

**RESOLUTION NO. 11-28-23-01**  
**A RESOLUTION ESTABLISHING THE 2024 SCHEDULE OF FEES**  
**FOR THE CITY OF WAUPUN, WI**

**WHEREAS**, the City of Waupun has the authority to establish reasonable fees for services provided or costs incurred in the administration of government; and

**WHEREAS**, the City has been moving toward the goal of removing fees from the Municipal Code of Ordinances and establishing them by City Council resolution; and

**WHEREAS**, establishing an annual Schedule of Fees will allow the City Council and staff to review fees annually in conjunction with the budget process; and

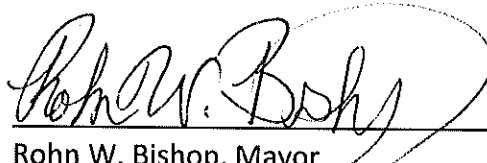
**WHEREAS**, the fees established below represents the City's fees as of January 1, 2024; and

**WHEREAS**, the City Council has determined that all of the fees set forth hereinafter are reasonable, equitable, and necessary to cover the costs of various services.

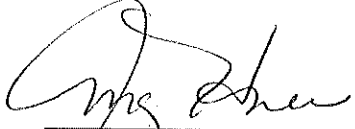
**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Waupun hereby approve and adopt the 2024 Annual Fee Schedule to be effective on January 1, 2024.

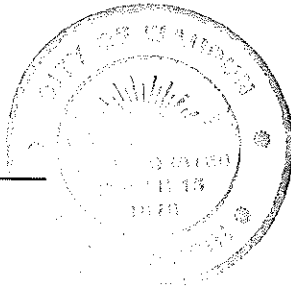
Adopted this 28th day of November 2023.  
Effective the 1<sup>st</sup> day of January 2024.

**CITY OF WAUPUN**

  
\_\_\_\_\_  
Rohn W. Bishop, Mayor

ATTEST:

  
\_\_\_\_\_  
Angela J. Hull, City Clerk





**City of Waupun Fee Schedule  
2024**

Some Items require the collection of sales tax. This will be calculated during the transaction.

DESCRIPTION	ADDITIONAL INFORMATION	2024 RATE	MUNICIPAL CODE CHAPTER
<b>GENERAL GOVERNMENT</b>			
Annexations		\$150.00	1.24(3)
Materials and Supplies	shall not exceed	\$500.00	3.03(5)(a)(4)
Repair of Equipment	shall not exceed	\$500.00	3.03(5)(a)(5)
Room Tax		7.50%	3.11(1)
<b>LICENSES/PERMITS</b>			
Dogs/Cats - Neutered or Spayed	Annually April 1 - March 31	\$2.00	11.09(1)
Dogs/Cats - Non - Neutered or Spayed	Annually April 1 - March 32	\$5.00	11.09(1)
Late Fee for Dog/Cat Licenses		\$5.00	11.09(3)
<b>LIQUOR LICENSES</b>			
	<b>State Fee Law</b>		
Class "A" Beer	no max / no min	\$75.00	11.01(3)(a)
"Class A" Liquor	\$500 max / \$50 min	\$150.00	11.01(3)(f)
Class "B" Beer	\$100 max/ no min	\$100.00	11.01(3)(b)(1)
"Class B" Liquor	\$500 max / \$50 min	\$250.00	11.01(3)(g)
"Class C" Wine	\$100 max / no min	\$100.00	11.01(3)(k)
Picnic License		\$10.00	11.01(3)(b)(2)
Wholesalers Fermented Malt Beverage		\$25.00	11.01(3)(c)
Special Wholesaler's License		\$25.00	11.01(3)(d)
Club License		\$25.00	11.01(3)(h)
Operators License		\$20.00	11.01(3)(e)(1)
Operators Provisional		\$10.00	11.01(3)(e)(2)(c)
<b>SODA</b>			
Soda Water		\$5.00	11.01(3)(j)
<b>CIGARETTE</b>			
Cigarette		\$50.00	11.13
<b>MILK</b>			
Milk - Sale and Distribution		\$25.00	10.03(3)(c)
Milk Vendor's License		\$10.00	10.03(5)(c)
<b>PARKING</b>			
Parking Permit	month	\$15.00	6.05(6)(f)
Parking Permit	annual	\$150.00	6.05(6)(f)
Time-Restricted Parking Violation		\$10.00	6.15(83)(a)
Other Parking Violations		\$20.00	6.15(3)(b)
School Zone Violations		\$30.00	6.15(3)(c )
Second Violations	same offense within same year	\$5.00	6.15(3)(d)
Third and Subsequent Violations	same offense within same year	\$5.00	6.15(3)(d)
Additional Forfeitures for Parking Violations	not paid within 48 hours	\$5.00	6.15(3)(e)
Additional Forfeitures for Parking Violations	not paid within 10 days	\$10.00	6.15(3)(e)
<b>PUBLIC WORKS</b>			
Sidewalks Noncompliance	per parcel plus replacement cost	\$25.00	7.03(7)
Street and Sidewalk Excavation Permit Application		\$15.00	7.05(1)(b)
Excavation or Street/Public Way Opening Bond		\$10,000.00	7.05(2)(a)

Excavation Work Insurance	Public Liability	\$100,000 per occasion	7.05(3)
Excavation Work Insurance	Public Liability	\$300,000 one accident	7.05(3)
Excavation Work Insurance	Public Liability	\$50,000 property damage	7.05(3)
Waste Container	annual	\$141.48	
Recycling Container	annual	\$51.00	
Weed Cutting Charges	per occasion	\$100 + actual cost	10.11(5)(b)
Snow Removal Charges	per occasion	\$100 + actual cost	7.07(3)(c)
Sump Pump Discharge	fine	\$100.00	7.12(7)
Moving Buildings		\$1,000	13.06
<b>PROTECTIVE SERVICES</b>			
<b>BIKE</b>			
Bike License	per bike owner	\$3.00	6.10(2)
Lost Bike License		0.25	6.10(15)
<b>PEDDLER</b>			
Peddler/Solicitors/Transient Merchant Initial Investigation		\$50.00	11.02(5)(a)
Peddler/Solicitors/Transient Merchant	if received 1st license within 12 month	\$30.00	11.02(5)(b)
Peddler/Solicitors/Transient Merchant longer than 2 days	per day over 2 days	\$20.00	11.02(7)(a)
Peddler/Direct Seller Solicitors/Transient Merchant Bond	per day/max \$1,000	\$100.00	11.02(7)(b)
Peddler/Solicitors/Transient Merchant Annual	12 months	\$200.00	11.02(8)(a)
Peddler/Solicitors/Transient Merchant 6 month	6 months	\$100.00	11.02(8)(a)
Surety Bond		\$1,000.00	11.02(8)(b)
<b>AUCTION</b>			
Auction Sales	annual	\$10	11.03(4)
Auction Sales Bond		\$500.00	11.03(4)
Auction Fees on Sales	of sales	20%	11.03(5)
<b>PUBLIC AMUSEMENTS</b>			
Circus, street carnival, menagerie or sideshow	day	\$25.00	11.04(5)
Dance hall, skating rink, play or theatrical performance, motion picture show	annual or fractional part	\$75.00	11.04(5)
Play or Theatrical performance	day	\$10.00	11.04(5)
Billard or Pool Room	per table annual or fractional part	\$15.00	11.04(5)
Bowling Alley - one alley	annual or fractional part	\$15.00	11.04(5)
Bowling Alley - each additional alley	annual or fractional part	\$5.00	11.04(5)
All other amusements, amusement devices, juke bokes and music boxes	per unit annual or fractional part	\$15.00	11.04(5)
<b>PARADE</b>			
Parade Permit		\$10.00	11.10(3)(c)
<b>TAXI</b>			
Taxi Cab License - 1st vehicle	annual or fractional part	\$20.00	11.06(4)
Taxi Cab License - each additional vehicle	annual or fractional part	\$20.00	11.06(4)
<b>JUNK DEALER</b>			
Junk Dealer Application		\$15.00	11.08(2)
Junk Dealer License	annual	\$50.00	11.08(5)
Junk Dealer License	daily	\$10.00	11.08(5)
<b>PARK &amp; RECREATION</b>			
Dodge Park Shelter		resident/non-resident \$65/\$90	

Harris Mill Park Shelter		\$65/\$90	
McCune Park Concession Stand	requires \$50 security deposit	\$100/\$115	
McCune Park Shelter		\$65/\$90	
West End Park Shelter		\$65/\$90	
Wilcox Park Shelter		\$65/\$90	
<b>ZONING</b>			
Zoning Code Amendment		\$150.00	16.01(11)(b)(ix)
Special Assessment Letters		\$10.00	
Annual Mobile Home Court	50 spaces	\$100.00	16.03(6)(e)(ii)(b)
Mobile Home Court License Transfer		\$10.00	16.03(6)(e)(ii)(b)
Mobile Home Surety Bond		\$2,000.00	16.03(6)(e)(ii)(b)
Planned Community Development	Department Review	\$250 + \$15 per lot	16.07(6)(g)(i)
Planned Community Development	Engineering	Actual Cost	16.07(6)(g)(ii)
Planned Community Development	Administration	1% City Loan	16.07(6)(g)(iii)
Conditional Use		\$150.00	16.12(2)-16.13(5)
Home Occupation License Application		\$25.00	16.13(4)
Home Occupation License Annual License		\$25.00	16.13(6)
Board of Appeals	Violation Filing Fee	\$50.00	16.16(1)(a)
Variance		\$150.00	16.16(1)(b)
Site Plan Review - Consult/Engineering		Actual Cost	16.17(7)(a)
Site Plan Review - Department Review		\$100.00	16.17(7)(b)
Dedication and Reservation of Lands	Single Lot	5% of total plan area or \$200.01	17.01(9)(d)
Dedication and Reservation of Lands	Multi-Family	\$200.00 per unit	17.01(9)(d)
Public Sites and Open Spaces	Per Residential Lot	\$100.00 per lot	17.07(8)
Public Sites and Open Spaces	Multiple Residential Units	\$100.00 unit	17.07(8)
Preliminary Plat Review	Department Review	\$250.00 + \$15.00 per lot	17.10(1)
Preliminary Plat Review	Engineering	Actual Cost	17.10(1)
Preliminary Plat Review	Administration	1% City Loan	17.10(1)
Final Plat Review	Department Review	\$150.00 + \$5.00 per lot	17.10(2)
Final Plat Review	Engineering	Actual Cost	17.10(2)
Final Plat Review	Administration	1% City Loan	17.10(2)
Letter of Intent Review		\$100.00	17.10(3)
Certified Survey Map		\$100.00 + \$15.00 per lot	17.10(4)
Condominium Plat		\$250.00 + \$15.00 per lot	17.10(5)
Replat Review	Department Review	\$250.00 + \$15.00 per lot	17.10(6)
Replat Review	Engineering	Actual Cost	17.10(6)
Replat Review	Administration	1% City Loan	17.10(6)
Improvement Review		1% of total cost of any required public improvements to defray the costs of review	17.10(7)
Inspection		Actual Cost	17.10(8)
<b>PENALTIES</b>			
Penalty for Chapter 6 violation	First Offense	\$3.00	6.10(4)(a)(3)(a-c)
Penalty for Chapter 6 violation	Second Offense	\$5.00	6.10(4)(a)(3)(a-c)
Penalty for Chapter 6 violation	Third Offense	\$10.00	6.10(4)(a)(3)(a-c)
Penalty for Chapter 6 violation	Thrd Offense	\$10.00	6.10(4)(a)(3)(a-c)
Penalty for Chapter 8 violation - Chickens	First Violation	\$250.00	8.025(9)(c)
Penalty for Chapter 8 violation - Chickens	Subsequent Violation	\$500.00	8.025(9)(c)
Penalty for Chapter 8 violation	First Offense	\$200.00-\$300.00	8.05(3)(a)
Penalty for Chapter 8 violation	Second Offense	\$300.00-\$500.00	8.05(3)(a)

Penalty for Chapter 8 violation - Controlled Substances	First Offense	not less than \$200 + costs of prosecution	8.09(5)(a)
Penalty for Chapter 8 violation - Controlled Substances	Second Offense	not less than \$300 + costs of prosecution	8.09(5)(b)
Penalty for Chapter 10 violation - Recycling	First Violation	\$50.00	10.15(11)(a)
Penalty for Chapter 10 violation - Recycling	Second Violation	\$200.00	10.15(11)(a)
Penalty for Chapter 10 violation - Recycling	Third and Subsequent Violations	not more than \$2,000.00	10.15(11)(a)
Penalty for Chapter 10 violation - Solid Waste	First Violation	\$50.00	10.17(4)(c)
Penalty for Chapter 10 violation - Solid Waste	Second Violation	\$200.00	10.17(4)(c)
Penalty for Chapter 10 violation - Solid Waste	Third and Subsequent Violations	not more than \$2,000.00	10.17(4)(c)
Penalty for Chapter 11 violation		\$25.00-\$100.00	11.02(7)(13)
Penalty for Chapter 17 violation		\$200.00-\$1,000.00	17.01(13)(b)
Penalty for Chapter 18 violation		\$100 + cost of prosecution	18.04(1)
Penalty for Chapter 18 violation	Cash Deposits- Adults	\$100.00	18.08(3)(a)(2)
Penalty for Chapter 18 violation	Cash Deposits - minor	\$50.00	18.08(3)(a)(3)