



Agenda
Village of Glen Ellyn
Village Board Workshop Meeting
Monday, May 18, 2026
7:00 PM
Glen Ellyn Civic Center, Galligan Board Room

Meeting Procedures Statement

Visitors are most welcome to attend all meetings of the Village Board and can find copies of the Agenda in the meeting room or online at www.glenellyn.org prior to the meeting. Any individual with a disability requiring a reasonable accommodation in order to participate in a meeting should contact The Village of Glen Ellyn ADA Coordinator, 630-469-5000, at least five (5) business days in advance of the next scheduled meeting. All matters on the Agenda may be discussed, amended, and acted upon.

- A. Call to Order**
- B. Pledge of Allegiance**
- C. Roll Call**
- D. Audience Participation**

- 1) Open:

Members of the public are welcome to speak to any item not specifically listed on tonight's agenda for up to (3) three minutes. For those items which are on tonight's agenda, the public will have the opportunity to comment when the item is discussed. Please complete the Audience Participation form and turn it in to the Village Clerk. It is requested that one spokesperson for a group be appointed to provide comment for the entire group. When recognized, please step to the microphone and state your name and provide your comment. Individuals wishing to address the Board shall exercise proper decorum and respect for the proceedings and the business of the Village Board, and shall refrain from abusive demeanor and language. The practice of ceding time to other speakers shall be prohibited, except in the discretion of the presiding officer of the meeting. Public officials are not obligated to respond to questions.

- E. Presentation**

- 1) Presentation and Discussion of Current Village Demolition Permit Fees (Community Development Director Henaghan) (Tentative Timeline: 7:00 PM - 7:30 PM)
- 2) Presentation and Discussion of Fees for Work Without a Permit (Community Development Director Henaghan) (Tentative Timeline: 7:30 PM - 8:00 PM)
- 3) Presentation and Discussion of Village Regulations Regarding the Preservation of Trees Located on Private Property (Public Works Director John Hubsby) (Tentative Timeline: 8:00 PM - 9:00 PM)

- F. Reminders**

Civility Pledge - In the interest of civility, I pledge to promote civility by listening, being respectful of others, acknowledging that we are striving to support and improve our community, and understanding that we each may have different ideas for achieving that objective.

1) Village Board Meeting Tuesday, May 26, 2026 at 7 pm

- G. Adjourn to closed executive session for the purposes of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Village pursuant to 5 ILCS 120/2(c)(1) and pending litigation pursuant to 5 ILCS 120/2(c)(11), not to return to open session**



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting 5/18/2026 7:00 PM
Department: Administration
Department Head: Jennifer Henaghan
Category: Presentation
Prepared By: J.D. Barrett

AGENDA ITEM (ID # 2026-370)

DOC ID: 2026-370

Presentation and Discussion of Current Village Demolition Permit Fees (Community Development Director Henaghan) (Tentative Timeline: 7:00 PM - 7:30 PM)

Statement of the Issue:

Staff recommends review of the Village's current demolition permit fee structure to ensure that the fees align with the Village's policy goals.

Analysis:

This item seeks Village Board input on the Village's residential demolition permit fees compared to peer communities and whether the current structure meets the Village's policy objectives. The presentation highlights the following policy questions for the Board to consider:

- Whether fees should be used to discourage teardowns or remain neutral?
- Whether any portion of revenue should support preservation programs?
- Whether the demolition tax should be consolidated with the general permit fee?

Section 3-32-6 ("Demolition Contractor Tax") of the Village Code is included for reference as part of this agenda item. Also included is the PowerPoint presentation that will be given at the Workshop.

Budget Impact:

Altering the demolition fee structure would have an impact, either positive or negative, and would depend on the scope of the requested change.

Contribution to Strategic Plan

Strategic Priority: Financial Stability; Initiative: Maintain financial stability and create a financial decision-making framework

Action Requested:

Staff requests Board feedback regarding the Village's current demolition permit fee structure and whether the structure should be changed.

Attachments:

1. Presentation

2. Demolition Contractor Tax section of Village Code

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Demolition Permit Fees Presentation





Purpose and Context

- Evaluate Glen Ellyn’s residential demolition permit fees relative to peer communities.
- Assess whether current fees align with cost recovery, policy goals, and market positioning.
- Discuss potential adjustments to fee structure.

Current Fee Structure – Demolition Permits

Structure under 1,000 square feet (including detached garage)	\$625
Structure 1,000-4,000 square feet (including detached garage)	\$775 + \$550 Demolition Tax
Structure over 4,000 feet	\$2,100 + \$550 Demolition Tax

*Excluding other applicable fees

Demolition Contractor Tax

- **Demolition Tax Requirement:** A \$550 demolition contractor tax is charged in addition to standard permit fees and is due at the time the demolition permit is issued.
- **When the Tax Applies:** The tax applies to full or partial demolition when a building or structure:
 - Exceeds 1,000 square feet, or
 - Exceeds 45 feet in height, or
 - Involves structural alteration of more than 50% of the exterior wall and roof area.
- **Additional Applicability Threshold:** Even if the above thresholds are not met, the tax also applies when:
 - The structure contains more than 500 square feet of interior area, and
 - More than 50% of the exterior walls are demolished.

Other Applicable Fees

Service Disconnection Fee (\$275) – charged when water or sewer service must be disconnected.

Hydrant Meter Fee – required for nearly all demolitions (except accessory structures), since water must be used for dust and debris control.

- **\$70 hydrant meter fee**
- **\$500 water usage deposit**
- Deposit may be **partially refunded**, or **additional charges may apply** based on actual water consumption.

Comparable Communities

Rank	Municipality	Base Fee
1	Lombard	\$236
2	Geneva	\$300
3	Barrington*	\$420
4	Downers Grove	\$710
T-5	Highland Park	\$750
T-5	Northbrook	\$750
7	Glen Ellyn (1,000-4,000 sqft.)	\$775
T-8	Western Springs	\$1,000
T-8	La Grange	\$1,000
T-8	Wheaton	\$1,000
11	Naperville	\$1,045
12	Elmhurst	\$2,416
13	Wilmette	\$4,500
14	Clarendon Hills	\$8,750
15	Hinsdale	\$9,756

*Barrington – \$0.08/sqft. + \$300 plan review fee for a home 1,001 to 3,000 sqft.

Quick Analysis

Fees range widely from \$236 to \$9,756

Glen Ellyn: \$775 (lower tier of peer communities)

Median fee: \$1,000

Mean fee: \$2,227 (skewed by high-fee communities)

Policy Considerations

Cost Recovery: Are fees covering staff time and administrative burden?

Fee Consolidation: Should we combine the demo tax with the general fee?

Behavioral Impact: Should fees discourage teardowns or remain neutral?

Market Position: Alignment with neighboring communities

Equity: Does the Village dedicate any portion of the demo tax/fee revenue to preservation programs?



End Slide
Questions

3-32-6. - Demolition contractor tax.

- (A) *Tax imposed:* In addition to any other payment required for the procurement of a permit to demolish or partially demolish any building or structure in the Village when the building or structure, or part thereof exceeds 1,000 square feet in area, or exceeds 45 feet in height, or more than 50 percent of the exterior wall and roof area is structurally altered, any building demolition contractor shall pay a tax of \$550.00, which shall be payable at the time of the issuance of a permit, into the special programs fund. In the absence of the above referenced alteration or demolition standards, this section shall apply to any demolition or partial demolition of a structure containing more than 500 square feet of interior area where more than 50 percent of the exterior walls of a building or structure are demolished.
- (B) *Definitions:* A "demolition contractor" is hereby defined as a person, firm, corporation, or other entity which accepts a fee or contract sum, or provides services without charge, resulting in the partial or complete demolition of any building or structure within the Village when the building or structure, or part thereof exceeds 1,000 square feet in area, or exceeds 45 feet in height, or more than 50 percent of the exterior wall and roof area is structurally altered. In the absence of the above referenced alteration or demolition standards, a "demolition contractor" is hereby defined as a person, firm, corporation, or other entity as described above which provides services resulting in the demolition or partial demolition of a structure containing more than 500 square feet of interior area where more than 50 percent of the exterior walls of a building or structure are demolished.
- (C) *Penalty:* Any person, firm, corporation, or other entity which undertakes a full or partial demolition of such an aforesaid building or structure in the Village without paying the demolition tax shall be subject to the payment of the tax and, upon conviction of a failure to pay the tax, shall pay a fine of \$250.00 for a first offense and \$500.00 for each offense thereafter.

(Ord. 5996, 1-30-2012, eff. 3-1-2012; Ord. 4733, 7-12-1999, eff. 8-1-1999)



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting 5/18/2026 7:00 PM
Department: Community Development
Department Head: Jennifer Henaghan
Category: Presentation
Prepared By: Jennifer Henaghan

AGENDA ITEM (ID # 2026-373)

DOC ID: 2026-373

Presentation and Discussion of Fees for Work Without a Permit (Community Development Director Henaghan) (Tentative Timeline: 7:30 PM - 8:00 PM)

Statement of the Issue:

Staff recommends review of the Village's current fees associated with construction activity undertaken without a building permit.

Analysis:

Currently, the "[Fee and Deposit Schedule](#)" contained in Section 4-1-4 of the Village Code has three fees associated with work that is performed without first receiving a building permit, two of which are for building permits and one of which applies to non-permitted work that does not comply with the Zoning Code.

Building Permits

When construction activity is found to have begun or is completed prior to the issuance of a building permit, there are two fines that could be added to the standard permit fee. Work that is started without a permit is assessed an additional fee of 200% of the original permit fee, with a minimum of \$260. Work that exceeds the scope of permitted work is assessed an additional fee of 300% of the original permit fee, with a minimum of \$520.

As an example, the permit fee for a deck is \$295. If a deck is constructed without a permit, the applicant is charged that \$295 deck permit fee plus a \$590 work without a permit fee, for a total of \$885. If a deck is built beyond the scope of what was included on an approved permit, the applicant is charged the \$295 deck permit fee plus an \$885 work without a permit fee for a total of \$1,180.

Zoning Variations

Typical zoning variation applications are subject to a \$685 fee. When a variation application is submitted post-construction, the application fee is increased to \$1,145.

Budget Impact:

An increase in permit fees for work initially begun without a permit could increase permit revenue unless the increased fees end up encouraging property owners to obtain permits prior to beginning construction activity.

Contribution to Strategic Plan

Strategic Priority: Financial Sustainability; Initiative: Maintain financial stability and create a financial

decision-making framework

Action Requested:

Staff requests Board feedback regarding the Village's current fees associated with work performed without a building permit, and whether the fee structure should be changed.

Attachments:



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting 5/18/2026 7:00 PM
Department: Administration
Department Head: Mark Franz
Category: Presentation
Prepared By: J.D. Barrett

AGENDA ITEM (ID # 2026-371)

DOC ID: 2026-371

Presentation and Discussion of Village Regulations Regarding the Preservation of Trees Located on Private Property (Public Works Director John Hubsy) (Tentative Timeline: 8:00 PM - 9:00 PM)

Statement of the Issue:

The Village's Environmental Commission has discussed the Village's current regulations regarding the preservation of trees located on private property and has recommended that the Village Board adopt amendments to the Village's regulations. Placing this item on this current workshop agenda is meant to foster discussion and gain Village Board direction on the subject.

Analysis:

The intent of this item is to obtain the Village Board's input and direction regarding the Village's current regulations regarding the preservation of trees located on private property. The Environmental Commission adopted a motion at its April 21, 2026 meeting requesting this topic be presented at the May 18, 2026 Village Board Workshop. The Environmental Commission asks the Board to discuss the following items regarding the current regulations:

- Unclear required tree protection measures such as fencing, with minimal penalties;
- Tree injury during construction due to movement of protection fences;
- Clear-cutting;
- Loss of heritage trees; and
- Loss of tree canopy.

Included with this agenda item is Section 4-8-1 of the Village Code which contains the Village's current regulations governing tree preservation located on private property. Also included is the PowerPoint presentation that will be given at the Workshop. Staff seeks Village Board feedback and direction on proposed amendments to the current regulations before proceeding further.

Budget Impact:

To be determined.

Contribution to Strategic Plan

Strategic Priority: N/A

Initiative: N/A

Action Requested:

Staff requests Village Board feedback regarding the Village's current regulations regarding the preservation of trees located on private property and whether specific amendments should be proposed and adopted.

Attachments:

1. Current Private Tree Preservation Regulations
2. Presentation

Chapter 8 - TREE PRESERVATION

4-8-1. - Purpose.

The purpose of this chapter is to enhance the private property portion of the community forest by assuring the preservation and protection of protected trees. Title 8, chapter 4, "Forestry Management", of this Code is applicable to the public property portion of the community forest. These chapters complement each other to enhance the total community forest in Glen Ellyn. It is the stated public policy of the Village to add to the tree population within the Village, where possible, and to maintain, to the greatest extent possible, existing trees within the Village. The planting of additional trees, preservation of existing trees, and proper maintenance of trees in the Village will improve the quality of life in Glen Ellyn.

(Ord. 5961, 9-26-2011)

4-8-2. - Definitions.

As used within this chapter and title 8, chapter 4 of this Code, the following terms shall have the meaning set forth in this section:

ARBORICULTURAL SPECIFICATIONS MANUAL: A manual prepared and updated by the Village forester and incorporated into an ordinance passed and amended from time to time by the Village Board, which more specifically carries out the enforcement provisions and intent of this Code and contains regulations and standards for the preservation, planting, maintenance, and removal of trees, shrubs, and other plants upon Village property and regulated trees on private property.

COMMUNITY FOREST: The entire tree population in the Village of Glen Ellyn, including trees on private and public property.

COMPREHENSIVE FORESTRY MANAGEMENT PROGRAM: The five year plan for the improvement of the Village of Glen Ellyn community forest and approved by the Village Board.

CRITICAL ROOT ZONE: The area inscribed by an imaginary line on the ground beneath a tree having its center point at the center of the trunk of the tree and having a radius equal to one foot for every inch of dbh but not less than six feet from the trunk of the tree.

CROWN: Parts of a tree above the trunk including leaves, branches, and scaffolds.

DEVELOPMENT: All new planned unit developments and subdivisions in the Village of Glen Ellyn. Any manmade change to improved or unimproved property including, but not limited to, the construction, addition, alteration, or replacement of buildings or structures, excavation, fill,

grading, paving, underground irrigation, or utility work on the property that exceeds 300 square feet of disturbed site area except the following:

- (A) Replacement pavement in the same footprint as existing pavement,
- (B) Decks supported on individual spaced concrete piers,
- (C) Fences supported on spaced posts,
- (D) Replacement detached garages in the same footprint as the existing garage with no more than an additional 20% of garage area, or
- (E) Grading on private property that disturbs less than 1,500 square feet of site area.

DIAMETER BREAST HEIGHT (Hereinafter Called dbh): The diameter of the trunk of the tree measured in inches at a point four and one-half feet above ground line. This point of measurement is used for established and mature trees.

DRIP LINE: A line drawn on the ground surface directly beneath and perpendicular to the maximum radius of the crown of an existing tree but not less than six feet from the trunk, whichever is greater.

LANDSCAPE: Any shrubs, flowers, grass, or ground covers.

LOT: A zoning lot as defined in the Glen Ellyn zoning and subdivision code.

PUBLIC NUISANCE: Any tree, shrub, or other plant, or breeding place which harbors infectious insects or diseases which reasonably may be expected to injure or harm other trees or which could cause a safety hazard affecting the general public.

PUBLIC TREE REMOVAL OR WORK PERMIT: The permit required by this Code issued in order to remove or do any work on any public tree within the corporate limits of the Village or a Village Parkway.

REGULATED PUBLIC UTILITY: Any utility certified by the Illinois Commerce Commission to provide service to any customer within the corporate limits of the Village of Glen Ellyn or any other entity with a franchise issued by the Village or any other entity which has the right to extend pipes, wires, cables or lines on public property within the Village. The effect of this chapter with regard to any public utility is intended to be the maximum regulation permitted by law or under the terms of a franchise or similar agreement.

REMOVE OR REMOVAL: The causing or accomplishing of the actual physical removal of a tree or the effective removal through damaging, poisoning, or other direct or indirect action resulting in, or likely to result in, the death of a tree.

SCAFFOLDS: Primary structural branches of the crown.

TREE: Any self-supporting, woody plant with its root system, growing upon the earth usually with one trunk or a multistemmed trunk system supporting a definitely formed crown, achieving a minimum of at least eight feet in height.

TREE, ADJACENT PROPERTY: Any tree with a four inch dbh or greater on an adjoining private property and located within 15 feet of the lot line. These trees are protected trees unless the owner of the tree designates them as nonprotected.

TREE, BORDER: Any tree, the trunk of which lies at least one-fourth on Village owned property and three-fourths on private property, determined as the distance of the diameter measured at right angles to the public right-of-way, determined by the Village forester. These trees are protected trees unless the Village forester designates them as nonprotected.

TREE, IMPACTED: Any tree shown on a tree preservation plan, that would otherwise be a protected tree, that will be adversely affected by construction. This tree is not a removed tree or a protected tree.

TREE PRESERVATION PLAN: A written plan having text and/or graphic illustrations indicating the methods which are to be used to preserve a public tree, significant tree, adjacent property tree, impacted tree, or protected tree during construction and shall include a tree survey, application, plan submittal checklist, and action plan. The document shall be coordinated with and, if possible, made a part of a site grading plan or drainage plan.

TREE, PRIVATE: Any tree on privately owned property within the Village.

TREE, PROTECTED: Any tree in the Village shown on a tree preservation plan as being retained after development with a ten inch dbh or greater, or a multibranch tree which has an aggregate diameter of 16 inches dbh or greater.

TREE, PUBLIC: Any tree or border tree on public property or within a public right-of-way in the Village. These trees are protected trees unless the Village forester or his/her designee designates them as nonprotected.

TREE, REMOVED: Any tree shown on a tree preservation plan that would otherwise be a protected tree, as being removed after development.

TREE, REPLACEMENT: A nursery grown certified tree properly balled and burlapped and satisfying the standards established for nursery stock and installation thereof set forth by the American Association of Nurserymen.

TREE, SIGNIFICANT: All hickory, oak, or walnut species in the Village measuring five inches dbh or greater. These trees are protected trees unless the owner of the tree designates them as nonprotected.

TREE SURVEY: A graphic display of all protected, border, public, significant, impacted, removed, and adjacent property trees including their location, condition, species and size. All existing trees that are required to be shown on the tree survey must be identified by number. The survey shall show the location of protective fencing and other protective measures to be placed on the lot. The survey shall also show the location of any tree, which would otherwise be a protected tree, which was removed in the prior one year period.

TREES, SHRUBS, AND OTHER PLANTS: All vegetation, woody or otherwise, except lawn and flowers less than 24 inches high.

(Ord. 5961, 9-26-2011)

4-8-3. - General regulations; private property involving development.

(A) *Tree preservation plan required:* Development on private property shall require the filing of a tree preservation plan along with other permit application materials required by this section upon application for a building permit.

Trees which the owner designates on the plan as being susceptible to potential damage due to their location or condition may be designated as impacted trees. After the initial tree protection fencing or other protective methods have been put in place these impacted trees shall not be subject to additional regulation provided the required tree fencing or other protective methods are maintained. The Village forester, or his/her designee, may suggest that trees on the property not shown as impacted or protected trees should be shown as being in those categories, but the final decision shall rest with the applicant.

All work to preserve protected, adjacent, significant, and impacted trees shall be according to the "Arboricultural Specifications Manual". The tree survey shall be drawn to a scale not less than one inch to 20 feet so that the location of each tree required to be shown on the plan can be identified. The tree preservation plan shall include the following:

1. A "tree survey" as defined above. The Village forester, or his/her designee, may exclude the tree survey requirement on those portions of the site which he/she determines will not be affected by the development activity. The survey may be prepared by a registered land surveyor or certified arborist or may be prepared by or under the direction of the owner if it

accurately reflects all required tree information. The Village forester or his/her designee shall, if requested, assist without charge in the identification and size of tree species on those properties that do not require an ISA certified arborist review and approval.

2. The name and contact information of the parties responsible for the construction, erection, and maintenance of temporary fencing or other physical barrier around protected trees.
 3. The location, shape, and spatial arrangement of all existing and proposed buildings, walls, improvements, and structures and the excavation limits required to construct proposed improvements.
 4. The location, shape and spatial arrangement of all permanent driveways and parking areas and temporary material storage sites and accessways.
 5. All existing or new utility services including water, sanitary sewer, storm sewer, gas, electric, telephone, and cable TV.
 6. The Village forester, or his/her designee, may expand or partially retract the critical root zone depending on the tree species and site specific situations so as to improve the chances that trees will not be damaged during construction and to permit construction to take place. In such cases, the Village forester, or his/her designee, may request additional precautions in order to preserve the health of trees.
 7. Existing and proposed grading of the development area showing elevations with contour lines at one foot intervals if a grading plan is required by some other provision of this Code.
 8. A tree preservation plan for a new home shall be reviewed and approved by a certified arborist for the purpose of evaluating the protective measures proposed on the plan.
- (B) *Building permit required:* No building permit shall be issued for development until the tree preservation plan has been approved by the Village Board (for planned unit developments or subdivisions) or the Village forester or his/her designee. In reviewing the tree preservation plan, the Village forester, or his/her designee, can offer advice and suggest modifications which will better protect existing trees, but the tree preservation plan shall be approved if it otherwise is in conformity with Village ordinances. The Village shall process the tree preservation plan in no more time than shall be needed to process a building permit unless the application does not fulfill the requirements of this chapter. Appeals regarding the tree preservation plan or a decision of the Village forester shall be first submitted to the Public Works Director. A subsequent appeal shall be submitted to the Village Manager. The following steps shall be followed to assure conformance to the approved tree preservation plan and the tree protection requirements in the "Arboricultural Specifications Manual" prior to the issuance of a building permit.
1. Tree preservation fencing must be installed and inspected for all protected, significant, impacted, border, public, and adjacent property trees prior to the issuance of a building permit. Tree preservation measures must be installed per the approved tree preservation

plan and remain in place during the entire construction period. Fencing shall not be removed or relocated unless authorized in writing.

2. For a new principal structure an approved tree preservation plan shall be posted on the building site within five feet of the front property line before a building permit is issued and shall remain in place throughout the entirety of the construction of the project. This sign must be posted as shown in the "Arboricultural Specifications Manual". The permit applicant shall be responsible for notifying all other contractors working on the property of the tree preservation plan.
3. The applicant shall notify all adjacent property owners of the proposed construction project and that a tree preservation plan has been prepared and is available for review at the Community Development Department of the Village of Glen Ellyn. A copy of such notification along with a list of addresses it was delivered to must be submitted to the Community Development Department prior to the issuance of a building permit.

(C) *Precautions during construction:* During construction, all reasonable steps necessary to prevent the destruction or damaging of protected trees shall be taken, including, but not limited to, the following:

1. No construction activity, movement, and/or placement of equipment or material or spoils storage shall be permitted within the critical root zone of any protected tree or significant tree on the tree preservation plan unless shown on the approved tree preservation plan. No excess soil, additional fill, liquids, or construction debris shall be placed within the critical root zone of any protected tree or significant tree.
2. Per the "Arboricultural Specifications Manual", appropriate protective fencing shall be installed and maintained for the protection of protected, adjacent property, significant, and impacted trees.
3. No attachments, fences, or wires, other than those approved for bracing, guying, or wrapping, shall be attached to protected trees or significant trees during the construction period.
4. Branch pruning, root feeding, and root pruning of protected trees, significant trees, and adjacent property trees directly affected by construction shall be conducted by the property owner if suggested by the Village forester, or his/her designee, and must be completed following the "Arboricultural Specifications Manual". On-site inspections must be scheduled with the Village forester or his/her designee to ensure this requirement is met.
5. Unless otherwise shown on the approved tree preservation plan, no soil is to be added to or removed from within the critical root zone of any protected, significant, or adjacent property tree that is to remain, unless shown on the approved tree preservation plan.
- 6.

Regulated public utilities, to the extent permitted by law, shall be responsible for adhering to said tree preservation plan during installation of necessary utility service lines. A property owner or contractor shall not be responsible for damages caused by the action of a public utility unless that person directed the location and manner of work of the utility.

(D) *Fee schedule for tree preservation plan review:*

1. Plan review fee for single-family lots. For projects where more than one of the projects listed below occurs, the higher fee shall apply.

Unit cost for each:

- a. Garage/pool/other\$250.00
 - b. Addition250.00
 - c. Demolition/new house330.00
 - d. New house330.00
 - e. Site improvements/grading/landscaping250.00
 - f. Work in public right-of-way330.00
2. Plan review fee for subdivisions, special use projects, and planned unit developments or lots with any use other than single-family residences:
 - a. Cost to review documents submitted in compliance with tree preservation ordinance\$100.00 per hour by consultant.
3. Fees for additional field inspections and violations:
 - a. Field inspection responding to complaint (verified violation)\$100.00
 - b. Tree fence violation100.00

(E) *Work must be according to approved tree preservation plan:* It shall be unlawful for any person, firm, or a corporation to fail to abide by the terms of any tree preservation plan pursuant to which a building permit has been issued, including all regulated public utilities.

(F) *Stop work order authorized for noncompliance with tree preservation plan:* If the Village forester, or his/her designee, or a Building Inspector observes the precautions specified in the tree preservation plan were not undertaken before construction commenced or not maintained during construction, a stop work order may be issued. The stop work order shall remain in place until the permittee complies with the approved tree preservation plan and/or corrects the issues stated in the stop work order.

(G) *Amendment to tree preservation plan and removal of protected trees:* An application can be made to the Village forester to amend a tree preservation plan. No amendment shall be permitted where the provisions of the approved plan have not been followed. An application shall be approved where changed facts and circumstances not within the control of the applicant

create an undue hardship in complying with the plan. Where a protected tree has been damaged such that its removal is required, the forester shall approve its removal after adequately documenting any violations of this chapter which have caused or contributed to the removal of a protected tree.

(Ord. 5961, 9-26-2011; Ord. 6075, 9-24-2012; Ord. 6603, 5-29-2018; Ord. 6674, 2-25-2019; Ord. 6750, 1-27-2020)

4-8-4. - Interference with the Village forester.

It shall be a violation of this chapter for any person to unreasonably hinder, prevent, delay, or interfere with the Village forester, Building and Zoning Official, or their agents while engaged in the execution or enforcement of this chapter.

(Ord. 5961, 9-26-2011)

4-8-5. - Violation and penalty.

Any person who violates any provision of this chapter or who fails to comply with any notice issued pursuant to the provisions of this chapter, upon being found guilty of violation, shall be subject to a minimum fine of \$250.00 and a maximum fine of not to exceed \$750.00, depending on severity of violation, for each separate offense. Each day during which any violation of the provisions of this chapter shall occur or continue shall be a separate offense.

In addition to the issuance of a fine, the Village may also request the court, upon a determination that any provision of this chapter has been violated, to enjoin the person, through an affirmative or mandatory injunction, to cease a violation of this chapter or to require the actions mandated within this chapter to be performed.

(Ord. 5961, 9-26-2011)

VILLAGE OF *Glen Ellyn* ILLINOIS

Tree Preservation Regulations Presentation





Purpose and Context

- Overview of current tree preservation regulations for private property.
- Solicit Board feedback on the appropriate scope and level of restrictions regarding the preservation of trees on private property.

Current Private Tree Regulations

Scope of the regulations

- Guides homeowners on how to protect the trees they want to save during construction projects
- Guides homeowners on how to protect their neighbors' property line-adjacent trees during construction

Environmental Commission feedback regarding the regulations

- Unclear restrictions for tree protection such as fencing, with minimal penalties
- Tree injury during construction due to movement of protection fences
- Clear-cutting
- Loss of heritage trees
- Loss of tree canopy

Goal Matrix

COMMON GOAL	ENVIRONMENTAL COMMISSION RECOMMENDED APPROACH	STAFF RECOMMENDED APPROACH
Clarify tree protection guidelines	Add Tree Protection language directly to the ordinance	Amend/add definitions to clarify tree protection
Effectively protect trees during construction	Specify chain link (vs. orange plastic) protection fencing	Recommend orange “snow” fence. Chain link becomes cost prohibitive for applicant
Eliminate clear-cutting	Require a tree removal permit (scope to be defined)	Initial staff recommendation does not include the requirement of a tree removal permit
Protect heritage trees	Require a tree removal permit, establish disincentives (to be defined), and establish the role of a Village Tree Preservation Officer and/or a “Tree Board”	Define “heritage tree” and establish language that heritage trees must be protected unless in direct conflict with project. Additionally, tightened definition of “protected tree”
Restore lost canopy	Require a tree removal permit, a tree fund, and replacement trees (to be defined)	Initial staff recommendation does not include the requirement of a tree removal permit

Policy Considerations

Require a permit: Decide whether the Village will require a tree removal permit for private property removals.

Permit triggers: Define triggers such as heritage trees, trees above a certain diameter at breast height (DBH) size, removals tied to demolition or new construction.

Permit cost: Consider administrative fee or a tiered fee by tree size/number.

Staff and operational impact: Anticipate added workload for plan review, site inspections, and enforcement; can current staff absorb the work, or will additional staff be needed?

Enforcement: Evaluate in-house inspections, third-party certified arborist inspections, or a hybrid approach; each option has different cost, expertise, and response-time implications.



End Slide

Discussion & Questions