

COFFEE

ESPRESSO	£1.70 / £1.90
MACCHIATO	£1.80 / £2.00
CORTADO	£2.30
LONG BLACK	£2.20
LONG BREW	£2.20
LONG BREW	£2.70

BREAD

CLASSIC WHITE SOURDOUGH	£1.60 / £3.00
BROWN SOURDOUGH	£1.60 / £3.00
SEEDED SOURDOUGH	£1.80 / £3.50
RUSTIC	£1.60 / £3.00
RUSTIC WITH SEED	£1.80 / £3.50
GLUTEN FREE BREAD	£4.00
WALNUT PYE	£3.00
HERBY	£2.80
HERBY	£3.00
HERBY LOAF	£1.60 / £3.00
HERBY	£1.80
HERBY	£1.60 / £3.00
HERBY CIABATTA	£1.80 / £3.50

• ALL OUR GLUTEN FREE
PRODUCTS ARE MADE OF
GLUTEN FREE INGREDIENTS IN
A NON GLUTEN FREE
ENVIRONMENT •

NON-RESIDENTIAL DEVELOPMENT PACKET

United City of Yorkville
651 Prairie Pointe Drive, Yorkville, Illinois, 60560

630-553-4350

www.yorkville.il.us

INTRODUCTION



WHAT IS THE **PURPOSE** OF THE INFORMATION IN THIS PACKET?

The purpose of this non-residential development packet is to inform those seeking to develop a commercial property within the United City of Yorkville. It includes samples of items which will be required for development, permit applications which will need to be completed, and a worksheet to estimate possible fees associated with commercial development. A pre-development informational meeting with City Staff will be required before permits will be issued.

Please fill out the forms in this packet and contact the Community Development Department (630-553-4350) to arrange the pre-development meeting.

CONTENTS



BUILDING PERMIT FEE ESTIMATE

This spreadsheet will help inform you of the amount of permit fees required for new commercial or industrial construction.



LETTER OF CREDIT SAMPLES

This is a template form when site development and engineering is part of your project to provide a security guarantee.



PUBLIC IMPROVEMENT CONSTRUCTION (PIC) SCHEDULE

This form verifies that your development may require public improvements and provides the assurance that these improvements will be constructed in a manner consistent with the City's established standards.



STORMWATER PERMIT APPLICATION

If your project will create new impervious surfaces which affect stormwater runoff, then this form must be submitted with appropriate plans and documents.

SUBDIVISION MAINTENANCE BOND SAMPLE

This is a template of a maintenance bond to provide 1 year security for public improvements prior to final acceptance.



SURETY BOND SAMPLE

This is a template form when site development and engineering is part of your project to provide a security guarantee.



YORKVILLE BRISTOL SANITARY DISTRICT FORM SAMPLE

This is an example of the sanitary district's form which will need to be submitted to the district for evaluation.



KENDALL COUNTY HEALTH DEPARTMENT CONTACT SHEET

If your business handles, serves or prepares food, then you will need to contact the County Health Department.





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NON-RESIDENTIAL BUILDING PERMIT FEE ESTIMATE

BUILDING PERMIT FEE		TITLE 8 - CHAPTER 10-1A	
<input type="checkbox"/> New Development	\$750.00 + \$0.20 per square foot	TOTAL: \$	
<input type="checkbox"/> Alteration	\$350.00 + \$0.10 per square foot		
<input type="checkbox"/> Addition	\$500.00 + \$0.20 per square foot		
PLAN REVIEW FEE		TITLE 8 - CHAPTER 10-1A	
Plan review fee is based on the size of the building in cubic feet.		TOTAL: \$	
	NEW/ADDITION		ALTERATION
Up to 60,000 cu. ft.	<input type="checkbox"/> \$355.00		<input type="checkbox"/> \$177.50
60,001 to 80,000 cu. ft.	<input type="checkbox"/> \$400.00		<input type="checkbox"/> \$200.00
80,001 to 100,000 cu. ft.	<input type="checkbox"/> \$475.00		<input type="checkbox"/> \$237.50
100,001 to 150,000 cu. ft.	<input type="checkbox"/> \$550.00		<input type="checkbox"/> \$275.00
150,001 to 200,000 cu. ft.	<input type="checkbox"/> \$650.00		<input type="checkbox"/> \$325.00
Over 200,000 cu. ft.	<input type="checkbox"/> \$650.00 + \$6.50 per 10,000 cu. ft. over	<input type="checkbox"/> \$325.00 + \$3.25 per 10,000 cu. ft. over	
ENGINEERING FEE		ORDINANCE 2002-27	
Consultant based fees billed at an hourly rate. Deposit required at the time of application for Site Plan approval are due according to the following schedule:		TOTAL: \$	
<input type="checkbox"/> Limited scope development	\$2,500		
<input type="checkbox"/> Up to one (1) acre	\$5,000		
<input type="checkbox"/> Over one (1) acre, but not over ten (10) acres	\$10,000		
<input type="checkbox"/> Over ten (10) acres, but not over forty (40) acres	\$15,000		
<input type="checkbox"/> Over forty (40) acres, but not over one hundred (100) acres	\$20,000		
<input type="checkbox"/> In excess of one hundred (100.00) acres	\$25,000		
Estimated total engineering fees equals 5.5% of the approved engineer's estimate of construction cost for all land improvements. ESTIMATED CONSTRUCTION COST: _____ x 5.5% = _____			
FIRE PROTECTION SYSTEMS		TITLE 8 - CHAPTER 10-1A	
\$115.00 per 10,000 sq. ft. of floor area, or any consultant fees		TOTAL: \$	
FIRE SPRINKLERS		TITLE 8 - CHAPTER 10-1A	
Assumes one (1) head per 225 sq. ft.		TOTAL: \$	
<input type="checkbox"/> Up to 200 sprinkler heads	\$250.00		
<input type="checkbox"/> 201 to 300 sprinkler heads	\$300.00		
<input type="checkbox"/> 301 to 500 sprinkler heads	\$400.00		
<input type="checkbox"/> Over 500 sprinkler heads	\$450.00 + \$0.60 per sprinkler head over 500, or any consultant fees		
PLUMBING INSPECTIONS		TITLE 8 - CHAPTER 10-1D	
\$45.00 each or any consultant fees (Assume 3 inspections: underground; rough; and final)		TOTAL: \$	
SEWER CONNECTION		TITLE 8 - CHAPTER 10-11	
All nonresidential properties shall be charged a fee based on the total number of drain units times \$400.00 based on use of building. This fee is in addition to all other fees charged by any other entity including sanitary districts.		TOTAL: \$	



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NON-RESIDENTIAL BUILDING PERMIT FEE ESTIMATE

WATER CONNECTION		TITLE 7 - CHAPTER 5-3A
WATER METER SIZE	WATER CONNECTION FEE	TOTAL: \$
<input type="checkbox"/> < 1 inch	\$4,700.00	
<input type="checkbox"/> 1.5 inch	\$5,000.00	
<input type="checkbox"/> 2 inch	\$6,000.00	
<input type="checkbox"/> 3 inch	\$9,000.00	
<input type="checkbox"/> 4 inch	\$16,000.00	
<input type="checkbox"/> 6+ inch	TBD	
WATER CONNECTION		TITLE 8 - CHAPTER 10-11
<input type="checkbox"/> 1st Re-Inspection	\$50.00	TOTAL: \$
<input type="checkbox"/> 2nd Re-Inspection	\$75.00	
<input type="checkbox"/> 3 Or more Re-Inspection	\$100.00 each	
<input type="checkbox"/> Engineering Re-Inspection	\$100.00 each	
TOTAL BUILDING PERMIT FEE ESTIMATE		TITLE 8 - CHAPTER 10-11
To calculate the building permit fee estimate, please add the amounts in all of the blue boxes.		TOTAL: \$

PLEASE NOTE

- Bristol Kendall Fire Department (BKFD) and Yorkville Bristol Sanitary District (YBSD) are outside agencies which conduct separate plan reviews and generate **separate fees to be paid by the permittee**.
- Building plan reviews are typically completed within 1-2 weeks from date of **complete** submittal.
- Site Plan Reviews are conducted by the Engineering Department and are typically completed within 1-2 weeks from date of **complete** submittal.
- Building Plans and Site Plans are reviewed concurrently. Should outsourcing of plan reviews be needed (e.g. alternative energy components), the coordination of such review will be done by the City.
- Building permit inspections can be scheduled with a minimum of 24 – 48 hour notice by calling **630-553-8545**. For larger scale projects, a standing inspection schedule can be established with regular inspections occurring as frequently as daily, weekly or bi-weekly.
- All new developments, including expansion projects, are subject to the recently adopted Stormwater Ordinance (**attached**). Should a project require a new or expanded stormwater basin, it may require the establishment of a back-up Special Service Area (SSA) for future basin maintenance. This process will require a separate public hearing and approval before the City Council.
- A pre-construction meeting is required after issuance of a building permit, but **prior** to construction commencing. Call **630-553-8545** to schedule upon building permit receipt.



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NON-RESIDENTIAL BUILDING PERMIT FEE ESTIMATE

PETITIONER DEPOSIT ACCOUNT FUND

It is the policy of the United City of Yorkville to require any applicant seeking a building permit which requires engineering review establish a Petitioner Deposit Account Fund to cover all actual expenses occurred as a result of plan reviews and administration costs. Typical requests requiring the establishment of a Petitioner Deposit Account Fund include, but are not limited to, new commercial construction, stormwater management related permits and significant building additions. Deposit account funds may also be used to cover costs for services related to legal fees, engineering and other plan reviews, processing of other governmental applications, recording fees and other outside coordination and consulting fees. Each fund account is established with an initial deposit based upon the estimated cost for services provided above. This initial deposit is drawn against to pay for these services related to the project or request. Periodically throughout the project review/building permit process, the Financially Responsible Party will receive an invoice reflecting the charges made against the account. At any time the balance of the fund account fall below ten percent (10%) of the original deposit amount, the Financially Responsible Party will receive an invoice requesting additional funds equal to one-hundred percent (100%) of the initial deposit if subsequent reviews/fees related to the project are required. In the event that a deposit account is not immediately replenished, review by the administrative staff, consultants, boards and commissions may be suspended until the account is fully replenished. If additional funds remain in the deposit account at the completion of the project, the city will refund the balance to the Financially Responsible Party. A written request must be submitted by the Financially Responsible Party to the city by the 15th of the month in order for the refund check to be processed and distributed by the 15th of the following month. All refund checks will be made payable to the Financially Responsible Party and mailed to the address provided when the account was established.

ACKNOWLEDGMENT OF FINANCIAL RESPONSIBILITY

Financially Responsible Party: I acknowledge and understand that as the Financially Responsible Party, expenses may exceed the estimated initial deposit and, when requested by the United City of Yorkville, I will provide additional funds to maintain the required account balance. Further, the sale or other disposition of the property does not relieve the individual or Company/Corporation of their obligation to maintain a positive balance in the fund account, unless the United City of Yorkville approves a Change of Responsible Party and transfer of funds. Should the account go into deficit, all City work may stop until the requested replenishment deposit is received.

Name (print)

Title

Signature*

Date

*The name of the individual and the person who signs this declaration must be the same. If a corporation is listed, a corporate officer must sign the declaration (President, Vice-President, Chairman, Secretary or Treasurer)