

RESOLUTION NO. 2866

**RESOLUTION TO ADOPT A REVISED FEE SCHEDULE
FOR THE CITY OF ST. FRANCIS**

WHEREAS, the City of St. Francis issues a wide range of permits and provides a wide range of services for which a fee is required to be paid under the City of St. Francis Code of Ordinances; and

WHEREAS, from time to time, the Common Council approves a Fee Schedule to establish the costs to be collected for the issuance of such permits and the performance of such services; and

WHEREAS, in accordance with the requirements of Wis. Stat. § 66.0628, City Staff periodically reviews the fees imposed by the City to ensure that they bear a "reasonable relationship" to the City's reasonable direct costs to provide the permit or service; and

WHEREAS, City Staff has reviewed the current Fee Schedule and has proposed certain, specific revisions to ensure that said Fee Schedule reflects the City costs of providing the permits and services provided for therein.

NOW, THEREFORE, the Common Council of the City of St. Francis, Wisconsin do ordain as follows:

SECTION 1. IT IS HEREBY RESOLVED that the Fee Schedule dated March 4, 2025 attached hereto and incorporated by reference is hereby **ADOPTED** for all purposes.

SECTION 2: SEVERABILITY. The several sections of this Resolution are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision and shall not affect the validity of any other provisions, sections or portions thereof of the Resolution. The remainder of the Resolution shall remain in full force and effect. Any other resolutions whose terms are in conflict with the provisions of this Resolution are hereby repealed as to those terms that conflict.

SECTION 3: EFFECTIVE DATE. This Resolution shall take effect immediately upon passage and publication as provided by law.

Passed and adopted at a regular meeting of the Common Council of the City of St. Francis this 4th day of March 2025.

City of St. Francis

/s/Ken Tutaj

Mayor

ATTEST:

/s/Anne B. Uecker, MMC/WCPC

City Clerk/Treasurer

**City of St. Francis
FEE SCHEDULE**

| BUILDING/ZONING CODE INSPECTION & PERMIT FEES | |
|---|---|
| PLAN EXAMINATIONS | |
| BUILDING | |
| One & two family | \$300 |
| Apartment, three family, row housing, multiple family | \$350 plus \$25 per unit |
| Commercial/industrial alterations & additions | \$300 |
| Additions to one & two family dwellings | \$80 |
| Alterations to one & two family dwellings | \$60 |
| Accessory buildings - 120 sq. ft. or greater | \$60 |
| Minimum fee for electrical plan review | \$150 |
| Swimming pool, fences, chicken coops | \$60 |
| Heating plans, lighting & energy (calcs. submitted separately) | \$150 |
| PRIORITYPLANREVIEW(2days) | DOUBLE FEE |
| Re-submission of previously approved plans | \$50 |
| Special inspections & reports (includes after hours) | \$200 |
| Automatic fire sprinkler fees | Contact Fire Department (414) 483-4424 |
| Any work in right-of-way | See Engineer Department Permits |
| ZONING | |
| Preliminary Plat/CSM Filing Fee | \$250 |
| Zoning maps | \$20 |
| CD or flash drive copies of zoning code | \$20 |
| Zoning letters or report | \$200 |
| Zoning letters or report | \$100 |
| Aesthetic Control Board hearings - single family | \$50 |
| Aesthetic Control Board hearings - multi-family | \$300 |
| Zoning Board of Appeals – Appeal/Variance Request | \$500 |
| Change of Zoning Application Fee | \$750 |
| Change of Comprehensive Plan Application Fee | \$1000 |
| Planned Unit Development change of zoning/special use | \$750 |
| Off-Street Parking Reduction Request Review | \$500 |
| BUILDING FEES | |
| Inspections (minimum per inspection) - residential | \$60 |
| Inspections (minimum per inspection) - commercial | \$75 |
| Residence - one & two family and attached garage | \$.35 / sq. ft. |
| Service fee for Time Extension (6 month extension max.) | 1/4 of original fee (6 months extension maximum) |
| Residence & apartments - three family & over, row housing, multiple family dwellings, institutional | \$.50/ sq. ft. |

| | |
|---|---|
| Residence addition | \$.35 /sq. ft. |
| Local Business/ Office Buildings (& additions therein) | \$12/1000 valuation |
| Manufacturing or industrial (& office areas of local businesses, office buildings and additions therein) | \$12/1000 valuation |
| Agricultural buildings, detached garages, accessory buildings | \$12/1000 valuation |
| Re-inspections | \$100 |
| PENALTIES | |
| Penalties - Failure to call for Final Inspection | \$100 |
| Penalties - Second Offense | \$200 |
| Penalties - Third Offense | \$300 |
| Penalties - Failure to obtain permit before work has started | QUADRUPLE FEE |
| Penalties - Subsequent Offenses | QUADRUPLE FEE |
| Penalties - Work not ready at time of scheduled inspection | \$100 |
| PERMITS | |
| Wisconsin uniform building permit seal | State charge plus \$60 |
| Occupancy permit - residential | \$100 per unit |
| Occupancy permit - business, commercial, industrial | \$205 |
| Spas | \$60 minimum (\$12 per \$1000) |
| Decks & sheds, covered porches | \$60 |
| Erosion control fees - one & two family lots | \$160 per lot |
| Erosion control fees - multi-family | \$300 per bldg. plus \$5/100 sq. ft. of disturbed area (\$2120 maximum) |
| Erosion control fees - commercial lots | \$300 per bldg. plus \$5/100 sq. ft. of disturbed area (\$2120 maximum) |
| Erosion control fees – institutional lots | \$300 per bldg. plus \$5/100 sq. ft. of disturbed area (\$2120 maximum) |
| Erosion control fees - other | \$60 minimum |
| Residing, reroofing, trim - residential | \$12 / \$1000 valuation |
| Residing, reroofing, trim – commercial | \$12/\$1000 valuation |
| Chicken permit | \$40 |
| Signs (per side) | \$100 (minimum \$1.00/ sq. ft.) |
| Start of construction footings & foundations - multi-family, industrial & commercial | \$265 |
| Start of construction footings & foundations - one & two family | \$200 |
| All other buildings, structures, alterations & repairs where square footage is not supplied | \$12 / \$1000 valuation |
| Heating, incinerator units, wood burning appliances & heat recovery ventilator, heat pumps & split HVAC units | \$60 per unit |
| Up to 150,000 Input BTUs | \$17 per 50,000 BTUs (\$800 Max) |
| Commercial/industrial exhaust hoods & systems | \$175 per unit |

| | |
|--|--|
| Heating and Air Conditioning Distribution Systems | \$1.90 per 100 sq. ft of Conditioned Area (\$50 Minimum) |
| Air conditioning, heat pumps & split HVAC units | \$60 per unit (up to 3 tons), add'l \$17 per ton or fraction (\$800 Maximum) |
| Permanently installed wall units | \$15 per unit |
| Moving buildings over public ways | \$300 minimum plus \$.10 / sq. ft. |
| Wrecking or Razing (fee Is waived if condemned) | \$80 minimum plus \$.10 per sq. ft. (\$800 Maximum) |
| ELECTRICAL FEES | |
| Minimum fee for plan review | \$150 |
| Minimum fee for any Permit | \$60 per permit |
| 0 to 1,000,000 cubic feet | \$1.25 per 1000 cubic feet |
| Over 1,000,000 cubic feet | \$1,000+ \$.75 per 1,000 cubic feet |
| 3 or more residences with 200 amp or larger service | \$1.50 per 100 square feet |
| Re-Inspection Fee | \$100 |
| Additional inspections. | \$50 - per hour - \$60.00 min |
| PENALTIES | |
| Failure to call for Final Inspection | \$100 |
| Failure to apply for permit prior to work | QUADRUPLE FEE |
| PERMITS | |
| Audible or visual Signal or Communication devices | \$0.50 per device |
| Automatic Heating Equipment, gas, oil, coal | \$10 per unit |
| Electric Lamp Signs | \$ 0.15 per Socket (\$10 min.) |
| Feeder or Subfeeder changes | \$50 |
| Fire Alarm Systems | \$85 |
| Fixtures | \$1 each |
| Fluorescent Light Fixtures | \$1 each |
| Generators including panels | \$0.75 per KW or fraction |
| HID Lighting | \$3 each |
| Low voltage machine & appliance wiring | \$60 |
| Machines, X-ray Machines | \$10 per unit |
| Miscellaneous Heating Devices | \$10 per unit |
| Mobile Tower – Construction or Substantial Modification of Support Structure | \$3000 |
| Motors | \$0.75 per H.P. or fraction |
| Neon Signs | \$15 per unit |
| New Residential Services | \$80 |
| New Multi-Family Services | \$125 |
| New Commercial/ Business Services | \$125 |
| Outlets | \$ 1 each |
| Range, Water Heater, Dryer, Garbage Disposal, Dishwasher | \$10 per unit |

| | |
|---|-----------------------------|
| Rectifiers and Transformers | \$0.50 per KW or Fraction |
| Residential Garage | \$10 |
| Refrigerating or Air Conditioners | \$10 per unit |
| Stage Lights | \$0.50 per light |
| Stage Pockets, Spot Lights, Motion Pictures | \$10 per unit |
| Strip Lighting, Plug-in strip, Trolley Duct | \$0.50 per ft. or Fraction |
| Service Equipment O - 100 Amps | \$50 per disconnect |
| Service Equipment 100 -600 Amps | \$55 per disconnect |
| Service Equipment Over - 600 Amps | \$60 per disconnect |
| Swimming pool wiring | \$50 |
| Temporary Services | \$50 |
| Temporary, Permit | \$50.00 per permit |
| Wireways, Busways, Raceways, Gutters | \$50.00 per ft. or fraction |
| PLUMBING FEES | |
| Plumbing Permit Fee – Minimum | \$60 |
| Reinspection fee | \$50 |
| PENALTIES | |
| Failure to call for inspection | DOUBLE FEE |
| Failure to apply for permit. | QUADRUPLE FEE |
| PERMITS | |
| Fixtures Below | Min \$20.00 |
| Air Admittance Valve | \$15 |
| Air Conditioner Drain | \$15 |
| Area or Deck Drain | \$15 |
| Back Flow Preventer | \$15 |
| Bar Sinks | \$15 |
| Bath Tubs | \$15 |
| Beer Taps | \$15 |
| Beverage Dispensers | \$15 |
| Carbonators | \$15 |
| Chiller/Cooling Towers | \$15 |
| Clothes Washer | \$15 |
| Coffee Maker | \$15 |
| Conductors | \$15 |
| Dish Washer | \$15 |
| Drinking Fountains | \$15 |
| Ejector Pumps | \$15 |
| Floor Drains | \$15 |
| Food Waste Disposers | \$15 |
| Gang Shower Heads | \$15 |
| Hose Faucets | \$15 |
| Ice Compartments | \$15 |

| | |
|---|------------------------------------|
| Ice Makers | \$15 |
| Interceptors | \$15 |
| Kitchen Sinks | \$15 |
| Laundry Trays | \$15 |
| Lavatories | \$15 |
| Pot/ Prep Sinks | \$15 |
| Pumps | \$15 |
| Receptors | \$15 |
| Roof Drains | \$15 |
| Service/ Mop Sinks | \$15 |
| Shampoo Basins | \$15 |
| Shower Stalls | \$15 |
| Sinks | \$15 |
| Soap Dispensers | \$15 |
| Storm Inlets | \$15 |
| Sump Pumps | \$15 |
| Trench Drains | \$15 |
| Urinals | \$15 |
| Water Closets/ Bidets | \$15 |
| Water Heaters | \$50 |
| Water storage tank | \$50 |
| Water treat device | \$50 |
| SANITARY SEWER AND STORMWATER FEES | |
| Sanitary sewer | \$50 per each 100 feet or fraction |
| Outside sanitary sewer | \$50 |
| Outside storm sewer | \$50 |
| Inside sanitary sewer | \$50 |
| Inside storm sewer | \$50 |
| Water Service | \$50 per each 100 feet or fraction |
| Storm or Sanitary | \$50 |
| Catch Basins | \$12 |
| Manholes | \$12 |

| | |
|--|----------------|
| FIRE PROTECTION SYSTEM FEES | |
| Basic Review - (without hydraulic calculations) | \$250 |
| Plan review w/ one set of hydraulic calculation | \$325 |
| Additional Hydraulic calculations verified (Darcy-Weisbach excluded) | \$175 |
| Add'l Hydraulic calculations verified using Darcy-Weisbach calcs | \$210 |
| Additional Reviews of same system and/or hydraulic calculations | \$325 |
| Fire pumps review | \$300 |
| Site Inspection | \$75hr/2hr min |

| | |
|--|--|
| Witness final acceptance test of fire protection systems | \$75/hr-2 hr minimum |
| Fire sprinkler system underground mains including combination main | 0 to 999 ft \$275 1000 ft or more \$300 |
| Fire hose and/or standpipe hose connections | \$10 / outlet |
| Other Fire Protection Systems | \$300 |
| Fire Alarm Svstems | \$250 /control panel |
| Fire Alarm Systems alarm notification devices (both audible and visual) Manual pull stations, initiating devices: includes smoke, heat, flame, ionization, photoelectric detectors, water flow devices and all monitoring ¹ devices oer review | \$50 up to 3 \$10 each additional |
| Witnessing of tests | \$125/hr-2 hr minimum |
| Consulting on Fire Protection Systems | \$125/hr-2 hr minimum |
| Mailing Fee | \$20 |
| Penalty fee (if any work started prior to permit) | TRIPLE FEE |
| MODIFICATION OF EXISTING SPRINKLER SYSTEMS | |
| Minimum fee for system modification without hydraulic calculations | \$100 |
| Per sprinkler up to 15 without hydraulic calculations | \$10 |
| Per sprinkler up to 15 with hydraulic calculations | \$325 |
| Per sprinkler with 16 or more | \$325 |

| | |
|--|--------------------------------------|
| ENGINEERING DEPARTMENT WORK IN THE RIGHT-OF-WAY PERMIT | |
| PERMIT AND INSPECTION FEES | |
| Public Utilities Regulated by Wisconsin Public Service Commission Permit Fee | \$200/property abutting installation |
| Public utilities regulated by Wisconsin Public Service Commission Inspection | \$200/property abutting installation |
| Non-public utility permit fee | \$100 |
| Non-public utility inspection fee | \$100 |
| Natural Drainage Ditch Obstruction Permit (§397-8) | \$500 |
| NON-RESIDENTIAL DEPOSIT FEES - REFUNDED UPON FINAL INSPECTION | |
| Concrete, Asphalt or Gravel streets open to travel - up to 18 square feet | \$100 |
| Concrete, Asphalt or Gravel streets open to travel - each additional square foot | \$3.00/sq. ft |
| Unimproved streets not open to travel | \$50.00/sq. ft. |
| Concrete sidewalk - joint to joint replacement | \$3.00/sq. ft.. |
| Concrete curb and gutter - joint to joint replacement | \$21.00/lin. ft. |
| Grassed areas | \$1.00/sq. ft. |

| | |
|---|---|
| REPRODUCTION OF DOCUMENTS | |
| 1/4 plat copies | \$2 per page |
| Address Maps | \$10 |
| Bid Tabulations | \$10 |
| Certified Survey Maps | \$10 |
| Copies of all other codes, resolutions, ordinances or minutes of meetings | \$.25 per page |
| Department Reports | \$3 Per Report plus .50 per page over 3 pages |
| Enqineer Drawings / Plans | .50 per sq ft |

| | |
|----------------------------------|----------------------|
| Mailings of copies | \$3 + actual postage |
| Memory Card – Electronic Records | \$25 |
| Maps/ Plans Oversized | Actual Cost |
| Sanitary Sewer Systems | \$5 |
| Special Assessment Letter | \$40/\$80 if Rush |
| Special Assessment Tabulations | \$1 |
| Storm Sewer Systems | \$10 |
| Street and Alley Maps | \$10 |
| Street-Alley Plan and Profiles | \$10 |
| Subdivision Ordinances | \$10 |
| Tax Bills | \$2 |
| Water Main Systems | \$10 |
| Zoning Maps | \$10 |
| Zoning Ordinances | \$20 |

| LICENSE - FEES | |
|---|---|
| Amusement Distributor | \$250 |
| Arcade Supplier | \$500 |
| Arcade Operators | \$300 |
| Amusement Device Owner | \$20 |
| Amusement Device | \$40 |
| Arcade Attendant | \$15 |
| Auto dealers – used | \$300 |
| Auto Salvage Dealers | \$300 |
| Background Check | \$30 Individual (\$10 Group Renewal) |
| Bicycle (without need for renewal) | \$6 |
| Carnivals - including 5 rides/stands | \$50 |
| Carnivals - each additional ride/stand | \$20 |
| Christmas Tree Sellers | \$50 + \$50 deposit |
| Cigarette License | \$100 |
| Direct Sellers License – Company | \$100 |
| Direct Sellers/Solicitors License | \$100 (plus \$100 each additional person under license) |
| Electrical Contractor's License | \$50 |
| Handicap Parking – On Street | \$25 |
| Handicap Parking – On Street – Signage Placement | \$185 |
| Kennel License | \$25 |
| Liquor Class "A" Fermented Malt Beverage Retail License | \$200 |
| Liquor Class A | \$500 |
| Liquor Class "B" Fermented Malt Beverage Retail License | \$100 |
| Liquor Class B | \$500 |
| Liquor Class "C" Wine License | \$100 |

| | |
|---|--------------------------------------|
| Liquor Reserve Class "B" Intoxicating Liquor | \$100 |
| Operator's Original or Late License | \$25 |
| Operator's Renewal License | \$20 |
| Parades | \$25 + \$75 deposit |
| Provisional License | \$15 |
| Publication Fee | \$30/Individual (\$10 Group Renewal) |
| Temporary Operator's License (non-profit organization) | \$10 |
| Temporary or Picnic License | \$10 |
| Underage Tavern License | \$100 |
| Mobile Food Unit (Food Truck) Permit | \$120 annual (prorated) |
| DOG LICENSE FEES | |
| Spayed / Neutered | \$12 |
| Unaltered | \$24 |
| Spayed /neutered and 5 months of age after July 1st of license year | \$6 |
| Unaltered and 5 months of age after July 1st of license year | \$12 |
| Late fee | DOUBLE |
| CAT LICENSE FEES | |
| Spayed / Neutered | \$12 |
| Unaltered | \$24 |
| Spayed /neutered and 5 months of age after July 1st of license year | \$6 |
| Unaltered and 5 months of age after July 1st of license year | \$12 |
| Late fee | DOUBLE |

| | |
|---|---|
| BRUSH COLLECTION FEES | |
| Under 65 years of age | |
| Two men & truck; 30 minute limit, no single item over 150 lbs | \$25 |
| Extra time per hour or any fraction | \$50 / hr |
| Items over 150lbs | \$50 per hour in addition to minimum charge above |
| Special Equipment | \$50 hr - first 30 mins |
| 65 years of age and older | |
| Two men & truck; 30 minute limit, no single item over 150 lbs | \$20 |
| Extra time per hour or any fraction | \$20 / hr |
| Items over 150lbs | \$30/hr in addition to minimum charge above |

| | |
|---|--------|
| AMBULANCE FEES | |
| BLS Service and/or Lift Assist without Transport | \$400 |
| Paramedic Service and/or Lift Assist without Transport | \$900 |
| BLS Service with Transport | \$1100 |
| Paramedic Service with Transport Level: ALS-1 | \$1400 |
| Paramedic Service with Transport Level: ALS-2 | \$1700 |
| Paramedic Service with Invasive Treatment without Transport | \$600 |

| | |
|--------------------------------|--------|
| Defibrillation | \$250 |
| IV and Supplies | \$100 |
| Intubation | \$200 |
| ALS Supplies | \$150 |
| Oxygen and Supplies | \$125 |
| Mileage – Rate per Loaded Mile | \$22 |
| EKG | \$200 |
| Drugs – Group 1 | \$60 |
| Drugs – Group 2 | \$60 |
| Dexamethasone | \$85 |
| Epinephrine | \$350 |
| Adenosine | \$150 |
| Glucagon | \$275 |
| Solumedrol | \$100 |
| E-Z IO | \$175 |
| Spinal Immobilization | \$225 |
| EMS Triage Wristband | \$6 |
| Cyano – Kit | \$1625 |
| CPAP Mask | \$100 |
| Mass Decon | \$150 |
| Mechanical CPR | \$260 |
| ResQ Pod | \$125 |

Adopted March 4, 2025