

STATE OF ILLINOIS    )  
                                  ) SS  
COUNTY OF DEKALB    )

**ORDINANCE 2023-011**

**AN ORDINANCE AMENDING THE COUNTY RECORDING FEE SCHEDULE FOR A STATE INCREASE TO THE RENTAL HOUSING SUPPORT PROGRAM SURCHARGE**

WHEREAS, the Illinois General Assembly has enacted Public Act 102-1135 effective July 1, 2023, amending Sections 3-5018 and 3-5018.1 of the Counties Code (55 ILCS 5/3-5018 and 5018.1) to require the recorder to increase the Rental Housing Support Program State (“RHSP”) surcharge for the recordation of any real estate-related document from nine dollars (\$9) to eighteen dollars (\$18); and

WHEREAS, under both the traditional fee and the predictable fee schedules provided for under Sections 3-5018 and 3-5018.1, respectively, of the Counties Code, the DeKalb County Recorder currently collects a nine-dollar (\$9) Rental Housing Support Program State surcharge fee for the recordation of any real estate-related document, and it is submitted monthly to the Department of Revenue for deposit in the Rental Housing Support Program Fund; and

WHEREAS, the County Board may, by Ordinance, increase the RHSP fee to eighteen dollars (\$18) as required by Sections 5/3-5018 and 3-5018.1 and collect such increased fees for the recordation of any real estate-related document; and


WHEREAS, the Finance & Administration Committee of the DeKalb County Board has reviewed and recommends approval of charging the eighteen-dollar (\$18.00) RHSP fee; and


NOW, THEREFORE BE IT ORDAINED, that the County Board hereby approves the Recorder charging a RHSP surcharge fee in the amount of eighteen-dollars (\$18.00) except no such fee shall be collected from any State agency, any unit of local government or any school district; and

IT IS FURTHER ORDAINED, that the increase in the amount of RHSP fee charged for the recordation of any real estate-related document shall take effect on July 1, 2023 and to reflect the above amendments and to update the Recording Fee Schedule as indicated on Exhibit A, attached hereto.

PASSED THIS 19TH DAY OF APRIL, 2023 AT SYCAMORE, ILLINOIS.

ATTEST:

  
\_\_\_\_\_  
Tasha Sims  
DeKalb County Clerk



SIGNED:

  
\_\_\_\_\_  
Suzanne Willis, Chair  
DeKalb County Board

**TASHA SIMS**  
**DEKALB COUNTY CLERK & RECORDER**  
 110 EAST SYCAMORE STREET, SYCAMORE, ILLINOIS 60178  
 815-895-7156

**PREDICTABLE FEE SCHEDULE – EFFECTIVE~JULY 1, 2023**

55 ILCS 5/3-5018.1

HB3878 - RHSP FEE INCREASE FROM \$9.00 TO \$18.00

**Standard Documents** **\$74.00**

**Nonstandard Documents**

Documents referencing 6 or more tax Parcel Identification Numbers (PIN) **\$94.00**

Documents referencing 6 or more recorded document numbers **\$94.00**

Documents not conforming as in paragraphs 1 through 5 below: **\$94.00**

1. The document shall consist of one or more individual sheets measuring 8.5 inches by 11 inches, not permanently bound and not a continuous form. Graphic displays accompanying a document to be recorded that measure up to 11 inches by 17 inches shall be recorded without charging an additional fee.
2. The document shall be legibly printed in black ink, by hand, type or computer. Signatures and dates may be in contrasting color (black or blue) if they will reproduce clearly.
3. The document shall be on white paper of not less than 20-pound weight and shall have a clean margin of at least one-half inch on the top, the bottom and each side. Margins may be used for non-essential notations that will not affect the validity of the document, including but not limited to form number, page numbers and customer notations.
4. The first page of the document shall contain a blank space, measuring at least 3 inches by 5 inches, from the upper right-hand corner.
5. The document shall not have an attachment stapled or otherwise affixed to any page (Pages may be staple together).

**Plat (Subdivision & Condo) Maximum Size: 30" X 36", original with 5 signed paper copies** **\$112.00**

**State of Illinois or Federal Government (additional names \$1.00 each)** **\$11.00**

**Uniform Commercial Code (UCC)**

[www.cyberdriveillinois.com](http://www.cyberdriveillinois.com) for forms

UCC Filing \$71.00  
 UCC Search \$10.00 per Debtor name  
 UCC Copy \$1.00 per page

Termination \$56.00 for 1 name  
\$5.00 for each additional name

*NO AGRICULTURAL UCC / EXCEPT FOR TERMINATIONS*

**Copy Fees**

Each Page \$1.00  
 Certified Copy - Same as current recording fee

Plats & Maps \$5.00  
 Certified Plats & Maps \$10.00

**Military (DD 214)**

Recording Fee / Certified Copies No Charge