



# DUPAGECOUNTY

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Building & Zoning Department 2024 Fiscal Year Proposed Budget

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# Department Summary

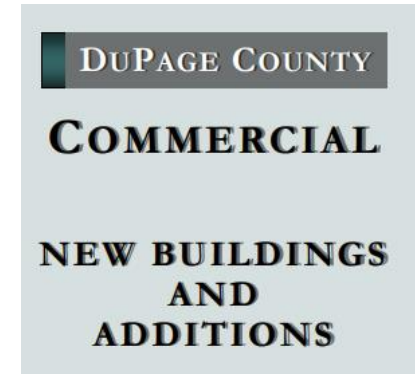
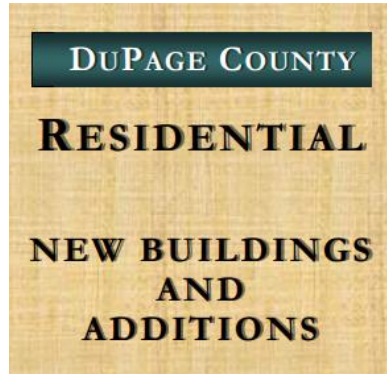


## Mission/Objectives

The Building & Zoning Department provides a multitude of services, including regional planning and economic growth, zoning, code enforcement, building permitting and inspections for unincorporated areas, IEPA land enforcement, Cool DuPage programming, and various environmental initiatives.

## Enterprise Funded Department

30 employees consisting of Permit Technicians, Administrative Assistants, Call Center, Code Enforcement Officers, Building Inspectors, FOIA Officers, Zoning Coordinators, Environmental Staff, Financial Analysts.



# Building & Zoning Department



## **Building Division Responsibilities -**

Reviews, issues, and inspects building permits for new structures as well as renovations to existing structures within the unincorporated areas. Our Call Center interacts directly with the public scheduling inspections and aiding with our new permitting software guidance.

Facilitates coordination with other stakeholders such as the Health Department, Fire Departments, and Fire Districts.

## **Planning & Zoning Division Responsibilities -**

Reviews permit applications for compliance with Zoning Ordinance, supports the ZBA, and oversees Code Enforcement.

Responsible for the FEMA Community Rating System Program, which regulates flood insurance premium reductions for residents.

Oversees the Neighborhood Revitalization Program and economic development projects.


Represents the County at all TIF districts, on the CMAP Land Use and Housing Committee, and Transportation Impact Fee Committee.


## **Environmental Division Responsibilities -**

Conducts IEPA delegated non-hazardous waste inspections and enforcement (unincorporated and incorporated).

Manages solid waste, recycling planning, outreach programs and projects.

Implements the Cool DuPage initiative.

 **DUPAGE COUNTY**  
BUILDING DIVISION



**RESIDENTIAL SOLAR ENERGY SYSTEMS**

[www.dupageco.org/building](http://www.dupageco.org/building)

# Department Highlights



	FY18	FY19	FY20	FY21	FY22	FY23(thru June)
Permits Issued	3,808	4,320	3,935	4,064	3187	1,544
Call Center	34,248	34,101	35,948	29,581	29,870	17,603
Inspections	18,289	17,375	18,174	18,667	16,871	10,623
Customers Served	14,084	13,573	13,001	14,255	16,136	8,488
Adjudicated Cases	384	287	307	333	326	220
Zoning Board of Appeals and Zoning Hearing Officer Cases	67	84	88	96	66	49
FOIA Responses	935	730	671	735	712	353
Single Family Homes	75	68	68	127	126	41

# Department Special Projects



- ❖ The Department went live with our new online permitting software on January 31, 2022, and continue to reevaluate business operations, reorganize job responsibilities, and facilitate improvements in the system.
- ❖ The Building and Environmental Divisions are working with an outside vendor to review the Building Code for a 2024 update focusing on electrification readiness as well as other code updates.
- ❖ The Environmental Division continues to expand their programming. Working with the Metropolitan Mayors Caucus on their EV Readiness Checklist Program. As well as the Solar Switch Program with the Citizens Utility Board (CUB) and the Midwest Renewable Energy Association (MREA) for solar energy group buys for cost efficiency
- ❖ Planning & Zoning Division is continuing to grow the Neighborhood Revitalization Program (Clean & Lien) and have applied for another Illinois Housing Development Authority (IHDA) grant to help grow the program further.
- ❖ Planning & Zoning Staff are also coordinating with the Community Development Department to act as staff to support the AD-Hoc Committee for Housing Solutions.

# Revenue Projections



	FY22 BUDGET	FY23 BUDGET	FY24 BUDGET
	(Audited)	(Adopted)	(Requested)
<b>Building Permit Fee</b>	\$ 2,750,000	\$ 2,999,000	\$ 2,999,000
<b>State Operating Grant</b>	\$ 75,000	\$ 92,000	\$ 92,000
<b>Service Fee</b>	\$ 150,000	\$ 160,000	\$ 160,000
<b>Registration/Application Fee</b>	\$ 245,000	\$ 270,000	\$ 270,000
<b>Violation Inspection Fee</b>	\$ 400	\$ 10,000	\$ 10,000
<b>Elevator Inspection Fee</b>	\$ 18,000	\$ 25,000	\$ 25,000
<b>Zoning Board Approval Fee</b>	\$ 50,000	\$ 70,000	\$ 70,000
<b>Plat Review Fee</b>	\$ 1,200	\$ 5,000	\$ 5,000
<b>Court Fines</b>	\$ 60,000	\$ 90,000	\$ 90,000
<b>Bond Forfeiture</b>	\$ 70,000	\$ 200,000	\$ 120,000
<b>Investment Income</b>	\$ 30,000	\$ 40,000	\$ 200,000
<b>Miscellaneous Revenue</b>	\$ 1,300	\$ 5,000	\$ 5,000
<b>Other Reimbursements</b>	\$ 5,000	\$ 5,000	\$ 5,000
<b>Transfer From General Fund</b>	\$ 0	\$ 467,500	\$ 333,000
<b>Total Revenue</b>	\$ 3,455,900	\$ 4,442,500	\$ 4,384,000





# 2024 Budget Submission



<b>BUILDING &amp; ZONING DEPARTMENT</b>			
	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>
<b>PERSONNEL</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>
<b>Total Personnel Budget</b>	<b>\$ 2,554,546</b>	<b>\$ 2,711,240</b>	<b>\$ 2,850,590</b>
<b>COMMODITIES</b>			
<b>Total Commodities Budget</b>	<b>\$ 70,000</b>	<b>\$ 142,000</b>	<b>\$ 77,000</b>
<b>CONTRACTUAL</b>			
<b>Total Contractual Budget</b>	<b>\$ 1,275,056</b>	<b>\$ 1,527,556</b>	<b>\$ 1,342,267</b>
<b>CAPITAL</b>			
<b>Total Capital Budget</b>	<b>\$ 150,000</b>	<b>\$ 90,000</b>	<b>\$ -</b>
<b>TOTAL BUDGET 1100-2810</b>	<b>\$ 4,049,602</b>	<b>\$ 4,470,796</b>	<b>\$ 4,269,856</b>

# 2024 Budget Considerations



## Operational Considerations

- **IT services - \$208,072 comprising permitting software annual maintenance for Accela, Managed Services, Blue Beam, Seiler, and associated equipment**
- **Indirect Costs - \$231,095**

