



McHenry County  
Planning, Environment & Development - Public Meeting  
AGENDA

May 5, 2026, 8:30 AM  
County Board Conference Room  
Administration Building, 667 Ware Rd., Woodstock, IL 60098

Pages

1. **CALL TO ORDER**  
Roll Call
2. **MINUTES APPROVAL**
  - 2.1 Planning, Environment & Development - Public Meeting - Apr 7, 2026 8:30 A.M. 2
3. **PUBLIC COMMENT**
4. **MEMBERS' COMMENTS**
5. **NEW BUSINESS**
6. **PRESENTATION**
7. **ROUTINE CONSENT AGENDA**
8. **OLD BUSINESS**
  - 8.1 Ordinance Adopting the Fee Schedule for the Department of Planning and Development (10) 9
9. **DISCUSSION**
  - 9.1 Tree Ordinance  
Presented by Adam Wallen, County Administrator and Alex Wall, County Administration Intern
10. **REPORTS**
  - 10.1 ZBA and Hearing Officer Reports
    - 10.1.a Zoning applications going before the County Board on May 19, 2026 22
  - 10.2 Unified Development Ordinance & Building Code Amendments  
Update related to the Building Code and Unified Development Ordinance amendments and schedule.
  - 10.3 Stormwater Report  
Update related to the flood event, P&D's role and response, & opportunity to collect Committee feedback. Watershed Plan update.
11. **FUTURE TOPICS**
12. **EXECUTIVE SESSION (AS NECESSARY)**
13. **ADJOURNMENT**



McHenry County  
Planning, Environment & Development - Public Meeting  
MINUTES

April 7, 2026, 8:30 AM  
County Board Conference Room  
Administration Building, 667 Ware Rd., Woodstock, IL 60098

Members Present: Larry Smith, Carolyn Campbell, Joseph Gottemoller, Carl Kamienski, Jim Kearns, Deena Krieger, Paul Thomas

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1. CALL TO ORDER

Meeting called to order at: 8:30 A.M.

Also present: Scott Hartman, County Administrator; Alicia Schueller, Deputy County Administrator; Adam Wallen, Director of P&D; Cindy Magee, Deputy Director of P&D; Alex Wall, County Admin Intern; Stoyan Kolev, Water Resource Manager; Kim Scharlow, P&D Planner; Private Citizen Ed Collins.

Mover: Kamienski  
Second: Campbell

To allow the remote attendance of Mr. Gottemoller for family medical reasons.

Aye (6): Smith, Campbell, Kamienski, Kearns, Krieger, and Thomas

Abstain (1): Gottemoller

**Recommended (6 to 0)**

2. MINUTES APPROVAL

Mover: Kamienski  
Second: Thomas

Approve previous minutes from the March 3, 2026 meeting.

Aye (7): Smith, Campbell, Gottemoller, Kamienski, Kearns, Krieger, and Thomas

**Recommended (7 to 0)**

2.1 Planning, Environment & Development - Public Meeting - Mar 3, 2026 8:30 A.M.

**3. PUBLIC COMMENT**

Dean Frite, of Wonder Lake IL, regarding TUP Application

**4. MEMBERS' COMMENTS**

None.

**5. NEW BUSINESS**

None.

**6. PRESENTATION**

None.

**7. ROUTINE CONSENT AGENDA**

- 7.1 Resolution Authorizing Execution of a Stormwater Management Conservation Easement In lieu of Stormwater Storage for Permit SW-26-009 at 14814, IL RT 176, Woodstock, IL 60098 Seneca Township (10)

Pulled for discussion by Ms. Campbell.

Adam Wallen, Director of Planning and Development, and Stoyan Kolev, Water Resource Manager, joined the committee to discuss the resolution.

Ms. Campbell requested an overview of the item, and Mr. Wallen provided initial background information regarding All Seasons Orchard, located along Route 176. He explained that the property operates as an agritourism farm and had recently changed ownership. The new owner inherited an existing violation related to prior site modifications and sought to make additional changes aligned with their operational vision.

Mr. Kolev provided the primary explanation of the proposed updates. He stated that the previous owner had already placed an easement on the property, and the current request represents an update to that easement based on the new owner's proposed site improvements. He described the site conditions, noting that a significant portion of the property drains toward a central low area, with an existing pond near the right-of-way that also contributes flow to that location.

Mr. Kolev explained that the new owner proposed installing a detention basin to better manage stormwater in areas that had previously become too wet for agritourism activities. He noted that the owner had historically pumped water from wet areas and allowed it to drain into adjacent fields. The proposed basin would provide more controlled water management. As a result of these changes, the easement boundaries required modification, prompting the updated exhibit presented to the Committee.

He further clarified that the previous easement configuration was more complex, consisting of large blocks with internal calculations to ensure compliance with impervious surface limits. The revised exhibit more clearly delineates impervious areas and simplifies the associated calculations. He noted that the proposed detention basin shown on the updated exhibit reflects the new design and would still direct water to the same general drainage area, but with improved control.

In response to Ms. Campbell's questions, Mr. Kolev confirmed that the exhibit labeled as "proposed detention" reflects the new owner's plan, while the second exhibit represents the previously recorded easement. He stated that the revisions are consistent with the new ownership's intended use of the property.

**Mover:** Campbell

**Secunder:** Thomas

To approve a resolution authorizing the County Board Chairman to execute a conservation easement in lieu of stormwater storage as part of Permit SW-26-009 on the property located at 14814, IL RT 176, Woodstock, IL 60098, in Seneca Township, as provided in the Stormwater Management Ordinance.

Aye (7): Smith, Campbell, Gottemoller, Kamienski, Kearns, Krieger, and Thomas

**Recommended (7 to 0)**

7.2 Ordinance Adopting the Fee Schedule for the Department of Planning and Development (10)

Pulled for discussion by Mr. Kearns.

Adam Wallen, Director of Planning and Development, joined the committee to discuss the resolution.

Mr. Wallen explained that the 2015 update transitioned the County away from a per-square-foot fee structure to a flat-fee model to improve clarity, predictability, and ease of use for applicants. He stated that this approach had been successful for both staff and applicants. However, since that time, fees had not been revisited despite rising operational costs, increased staff salaries, and significant process changes, including the transition from paper-based to digital permitting systems.

He reported that permit activity has steadily increased over the past decade, even through economic fluctuations, which is a positive trend. However, he noted that Planning and Development remains significantly subsidized by the County's general fund. Based on a five-year average, there is an approximate \$693,000 gap between revenues and expenditures, with annual expenses around \$1.5 million and revenues around \$800,000. Mr. Wallen stated that this imbalance prompted the need to revisit the fee structure during the prior budget cycle.

Mr. Wallen outlined two proposed models. Model One reflects approximately a 30% increase to align fees with current salaries and operational costs, while Model Two reflects a higher-cost scenario based on top-of-grade salaries for all staff, resulting in approximately a 65% increase. He indicated that Model One was intended to bring fees more in line with actual costs while still maintaining some level of County subsidy, whereas Model Two represents a theoretical upper range.

He explained that staff conducted a detailed, six-month analysis of all permit processes, mapping each step and assigning time and cost values based on staff involvement. This included evaluating zoning, building, and stormwater permits, as well as incorporating hard costs such as software systems, including SmartGov and Bluebeam, which together average approximately \$42 per permit.

Mr. Wallen highlighted that zoning fees were one area where current fees significantly underrepresent actual staff time and costs. For example, certain processes, such as incident action plans for large temporary events, require coordination across multiple departments but currently have no associated fee. He also noted that Zoning Board of Appeals hearing costs, including per diem payments, were not previously captured in fees and now amount to approximately \$920 per meeting.

In response to Mr. Kearns' questions regarding solar and stormwater fees, Mr. Wallen explained that solar developments are currently categorized under major development for stormwater permits. He noted that state law caps zoning and building permit fees for energy facilities, including solar, but he was not aware of a similar cap for stormwater permits. He stated that staff would consult with the State's Attorney regarding whether stormwater fees for solar and battery storage projects could be separated and potentially increased.

Mr. Kearns also inquired about residential alteration fees, noting a significant proposed increase. Mr. Wallen acknowledged that residential alterations are among the most time-intensive permit types due to incomplete applications and the need for extensive staff assistance. He explained that while these fees are proposed to increase, staff recognizes the need to balance cost recovery with maintaining

accessibility and encouraging compliance. Committee members expressed concern that excessive increases could discourage applicants from obtaining permits.

Discussion also addressed temporary use permits and incident action plans. Mr. Wallen explained that incident action plans are required for events exceeding 500 attendees and involve coordination with multiple agencies, yet currently have no fee. Committee members discussed whether higher fees could help offset costs and improve compliance, though concerns were raised that excessive fees could lead to avoidance or enforcement challenges.

Mr. Kearns raised questions regarding fee consistency across categories, including mining and large-scale developments, as well as the elimination of acreage-based fees. Mr. Wallen explained that moving to flat fees simplifies administration and avoids complications seen in past cases, such as unusually large properties resulting in disproportionately high fees.

Mr. Wallen reported that Model One would increase projected annual revenue to approximately \$1.15–\$1.2 million, narrowing but not eliminating the gap between revenues and expenditures. He emphasized that staff recommends Model One as a starting point, with the possibility of revisiting fees every two years to adjust for staffing, workload, and market conditions.

Committee members discussed the need to refine certain fee categories, including residential alterations, incident action plans, and potential adjustments for solar and stormwater permits. It was also suggested that future projections be provided to understand long-term financial impacts.

Following discussion, the Committee agreed that additional refinement was needed before moving forward. A motion was made and seconded to table the item and bring it back at the next meeting with revisions based on Committee feedback. Mr. Wallen was requested to return with a single refined model based on Model One, incorporating suggested adjustments, along with comparative data and projections.

**Mover:** Kearns

**Secunder:** Thomas

To *discuss* the attached ordinance adopting the fee schedule for the Department of Planning and Development.

**Mover:** Campbell

**Secunder:** Krieger

To *table* the attached ordinance adopting the fee schedule for the Department of Planning and Development to the May 5, 2026, Planning, Environment & Development meeting.

Aye (7): Smith, Campbell, Gottemoller, Kamienski, Kearns, Krieger, and Thomas

**Recommended (7 to 0)**

## 8. OLD BUSINESS

None.

## 9. DISCUSSION

### 9.1 Proposed Amendments to the Unified Development Ordinance

Adam Wallen, Director of Planning and Development, and Kim Scharlow, P&D Planner, joined the committee for the discussion.

Mr. Wallen and Ms. Scharlow presented proposed amendments to the Unified Development Ordinance, primarily to comply with a new State public act requiring updates within 120 days of enactment in June. Mr. Wallen noted that staff began this process early to ensure timely compliance and anticipated

implementation by June or July, with additional amendments to follow later. He stated that the State's Attorney's Office was currently reviewing the draft, though formal approval had not yet been received.

Ms. Scharlow explained that, in addition to State-required changes—particularly new definitions and standards for energy storage systems—the amendments included clerical corrections and minor policy updates. These included allowing off-site service businesses as a conditional use in the A-1 Agricultural District while removing that use from B-1 and B-2 districts, as well as cleaning up outdated or inconsistent language, such as removing “services” from heavy retail classifications. She noted that staff would verify a potential inconsistency in the use table.

She also described an amendment to incorporate a previously unrecognized subdivision into the Bayview Beach overlay district following a recent application. Additional updates included replacing the term “solid fence” with “privacy fence” throughout the ordinance for consistency, defined as less than 50% open.

Committee discussion included questions regarding setbacks, road use agreements, and fees related to solar developments. Members expressed interest in maximizing allowable fees—such as stormwater and road access—within the limits of State law, and staff indicated they would seek further guidance from the State's Attorney. It was also noted that some townships have implemented road use agreements with solar developers, prompting discussion of whether similar approaches could be applied at the County level.

Mr. Wallen stated that this was an initial discussion and that the amendments would proceed to the Zoning Board of Appeals for public hearing before returning to the Committee for final consideration. The anticipated timeline for adoption was late summer or early fall. The Committee indicated general support for moving the amendments forward for further review.

## 9.2 Tree Preservation Ordinance

Ms. Krieger leaves the meeting at 10:50 A.M.

Scott Hartman, County Administrator; Adam Wallen, Director of Planning and Development; Alex Wall, County Admin Intern; and Private Citizen Ed Collins, joined the committee for the discussion.

Mr. Hartman, Mr. Wallen, Mr. Wall, and Mr. Collins discussed a potential tree preservation ordinance following a request from the Zoning Board of Appeals (ZBA) for direction due to increasing development impacts on woodlands, particularly oak ecosystems.

Mr. Collins provided background on the importance of oak trees, noting they are a keystone species that support biodiversity, carbon storage, watershed management, and soil health. He shared historical data showing McHenry County's oak coverage declined from approximately 143,000 acres in 1837 to about 18,000 acres by 2005, with an additional 300 acres lost between 2005 and 2022. He identified development, agriculture, and solar projects as primary causes of loss and recommended interim voluntary measures, such as identifying impacts to oak groves and encouraging avoidance. He also suggested any long-term ordinance focus on avoidance, minimization, and mitigation.

Staff reviewed tree preservation models from neighboring counties. One model focused on individual tree permits and classifications, while another emphasized broader natural resource protection through site planning and preservation standards. Staff requested direction on whether to proceed and which model to consider.

Committee members discussed the pros and cons of each model and raised concerns about cost, staffing, enforceability, overregulation, and impacts on residential, agricultural, and solar properties. Members also discussed whether the ordinance should focus on specific species, such as oaks, or apply more broadly, and whether invasive species should be excluded.

The Committee directed staff to use an existing model as a framework, explore modifications to fit County priorities, and return with more information on costs, enforcement, and effectiveness, along with a draft proposal for further review.

### 9.3 Special Events Animal Welfare Standards

Scott Hartman, County Administrator, and Adam Wallen, Director of Planning and Development, joined the committee for the discussion.

Mr. Hartman and Mr. Wallen led a discussion regarding animal welfare standards as they relate to special events. Mr. Wallen noted that there had been significant discussion and public comment on the issue, along with questions regarding whether such standards could legally be instituted by the County. He stated that there had been some pending legislation at the state level, but to his knowledge, it had not advanced.

Mr. Wallen suggested that the Committee first determine whether it wanted the State's Attorney's Office to review the matter and provide guidance on what the County can or cannot do regarding animal welfare standards for special events before further discussion takes place.

Committee members agreed that legal guidance was needed before spending additional time discussing the matter. It was noted that if the County lacked authority to act, further discussion may not be necessary. Members also stated that staff and the Sheriff's Office need clear direction on whether and how such standards could be enforced.

Additional discussion focused on whether existing state statutes already address animal welfare issues and whether those laws are currently being followed and enforced. Members questioned whether enforcement would fall under the Planning and Development Department or the Sheriff's Office. It was noted that similar issues had arisen with the noise ordinance, where the Sheriff's Office enforces applicable state statutes rather than local provisions in some cases.

The Committee agreed that it would be beneficial to request a legal review from the State's Attorney's Office to clarify current state law, the County's authority, and possible enforcement options. It was requested that the matter be placed on a future agenda once that information is received.

## 10. REPORTS

### 10.1 ZBA and Hearing Officer Reports

#### 10.1.a Zoning Applications going before the County Board on April 21, 2026

Adam Wallen, Director of Planning and Development, and Kim Scharlow, P&D Planner, joined the committee for the report.

Mr. Wallen provided an update on recent and upcoming Zoning Board of Appeals (ZBA) matters and invited Ms. Scharlow to provide an overview of the solar petitions and other related items.

Ms. Scharlow reported that there were four additional petitions before the ZBA, including two variations, one subdivision-related request, and one conditional use renewal. The first variation involved a setback reduction from 50 feet to 15 feet for the rebuild of an accessory structure in McHenry Township. The second involved a height variation from 20 feet to 27 feet for an accessory structure in Richmond Township.

She also noted a request involving an A-1 to A-2 rezoning and the creation of a five-acre parcel, leaving 109 acres remaining, located on Fair Road in Greenwood Township.

Ms. Scharlow further explained that there was a conditional use renewal for an agricultural engineering business. She stated that the owner operates two sites—one at the subject property

where he tests various agricultural devices, including soil testers and pH-related equipment, and another manufacturing location in U-Tech off Washington Street.

Committee members referenced an email received from the township highway department regarding one of the variation requests. It was noted that the road commissioner had raised concerns about the reduction of the right-of-way setback, indicating it may create future maintenance issues. The request would reduce the setback to approximately one foot, while the township preferred a setback of 20 to 25 feet.

Ms. Scharlow then reviewed three solar farm petitions. The first, located in Riley Township, received a 6–1 recommendation for approval from the ZBA. She noted there were flood-related concerns at the property, but most ZBA members believed those concerns had been adequately addressed.

The second petition, Marzano Solar, located in Dorr Township near Route 14 and Lucas Road, received a unanimous recommendation for approval with no major issues raised.

The third petition, Marengo Community Solar, located in Coral Township, included a map amendment request because the property is currently zoned E-1. Ms. Scharlow explained that the map amendment would need to be approved in order for the conditional use to proceed. The ZBA recommended approval of the map amendment by a 5–2 vote and unanimously approved the conditional use request.

**11. FUTURE TOPICS**

None.

**12. EXECUTIVE SESSION (AS NECESSARY)**

None.

**13. ADJOURNMENT**

Time unknown for the exact TEAMS departure of Mr. Gottemoller.

**Mover:** Kamienski

**Secunder:** Thomas

To adjourn the meeting at 10:55 A.M. -TCCazares

Aye (5): Smith, Campbell, Kamienski, Kearns, and Thomas

Absent (2): Gottemoller, and Krieger

**Recommended (5 to 0)**

# ORDINANCE

## Ordinance Adopting the Fee Schedule for the Department of Planning and Development (10)

**WHEREAS**, McHenry County has promulgated ordinances, rules, and regulations to govern building construction, safety, zoning, stormwater management, and the subdivision of land; and

**WHEREAS**, the Unified Development Ordinance, Stormwater Management Ordinance, and building codes adopted by McHenry County require that the Department of Planning and Development to accept applications, conduct reviews, issue permits, conduct inspections, and conduct hearings; and

**WHEREAS**, the current fee schedule for the Department of Planning and Development for services related to accepting applications, conducting reviews, issuing permits, conducting inspections, and conducting hearings was adopted by the County Board on April 18, 2023; and

**WHEREAS**, the Department of Planning and Development has identified the need to revise the fee schedule to address outdated personnel costs and current processes; and

**WHEREAS**, the Planning, Environmental, and Development Committee has reviewed and recommends approval of the revised fee schedule.

**NOW, THEREFORE BE IT ORDAINED**, by this County Board of McHenry County, Illinois, that it hereby adopts the attached fee schedule for the Department of Planning and Development with an effective date of July 1, 2026; and

**BE IT FURTHER ORDAINED**, by this County Board of McHenry, Illinois, that the previously adopted ordinance establishing the fee schedule for the Department of Planning and Development, Ordinance O-202304-10-021, is repealed effective July 1, 2026; and

**BE IT FURTHER ORDAINED**, that the County Clerk is hereby authorized to distribute an electronic copy of this Ordinance to the Director of Planning and Development, the Chief Financial Officer, and the County Administrator

**DATED** at Woodstock, Illinois, this 16<sup>th</sup> day of June, A.D., 2026.

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Michael Buehler, Chairman  
McHenry County Board

ATTEST:

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Joseph J. Tirio, County Clerk

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## ORDINANCE

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SUBJECT: Ordinance Adopting the Fee Schedule for the Department of Planning and Development (10)

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**Board / Committee Action Requested:**

To approve the attached ordinance adopting the fee schedule for the Department of Planning and Development.

**Background and Discussion:**

During the 2025 budget cycle the Department's Fee Ordinance was recognized to be in need of an update to close the gap between the Department's expenses and revenues. On a 5-year average, Department revenue is \$817,991.79 and grows at 9.19% per year. Expenditures are \$1,511,292.33 growing at 4.59%. While these growth trends are healthy, the gap between revenues and expenditures can be reduced. Currently 45.87% or \$693,300.53 of the Department's code administration and enforcement operation is subsidized by the General Fund.

The current Fee Ordinance was established in 2015 with updates in 2018 and 2023 to address trends or priorities associated with permit administration. The model is centered on flat reasonable fees that applicants, consultants, and staff can easily forecast. This remains advantageous to the Department and the applicants. However, the personnel costs that formulate the core service fees are 10 years old, the time assigned to each process and phase were based on paper review processes, and hard costs necessary to provide services were excluded. This comprehensive revision updates each of the items above, proposes fees for services currently provided by the Department that merit fees, adds process steps that will improve efficiencies for all, and attempts to ensure permit fees are not a deterrent for obtaining permits.

This update required tracking and averaging the time required to complete each step of a permit, petition, plan review, inspection, public hearing, etc. and establish the cost to the Department to provide that service. Each task was assigned monetary value based on the staff associated with each step. In the current ordinance, staff values were from 2015. In this update, an aggregate grade for all staff was assigned in anticipation of two years of salary adjustments.

In addition to personnel costs, the fee ordinance captures fees for software required to provide each service; SmartGov, \$30/permit, and Bluebeam, \$12/permit. These are derived from the

cost of the software compared to the 5-year average number of permits administered by the Department.

This draft better recognizes the barrier imposed by excessive fees on small scale permits; Decks, Pools, Accessory Structures, Minor Service Upgrades, and Residential classified permit types. These smaller permits are supplemented by larger scale permits like those for new construction, Telecommunication, or Solar Energy Production.

While each section of the Fee Schedule was amended, the greatest amount of catchup was realized withing the Planning Fees. Here the hours were underestimated and hard costs such as those for the Zoning Board of Appeals (\$920/meeting) and the McHenry County Hearing Officer (\$100/meeting) were not included.

In addition to adjusting the administration time, staff is recommending adjustments to the application types to streamline the process and obtain clearer information. Those include:

- Removal of the escalator fees associated with Conditional Use Permits, Map Amendments, and Motel Inspections.
- Addition of a Pre-Application Meeting for Conditional Use Permits.

From the inception of this revision staff targeted a 30% recoup (3% per year over 10 years). Utilizing historical permit and revenue data, it is estimated that the draft fee ordinance may generate a 35-40% increase in revenue in year one. This increase assumes similar permit activity and scale to FY2025. Staff further proposes that the Fee Ordinance be reviewed every 2 to 3 years to ensure alignment of the fees with staff costs and procedural improvements.

**Impact on Human Resources:**

None, existing staff will apply the fee schedule.

**Impact on Budget (Revenue; Expenses, Fringe Benefits):**

The Fee Schedule update was initiated to improve the Department's revenue. The personnel costs have not been updated since the Fee Ordinance was updated in 2015. Further, the procedural changes associated with the conversion from paper to digital processing have not been incorporated.

The models suggest a 29.37% reduction in the amount the Department is subsidized by the County General Fund. Permit activity influences this estimate.

**Impact on Capital Expenditures:**

None.

**Impact on Physical Space:**

None.

**Impact on Other County Departments or Outside Agencies:**

None.

**Conformity to Board Ordinances, Policies and Strategic Plan:**

The ordinance conforms with Board Ordinances, Policies, and Strategic Plan. Specifically Goals 2 & 7 in Leadership & Governance

# Planning and Development Fee Schedule

2026

## Building Fees

Permit Type	Fee
1. a. Deck/Gazebo/Covered Porch under 500 sq. ft.	\$150
b. Deck/Gazebo/Covered Porch over 500 sq. ft.	\$300
2. a. Above Ground Pool/Hot Tub/Spa	\$150
b. Inground Pool	\$300
3. Agriculture Exempt Structure	No Charge
4. a. Residential Service upgrade (Plumbing, Electrical, Mechanical, Structural)	\$75
b. Commercial Service upgrade (Plumbing, Electrical, Mechanical, Structural)	\$100
5. a. Residential Alteration under 250 sq. ft.	\$300
b. Residential Alteration 250 to 600 sq. ft.	\$575
c. Residential Alteration Over 600 sq. ft.	\$725
6. a. Residential Addition - under 500 sq. ft. (includes any alteration to existing portions of structure)	\$500
b. Residential Addition - 500 to 800 sq. ft. (includes any alteration to existing portions of structure)	\$650
c. Residential Addition - over 800 sq. ft. (includes any alteration to existing portions of structure)	\$800
7. a. New Residential - under 2,500 sq. ft.	\$2,500
b. New Residential - 2,500 to 4,000 sq. ft.	\$3,250
c. New Residential - over 4,000 sq. ft.	\$4,000
8. a. New Residential Accessory Structure under 300 sq. ft.	\$100
b. New Residential Accessory Structure 300 to 600 sq. ft.	\$250
c. New Residential Accessory Structure over 600 sq. ft.	\$450
d. Plumbing - additional fee if included in accessory structure	\$75
e. Electrical - additional fee if included in accessory structure	\$75
f. HVAC - additional fee if included in accessory structure	\$75
9. a. Commercial Alteration, Change of Use, or Tenant Buildout Under 500 sq. ft.	\$500
b. Commercial Alteration or Tenant Buildout 500 to 2,000 sq. ft.	\$1,000
c. Commercial Alteration or Tenant Buildout 2000 to 4,000 sq. ft.	\$2,250
d. Commercial Alteration or Tenant Buildout Over 4,000 sq. ft.	\$3,600
10. a. Commercial Addition - under 500 sq. ft. (includes any alteration to existing portions of structure)	\$1,000
b. Commercial Addition - 500 to 2,000 sq. ft. (includes any alteration to existing portions of structure)	\$2,500
c. Commercial Addition - over 2,000 sq. ft. (includes any alteration to existing portions of structure)	\$4,000
11. a. New Commercial Structure - under 1,500 sq. ft.	\$2,000
b. New Commercial Structure - 1,500 to 4,000 sq. ft.	\$3,650
c. New Commercial Structure - over 4,000 sq. ft.	\$5,325
12. a. New Commercial Accessory Structure under 600 sq. ft.	\$400
b. New Commercial Accessory Structure over 600 sq. ft.	\$800
c. Plumbing - additional fee if included in commercial accessory structure	\$100
d. Electrical - additional fee if included in commercial accessory structure	\$100
e. HVAC - additional fee if included in commercial accessory structure	\$100
13. Privacy Fence	\$75
14. a. Sign - on-premise	\$100
b. Sign - off-premise commercial advertising	\$500
15. a. Demo - Accessory Structure	\$75
b. Demo - Residential Structure	\$125
c. Demo - Commercial Structure	\$225
15. a. Telecommunication Tower	\$1,000
b. Telecommunication tower - antenna co-locate or equipment upgrade	\$500
16. a. Electric Energy Production Systems (wind or solar) - 0 to 100 kw	\$100 plus \$10.00/kw
b. Electric Energy Production Systems (wind or solar) - 100 to 500 kw	\$1,100 + 5.00/kw over 100 kw
c. Electric Energy Production Systems (wind or solar) - over 500 kw	\$3,100 + \$2.50/kw over 500 kw
17. After-the-Fact Permit (not charged if work was completed by a prior property owner)	Double permit fee
18. Additional Inspection or Inspection Only Fee (required after the 2nd failed inspection)	\$75
19. Resubmittal Fee (required for the 3rd and all subsequent resubmittals)	25% of original permit fee
20. Permit Modification Fee (required to change plans after the permit is issued)	25% of original permit fee
21. Permit Extension Fee (required to extend the permit by 6 months)	25% of original permit fee
22. Expedited Permit review (in addition to all building permit fees)	Applicant pays the county consultant based on

# Planning and Development Fee Schedule

2026

## Stormwater Management Fees

Permit Type	General Permit #1	General Permit #2	Minor Development (<20,000 sf)	Intermediate Development (20,000 sf - <1 acre)	Major Development (>= 1 acre)	Mining Development	Public Road Development
1. a. Base Stormwater Permit Fee	\$150	\$400	\$400	\$550	\$850 + \$50 per add'l acre	\$1,000	\$750
b. Runoff Rate Reduction Additional fee if stormwater storage is required	NA	NA	\$200	\$300	\$400	\$500	\$500
c. Floodplain Fee Additional fee if floodplain within development site	NA	NA	\$150	\$175	\$200	\$250	\$300
d. Wetland Fee Additional fee if wetland within development site	NA	NA	\$450	\$500	\$550	\$550	\$500
e. Erosion & Sediment Control Inspections Fee Additional fee for stormwater only permits	\$100	\$200	\$200	\$200	-	-	-
2. a. BFE Determination - Zone AE or Simple Method Zone A							\$75
b. BFE Determination - Depressional w/Trib <=100 acres							\$500
c. BFE Determination - Depressional w/Trib >100 acres							\$1,000
d. BFE Determination - Riverine w/Trib <=100 acres							\$1,500
e. BFE Determination - Riverine w/Trib >100 acres with StreamStats							\$1,500
f. BFE Determination - Riverine w/Trib >100 acres without StreamStats							\$2,000
3. a. Variance - No Public Hearing							\$300
b. Variance - With Public Hearing							\$500
4. Appeal							\$200
5. Stormwater Permit Determination Letter							\$75
6. a. Community Acknowledgement - Letter of Map Amendment (LOMA)							\$125
b. Community Acknowledgement - Letter of Map Revision (LOMR)							\$250
c. Community Acknowledgement - LOMR - Fill for Single Residence (LOMR-F)							\$350
7. Minor Structure Alteration/Upgrade in Flood Hazard Area							\$150
8. Letter of Understanding							50% of permit fee
9. After-the-Fact Permit (not charged if work was completed by a prior property owner)							Double permit fee
10. Additional Inspection Fee (required after 2nd failed inspection)							\$100
11. Resubmittal Fee (required for the the 3rd and all subsequent resubmittals)							25% of original permit fee
12. Permit Modification Fee (required to change plans after the permit is issued)							25% of original permit fee
13. Permit Extension Fee (required to extend the permit by 6 months)							25% of original permit fee
14. Expedited Permit review (in addition to all Stormwater fees)							Applicant pays for actual time & materials at
15. Preliminary Jurisdictional Determination (within Certified Community)							Applicant directly pays McHenry-Lake County

# Planning and Development Fee Schedule

2026

## Zoning Fees

Application Type	Base Fee	Per Acre
1. a. Map Amendment or Conditional Use Permit Renewal (includes SPRC review)	\$1,200	-
b. First 100 acres	-	\$50
c. Acres over 100	-	\$25
d. Additional Conditional Use Permit (includes SPRC review)	\$1,100	\$25
2. a. Conditional Use Permit (includes site plan review by SPRC)	\$2,300	-
b. First 100 acres	-	\$75
c. Acres over 100	-	\$50
3. Conditional Use Permit -Voluntary Revocation	\$250	-
4. Appeals (refunded if appeal is upheld)	\$400	-
5. Variation	\$600	-
6. Variation for on-premise sign or fence	\$400	-
7. Variation, Telecommunications Facility	\$1,200	-
8. Text Amendment		\$1,200
9. Variation, Administrative		\$75
10. After-the-Fact Application		Double base fee
11. Zoning Application Withdrawal Refund (>72 hrs before hearing)		50%
12. a. Temporary Use Permit		\$100
b. Renewal		\$50
13. Parcel Zoning Status Determination Letter		\$75
14. Map Correction		No Charge
15. Zoning Interpretation Letter		\$75
16. Site Plan Review by SPRC as Req'd by UDO (Bldg. Permits, Site Plan Amendments, etc. -excluding CUPs)		\$400
17. Earth Extraction and Mining Annual Operations Permit Fee		\$1,000
18. Motel Annual License and Inspection Fee		\$150 +\$5/unit

## Subdivision Fees

Application Type	Pre-Application	Preliminary Plat	Final Plat
1. Plat of Subdivision			
a. Base Fee	\$250	\$1000 + \$100/lot	\$1000 + \$100/lot
b. Stormwater Permit Fee (calculated above)	-	70% of fee	30% of fee
c. Base Flood Elevation Fee Determination (calculated above)	-	100% of fee	-
d. Conservation Design	-	20% of base fee	20% of base fee
e. Additional Meeting Fee (if >2 review mtgs required)		\$750/mtg.	\$750/mtg.
2. Plat of Subdivision Amendment			
a. Base Fee	\$250	NA	\$1250 + \$100/lot
b. Stormwater Permit/Modification Fee (calculated above)	-	NA	100% of fee
3. Plat of Subdivision Vacation			
a. Base Fee	NA	NA	\$1,500
b. Stormwater Permit/Modification Fee (calculated above)	NA	NA	100% of fee

# Planning and Development Fee Schedule

2026

## Plans, Ordinances, Maps, Copies and Printing, and Postage

Documents		Fee
1.	2030 Comprehensive Plan	\$30
2.	2030 Comprehensive Plan Future Land Use Map (26X36 Color)	\$12
3.	Historic Preservation Ordinance	\$5
4.	Stormwater Management Ordinance	\$25
5.	Stormwater Management Technical Reference Manual	\$75
6.	Unified Development Ordinance	\$25
7.	Unified Development Ordinance Zoning Reference Map (36X48 Color)	\$15
8.	Floodplain and Wetland Maps	\$5
9.	Custom Mapping	\$40 per hour + printing charge
Copies and Printing		Fee
1.	36X48 Black & White	\$10
2.	24X36 Black & White	\$8
3.	18X24 Black & White	\$4
4.	11X17 Black & White	\$2
5.	8.5X14 Black & White	\$0.50
6.	8.5X11 Black & White	\$0.25
7.	36X48 Color	\$15
8.	24X36 Color	\$12
9.	11X17 Color	\$5
10.	8.5X14 Color	\$3
11.	8.5X11 Color	\$2.50
Postage		Fee
1.	Permit Card Mailing Fee	\$6
2.	3X42 shipping tub; 1-4 maps	\$9
3.	3X42 shipping tub; 5-8 maps	\$10
4.	3X42 shipping tub; 9-12 maps	\$11
5.	Small Envelope (10X13); 1-2 maps	\$6
6.	Large Envelope (14-18); 1-6 maps	\$8

### Fee Schedule Notes:

- 1 \$75 or 25% of total building and stormwater management permit fees (including any double fee) and BFE determination Fees which ever is greater, is due on application submittal and is non-refundable.
- 2 Balance of building and stormwater management permit fees and BFE determination fees are due with first resubmittal, if any, or at permit issuance, if no resubmittal is required.
- 3 All other fees are due in their entirety at the time of application submittal.
- 4 Each subdivision phase requires payment of an additional fee.
- 5 For zoning petitions, applicants are also responsible for paying the direct cost for mailing, publication, and hearing transcript as well as costs associated with a change in venue for the ZBA hearings.
- 6 Fees are waived for all applications filed by government agencies.
- 7 Staff only issues refunds for good cause shown, including, but not limited to, a miscommunication from a government body with apparent or actual authority which is directly related to a fee, a miscalculation or over payment of fees and for zoning petitions withdrawn at least 72 hours before the public hearing. All other fee refunds, fee reductions, and fee waivers require County Board approval.
- 8 The base fee for Plat of Subdivisions, Plat of Subdivision Amendments, Plat of Subdivision Vacations, and site plan reviews shall be distributed as follows: Department of Health: 30%; Division of Transportation: 20%; Department of Planning and Development: 50%.
- 9 The after-the-fact permit fee is not applied if the work was completed by a prior property owner, was caused by a flood, fire, or other natural disaster.

# Planning and Development Fee Schedule

Draft

## Building Fees

Application Type	Proposed Fee
1. a. Deck/Gazebo/Covered Porch under 500 sq. ft.	\$200
b. Deck/Gazebo/Covered Porch over 500 sq. ft.	\$400
2. a. Above Ground Pool/Hot Tub/Spa	\$200
b. Inground Pool	\$400
3. Agriculture Exempt Structure	No Charge
4. a. Residential Service upgrade (Plumbing, Electrical, Mechanical, Structural)	\$100
b. Commercial Service upgrade (Plumbing, Electrical, Mechanical, Structural)	\$200
5. a. Residential Alteration under 250 sq. ft.	\$400
b. Residential Alteration 250 to 600 sq. ft.	\$700
c. Residential Alteration Over 600 sq. ft.	\$900
6. a. Residential Addition - under 500 sq. ft. (includes any alteration to existing portions of structure)	\$600
b. Residential Addition - 500 to 800 sq. ft. (includes any alteration to existing portions of structure)	\$900
c. Residential Addition - over 800 sq. ft. (includes any alteration to existing portions of structure)	\$1,100
7. a. New Residential - under 2,500 sq. ft.	\$3,000
b. New Residential - 2,500 to 4,000 sq. ft.	\$4,000
c. New Residential - over 4,000 sq. ft.	\$5,000
8. a. New Residential Accessory Structure under 300 sq. ft.	\$250
b. New Residential Accessory Structure 300 to 600 sq. ft.	\$500
c. New Residential Accessory Structure over 600 sq. ft.	\$800
d. Plumbing - additional fee if included in accessory structure	\$100
e. Electrical - additional fee if included in accessory structure	\$100
f. HVAC - additional fee if included in accessory structure	\$100
9. a. Commercial Alteration, Change of Use, or Tenant Buildout Under 500 sq. ft.	\$1,000
b. Commercial Alteration or Tenant Buildout 500 to 2,000 sq. ft.	\$2,000
c. Commercial Alteration or Tenant Buildout 2000 to 4,000 sq. ft.	\$3,000
d. Commercial Alteration or Tenant Buildout Over 4,000 sq. ft.	\$4,000
10. a. Commercial Addition - under 500 sq. ft. (includes any alteration to existing portions of structure)	\$1,500
b. Commercial Addition - 500 to 2,000 sq. ft. (includes any alteration to existing portions of structure)	\$3,000
c. Commercial Addition - over 2,000 sq. ft. (includes any alteration to existing portions of structure)	\$4,500
11. a. New Commercial Structure - under 1,500 sq. ft.	\$2,500
b. New Commercial Structure - 1,500 to 4,000 sq. ft.	\$4,000
c. New Commercial Structure - over 4,000 sq. ft.	\$5,500
12. a. New Commercial Accessory Structure under 600 sq. ft.	\$600
b. New Commercial Accessory Structure over 600 sq. ft.	\$1,200
c. Plumbing - additional fee if included in commercial accessory structure	\$200
d. Electrical - additional fee if included in commercial accessory structure	\$200
e. HVAC - additional fee if included in commercial accessory structure	\$200
13. Privacy Fence	\$100
14. a. Sign - on-premise	\$400
b. Sign - off-premise commercial advertising	\$750
15. a. Demolition - Accessory Structure	\$150
b. Demolition - Residential Structure	\$300
c. Demolition - Commercial Structure	\$500
15. a. Telecommunication Tower	\$2,800
b. Telecommunication Tower Co-locate	\$1,800
16. a. Electric Energy Production Systems (wind or solar) - 0 to 100 kW	\$500 + \$15/kW
b. Electric Energy Production Systems (wind or solar) - 100 to 500 kW	\$2,000+\$10/kW
c. Electric Energy Production Systems; wind or solar over 500 kW and BESS	\$5,000/MW (\$75,000 maximum)
17. After-the-Fact Permit Application	Double permit fee
18. Additional Inspection or Inspection Only Fee (required after the 2nd failed inspection)	\$100
19. Resubmittal Fee (required for the 3rd and all subsequent resubmittals)	25% of original permit fee
20. a. Permit Modification Fee (required to change plans after the permit is issued)	25% of original permit fee
b. Permit Extension Fee (required to extend the permit by 6 months)	25% of original permit fee
c. Permit Reactivation Fee (accepted within 6 months of expiration)	50% of original permit fee
22. Temporary Certificate of Occupancy	\$300
23. Secondary Review & Inspection Services (in addition to permit fees)	\$300

# Planning and Development Fee Schedule

Draft

## Stormwater Management Fees

Application Type	Proposed Fee
1. a. General Permit #1	\$350
b. General Permit #2 (Residential)	\$800
2. a. Minor Development; hydrologic disturbance between 5,000 sf and 19,999 sf	\$750
b. Intermediate Development; hydrologic disturbance 20,000 sf - 0.99 acre	\$1,250
c. Major Development; hydrologic disturbance greater than an acre	\$1,500
3. Mining Development	\$3,000
4. Public Road Development	\$3,500
5. Electric Energy Production Facility over 500kW (Solar)	\$5,000 + \$150/acre
6. a. Minor Stormwater Management System Review; no detention sizing	\$400
b. Major Stormwater Management System Review; detention sizing - RRR	\$800
7. a. Development within floodplain without Base Flood Elevation review	\$400
b. Development within floodplain with Base Flood Elevation review	\$800
8. Wetland and wetland buffer impact review	\$700
9. Permit Determination Letter	\$150
10. Community Acknowledgment Letter	\$300
11. Permit extension	25% of original permit fee
12. Preliminary Jurisdictional Determination	Applications referred to SWCD
13. Resubmittal Fee (required for the 3rd and all subsequent resubmittals)	25% of original permit fee
14. Variance	\$750
15. Appeal	\$750
16. Wetland Restoration Fund Request (incorporated community)	\$400
17. a. After-the-Fact permit application	Double Permit Fee
19. Resubmittal Fee (required for the 3rd and all subsequent resubmittals)	25% of original permit fee
20. Permit Modification Fee (required to change plans after the permit is issued)	25% of original permit fee
21. Permit Extension Fee (required to extend the permit by 6 months)	25% of original permit fee
23. Secondary Review & Inspection Services (in addition to permit fees)	\$300

## Zoning Fees

Application Type	Fee
1. a. Conditional Use Permit	\$4,000
b. Additional Conditional Use Permit	\$2,750
c. Conditional Use Permit Renewal or Amendment	\$2,500
d. Electric Energy Production Systems; wind or solar over 500 kW and BESS	\$5,000/MW (\$125,000 maximum)
2. Map Amendment	\$1,750
3. a. Variation	\$1,200
b. Variation Privacy Fence	\$400
c. Administrative Variation	\$250
4. Text Amendment	\$2,500
5. a. Temporary Use Permit	\$250
b. Temporary Use Permit Renewal	\$100
c. Temporary Use Permit Incident Action Plan	\$1,500
6. Site Plan Review Committee Hearing	\$600
7. Pre-Application Meeting	\$400
8. Earth Extraction & Mining Operations Permit	\$2,000
9. Conditional Use Permit Revocation	\$1,200
10. Zoning Application Withdrawal Refund (>72 hrs)	
a. Conditional Use Permit Withdrawl	\$900 Refund
b. Variation, Map Amendment, Text Amendment	\$300 Refund
13. Letter of Buildability	\$150
14. Zoning Interpretation Letter	\$150
15. Parcel Zoning Status Determination Letter	\$150
16. Motel Annual License	\$750
17. After-the-Fact Application	Double Fees
18. Appeal (Refunded if upheld)	\$1,200

# Planning and Development Fee Schedule

**Draft**

## Subdivision Fees

Application Type	Pre-	Preliminary Plat	Final Plat
1. Plat of Subdivision			
a. Base Fee	<b>\$500</b>	<b>\$2000 + \$150/lot</b>	<b>\$2000 + \$150/lot</b>
b. Stormwater Permit Fee (calculated above)	-	<b>70% of fee</b>	<b>30% of fee</b>
c. Base Flood Elevation Fee Determination (calculated above)	-	<b>100% of fee</b>	-
d. Conservation Design	-	<b>25% of base fee</b>	<b>25% of base fee</b>
e. Additional Meeting Fee (if >2 review mtgs required)		<b>\$750/mtg.</b>	<b>\$750/mtg.</b>
2. Plat of Subdivision Amendment			
a. Base Fee	<b>\$250</b>	<b>NA</b>	<b>\$1500 + \$1500/lot</b>
b. Stormwater Permit/Modification Fee (calculated above)	-	<b>NA</b>	<b>100% of fee</b>
3. Plat of Subdivision Vacation			
a. Base Fee	<b>NA</b>	<b>NA</b>	<b>\$1,500</b>
b. Stormwater Permit/Modification Fee (calculated above)	<b>NA</b>	<b>NA</b>	<b>100% of fee</b>

## Plans, Ordinances, Maps, Copies and Printing, and Postage

Copies and Printing	Fee
1. 36X48 Black & White	\$15
2. 24X36 Black & White	\$12
3. 18X24 Black & White	\$8
4. 11X17 Black & White	\$4
5. 8.5X14 Black & White	\$2
6. 8.5X11 Black & White	\$1
7. 36X48 Color	\$20
8. 24X36 Color	\$15
9. 11X17 Color	\$8
10. 8.5X14 Color	\$5
11. 8.5X11 Color	\$4

### Fee Schedule Notes:

- 1 **\$100 or 25% of total building and stormwater management permit fees (including any double fee) and BFE determination Fees which ever is greater, is due on application submittal and is non-refundable.**
- 2 **Balance of building and stormwater management permit fees and BFE determination fees are due with first resubmittal, if any, or at permit issuance, if no resubmittal is required.**
- 3 **All other fees are due in their entirety at the time of application submittal.**
- 4 **Each subdivision phase requires payment of an additional fee.**
- 5 **For zoning petitions, applicants are also responsible for paying the direct cost for mailing, publication, and hearing transcript as well as costs associated with a change in venue for the ZBA hearings.**
- 6 **Fees are waived for all applications filed by government agencies.**
- 7 **Staff only issues refunds for good cause shown, including, but not limited to, a miscommunication from a government body with apparent or actual authority which is directly related to a fee, a miscalculation or over payment of fees and for zoning petitions withdrawn at least 72 hours before the public hearing. All other fee refunds, fee reductions, and fee waivers require County Board**
- 8 **The base fee for Plat of Subdivisions, Plat of Subdivision Amendments, Plat of Subdivision Vacations, and site plan reviews shall be distributed as follows: Department of Health: 30%; Division of Transportation: 20%; Department of Planning and Development: 50%.**
- 9 **The after-the-fact permit fee is not applied if the work was completed by a prior property owner, was caused by a flood, fire, or other natural disaster.**
- 10 **Where refunds, resubmittals, modifications, extensions, or other administrative operations that require 25% of the original permit fee are calculated to be less than \$100, the fee shall be no less than \$100**

# Planning and Development Fee Schedule

Draft

Building Fees					
	Application Type	Proposed Fee	Existing Fee	Difference (\$)	Difference (%)
1.	a. Deck/Gazebo/Covered Porch under 500 sq. ft.	\$200	\$150	\$50	33%
	b. Deck/Gazebo/Covered Porch over 500 sq. ft.	\$400	\$300	\$100	33%
2.	a. Above Ground Pool/Hot Tub/Spa	\$200	\$150	\$50	33%
	b. Inground Pool	\$400	\$300	\$100	33%
3.	Agriculture Exempt Structure	No Charge	No Charge	No Charge	-
4.	a. Residential Service upgrade (Plumbing, Electrical, Mechanical, Structural)	\$100	\$75	\$25	33%
	b. Commercial Service upgrade (Plumbing, Electrical, Mechanical, Structural)	\$200	\$100	\$100	100%
5.	a. Residential Alteration under 250 sq. ft.	\$400	\$300	\$100	33%
	b. Residential Alteration 250 to 600 sq. ft.	\$700	\$575	\$125	22%
	c. Residential Alteration Over 600 sq. ft.	\$900	\$725	\$175	24%
6.	a. Residential Addition - under 500 sq. ft. (includes any alteration to existing portions of structure)	\$600	\$500	\$100	20%
	b. Residential Addition - 500 to 800 sq. ft. (includes any alteration to existing portions of structure)	\$900	\$650	\$250	38%
	c. Residential Addition - over 800 sq. ft. (includes any alteration to existing portions of structure)	\$1,100	\$800	\$300	38%
7.	a. New Residential - under 2,500 sq. ft.	\$3,000	\$2,500	\$500	20%
	b. New Residential - 2,500 to 4,000 sq. ft.	\$4,000	\$3,250	\$750	23%
	c. New Residential - over 4,000 sq. ft.	\$5,000	\$4,000	\$1,000	25%
8.	a. New Residential Accessory Structure under 300 sq. ft.	\$250	\$100	\$150	150%
	b. New Residential Accessory Structure 300 to 600 sq. ft.	\$500	\$250	\$250	100%
	c. New Residential Accessory Structure over 600 sq. ft.	\$800	\$450	\$350	78%
	d. Plumbing - additional fee if included in accessory structure	\$100	\$75	\$25	33%
	e. Electrical - additional fee if included in accessory structure	\$100	\$75	\$25	33%
	f. HVAC - additional fee if included in accessory structure	\$100	\$75	\$25	33%
9.	a. Commercial Alteration, Change of Use, or Tenant Buildout Under 500 sq. ft.	\$1,000	\$500	\$500	100%
	b. Commercial Alteration or Tenant Buildout 500 to 2,000 sq. ft.	\$2,000	\$1,000	\$1,000	100%
	c. Commercial Alteration or Tenant Buildout 2000 to 4,000 sq. ft.	\$3,000	\$2,250	\$750	33%
	d. Commercial Alteration or Tenant Buildout Over 4,000 sq. ft.	\$4,000	\$3,600	\$400	11%
10.	a. Commercial Addition - under 500 sq. ft. (includes any alteration to existing portions of structure)	\$1,500	\$1,000	\$500	50%
	b. Commercial Addition - 500 to 2,000 sq. ft. (includes any alteration to existing portions of structure)	\$3,000	\$2,500	\$500	20%
	c. Commercial Addition - over 2,000 sq. ft. (includes any alteration to existing portions of structure)	\$4,500	\$4,000	\$500	13%
11.	a. New Commercial Structure - under 1,500 sq. ft.	\$2,500	\$2,000	\$500	25%
	b. New Commercial Structure - 1,500 to 4,000 sq. ft.	\$4,000	\$3,650	\$350	10%
	c. New Commercial Structure - over 4,000 sq. ft.	\$5,500	\$5,325	\$175	3%
12.	a. New Commercial Accessory Structure under 600 sq. ft.	\$600	\$400	\$200	50%
	b. New Commercial Accessory Structure over 600 sq. ft.	\$1,200	\$800	\$400	50%
	c. Plumbing - additional fee if included in commercial accessory structure	\$200	\$100	\$100	100%
	d. Electrical - additional fee if included in commercial accessory structure	\$200	\$100	\$100	100%
	e. HVAC - additional fee if included in commercial accessory structure	\$200	\$100	\$100	100%
13.	Privacy Fence	\$100	\$75	\$25	33%
14.	a. Sign - on-premise	\$400	\$100	\$300	300%
	b. Sign - off-premise commercial advertising	\$750	\$500	\$250	50%
15.	a. Demolition - Accessory Structure	\$150	\$75	\$75	100%
	b. Demolition - Residential Structure	\$300	\$125	\$175	140%
	c. Demolition - Commercial Structure	\$500	\$225	\$275	122%
15.	a. Telecommunication Tower	\$2,800	\$1,000	\$1,800	180%
	b. Telecommunication Tower Co-locate	\$1,800	\$500	\$1,300	260%
16.	a. Electric Energy Production Systems (wind or solar) - 0 to 100 kW	\$500 + \$15/kW	\$100 + \$10/kW	Demonstration	179%
	b. Electric Energy Production Systems (wind or solar) - 100 to 500 kW	\$2,000+\$10/kW	\$1,000+\$5/kW	Demonstration	317%
	c. Electric Energy Production Systems; wind or solar over 500 kW and BESS	\$5,000/MW (\$75,000 maximum)	\$3,100+\$2.5/kW	Demonstration	73%
17.	After-the-Fact Permit Application	Double permit fee	Double Fees	-	-
18.	Additional Inspection or Inspection Only Fee (required after the 2nd failed inspection)	\$100	\$75	\$25	33%
19.	Resubmittal Fee (required for the 3rd and all subsequent resubmittals)	25% of original permit fee	25%	-	-
20.	a. Permit Modification Fee (required to change plans after the permit is issued)	25% of original permit fee	25%	-	-
	b. Permit Extension Fee (required to extend the permit by 6 months)	25% of original permit fee	25%	-	-
	c. Permit Reactivation Fee (accepted within 6 months of expiration)	50% of original permit fee	No Current Fee	-	-
22.	Temporary Certificate of Occupancy	\$300	No Current Fee	\$300	-

# Planning and Development Fee Schedule

Draft

23	Secondary Review & Inspection Services (in addition to permit fees)	\$300	No Current Fee	\$300	
Stormwater Management Fees					
Application Type		Proposed Fee	Existing Fee	Difference	Difference (%)
1.	a. General Permit #1	\$350	\$250	\$100	40%
	b. General Permit #2 (Residential)	\$800	\$600	\$200	33%
2.	a. Minor Development; hydrologic disturbance between 5,000 sf and 19,999 sf	\$750	\$600	\$150	25%
	b. Intermediate Development; hydrologic disturbance 20,000 sf - 0.99 acre	\$1,250	\$750	\$500	67%
	c. Major Development; hydrologic disturbance greater than an acre	\$1,500	\$850 + Acreage Fees	\$700	114%
3.	Mining Development	\$3,000	\$1,000	\$2,000	200%
4.	Public Road Development	\$3,500	\$750	\$2,750	367%
5.	Electric Energy Production Facility over 500kW (Solar)	\$5,000 + \$150/acre	\$850 + Acreage Fees	-	150%
6.	a. Minor Stormwater Management System Review; no detention sizing	\$400	\$200	\$200	100%
	b. Major Stormwater Management System Review; detention sizing - RRR	\$800	\$500	\$300	60%
7.	a. Development within floodplain without Base Flood Elevation review	\$400	\$215	\$185	86%
	b. Development within floodplain with Base Flood Elevation review	\$800	\$215	\$585	272%
8.	Wetland and wetland buffer impact review	\$700	\$510	\$190	37%
9.	Permit Determination Letter	\$150	\$75	\$75	100%
10.	Community Acknowledgment Letter	\$300	125 / 250 / 350	\$58	24%
11.	Permit extension	25% of original permit fee	25%	-	-
12.	Preliminary Jurisdictional Determination	Applications referred to SWCD	SWCD	-	-
13.	Resubmittal Fee (required for the 3rd and all subsequent resubmittals)	25% of original permit fee	\$100 per review	-	-
14.	Variance	\$750	300 / 500	\$350	88%
15.	Appeal	\$750	\$200	\$550	275%
16.	Wetland Restoration Fund Request (incorporated community)	\$400	-	\$400	-
17.	a. After-the-Fact permit application	Double Permit Fee	Double Fees	Double Fees	-
19.	Resubmittal Fee (required for the 3rd and all subsequent resubmittals)	25% of original permit fee	25%	-	-
20.	Permit Modification Fee (required to change plans after the permit is issued)	25% of original permit fee	25%	-	-
21.	Permit Extension Fee (required to extend the permit by 6 months)	25% of original permit fee	25%	-	-
23	Secondary Review & Inspection Services (in addition to permit fees)	\$300	No Fee	\$300	-
Zoning Fees					
Application Type		Fee	Existing Fee	Difference	Difference (%)
1.	a. Conditional Use Permit	\$4,000	\$2,300 + Acreage Fees	\$1,700	74%
	b. Additional Conditional Use Permit	\$2,750	\$1,100 + Acreage Fees	\$1,650	150%
	c. Conditional Use Permit Renewal or Amendment	\$2,500	\$1,200 + Acreage Fees	\$1,300	108%
	d. Electric Energy Production Systems; wind or solar over 500 kW and BESS	\$5,000/MW (\$125,000 maximum)	Under CUPs	Demonstration	-
2.	Map Amendment	\$1,750	\$1,200 + Acreage Fees	\$550	46%
3.	a. Variation	\$1,200	\$600	\$600	100%
	b. Variation Privacy Fence	\$400	\$400	\$0	0%
	c. Administrative Variation	\$250	\$75	\$175	233%
4.	Text Amendment	\$2,500	\$1,200	\$1,300	108%
5.	a. Temporary Use Permit	\$250	\$100	\$150	150%
	b. Temporary Use Permit Renewal	\$100	\$50	\$50	100%
	c. Temporary Use Permit Incident Action Plan	\$1,500	No Current Fee	-	-
6.	Site Plan Review Committee Hearing	\$600	\$400	\$200	50%
7.	Pre-Application Meeting	\$400	No Current Fee	-	-
8.	Earth Extraction & Mining Operations Permit	\$2,000	\$1,000	\$1,000	100%
9.	Conditional Use Permit Revocation	\$1,200	\$250	\$950	380%
10.	Zoning Application Withdrawal Refund (>72 hrs)				
	a. Conditional Use Permit Withdrawal	\$900 Refund	50%	-	-
	b. Variation, Map Amendment, Text Amendment	\$300 Refund	50%	-	-
13.	Letter of Buildability	\$150	\$75	\$75	100%
14.	Zoning Interpretation Letter	\$150	\$75	\$75	100%
15.	Parcel Zoning Status Determination Letter	\$150	\$75	\$75	100%
16.	Motel Annual License	\$750	\$150 + 50/Unit (\$550)	\$200	36%
17.	After-the-Fact Application	Double Fees	Double Fees	-	-
18.	Appeal (Refunded if upheld)	\$1,200	\$400	\$800	200%

# Planning and Development Fee Schedule

Draft

Subdivision Fees						
Application Type	Pre-	Preliminary Plat	Final Plat	Pre-Application	Preliminary Plat	Final Plat
1. Plat of Subdivision						
a. Base Fee	\$500	\$2000 + \$150/lot	\$2000 + \$150/lot	\$250	\$1000 + \$100/lot	\$1000 + \$100/lot
b. Stormwater Permit Fee (calculated above)	-	70% of fee	30% of fee	-	70% of fee	30% of fee
c. Base Flood Elevation Fee Determination (calculated above)	-	100% of fee	-	-	100% of fee	-
d. Conservation Design	-	25% of base fee	25% of base fee	-	20% of base fee	20% of base fee
e. Additional Meeting Fee (if >2 review mtgs required)		\$750/mtg.	\$750/mtg.		\$750/mtg.	\$750/mtg.
2. Plat of Subdivision Amendment						
a. Base Fee	\$250	NA	\$1500 + \$1500/lot	\$250	NA	\$1250 + \$100/lot
b. Stormwater Permit/Modification Fee (calculated above)	-	NA	100% of fee	-	NA	100% of fee
3. Plat of Subdivision Vacation						
a. Base Fee	NA	NA	\$1,500	NA	NA	\$1,500
b. Stormwater Permit/Modification Fee (calculated above)	NA	NA	100% of fee	NA	NA	100% of fee

## Plans, Ordinances, Maps, Copies and Printing, and Postage

Documents	Fee	
1. 2030 Comprehensive Plan	\$30	Provided online
2. 2030 Comprehensive Plan Future Land Use Map (26X36 Color)	\$12	Provided online
3. Historic Preservation Ordinance	\$5	Provided online
4. Stormwater Management Ordinance	\$25	Provided online
5. Stormwater Management Technical Reference Manual	\$75	Provided online
6. Unified Development Ordinance	\$25	Provided online
7. Unified Development Ordinance Zoning Reference Map (36X48 Color)	\$15	Provided online
8. Floodplain and Wetland Maps	\$5	Provided online
9. Custom Mapping	\$40 per hour + printing charge	Not offered
Copies and Printing	Fee	
1. 36X48 Black & White	\$15	\$10
2. 24X36 Black & White	\$12	\$8
3. 18X24 Black & White	\$8	\$4
4. 11X17 Black & White	\$4	\$2
5. 8.5X14 Black & White	\$2	\$0.50
6. 8.5X11 Black & White	\$1	\$0.25
7. 36X48 Color	\$20	\$15
8. 24X36 Color	\$15	\$12
9. 11X17 Color	\$8	\$5
10. 8.5X14 Color	\$5	\$3
11. 8.5X11 Color	\$4	\$2.50
Postage	Fee	
1. Permit Card Mailing Fee	\$6	Digitally processed
2. 3X42 shipping tub; 1-4 maps	\$9	Digitally processed
3. 3X42 shipping tub; 5-8 maps	\$10	Digitally processed
4. 3X42 shipping tub; 9-12 maps	\$11	Digitally processed
5. Small Envelope (10X13); 1-2 maps	\$6	Digitally processed
6. Large Envelope (14-18); 1-6 maps	\$8	Digitally processed

### Fee Schedule Notes:

- \$100 or 25% of total building and stormwater management permit fees (including any double fee) and BFE determination Fees which ever is greater, is due on application submittal and is non-refundable.
- Balance of building and stormwater management permit fees and BFE determination fees are due with first resubmittal, if any, or at permit issuance, if no resubmittal is required.
- All other fees are due in their entirety at the time of application submittal.
- Each subdivision phase requires payment of an additional fee.
- For zoning petitions, applicants are also responsible for paying the direct cost for mailing, publication, and hearing transcript as well as costs associated with a change in venue for the ZBA hearings.
- Fees are waived for all applications filed by government agencies.
- Staff only issues refunds for good cause shown, including, but not limited to, a miscommunication from a government body with apparent or actual authority which is directly related to a fee, a miscalculation or over payment of fees and for zoning petitions withdrawn at least 72 hours before the public hearing. All other fee refunds, fee reductions, and fee waivers require County Board approval.
- The base fee for Plat of Subdivisions, Plat of Subdivision Amendments, Plat of Subdivision Vacations, and site plan reviews shall be distributed as follows: Department of Health: 30%; Division of Transportation: 20%; Department of Planning and Development: 50%.
- The after-the-fact permit fee is not applied if the work was completed by a prior property owner, was caused by a flood, fire, or other natural disaster.
- Where refunds, resubmittals, modifications, extensions, or other administrative operations that require 25% of the original permit fee are calculated to be less than \$100, the fee shall be no less than \$100

**McHenry County**  
**Department of Planning & Development**

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 815.334.4560



**COUNTY BOARD AGENDA**

RE: Zoning Applications going before the County Board on May 19, 2026

<u>ZBA/MCHO APPLICATION</u>	<u>APPLICANT(S)</u>	<u>TOWNSHIP</u>	<u>HEARING DATE(S)</u>	<u>VOTE DATE</u>	<u>REQUEST</u>	<u>RECOMMEND</u>
<b><u>ZBA/MCHO CONSENT AGENDA</u></b>						
Z25-0099	Hooved Animal Humane Society	Dorr	4/2/2026	4/2/2026	E3-A1	Approve (7-0)
Z26-0009	3 A Energy LLC	Alden	3/18/2026	4/15/2026	A1-A1C	Approve (7-0)
Z26-0010	McHenry Solar Farm LLC	Nunda	4/22/2026	4/22/2026	A1-A1C	Approve (6-0)
Z26-0013	Woodstock TNC Enterprises LLC	Hartland	4/21/2026	4/21/2026	I1-I1V	Approve
<b><u>ZBA/MCHO REGULAR AGENDA</u></b>						
<b><u>ZBA/MCHO UNFINISHED BUSINESS AGENDA</u></b>						

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- (1) *McHenry County Hearing Officer recommendation for denial (or failure to obtain 5 aye votes from the ZBA) forcing 14 “yes” votes at County Board*
  - (2) *Township Plan Commission objection filed with the County Clerk forcing 14 “yes” votes at County Board*
  - (3) *Municipal objection filed with the County Clerk forcing 14 “yes” votes at County Board*
  - (4) *Objection filed with County Clerk from property owners which about a minimum 20% of the subject property forcing 14 “yes” votes at the County Board level.*