

Village of Poynette Fee Schedule

Ordinance Section	Permit/license or Action	Charges	Comments
Property, Construction, or Development Permits and Fees			
II-3.04	Sidewalk construction	Actual cost	
II-3.05	Excavations in streets (usually for laterals)	Actual cost	\$600 deposit required
III-2.41(4)(c)	Signs		not less than \$10; \$.50 per sq ft on or off site
III-2.49	Swimming pools & hot tubs (2.14.14 definition)	\$ 50.00	plus costs (Requires CUP)
	Application fees -- Building Permits		
III-6.03(2)(c)	New single family residential construction	\$ 100.00	plus inspector fees; see below for inspector fee schedule
III-6.03(2)(c)	New duplex residential construction	\$ 150.00	plus inspector fees; see below for inspector fee schedule
III-6.03(2)(c)	Residential remodeling and repair	\$ 50.00	plus inspector fees; see below for inspector fee schedule
III-6.03(2)(c)	New multifamily (3+ units), commercial and industrial const	\$ 500.00	plus inspector fees; see below for inspector fee schedule
III-6.03(2)(c)	Multifamily (3 + units), commercial/industrial remodeling/repair	\$ 50.00	plus inspector fees; see below for inspector fee schedule
III-6.03(2)(c)	All other building permits	\$ 50.00	plus inspector fees; see below for inspector fee schedule
III-2.9.07(2)	Driveway Permit	\$ 50.00	only if project doesn't require a bldg permit
III-2.13.04(2)(e)	Zoning Permit	\$ 25.00	only if project doesn't require a bldg permit
III-1.07(6)	Library Impact Fee for New Residential	\$ 600.00	per "Residential Equivalent User Connect"
III-1.07(6)	Fire Station Impact Fee for New Residential	\$ 451.00	per "Residential Equivalent User Connect"
III-1.07(6)	Parks Impact Fee for New Residential	\$ 243.00	per "Residential Equivalent User Connect"
III-2.13.09(4)(v)	Site plan review		
III-2.4.02(6)19	Mobile Home Community (new or expanded)	\$ 500.00	if combined with rezoning or CUP, \$350
III-2.4.02(5)	Multi Family Residence	\$ 300.00	if combined with rezoning or CUP, \$350
III-2.4.04	Institutional or Recreational Use	\$ 500.00	if combined with rezoning or CUP, \$350
III2.4.05 & 2.4.06	Commercial, Storage or Disposal Land Use	\$ 500.00	if combined with rezoning or CUP, \$350
III-2.4.07 & 2.4.08	Industrial or Transportation Land Use	\$ 500.00	if combined with rezoning or CUP, \$350
III-2.3.03(10)	Site Plan Modification; other under 2.3.03(10)	\$ 150.00	if combined with rezoning or CUP, \$100
III-1.04(6)	Subdivision Plat, Replat, CSM, Condominium		
III-1.04(1)	Pre-Application consultation	Actual Costs	plus reimbursable review costs
III-1.04(2)(a),(3a),(5a)(6d)	Escrows		125% of estimated costs to completion
III-1.04(2)(a)	Preliminary subdivision plat review	\$ 500.00	plus \$20/lot and review costs
III-1.04(6)(e)2	Reapplication for preliminary plat	\$ 100.00	plus reimbursable costs
III-1.04(5)(a)	Certified Survey Map (CSM)	\$ 200.00	plus \$20/lot and review costs
III-1.04(6)(e)2	Reapplication for CSM review	\$ 50.00	plus review costs
III-1.04(3)(a)	Final subdivision plat review fee	\$ 250.00	plus \$20/lot and review costs
III-1.04(6)(e)2	Reapplication for final plat review	\$ 100.00	plus reimbursable review costs
III-1.09(2)(c)	Condominium development review	\$ 750.00	plus \$30/unit and review costs
III-1.04(6)(e)2	Reapplication for condominium development	\$ 100.00	plus reimbursable review costs
III-1.07(5)	Fee in lieu of parkland dedication	\$ 450.00	per unit

III-Article 11	Planned Neighborhood		
III-2.11.10(1)	Pre-Application conference		plus reimbursable review costs
III-2.11.08(2)	Rezoning: General Development Plan	\$ 500.00	plus reimbursable review costs
	Miscellaneous		
III-2.4.09(14)(b)1.	Beekeeping permit	\$ 25.00	if renewal permit \$10.00. Failure to renew a permit or acquire a new permit, fee doubles.
III-3.05(1)(h)	Land use permit (flood plain)	\$ 250.00	
III-4.05(4)	Shoreland-Wetland Zoning Permit	\$ 250.00	
III-5.11	Erosion control permit	\$ 10.00	plus costs
III-2.3.02(3)(d)	Petition to amend zoning regs (text amendment)	\$ 300.00	plus costs
III-1.04(6) & 2.3.17(4)	Reimbursable development review costs		Actual cost of time and materials
II-5.09(5)	Well operation renewal permit	No charge	Applicable costs for testing
I-6.06(1)(a); III-2.3.03	Petition for rezoning (map amendment)	\$ 500.00	plus reimbursable review costs
I-6.06(1)(b); III-2.3.11	Application for zoning variance or appeal	\$ 300.00	plus reimbursable review costs
I-6.06(1)(c); III-2.3.06	Application for conditional use permit (CUP)	\$ 250.00	plus reimbursable review costs
III-2.3.02 & 2.3.06	Combined application for rezoning and CUP	\$ 600.00	plus reimbursable review costs
Water Utility Rates			
See Appendix A of Title II Chapter 5 for most current Public Service Commission Authorized Rates.			
Sewer User Charge Fees and Surcharges			
II-6.02(6)(a)	5/8" Fixed Quarterly Charge	\$ 35.43	Fixed Charge is based on water meter size
II-6.02(6)(a)	3/4" Fixed Quarterly Charge	\$ 35.43	Fixed Charge is based on water meter size
II-6.02(6)(a)	1" Fixed Quarterly Charge	\$ 81.63	Fixed Charge is based on water meter size
II-6.02(6)(a)	1 1/4" Fixed Quarterly Charge	\$ 127.72	Fixed Charge is based on water meter size
II-6.02(6)(a)	1 1/2" Fixed Quarterly Charge	\$ 158.62	Fixed Charge is based on water meter size
II-6.02(6)(a)	2" Fixed Quarterly Charge	\$ 252.35	Fixed Charge is based on water meter size
II-6.02(6)(a)	2 1/2" Fixed Quarterly Charge	\$ 391.40	Fixed Charge is based on water meter size
II-6.02(6)(a)	3" Fixed Quarterly Charge	\$ 473.90	Fixed Charge is based on water meter size
II-6.02(6)(a)	4" Fixed Quarterly Charge	\$ 721.00	Fixed Charge is based on water meter size
II-6.02(6)(b)	Volumetric Rate per 1,000 gallons of water used	\$ 5.92	Charged quarterly
II-6.02(6)(b)(1)	Unmetered Quarterly Flat Sewer Charge	\$ 88.80	Sewer customers who do not have water meters
II-6.02(6)(c)(4)	Surcharge - BOD Strength	\$ 1.00	greater than 250 mg/l
II-6.02(6)(c)(4)	Surcharge - TSS Strength	\$ 1.00	greater than 300 mg/l
II-6.02(6)(c)(4)	Surcharge - TKN Strength	\$ 1.00	greater than 40 mg/l
II-6.02(6)(c)(4)	Surcharge - TP Strength 1	\$ 1.00	between 7 mg/l and 10 mg/l
II-6.02(6)(c)(4)	Surcharge - TP Strength 2	\$ 100.00	greater than 10 mg/l
II-6.02(6)(c)(4)	Surcharge - Chloride Strength	\$ -	greater than 250 mg/l
II-6.02(6)(c)(4)	Surcharge - Outside 6 - 9 pH range	\$ 2.00	per point outside range per 1,000 gallons
II-6.02(6)(d)	Sewer Connection Fee	\$ 1,521.00	per Residential Equivalent User Connect
II-6.04(9)	Septic and Holding Tank Haulers Discharge Event	\$ 25.00	base charge per discharge event
II-6.04(9)	Septic and Holding Tank Haulers Volume Charge	\$ -	same as quarterly volumetric rate above

Miscellaneous Administrative Fees

I-6.09(4)(e)1.	Copying records	\$ 0.25	per page/.40 double sided
	Color Copies	\$ 0.35	per page/.40 double sided
I-6.09(4)(e)5.	Locating records		Actual cost of time and materials
I-7.06	NSF Checks	\$ 30	
I-6.09(4)(e)8.	Special Assessment/Ttile Search-not prepaid	\$ 30	\$50 if a rush request
II-3.06(2)	Snow and ice removal	\$ 100	plus costs, per parcel frontage
II-3.08(8)(b)	Weed/Grass Removal	\$ 100	plus costs
	Liquor/Operator Licenses		
IV-1.01(5)(a)1.	Class "A" fermented malt beverage license	\$ 300	
IV-1.01(5)(a)2.	Class "B" fermented malt beverage license	\$ 100	
IV-1.01(5)(a)3. & 4.	Class "B" picnic license	\$ 10	
IV-1.01(5)(a)5.	Special wholesaler's license (must have "B")	\$ 25	
IV-1.01(5)(a)6.	"Class A" intoxicating liquor retail license	\$ 500	
IV-1.01(5)(a)7.	"Class B" intoxicating liquor retail (must have "B" malt)	\$ 500	
IV-1.01(5)(a)10.	Wine Class "C"	\$ 100	
IV-1.01(5)(a)8.	Reserve "Class B" intoxicating liquor license	\$ 10,000	
IV-1.01(5)(a)9.	Retail "Class B" license for full service restaurant/hotel	\$ 10,000	
IV-1.01(5)(a)11.	Provisional License - Retail	\$ 15	limit 1 in 6 month period per person
IV-1.01(11)(a)	Transfer of License	\$ 50	
IV-1.01(19)(d)	Application fee - Outdoor sport activity	\$ 25	
IV-1.01(23)(a)	Operator's license	\$ 45	\$7.50 per month pro rated
IV-1.01(23)(a)	Provisional License - Operator's	\$ 15	
IV-1.08(3)	Cigarette license	\$ 100	
IV-1.07(2)(b)	Amusement Games:		
IV-1.07(2)(b)1.	Each billiard or pool table	\$ 50	
IV-1.07(2)(b)2.	Each bowling alley	\$ 50	
IV-1.07(2)(b)3.	Each music box or record player	\$ 50	
IV-1.07(2)(b)4.	Each shuffle board	\$ 50	
IV-1.07(2)(b)5.	Each pin ball game	\$ 50	
IV-1.07(2)(b)6.	Each other game or device	\$ 50	
	Miscellaneous Permits or Fees		
I-6.06(1)(d)	Petition to vacate village land or right-of-way	\$ 500	plus reimbursable review costs
I-6.06(1)(e)	Petition for annexation	\$ 500	plus reimbursable review costs
V-4.01(5)	Fireworks permit	\$ 25	
II-2.05(3)	Special Event Permit	\$ 50	\$250 deposit
II-2.05(3)	Special Event Permit - Seasonal Use	\$ 100	\$250 deposit
II-4.18(a)	Cable franchise fee		5% of gross revenues
III-2.13.07(5)	Temporary Uses	\$ 25	plus building permit fee if required

IV-2.01(19)	Sexually Oriented Business	\$	500	\$35 Employee license
IV-1.02(4)(c)	Transient merchant license	\$	100	6 months/1 day=\$25
IV-1.04(3)(d)	Mobile Home Park	\$	100	per 50 spaces or fraction thereof
IV-1.04(3)(d)	Mobile Home Park Transfer	\$	10	
III-2.09(4); III-2.13.12	Unlisted use and other zoning interpretations			plus reimbursable review costs
III-2.4.05(13)7	Bed and Breakfast permit	\$	50	plus reimbursable review costs
V-6.04(2)(a)	Dog License - Spayed or Neutered	\$	3	
V-6.04(2)(a)	Dog License - Not Spayed or Neutered	\$	8	
V-6.04(2)(c)	Dog License - Late Fee	\$	5	If after April 1st
V-6.04(2)(b)	Kennel License	\$	35	
V-6.05(2)(c)1	Dangerous Dog Permit	\$	180	Annually, 1st year prorated according to when determined dangerous
Park Related Fees				
	Pauquette Shelter Reservation	\$	50	Per day
	Valley View Shelter Reservation	\$	50	Per day, w/ concession area included \$100

Village Hall Rental Fees			
	Village Property Owner or Resident Rate	Neighboring Property Owner or Resident Rate	Non-Resident
	Village Hall - Civic Hall (includes kitchen, upper meeting room, lounge area, stage, and podium) – Maximum 300 people		
Individuals/Families	\$150.00	\$250.00	\$1,000.00
Non-Profit	\$25.00	\$50.00	\$200.00
For-Profit	\$250.00	\$300.00	\$1,000.00
Recreation Provider	-	-	-
Gov't Groups (Local, County &	-	-	-
	Village Hall - Upper Meeting Room – Maximum 50 people		
Individuals/Families	\$50.00	\$100.00	\$150.00
Non-Profit	-	\$40.00	\$50.00
For-Profit	\$50.00	\$100.00	\$150.00
Recreation Provider	-	-	-
Gov't Groups (Local, County &	-	-	-
	Village Hall – Lower Meeting Room		
Individuals/Families	\$25.00	\$50.00	\$50.00
Non-Profit	-	\$15.00	\$15.00
For-Profit	\$25.00	\$50.00	\$50.00
Recreation Provider	-	-	-
Gov't Groups (Local, County &	-	-	-
Room Deposit	Equal to the fee of the room rental		
Audio/Video Equipment Civic Hall	Equal to the fee of the room but not to exceed \$500; \$50.00 charge for Recreation Providers per event.		

Updated by Resolution No. 19-1225 on November 11, 2019

**GENERAL ENGINEERING COMPANY
BUILDING INSPECTION FEE SCHEDULE
EXHIBIT A**

BUILDING PERMITS

NEW FEES 2020

1) Residential Early Start	\$150.00
2) New Residential (includes garage, decks & basements) (mechanicals included)	\$0.25 per sq. ft. (Min. Fee \$700.00)
3) Manufactured & HUD Dwellings (plus mechanical costs, if needed)	\$350.00 plus \$0.25 per sq. ft. for basements, attached garage and decks
4) Camping Units	\$250.00 (Includes State Insignia) + Mechanical Costs
5) State Seal	\$35.00
6) Residential Additions	\$0.25 per sq. ft. (Min. Fee \$175.00) + Mechanical Costs
7) Residential Remodels & Alterations	\$0.25 per sq. ft. (Min. Fee \$116.00) + Mechanical Costs
8) Residential Electrical (Including Service Upgrade)	\$125.00
9) Residential Plumbing	\$95.00
10) Residential HVAC	\$95.00
11) In Ground Pools	\$250.00
12) Detached Garage or Sheds/Accessory Buildings (> 100 sq. ft.)	\$0.15 per sq. ft. (Min. Fee \$150.00) + Mechanical Costs
13) Sheds/Accessory Buildings (<100 sq. ft.)	\$50.00 + Mechanical Costs
14) Fences	\$75.00
15) Decks	\$0.58 per sq. ft. (Min. Fee \$116.00)
16) New One & Two Family Erosion Control	\$95.00
17) Residential Additions Erosion Control	\$60.00
18) Raze/Demo	\$60.00
19) Preliminary Inspection for Relocation of Structure	\$290.00
20) Windows and/or Doors – Same Size Replacement (Where Applicable)	\$50.00
21) Commercial Early Start	\$175.00
22) Commercial New Construction & Additions: Multi-Family (3 family or more), Restaurants, Motels, Offices, CBRF, Taverns, Mercantile, Assembly Halls, Manufacturing and Industrial, Schools, Hospitals, Institutional, and Vehicle Repair and Storage, etc.	Construction \$0.15 per sq. ft. (Min. Fee \$150.00) Electrical \$0.06 per sq. ft. Plumbing \$0.06 per sq. ft. HVAC \$0.05 per sq. ft.
23) Minimum Commercial Plumbing or Minimum Commercial HVAC Fee	\$100.00
24) Minimum Commercial Electrical Fee	\$160.00
25) Commercial Remodel	\$0.10 per sq. ft. (Min. Fee \$150.00) + Mechanical Costs
26) Commercial New Construction, Additions or Remodel for Storage Buildings or Shell Buildings	\$0.09 per sq. ft. (Min. Fee \$150.00) + Mechanical Costs
27) Commercial Erosion Control	\$175.00 for the first acre & \$60.00 per acre thereafter
28) Signs	\$50.00
29) Re-Inspection for Corrective Actions Ordered	\$85.00 Each Additional Inspection

All work started without first obtaining a building permit will be subject to double the inspection fees

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Consulting Engineering • Structural Engineering • Building Design • Environmental Services • Building Inspection • GIS Services
Grants & Funding Services • Land Surveying • Zoning Administration • Mechanical, Electrical, & Plumbing Services



ARTICLE 11 – CURRENT HOURLY RATES

Hourly rates for Additional Services are as follows:

Expert Witness	\$300/hr	Registered Land Surveyor	\$100/hr
Principal	\$130/hr - \$155/hr	Field Crew Chief (1 person Total Station)	\$72.50/hr
Project Engineer or Project Manager	\$90/hr - \$115/hr	Field Crew Chief (1 person GPS)	\$145/hr
Staff Engineer	\$85 - \$105/hr	Land Survey Crew	\$145/hr
Technician	\$60 - \$90/hr	Grant & Funding Staff	\$55 - \$75/hr
GIS Staff	\$60 - \$80/hr	Administration and Support Staff	\$45/hr
Zoning Administration	\$140/hr		

Miscellaneous Services Requested by the Municipality

1. Property Maintenance	\$85.00 / hour + Mileage/Expenses
2. Grant Inspections	This List is Not All Inclusive. Any service requested by the Municipality outside of the normal permitted inspections will incur the hourly charge plus expenses.
3. Building Code Review	
4. Habitability Issues	
5. Liquor License Inspections	
6. Inspections or Follow-Up Issues for Administrative Permits	

Meeting Attendance per Request by Municipality

1. Field Inspector	\$85.00 / hour + Mileage/Expenses
2. Inspection Department Head	\$125.00 / hour + Mileage/Expenses
3. Engineering Staff	\$130.00 / hour + Mileage/Expenses

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