



City of Burlington New Housing Fee Report

2019

Background

This report is written to satisfy the requirements as outlined in Section 66.10014 of the Wisconsin Statutes. Section 66.10014 reads as follows:

- (1) In this section, “municipality” means a city or village with a population of 10,000 or more.

- (2) Not later than January 1, 2020, a municipality shall prepare a report of the municipality's residential development fees. The report shall contain all of the following:
 - (a) Whether the municipality imposes any of the following fees or other requirements for purposes related to residential construction, remodeling, or development and, if so, the amount of each fee:
 1. Building permit fee.
 2. Impact fee.
 3. Park fee.
 4. Land dedication or fee in lieu of land dedication requirement.
 5. Plat approval fee.
 6. Storm water management fee.
 7. Water or sewer hook-up fee.

 - (b) The total amount of fees under par. (a) that the municipality imposed for purposes related to residential construction, remodeling, or development in the prior year and an amount calculated by dividing the total amount of fees under this paragraph by the number of new residential dwelling units approved in the municipality in the prior year.

- (3)
 - (a) A municipality shall post the report under sub. (2) on the municipality's Internet site on a web page dedicated solely to the report and titled “New Housing Fee Report.” If a municipality does not have an Internet site, the county in which the municipality is located shall post the information under this paragraph on its Internet site on a web page dedicated solely to development fee information for the municipality.

 - (b) A municipality shall provide a copy of the report under sub. (2) to each member of the governing body of the municipality.

- (4) If a fee or the amount of a fee under sub. (2) (a) is not properly posted as required under sub. (3) (a), the municipality may not charge the fee.

Process and Data Sources

This report was prepared by the Zoning Administrator for the calendar year ending December 31, 2018 using the City of Burlington Fee Schedule, permit records, and city ordinances. This report has been posted on the City's website and has been shared with the City of Burlington Plan Commission and Common Council. Projects approved in prior calendar years but completed and occupied in 2018 were not included in this report.

Section 1.

Table 1: Residential construction, remodeling, or development Fees

A summary and analysis of the permits, fees, and average permit fee per unit charged by the City of Burlington is as follows:

Types of Fees	Fee Amount	Total Fees Collected in 2018	Units	Average Fee Per Unit
Residential Building Permit Fee	\$0.32/ sq. ft. Min. \$190*	\$85,667.00	27	\$3,172.85
Impact Fee	N/A	N/A		
Park Fee	N/A	N/A		
Land dedication or fee in lieu of land dedication requirement (Public Site Fee)	\$500 per dwelling unit in lieu of land dedication requirement	\$4,000	8	\$500.00
Plat Approval Fee	Pass through expense for City Planner and City Engineer review	\$3,330.50	30 lots	\$111.02
Stormwater Management Fee	Pass through expense incorporated with Plat Approval Fee	N/A		
Water or sewer hook-up Fee	\$1,650/REU (sewer)	\$33,900	28	\$1,210.71

* The residential building permit fee includes plan review, zoning, erosion control, electrical, plumbing, HVAC and UDC seal fees. A comprehensive list of permit fees and developer fees can be found on Exhibit "A" and Exhibit "B" of this report.

Table 2: Residential and Remodel Permit Fees

For 2018, the City of Burlington permitted 27 new housing units, including 18 new single-family units and 9 condo units.

Types of Fees	Total Fees Collected in 2018	Units	Average Fee Per Unit
Total New Residential Permit Fee	\$73,956.00	27 (18 single, 9 condo)	\$2,641.29
Total Remodel Permit Fee	\$11,711.00	31	\$377.77

Section 2.

Permit Fee Examples

The City of Burlington acknowledges that the intent of Section 66.10014 of the Wisconsin Statutes is to estimate the average cost to construct a new dwelling unit in the City. The following tables describe two things. First, Table 1 shows the total permit fees collected in 2018 for a sample of new single-family homes with 2019 property assessments. Table 2 further breaks down the total permit fees to identify specific fees charged for a new single-family home constructed in 2018.

Table 1: City of Burlington single-family residential fees for 2018

Below you will find a sampling of the permit fees for new single-family homes in 2018 that have full assessment calculations for land and improvements as of the date of this report.

Address	2019 Assessment	Building Permit Fees	Sewer Connection Fee	Total Permit Fees
1524 Serena Ln.	\$ 402,000.00	\$ 3,560.00	\$ 1,650.00	\$ 5,210.00
1309 Devon Rd.	\$ 342,600.00	\$ 3,083.00	\$ 1,650.00	\$ 4,733.00
1409 Isabel Ln.	\$ 282,000.00	\$ 3,342.00	\$ 1,650.00	\$ 4,992.00
2101 Stonegate	\$ 213,600.00	\$ 3,030.00	\$ 1,650.00	\$ 4,680.00
1456 Devon Rd.	\$ 300,000.00	\$ 3,429.00	\$ 1,650.00	\$ 5,079.00
1540 Barbara St.	\$ 226,700.00	\$ 2,988.00	\$ 1,650.00	\$ 4,638.00
1501 Sara Ct.	\$ 285,500.00	\$ 3,283.00	\$ 1,650.00	\$ 4,933.00
488 Lewis St.	\$ 198,400.00	\$ 3,868.00	\$ 1,650.00	\$ 5,518.00

Table 2: Single-Family Residence Permit Fee Breakdown – 1456 Devon Road

Fee Type	Permit Fee
Building Permit	\$1420.00
Plan Review	\$175.00
Erosion Control	\$150.00
Occupancy	\$65.00
Electrical Permit	\$604.00
Plumbing Permit	\$504.00
HVAC Permit	\$371.00
Zoning Permit	\$75.00
Sewer Connection Fee	\$1650.00
State Seal	\$50.00
911 Address Numbers	\$15.00
Total Fees *	\$5079.00

Exhibit A

Chapter 278. Subdivision of Land

Article X. Fees

§ 278-75. Responsibility of subdivider.

The subdivider shall pay the City all fees as hereinafter required and at the times specified before being entitled to recording of a plat or certified survey map.

§ 278-76. Objecting agency review fees.

The subdivider shall transmit all fees required for state agency review to the City Clerk at the time of application if the Clerk is forwarding the plat for said review. Said review fees shall be retransmitted to the proper state review agency by the City Clerk. Said fees shall be applicable, where appropriate, to review fees required by the Wisconsin Department of Administration, Wisconsin Department of Transportation, Wisconsin Department of Commerce and the Wisconsin Department of Natural Resources.

§ 278-77. Preliminary plat review fee.

The subdivider shall pay a fee as set by the Common Council to the City Clerk at the time of first application for approval of any preliminary plats or certified survey maps to assist in defraying the cost of review. Reapplication fee as set by the Common Council shall be paid to the City Clerk at the time of reapplication for approval of any preliminary plat which has previously been reviewed.

§ 278-78. Improvement review fee.

The subdivider shall pay a fee equal to 1% of the cost of the required public improvements as estimated by the City Engineer at the time of the submission of improvement plans and specifications to partially cover the cost to the City of checking and reviewing such plans and specifications. The fee may be recomputed, upon demand of the subdivider or City Engineer after completion of improvement construction, in accordance with the actual cost of such improvements and the difference, if any, shall be paid by or remitted to the subdivider. Evidence of cost shall be in such detail and form as required by the City Engineer.

§ 278-79. Inspection fee.

The subdivider shall pay a fee equal to the actual cost to the City for such inspection as the City Engineer deems necessary to assure that the construction of the required improvements is in compliance with the plans, specifications, and ordinances of the City or any other governmental authority.

§ 278-80. Final plat review fee.

The subdivider shall pay a fee as set by the Common Council to the City Clerk at the time of first application for final plat or certified survey map approval of said plat or certified survey map to assist in defraying the cost of review. A reapplication fee as set by the Common Council shall be paid to the City Clerk at the time of a reapplication for approval of any final plat which has previously been reviewed.

§ 278-81. Public site fee.

If the subdivision does not contain lands to be dedicated as required in §§ 278-9 and 278-51, the City Plan Commission shall require a fee for the acquisition and development of public sites to serve the future inhabitants of the proposed subdivision. Said fee shall be paid to the City Clerk at the time of first application for approval of a final plat of said subdivision in the amount as set by the Common Council for each dwelling unit within the plat.

Public site fees shall be placed in a separate service district fund by the City Clerk to be used only for the acquisition and development of park sites which will serve the proposed subdivision. Said fund shall be established on the basis of the service area of existing or proposed park facilities.

§ 278-82. Tree fee.

If the subdivider does not plant street trees in the subdivision or minor land division as set forth in § 278-65 of this chapter, the Plan Commission shall require a fee for the acquisition and planting of trees in the subdivision. Said fee shall be paid to the City Clerk at the time of first application for approval of a final plat of said subdivision in the amount as set by the Common Council for each tree that is required under § 278-65 of this chapter.

§ 278-83. Engineering fee.

The subdivider shall pay a fee equal to the actual cost to the City for all engineering work incurred by the City in connection with the plat. In addition:

A. Engineering work shall include the preparation of construction plans and standard specifications. The City Engineer may permit the subdivider to furnish all, some, or part of the required construction plans and specifications, in which case no engineering fees shall be levied for such plans and specifications.

B. Inspection, checking, and reviewing work has fees provided for in §§ 278-78 and 278-79.

§ 278-84. Administrative fee.

The subdivider shall pay a fee equal to the cost of any legal, administrative, or fiscal work which may be undertaken by the City in connection with the plat. Legal work shall include the drafting of contracts between the City and the subdivider.

Exhibit B



City of Burlington Fee Schedule

Revised 12/2019

Ch. 115 Building Construction

1 and 2 Family Dwelling

Minimum Permit Fee for All Building Permits	\$65
Early Start	\$200
Plan Review	\$175
Zoning	\$75
Erosion Control	\$150
New 1 & 2 Family (including decks)	\$0.32/ sq. ft.
State Seal	\$50
Occupancy	\$65
Temporary Occupancy	\$80
911 Address number	\$15
Remodel, Additions + Mechanicals	\$0.32/ sq. ft. Min. \$190
Plan Review	\$100
Certificate of Completion/occupancy	\$50
Basement Finish + Mechanicals	\$0.18/ sq. ft. Min. \$100
Plan Review	\$50
Certificate of Completion	\$25
Add Bath (all trades included)	\$200
Kitchen Remodel (includes all trades)	\$165
Bath Remodel-fixture replacement only (includes all trades)	\$120
Modular Home (includes all trades)	\$800
Accessory Building	
Less than 120 sq. ft. (includes zoning)	\$100
Greater than 120 sq. ft.	\$0.28 sq. ft. Min \$120
Manufacture built (no plan review needed)	\$75
Decks/Gazebo/Pergolas (includes plan review & zoning)	\$150
Exterior Entry Landing/Ramp (Under 25 sq. ft.)	\$85 (Includes plan review)
ADA Ramp Manufactured	\$65
Re-inspection fee	\$75
Where sq. footage cannot be calculated	\$11 per \$1000 of valuation
Raze	\$200 (Fees may be waived at the discretion of the Building Inspector)

Miscellaneous 1 and 2 Family

Permit renewal	\$75/inspection, Min. \$100
Roof/Siding	\$50
Add window/door	\$85/inspection
Foundation Repair/drain tile	\$120
Fence	\$50
Driveway addition/alteration/relocate	\$50
Egress window	\$85
Final grade & Landscaping Bond	\$2,000

Commercial/Multifamily

Minimum permit fee	\$100
Permit Renewal	\$85/Inspection, Min. \$200
Early Start	\$245
Plan Review	\$250 + \$25/per additional units
Zoning	\$125
Erosion Control	\$180/Building + \$5/1,000 Sq. Ft. Max. \$2,000
New Building	\$0.32/ sq. ft.
Occupancy	\$190 + \$ 50/unit
Temporary Occupancy	\$80
Tenant Finish/Remodel /Addition	\$0.32/ sq. ft., Min. \$200
Plan Review/Zoning	\$225
Certificate of Completion	\$50
Decks/Gazebo/Pergolas (includes plan review & zoning)	\$200
Accessory Structures	\$0.32/ sq. ft., Min. fee \$180
Plan review	\$75
Certificate of completion	\$50/unit
Where Square footage cannot be calculated	\$12/ \$1,000 value of project

Industrial/Manufactory Building

Minimum Permit Fee	\$100
Permit Renewal	\$85/Inspection Min. \$200
Early Start	\$245
Plan Review	\$225
Plan Review (<\$40,000)	\$125
Zoning	\$125
Erosion Control	\$180/Building + \$5/1000 Sq. Ft.
New Building (not including office/lab or similar area)	\$0.26/ sq. ft.
Office/Lab or similar area	\$0.32/ sq. ft.
Occupancy	\$190
Temporary Occupancy	\$190
Remodel/Addition (not including office/lab or similar area)	\$0.26/ sq. ft.
Office/Lab or similar areas	\$0.32/ sq. ft.
Plan review	\$100
Certificate of Compliance	\$50/unit

Miscellaneous Commercial/Multifamily/Industrial/Manufactory Fees

Minimum Permit Fee	\$65
Re-inspection Fee	\$75 1st time/100 each time after
Missed inspections	\$75
Work Started without permits	Double Fee
Special Inspection, Reports or Letter	\$75/hr.
Cellular Tower Modification	\$120
Cellular Tower Installation – New	\$750
Cold Storage + Mechanicals	\$0.26 sf. ft.
Wrecking, Razing or Demolition	\$75 + \$0.10/sq. ft. / Max. \$750/building (Fees may be waived at the discretion of the Building Inspector)
Foundation Repair/drain tile	\$220
Re-Roof	\$11/\$1,000 value of project / Max. \$250
Siding	\$100
Fence (include zoning)	\$50
Driveway	\$50
Pools/Hot tub above ground (include zoning) + Mechanicals	\$120 (includes 2 inspections)
Pools built-in (include zoning) + Mechanicals	\$180 (includes 3 inspections), \$65 each additional inspection
Signs/Awning (each)	\$65
Temporary Sign Permit	\$65
Dumpster / Receptacle Enclosure Permit	\$65
Yard Sprinkler System	\$65
Final grade & Landscaping Bond	\$5,000
Parking lot alteration/addition	\$300

- Note: The state fee schedule for commercial buildings (DSPS 305) projects may be charged in lieu of or in addition to this fee schedule at the Municipalities discretion
- Note: Gross square footage calculations are based on exterior dimensions, including garage and each finished floor level. Unfinished basements or portions thereof are not included
- Note: The state fee schedule for commercial building projects may be charged in lieu of or in addition to this fee schedule at the City's discretion.
- Note: All fee categories shall be rounded up to the next full dollar amount.
- Note: Where fees are based upon square footage, they shall be based on exterior dimensions, including garage and each unfinished floor level. Unfinished basements or portions thereof are not included.

Ch. 115 Heating and Air Conditioning

Plan Review if not submitted at time of original review	\$65
Minimum Permit fee	\$65

New 1 and 2 Family Residential	\$ 60 base fee + .07/ sq. ft.
Addition	\$ 60 base fee + .07/ sq. Ft.

Remodel (duct alteration only)	\$ 65
HVAC Appliance replace/added + electrical	\$ 65 each

Commercial/Multi Family

New/Addition/Remodel	\$100 base fee + \$.06/ sq. ft.
Minimum permit fee	\$100
Where sq. ft. cannot be calculated	\$85/inspection

Industrial/Manufactory

New/Addition/Remodel	\$100 base fee+ \$0.04 sq. ft.
Minimum permit fee	\$100
Where sq. ft. cannot be calculated	\$85/inspection

Commercial/Multi Family/Industrial/Manufactory – Additional or Replace Units

Air Conditioning Unit (Up to 3 tons or 36,000 BTUs)	\$100/unit
Air Conditioning Unit (Over 3 tons)	\$16/ton (12,000 BTUs) or fraction Thereof, Max. \$750/unit
Exhaust Hood System (New/ Replace)	\$200
Heating & Air Conditioning Distribution System	\$0.04/ sq. ft. of conditioned area. Min. \$100
Heating, Incinerator Unit or Wood Burning Appliance (Up to & including 150,000 BTUs)	\$65/unit
Heating, Incinerator Unit or Wood Burning Appliance (Over 150,000 BTUs)	\$16/unit per 50,000 BTUs or fraction thereof, Max. \$750/unit
Heat pumps	\$65/each
Gas piping	\$25/appliance

Ch. 142 Electrical Work / Inspections

1 and 2 Family Dwelling

Minimum permit fee	\$65
New /Remodel/Addition	\$60 base + \$0.10/ sq. ft.
Where Sq. Ft. cannot be calculated	\$65 + \$3 / device
Accessory Building	\$60 base fee +\$0.10/ sq. ft.

Multi Family/ Commercial

Minimum permit fee	\$100
New/Addition/Remodel (plus electric service)	\$100 base + \$0.10/ sq. ft.
Where sq. ft. cannot be calculated	\$85 + \$4 /device
Plan review if not submitted at time of original review	\$65
Where sq. ft. cannot be calculated	\$85/inspection

Industrial/Manufactory

Minimum permit fee	\$100
New /Addition/ Remodel (plus electric service) Office/Lab /similar areas	\$120 Base fee + \$.08/ sq. ft. \$0.10/ sq. ft.

Where Sq. Ft. cannot be calculated	\$85 + \$4/device
Plan review if not submitted at time of original review	\$65

Miscellaneous Fees

Special Inspections	\$85
New/Temporary/Upgrade service	
Feeder panel	\$65
0 to 200 amp	\$100
201- 400 amp	\$120
401 amp and up	\$240
Accessory Structure+ electrical service	\$65 Base fee + \$ 8/device
Solar/Wind generation	\$120
Generators/Transformer	\$120
Low Voltage system	\$75 + \$0.02/ sq. ft. or \$75 + \$1/opening
Appliances	\$65
Hot Tubs/pools above ground	\$120
Built in Pools/Hot Tubs	\$180
Parking Lot lighting	\$65 Base fee + \$15/fixture
Pump/Grinders	\$65 /device
Heating Units	\$65 /unit
Sign	\$65
Miscellaneous	\$65

Ch. 155 Fire Prevention, Protection and Control

Bonfire Permit	\$25 per fire
Open Burning Permit	\$25 per year
Blasting Permit	\$100 per project
Fireworks Permit	No fee
High Piled Storage Permits	\$300 per permit*
Change in use or occupancy permit	\$300 per occupancy*
Plan review	\$75

Inspection, review, modification, consulting or witness fee

Acceptance test	\$75
Fire sprinkler/fire control and/or fire suppression system basic	
Plan review (without hydraulic calculations)	\$250 per system review
Fire sprinkler/fire control and/or fire suppression system basic	
Plan review (with hydraulic calculations)	\$325 per system review
Verification of additional hydraulic calculations	\$175 each
Verification of additional hydraulic calculations utilizing the	
Darcy-Weisbach calculation method	\$210 each
Site inspection of fire protection systems during installation	\$75/hour
Witness final acceptance test of fire protection systems	\$75/hour
Modifications to existing sprinkler systems	
Minimum fee without hydraulic calculations	\$100
Up to 15 sprinklers without hydraulic calculations	\$10 per sprinkler

Up to 15 sprinklers with hydraulic calculations	\$325
16 or more sprinklers	\$325
Fire pumps	\$300 per review
Sprinkler system underground mains, including combination mains	
0 to 999 feet	\$150
1,000 feet	\$300
Fire hose and/or standpipe hose connections	\$10/outlet
Other fire protection control and/or fire suppression systems	\$300
Fire alarm systems	\$250 per control panel review
Fire alarm system notification devices (audible and visual), manual pull stations, initiating devices, photoelectric detectors, water flow devices and monitoring devices	\$50 up to three; \$10/additional
Witnesses of all required tests (2 hour min. per test)	\$75/hour
Inspections during installation (2 hour min. per system)	\$75/hour
Fire protection consulting on systems and/or occupancies or permits (2 hour minimum)	\$75/hour
Work commenced without permit	Triple fee charged
*Hourly fire protection consulting fee may also be charged	

Ch. 243 Plumbing

New 1 and 2 Family	\$60 base fee + \$.10/ sq. ft.
Addition/Remodel	\$ 15 per fixture +\$65 per inspection, Minimum \$125
Lawn sprinkler	\$65
Wells	\$85
New Commercial/ Multifamily	\$100 base fee + \$0.10/sq. ft.
Plan Review if not submitted at time of original review	\$65
Minimum Permit Fee	\$85
Addition/Remodel	\$15/fixture + \$85/ anticipated inspections, min. fee \$ 225
Sanitary & Storm Sewer Building Drain	\$75 for 1st. 100 ft. + \$0.45/ea. additional ft.
Water, Sanitary & Storm Sewer Laterals	\$75 for 1st 100 ft. + \$0.45/ea. additional ft.
Sanitary & Storm Sewer	\$75 for 1st. 100 ft. + \$0.45/ea. additional ft.
Manhole & Catch Basin	\$15/each
Back Flow Preventers	\$120
New Manufactory/Industrial	\$100 Base fee + \$0.06/sq. ft.
Plan Review if not submitted at time of original review	\$65
Minimum Permit Fee	\$85
Addition/Remodel	\$15/fixture + \$85/ anticipated inspections, min. fee \$ 225
Sanitary & Storm Sewer Building Drain	\$75 for 1st. 100 ft. + \$0.45/ea.

Water, Sanitary & Storm Sewer Laterals	additional ft. \$75 for 1st 100 ft. + \$0.45/ea. additional ft.
Sanitary & Storm Sewer	\$75 for 1st. 100 ft. + \$0.45/ea. additional ft.
Manhole & Catch Basin	\$15/each
Back Flow Preventers	\$120

Miscellaneous Commercial/Industrial

Gas piping	\$25/appliance
Lawn sprinkler	\$85/building connection
Wells	\$85

Ch. 259 Sewers

Sewer Connection Fee, within City	\$1,650 per REU
Holding tanks	\$85
Industrial Discharge Permit	\$110
Septage Disposal Permit	\$110

Ch. 270 Stormwater Management

Stormwater Permit	Actual cost of City Engineer's charges
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Ch. 274 Streets and Sidewalks

Snow and Ice Removal	\$110 Administration fee, plus equipment cost, and hourly labor (doubled)
Outdoor Seating Permit B2 & B2A Zoning Dist.	
Sidewalk Seating Permit without alcohol	\$30
Sidewalk Seating Permit with alcohol	\$45
Right-of-way Work	Deposit \$2,000.00 Refundable on satisfactory restoration
Right-of-way Permit	
Excavation below 12" deep or pavement	\$200 Deposit +/- Actual
Surface or above 12" below surface	\$30
Dumpster or construction vehicle placement	\$30

Ch. 278 Subdivision of Land

Final Grade Recertification Bond	\$5,000
Objecting Agency Review Fee	Actual cost charged by Agency
Preliminary Plat/CSM Review	\$35 Base fee, plus \$7 per lot
Reapplication	\$30
Improvement Review Fee	1% of estimated cost of public Improvements
Inspection Fee	Actual cost of City Engineer's

Final Plat/CSM Review	Charges
Reapplication	\$8 Base fee, plus \$2 per lot
Public Site Fee	\$8
Street Tree Fee	\$500 per dwelling unit
Engineering Fee	\$135 per tree required
Administrative Fee	Actual cost of City Engineer's charges
	Actual cost of City's expenses

Ch. 304 Water

Flow Tests	\$10
Water Rates	As approved by the PSC & Council in Rate Schedule
Well Operation Permit	\$75 permit must be renewed every five years

Ch. 315 Zoning

PUD Overlay District	\$500 Deposit +/- Actual
Conditional Use Permit	\$500 Deposit +/- Actual
Certified Survey Map Review	\$500 Deposit +/- Actual
Site Plan Review	\$500 Deposit +/- Actual
Rezoning/change Application	\$500 Deposit +/- Actual
Historic Preservation District Certificate of Appropriateness	\$150 Deposit +/- Actual
Historic Preservation District Sign Application	\$150 Deposit +/- Actual
Variance Application/Zoning Appeal	\$150 Deposit +/- Actual
Quarry Operation Cond. Use	\$200 per year