



Village of Clarendon Hills

Cost Recovery Form

SUBJECT PROPERTY: _____

The following-described costs are to be recoverable whenever such costs are actually incurred by the Village and exceed a total of \$25.00 in reviewing applications for:

- Annexations;
- Subdivisions;
- Zoning Amendments;
- Variations or Special Uses;
- Building Permits;
- Liquor Licenses or Liquor Control Hearings;
- Other Licenses or Permits required by law and issued by the Village.

Costs shall be those for which the Village receives an invoice, statement or receipt from a third party and shall include, but not be limited to:

- Legally required public notice expenses;
- Court reporter and transcript fees;
- Legal document recordation expenses;
- Professional consultation fees such as Village Engineering or Attorney services;
- Filing fees;
- Document preparation and/or reproduction expenses.

An administrative fee of ten percent (10%) will be added for all costs except plan review fees paid at issuance of a building permit, which shall be subject to an administrative fee of five percent (5%). Payment shall be due upon the issuance of the applicable permit or within thirty days of issuance of a statement of expenses by the Village, when no permit subsequent is issued.

Failure of the applicant/petitioner to pay as specified above shall entitle the Village:

- Withhold indefinitely issuance of the permit;
- To withhold indefinitely the issuance of the next subsequent permit for that property that was the subject of the application;
- To place a lien on that property which was the subject of the application.

I hereby acknowledge that I have read and understand the above and consent to pay any and all applicable costs.

PROPERTY OWNER (print)

PROPERTY OWNER'S SIGNATURE

Address

Phone

City/State/Zip code

Date

Given under my hand and notary seal this
_____ day of _____, 20__

Notary Seal