



Agenda Cover Memorandum

Meeting Date: March 24, 2014

Meeting Type: COW (Committee of the Whole) City Council Budget Workshop

Item Title: Re-inspection Fee

Action Requested:

Approval

For discussion

Feedback requested

For your information

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Background:

At the February 24, 2014 Policy and Procedures Committee of the Whole meeting the Committee reviewed a fee structure proposed by the Community Preservation and Development Department (CP&D) for re-inspections. Currently, the City has no fee associated with re-inspections.

Staff has improved the turn-around time for plan review to two weeks for most permits. We hope to continue to meet that goal and improve the inspection turn-around time as well. By creating a fee for those who need repeated inspections it will help to either reduce the number of re-inspections or generate funds to offset the costs of overtime or additional assistance. This will reduce the number of days between a request and an opening for an inspection. A fee for re-inspections would be more equitable as those not correcting issues adequately, requiring more assistance, would be charged more than those addressing the issues the first time.

At the February 13th contractors meeting held by the City's Building Division it was relayed to the contractors that the City would be considering re-inspection fees. To add re-inspection charges the fee structure would need to be added to Article 20, Administrative Procedure, Chapter 10, Inspection Fees.

Following the same format staff would also use the fee structure for food service establishment inspections. A certain number of health inspections are required a year depending on the risk category for a food service establishment. This change would be a modification to Article 12, Businesses and Occupations, Chapter 2, Commercial Buildings.

Should a change be supported by the Committee, staff will draft an ordinance to be presented at the March Procedures and Regulations Committee of the Whole Meeting for approval to be place on a City Council meeting.

Recommendation:

Approve ordinance creating re-inspection fees and place on April 7, 2014 City Council Agenda.

Attachments:

- Draft Ordinance

ORDINANCE
OF THE CITY COUNCIL OF THE CITY OF PARK RIDGE
AMENDING ARTICLE 20, CHAPTER, 4, INSPECTION FEES; AND ARTICLE 12,
CHAPTER 2, COMMERCIAL BUILDINGS OF THE MUNICIPAL CODE OF PARK
RIDGE

BE IT ORDAINED by the City Council of the City of Park Ridge, Cook County, Illinois, pursuant to its home rule authority provided under Article VII of the Illinois Constitution of 1970 as follows:

SECTION 1: That Article 20, Chapter 4 entitled "Inspection Fees" of the Municipal Code of the City of Park Ridge shall be amended to include section 20-4-3 as follows:

CHAPTER 4 INSPECTION FEES

SECTION

20-4-1 Plan Review Fee

20-4-2 Subdivision Fee

20-4-3 Reinspection Fee

20-4-3 Reinspection Fee

Reinspection fee schedule:

<u>Reinspection</u>	<u>Fee</u>
First re-inspection	\$0
First re-inspection not ready and failed to cancel	\$50.00
Second re-inspection	\$100.00
Third re-inspection	\$200.00
Fourth re-inspection and for each subsequent re-inspection	\$300.00

SECTION 2: That Article 12, Section 12-2 entitled "Commercial Buildings" of the Municipal Code of the City of Park Ridge shall be amended to the following paragraph at the end of section 12-2-7:

12-2-7 Reinspection Fee

Any reinspections deemed necessary by the City of Park Ridge shall be charged there fees set forth in section 20-4-3 of the Municipal Code of the City of Park Ridge.

SECTION 3: BE IT FURTHER ORDAINED that this Ordinance shall be in full force and effect from and after its passage, approval and publication according to law.

SECTION 4: BE IT FURTHER ORDAINED that the City Clerk is hereby authorized and directed to publish said Ordinance in pamphlet form according to law.

Adopted by the City Council of the City of Park Ridge, Illinois this ___ day of ___, A.D. 2014.

VOTE: AYES:

NAYS:

ABSENT:

Approved by me this ____ day
of _____ A.D. 2014

Mayor

Attest:

City Clerk