

**AN ORDINANCE REGARDING BUSINESS LICENSING FOR
VIRTUAL OFFICE AND COWORKING TENANTS
AND THE RENEWAL OF BUSINESS LICENSES**

WHEREAS, the City of Rolling Meadows, as a home rule unit of local government as provided by Article VII, Section 6(a) of the Illinois Constitution of 1970, has the authority to exercise any power and perform any function pertaining to its government and affairs including the power to regulate for the protection of the public health, safety, morals, and welfare; and

WHEREAS, businesses commonly known as “virtual offices” and “coworking spaces” operate within the City and provide office space for individual and small business tenants; and

WHEREAS, in order to approve the City’s business climate and the efficiency of its regulations, the City desires to exempt these tenants from obtaining separate City business licenses, which are duplicative of the business license issued to the virtual office or coworking space as a whole; and

WHEREAS, the City also desires to clarify when late fees are payable for business licenses; and

WHEREAS, the Corporate Authorities of the City of Rolling Meadows have determined that it is in the best interest of the City to amend the Municipal Code in the manner set forth herein.

**NOW, THEREFORE, BE IT ORDAINED by the City Council of the
City of Rolling Meadows, Illinois:**

Section 1: The recitals set forth above are incorporated herein by reference.

Section 2: Section 22-39, entitled "Renewal of license or permit", is hereby amended to read as follows [additions are **bold and double-underlined**; deletions are ~~struck through~~]:

** * *

- (b) Any business failing to properly renew their license by ~~June 30th~~ **January 1** each year will be assessed a 100 percent late fee. If the city's finance department does not receive the payment by ~~July~~ **January** 15~~th~~ of each renewal year, the finance director is authorized to seek satisfaction of the outstanding obligation through the use of the services of a collection agency. The subject business will also be subject to prosecution for failure to renew their business license in accordance with the provisions of this chapter."

Section 3: Section 22-45, entitled "Licensed required; penalties", is hereby amended to read as follows [additions are **bold and double-underlined**; deletions are ~~struck through~~]:

- (a) It shall be unlawful for any person to engage in the business of a commercial establishment, business and/or commercial enterprise or activities as enumerated in appendix B to this Code without having first obtained a license therefor.

(1) **Exception (Coworking and Virtual Office Tenants):**
Where an “Office, Retail, Service, Wholesale” licensee is operating as a provider of small office space to a number of individual and small business tenants, commonly known as a “coworking space” or a “virtual office”, the license for said premises shall be deemed to authorize any tenant business activity classified as “Office, Retail, Service, Wholesale” operating therein without obtaining a separate license. Businesses who benefit from this exception may elect to voluntarily register with the City and receive a City business license after paying the fee provided in appendix B to this Code. This voluntary licensing fee shall not be reduced, refunded, or subject to any late fee or surcharge for failure to renew.

(b) Unless otherwise expressly provided, any person convicted of violating any section of this chapter or applicable section of this Code shall be punished in accordance with the schedule of rates, fees, fines and penalties as adopted by the city council from time to time and found in appendix B of this Code of Ordinances.”

Section 4: Section XII, entitled “Business licenses,” of Appendix B, entitled “Schedule of Rates, Fees, Fines and Penalties” of the Rolling Meadows Municipal Code is hereby amended to read as follows [additions are **bold and double-underlined**; deletions are ~~struck through~~]:

** * *

B. License Fee (section 22-44): The license fee shall be as set forth in the following schedule:

| | Annual Fee | New Business |
|---|------------|--------------|
| Office, Retail, Service, Wholesale | | |
| Single Person Office Space Rental < 500 sq. ft. (Office Hub) | \$25 | \$25 |
| <u>Voluntary registration for coworking and virtual office tenants.</u> | | |

* * *

Section 5: If any provision of this Ordinance or part thereof is held invalid by a court of competent jurisdiction, the remaining provisions of this Ordinance shall remain in full force and effect, and shall be interpreted, applied, and enforced so as to achieve, as near as may be, the purpose and intent of this Ordinance to the greatest extent permitted by applicable law.

Section 6: This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law.

[Signature page follows.]

PASSED AND APPROVED by the City Council of Rolling Meadows, Cook

County, Illinois this 9th day of May, 2023.

AYES: Reyez, Sanoica, McHale, O'Brien, Vinezeano, Bisesi

NAYS: 0

ABSENT: Budmats



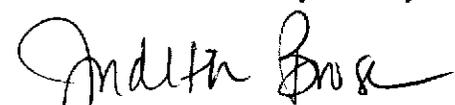
Joe Gallo, Mayor

ATTEST:



Judith Brose, Deputy City Clerk

Published this 12th day of May, 2023.



Judith Brose, Deputy City Clerk