

IMPACT FEE DISCOUNT APPLICATION

Submit this checklist with your Impact Fee Application and any additional documents required on the following pages to determine eligibility for the discount program.

A new development may be eligible for discount of up to 70% from impact fees assessed in accordance with Section Seven of the Kane County Impact Fee Ordinance (Ordinance No. 22-27), provided the following criteria are satisfied. **Developments using any of the discounts on this Application (also presented in Section Ten of the Ordinance) may not receive additional discounts through the Individual Assessment process.**

Available Discounts



MOBILITY OPTIONS DISCOUNT

New development may earn an impact fee discount of 10% by encouraging the use of alternative transportation modes.



MIXED-USE AND HIGHER-DENSITY DEVELOPMENT DISCOUNTS

Mixed-use development with residential and two or more qualifying non-residential land uses may be eligible for a 10% impact fee discount. Higher-density residential development may be eligible for an impact fee discount of up to 30%. To qualify for these discounts, the new development must meet at least one of the criteria for the Mobility Options Discount.



DOWNTOWN DEVELOPMENT DISCOUNT

New development located within a downtown area is eligible for an impact fee discount of up to 20%. The new development must be located on a redevelopment or infill site.



INDUSTRIAL DEVELOPMENT DISCOUNT

Industrial new development may receive an impact fee discount of up to 20% for locating on a redevelopment or infill site and including onsite railroad spur access, airport access for freight, or direct access to a state designated truck route.



SKILLED MANUFACTURING JOB CREATION DISCOUNT

New development that generates skilled manufacturing jobs can apply for an impact fee discount of up to 20%, depending on the number of new jobs created.



CHARITABLE ORGANIZATION DISCOUNT

Buildings solely owned and occupied by a 501(c)(3)-designated charitable organization may be eligible for up to a 100% discount. The discount is applied only on the traffic impact of the first 50 weekday PM peak hour trips generated by a site.

1. MOBILITY OPTIONS DISCOUNT

New development may earn a maximum discount of 10% by encouraging the use of alternative transportation modes.

CRITERIA

- 10% Discount** if the new development is within one-quarter mile walking distance from an existing Pace Suburban Bus route.
- 10% Discount** if the new development is within one-half mile walking distance from an existing Metra station.
- 10% Discount** if the new development is within one-half mile from a Transit Supportive Corridor.
- 10% Discount** if the new development is within one-half mile from a local or regional greenway or bicycle trail. The greenway or bicycle trail shall be depicted on the [Kane County Bike Map](#) or Chicago Metropolitan Agency for Planning (CMAP) [Regional Greenways and Trails Plan Map](#).

SUBMITTAL REQUIREMENTS

With submittal of this Application, the Applicant must provide the following documents in PDF format or as a hard copy:

- ✓ A vicinity map showing the location of new development relative to the existing Pace Suburban Bus route, Metra station, Transit Supportive Corridor, or bicycle facility. The map shall detail the spacing distance between the new development and the alternate transportation option(s).

2. MIXED-USE AND HIGHER-DENSITY DEVELOPMENT DISCOUNTS

Mixed-use and higher-density residential developments can earn additional impact fee discounts. To qualify for these discounts, the new development must meet at least one of the four Mobility Options Discount criteria.

CRITERIA

- 10% Discount** for Mixed-Use Developments with a residential use and at least two (2) of the following land uses incorporated. Accessory uses within a principle use may not be counted as a separate use. Check all non-residential uses included within the Mixed-Use Development.

- Parks
- Forest preserves
- Community or civic centers
- Recreation facilities
- Schools or daycare centers
- Libraries
- Places of worship
- Post offices
- Convenience stores

- Laundry/dry cleaners
- Neighborhood retail centers
- Restaurants
- Pharmacies
- Grocery stores
- Banks
- Medical/dental offices or hospitals
- General offices



- Up to a **30% Discount** for Residential Density where the residential new development provides an average density of at least 7 units per acre. Where the Residential Density Discount is applied, the new development shall not be eligible for the Mixed-Use Development Density Discount. Check the appropriate density category.
 - 10% Discount** for an average residential density of at least 7 units per acre and no more than 14 units per acre.
 - 20% Discount** for an average residential density of at least 15 units per acre and no more than 28 units per acre.
 - 30% Discount** for an average residential density greater than 29 units per acre.

SUBMITTAL REQUIREMENTS

With submittal of this Application, the Applicant must provide the following documents in PDF format or as a hard copy:

Mixed-Use Discount

- ✓ A scaled site plan indicating the size and location of all non-residential trip generators included in the Mixed-Use Development. The site plan shall be consistent with the site specific development approval.

Residential Density Discount

- ✓ A scaled site plan indicating the residential development (location and unit count), gross floor area of non-residential uses, land area of the new development, and calculated residential density.
- ✓ A plat of subdivision showing the total area encompassed by the new development. The plat of subdivision shall be consistent with the site specific development approval.

3. DOWNTOWN DEVELOPMENT DISCOUNT

Development located within a downtown area is eligible for an impact fee discount of up to 20%.

CRITERIA

- 20% Discount** for new development located on an infill or redevelopment site defined in a municipally-adopted downtown subarea, comprehensive plan, or within an established downtown Tax Increment Finance (TIF) district.

SUBMITTAL REQUIREMENTS

With submittal of this Application, the Applicant must provide the following documents in PDF format or as a hard copy:

- ✓ A scaled vicinity map showing the new development site clearly outlined relative to a downtown subarea, comprehensive plan, or downtown TIF district boundary.

4. INDUSTRIAL DEVELOPMENT DISCOUNT

Industrial new development meeting specific criteria may receive an impact fee discount of up to 20%.

CRITERIA

- 10% Discount** for new development located on a redevelopment or infill site.
- 10% Discount** for onsite railroad spur access, airport access for freight, or direct access to a state designated truck route.

SUBMITTAL REQUIREMENTS

With submittal of this Application, the Applicant must provide the following documents in PDF format or as a hard copy:

- ✓ A scaled vicinity map showing the new development site clearly outlined as a redevelopment or infill site.
- ✓ A scaled site plan or vicinity map, as appropriate, demonstrating railroad spur access, airport access, or direct truck route access.

5. SKILLED MANUFACTURING JOB CREATION DISCOUNT

New development that generates skilled manufacturing jobs can apply for an impact fee discount of up to 20%. Only new development categorized as Light Industrial/Industrial Park (or a closely-related land use category on the Impact Fee Schedule) is eligible to receive this discount. Any new development within the Speculative Industrial category on the Impact Fee Schedule is not eligible for this discount. Skilled manufacturing jobs are defined and classified as follows:

- Highly trained, educated, or experienced employees that can complete more complex mental or physical tasks on the job.
- Often specialized and may require a prolonged period of training and experience.
- Skills in science, technology, engineering, and math (STEM) are essential in many industries.

CRITERIA

- 10% Discount** for 1-100 jobs created; or
- 20% Discount** for 101 or more jobs created

SUBMITTAL REQUIREMENTS

With submittal of this Application, the Applicant must provide the following documents in PDF format or as a hard copy:

- ✓ Written verification of estimated job creation from the permitting agency or municipality, local economic development organization, or local workforce development board.

6. CHARITABLE ORGANIZATION DISCOUNT

Buildings solely owned and occupied by a 501(c)(3)-designated charitable organization may be eligible for up to a 100% discount in the impact fee assessed. The discount is applied only on the traffic impact of the first 50 weekday PM peak hour trips generated by a site. Please refer to Section Three of the Procedure Manual for more detail regarding calculating this discount.

CRITERIA

- If the total traffic generated by the site, including traffic generated by any existing buildings and new development, is less than or equal to 50 weekday PM peak hour trips, the new development shall receive a **100% discount** on gross impact fee.
- If the traffic generated on the site prior to construction of the new development is less than or equal to 50 weekday PM peak hour trips, but the total site traffic including the new development is greater than 50 weekday PM peak hour trips, the new development shall receive an impact fee **discount calculated using a formula**. Please refer to Section Three of the Procedure Manual for the most current formula.
- If the traffic generated on the site prior to construction of the new development is greater than 50 weekdays PM peak hour trips, **no discount** for charitable organizations shall be applied.

SUBMITTAL REQUIREMENTS

With submittal of this Application, the Applicant must provide the following documents in PDF format or as a hard copy:

- ✓ A copy of the charitable organization's most recent IRS determination letter.
- ✓ A letter from the organization's chief executive officer stating that the new development will be solely owned and occupied by the charitable organization.
- ✓ Trip generation estimate for the new development, prepared by a Professional Traffic Operations Engineer (PTOE) licensed in the state of Illinois.

Discount Application Process

In order to receive the impact fee discounts described in this checklist and in Section Ten of the Impact Fee Ordinance, the Applicant shall submit a completed Impact Fee Discount Application, including relevant submittal requirements as defined on the previous pages, to the Division of Transportation Impact Fee Manager.

Within fifteen (15) working days from the receipt of the Impact Fee Discount Application, the County Engineer shall determine if all pertinent information has been provided by the Applicant.

- If the County Engineer determines that additional documentation is required, the County Engineer shall send a written statement to the Applicant specifying the deficiencies. Until the deficiencies are corrected, the County shall take no further action on the Impact Fee Discount Application.
- When the County Engineer determines that the Application is complete, the County Engineer shall draft an Impact Fee Payment Agreement for the review and approval of the Applicant pursuant to Section Twelve of the Impact Fee Ordinance (Ordinance No. 22-27).