

2023 Fee Schedule

Whenever language in this Code provides that a charge or fee shall be as established by the Village Board or otherwise ties a fee or charge to action of the Village Board, such language means that the fee or charge shall be as established by resolution of the Village Board, except that if state law or charter ordinance requires that such a fee or charge be established by ordinance, such language shall mean that the fee or charge shall be as established by ordinance.

Department	Description	2023 Fee
Administration	Dog/cat license - spayed or neutered	\$12.00
Administration	Dog/cat license - not spayed or neutered	\$24.00
Administration	Dog/cat late fee - spayed or neutered	\$6.00
Administration	Dog/cat late fee - not spayed or neutered	\$12.00
Administration	Alarm Fee calls	First response is free, each subsequent follows the following scale with a cap at \$2500 for additional alarms: \$30/\$60/\$90/\$120/\$150/\$2500
Administration	Photocopying/page (B&W)	\$0.25
Administration	Photocopying/page (color)	\$0.25
Administration	Open record requests	
	Photocopying	\$0.25
	CD/DVD	\$0.25
	Flash drive	\$3.50/16 GB
	Electronic – email, PDF, or other existing medium	No Charge
<p>Note: In rare instances, specialized skills, equipment, or technology, may result in additional copy costs. The Village may impose a fee upon the requester of a copy of a record which may not exceed the actual, necessary, and direct cost of reproduction and transcription of the record, unless a fee is otherwise specifically established or authorized to be established by law. Wis. Stat § 19.35(3)(a). The Village may require prepayment of any fee imposed if the total amount exceeds \$5.</p>		
Administration	State/village taxes late fee	1-1/2% per month after January 31
Administration	Non-sufficient funds	\$25.00
Administration	Special assessment letters - 5-day period	\$25.00
Administration	Special assessment letters - 3-day period	\$35.00
Administration	Property tax file request	\$50.00
Administration	Notary services	No Charge
Building Inspection	All other buildings, structures, alterations, repairs, where sq. footage cannot be calculated	\$12.00 per \$1,000 valuation or fraction thereof
Building Inspection	Heating & incineration units, room heaters, stoves & wood burning appliances and energy recovery ventilators	\$70.00 per unit, up to and including 150,000 input BTU units. Additional fee of \$16 each 50,000 BTU or fraction thereof \$750 maximum per unit.
Building Inspection	Heating & A/C distribution systems (ductwork)	\$1.80 per 100 sq. ft. of area heated/cooled (\$50.00 minimum)
Building Inspection	Air conditioning - other than wall units	\$70.00 per unit up to and including 3-ton capacity. Additional fee of \$16 per ton over 3-tons. \$750 max per unit
Building Inspection	Commercial & Industrial Exhaust Systems including but not limited to: kitchen exhaust hoods, garage exhaust systems, and paint booth exhaust systems	\$155.00
Building Inspection	Wrecking or razing	\$75.00 minimum plus \$0.10/sq. ft. or fraction thereof \$750 max per bldg
Building Inspection	Moving buildings over public ways	\$200.00 plus \$0.10/sq. ft. per bldg.
Building Inspection	Re-inspection	\$70.00 per inspection
Building Inspection	Special inspection & reports	\$150.00 per inspection
Building Inspection	Plan examination - one & two family residence	\$220.00
Building Inspection	Plan examination - apartments, 3 - family & over, row housing, multi-family	\$270.00 plus \$25.00 per unit
Building Inspection	Plan examination - new commercial/industrial	\$270.00

Building Inspection	Plan examination - commercial/industrial alterations & additions	\$270.00
Building Inspection	Plan examination - additions to one & two family residence and apartments, 3-family & over, row housing, multi-family	\$70.00
Building Inspection	Plan examination - alterations to one & two family residence and apartments, 3- family & over, row housing, multi-family	\$70.00
Building Inspection	Plan examination - accessory buildings greater than 200 sq. ft.	\$70.00
Building Inspection	Plan examination - heating plans submitted separately	\$70.00
Building Inspection	Plan examination - architectural review fee (building board)	\$70.00
Note: Plan examination - priority plan review: at the discretion of the building inspector and, depending upon workload of the department, two (2) day priority plan review may be provided at double the regular rate for plan review.		
Building Inspection	Wisconsin uniform building permit seal	\$75.00
Building Inspection	Occupancy permit - residential	\$70.00 per unit, addition, alteration
Building Inspection	Occupancy permit - commercial/industrial	\$190.00
Building Inspection	Energy inspection - new one & two family dwellings	\$70.00
Building Inspection	Decks & swimming pools	\$100.00 (includes plan review)
Building Inspection	Fence	\$70.00
Building Inspection	Storage shed up to 200 sq. ft.	\$100.00 (includes plan review)
Building Inspection	Storage shed 200-400 sq. ft.	\$0.35 per sq. ft. plus \$70.00 plan review
Building Inspection	Signs, Banners	\$1.00 per sq. ft. or \$70.00 min
Building Inspection	Satellite dish	\$11.00 per \$1,000 valuation or fraction thereof
Building Inspection	Roofing, residing & trim – residential	\$70.00
Building Inspection	Roofing, residing & trim – commercial	\$12.00 per \$1,000 valuation or fraction thereof, \$250 maximum per building
Building Inspection	Erosion control - one & two family dwellings	\$180.00/lot
Building Inspection	Erosion control - multi-family units, commercial and industrial	\$180.00/building plus \$5/1,000 sq. ft. or distributed lot area with \$2,000 max.
Building Inspection	Certificate of compliance inspection	\$150.00
Building Inspection	Failure to call for required inspections	\$100.00/inspection, 2nd offense - double fee, subsequent offenses - triple fee
Building Inspection	Work not complete at time of scheduled inspection	\$100.00
Note: Performance Deposits will be refunded upon satisfactory completion of construction and issuance of Occupancy Certificate. Performance Deposits will be forfeited only after the permit holder/property owner has been notified via Certified Mail. Forfeitures of Performance Deposits may be contested before the Brown Deer Board of Appeals.		
Building Inspection	Occupancy completion performance deposit - residential - new	\$5,000.00
Building Inspection	Occupancy completion performance deposit - residential - major alterations/additions	\$5,000.00
Building Inspection	Occupancy completion performance deposit - commercial - new	\$10,000.00
Building Inspection	Occupancy completion performance deposit - commercial - major alterations/additions	\$10,000.00
Note: Double Fees: Upon failure to obtain a permit before work on a building has started, except in emergency cases, the total fee shall be double the regular charged for the first offense and triple the regular fees will be charged for subsequent offenses.		
Note: Gross square footage calculations are based on exterior dimensions, including garage and each finished floor level. Unfinished basement or portions thereof are not included.		
Note: All fee categories shall be rounded up to next full dollar amount. Fees cannot be refunded once the permit has been issued. In determining costs, all construction shall be included except for H.V.A.C., electrical or plumbing permit.		
Building Inspection	Zoning appeal & variation or special exception	\$350.00
Building Inspection	Rezoning	\$550.00
Building Inspection	Conditional use permit	\$500.00
Building Inspection	Certified survey map	\$350.00
Building Inspection	Development agreement	\$350.00
Building Inspection	Zoning code amendment	\$325.00
Building Inspection	Plan, Agreement or Permit Modification Request	\$150.00
Building Inspection	Preliminary plat	\$550.00
Building Inspection	Final plat	\$350.00

Building Inspection	Conceptual plan review	\$250.00
Building Inspection	Planned development project plan	\$700.00
Building Inspection	Final site and operational plan	\$700.00
Building Inspection	Original Village Residential Building Expansion	\$150.00
Building Inspection	Zoning compliance letter	\$50.00
Building Inspection	Vacant Property Registration	\$250 unless registered within 90 days of vacancy for the first year.
Note: The above fees are intended to cover the costs associated with public notification, postage, copies, document recording, and other handling/filing charges that the Village may incur during the review process.		
Note: Applicants agree to pay all expenses that the Village may incur by virtue of contracted plan review services including but not limited to; legal, surveying, and engineering costs and studies. Fees cannot be refunded once a public hearing has been held or a permit has been issued.		
Building Inspection	Village maps - 34" x 44"	\$10.00
Building Inspection	Village maps - 22" x 34"	\$8.00
Building Inspection	Village maps - 17" x 22"	\$5.00
Building Inspection	Village maps - 11" x 17" & 8 1/2" x 11"	\$2.00
Building Inspection	Other maps/custom maps	\$46.00/hour minimum 1/2 hour
Building Inspection	Right of way permits	\$100.00/application; \$100.00/excavation; includes 100 l.f. of trenching in Right of Way, plus \$0.30 per l.f. greater than 100 l.f.; \$75.00 hour/inspection, min 1 hr
Building Inspection	Stormwater Maintenance Agreement Permit	\$500.00
Farmer's Market		
Farmer's Market	Weekly vendor (per Wednesday; 10' x 10' space)	\$30.00
Farmer's Market	2 spaces (10' x 20' space) – Entire season	\$300.00
Farmer's Market	3 spaces (10' x 30' space) – Entire season	\$375.00
Farmer's Market	Returning vendor discount	\$50.00
Parks & Recreation		
Parks & Recreation	Fairy Chasm Park (Youth/Adult Athletic Groups)	
	Annual use (up to 3 dates per week) per team	\$400.00 + tax
	Clinics/special events (up to 5 dates per week) per clinic/special event	\$100.00 + tax
Parks & Recreation	Fairy Chasm Park (Use of Play Space)	
	Hourly rate (by hour/max 5 hours) – Resident	\$35.00 + tax
	Hourly rate (by hour/max 5 hours) – Non-Resident	\$40.00 + tax
Parks & Recreation	Village Park Shelter Permit	
	Weekday Daily Rate (Monday – Thursday)	\$260.00 + tax
	Weekend Daily Rate (Friday – Sunday)	\$300.00 + tax
	Deposit	\$150.00
	Equipment Rental: Volleyball Net w/Ball	\$45.00 + tax
	Equipment Rental: Horseshoes	\$30.00 + tax
	Equipment Rental: Water Access w/Hose	\$30.00 + tax
	Equipment Rental: Bags Set (max 3)	\$20.00/set + tax
Parks & Recreation	Pond Admission	
	- children 3 to 7	\$2.50
	- Brown Deer residents	\$3.50
	- non-residents	\$5.50
	- Seniors (55+)	\$2.50
Parks & Recreation	Pond Membership	
	- resident - individual	\$30.00
	- resident - family	\$75.00
	- resident - family plus	\$90.00
	- non-resident – individual	\$40.00
	- non-resident - family	\$100.00
	- non-resident – family plus	\$115.00

Parks & Recreation	Community Center Permit	
	Hourly Rental (minimum 3 hours)	\$80.00/hr + tax
	Deposit	\$200.00
	Entertainment Package (1) (AV equipment – projector, screen, and microphone)	\$50.00 + tax
	Entertainment Package (2) (Easels & backdrop stand)	\$30.00 + tax
	Late Fee	\$60.00 assessed to deposit
Parks & Recreation	Community Park - (Public House 55 Community Room)	
	Hourly Rental (Max of 6 hours)	\$50.00/hr + tax
	Community Park - (Public House 55 Community Room w/Green Space)	
	Hourly Rental (Max of 6 Hours)	\$70.00/hr + tax
Police Department	Bicycle license	Free
Police Department	Service charge for taking payments of other agencies warrants - Any Amount	\$25.00
Police Department	Animal impound fee (per animal)	\$35.00
Police Department	Vehicles impound fee (per day)	\$50.00
Police Department	Fingerprint card (any number of cards for one person)	\$25 and \$10 for each additional card
Public Works	Small Mulch Delivery (3 yards)	\$55.00 per load
Public Works	Large Mulch Delivery (5 yards)	\$65.00 per load
Public Works	Contractor Mulch Purchase	\$8.00 per cubic yard
Public Works	Recycling Services Fee	\$80.00 per year
Public Works	Stormwater - Equivalent Run-off Unit (ERU)	\$9.92 per unit per month
Public Works	Sanitary Sewer - Volumetric Charge	\$1.70 per 1,000 gallons
Public Works	Sanitary Sewer - Connection Charge	\$14.35 per quarter
Public Works	Driveway Approach	\$35.00
Public Works	Culvert	\$40.00 plus installation cost
Public Works	Curb Cut	\$50.00
Public Works	Fill Permit	\$10.00 for the first 500 cubic yards, plus \$5.00 per each additional 1000 cubic yards and shall be submitted with application.
Public Works	Mailbox Replacement (winter ops, purchase)	\$150.00 per unit
Public Works	Refuse Cart Service Plan (per year, no refund)	
	Business at the residence	\$200.00
	CBRF	\$200.00
	School Use	\$200.00
	Daycare (not in home)	\$200.00
	Medical Need (Doctor's statement)	No Charge
	Senior Center	No Charge
	Church (not parsonage)	\$174.00
	Single Family Unit	\$174.00
	Single Family Unit (5+ children) proof required	No Charge
Public Works	Weed Cutting	Cost of cut plus additional 15% admin charge
Public Works	Sign in ROW (ie - church location sign)	\$40.00 plus installation cost
Public Works	Recycling Center Access Card Replacement	\$10.00
Public Works	Additional Recycling Center Access Card or Resident Non-Property Owner	\$80.00
Public Works	Illegal Dumping at Recycling Center	\$100
Village Clerk	Class A fermented malt beverage	\$100.00
Village Clerk	Class A intoxicating liquor	\$500.00
Village Clerk	Class B fermented malt beverage	\$100.00
Village Clerk	Class B intoxicating liquor	\$500.00

Village Clerk	Retail "Class C" (bar room)	\$100.00
Village Clerk	Liquor License Agent Change	\$30.00
Village Clerk	Wholesaler's fermented malt beverage (issued by Department of Revenue)	\$25.00
Village Clerk	Alcohol Beverages - Operator's License (2-years)	\$70.00
Village Clerk	Tavern Amusement Device	\$200 plus a \$25 per device fee
Village Clerk	Special events permit	\$100.00 per event
Village Clerk	Instrumental Music	\$50 annual
Village Clerk	Live Entertainment	\$500 annual
Village Clerk	Cigarette Dealers	\$100
Village Clerk	Peddlers, Canvassers, Solicitors, Transient and Seasonal Merchants	\$200 with a \$20 limited background check for each employee
Village Clerk	Class B picnic license	\$10.00
Village Clerk	Non-profit organization	No charge with a \$20 limited background check for each
Village Clerk	Transient and Outdoor Entertainment	\$25.00
Village Clerk	Adult Oriented Business Regulations - License	\$500.00
Village Clerk	Adult Oriented Business Regulations - Permit	\$100.00
Village Clerk	Fill/Excavation Permit	\$10.00 for the first 500 cubic yards, plus \$5.00 per each additional 1000 cubic yards and shall be submitted with application.
Village Clerk	Vicious Dog License	\$250.00
Village Clerk	Pet Shops & Pet Grooming Shops	\$20.00
Village Clerk	Food Truck Permit	\$100.00
Water/Utilities	Missed Meter Exchange Appointment	\$20.00 *\$30.00 (after hours)