

	Village of Deerfield Policies and Procedures Administrative / General	Effective Date: January 1 st , 2020 Issued by: Clint E. Case
	JANUARY 1ST 2020 POLICY UPDATES	

JANUARY 1ST, 2020 POLICY AND PROCEEDURE UPDATES:

❖ Work Without Permit / Stop Work:

- Chapter 6 of the Village of Deerfield Municipal Code regarding the Work Without Permit / Stop Work penalty has recently been amended. Effective 11.1.19 the Work Without Permit penalty will be calculate as 2x the base building permitting fee to be no less than \$300 and no greater than \$1000. *

❖ Permit Time Limit Compliance:

- The building permit expires one year from the date it was issued. If the approved work is not completed within one year, the permit holder may apply for a permit extension of four (4) months a total of three (3) times thereby extending the existing permit by another year for a total of two (2) years. The fee for these extensions is calculated by month based upon the original cost of the project.
- If the construction project is not complete within the allowable 24 month period, applicable penalties per the Municipal Code Chapter 6, Article 1, Section 6-19.2 will be assessed. **
- Implementation of Ordinance 0-09-09, Section 6-9.2 – Failure To Comply With Construction Time Limits; Default Penalties.
- The administration of the permit extensions and the default penalties is at the authority of the Building Division of Community Development at the Village of Deerfield.

(Ordinance specifics on the back of this page)

* 6-16: Stop Order¹:

(a) The director of building and zoning, or such other persons as may be authorized by the president and board of trustees, may order work stopped whenever any construction alteration or repair work is being done in violation of any provision of this chapter.

(b) Such stop order, when oral, shall be followed by a written stop order within twenty four (24) hours.

(c) No person shall continue to work in violation of a stop order until such order has been revoked by the person issuing it or by the president and board of trustees. (1963 Code § 22.116)

** 6-19.2: Failure To Comply With Construction Time Limits; Default Penalties:

Every building permit authorizing construction of a new single-family residence or alterations, additions or renovations to an existing single-family residence with a cost in excess of one hundred thousand dollars (\$100,000.00) is conditioned on the agreement of the permit applicant and the owner of the subject property, as evidenced by acceptance of the building permit issued by the village, in addition to all other rights and remedies available to the village, that:

(a) Failure of the applicant or property owner to complete all exterior project construction (excluding punch list items) and final site grading and drainage within the time limits provided in section [6-19](#) of this chapter, shall authorize imposition of the following penalties:

(1) For the first thirty (30) days that the project remains incomplete, there shall be a penalty of twenty five dollars (\$25.00) per day.

(2) For the thirty first through sixtieth days that the project remains incomplete, there shall be a penalty of one hundred dollars (\$100.00) per day.

(3) For the sixty first through one hundred twentieth days that the project remains incomplete, there shall be a penalty of two hundred fifty dollars (\$250.00) per day.

(4) For the one hundred twenty first and any additional days thereafter that the project remains incomplete, there shall be a penalty of five hundred dollars (\$500.00) per day.

(b) Failure of the applicant or property owner to complete all project construction as evidenced by the issuance of a final occupancy permit within the time limits provided in section [6-19](#) of this chapter shall authorize imposition of the following penalties:

(1) For the first thirty (30) days that the project remains incomplete, there shall be no penalty.

(2) For the thirty first through sixtieth days that the project remains incomplete, there shall be a penalty of fifty dollars (\$50.00) per day.

(3) For the sixty first through one hundred twentieth days that the project remains incomplete, there shall be a penalty of one hundred twenty five dollars (\$125.00) per day.

(4) For the one hundred twenty first and any additional days thereafter that the project remains incomplete, there shall be a penalty of two hundred fifty dollars (\$250.00) per day. (Ord. 0-09-09, 4-20-2009)