

CHAPTER 6.

BUILDING CONSTRUCTION AND MAINTENANCE CODES

ARTICLE 14. PERMIT AND INSPECTION FEES.

SECTION

- 6-14-1: Precedence of Fees.
- 6-14-2: Payment of Permit Fees.
- 6-14-3: Building Permit Fees.
- 6-14-4: Elevators, Dumbwaiters, Escalators and Mechanical Equipment.
- 6-14-5: Heating and Ventilating Permit Fees.
- 6-14-6: Private Residential Swimming Pool Permit Fees.
- 6-14-7: Street, Sidewalk, Alley, Curb Cut Permit Fees.
- 6-14-8: Driveway Permit Fees.
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- 6-14-12: Plumbing Inspection Fees Per Inspection.
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- 6-14-14: Elevators, Dumbwaiters, Escalators and Mechanical Equipment Inspection Fees.
- 6-14-15: Street, Sidewalk, Alley, Curb Cut Inspection and Engineering Fees.
- 6-14-16: Heating and Ventilation Inspection Fees.
- 6-14-17: Health Inspection Fees.
- 6-14-18: Fees for Demolitions of Structures
- 6-14-19: Bond Required

6-14-1: PRECEDENCE OF FEES: The Fees set forth in this Article shall supersede and take precedence over any fees contained within other Articles of this Chapter or other Chapters which are of a different amount than set forth herein.

6-14-2: PAYMENT OF PERMIT FEES: Payment of permit and inspection fees shall be made to the Village Clerk at the time of approval of the application for any permit and prior to inspection thereof, as required in this Code.

6-14-3: BUILDING PERMIT FEES: The fee to be charged for building permits shall be as follows:

(a) For all new construction except as specified below – 1% of the cost of construction but not less than \$100.

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- (b) For all remodeling, including reproofing, siding installation, and window replacements – 1% of the cost of construction but not less than \$50.
- (c) For detached garages - \$90.
- (d) For utility and storage sheds - \$15.
- (e) For renewal of a building permit which has expired for failure to complete construction within 12 months (provided that the construction is capable of being completed within 12 months as determined by the Building Commissioner) or the failure to commence construction within 6 months – 5% of the original building permit fee for each month construction continues after the above periods.

(f) The term “cost of construction” means the actual amount paid for all services, labor, materials, and use of scaffolding and other appliances or devices entering into and necessary to the prosecution and completion of the work. The Building Commissioner may at any time before or after a permit is issued ask for additional information as to the estimated cost of construction and may require the submission of a sworn contractor’s statement itemizing such cost of construction. Should additional information be supplied which shows a higher cost of construction than originally submitted by the permittee, the permittee shall pay the additional building permit fee and a penalty equal to 25% of the additional building permit fee, unless the additional cost of construction was voluntarily brought to the attention of the Building Commissioner by the permittee. Prior to the issuance of a certificate of occupancy or occupancy permit, the Building Commissioner may require the submission of a sworn contractor’s statement. In no event shall there be any refund of building permit fees.

6-14-4: **ELEVATORS, DUMBWAITERS, ESCALATORS AND MECHANICAL EQUIPMENT PERMIT FEES:** Fees for the issuance of permits for new installation or for alteration of elevators, dumbwaiters, and similar equipment shall be as follows:

- (a) Elevators and escalators – power operated:
  - (1) Five floors or less in height \$60.00
  - (2) Each additional floor above five \$6.00  
Skip stops shall be considered as a floor of building
- (b) Elevators and escalators – hand operated: \$30.00
- (c) Platform lift – power operated: \$15.00  
hand operated: \$15.00
- (d) Theater curtains: \$60.00

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(e)	Stage and orchestra Platforms	\$30.00
(f)	Dumbwaiters – power operated:	
	(1) Five floors or less in height	\$60.00
	(2) Each additional floor above five	\$ 6.00
(g)	Dumbwaiters – hand operated:	
	(1) Five floors or less in height	\$30.00
	(2) Each additional floor above five	\$ 6.00

6-14-5: HEATING AND VENTILATION PERMIT FEES: Fees for the issuance of permits for heating and ventilating shall be as follows:

(a)	Single Family Residence:	
	(1) With basement	\$45.00
	(2) With crawl space	\$50.00
	(3) Alterations and additions only	\$35.00
(b)	Multiple Dwellings:	
	(1) Boiler Room	\$35.0
	(2) Dwelling units – per unit	\$25.00
	Minimum fee for multiple dwellings	\$45.00
(c)	Commercial:	
	(1) Per each heating and ventilating unit (This includes air-conditioning unit)	\$25.00
	Minimum fee for commercial	\$45.00
(d)	Industrial:	
	(1) First 1200 square feet of floor space	\$85.00
	(2) Each additional 1200 square feet of floor space	\$25.00
(e)	Special Industrial:	

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|-----|---|---------|
| (1) | Combustible materials, paint factories, high hazard listings, etc. – per unit | \$25.00 |
| (2) | Ventilation fans – per unit   | \$25.00 |

6-14-6: PRIVATE RESIDENTIAL SWIMMING POOLS PERMIT FEES: Fees for the issuance of permits for the erection or construction of residential swimming pools shall be as follows:

- (a) Above-the-ground private residential swimming pool: \$5.00 per 5,000 gallons of capacity or fraction thereof. Such capacity shall be determined as the level of water not more than 6 inches from the top lip of the pool.
- (b) In-the-ground private residential swimming pool: \$15.00 per 10,000 gallons capacity or fraction thereof.

6-14-7: STREET, SIDEWALK, ALLEY, CURB CUT PERMIT FEES: Fees for the issuance of permits shall be as follows:

- (a) For the first 40 lineal feet or less of street, sidewalk, alley, curb, curb cut, or any other public way which is to be constructed, reconstructed, altered, repaired, laid surfaced \$10.00 and \$0.10 for each additional lineal foot or fraction thereof.
- (b) For the tunneling, opening, or excavation in or under the surface of any street, sidewalk, paved alley, or curb. \$25.00
- (c) Simultaneous work. No additional fee and only one permit shall be required when a street, sidewalk, alley, curb or curb cut are to be simultaneously constructed, reconstructed, altered, repaired, laid or surfaced.

6-14-8: DRIVEWAY PERMIT FEES: Fees for the issuance of permits for the construction or repair of driveways shall be as follows:

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|-----|--|---------|
| (a) | Single Family residential                                      | \$10.00 |
| (b) | Multi-Family residential                                       | \$40.00 |
| (c) | Commercial - \$10.00 per \$1,000 of estimated valuation of job |         |
| (d) | Industrial - \$10.00 per \$1,000 of estimated valuation of job |         |

A separate permit fee is required for each driveway.

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6-14-9: MOVING BUILDING PERMIT FEES: Fees for the issuance of permits for moving of buildings shall be as follows:

- (a) For the occupancy of the street through which the building will be moved. \$25.00 per day

6-14-10: OVERHANGING SIGNS AND AWNINGS, CANOPIES, OR SIGNBOARDS: The fee for permits for overhanging signs and awnings, canopies or signboards shall be as follows:

- (a) Per lineal foot \$1.00 annually

6-14-11: BUILDING INSPECTION FEES: The fee to be charged for each inspection to determine compliance with the provisions of the Building Code shall be - \$50.00

6-14-12: PLUMBING INSPECTION FEES PER INSPECTION:

- (a) Plumbing fixtures within one building:
  - (1) First five fixtures \$50.00
  - (2) Each additional fixture, add \$ 6.00

- (b) Plumbing fixtures shall include air-conditioning units, fixed humidifying units, automatic washers, floor drains, stand alone faucet or garden hose outlets, water heaters, and similar units, but shall not be limited to those listed herein.

6-14-13: ELECTRICAL INSPECTION FEES PER INSPECTION:

Electrical inspection fees shall be charged in accordance with the current fees listed In the City of Chicago Building Code.

6-14-14: ELEVATORS, DUMBWAITERS, ESCALATORS AND MECHANICAL EQUIPMENT: Fees for the initial inspection of any new installation or any alteration shall be as follows:

- (a) Elevator or manlift:
  - (1) Ten floors or less in height \$25.00
  - (2) Each additional floor above ten \$ 1.25

Skip stops shall be considered as a floor of the building.

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- (b) Escalator \$25.00
- (c) Dumbwaiter \$25.00
- (d) Movable stage or orchestra floor \$25.00
- (e) Power operated platform lift \$25.00
- (f) Manually operated platform lift \$15.00
- (g) Fees for any necessary or required inspections, subsequent to such initial inspection shall be as follows:

- (1) Elevator or manlift:
  - A. Ten floors or less in height \$25.00
  - B. Each Additional floor above ten \$ 1.25

Skip stops shall be considered as a floor of the building.

- (2) Escalator \$25.00
- (3) Dumbwaiter \$25.00
- (4) Movable stage or orchestra floor \$25.00
- (5) Power Operated platform lift \$25.00
- (6) Manually operated platform lift \$15.00

6-14-15: STREET, SIDEWALK, ALLEY, CURB CUT INSPECTION AND ENGINEERING FEE: A fee shall be charged for all inspection and engineering services done on behalf of an applicant or permittee under the provisions of Chapter 12, Article 3 of this Code. Said fee shall be computed from a schedule of charges based on anticipated actual costs. Such schedule shall be posted for public inspection in the Office of the Superintendent of Public Works.

6-14-16: HEATING AND VENTILATION INSPECTION FEES:

- (a) Single family residences \$45.00
- (b) Multi-family buildings - \$45.00 plus \$20.00 per heating ventilation unit.

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- (c) Commercial Buildings - \$45.00 plus \$25.00 per heating or ventilation unit.
- (d) Industrial Buildings - \$45.00 plus \$25.00 per heating or ventilation unit
- (e) Special Industrial - \$85.00 plus \$30.00 per heating or ventilation uit.
- (f) High efficiency units – additional \$15.00 per unit.

6-14-17 HEALTH INSPECTION FEES: The fee to be charged for health inspections shall be as follows:

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|--|---------|
| (a) Initial inspection of a new business | \$75.00 |
| (b) Annual and bi-annual inspections     | \$50.00 |
| (c) Re-inspections for health approval   | \$50.00 |

6-14-18: FEES FOR DEMOLITIONS OF STRUCTURES: Fees for demolitions of structures shall be as follows:

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|--|---------|
| (1) Demolition of detached garages   | \$25.00 |
| (2) Demolition of single-family homes  | \$50.00 |
| (3) Demolition of multi-family homes<br>per \$1,000 cost of demolition (minimum of \$50.00)  | \$10.00 |
| (4) Demolition of industrial building<br>per \$1,000 cost of demolition (minimum of \$50.00) | \$10.00 |
| (5) Demolition of commercial building<br>per \$1,000 cost of demolition (minimum of \$50.00) | \$10.00 |

6-14-19: BOND REQUIRED:

(a) PROCEDURE: The following bonds shall be deposited, in cash, with the Village before a building permit or a plumbing permit is issued which requires said bonds. The cash bond also serves as the bond for the plumbing contractor and drainlayer. The cash bonds shall be refunded upon request after the Building Department and Department of Public Works (where construction has occurred on the public right-of-way) have inspected the site and have certified that all requirements have been complied with by the permittee, except in the case of restoration or repair of streets or other public property. The cash bonds shall not be refunded if

work remains to be completed by the permittee to meet the requirements of this chapter. If the permittee refuses or is unable to complete the work, the Village shall send written notice to the permittee at his address listed on the permit that work remains to be done. If the work is not satisfactorily completed within 30 days after notice, the Village shall cause the work to be completed, payment for said work to be deducted from the cash bonds and any remainder refunded to the permittee. In cases involving the repair or restoration of the street or public property to its condition prior to the opening, the Village shall do all the work, and the cost thereof, together with the sum of 25% for overhead, shall be deducted from the cash bond on deposit and the balance returned to the depositor. If the bonds are not sufficient to cover the payment, the full amount of the bonds shall be used or be forfeited and the permittee shall be billed for the difference. All bonds shall remain on deposit for a minimum period of two years, except bonds issued under subsection (b) below, which bonds shall be refundable within 30 days after the certificate of occupancy is issued. Any bonds remaining after 3 years shall be paid to the Village as additional permit and inspection fees. No interest shall be paid on any bond.

**(b) SINGLE-FAMILY RESIDENCE/NO STREET CUT OR AUGERING:**

The general contractor shall deposit a cash bond in the sum of \$1,000 for each single-family Residence in the following cases:

- (1) Where no street cuts or augering is to be done;
- (2) Where existing sewer and water are on the site; or
- (3) Augering is for water only

**(c) SINGLE-FAMILY RESIDENCE/STREET CUT OR AUGERING:**

The general contractor shall deposit a cash bond in the sum of \$1,500 if the public street is asphalt (or \$2,500 if the public street is concrete) for each single-family residence in the following cases:

- (1) Where street is to be augered for sewer or water; or
- (2) Where street is to be cut.

**(d) ADDITION TO SINGLE-FAMILY RESIDENCE:**

The general contractor shall deposit a cash bond in the sum of \$150 for a room addition of 400 square feet or less and \$500 for a room addition of more than 400 square feet. If the street is to be augered or the street is to be cut, then the bond requirements of (c) apply.

**(e) MULTIPLE-FAMILY BUILDING:**

The general contractor shall deposit a cash bond in the sum of \$2,500 for each building.

**(f) COMMERCIAL, INDUSTRIAL AND ALL OTHER BUILDINGS:**

The general contractor shall deposit a cash bond in the sum of \$2,500 for each building.

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(g) TEMPORARY OCCUPANCY PERMIT:

In cases where weather prohibits the completion of certain work to be performed on the public right-of-way for public improvements, or other improvements outside of the structure on private property, the Building Commissioner may issue a temporary occupancy permit providing that all improvements as determined by the Village shall be posted.

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CHAPTER 6

BUILDING CONSTRUCTION AND MAINTENANCE CODE

ARTICLE 15            ACCESSORY BUILDINGS, GARAGES AND SHEDS

SECTION

- 6-15-1:        Attached Garages
- 6-15-2:        Detached Garages
- 6-15-3:        Garages in Multi-Family Residential Districts
- 6-15-4:        Carports
- 6-15-5:        Utility or Storage Sheds
- 6-15-6:        Driveways

6-15-1        ATTACHED GARAGES:

(a.) ZONING CODE:    All garages must be located and constructed in compliance with the provisions of the Bridgeview Zoning Code. The regulations in this division are in addition to any zoning regulations.

(b.) MAXIMUM SIZE    No attached garage can exceed 832 square feet in area.

(c.) MAXIMUM DIMENSION:    The maximum garage width is 34 feet and the maximum garage depth is 26 feet.

(d.) DOOR HEIGHT:    No garage door or opening can exceed 8 feet in height.

(e.) USES:    A garage can only be used for the storage of motor vehicles, boats, trailers and other personal property of persons actually residing on the property. Rental of garage space or storage of goods for persons not residing on the property is prohibited.

(f.) CONSTRUCTION STANDARDS:    An attached garage shall be separated from the main building by construction providing fire resistance of not less than one hour. Floor construction shall be of Portland cement concrete. Access to the garage from the residence shall be limited to one doorway not exceeding 21 square feet in area which shall be protected by a self-closing solid core wood door, solid or honeycomb core steel door of not less than 1-3/4 inch. The sill of any door to the residence shall be raised not less than 4 inches above the garage floor. A sill of not less than 4 inches above the garage floor is required on all interior walls abutting the residence.

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6-15-2: DETACHED GARAGES:

( a. ) ZONING CODE: All garages must be located and constructed in compliance with the provisions of the Bridgeview Zoning Code. The regulations in this division are in addition to any zoning regulations.

( b. ) MAXIMUM SIZE: No detached garage can exceed 8 feet in height.

( c. ) MAXIMUM DIMENSION: The maximum garage width is 34 feet and depth is 34 feet, provided that the garage may not exceed 832 square feet.

( d. ) DOOR HEIGHT: No garage door or opening can exceed 8 feet in height.

( e. ) GARAGE HEIGHT/ROOF: No detached garage shall exceed 15 feet in height or the height of the main building on the zoning lot, whichever is lesser, but the height of the garage may be at least 12 feet in any event. No mansard or gambrel roof systems are permitted on detached garages.

( f. ) LOCATION: No detached garage shall be located closer than 10 feet to any structure. No detached garage shall be erected within 3 feet of any side yard or rear yard lot line, within 20 feet of any street right-of-way (except where access to the garage is from an alley), or in any manner that a portion of the garage extends past the front of the principal structure on the lot. A detached garage may be located closer than 10 feet to any structure if separated from such structure by construction providing fire resistance of not less than one hour, but in no event may the detached garage be closer than 3 feet to another structure.

( g. ) MULTIPLE GARAGES: Only one detached or attached garage is permitted per zoning lot except that a residence with a one car attached garage can have a detached garage not exceeding 576 square feet in area.

( h. ) ACCESS: All detached garages must have access from a public street or public alley.

( i. ) USES: A detached garage can only be used for the storage of motor vehicles, boats, trailers and other personal property of persons actually residing on the property. Rental of garage space or storage of goods for persons not residing on the property is prohibited.

( j. ) CONSTRUCTION STANDARDS: Floor construction shall be of Portland cement concrete.

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6-15-3: GARAGES IN MULTI-FAMILY RESIDENTIAL DISTRICTS:

( a. ) ATTACHED GARAGES: All attached garages in multi-family residential districts shall comply with the provisions of Section 6-15-1. All attached garages shall be constructed of solid masonry materials.

( b. ) DETACHED GARAGES: All detached garages in multi-family residential districts shall comply with the provisions of Section 6-15-2, except that there is no maximum size or maximum width. All detached garages of greater than 832 square feet shall be constructed of solid masonry materials.

6-15-4 CARPORTS: Carports are prohibited and may not be constructed on any zoning lot except when attached to a mobile home.

6-15-5: UTILITY OR STORAGE SHEDS:

( a. ) ZONING CODE: All utility or storage sheds must be located and constructed in compliance with the provisions of the Bridgeview Zoning Code. The regulations in this division are in addition to any zoning regulations.

( b. ) MAXIMUM SIZE: No utility or storage shed can exceed 144 square feet in area.

( c. ) MAXIMUM DIMENSION: No utility or storage shed can exceed 12 feet in width or depth.

( d. ) DOOR HEIGHT: No door or opening can exceed 8 feet in height.

( e. ) UTILITY OR STORAGE SHED HEIGHT: No utility or storage shed shall exceed 11 feet in height.

( f. ) LOCATION: No utility or storage shed shall be located closer than 10 feet to any structure. No utility or storage shed shall be erected within 3 feet of any side yard or rear yard lot line, or in any manner that a portion of the utility or storage shed extends forward of the rear of the principal structure on the lot. No utility or storage shed shall be attached to the principal structure on the lot. A utility or storage shed may be attached to the rear of a detached garage provided that the construction of the shed area (including shingles) is of the same material and design as the garage.

( g. ) MULTIPLE UTILITY OR STORAGE SHED: Only one utility or storage shed is permitted per zoning lot.

( h. ) CONSTRUCTION STANDARDS: Floor construction shall be of portland cement concrete to which the utility or storage shed shall be bolted.

( i. ) USES: A utility or storage shed can only be used for the storage of personal property (excluding motor vehicles, boats, trailers and motor vehicle parts) of persons actually residing on the property. Rental of space or storage of goods for persons not residing on the property is prohibited.

6-15-6: DRIVEWAYS:

( a. ) CONSTRUCTION STANDARDS: All residential driveways and parking areas shall be constructed of Portland cement concrete driveway pavement or bituminous concrete driveway pavement meeting the Standard Specifications for Road and Bridge Construction adopted by the Illinois Department of Transportation or of solid paving bricks on an approved sand or stone base.

( b. ) WIDTH OF RESIDENTIAL DRIVEWAYS: The minimum width for a driveway shall be 9 feet and the maximum width for a driveway shall be 4 foot wider than the garage door which the driveway services. In the event that there is no garage, then the maximum driveway width is 16 feet.

## CHAPTER 6

### BUILDING CONSTRUCTION AND MAINTENANCE CODE

#### ARTICLE 16. FENCES

##### SECTION

- 6-16-1: General Requirements
- 6-16-2: Definitions
- 6-16-3: Permit
- 6-16-4: Maximum Height
- 6-16-5: Wind Load
- 6-16-6: Dangerous Fences
- 6-16-7: Prohibited Materials
- 6-16-8: Location
- 6-16-9: Gates
- 6-16-10: "Back-to-Back" Fences
- 6-16-11: Facing

6-16-1: **GENERAL REQUIREMENTS:** Fences shall comply with the provisions of this Article

6-16-2: **DEFINITIONS:**

( a . ) A fence is hereby defined as a structure forming a barrier at grade between lots, between a lot and a street or any alley, or between portions of a lot or lots, such structures being independent of any other.

( b . ) Fences shall be classified according to the general form of their construction as screen fences or solid fences.

( c . ) A screen fence is a fence so constructed that at least 50% of the superficial area thereof consists of regularly distributed apertures.

( d . ) A solid fence is a fence so constructed that less than 50% of the superficial area thereof consists of regularly distributed apertures.

( e . ) Any fence not constructed entirely of non-combustible materials shall be classed as a combustible fence.

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6-16-3: PERMIT:

It shall be unlawful for any person to build, construct, or erect any fence without first obtaining a fence construction permit from the Building Department. The fee for a fence permit shall be \$15.

The application for a fence construction permit shall be accompanied by a survey showing lot lines, a sketch showing the proposed location of the fence in relation to lot lines and existing permanent improvements, the type of construction, the material to be used, and the proposed height of the fence.

All fence contractors shall be licensed by the Village.

6-16-4: MAXIMUM HEIGHT:

- (a.) All fences shall not exceed the height of 6 feet unless otherwise permitted herein.
- (b.) A fence may be constructed to a height of 8 feet if it is constructed in any non-residential zone, if it is constructed on the border between a non-residential zone and a residential zone, or if it is constructed on the border between railroad tracks and a residential zone
- (c.) A fence located in a front yard or a side yard on a corner lot may not exceed 42 inches in height, provided that such fence meets the provisions of Section 6-16-8.

6-16-5: WIND LOAD:

Fences shall be designed and constructed to resist a horizontal wind pressure of not less than 30 pounds per square foot in addition to all other forces to which they may be subjected.

6-16-6: DANGEROUS FENCES:

No barbed wire fences or spikes, barbs, razor wire, sharply pointed pickets, or sharp projections or protrusions on the top of fences are permitted.

6-16-7: PROHIBITED MATERIALS:

Any suitable construction material may be used for a fence. The following materials are not acceptable: chicken wire; square welded mesh wire; electrically charged wire; or snow fencing. The entire length of a fence shall be constructed of the same harmonious materials.

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6-16-8: LOCATION:

( a. ) No fence shall be erected in any public right-of-way.

( b. ) A fence may be erected in a utility easement provided that the location and construction of the fence does not interfere with the installation, maintenance and repair of the utilities. Fences constructed in a utility easement are constructed at the risk of the property owner and subject to removal without replacement at any time by the applicable utility. Fences constructed in the utility easement may not be repaired or replaced if damaged during the installation, maintenance and repair of the utilities.

( c. ) No fence shall be built, constructed or erected so as to extend past the front yard building line as established by the zoning ordinance; nor shall any fence be built past the side yard property line on a corner lot, except that a decorative wrought iron or picket screen fence (not a cyclone or solid fence) not exceeding 42 inches in height may be constructed in such areas.

6-16-9: GATES:

A gate or opening shall be provided in all fence enclosures.

6-16-10: "BACK-TO-BACK" FENCES:

It shall be unlawful to any person to build, construct or erect any fence closer than 3 feet to an existing fence located on an adjoining property. Fences shall be constructed within 3 inches of the lot line where practical.

6-16-11: FACING:

The finished side of the fence shall face outward from the property. The side of the fence with brackets and supports shall face towards the property being fenced.



CHAPTER 6

BUILDING CONSTRUCTION AND MAINTENANCE CODES

ARTICLE 17. SIGNS

SECTION

- 6-17-1: Bridgeview Sign Ordinance
- 6-17-2: Purpose
- 6-17-3: Definitions
- 6-17-4: Standards and Permit Requirements
- 6-17-5: Permission of Property Owner
- 6-17-6: Sign Permit Application
- 6-17-7: Sign Permit Fees
- 6-17-8: General Construction and Maintenance Standards
- 6-17-9: Appearance Standards
- 6-17-10: Setback Requirements
- 6-17-11: Prohibited Signs
- 6-17-12: Signs Allowed in all Zoning District With Permit
- 6-17-13: Signs Allowed in all Zoning Districts Without a Permit
- 6-17-14: Signs Allowed in Residential Zoning Districts
- 6-17-15: Signs Allowed in Commercial Zoning Districts
- 6-17-16: Signs Allowed in Industrial Zoning Districts
- 6-17-17: Signs Allowed for Automobile Dealers and Automobile Service Stations
- 6-17-18: Non-Conforming Signs
- 6-17-19: Variations

6-17-1: BRIDGEVIEW SIGN ORDINANCE: This Article shall be known as the "Bridgeview Sign Ordinance."

6-17-2: PURPOSE: The purpose of this Article is to promote the use of signs in the Village which are safe, aesthetically pleasing, compatible with their surroundings and legible in the circumstances in which they are seen. This Article also recognizes the need for a well-maintained and attractive physical appearance of the community and the need for adequate business identification for the conduct of competitive commerce. This Article is also adopted for the purpose of reducing sign or advertising distractions which may increase traffic accidents by distracting driver's attention from the roadway.

6-17-3: DEFINITIONS: Terms used in this Article unless the context otherwise indicates, mean as follows:

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- (a) **Animated Sign** means any sign which includes action or motion.
- (b) **Attention-Getting Device** means a flag, propeller, spinner, streamer, search light or similar device or ornamentation which is designed or used for the purpose of promoting, advertising, or attracting attention for commercial purposes.
- (c) **Banner Sign** means a temporary sign composed of lightweight material either enclosed or not enclosed in a rigid fram, secured or mounted to an existing structure.
- (d) **Canopy or Awning** means a permanent roof-like shelter which may be freestanding or extending from part or all of a building face and which is constructed of durable material such as metal, cloth, glass or plastic.
- (e) **Canopy or Awning Sign** means any sign which is affixed to, painted on or suspended from a roof-like shelter, either permanent, retractable, or removable, which is self-supporting and provides protection from su, rain, snow and other elements.
- (f) **Copy, Changeable or Message Board Sign** means a sign on which the copy changes automatically on a lampbank or through mechanical means, such as electrical or electronic time and temperature units, or is changed manually in the field in or upon the surface area of the sign.
- (g) **Directional Sign** means a sign which directs or guides persons to an establishment or to facilities intended to serve the public, including entrances, exits, restrooms, public telephones, walkways, parking areas, full-service and self-service gasoline pumps, and similar facilities, but which does not identify the establishment itself or other goods or services available at the establishment and does not contain other advertising messages.
- (h) **Flashing Sign** means any sign which contains an intermittent or flashing light source, or which produces the illusion of intermittent or flashing light.
- (i) **Freestanding Sign** means a sign which is completely or principally supported by one (1) or more posts or other support of which 75% is visually or physically attached to the ground, which is not attached to the principal building on the property, and is anchored in or upon the ground. This shall include, but not be limited to, signs attached to poles or supports for lights, canopies, and other items or structures.

- (j) **Ground Sign** means a sign which is supported by one or more uprights, poles, braces, or structure upon the ground.
- (k) **Height** means the vertical distance measured from the natural grade at the base of the sign support to the highest point of the sign or tower.
- (l) **Hologram Sign** means a three-dimensional picture that is made on a photographic film or plate without the use of a camera, that consists of a pattern of interference produced by a split coherent beam of light and which for viewing is illuminated with a coherent light from behind.
- (m) **Identification Sign** means a sign which states the name of the business or establishment, including either the national company or local proprietor, and/or the address of a building.
- (n) **Illuminated Sign** means any sign which emanates light either by means of exposed tubing or lamps on its surface or by means of illumination transmitted through the sign faces.
- (o) **Indirectly Illuminated Sign** means any sign which reflects light from a source intentionally directed upon it, for example by means of a flood light.
- (p) **Marquee** means a roof-like structure that projects over an entrance to a building.
- (q) **Monument Sign** means a ground sign which has a base other than a pole such that the width of the sign is typically the same from the ground to the top of the sign.
- (r) **Nameplate** means a sign which displays only the name and/or street address of the occupant.
- (s) **Nonconforming Sign** means any sign which was lawfully erected and maintained prior to the adoption and effective date of this Article and any amendments hereto, which fails to conform to all applicable regulations and restrictions of this Code, or a sign previously deemed to be nonconforming for which a special permit has been issued.
- (t) **Off-Premises Sign (Off-Site Sign)** means any sign that identifies a business, person, activity, goods, products, services or facilities that is located on the same premises as the sign itself.

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- (u) **On-Premises Sign (On-Site Sign)** means any sign that identifies a business, person, activity, goods, products, services or facilities that is located on the same premises as the sign itself.
- (v) **Portable Sign** means any sign that is not permanently attached to the ground, a structure, or a building and which is designed to be transported to another location.
- (w) **Projecting Sign** means any sign that is attached to a wall in a perpendicular manner.
- (x) **Public Sign** means a sign of a non-commercial nature and in the public interest, erected by, or on the order of, a public officer in the performance of a public duty, such as official signs and notices of any public or governmental agency, or erected by or on the order of a court or public officer, including official traffic signs authorized by the Illinois Revised Statutes or the Illinois Vehicle Code.
- (y) **Public Right-of-Way** means any dedicated street, alley, parkway, sidewalk or public property.
- (z) **Sight Triangle** means the area of the corner lot closest to the intersection which is kept free of visual impairment to allow full view of both pedestrian and vehicular traffic. Marked by a point at which the 2 curb lines intersect, measuring back 25 feet on each street front, and drawing a line across the 2 back points to form a triangulated area. Only public signs may be installed in this area.
- (aa) **Sign** means any object, device, display or structure or part thereof, which is used primarily to advertise, identify, display or direct or attract attention to an object, person, establishment, product, service, event or location by any means including, without limitation, words, letters, figures, designs symbols, fixtures, colors, motion, illumination or projected images, visible beyond the boundaries of the lot or parcel on which they are situated or visible from any public thoroughfare or right-of-way. This includes, but is not limited to, wall signs, freestanding signs, ground signs, window signs, awning or canopy signs, marquees, changeable copy signs, message boards, illuminated signs, moving signs, temporary signs, portable signs, pennants, banners, streamers or any other attention-getting device, flag, or other display, whether affixed to a building or erected elsewhere on the premises. The term "sign" excludes those features of a building which are an integral part of the building's design and structure.

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- (bb) **Sign Area** means the entire area of all sign faces, cumulatively, including sign faces on which no copy is currently displayed.
- (cc) **Sign Face** means that part of the sign which is or can be used to identify, to advertise, to communicate information, or for visual representation which attracts the attention of the public for any purposes. This shall include any background material, panel, trim, color, and direct or self-illumination that differentiates the sign from the building, structure, backdrop surface, or object upon or against which it is placed. This shall not include any portion of the support structure for the sign, provided that no message, symbol, or any part of the aforementioned sign face criteria is placed on or designed as part of the support structure.
- (dd) **Temporary Sign** means a sign which contains information which is not of a permanent character. Such signs include, but are not limited to, political signs, garage sale signs and real estate signs.
- (ee) **Wall or Fascia Sign** means any sign attached to or erected against a wall of a building or structure with the exposed face of the sign in plan approximately parallel to the plane of the wall.
- (ff) **Window Display** means 1 or more objects set inside a building in a display case or on a window ledge which displays merchandise or relates to services offered but which is not affixed to any window.
- (gg) **Window Sign** means a sign that is installed inside, painted upon or placed against a window for purposes of viewing from outside the premises, not including merchandise located in a window display.

6-17-4:        **STANDARDS AND PERMIT REQUIREMENTS:**

(a)    Physical standards such as sign height and area contained herein are to be construed as maximum standards.

(b)    Except as provided in Section 6-17-13, it is unlawful for any person to erect, construct, enlarge, move or convert any sign in the Village, or cause the same to be done, without first obtaining a sign permit from the Building Commissioner. No new sign permit is required for signs which have previously been issued valid permits and which conform with the requirements of this Article on the date of their adoption unless the sign is hereafter permanently altered, relocated, or reinstalled. Every sign permit issued shall become null and void if installation is not commenced and completed within 180 days from the date of such permit.

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(c) As a condition to the issuance of a sign permit, all persons engaged in the business of installing, maintaining, erecting or altering signs hereby agree to hold harmless and indemnify the Village, its officers, agents and employees from any and all claims regarding the sign work authorized by the permit.

6-17-5: PERMISSION OF PROPERTY OWNER: No person shall erect, construct or maintain any sign upon any property, structure or building without the prior written consent of the owner or person entitle to possession of the property, structure or building, or authorized representative. The written consent must accompany the application for a sign permit.

6-17-6: SIGN PERMIT APPLICATION: Application for a sign permit shall be made in writing on a form furnished by the Building Department. The permit shall be accompanied by such information as may be required to assure compliance with this Article and all other appropriate ordinances and regulations of the Village including the following:

- (a) A current plat of survey showing the location of the sign.
- (b) Two sets of plans and specifications showing the method of construction and attachment of the sign sealed by an Illinois licensed structural engineer or architect.
- (c) An electrical permit if the sign is illuminated or uses electricity.
- (d) The contractor's current Village license.
- (e) The permit fee required under Section 6-17-7.

The Building Commissioner shall decide whether to issue or deny the permit within 10 days of receiving a complete application. Permits shall be issued for the life of the sign, or any shorter period as stated on the approved permit application by the Building Department. However, any permit may be revoked at any time by the Building Department upon finding that the sign violates any provision of this article or that the permittee made false representations in securing the sign permit. No fee which the permittee paid for the permit shall be refunded when a permit is revoked.

6-17-7: SIGN PERMIT FEES:

The permit fee for a sign shall be as follows:

- (a) Temporary ground sign - \$35.00 (30 days/6 months).
- (b) Banners, pennants and balloons - \$35.00 (30 days/6 months).
- (c) Construction sign - \$50.00

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- (d) Real estate signs in excess of 6 square feet - \$50.00.
- (e) Freestanding sign – a fee based upon a combination of the sign height fee calculated as follows:

25 feet or less	\$100.00
26 feet to 50 feet	\$200.00
51 feet to 100 feet	\$300.00
101 feet or higher	\$500.00

and a fee equal to \$.75 per square foot of sign area.

- (f) All other signs - \$.75 per square foot of sign area, but not less than \$35.00.

6-17-8: GENERAL CONSTRUCTION AND MAINTENANCE STANDARDS:

All signs shall be constructed and maintained in accordance with the following limitations and requirements:

(a) **Access to Building and Roof.** No sign shall be erected so as to prevent free ingress to or egress from any door or window, or any other point of access into a building nor shall any sign be erected so as to impair access to the roof of a building.

(b) **Wind Pressure and Dead Load Requirement.** All signs shall be designed and constructed to withstand a wind pressure of 30 pounds per square foot and shall be constructed to receive dead loads as required in the Building Code.

(c) **Metal Signs.** A metal sign shall have its face or background constructed of metal not thinner than No. 28 B & S gauge. The face or background may cover a wooden frame and may be provided with letters, figures, characters, borders, or moldings of wood. No wooden border around a metal sign shall exceed a width of 3 inches.

(d) **Glass.** All glass that is part of a sign shall be safety glass.

(e) **Legibility.** All letters and characters on each sign shall be legible, with the edges of the letters and characters cleanly defined, unfaded, and maintaining a clear contrast with the background.

(f) **Maintenance.** The permittee for each sign shall paint and maintain all arts and supports thereof as necessary to prevent rusting, rotting, illegibility, or other deterioration. All broken or missing parts shall be promptly replaced. All seams between panels or the components of the sign shall be maintained in a closed condition.

(g) **Removal.** The Building Department is authorized to institute court action and issue tickets in order to remove any sign that is not maintained in accordance with the provisions of this Article.

6-17-9: **APPEARANCE STANDARDS:** All sign designs and lettering shall be approved by the Building Department to meet the following standards:

(a) Every sign shall have appropriate scale and proportion in its design and in its visual relationship to buildings and surroundings.

(b) Every sign shall be designed as an integral architectural element of the building, structure, or site to which it principally relates.

(c) The colors, materials, and lighting of every sign shall be harmonious with the building, structure or site to which it principally relates. Opaque backgrounds with illuminated lettering shall be preferred for internally illuminated signs.

(d) The number of graphic elements on a sign shall be held to the minimum needed to convey the sign's major message and shall be composed in proportion to the area of the sign face.

(e) Each sign shall be compatible with signs on adjoining and neighboring premises and shall not unreasonably obstruct the view of existing signs.

(f) Identification signs of a prototype design and corporation logos shall conform to the appearance criteria required for all other signs.

Once a sign design and lettering has been approved by the Building Department, that sign shall be deemed to meet the provisions of this Section unless its design and lettering is changed.

6-17-10: **SETBACK REQUIREMENTS:** The minimum setback requirements for all ground signs or freestanding signs shall be as follows:

(a) The minimum setback from the right-of-way property line shall be 1 foot.

(b) Signs shall not be permitted in parkways.

(c) No signs may be permitted within a sight triangle, except for safety-related signs.

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6-17-11: PROHIBITED SIGNS: Except as specifically provided otherwise in this Article, the following signs and displays shall be strictly prohibited throughout the Village:

- (a) Portable signs or temporary signs except where allowed by permit for a maximum of 30 days in a 6-month period provided that there is at least 30 days between permits.
- (b) Signs which are painted directly onto any exterior wall of any building or other structure.
- (c) Signs in public rights-of-way which are not public signs or located on permitted bus shelters.
- (d) Streamers, posters, ribbons, light strings, light bulbs, light bands, spinners, attention-getting devices that move, blinking, electronic or flashing signs except time, temperature and date signs, signs which exhibit changing natural or artificial light or color effects, and festoon lighting, signs (other than neon signs) which contain bare, unshielded light or tubes which are visible from a public street or a private residence. Christmas lights and ornaments shall be permitted during the period of November 15 to the following January 15.
- (e) Signs attached to trees, fences, public utility poles standpipes, gutter drains or fire escapes, other than warning signs issued by government officials or public utilities.
- (f) Abandoned or defunct signs, including the posts or other supports therefore, that advertise or identify an activity, business product or service that is no longer conducted or available on the premises where such sign is located. The property owner shall remove said sign within 60 days of notification by the Building Department.
- (g) Signs which move, rotate, change position, have moving parts, or create the illusion of movement, whether the movement is caused by the wind or mechanically, except for the rotation of barber poles and permissible changeable copy signs.
- (h) Signs which prevent free ingress or access from any door, window, fire escape, driveway or utility lines.
- (i) "A" frame, sandwich board, sidewalk or curb signs on the public right-of-way.
- (j) Projection signs which are suspended from or supported by a wall, awning or canopy and which are approximately perpendicular thereto.
- (k) Roof signs or any sign erected upon, against or directly above a roof or on top of or above the parapet of a building, whichever forms the top line of the building silhouette.

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(l) Hologram signs.

(m) Signs which contain advertising matter which is untruthful.

(n) Signs which emit an audible sound, odor or visible matter.

(o) Signs which by reason of their size, location, movement, content, coloring or manner of illumination may be confused with or construed to be traffic-control sign, signal or device, or the light of an emergency or road equipment vehicle, except where such sign is accessory to a parking area and gives directions or instructions to drivers or pedestrians.

(p) Signs which hide or interfere with traffic flow or any street sign, signal or device.

(q) Signs or any advertising device attached to or located on a parked vehicle or trailer on a public right-of-way, public property or private property for the basic purpose of providing advertising of products or devices or direct people to a business or activity located on the same or nearby property or any other premises, except for temporary truckload sale signs.

(r) Off-premises (off-site) signs, such as billboards, but excluding public directional signs.

(s) Signs which do not meet the standards of, or which otherwise violate the Highway Advertising Control Act of 1971 (225 ILCS 440/1, *et seq.*).

(t) Signs which project over any sidewalk, parkway, street, walkway, public way or public easement or beyond alley lot lines.

(u) Signs which contain radio or microwave transmitters, or slots or boxes for the distribution of pamphlets or similar materials.

6-17-12: SIGNS ALLOWED IN ALL ZONING DISTRICTS WITH PERMIT:

The following signs shall be allowed in all zoning districts with a sign permit, subject to any requirements in this Article:

(a) **Construction signs.** One sign shall be permitted that lists the building contractors, professional firms and lending institutions on sites under construction. The sign shall be confined to the site of the construction, construction shed, or trailer and shall be removed no later than 14 days after the completion of the project. Construction signs for projects up to 10 acres shall not exceed 12 square feet per acre, or 40 square feet, whichever is less. For construction projects exceeding 10 acres, the sign shall not exceed 64 square feet. All construction signs shall be subject to annual review.

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(b) **Real Estate For Sale or Lease Signs Over 6 Square Feet** One temporary real estate for sale or lease sign, located on the real estate to be sold or leased, shall be allowed for each lot or parcel. If the lot or parcel has multiple frontages, 1 additional sign shall be allowed on the property and shall be placed facing the additional frontage. Under no circumstance shall more than 2 signs be permitted on the property. For a tract of real estate containing 1 acre or more, signs shall not exceed 40 square feet. For a tract of real estate containing less than 1 acre, a sign shall not exceed 6 square feet in the area, except for tracts located on major or minor arterial roads or major collector roads where signs up to 40 square feet are permitted.

(c) **Not-for-Profit and Religious Signs.** Name and informational signs, and emblems of service clubs, places of worship and not-for-profit identification signs shall be permitted, but shall not exceed 1 square foot in area for each 2 feet of lot line and adjoining a street with a maximum of 40 square feet. Such sign or signs on a corner lot may face each street but the total area shall not exceed a maximum of 40 feet per sign. Message boards are permitted to occupy up to 50% of the sign face.

(d) **Informational Signs for Public, Charitable or Religious Events.** Temporary signs announcing any public, charitable, educational or religious event, up to a sign area of 40 square feet shall be permitted. Such signs shall be allowed no more than 21 days prior to the event and must be removed within 7 days after the event.

(e) **Banners, Pennants and Hot Air Balloons.** Banners, pennants and hot air balloons are permitted for grand openings, sales, and other similar special events on a temporary basis, for a maximum of 30 days in a 6-month period provided that there is at least 30 days between permits.

(f) **Temporary and Portable Signs.** Temporary and portable signs are permitted for a maximum of 30 days in a 6-month period provided that there is at least 30 days between permits.

6-17-13: **SIGNS ALLOWED IN ALL ZONING DISTRICTS WITHOUT A PERMIT:**

The following signs shall be allowed in all zoning districts without a sign permit, subject to any requirements in this Article:

- (a) Changing of the advertising copy or message on an existing approved painted or printed sign, changeable copy sign or similar approved sign, whether electrical, illuminated or non-illuminated or painted message, which is specifically designed for the use of replaceable copy.

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(b) Painting, repainting, cleaning or other normal maintenance and repair of a sign for which a permit has been previously issued, so long as the sign is not otherwise modified in any way. Replacement of the plastic face will be exempted from the permit requirement, provided that is due to breakage or deterioration of the face.

(c) Changes in the content of a window display; window signs and window promotional signs.

(d) Changes in the content of permitted temporary signs.

(e) Public signs.

(f) Pennants for model homes.

(g) Signs painted on or attached to a truck, bus, trailer, or other vehicle which is used in the normal course of a business which is not primarily the display of the sign on the vehicle, and which is not parked overnight visible to a public right-of-way.

(h) Tablets, grave markers, headstones, memorial statuary and plaques, or other remembrances of persons or events which are noncommercial in nature.

(i) Any flag, emblem, or insignia of a government or noncommercial enterprise, provided that it is not larger than 96 square feet and does not amount to an attention-getting device for commercial purposes.

(j) No trespassing signs, warning signs (such as "Beware of Dog"), notification signs for emergency personnel, and other such signs, provided that the sign does not exceed 2 square feet in sign surface area and there are no more than 2 such signs on the lot.

(k) Temporary personal celebration, special event and garage sale signs, subject to the following:

1. No personal celebration sign shall exceed 12 square feet in sign surface area and no special event or garage sale sign shall exceed 4 square feet in area.
2. No more than 2 temporary signs shall be placed on the property at any one time.
3. No such sign shall be illuminated or exceed 6 feet in height.

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4. No such sign shall be located within 10 feet of any other lot, parcel or tract.
5. A temporary sign erected in connection with a garage sale shall in no case be erected for a period longer than 3 days.
6. A temporary sign erected in connection with a special event or personal celebration shall be allowed no more than 21 days prior to the event and must be removed within 3 days after the event.

(l) Signs for candidates seeking public political office and for referendum appearing on the ballot at any election shall be permitted up to a total area of 16 square feet for each zoning lot and shall be located only on private property. Political campaign signs shall not be displayed more than 30 days prior to and three days after the election for which intended.

(m) Signs for a public event at a location in the Village conducted by a unit of government not exceeding 8 square feet located on private property (not on the public right-of-way and not on utility poles) for a period not earlier than 10 days before the event nor 2 days after the event.

(n) The owner of a zoning lot which is in the process of being sold or rented, may erect one free standing ground sign subject to the following:

1. One sign only (whether a lawn sign or a window sign) per zoning lot is permitted, such sign to have no more than two faces of information.
2. The sign must be located on the zoning lot which is for sale or rent.
3. Each face of the sign shall not exceed 6 square feet in area. The maximum size of ground support shall be a 4" x 4" pole.
4. The maximum height of the top of the sign is 5 feet above ground level.
5. The sign shall be located no closer than 10 feet from any side lot line or front lot line (if space permits), or the sign shall be erected inside of a window of the building. No sign may be attached to any building, fence, tree, or other structure unless the lack of a front yard restricts the placement of a ground sign, in which event the sign may be attached to the building.

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6. The sign shall be unilluminated and shall not contain any moving parts, flags, banners, lights, streamers or balloons.
7. The content of the sign shall be limited to an indication that the property on which the sign is located is for sale or for rent, the name of the owner or agent thereof (such as, a real estate broker or real estate agent), and a telephone number for inquiries. Signs indicating "Sold", "Rented" or other similar phrases are not permitted.
8. a "For Rent" sign shall not be erected unless there is a vacancy in the property or a lease in the property is being terminated within 31 days thereof.
9. The sign must be removed within 48 hours after the property has been sold or the vacancy has been rented.

(o) Directional signs shall be permitted, provided that no such sign shall have a sign surface area larger than 8 square feet. The maximum height of such sign shall be 3 ½ feet

(p) Signs Designating Parking Areas and Entrances and Exits to parking Areas, Other Than Parking Areas for Single Family Dwellings.

1. No more than 1 such sign shall be permitted that identifies each parking lot.
2. No more than 1 sign shall be permitted for each exit or entrance.
3. No such sign shall exceed a sign surface area of 4 square feet.

(q) Names of buildings, dates of erection, monumental citations and commemorative tablets when carved into stone, concrete, or similar material or made of bronze, aluminum or other permanent type construction and made an integral part of the structure shall be permitted.

6-17-14: SIGNS ALLOWED IN RESIDENTIAL ZONING DISTRICTS:

The following signs shall be allowed in residential zoning districts (R-1, R-2, R-3, and R-4), subject to any requirements in this article:

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(a) **Single Family Residential Nameplates.** Two single family residential name signs not exceeding 2 square feet in each area shall be permitted per single family dwelling. Such signs shall be allowed on mailboxes, but shall otherwise be located at least 6 feet from the nearest property line.

(b) **Street Address Signs.** Two street number signs not exceeding 2 square feet in area shall be permitted in any residential district. Such signs shall be allowed on mailboxes, and near doorways, but shall otherwise be located at least 6 feet from the nearest property line.

(c) **Multi-Family Building Nameplate and Identification Signs.** In any multiple family dwelling in which a rental office is permitted, 1 nameplate sign and 1 identification sign shall be allowed at each vehicular entrance from a public right-of-way and at each major public entrance to the dwelling for all offices in the dwelling. The identification sign shall not exceed 20 square feet. One residential nameplate sign not exceeding 2 square feet in each area shall be permitted per dwelling unit. Identification signs shall be located at least 6 feet from any property line, and the top of the sign shall not be over 5 feet above the ground, whether freestanding or on a building or structure. The identification sign shall indicate only the name, address, telephone number and rental information.

(d) **Subdivision Identification Signs.** Two subdivision identification signs, located on or off the real estate, shall be allowed for each subdivision development. Signs shall not exceed 12 square feet per acre, or 40 square feet, whichever is less. Signs shall be removed one year after placement or within 7 days after the last lot is sold, whichever occurs first. A permanent subdivision sign constructed of masonry or other similar material with foundation may be located at each entrance to the subdivision.

(e) **Identification Signs for Institutional and Other Non-Residential Uses.** No more than 2 such signs per lot, parcel or tract shall be permitted, no more than 1 of which shall be a changeable copy sign. The combined surface area of all such signs on the property shall not exceed 60 square feet in sign surface area, with no single sign exceeding 30 square feet in sign surface area. The sign shall be located no closer than 15 feet to any other lot, parcel or tract.

(f) **Window Signs.** For rent signs shall be permitted in windows, but shall not exceed 20% of the total window area.

6-17-15: **SIGNS ALLOWED IN COMMERCIAL ZONING DISTRICTS:**

The following signs shall be allowed in commercial zoning districts (C-1, C-2, C-3, And C-4), subject to any requirements in this Article (including the regulations provided in Section 6-17-17 which shall apply to auto dealers and gas stations):

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(a) **Freestanding Identification Signs.** The maximum sign face area shall be 1 square foot per 1.5 lineal feet of frontage, up to 40 square feet (for each of 2 sides) for developments under 400,000 square feet, and up to 100 square feet for developments of 400,000 square feet and greater. One freestanding identification sign shall be allowed per lot, except for lots with over 300 feet of frontage on a public right-of-way, which may have up to 2 freestanding signs, and except for corner lots with over 300 feet of frontage on each public right-of-way or major privately owned circulation road, which may have up to 1 freestanding sign per frontage, and for developments over 400,000 square feet, which may have 1 freestanding identification sign at each major entrance. The maximum height of such sign shall be 10 feet for development up to 400,000 square feet and 14 feet for developments over 400,000 square feet. The maximum thickness of such sign shall be 2 feet. Listing of tenants' names shall be permitted for office buildings, but shall occupy no more than 60% of the freestanding sign face. Message boards shall be permitted for commercial buildings, which may occupy no more than 25% of the freestanding identification sign face, provided that no tenants' names are listed on the sign. No message boards shall be permitted for office buildings.

(b) **Wall Signs.** One wall sign shall be allowed per lot frontage on a public right-of-way or major privately owned circulation road but not on a minor street with residences across the street. However, where an establishment has a rear entrance which is not visible from another sign for the establishment, an additional sign which also directs persons to the rear entrance may be posted above or to the side of the rear entrance, provided that such sign does not exceed 4 square feet in sign surface area. The maximum sign area shall be 7.5% of the area of the first 2 stories of building elevation on which it is placed, or in the case of a multi-tenant retail commercial building or multi-owner office condominium, each tenant or owner may have a sign area not to exceed 7.5% of the area of its leased exterior storefront. Commercial buildings may have an entrance identification sign on a wall other than specified above, provided that the entrance identification sign does not exceed 10 square feet and is located on the wall within 10 feet of the primary public entrance which leads directly into a lobby or waiting area. Wall signs may not cover any part of a window or extend above the roof line. Canopy signs are considered wall signs and: canopies must be opaque; lettering must not exceed 20% of the total canopy area, subject to the other wall sign area limitations in this Article; and canopies are limited to placement above windows and doors. Movie theaters may have, as additional signs, attraction board wall signs. The traditional marquee sign shall be permitted. The wall sign shall extend no further than 18 inches from the wall to which it is attached.

(c) **Window Signs.** There shall be no limit to the number of window signs. Neon lettering shall be permitted on window signs.

(d) **Banners.** Banners affixed to parking lot light poles shall be allowed only on light poles bordering or parallel to the street with a maximum of 1 per 30 lineal feet. Banners shall be permitted on interior parking lot light poles.



6-17-16: SIGNS ALLOWED IN INDUSTRIAL ZONING DISTRICTS:

The following signs shall be allowed in industrial zoning districts (I-1 and I-2), subject to any requirements in this Article:

(a) **Freestanding Identification Signs** The maximum sign face area shall be 1 square foot per 5 lineal feet of frontage, up to 40 square feet (for each of 2 sides). One freestanding identification sign shall be allowed per lot and 1 freestanding sign shall be allowed as an identification sign for an industrial park. The maximum height of such sign shall be 10 feet, the maximum thickness of such sign shall be 2 feet. The minimum setback of such sign from the right-of-way property line shall be 5 feet. Listing of tenants' names shall be permitted, but shall occupy no more than 60% of the freestanding identification sign face. Message boards shall be permitted which may occupy no more than 25% of the freestanding identification sign face, provided that no tenants' names are listed.

(b) **Wall Signs.** Unless the wall faces a minor street with residences across the street, 1 wall sign shall be allowed per lot frontage on a public right-of-way or major privately owned circulation road. The maximum sign area shall be 7.5% of the area of the first 2 stories of building elevation on which it is placed, or in the case of a multi-tenant industrial building, each tenant may have a sign area not to exceed 7.5% of the area of its leased exterior storefront. Industrial buildings may have an entrance identification sign on a wall other than specified above, provided that the entrance identification sign does not exceed 10 square feet and is located on the wall within 10 feet of the primary public entrance which leads directly into a lobby or waiting area. Wall signs may not cover any part of a window or extend above the roof line. Canopies are considered wall signs and; must be opaque; lettering must not exceed 20% of the total canopy area, subject to the other wall sign area limitations in this Article; and canopies are limited to placement above windows and doors. The wall sign shall extend no further than 18 inches from the wall to which it is attached.

6-17-17: SIGNS ALLOWED FOR AUTOMOBILE DEALERS AND AUTOMOBILE SERVICE STATIONS:

The following signs shall be allowed for automobile dealers and automobile service stations, subject to any requirements in this Article:

(a) **Window Signs.** There shall be no limit to the number of window signs, provided however, that the total area of all window signs shall not exceed 50% of the window glass area, which shall be calculated separately for each side of the building. Neon lettering shall be permitted on window signs.

(b) **Services Island Canopy Signs** (automobile service stations only). Only 1 canopy sign shall be permitted facing each frontage. The gross surface area of such sign shall not exceed 20% of the gross surface area of the face of the canopy to which such sign is to be affixed. Such sign shall not project higher than the top or below the bottom of the canopy to which such sign is to be affixed.

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(c) **Service Island Identification Signs** (automobile service stations only).

Service island identification signs may be permitted to indicate the type of service offered, the price of gasoline, and other relevant information or direction to persons using the automobile service station. However, no advertising material shall be allowed on such signs. There shall not be more than 1 service island identification sign for each service or pump island located on the premises. The gross surface area of such sign shall not exceed 6 square feet for each exposed face nor exceed an aggregate gross surface area of 12 square feet. Such signs may be located adjacent to or within the service or pump island to which it relates.

6-17-18: **NONCONFORMING SIGNS:**

Any sign legally in existence on November 1, 2000 which violates or does not conform to the provisions of this Article shall be removed, altered, or replaced so as to conform by November 1, 2005. a sign existing on November 1, 2000 which was erected without a permit, or erected in violation of any provision governing signs, is not legally in existence.

6-17-19: **VARIATIONS:**

The Building Commissioner shall have the right to grant a variation or a waiver to any provision of this article provided that the public convenience will be served and where literal enforcement of this article will cause undue hardship. The Mayor and Board of Trustees reserves to itself the right to grant a variation or waiver to any provision of this article by formal action at a public meeting.

CHAPTER 6

BUILDING CONSTRUCTION AND MAINTENANCE CODES

ARTICLE 18. RENTAL HOUSING

SECTION

- 6-18-1: Definitions
- 6-18-2: Rental Housing Registration Required
- 6-18-3: Time for Registration
- 6-18-4: Registration Fee
- 6-18-5: Enforcement
- 6-18-6: Effect of Ordinance Violations
- 6-18-7: Rental Manager Registration Required
- 6-18-8: Time for Registration
- 6-18-9: Registration Fee
- 6-18-10: Inspection Certificate Required
- 6-18-11: Issuance of Inspection Certificate
- 6-18-13: Failure to Possess Inspection Certificate
- 6-18-14: Written Leases Required
- 6-18-15: Crime Free Housing Lease Provisions
- 6-18-16: Civil Action By The Village To Enforce Compliance:

6-18-1: DEFINITIONS:

For the purposes of this Article, the following terms are hereby defined:

- (a) **Director of Buildings and Inspectional Services** means the Director of Buildings and Inspectional Services of the Village or any person employed by the Department of Buildings and Inspectional Services and authorized to act by the Director of Buildings and Inspectional Services.
- (b) **Dwelling unit** means any part of a building used as a residence or sleeping place by one or more persons.
- (c) **Owner** means the legal title holder or holders of the realty, except, (1) if legal title is held by an Illinois land trust, owner shall mean the beneficial owner or owners of the land trust; and (2) if there is a purchaser or purchasers under a real estate installment sales contract, owner shall mean the purchaser or purchasers. Owner shall also include any mortgagee in possession of the realty.
- (d) **Property Maintenance Code** means the code in effect pursuant to Sec. 6-6-1 of the Municipal Code of Bridgeview.

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Revised 7/18/01

- (e) **Rental agreement** means an oral or written lease or agreement containing the terms of occupancy of a dwelling unit by a tenant.
- (f) **Rental housing** means any real estate containing one or more dwelling units occupied by a tenant for which rental income is paid. Rental housing does not include a condominium unit unless a person owns or controls more than 50% of the units in a condominium building and more than 50% of the units are occupied by tenants.
- (g) **Rental income** means rent and includes any consideration paid for or in connection with the use or occupancy of a dwelling unit.
- (h) **Rental manager** means a person, who is not the owner of property, who receives compensation for managing any rental housing.
- (i) **Tenant** means a person occupying a dwelling unit pursuant to an oral or written rental agreement.
- (j) **Chronic public nuisance property** means any rental unit at, in or which any three or more public nuisances have occurred within any one-year period, and any multi-family rental structure at, in or which any six or more public nuisances have occurred within any one-year period.
- (k) **Public nuisance** means:
  - (1) Any offense defined and prohibit by Article 9 (Homicide) of the Criminal Code of 1961, 720 ILCS 3/9-1, et seq.
  - (2) Any offense defined and prohibited by Article 10 (Kidnapping and related offenses) of the Criminal Code of 1961, 720 ILCS 5/10-1, et seq.
  - (3) Any offenses defined and prohibited by Section 11-14 (Prostitution), Section 11-15 (Soliciting for a Prostitute), Section 11-16 (Pandering), Section 11-17 (Keeping a Place of Prostitution), Section 11-20 (Child Pornography), Section 11-21 (Harmful Material to Minors) of the Criminal Code of 1961, 720 ILCS 5/11-14, 5/11-15, 5/11-16, 5/11-17, 5/11-20, 5/11-20.1, and 5/11-21.
  - (4) Any offense defined and prohibited by Article 12 (Bodily Harm) of the Criminal Code of 1961, 720 ILCS 5/12, et seq.
  - (5) Any offense defined and prohibited by Article 16 (Theft) of the Criminal Code of 1961, 720 ILCS 5/16-1, et seq.

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- (6) Any offense defined and prohibited by Article 20-2 (Possession of Explosives for Incendiary Devices) of the Criminal Code of 1961, 720 ILCS 5/20-2, et seq.
  - (7) Any offense defined and prohibited by Article 24 (Deadly Weapons) of the Criminal Code of 1961, 720 ILCS 5/24-1, et seq.
  - (8) Any offense defined and prohibited by Article 25 (Mob Action) of the Criminal Code of 1961, 720 ILCS 5/25-1, et seq.
  - (9) Any offense defined and prohibited by Article 26-2 (Disorderly Conduct) of the Criminal Code of 1961, 720 ILCS 5/26-1, et seq.
  - (10) Any offense defined and prohibited by Article 28 (Gambling) of the Criminal Code of 1961, 720 ILCS 5/28-1, et seq.
  - (11) Any offense defined and prohibited by Article 31 (Interference with Public Officers) of the Criminal Code of 1961, 720 ILCS 5/31-1 et seq.
  - (12) Any offense defined and prohibited by Article 6-16 (Prohibited Sales and Possession) or Section 6-20 (Purchase or Acceptance of Gift of Liquor by Persons Under Age 21) of the Liquor Control Act of 1934, 235 ILCS 5/6-16 and 5/6-20.
  - (13) Any offense defined and prohibited by the Illinois Controlled Substance Act, 720 ILCS 570/100, et seq.
  - (14) Any offense defined and prohibited by the Cannabis Control Act, 720 ILCS 550/1, et seq.
  - (15) Any inchoate offense defined and prohibited by Article 8 (Inchoate Offense) of the Criminal Code of 1961, 720 ILCS 5/8-1, et seq. which is relative to the commission of any of the aforesaid principal offenses.
- (l) **Rental unit** means a dwelling unit in a rental structure occupied or available for occupancy by one or more persons, other than the owner of record.

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6-18-2: RENTAL HOUSING REGISTRATION REQUIRED:

The owner of any building used as rental housing shall file a registration statement for each such building with the Department of Buildings and Inspectional Services. The registration statement shall be on a form provided by the Department of Buildings and Inspectional Services and shall contain the following information:

- (a) The name, street address, and telephone number of each owner of the building. If the owner is a partnership, corporation, limited liability company or similar entity, the statement shall include the name, street address, telephone number and position of the responsible partner or officer. The person designated shall be authorized to receive service of process on behalf of the owner.
- (b) The street address and permanent index number of the building, and the number of dwelling units therein.
- (c) If rents are collected or the property is managed by a person who is not the owner, then the name, street address, and telephone number of such rental manager.

Only one registration statement is required for each building provided that the names of all owners are listed thereon.

6-18-3: TIME FOR REGISTRATION:

The registration statement shall be filed no later than the first day of any given month designated by the Department of Buildings and Inspectional Services and within 20 days after a change in ownership of the building. Registration shall be effective for a period of one year from date issued.

6-18-4: REGISTRATION FEE:

A registration fee of \$20.00 for each dwelling unit in the building shall be paid at the time of filing the registration statement, provided that the registration statement is timely filed. The registration fee for a late registration statement shall be \$40.00 for each dwelling unit. Registration fees shall not be prorated.

6-18-5: ENFORCEMENT:

In addition to any other remedies provided by law, the Village may terminate water and sanitary sewer service to any building which is not registered as required by this Article and any pertaining turn-on fees will be charged accordingly.

6-18-6: EFFECT OF ORDINANCE VIOLATIONS:

Whether rental housing complies with all ordinances of the Village is immaterial to the requirement to register such rental housing. Rental housing is registered without regard to ordinance violations, and no such registration shall be indicative of compliance with any ordinance of the Village, except for this Article.

6-18-7: RENTAL MANAGER REGISTRATION REQUIRED:

No person shall act as a rental manager of rental housing without having filed a registration statement. A rental manager shall file a registration statement which shall contain the following information:

- (a) The name, street address, and telephone number of the rental manager. If the rental manager is a partnership, corporation, limited liability company or similar entity, the statement shall include the name, street address, telephone number and position of the responsible partner or officer. The person designated shall be authorized to receive service of process on behalf of the rental manager.
- (b) The street address and permanent index number of all buildings for which it acts as rental manager.

6-18-8: TIME FOR REGISTRATION:

The registration statement shall be filed no later than 30 days from the time the notice is sent out. In the event that the rental manager is employed with respect to rental housing for any property after the registration statement is filed, then the rental manager shall file an amended registration statement within 20 days after such new employment, which amendment shall list the street address and permanent index of such building. Registration shall be effective for a period of one year from date issued.

6-18-9: REGISTRATION FEE:

A registration fee of \$20.00 for each rental housing building shall be paid at the time of filing the registration statement (or amendment thereto), provided that the registration statement is timely filed. The registration fee for a late registration statement shall be \$40.00 for each rental dwelling unit. Registration fees shall not be prorated.

6-18-10: INSPECTION CERTIFICATE REQUIRED:

No person shall own or operate any rental housing unless a current unrevoked Inspection Certificate shall be in effect for such property. Inspection Certificates shall be valid for a period of 12 months from issuance, provided that the rental housing has not changed ownership.

6-18-11: ISSUANCE OF INSPECTION CERTIFICATE:

An inspection Certificate shall be issued by the Director of Buildings and Inspectional Services after the rental housing has been inspected after the registration of such rental housing as required by Article 1 hereof. An Inspection Certificate shall be issued if the Director of Buildings and Inspectional Services determines that the rental housing complies with the provisions of the Property Maintenance Code.

In the event that an inspection or other evidence shows that the rental housing does not comply with the Property Maintenance Code, the Director of Buildings and Inspectional Services shall issue a deficiency report and permit the deficiencies to be remedied in a period of time set forth therein. No evidence obtained in a consented inspection of real property shall be used in the prosecution of any criminal or ordinance violation.

All deficiencies set forth in a deficiency report shall be remedied and brought into compliance within the period of time set forth therein. A reinspection of the rental housing shall be made and an Inspection Certificate issued if the rental housing is brought into compliance.

6-18-12: REVOCATION OF INSPECTION CERTIFICATE:

The Director of Buildings and Inspectional Services may revoke any Inspection Certificate if violations of the Property Maintenance Code exist. Notice of revocation shall be issued to the owner of the rental housing and provide for a period of 7 days for the owner to remedy the violations and to respond in writing concerning the violations. In the event that the owner requests a hearing in writing within the 7-day period, the Director of Buildings and Inspectional Services shall grant a hearing before revoking any Inspection Certificate.

The owner shall have the right to appeal the revocation to the Village Clerk by filing a written notice of appeal within 7 days of the receipt of the final decision by the Director of Buildings and Inspectional Services. The Village Clerk shall conduct a hearing after providing notice to the owner and shall make a determination as to whether violations of the Property Maintenance Code exist such that the Inspection Certificate shall be revoked.

6-18-13: FAILURE TO POSSESS INSPECTION CERTIFICATE:

In the event that an Inspection Certificate is revoked or in the event that rental housing is operated without an Inspection Certificate, no new tenants shall be permitted to occupy the rental housing and no new rental agreements shall be renewed or entered into. All tenants shall vacate the premises within 30 days after a notice to vacate is posted by the Village. No tenant shall be required to pay any rent for the period of time that an Inspection Certificate has been revoked or for the period of time that the rental housing is operated without an Inspection Certificate.

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6-18-14: WRITTEN LEASES REQUIRED:

- (a) **Written Leases Required.** All rental agreements or leases for residential property for a period of 30 or more calendar days shall be in writing and shall be entered into within 30 calendar days of the commencement of such rental. The lessor shall provide an executed copy of the written lease to the tenant within 7 calendar days after final execution thereof.
- (b) **Maintenance of Written Leases.** The landlord shall maintain a copy of all written leases, and shall provide a copy of such written leases to the Village upon request at the time of inspection.
- (c) **Provisions of Written Lease.** All written leases shall contain the following information:
  - (1) The maximum occupancy levels permitted in the dwelling unit based upon the Property Maintenance Code.
  - (2) The names of all persons permitted to occupy the dwelling unit pursuant to the lease.
  - (3) The Crime Free Housing Lease Addendum provided for in Section 6-18-15.
- (d) **Maximum Occupancy.** The landlord shall not enter into any rental agreements (whether written or oral) which will cause the dwelling unit to be occupied by more persons than allowed under the provisions of Section 6-6-1, Property Maintenance Code, of the Municipal Code of Bridgeview. Prior to entering into any rental agreements the landlord shall advise the prospective tenant as to the maximum occupancy allowed under the Property Maintenance Code. It shall be unlawful for any tenant to occupy any dwelling unit such that the occupancy is by more persons than allowed under the provisions of Section 6-6-1, Property Maintenance Code, of the Municipal Code of Bridgeview.
- (e) **Rental Premises.** The rental of bedrooms, sleeping rooms, or portions of a dwelling unit are not permitted. All rentals must apply to the complete dwelling unit such that no property shall be operated similar to a boarding house, dormitory or similar use.
- (f) **Invalidity of lease.** Any rental agreement entered into which does not comply with the provisions of this Section shall be null and void, and any tenancy thereunder shall be illegal.

Revised 11/21/01, 04/07/10

6-18-15: CRIME FREE HOUSING LEASE PROVISION:

Every lease, including lease extensions, executed after May 1, 2010 shall contain a Crime Free Housing Lease Addendum, the purpose of which is to make criminal activity, not limited to violent or drug-related criminal activity, engaged by, facilitated by or permitted by the lessee, member of the household, guest or other party under the control of the lessee, a lease violation, and to provide the landlord with authority under that clause to initiate eviction proceedings pursuant to state law. The Crime Free Housing Lease Addendum shall be in substantially the following form:

CRIME FREE HOUSING LEASE ADDENDUM

- (1) The Tenant, any member of the tenant's household, Tenant's guests, and any person under Tenant's control shall not engage in or facilitate criminal activity on the leased premises or on Lessor's property, which includes the leased premises, parking lots, common areas of buildings, and outside property.
- (2) The Tenant, any member of the tenant's household, Tenant's guests, and any person under Tenant's control shall not permit the leased premises to be used for, or to facilitate, criminal activity, regardless of whether the individual engaging in such activity is a member of the household, or a guest.
- (3) The Tenant, any member of the tenant's household, Tenant's guests, and any person under Tenant's control shall not engage in or facilitate any breach of the lease agreement that jeopardizes the health, safety, and welfare of the landlord, his agent, or other tenant, or involves imminent or actual serious property damage.
- (4) The Tenant is vicariously liable for the criminal activity of any member of the Tenant's household, Tenant's guests, and any person under Tenant's control, whether or not the Tenant had knowledge of the activity or whether or not the household member or guest was under the Tenant's control.
- (5) One or more violations of subsections 1, 2, or 3 of this Addendum constitute a substantial violation and a material noncompliance with the Lease. Any such violation is grounds for termination of tenancy and eviction from the leased premises. Unless otherwise required by law, proof of violation shall not require a criminal conviction, but shall be by a preponderance of the evidence.
- (6) In case of conflict between the provisions of this addendum and any other provision of the lease, the provisions of this addendum shall govern.

Revised 4/07/2010

(7) For purposes of this Addendum, criminal activity shall mean:

- (a) Any offense defined and prohibited by Article 9 (Homicide) of the Criminal Code of 1961, 720 ILCS 3/0-1, et seq.
- (b) Any offense defined and prohibited by Article 19 (Kidnapping and related offenses) of the Criminal Code of 1961, 720 ILCS 5/10-1, et seq.
- (c) Any offenses defined and prohibited by Section 11-14 (Prostitution), Section 11-15 (Soliciting for a Prostitute), Section 11-16 (Pandering), Section 11-17 (Keeping a Place of Prostitution), Section 11-20 (Child Pornography), of Section 11-21 (Harmful Material to Minors) of the Criminal Code of 1961, 720 ILCS 5/11-14, 5/11-15, 5/11-16, 5/11-17, 5/11-20, 5/11-20.1, and 5/11-21.
- (d) Any offense defined and prohibited by Article 12 (Bodily Harm) of the Criminal Code of 1961, 720 ILCS 5/12, et seq.
- (e) Any offense defined and prohibited by Article 16 (Theft) of the Criminal Code of 1961, 720 ILCS 5/16-1, et seq.
- (f) Any offense defined and prohibited by Article 20-2 (Possession of Explosives or Incendiary Devices) of the Criminal Code of 1961, 720 ILCS 5/20-2, et seq.
- (g) Any offense defined and prohibited by Article 24 (Deadly Weapons) of the Criminal Code of 1961, 720 ILCS 5/24-1, et seq.
- (h) Any offenses defined and prohibited by Article 25 (Mob Action) of the Criminal Code of 1961, 720 ILCS 5/25-1, et seq.
- (i) Any offense defined and prohibited by Section 26-2 (Disorderly Conduct) of the Criminal Code of 1961, 720 ILCS 5/26-2, et seq.
- (j) Any offense defined and prohibited by Article 28 (Gambling) of the Criminal Code of 1961, 720 ILCS 28-1, et seq.
- (k) Any offense defined and prohibited by Article 31 (Interference with Public Officers) of the Criminal Code of 1961, 720 ILCS 5/31-1, et seq.
- (l) Any offense defined and prohibited by Section 6-16 (Prohibited Sales and Possession) or Section 6-20 (Purchase or Acceptance of Gift of Liquor by Persons Under Age 21) of the Liquor Control Act of 1934, 235 ILCS 5/6-16 and 5/6-20.

- (m) Any offense defined and prohibited by the Illinois Controlled Substances Act, 720 ILCS 570/1, et seq.
- (n) Any offense defined and prohibited by the Cannabis Control Act, 720 ILCS 550/1, et seq.
- (o) Any inchoate offense defined and prohibited by Article 8 (Inchoate Offenses) of the Criminal Code of 1961, 720 ILCS 5/8-1, et seq., which is relative to the commission of any of the aforesaid principal offenses.

6-18-16                      CIVIL ACTION BY THE VILLAGE TO ENFORCE COMPLIANCE:  
Whenever the Director of Buildings and Inspectional Services has reasonable cause to believe that any landlord or tenant is engaged in a pattern of practice of violating the provisions of this Article, the village, in addition to all other remedies provided herein, may bring a civil action by filing a complaint in the Circuit Court of Cook County, setting forth the facts pertaining to such cause and shall have a right to one or more of the following: a permanent or temporary injunction, restraining order, the appointment of a receiver, the damages as hereinbefore provided. Such relief may be obtained against the landlord or tenant responsible and shall be as is necessary to ensure compliance with the provisions of this Article and the full enjoyment of the rights herein established.

## ARTICLE 19. EROSION AND SEDIMENT CONTROL

### SECTION

- 6-19-1: Scope and Purpose
- 6-19-2: Definitions
- 6-19-3: Site Development Permit Required
- 6-19-4: Erosion and Sediment Control Plan
- 6-19-5: Design Requirements
- 6-19-6: Inspection
- 6-19-7: Stop-Work Order; Revocation of Permit

**6-19-1: SCOPE AND PURPOSE:** This Article applies to all developments which disturb areas of not less than 1.0 acre, either alone or as part of a larger common plan of development. The purpose of this Article is to safeguard persons, protect property, and prevent damage to the environment as eroded soil endangers water resources and also necessitates repair of storm water facilities.

#### **6-19-2: DEFINITIONS:**

*"Village"* means the Village of Bridgeview.

*"Clearing"* means any activity that removes the vegetative surface cover.

*"Drainage way"* means any channel that conveys surface runoff.

*"Erosion control"* means a measure that prevents erosion.

*"Erosion and sediment control plan"* means a plan prepared by or under the direction of a licensed professional engineer indicating the specific measures and sequencing to be used to control sediment and erosion during and after construction.

*"Grading"* means excavation or fill of material, including the resulting conditions thereof, whether or not materials are brought onto or taken off of site.

*"IEPA"* means Illinois Environmental Protection Agency.

*"Illinois Urban Manual"* means the *Illinois Urban Manual* developed by the USDA Natural Resources Conservation Service and the Illinois Environmental Protection Agency, current edition.

*“Perimeter control”* means a barrier that prevents sediment from leaving a site by filtering sediment-laden runoff or diverting it to a sediment trap or basin.

*“Phasing”* means clearing an area in distinct phases, with the stabilization of each phase completed before the clearing of the next.

*“Sediment control”* means measures that prevent eroded sediment from leaving a site.

*“Site”* means a parcel of land or a combination of contiguous parcels containing not less than 1.0 acre where grading work is performed as part of a common plan of development.

*“Site development permit”* means a permit issued by the Village for the construction or alteration of ground improvements and structures for the control of erosion, runoff, and grading.

*“Stabilization”* means the use of practices that prevent exposed soil from eroding.

*“Start of construction”* means the first land-disturbing activity associated with a development, including land preparation such as clearing, grading, and filling; installation of streets and walkways; excavation for basements, footings, piers, or foundations; erection of temporary forms; and installation of accessory buildings such as garages.

*“Watercourse”* means any body of water, including, but not limited to lakes, ponds, rivers, streams, and bodies of water delineated by the Illinois Department of Natural Resources Office of Water Resources (IDNR/OWR), the United States Geologic Survey (USGS), the United States Army Corps of Engineers or the Village.

*“Waterway”* means a channel that directs surface runoff to a watercourse or to the public storm drain.

**6-19-3: SITE DEVELOPMENT PERMIT REQUIRED:**

(a) No person shall clear, grade or disturb any site that would require the uncovering of more than 1.0 acres without a site development permit issued by the Village or without an NPDES permit issued by the IEPA.

(b) No site development permit is required for the following activities:

1. Any emergency activity that is immediately necessary for the protection of life, property, or natural resources.

2. Existing nursery and agricultural operations conducted as a permitted or accessory use.

(c) Each application shall bear the name and address of the owner or developer of the site, and of any consulting firm retained by the applicant together with the name of the applicant's principal contact at such firm and shall be accompanied by a filing fee, erosion and sediment control plan, and such other information as required by the Village. The filing fee shall be \$250 per acre, or part thereof, of the site, plus any review fees incurred by the Village to independent contractors.

(d) The applicant may be required to file with the Village a faithful performance bond, letter of credit, or other improvement security in an amount deemed sufficient by the Village to cover all costs of improvements, landscaping, maintenance of improvements for such period as specified by the Village, and engineering and inspection costs to cover the cost of failure or repair of improvements installed on the site.

**6-19-4: EROSION AND SEDIMENT CONTROL PLAN:**

(a) The erosion and sediment control plan shall include the following:

(1) A sequence of construction of the site, including stripping and clearing; rough grading; construction of utilities, infrastructure, and buildings; and final grading and landscaping. Sequencing shall identify the expected date on which clearing will begin, the estimated duration of exposure of cleared areas, areas of clearing, installation of temporary erosion and sediment control measures, and establishment of permanent vegetation.

(2) All erosion and sediment control measures necessary to meet the objectives throughout all phases of construction and after completion of development of the site. Depending upon the complexity of the project, the drafting of intermediate plans may be required at the close of each season.

(3) Seeding mixtures and rates, types of sod, method of seedbed preparation, expected seeding dates, type and rate of lime and fertilizer application, and kind and quantity of mulching for both temporary and permanent vegetative control measures.

(4) Provisions for maintenance of control facilities, including easements and estimates of the cost of maintenance.

(b) Modifications to the plan may be authorized by the Village by written authorization to the permittee, and shall include:

- (1) Major amendments of the erosion and sediment control plan submitted to the Village.
- (2) Field modifications of a minor nature.

**6-19-5: DESIGN REQUIREMENTS:**

(a) Grading, erosion control practices, sediment control practices, and waterway crossings shall meet the design criteria set forth in the most recent version of the Illinois Urban Manual, and shall be adequate to prevent transportation of sediment from the site to the satisfaction of the Village. Cut and fill slopes shall be no greater than 2:1, except as approved by the Village to meet other community or environmental objectives.

(b) Clearing and grading of natural resources, such as forests and wetlands, shall not be permitted, except when in compliance with all other chapters of this Code. Clearing techniques that retain natural vegetation and drainage patterns, as described in the Illinois Urban Manual, shall be used to the satisfaction of the Village.

(c) Clearing, except that necessary to establish sediment control devices, shall not begin until all sediment control devices have been installed and have been stabilized.

(d) Phasing shall be required on all sites disturbing greater than 30 acres, with the size of each phase to be established at plan review and as approved by the Village.

(e) Erosion control requirements shall include the following:

(1) Soil stabilization shall be completed within 14 days of clearing or inactivity in construction.

(2) If seeding or another vegetative erosion control method is used, it shall become established within 14 days or the Village may require the site to be reseeded or a nonvegetative option employed.

(3) Special techniques that meet the design criteria outlined in the *Illinois Urban Manual* on steep slopes or in drainage, ways shall be used to ensure stabilization.

(4) Soil stockpiles must be stabilized or covered at the end of each workday.

(5) The entire site must be stabilized, using a heavy mulch layer or another method that does not require germination to control erosion, at the close of the construction season.



(6) Techniques shall be employed to prevent the blowing of dust or sediment from the site.

(7) Techniques that divert upland runoff past disturbed slopes shall be employed.

(f) Sediment control requirements shall include:

(1) Settling basins, sediment traps, or tanks and perimeter controls.

(2) Settling basins that are designed in a manner that allows adaptation to provide long-term storm water management, if required by the Village.

(3) Protection for adjacent properties by the use of a vegetated buffer strip in combination with perimeter controls.

(g) Construction site access requirements shall include:

(1) A temporary access road provided at all sites.

(2) Other measures required by the Village in order to ensure that sediment is not tracked onto public streets by construction vehicles or washed into storm drains.

**6-19-6: INSPECTION:**

(a) The Director of Buildings and Inspectional Services shall make inspections as hereinafter required and either shall approve that portion of the work completed or shall notify the permittee wherein the work fails to comply with the erosion and sediment control plan as approved. Plans for grading, stripping, excavating, and filling work bearing the stamp of approval of the Village shall be maintained at the site during the progress of the work. To obtain inspections, the permittee shall notify the Village at least 2 working days prior to:

(1) Start of construction,

(2) Installation of sediment and erosion measures,

(3) Completion of final landscaping.

(b) The permittee or agent shall make regular inspections of all control measures in accordance with the inspection schedule outlined on the approved erosion and sediment control plan. The purpose of such inspections will be to determine the overall effectiveness of the control plan and the need for additional control measures. All inspections shall be documented in written form and submitted to the Village at the time interval specified in the approved permit.

(c) The Director of Buildings and Inspectional Services may enter the property of the applicant as deemed necessary to make regular inspections.

**6-19-7: STOP-WORK ORDER; REVOCATION OF PERMIT:** In the event that any person violates the terms of a site development permit, clears or grades a site in violation of this Article, implements site development in such a manner as to adversely affect the health, welfare, or safety of persons or property, the Village may suspend or revoke the site development permit without notice or hearing and may stop all construction work, including clearing and grading, on the site.

**ARTICLE 20. POST CONSTRUCTION STORM WATER RUNOFF**

**SECTION**

- 6-20-1: General Provisions**
- 6-20-2: Definitions**
- 6-20-3: Permit Procedures and Requirements**
- 6-20-4: Waivers to Storm water Management Requirements**
- 6-20-5: General Performance Criteria for Storm water Management**
- 6-20-6: Basic Storm Water Management Design Criteria**
- 6-20-7: Post Construction Management**

**6-20-1 GENERAL PROVISIONS:**

(a) **Findings of Fact.** It is hereby determined that:

(1) Land development projects alter the hydrologic response of local watersheds and increase storm water runoff rates and volumes, flooding, stream channel erosion, and sediment transport and deposition;

(2) This storm water runoff contributes to increased quantities of water-borne pollutants, and;

(3) Storm water runoff, soil erosion and nonpoint source pollution can be controlled and minimized through the regulation of storm water runoff from development sites.

Therefore, the Village of Bridgeview establishes this set of water quality and quantity policies applicable to all surface waters to provide reasonable guidance for the regulation of storm water runoff for the purpose of protecting local water resources from degradation. It is determined that the regulation of storm water runoff discharges from land development projects and other construction activities in order to control and minimize increases in storm water runoff rates and volumes, soil erosion, stream channel erosion, and nonpoint source pollution associated with storm water runoff is in the public interest and will prevent threats to public health and safety.

(b) **Purpose.** The purpose of this Article is to establish minimum storm water management requirements and controls to protect and safeguard the general health, safety, and welfare of the public residing in watersheds within this jurisdiction. This Article seeks to meet that purpose through the following objectives:

(1) Minimize increases in storm water runoff from any development in order to reduce flooding, siltation, increases in stream temperature, and streambank erosion and maintain the integrity of stream channels.

(2) Minimize pollution caused by storm water runoff from development that would otherwise degrade local water quality.

(3) Minimize the total annual volume of surface water runoff that flows from any specific site during and following development to not exceed the pre-development hydrologic regime to the maximum extent practicable.

(4) Reduce storm water runoff rates and volumes, soil erosion and pollution, wherever possible, through storm water management controls and to ensure that these management controls are properly maintained and pose no threat to public safety.

(c) **Applicability.** This Article shall apply to all sites, as defined herein provided that the following may be exempted by the Village:

(1) Additions or modifications to existing single family structures.

(2) Repairs to any storm water treatment practice deemed necessary by the Village.

(3) Developments that do not disturb more than one acre of land, provided that such development is not part of a larger common development plan.

(4) Developments that have been granted a waiver under Section 6-20-4.

Decisions on permitting shall be made by the Director of Buildings and Inspectional Services and on-site storm water requirements shall be made by the Village Engineer. This determination shall be dependent upon the amount of impervious area created by the redevelopment and its impact on water quality. Final authorization of all redevelopment projects will be determined after a review by the Village.

(d) **Compatibility with Other Permit and Article Requirements.** This Article is not intended to interfere with, abrogate, or annul any other ordinance, rule or regulation, statute, or other provision of law. The requirements of this Article should be considered minimum requirements, and where any provision of this Article imposes restrictions different from those imposed by any other Article, rule or regulation, or other provision of law, whichever provisions are more restrictive or impose higher protective standards for human health or the environment shall be considered to take precedence.

**6-20-2: DEFINITIONS:**

*“Applicant”* means a property owner or agent of a property owner who has filed an application for a storm water management permit.

*“Channel”* means a natural or artificial watercourse with a definite bed and banks that conducts continuously or periodically flowing water.

*“Detention”* means the temporary storage of storm runoff in a storm water management practice with the goals of controlling peak discharge rates and providing gravity settling of pollutants.

*“Detention facility”* means a detention basin or alternative structure designed for the purpose of temporary storage of stream flow or surface runoff and gradual release of stored water at controlled rates.

*“Illinois Urban Manual”* means the *Illinois Urban Manual* developed by the USDA Natural Resources Conservation Service and the Illinois Environmental Protection Agency, current edition.

*“Infiltration”* means the process of percolating storm water into the subsoil.

*“Land disturbance activity”* means any activity that changes the volume or peak flow discharge rate of rainfall runoff from the land surface. This may include the grading, digging, cutting, scraping, or excavating of soil, placement of fill materials, paving, construction, substantial removal of vegetation, or any activity which bares soil or rock or involves the diversion or piping of any natural or man-made watercourse.

*“MWRDGC”* means the Metropolitan Water Reclamation District of Greater Chicago.

*“Off-site facility”* means a storm water management measure located outside the subject property boundary described in the permit application for land development activity.

*"On-site facility"* means a storm water management measure located within the subject property boundary described in the permit application for land development activity.

*"Redevelopment"* means any construction, alteration or improvement exceeding 1.0 acre in areas where existing land use is high density commercial, industrial, institutional or multi-family residential.

*"Site"* means a parcel of land or a combination of contiguous parcels containing not less than 1.0 acre where any land disturbance activity occurs as part of a common plan of development.

*"Storm water management"* means the use of structural or non-structural practices that are designed to reduce storm water runoff pollutant loads, discharge volumes, peak flow discharge rates and detrimental changes in stream temperature that affect water quality and habitat.

*"Storm water runoff"* means flow on the surface of the ground, resulting from precipitation.

*"Watercourse"* means a permanent or intermittent stream or other body of water, either natural or man-made, which gathers or carries surface water.

### **6-20-3: PERMIT PROCEDURES AND REQUIREMENTS:**

(a) **Permit Required.** No person shall conduct or permit any land disturbance activity on any site, except those exempted under Section 6-20-1, without a storm water management permit issued by the Village.

(b) **Application Requirements.** A permit application shall bear the name and address of the owner or developer of the site, and of any consulting firm retained by the applicant and shall be accompanied by a filing fee and a storm water management concept plan and a maintenance agreement. The filing fee shall be \$250 per acre, or part thereof, of the site, plus any review fees incurred by the Village to independent contractors.

(c) **Application Procedure.** All applications shall be submitted to the Director of Buildings and Inspectional Services and shall include not less than 4 sets of plans and any required fees.

**6-20-4: WAIVERS TO STORM WATER MANAGEMENT REQUIREMENTS:**

(a) **Waiver Eligibility Criteria.** Every applicant shall provide for storm water management as required by this Article, unless this requirement is waived by the Village. The minimum requirements for storm water management may be waived in whole or in part upon request of the applicant, provided that at least one of the following conditions applies:

(1) It can be demonstrated that the proposed development is not likely to impair attainment of the objectives of this Article.

(2) Alternative minimum requirements for on-site management of storm water discharges have been established in a storm water management plan that has been approved by the Village and the implementation of the plan is required by local ordinance.

(3) Provisions are made to manage storm water by an off-site facility. The off-site facility is required to be in place, to be designed and adequately sized to provide a level of storm water control that is equal to or greater than that which would be afforded by on-site practices and there is a legally obligated entity responsible for long-term operation and maintenance of the storm water practice.

(4) The Village finds that meeting the minimum on-site management requirements is not feasible due to the natural or existing physical characteristics of a site.

(5) Non-structural practices will be used on the sites that reduce: (i) the generation of storm water from the site, (ii) the size and cost of storm water storage and (iii) the pollutants generated at the site. These non-structural practices are explained in detail in the *Illinois Urban Manual*.

(b) **Assurances Required for Waiver.** In instances where one of the conditions above applies, the Village may grant a waiver from strict compliance with these storm water management provisions, as long as acceptable mitigation measures are provided. However, to be eligible for a variance, the applicant must demonstrate to the satisfaction of the Village that the variance will not result in the following impacts to downstream waterway.

- (1) Deterioration of existing culverts, bridges, dams, and other structures.
- (2) Degradation of biological functions or habitat.
- (3) Accelerated streambank or streambed erosion or siltation.
- (4) Increased threat of flood damage to public health, life, and property.

**6-20-5: GENERAL PERFORMANCE CRITERIA FOR STORM WATER**

**MANAGEMENT:** Unless judged by the Village to be exempt or granted a waiver, the following performance criteria shall be addressed for storm water management at all sites:

(a) All site designs shall, to the maximum extent possible, establish storm water management practices to control the peak flow rates of storm water discharge associated with specified design storms and reduce the generation of storm water runoff. These practices should seek to utilize pervious areas for storm water treatment and to infiltrate storm water runoff from driveways, sidewalks, rooftops, parking lots, and landscaped areas to the maximum extent practical.

(b) To protect stream channels from degradation, a specific channel protection criterion shall be provided as prescribed in the Illinois Urban Manual.

(c) Certain industrial sites are required to prepare and implement a storm water pollution prevention plan, and shall file a notice of intent (NOI) under the provisions of the National Pollutant Discharge Elimination System (NPDES) general permit. The storm water pollution prevention plan requirement applies to both existing and new industrial sites.

(d) Prior to design, applicants are required to consult with the Village to determine if they are subject to additional storm water design requirements.

(e) The calculations for determining peak flows as required by the MWRDGC shall be used for sizing all storm water management practices where applicable.

**6-20-6: BASIC STORM WATER MANAGEMENT DESIGN CRITERIA:**

(a) Detention basins shall incorporate design features to capture storm water runoff pollutants. In particular, designers shall give preference to wet bottom and wetland designs in locations adjacent to or near existing wetlands or in other areas where they are suitable and acceptable to the Village and all flows from the development shall be routed through the basin.

(b) Dry basins with low flow bypasses may be preferred in certain developments to enhance multiple uses where suitable and acceptable to the Village. Retention and infiltration of storm water shall be promoted throughout the property's drainage system to reduce the volume of storm water runoff and to reduce the quantity of runoff pollutants.

(c) The drainage system should incorporate multiple uses where practicable. Uses considered compatible with storm water management include open space, aesthetics, aquatic habitat, recreation, wetlands and water quality mitigation. The applicant should try to avoid using portions of the property exclusively for storm water management.



**6-20-7: POST CONSTRUCTION MANAGEMENT:**

(a) The requirements of Section IV (D)(2)(b) of NPDES permit No.ILR10 including management practices, controls and other provisions at least as protective as the requirements contained in the Illinois Urban Manual.

(b) The long term operation and maintenance of all BMP's shall be provided for.

## CHAPTER 6

### BUILDING CONSTRUCTION AND MAINTENANCE CODES

#### ARTICLE 21. DEFAULTED, VACANT AND RENTAL PROPERTY REGISTRATION

##### SECTION

- 6-21-1: Purpose and Intent
- 6-21-2: Definitions
- 6-21-3: Registries Established
- 6-21-4: Registration of Defaulted Property
- 6-21-5: Registration of Vacant Property
- 6-21-6: Registration of Rental Property
- 6-21-7: Maintenance of Registrable Property
- 6-21-8: Security of Vacant Property
- 6-21-9: Violations
- 6-21-10: Penalties
- 6-21-11: Administration

6-21-1: PURPOSE AND INTENT: This article mandating the registration, inspection, and maintenance of defaulted, vacant, and rental properties is designed to prevent those conditions and activities that may lead to a violation of applicable laws, create public nuisances, and that would ultimately adversely affect the condition or value of properties in the Village.

6-21-2: DEFINITIONS: The following words, terms and phrases, as used in this article, shall have the following meanings ascribed to them unless the context clearly indicates a different meaning:

*Applicable laws* means any and all ordinances of the Village governing the condition, maintenance, use or occupancy of property and structures thereon.

*Defaulted property* means any property located in the Village, whether vacant or occupied, that (a) is encumbered by a mortgage in default and for which a notice of default has been issued to the owner, (b) is subject to a foreclosure action by a mortgagee, (c) has been the subject of a foreclosure action by a mortgagee and a judgment has been entered, (d) has been the subject of a foreclosure sale and title was or is held by the mortgagee or transferred to a beneficiary of a mortgagee, or (e) has been transferred to a beneficiary of a mortgagee by a deed in lieu of foreclosure.

*Enforcement officer* shall mean any officer of the Village authorized to enforce applicable laws.

*Foreclosure or foreclosure action* shall mean the legal process by which a mortgagee terminates or attempts to terminate a property owner's equitable right of redemption in order to obtain legal and equitable title to the property pledged as security for a debt.

*Landlord* shall mean one or more persons or entities, jointly or severally, including a mortgage holder in possession of property, which is vested with all or part of the legal title to a property and who rents, leases, or lets the same, or any portion or unit thereof, for consideration.

*Mortgagee* shall mean any lender, creditor, trustee, or mortgage servicing company, and its successors and assigns, having a secured or equitable interest in property, or having any legal right to foreclosure or prosecute a foreclosure action. The term mortgagee shall exclude governmental entities and/or agencies.

*Owner* means each record owner, mortgagor, landlord, or any other person possessing a legal interest in property.

*Property manager* shall mean any person designated by an owner/mortgagee as being responsible for the management of property.

*Property* shall mean any real property in the Village.

*Registrable property* shall mean any property qualifying as defaulted, vacant and/or rental property.

*Rental Property* shall mean any property within the Village which is occupied for residential purposes, including but not limited to the following: any living quarters or accommodations in any hotel, apartment hotel, motel, resort motel, apartment, apartment motel, rooming house, mobile home, mobile home park, mobile home space, recreational vehicle park, town home, or condominium and for which the owner receives any value or consideration, including but not limited to money, or the exchange of goods or services, regardless of the relationship between lessor and lessee.

*Responsible Parties* means mortgagees of defaulted property, owners of vacant property, and landlords of rental property.

*Vacant* shall mean any parcel of land containing a building or structure that has not been lawfully occupied for a period of thirty (30) consecutive days.

*Village* means the Village of Bridgeview.

6-21-3: REGISTRIES ESTABLISHED: The Village does hereby create and establish a Defaulted Property Registry, Vacant Property Registry, and Rental Property Registry.

6-21-4: REGISTRATION OF DEFAULTED PROPERTY:

- (a) A mortgagee shall register defaulted property located in the Village with the Director of Buildings and Inspectional Services no later than ten (10) days of the same qualifying as defaulted property (the "initial registration"), and every six (6) months thereafter (each a "semi-annual registration") while the property remains qualified as a defaulted property.
- (b) A mortgagee shall identify in its registration, with respect to each defaulted property: (i) its name, address, e-mail and telephone number; (ii) the address of the property being registered; (iii) the qualifying event requiring registration; (iv) the name, email, and telephone number of a contact person; and (v) a status of the property as vacant or occupied. The registration of any vacant defaulted property shall include the name, address, e-mail, and telephone number of a property manager responsible for the management of the vacant defaulted property.
- (c) Prior to registration, and every thirty (30) days thereafter while the property remains on the Defaulted Property Registry, a mortgagee shall inspect the defaulted property to determine whether the same is vacant or occupied.
- (d) A mortgagee, and its successor or assignee, shall update the information contained in its registration no later than ten (10) days following a change in circumstance that would make the information contained on the Defaulted Property Registry outdated, incorrect, or no longer valid.
- (e) A non-refundable registration fee in the amount of three hundred (\$300) dollars shall be due and payable to the Village by the mortgagee for each defaulted property upon its initial registration and at each semi-annual registration thereafter.
- (f) Defaulted property shall be and remain on the Defaulted Registry until such time as the same no longer qualifies as registrable property. Proof of the disqualifying event or circumstances shall be delivered to and approved by the Village before the defaulted property is removed from the Defaulted Property Registry.
- (g) Nothing here shall require duplicate registration as defaulted and vacant property; provided, however, vacant defaulted property shall be required to be registered on the Defaulted Property Registry upon the expiration of the registration for vacancy.

6-21-5: REGISTRATION OF VACANT PROPERTY:

- (a) An owner shall register vacant property located in the Village with the Director of Buildings and Inspectional Services no later than ten (10) days of the same qualifying as vacant property (the "initial registration"), and every six (6) months thereafter (each a "semi-annual registration") while the property remains qualified as vacant property.

- (b) An owner shall identify in its registration, with respect to each vacant property: (i) its name, address, e-mail address and telephone number; (ii) address of the property being registered; (iii) the date the vacant property was last occupied, and, (iv) for all owners excepting individuals residing in Cook County, Illinois, the same, address, e-mail, and telephone number of a property manager responsible for the management of the vacant property.
- (c) Each owner, and its successor or assign, shall update the information contained in its registration no later than ten (10) days following a change in circumstance that would make the information contained on the Vacant Property Registry outdated, incorrect, or no longer valid.
- (d) A non-refundable registration fee in the amount of three hundred (\$300) dollars shall be due and payable to the Village by the owner for each vacant property upon its initial registration and at each semi-annual registration thereafter.
- (e) Vacant property shall be and remain on the Vacant Property Registry until such time as the same is legally occupied for a period of twenty-one (21) consecutive days, and all utility services thereto have been restored. Proof of occupancy and utility restoration shall be delivered to and approved by the Village before property is removed from the Vacant Property Registry.
- (f) Vacant property that becomes defaulted property will be required to be registered on the Defaulted Property Registry at the following semi-annual registration.

6-21-6:           REGISTRATION OF RENTAL PROPERTY:

- (a) A landlord, prior to permitting occupancy of rental property by an person (the “initial registration”) and annually thereafter while the property remains rental property (the “annual registration”), shall register its rental property located in the Village with the Director of Buildings and Inspectional Services. A separate registration is required for each rental property.
- (b) A landlord shall identify in its registration, with respect to each rental property: (i) its name, address, e-mail address and telephone number; (ii) address of the rental property being registered; (iii) the name, address, unit occupied, e-mail address and telephone number of all tenants to the rental property being registered, and, (iv) for all landlords that to not reside in Cook County, Illinois, the name, address, e-mail, and telephone number of a property manager responsible for the management of the rental property.

- (c) Each owner, and its successor or assign, shall update the information contained in its registration no later than ten (10) days following a change in circumstance that would make the information contained on Rental Property Registry outdated, incorrect, or no longer valid.
- (d) A non-refundable registration fee in the amount of one hundred fifty (\$150) dollars per property shall be due and payable to the Village by the landlord of each rental property upon its initial registration and at each annual registration thereafter.
- (e) Rental property shall be and remain on the Rental Property Registry until such time as the same is legally occupied by the owner for a period of twenty-one (21) consecutive days, and all utility services thereto are on or have been restored.
- (f) When registering rental property, the landlord shall provide written authority to the Village to issue trespass warnings and citations to individual who cannot prove legal authority to occupy the same.

6-21-7: MAINTENANCE AND INSPECTION OF REGISTRABLE PROPERTY:

- (a) Any and all applicable laws, as applicable to owners, occupants, or persons in possession of property, shall be applicable to and govern each responsible party while such real property qualifies as and remains registrable property, and those laws are incorporated herein as though set forth at length. Responsibility and liability under this article for registrable property shall be joint and several among the owners, occupants, or persons in possession and responsible parties.
- (b) Responsible parties shall inspect or cause to have inspected Registerable Property every ninety (90) days, or every thirty (30) days from May through September, to determine whether or not such property is in compliance with all applicable laws.

6-21-8: SECURITY OF VACANT PROPERTY:

- (a) Responsible parties of vacant parties, whether mortgagees, owners, or landlords, shall maintain each registrable property in secure manner such that all buildings and structures thereon are inaccessible to unauthorized persons. A "secure manner" means that all doors, windows, gates, openings, and other points of access are shut, locked, and in a functioning state free of breaks or holes.
- (b) A property manager shall be required and be designated for each vacant property, vacant defaulted property, and vacant rental property that is not owned by an individual that resides in Cook County, Illinois.

- (c) Vacant property, vacant defaulted property and vacant rental property shall posted with the name and twenty-four (24) hour contact telephone number of the property manager or owner (if no property manager is required). The property manager/owner shall be available to be contacted by the Village Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m., legal holidays excepted. The sign shall be placed on the interior of a window facing the street to the front of the property, shall be no less than eighteen (18) inches by twenty-four (24) inches, and shall be legible from a distance of forty-five (45) feet. The posting shall be in substantially the same form and contain the following information:

**THIS PROPERTY IS [MANAGED/OWNED] BY \_\_\_\_\_  
AND IS INSPECTED ON A REGULAR BASIS. THE PROPERTY  
MANAGER CAN BE CONTACTED BY TELEPHONE AT \_\_\_\_\_.**

- (d) In the event an interior posting cannot be made visible as required above, the property shall be posted on the exterior at a location that is visible from the street to the front of the property line at all times, but not readily accessible to vandals. Exterior postings shall be constructed of and printed with weather-resistant materials.

6-21-9: VIOLATIONS: It shall be unlawful for any responsible party to violate any of the provisions of this article.

6-21-10: PENALTIES: Any responsible party violating any provision of this article shall, in addition to any applicable registration fee that may be required to be paid, be fined in an amount not less than one hundred dollars (\$100) nor more than one thousand dollars (\$1,000) for each violation. Each day a violation occurs or is permitted to continue shall constitute a new and separate offense. Violations of this article that concern different properties shall constitute separate offenses as to those properties and shall not be considered a single violation simply because the properties have the same mortgagee, owner, or landlord.

6-21-11: ADMINISTRATION: Violations of this article may be administered through the provisions of Chapter 15, Miscellaneous Regulations, Article 8, Administrative Adjudication of Non-Vehicular Regulations Violations, of the Municipal Code of Bridgeview, or by any other means permitted by law. Nothing in this article shall be interpreted to limit the remedies or penalties available to the Village.