

# City of Washburn 2024 FEE SCHEDULE

*Approved October 9, 2023 Effective January 1, 2024*

<b><u>ADMINISTRATIVE FEES</u></b>	<b>2024 Fees</b>	<b>2023 Fees</b>
<b>Driveway Permit</b> ( <i>Section 6-3-1(c), Code of Ordinances</i> ) No charge if applied for with building permit	\$50.00 if permeable surface is used ( <i>no charge if applied for with new construction</i> ) \$75.00 if impervious surface used	\$50.00 if permeable surface is used ( <i>no charge if applied for with new construction</i> ) \$75.00 if impervious surface used
<b>Encroachment (Obstruction) Permit (e.g. demolition)</b> ( <i>Section 6-2-5(c), Code of Ordinances</i> )	\$25.00	\$25.00
<b>Excavation Permit - Within Public R/W</b> ( <i>Section 6-2-3(g)(2), Code of Ordinances</i> ) Initial Permit Renewal Permit ( <i>Section 6-2-3(f), Code of Ordinances</i> )	\$75.00 + Bond \$50.00 + Bond	\$75.00 + Bond \$50.00 + Bond
<b>Fireworks Permit</b> ( <i>Section 7-5-1(c), Code of Ordinances</i> )	No Charge	No Charge
<b>Flea Market License</b> ( <i>Section 7-7-1, Code of Ordinances</i> ) License Fee Daily Fee	\$25.00 \$30.00	\$25.00 \$30.00
<b>Hydrant Use</b> ( <i>Tariff BW-1, PSCW</i> ) Fee Per Use Volume Charge	\$40.00 \$5.20/1,000 gallons	\$40.00 \$5.20/1,000 gallons
<b>Letters of Special Assessment</b> Prepaid by Requester (7 day response) If Billed Rush (Prepaid next day service)  Request for Updated SALs – 15 days-6 months after original request signature response date - \$10 After 6 months – full original fee	\$25.00 \$35.00 \$50.00	\$25.00 \$35.00 \$50.00
<b>Natural Lawn Permit</b> ( <i>Section 8-1-6(c), Code of Ordinances</i> ) Application Fee Annual License	\$50.00 \$25.00	\$50.00 \$25.00
<b>Non-Sufficient Fund Charge</b> ( <i>Sec 3-1-1, Code of Ordinances</i> )	\$30.00+ Collection Fees	\$30.00+ Collection Fees
<b>Public Records Requests</b> ( <i>Section 3-3-4(c), Code of Ordinances</i> ) Copying for paper records Letter, Legal and 11"x 17" paper Oversize Maps, plats, drawings, etc. Copying of non-paper records Record Search Deposit Record Search	\$0.25 / page Actual Cost Actual Cost \$20.00 Actual Cost	\$0.25 / page Actual Cost Actual Cost \$20.00 Actual Cost

<b>ADMINISTRATIVE FEES (cont'd)</b>	<b>2024 Fees</b>	<b>2023 Fees</b>
<b>Right of Way Permit Application (Section 6-2-3 (b), Code of Ordinances)</b>	\$75 Per site \$55 Per site of group of 50 or more \$45 Per site of group of \$100 or more	\$75 Per site \$55 Per site of group of 50 or more \$45 Per site of group of \$100 or more
<b>Septage Disposal</b> Annual License 1,500 gallon load 2,000 gallon load 4,000 gallon load Tests (if required)	\$25.00 \$20.00 \$25.00 \$35.00 Actual Cost	\$25.00 \$20.00 \$25.00 \$35.00 Actual Cost
<b>Sidewalk Replacement Permit (Section 6-2-2, Code of Ordinances)</b>	\$25 If Removal and Sand Provided	\$25 If Removal and Topsoil Provided
<b>Snow/Ice Removal Fees (Section 6-2-7(f), Code of Ordinances)</b>	Actual Cost	Actual Cost
<b>Solid Waste &amp; Recycling</b> Bins (Customer to Contact Republic Services for Replacement or Upgrade) Free Additional Recycling Container  Monthly Property Charge Spring and Fall Cleanup Charges Large Car Load Pickup Truck Load Larger Trailers Spring and Fall Special Charges Tires Car & Light Truck Semi Large tractor or grader White Goods Large Appliances (refrigerators) Small Appliances (microwave) Stoves, Water Heaters, Washers, Dryers Televisions Large (27" diagonal or greater) Small (Less than 27" diagonal) Wood Console TV/Projection TV Computers, Monitors, Scanners, Printers, tablets, desk copiers, printers/scanners VCR/DVD Players Car Batteries	\$75 Replacement \$3 mo-64 gal \$5 mo-96 gal  <b>\$13.25</b> \$10.00 \$20.00 \$30.00  \$5.00 each \$15.00 each \$30.00 each  \$20.00 \$20.00 \$10.00 \$40 \$25 \$50 \$15 \$5 No Charge	\$75 Replacement \$3 mo-64 gal \$5 mo-96 gal  \$12.75 \$10.00 \$20.00 \$30.00  \$5.00 each \$15.00 each \$30.00 each  \$20.00 \$20.00 \$10.00 \$40 \$25 \$50 \$15 \$5 No Charge
<b>Special Meetings at Request of 3<sup>rd</sup> Party</b> Council Board, Commission, or Authority Council Committee	<b>\$875.00</b> <b>\$525.00</b> <b>\$225.00</b>	\$560.00 \$360.00 \$200.00
<b>Storm Sewer Fee (monthly)</b> Residential Commercial Industrial Institutional Credit Application (Section 9-6-6 (e))	<b>\$5.50 per parcel</b> <b>\$50.77 per acre</b> <b>\$44.85 per acre</b> <b>\$50.77 per acre</b> \$25.00	\$5.25 per parcel \$48.46 per acre \$42.80 per acre \$48.46 per acre \$25.00

<b><u>ADMINISTRATIVE FEES (cont'd)</u></b>	<b>2024 Fees</b>	<b>2023 Fees</b>
<b>Street Privilege Permit</b> ( <i>Section 6-2-6 (c) Code of Ordinances</i> ) (e.g. moving building/house)(Also review building code fees)	\$25.00 + Costs	\$25.00 + Costs
<b>Street Use Permit</b> ( <i>Section 7-6-1 Code of Ordinances</i> ) (e.g. block party/parade)	\$25.00 + Costs	\$25.00 + Costs
<b>Vacation of Street/Alley Application</b> ( <i>Section 6-2-14(c), Code of Ordinances</i> ) ( <i>If special meeting is requested, special meeting charges apply</i> ) Alley Application Fee Street Application Fee	\$250.00 + 0.25 / sq. foot \$400.00 + 0.25 / sq. foot	\$250.00 + 0.25/sq. foot \$400.00 + 0.25/sq. foot

<b><u>BUILDING PERMIT FEES</u></b>	<b>2024 Fees</b>	<b>2023 Fees</b>
<b>Commercial &amp; Industrial</b> ( <i>Fees include electrical, plumbing, HVAC, driveway permits. Fee does not include required state UDC permits or building inspections, or erosion control permits</i> ) Minimum Fee New Construction ( <i>Fee calculation inclusive of all enclosed space</i> ). Additions ( <i>Fee calculation inclusive of all enclosed space</i> ) Remodeling ( <i>Fee includes electrical, plumbing HVAC, and structural changes</i> )	\$75.00 Minimum + \$0.05 per square foot Minimum + \$0.05 per square foot Minimum + \$0.10 per square foot	\$75.00 Minimum + \$0.05 per square foot Minimum + \$0.05 per square foot Minimum + \$0.10 per square foot
<b>Electrical</b> ( <i>Does not apply to new construction</i> ) Commercial/Industrial < 2000 square feet > 2000 square feet  Residential < 1500 square feet > 1500 square feet	\$50.00 \$75.00  \$25.00 \$35.00	\$50 \$75.00  \$25.00 \$35.00
<b>Erosion Control</b>	\$25.00	\$25.00
<b><u>BUILDING PERMIT FEES (cont'd)</u></b>	<b>2024 Fees</b>	<b>2023 Fees</b>
<b>Failure to Acquire Proper Permit</b>	Double the Fee	Double the Fee
<b>Flatwork</b> of any kind of material (walkway, patio, parking lot) (Driveways are listed under Administrative Fees)  (No square footage fee listed)	\$25.00 if permeable surface is used ( <i>no charge if applied for with a new construction building permit</i> ) \$50.00 if impervious surface is used	\$25.00 if permeable surface is used ( <i>no charge if applied for with a new construction building permit</i> ) \$50.00 if impervious surface is used

<b>Heating, Ventilating, &amp; Air Conditioning</b> (Does not apply to new construction) Commercial/Industrial < 2000 square feet > 2000 square feet  Residential < 1500 square feet > 1500 square feet	\$50.00 \$75.00  \$25.00 \$35.00	\$50.00 \$75.00  \$25.00 \$35.00
<b>Moving Building</b> (\$1,000 Bond Required and Insurance)15-1-13 (e) &(f) (Also review administrative fees)	\$100.00	\$100.00
<b>Occupancy Permit</b> Occupy prior to permit Final Permit	\$100.00 per day No Charge	\$100.00 per day No Charge
<b>Plumbing</b> (Does not apply to new construction) Commercial/Industrial < 2000 square feet > 2000 square feet Residential < 1500 square feet > 1500 square feet	\$50.00 \$75.00  \$25.00 \$35.00	\$50.00 \$75.00  \$25.00 \$35.00
<b>Ponds</b>	\$50 (for all - new and enlargements)	\$50 (for all - new and enlargements)
<b>Razing or Demolition</b> Minimum Lateral sealing inspection fee if connected to utilities	\$25.00 \$25.00	\$25.00 \$25.00
<p style="text-align: center;"><b>Residential 1 &amp; 2 Family</b></p> <b><u>New Construction: Minimum Fee</u></b> Fees include electrical, plumbing, HVAC, driveway permits Fee doesn't include inspection fee required of Wisconsin Dept. of Commerce or erosion control permits.  <b><u>Square Footage</u></b> Fee calculation inclusive of all enclosed space on all floor levels including basements, garages, and enclosed porches.  State Inspection Agency State Seal  <b><u>Additions and Accessory Structures Under 300 square feet</u></b> Includes all decks and major alterations to foundations, structural repairs, adding basement windows.  <b><u>Additions and Accessory Structures over 300 square feet</u></b> Fee calculation inclusive of all enclosed space on all floor levels including basements, garages, and enclosed porches.  <b><u>Remodel/Alterations</u></b>	\$50.00   \$0.05 per square foot  As Determined by State As Determined by State  \$50.00  Minimum (\$50.00) + \$0.10 per square foot  \$25.00	\$50.00   \$0.05 per square foot  As Determined by State As Determined by State  \$50.00  Minimum (\$50.00) + \$0.10 per square foot  \$25.00

<b><u>BUILDING PERMIT FEES (contd)</u></b>	<b>2024 Fees</b>	<b>2023 Fees</b>
<b>Roofing</b>	\$25	\$25
<b>Siding</b>	\$25	\$25
<b>Renewal</b>	50% of original fee up to \$50	50% of original fee up to \$50

<b><u>ZONING/LAND DIVISION FEES</u></b> (*Indicates fee to be paid at time of application)	<b>2024 Fees</b>	<b>2023 Fees</b>
<b>Antennas (Other than new or modified mobile service)</b> Application Annual permit	\$100.00 \$50.00	\$100.00 \$50.00
<b>Placement of new mobile service facility on existing support structure; no new construction or substantial modification of support structure required</b>	\$500	\$500
<b>New or substantial modification of mobile service support structures and facilities</b>	\$3,000	\$3,000
<b>Board of Appeals Application (Administrative Appeal and Variance) *</b> <i>(If special meeting is requested, special meeting charges apply)</i>	\$300.00 (all)	\$300.00 (all)
<b>Conditional Use / Special Use Permit &amp; Home Occupation * -</b> <i>(Section 15-1-15, Code of Ordinances) (If special meeting is requested, special meeting charges apply)</i>	\$150.00	\$150.00
<b>Certified Survey Map Review and Amendments * (14-1-90)(g)</b>	\$25.00	\$25.00
<b>Fences (No permit required)</b>	\$0	\$0.00
<b>Fill Permit (Section 13-7-231 through 240)</b> Original Application Fee Renewal Fee	\$100 + Actual Cost \$25	\$100 + Actual Cost \$25
<b>Planned Development District*(Section 13-1-7-21 through 37), Code of Ordinances) (If special meeting is requested, special meeting charges apply)</b> Step One Step Two 0 - 5 Acres 5 - 10 Acres 10 - 20 Acres 20 - 30 Acres Over 30 Acres Developer Initiated Revisions	\$150.00 \$500.00 \$750.00 \$900.00 \$1,200.00 \$2,000.00 \$750.00	\$150.00 \$500.00 \$750.00 \$900.00 \$1,200.00 \$2,000.00 \$750.00
<b>Re-Inspection Fee/Additional Site Visit (Applies for all building and zoning matters)</b>	\$50.00	\$50.00

<b>ZONING/LAND DIVISION FEES (contd)</b> (*Indicates fee to be paid at time of application)	<b>2024 Fees</b>	<b>2023 Fees</b>
<b>Roadside Stands</b> (Temporary)	\$30.00	\$30.00
<b>Sign Permit</b> ( <i>Section 13-1-18, Code of Ordinances, Washburn, Wisconsin</i> ) ( <i>Temporary signs- flat fee only</i> )	\$15.00 + \$2.00 per square foot	\$15.00 + \$2.00 per square foot
<b>Site Plan Review and/or Architectural Review*</b>	\$50	\$50
<b>Subdivision/Plat/Replat, Preliminary and Final *</b> ( <i>14-1-90)(e)&amp;(f)</i> )	\$200 + \$5 per lot	\$200 + \$5 per lot
<b>Swimming Pools</b> (Above Ground)	\$50.00	\$50.00
<b>Swimming Pools</b> (In Ground)	\$50.00	\$50.00
<b>Zoning Ordinance, Map Amendment, Comprehensive Plan *</b> ( <i>If special meeting is requested, special meeting charges apply</i> )	\$200.00	\$200.00
<b>Zoning Permit (general)</b>	\$25	\$25
<b>Special Exceptions</b>	\$50	\$50

<b><u>CEMETERY FEES</u></b>	<b>2024 Fees</b>	<b>2023 Fees</b>
<b>Cemetery Interment Fees</b>		
April 16 - November 14		
Casket		
8 AM - 2 PM (Monday - Friday)	\$350.00	\$350.00
After-hours, Holidays, Weekends	\$500.00	\$500.00
Cremains		
8 AM - 2 PM (Monday - Friday)	\$250.00	\$250.00
After-hours, Holidays, Weekends	\$400.00	\$400.00
Additional Remains in Plot	\$100.00	\$100.00
November 15 - April 15		
Casket		
8 AM - 2 PM (Monday - Friday)	\$1,000.00	\$1,000.00
After-hours, Holidays, Weekends	\$1,200.00	\$1,200.00
Cremains		
8 AM - 2 PM (Monday - Friday)	\$850.00	\$850.00
After-hours, Holidays, Weekends	\$1,100.00	\$1,100.00
<b>Cemetery Lot Sales</b>	\$600.00	\$600.00
<b>Cemetery Disinterment</b>		
(Only undertaken Monday - Friday 8 AM - 2 PM)		
Deposit to be paid in advance (April 16 - Nov. 14)	\$500	\$500
Deposit to be paid in advance (Nov. 15 - April 15)	\$750	\$750
Disinterment Charge	City=s Actual Cost	City=s Actual Cost
<b>Vault Storage Fee</b>	\$50	\$50

<b><u>EMERGENCY SERVICE FEES</u></b>	<b>2024 Fees</b>	<b>2023 Fees</b>
<b>Accident Reports</b> If picked up at office If mailed	\$3.00 \$5.00	\$3.00 \$5.00
<b>Alarm Response (False) (Section 5-4-9(c)(1), Ordinances)</b> Police First and Second Response Third Response Fourth Response Fifth Response Sixth and Subsequent Response Fire First and Second Response Third Response	No Charge \$50.00 \$75.00 \$100.00 \$150.00 No Charge \$200.00	No Charge \$50.00 \$75.00 \$100.00 \$150.00 No Charge \$200.00
<b>Ambulance Service Fees</b> Resident - Base Rate Non-resident (Outside Service Area)- Base Rate Mileage Rate Intercepts No Transport (One Free Per Year) Use of Rescue Sled Special Events Within Service Area such as Washburn Schools Athletic Events Special Events Outside Service Area Standby Rate per event Disposables	\$875 \$925 \$13/mile As Determined by AFD \$200.00 \$450.00 Negotiable As Determined By Council \$200.00 None	\$875 \$925 \$13/mile As Determined by AFD \$150 \$400.00 Negotiable As Determined By Council \$150.00 None
<b>Paper Service (Within City of Washburn)</b>	\$25.00	\$25.00
<b>Property Impound Fees (Daily Rate)</b> Auto, Truck, Van, Boat, Camper, or similar vehicle	\$30.00	\$30.00
<b>Violation of Weight Limits (Ordinance Section 6-2-14(c))</b>	Actual Cost	Actual Cost

<b><u>RECREATION FEES</u></b>	<b>2024 Fees</b>	<b>2023 Fees</b>
<b>Any Building Use</b> Room Rental	\$50.00 + \$50 Cleaning Deposit	\$50.00 + \$50 Cleaning Deposit
<b>Boat Launch Fees</b>	Daily Fee: \$10.00 Annual Fee: \$75.00	Daily Fee: \$10.00 Annual Fee: \$75.00
<b>Boat Mooring Fees (West End Park – For Campers Only) 12-1-10</b>	Daily Fee: \$5.00 Weekly Fee: \$25.00 Monthly Fee: \$100.00	Daily Fee: \$5.00 Weekly Fee: \$25.00 Monthly Fee: \$100.00
<b>Commercial Use of Non-motorized Vessels on City Property {Ordinance 7-11-6 (a)(2)}</b>	\$750 Monthly \$200 Seven Day (Nonconsecutive) \$50	\$750 Monthly \$200 Seven Day (Nonconsecutive) \$50

<b>RECREATION FEES (contd)</b>	<b>2024 Fees</b>	<b>2023 Fees</b>
<b>Camping Fees</b>		
Dump Station Fee (Non Campers)	\$10.00	\$10.00
Shower (3 minutes)	\$.75	\$.75
Group Reservations (May, June, September, October)	75% of Regular Fee	75% of Regular Fee
Memorial Park (Season May 15 <sup>th</sup> to October 15 <sup>th</sup> )		
West End Park (Season April 15 <sup>th</sup> - October 15 <sup>th</sup> )		
Overnight		
Electric	\$35.00	\$35.00
Premium Site (regardless of electric)	\$45.00	\$45.00
Weekly		
Electric	\$210.00	\$210.00
Premium Site (regardless of electric)	\$270.00	\$270.00
Overflow area parking per vehicle or camping unit	\$30	\$30
Seasonal Campsites		
Campsite Deposit - to hold site (Refundable)	\$250.00	\$250.00
Security Deposit (Refundable)	\$150.00	\$150.00
Memorial Park (May 15 <sup>th</sup> to Oct. 15 <sup>th</sup> - 152 Days)	\$2,926.00	\$2,926.00
West End Park (April 15 <sup>th</sup> to Oct. 15 <sup>th</sup> - 182 Days)	\$3,503.00	\$3,503.50
<b>Park Pavilion Rentals</b>		
Memorial and West End Parks	\$25.00	\$25.00
Pavilion Deposit	\$25.00	\$25.00
<b>Park Fees (Exclusive Use)</b>	As determined by Council	As determined by Council
<b>Recreation Fees</b>		
After hours of use facilities	\$25.00/hr.	\$25.00/hr.
Skate Rental	\$0.25 / pair	\$0.25 / pair

<b>MISCELLANEOUS FEES AND TAXES</b>	<b>2024 Fees</b>	<b>2023 Fees</b>
<b>Accommodation Tax</b> ( <i>Section 3-4-2, Code of Ordinances</i> )		
Room Tax	6.50%	6.50%
Accommodations Permit (Section 3-4-2 (c))	\$5.00	\$5.00
Failure to File Return (Section 3-4-2(h))	Tax + 10%	Tax + 10%
Penalty interest on unpaid taxes (Section 3-4-2(i))	1%/Month	1%/Month
Delinquent Return Penalty (Section 3-4-2 (j))	\$25 + 25%	\$25 + 25%
Fraudulent Return Penalty (Section 3-4-2(l)) – General Penalty	Standard Citation	Standard Citation
Short-Term Rental License (7-11-6)	\$150	\$150
<b>Marina Slip Transfer</b>	\$130	\$130
<b>Removal of Dangerous Trees</b>		
From Private Property ( <i>Section 6-4-9(a), Code of Ordinances</i> )	Actual Cost + 5% administrative charge	Actual Cost + 5% administrative charge
<b>Special Assessments</b> ( <i>Section 3-2-3, code of Ordinances</i> )	As Determined by Council	As Determined by Council
<b>Water and Sewer Connection Fees</b>		
Street Opening Permit ( <i>Section 6-2-3</i> )	\$10	\$10
Street Repaving Deposit ( <i>Section 6-2-4</i> )	\$1200	\$1200
Sewer Connection Fee ( <i>Section 9-2-5</i> ) <i>Does not apply when specially assessed for service previously.</i>	\$800	\$800
Inspection Fee	\$100	\$100



<b><u>LICENSE FEES</u></b>	<b>2024 Fees</b>	<b>2023 Fees</b>
<b>Adult Oriented Establishment License</b> ( <i>Section 7-9-1, Code of Ordinances, Washburn, Wisconsin</i> )		
Application Fee	\$1,000.00	\$1,000.00
Annual License	\$750.00	\$750.00
<b>Alcoholic Beverage Licenses</b> ( <i>Section 7-2-5, Ordinances</i> )		
Beer		
Retail Class "A"	\$110.00	\$110.00
Retail Class "B"	\$100.00	\$100.00
Temporary Event Class B Includes Wine	\$10.00 per event	\$10.00 per event
Liquor		
Retail "Class A" (No charge for Cider)	\$350.00	\$350.00
Retail "Class B"	\$450.00	\$450.00
Retail "Class C" Wine	\$100.00	\$100.00
Provisional Retailers License	\$15	\$15
Publication Fee for Liquor/Beer Licenses	Actual Cost	Actual Cost
Extension of Premises	\$0	\$0
Operator's License		
Two Year (Includes Provisional if Desired)	\$35.00	\$35.00
Wholesaler's (Beer)	\$50.00	\$50.00
Publication Fees for Wholesaler's License	\$50.00	\$50.00
<b>Arcade Fee (Annual)</b>	\$250.00	\$250.00
<b>Chicken Raising Permit</b> ( <i>Section 7-1-26, Code of Ordinances</i> )	\$75.00	\$75.00
<b>Cigarette License</b> ( <i>Section 7-3-1, Code of Ordinances</i> )	\$50.00	\$50.00
<b>Direct Sellers Permit</b> ( <i>Section 7-4-4</i> )		
Application fee ( <i>Section 7-4-4(c)</i> )	\$75.00	\$75.00
Homecoming & Brownstone Days ( <i>Section 7-4-4 (d)</i> )	\$5.00	\$5.00
All other special events ( <i>Section 7-4-4 (d)</i> )	\$50.00	\$50.00
<b>Dog Licenses</b> ( <i>Section 7-1-3(a)(3), Code of Ordinances</i> )		
Spayed/Neutered	\$6.00	\$6.00
Unspayed/non-neutered	\$16.00	\$16.00
Late Fee ( <i>Section 7-1-4 Code of Ordinances</i> )	\$5.00	\$5.00
Kennel License ( <i>Section 7-1-3(b)(1) Code of Ordinances</i> )		
Up to 12 Dogs	\$60.00	\$60.00
Fee for each additional dog	\$3.00	\$3.00
<b>Duplicate Copy Of An Existing License</b>	\$15.00	\$15.00
<b>Trailer/Mobile Home Court License</b>		
Initial Application	\$750.00	\$750.00
Annual License	\$500.00	\$500.00