:	\$65,001 - \$70,000	\$245	9-1-3
Work Valued At:	\$70,001 - \$75,000	\$260	9-1-3
Work Valued At:	\$75,001 - \$80,000	\$275	9-1-3
Work Valued At:	\$80,001 - \$85,000	\$290	9-1-3
Work Valued At:	\$85,001 and Above	\$290 + Additional \$4 Per \$1,000	9-1-3
Failure to Obtain a Permit	Each Occurrence	\$50	9-1-3
Penalties	Each Day Offense Occurs	\$50 - \$1,000	9-1-3

ELECTRICAL PERMITS

TYPE	DESCRIPTION	COST	CROSS REFERENCE
Commercial	Cost of all Labor & Materials	1%	9-1-3
Residential	Per \$100,000 Market Value	\$45 Per Unit	9-1-3
New Service	Not Included in Building Plan Drawings	\$45	9-1-3
Failure to Obtain a Permit	Each Occurrence	\$50	9-1-3
Penalties	Each Day Offense Occurs	\$50 - \$1,000	9-1-3

PLUMBING PERMITS

TYPE	DESCRIPTION	COST	CROSS REFERENCE
Commercial	Cost of All Labor & Materials	1%	9-1-3
Residential	Per \$100,000 Market Value	\$55	9-1-3
Failure to Obtain a Permit	Each Occurrence	\$50	9-1-3
Penalties	Each Day Offense Occurs	\$50 - \$1,000	9-1-3

MISCELLANEOUS PERMIT FEES

TYPE	DESCRIPTION	COST	CROSS REFERENCE
Accessory/Outbuildings	Excluding Garages	\$30	9-1-3
Banner Permit	Max 2 permits a year & Max 2 weeks per permit	\$40	9-1-3
Deck Permit		Refer to Building Permit Fee Schedule	9-1-3
Demolition Permit		\$0 (ZERO)	9-1-3
Extension of Permit Beyond 6 Months	Only One Extension Allowed and Must Be Approved within 6 Months of the Approved Permit	\$50	9-1-3
Fence Permit		\$30	9-1-3
Pool Permit		Refer to Building Permit Fee Schedule	9-1-3
Sign Permit		\$80	9-1-3
Recycling Container Permit	1 ST Container	\$50	10-14-15
Recycling Container Permit	Each additional container after 1 st	\$25	10-14-15
Rental Occupancy Permit		\$25	9-3-7
Returned Permits	Processing charge per Permit	\$25	9-1-3
Roof Permit		Refer to Building Permit Fee Schedule	9-1-3
Solar Permit		Refer to Building Permit Fee Schedule	9-1-3
Failure to Obtain a Permit	Each Occurrence	\$50	9-1-3
Penalties	Each Occurrence	\$50 - \$1,000	9-1-3

BUILDING CODE PENALITES

TYPE	DESCRIPTION	COST	CROSS REFERENCE
ICC Building Code	Each Day Offense Occurs	\$50 - \$1,000	9-1-1
ICC Fuel Gas Code Penalty	Each Day Offense Occurs	\$50 - \$1,000	9-1-11
ICC Mechanical Code Penalty	Each Day Offense Occurs	\$50 - \$1,000	9-1-12
ICC Property Maintenance Code Penalty	Each Day Offense Occurs	\$50 - \$1,000	9-1-14
ICC Residential Code Penalty	Each Day Offense Occurs	\$50 - \$1,000	9-1-8
ICC Swimming Pool and Spa Code Penalty	Each Day Offense Occurs	\$50 - \$1,000	9-1-15
Illinois Accessibility Code	Each Day Offense Occurs	\$50 - \$1,000	9-1-6
Illinois Energy Conservation Code Penalty	Each Day Offense Occurs	\$50 - \$1,000	9-1-7
Illinois Plumbing Code Penalty	Each Day Offense Occurs	\$50 - \$1,000	9-1-13
Illinois Private Sewage Disposal Code Penalty	Each Day Offense Occurs	\$50 - \$1,000	9-1-10
NFPA 70 Electrical Code Penalty	Each Day Offense Occurs	\$50 - \$1,000	9-1-9
NFPA 101 Life Safety Code	Each Day Offense Occurs	\$50 - \$1,000	9-1-16

INSPECTION PENALTIES & FEES

TYPE	DESCRIPTION	COST	CROSS REFERENCE
Missed Inspection Fee	1 st Missed Inspection	\$50	9-1-3
Missed Inspection Fee	2 nd Missed Inspection	\$150	9-1-3
Missed Inspection Fee	3 rd Missed Inspection and each after, per occurrence.	\$300	9-1-3
Re-Inspection Fee	1 st Re-Inspection	No Charge	9-1-3
Re-Inspection Fee	2 nd Re-Inspection	\$50	9-1-3
Re-Inspection Fee	3 rd Re-Inspection and each after, per occurrence.	\$150	9-1-3

MOBILE/MODULAR HOMES

TYPE	DESCRIPTION	COST	CROSS REFERENCE
Mobile Home Installation Permit	Approved Permit required before being placed or relocated within any Mobile Home Park.	Refer to Building Permit Fee Schedule	10-14-12
Mobile Homes Parks License	January 31 Annual Registration Deadline	\$50	10-14-12
Mobile Home Parks Inspection Fee & Occupancy Permit	All Mobile Homes Placed or Relocated Require an Inspection and issuance of an Occupancy Permit.	\$100	10-14-12
Mobile Homes Parks Penalty	Each Day Offense Occurs. January 31 Annual Registration Deadline Date.	\$50 - \$1,000	10-14-12

SEWER CONNECTION, CHARGES & FEES

SEWER TAP ON FEES

TYPE	DESCRIPTION	COST	CROSS REFERENCE
Residential	Single Family	\$2,725	8-1-6

Commercial, Industrial & Multi-Family Residential (10 Units +)	PE: 1-10	\$2,725	8-1-6
	PE: 11-20	\$3,275	8-1-6
	PE: 21-100	\$5,775	8-1-6
	PE: 101-500	\$8,275	8-1-6
	PE: 500-999	\$9,775	8-1-6

SEWER CHARGES

TYPE	DESCRIPTION	COST	CROSS REFERENCE
Delinquent Payment Fee	Payable After the Statement Due Date	Net Rate + One Time Charge of 10% of Net Rate	8-1-7
Reconnection Fee	1 st Reconnection	\$60	8-1-5
Reconnection Fee	2 nd Reconnection	\$60 + \$100 Deposit Until Account is Terminated	8-1-5
Reconnection Fee	Subsequent Reconnections After 2 nd	\$60 EACH	8-1-5
Reconnection Fee	After Hours Reconnection	\$100	8-1-5
Repair & Replacement Fees	Wastewater Collection Lines, Sewer Mains, Fixtures and/or Equipment. Due within 20 Days of Invoice.	Cost of Labor & Materials	8-1-7
Sewer Penalties	Each Day Offense Occurs	\$50 - \$1,000	8-1-9
Sewer System Extension	Connection to the Sewer System	Cost of Labor & Materials	8-1-7
Tampering with the Sewer System	Per Occurrence	\$100	8-2-8

WATER CONNECTION, CHARGES & FEES

WATER TAP ON FEES

TYPE	DESCRIPTION	COST	CROSS REFERENCE
Water Line Size	5/8"	\$2,750	8-1-5
Water Line Size	1"	\$3,100	8-1-5
Water Line Size	1 ½"	\$3,575	8-1-5
Water Line Size	2"	\$4,075	8-1-5
Water Line Size	Larger than 2"	\$4,325 + Cost of Labor & Materials	8-1-5

WATER SERVICE FEES & CHARGES

TYPE	DESCRIPTION	COST	CROSS REFERENCE
Delinquent Payment Fee	Penalty Assessed To All Bills not paid by the day after they have been rendered.	Net Rate + One Time Charge of 10% of Net Rate	8-1-5
Fire Connection	When requested by user.	\$1,000	8-1-5
Lien; Notice of Delinquency	Administrative Fee for Filing a Lien	\$50	8-1-5
Meter Size Increase	Existing Water User Only	Tap On Fee for Size Meter Requested	8-1-5
Minimum Monthly Service/Line Fee	TBD	TBD	TBD
Reconnection Fee	1 st Reconnection	\$60	8-1-5
Reconnection Fee	2 nd Reconnection	\$60 + \$100 Deposit Until Account is Terminated	8-1-5
Reconnection Fee	Subsequent Reconnections After 2 nd	\$60 EACH	8-1-5
Reconnection Fee	After Hours Reconnection	\$100	8-1-5
Repair & Replacement of Extensions	Due within 20 Days of Invoice.	Cost of Labor & Materials.	8-1-5
Tampering with a Water Meter	Per Occurrence	\$100	8-2-8
Voluntary Shut-Off	At Meter; Per Occurrence. Plus, minimum Service/Line Fee.	TBD	TBD-Fiscal Policy Handbook
Voluntary Turn-On	At Meter; Per Occurrence	TBD	TBD-Fiscal Policy Handbook
Water Connection Deposit	Residential	\$125	8-1-5
Water Connection Processing Fee	Residential Processing Fee	\$25	8-1-5
Water Connection Processing Fee	Commercial Water Line Size: 5/8" - 3/4"	\$150	8-1-5

Water Connection Processing Fee	Commercial Water Line Size: 1"	\$175	8-1-5
Water Connection Processing Fee	Commercial Water Line Size: 1 ½"	\$200	8-1-5
Water Connection Processing Fee	Commercial Water Line Size: 2" or Larger	\$225	8-1-5
Water Conservation & Restrictions	Subsequent Violations Within 1 Year	\$50; \$100	8-1-5
Water Penalties	Each Day Offense Occurs	\$50 - \$1,000	8-1-9
Water System Extension	Connection to the Water System	Cost of Labor & Materials	8-1-7