

RESOLUTION 2006-06

ADOPTION OF PERMIT & APPLICATION FEES & PER DIEM

(Amended June 3, 2010, August 2, 2012, December 7, 2017, May 13, 2021)

State of Wisconsin, Town of Union, Rock County

Whereas, the Town of Union has adopted a Zoning Ordinance and a Land Division Ordinance; and

Whereas, the Town Board believes the greater public should not have to carry the burden of payment for services provided by Town committees and Town staff with regard to individual land owner requests to alter or develop their parcels of land, erect or modify structures and/or issue licenses for various activities; and

Whereas, the Town Board routinely needs to adjust fees upwards as a result of increased costs associated with providing services; and

Whereas, the Town Board has reviewed and considered fair and adequate fees for providing such services; and

Whereas, the Town Board is concerned with fair and adequate compensation for services provided by the Building Inspector and Town Clerk and other employees; and

Whereas, the Town Board is committed to adequately compensating committee members for services provided to the community;

Therefore, the Town Board of the Town of Union, Rock County, Wisconsin, by this resolution, adopted on proper notice with a quorum and by roll call vote by a majority of the Town Board present and voting resolves and orders the following fees, effective immediately as follows:

Conditional Use Permit (Non Land Division)	Application Fee	Building Inspector Compensation	Clerk Compensation
Preliminary Application	\$500+ actual costs incurred by Town of Union for attorney fees and engineering fees and all other costs associated with the application review and approval process.	\$80	\$40
Application Review/Renewal	0	0	0

Conditional Use Permit (Land Division A1, A2, or A3)	Application Fee	Building Inspector Compensation	Clerk Compensation
Application	\$750+ actual costs incurred by Town of Union for attorney fees, engineering fees and all other costs associated with the application review and approval process.	\$80	\$60

Minor Land Division	Application Fee	Building Inspector Compensation	Clerk Compensation
1 parcel into 2 parcels application	\$750+ actual costs incurred by Town of Union for attorney fees, engineering fees and all other costs associated with the application review and approval process.	\$80	\$80
1 parcel into 3-4 parcels application	\$1,000 + actual costs incurred by Town of Union for attorney fees, engineering fees and all other costs associated with the application review and approval process. A minimum escrow deposit of \$2,000 required.	\$80	\$100

Subdivision	Application Fee	Building Inspector Compensation	Clerk Compensation
Land Division into 5 or more parcels application	\$1,000 + actual costs incurred by Town of Union for attorney fees, engineering fees, soil boring fees, Plan Commission fees and all other costs associated with the application review and approval process. A minimum escrow deposit of \$4,000 required.	\$80	\$150

Zoning Change	Application Fee	Building Inspector Compensation	Clerk Compensation
Zoning Change Application *Fee waived if zoning change requested in conjunction with land division.	\$750 + actual costs incurred by Town of Union for attorney fees and all other costs associated with the application review and approval process.	\$80	\$80

Variance	Application Fee	Building Inspector Compensation	Clerk Compensation
Variance Applications heard by Board of Adjustment	\$400 + actual costs incurred by Town of Union for attorney fees and all other costs associated with the application review and approval process.	\$80	\$40

Conditional Use Permit – Telecommunications Tower	Application Fee	Building Inspector Compensation	Clerk Compensation
Application	\$3,000. Fees will be escrowed and use to cover all costs associated with the application review and approval process. Includes up to 5 inspections by Building Inspector; additional inspections billed individually at current rate.	\$300	\$150

Appeals	Application Fee	Building Inspector Compensation	Clerk Compensation
Request for Board of Adjustment Meeting	\$400.00 + actual costs incurred by Town of Union for attorney fees and all other costs associated with appeal review and hearings. A minimum escrow amount of \$2,000 is required.	\$80	\$20/hr

Property Inspections as Required by the Town Board to Determine or Verify Existing and Corrected Ordinance Violations	Cost to Property Owner	Building Inspector Compensation
Per inspection	\$60	\$55

Driveway/Highway Access Permit Fees	Permit Fee*	Building Inspector Compensation	Inspections included
Driveway Permit (under 800 feet)	\$400	\$110	2
Driveway Permit (800 + feet)	\$500	\$165	3
Field Drive Permit	\$150	\$55	2
Replacement of Existing Driveway or Field Drive	\$150	\$55	2
Highway Access Permit (for Town Roads only)	\$60	--	--
Refundable Performance Bond (required for all driveways, refunded upon final driveway approval)	\$1,000	--	--

*Additional fees may be required for actual costs incurred by the Town of Union in the review and approval process of the application. These costs must be paid in full by the applicant and services will require a minimum escrow deposit of \$1,000. Possible costs include analysis and review required by the town engineer to conduct a Soil/Slope analysis, and/or review the engineering construction plans/Highway Access plans. Actual town attorney expenses will also be charged for their review of all shared driveway agreements.

Building Permit Fee	Permit Fee	Building Inspector Compensation	Inspections included
New Residential Home <3,500 sq. ft	\$750 + \$130 administration fee	\$550	12
New Residential home >= 3,500 sq. ft.	\$.22/square foot + \$130 administration fee	\$.16/square foot	12
Residential decks	\$120	\$110	3
Basement remodeling	\$180	\$170	3
Residential Additions or Remodeling <1,000 sq. ft	\$230	\$220	5
Residential Additions or Remodeling >=1,000 sq. ft.	\$375	\$330	5
Agricultural Buildings <10,000 sq. ft.	\$175	\$165	4
Agricultural Buildings >=10,000 and < 20,000 sq. ft.	\$285	\$265	6
Agricultural Buildings >=20,000 sq. ft.	\$500	\$440	9
Commercial/Industrial Buildings/Structures - New construction, additions, remodeling of existing buildings/structures	\$5/\$1,000 construction cost. Minimum fee \$120	\$4/\$1,000 construction cost. Minimum fee \$110	3
Miscellaneous inspection fees for any and all permits not specified above e.g., small repairs, electric services, small sheds, etc.	\$60/inspection	\$55/inspection	

Sign Permit Fees	Permit Fee	Building Inspector Compensation
On premise Sign <200 sq. ft.	\$120	\$110
On-premise Sign 200+ sq. ft.	\$500	\$110
Off premise Sign	\$500	\$110

Parks & Trails Ordinance Permit Fees	Permit Fee
Park Event Fee	\$125 (\$100 refund)
Park Vending Fee	\$100

Cigarette License Fees (licenses expire annually on June 30 th)	Permit Fee	\$10
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Alcohol Beverage Licensing (licenses expire annually on June 30th)	Permit Fee
Retail "Class A" Intoxicating Liquor License	\$500 prorated per month for less than one year
Retail "Class B" Intoxicating Liquor License	\$500 prorated per month for less than one year
Class "A" Fermented Malt Beverage Retailer's License	\$100 prorated per month for less than one year
Class "B" Fermented Malt Beverage Retailer's License	\$100 prorated per month for less than one year
Temporary Class "B" Fermented Malt Beverage License	\$15
Temporary "Class B" Wine License	no fee if obtained in conjunction with a Temporary Fermented Malt Beverage License
Retail "Class C" License ("Class C" Wine License)	\$100 prorated per month for less than one year
Reserve "Class B" License	\$10,000.00
Operator's License	\$25.00/person/year
Provisional Operator's License (license expires 60 days after date of issuance or upon issuance of an operator's license)	\$15.00/person

Temporary Use Permit	Permit Fee	Building Inspector Compensation	Clerk Compensation	Other Compensation
To be determined by Board				

Per Diem	Per Meeting or Board Approved Training Session	Mileage Reimbursement Rate for all travel outside the Town of Union *Documentation required.
Plan Commission Members	\$35	Current IRS Rate
Board of Adjustment Members	\$25	Current IRS Rate
Board of Review Members	\$25	Current IRS Rate

Per Diem	Per Meeting Beyond Regular Monthly Meeting, or Board Approved Training Session	Mileage Reimbursement Rate for all travel outside the Town of Union *Documentation required.
Board Members	\$25	Current IRS Rate

Per Diem	Per Meeting Beyond Regular Monthly Meeting, or Board Approved Training Session	Mileage Reimbursement Rate for all travel <u>outside the Town of Union</u> *Documentation required.
Board Members	\$25	Current IRS Rate

This resolution was passed by majority vote at the meeting of the Town Board of the Town of Union on October 5, 2006 and recorded in the minutes thereof.

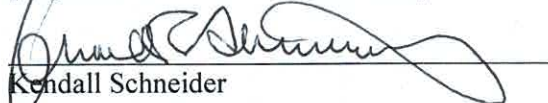
This resolution was amended by majority vote at the meeting of the Town Board of the Town of Union on June 3, 2010 and recorded in the minutes thereof.

This resolution was amended by majority vote at the meeting of the Town Board of the Town of Union on August 2, 2012 and recorded in the minutes thereof.

This resolution was amended by majority vote at the meeting of the Town Board of the Town of Union on December 7, 2017 and recorded in the minutes thereof.


This resolution was amended by majority vote at the meeting of the Town Board of the Town of Union on May 13, 2021 and recorded in the minutes thereof.

[Signature of Town Chairman]


Kendall Schneider
Town Board Chairman

5/13/21
Date

Attest: [Signature of town clerk]


Regina Riedel
Town Board Clerk

13 MAY 21
Date