

RESOLUTION NO. 1409
A RESOLUTION ESTABLISHING THE 2024 SCHEDULE OF FEES
FOR THE CITY OF FORT ATKINSON, JEFFERSON COUNTY

WHEREAS, the City of Fort Atkinson 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 Fort Atkinson hereby adopts and approved the Schedule of Fees as outlined below with an effective date of January 1, 2024.

2024 CITY OF FORT ATKINSON SCHEDULE OF FEES

TYPE OF LICENSE OR PERMIT	2024 FEE AMOUNT	UNIT/DURATION
Bicycle, E-Bicycle, E-Scooter: New Non-expiring	\$5.00	Per Bicycle, E-Bicycle, E-Scooter
Bicycle, E-Bicycle, E-Scooter: Replacement Non-expiring	\$1.00	Per Bicycle, E-Bicycle, E-Scooter
Room Tax – Per Quarter	5%	Based on gross receipts
Room Tax – Penalty	10% of previous quarter	Per quarter
Private Well Permit	\$200.00	Per two-year permit
Special Event Permit	\$25.00	Per event + additional services charges
Vehicle Registration Fee	\$20.00	Per car per year (with registration)
ANIMAL		
Dog – Altered	\$10.00	Per dog per year
Dog – Unaltered	\$15.00	Per dog per year
Cat – Altered	\$10.00	Per cat per year
Cat – Unaltered	\$15.00	Per cat per year
Late Fee - After April 1 st	\$10.00	Per dog/cat

TYPE OF LICENSE OR PERMIT	2024 FEE AMOUNT	UNIT/DURATION
ALCOHOL		
Class "A" Beer –	\$100.00	Per year
"Class A" Liquor	\$500.00	Per year
Class "B" Beer	\$100.00	Per year
"Class B" Liquor	\$500.00	Per year
Reserve License	\$10,000.00	Initial application
"Class C" Wine	\$100.00	Per year
Temporary Class "B" Beer	\$10.00	Per event
Temporary "Class C" Wine	\$10.00	Per event
Temporary Beer and Wine	\$10.00	Per event
Publication: New	\$100.00	Per license
Publication: Renewal	\$30.00	Per renewal
Operator (2 year) July 1 st – June 30 th Even Years	\$30.00	Per 2 years
Operator (1 year) July 1 st – June 30 th Odd Years	\$15.00	Per 1 year
Provisional Operator One per person	\$10.00	For 60 days
Temporary Operator One per person per year	\$10.00	For 1-10 consecutive days
BUSINESS		
Cigarettes	\$100.00	Per year
Door-to-Door Direct Seller	\$25.00	Per year/person
MOBILE MERCHANT		
Application Fee	\$25.00	Per application
Daily	\$5.00	Per day
Six Month	\$25.00	Per six months
Twelve Month	\$50.00	Per twelve months
BUILDING		
One and Two Family Residential		
Minimum Fee	\$35.00	Base fee
New Constructions	\$0.25	Per square foot
Addition/Alteration/Remodel	\$0.25	Per square foot
Kitchen Remodel	\$10.00	Per project
Plan Review	\$100.00	Per plan
UDC Stamp	\$35.00	Per structure
Erosion Control	\$100.00	Per project
Erosion Control – Addition with Foundation	\$25.00	Per Project
Occupancy	\$125.00	Per unit

TYPE OF LICENSE OR PERMIT	2024 FEE AMOUNT	UNIT/DURATION
One and Two Family Residential (Con't)		
Moving Principal Building	\$100.00	Per structure
Moving Accessory Building	\$50.00	Per structure
Raze	\$50.00	Per structure
Re-inspect	\$50.00	Per inspection
Early Start	\$75.00	Per project
Commercial / Industrial		
Minimum Fee	\$35.00	Base fee
New Construction	\$0.30	Per square foot
Additions/Alterations	\$0.30	Per square foot
Plan Review, not State approved	\$300.00	Per plan
Plan Review, State approved	\$100.00	Per plan
Erosion Control	\$125.00	Per project
Occupancy	\$175.00	Per unit
Moving Principal Building	\$100.00	Per structure
Moving Accessory Building	\$50.00	Per structure
Raze	\$50.00	Per structure
Re-inspect	\$75.00	Per inspection
Early Start	\$75.00	Per project
Commercial Specialty (Cell Towers, Solar, Windmills, etc.)	\$10.00	Per \$1,000 of project cost
Electrical		
New Construction and Service Fees		
Minimum Fee	\$35.00	Base fee
New Cons up to 1000 sq ft	\$70.00	Base fee
New Cons 1001 to 2000 sq ft	\$90.00	Base fee
New Cons 2001 to 3000 sq ft	\$100.00	Base fee
New Cons 3001 sq ft and up	\$110.00	Base fee
Existing Structures		
Minimum Fee	\$35.00	Base fee
0-100 Amp	\$35.00	Base fee
101-200 Amp	\$35.00	Base fee
201-400 Amp	\$45.00	Base fee
401-600 Amp	\$55.00	Base fee
600 Amp and up	\$65.00	Base fee
Feeder/Subfeeder	\$25.00	Base fee
Outlets/Fixtures	\$.75	Per outlet/fixture
Direct Wired	\$5.00	Per opening
220V	\$5.00	Per opening
Pole / Area Lighting and Signs	\$10.00	Per unit
Electric Heater	\$5.00	Per unit

TYPE OF LICENSE OR PERMIT	2024 FEE AMOUNT	UNIT/DURATION
Electrical (Con't)		
Gas/Oil Heater	\$10.00	Per unit
Exhaust Fan	\$5.00	Per unit
Air Conditioning	\$10.00	Per unit
Motors/Controllers	\$10.00	Per unit
Miscellaneous	\$10.00	Per unit
Swimming Pool	\$25.00	Per unit
Plumbing		
Minimum fee – New Construction (all)	\$35.00	Base fee
Minimum fee – Additions/Alterations (all)	\$35.00	Base fee
Per Fixture	\$6.00	Per fixture
Laterals	\$75.00	Per lateral
Grease Trap	\$50.00	Per trap per year
Heating, Venting, Air Conditioning (HVAC)		
Minimum Fee	\$35.00	Base fee
New residential and additions	\$0.05	Per SF of project
New commercial and additions	\$0.05	Per SF of project
New Furnace	\$60.00	Per unit
New Air Conditioning	\$45.00	Per unit
Replace Furnace	\$35.00	Per unit
Replace Air Conditioning	\$35.00	Per unit
Air Handler	\$60.00	Per unit
Unit Heater	\$25.00	Per unit
Boiler	\$25.00	Per unit
Exhaust	\$25.00	Per unit
Fireplace	\$35.00	Per unit
Solid Fuel Stove	\$35.00	Per unit
Miscellaneous	\$25.00	
Miscellaneous Building Permits		
Base Fee	\$35.00	Per structure
Awnings	\$25.00	Per awning
Deck	\$0.25	Per square foot
Fence	\$25.00	Per parcel
Pool	\$35.00	Per parcel
Signs	\$55.00	Per sign
Failure to obtain occupancy	\$250.00	Per parcel
Erosion Control Bond	\$1,500.00	Bond ¹ ,

¹ Bond, less any fees accrued by the City for maintaining the site. Any remaining funds will be returned when perennial cover of 70% is achieved.

TYPE OF LICENSE OR PERMIT	2024 FEE AMOUNT	UNIT/DURATION
Zoning Review Fees		
Residential – New	\$100.00	Per project
Residential – Additions & Accessory Structures	\$50.00	Per project
Residential – Deck	\$25.00	Per project
Commercial – New	\$100.00	Per project
Commercial – Additions & Accessory Structures	\$100.00	Per project
EMERGENCY MEDICAL SERVICES (EMS) FEES		
Basic Life Support – Resident	\$1,500.00	Per response
BLS – Non City Resident	\$1,700.00	Per response
Advanced Life Support – Resident	\$1,700.00	Per response
ALS – Non City Resident	\$1,900.00	Per response
ALS2 – Resident	\$1,900.00	Per response
ALS2 – Non City Resident	\$2,100.00	Per response
BLS On Scene Care – Resident	\$600.00	Per response
BLS On Scene Care – Non City Resident	\$800.00	Per response
ALS On Scene Care – Resident	\$1,000.00	Per response
ALS On Scene Care – Non City Resident	\$1,200.00	Per response
Lift Assist – Resident (after 3rd per calendar year)	\$300.00	Per lift assist after 3 per calendar year
Lift Assist – Non City Resident (after 3rd per calendar year)	\$500.00	Per lift assist after 3 per calendar year
Mileage – Resident	\$26.00	Per mile
Mileage – Non City Resident	\$26.00	Per mile
ENGINEERING FEES²		
Commercial Erosion and Sediment Control Permit Review	\$150.00	Per project
Right of Way Permit Review	\$50.00	Per request
Storm Water Permit Review	\$200.00	Per project
LAND USE APPLICATIONS³		
Conditional Use Permit Review	\$200.00	Per request
Parkland Dedication	769 sf	Per single/dup.
	577 sf	Per multifam unit
	307 sf	Per senior unit

² In addition to application fees, land use applicants shall bear all reasonable costs and expenses associated with third-party consultants necessary to review applications in any case where the City does not have the in-house expertise to perform such review (§15.10.32(7)(a)1.).

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TYPE OF LICENSE OR PERMIT	2024 FEE AMOUNT	UNIT/DURATION
LAND USE APPLICATIONS⁴ (Con't)		
Payment in Lieu of Parkland Dedication	\$741 \$556 \$296	Per single/dup. Per multifam unit Per senior unit
Park Impact Fees	\$1009 \$757 \$404	Per single/dup. Per multifam unit Per senior unit
Planned Unit Development Review	\$500.00	Per project (includes zoning change)
Plat Review	\$100.00 base plus \$10.00 per lot; Maximum \$500.00	Per lot or maximum fee
Certified Survey Review	\$100.00 base plus \$10.00 per lot; Maximum \$150.00	Per lot or maximum fee
Extraterritorial Certified Survey Map	\$10.00 per lot or \$100.00 max	Per lot or maximum fee
Sign Permit Review	\$75.00	Per sign
Site Plan Review	\$200.00	Per project
Special Area Design Review – Renovation Review	\$25.00	Per request
Special Area Design Review – Design Alteration Review	\$50.00	Per request
Special Area Design Review – Project Review	\$200.00	Per request
Temporary Use Permits	\$50.00	Per request
Variance	\$200.00	Per request
Zoning Ordinance Amendment	\$200.00	Per request
Zoning Map Amendment	\$200.00	Per request
PARKS AND RECREATION FEES⁵		
Open Air Shelters	\$60.00 Deposit: \$50.00	Per day; deposit refundable
Clubhouse	\$225.00 Deposit: \$100.00	Per day; deposit refundable

⁴ In addition to application fees, land use applicants shall bear all reasonable costs and expenses associated with third-party consultants necessary to review applications in any case where the City does not have the in-house expertise to perform such review (§15.10.32(7)(a)1.).

⁵ The municipal building gym is not available for rent during Parks & Recreation sponsored programming. If there is a request to rent during Youth Center programming, there may be additional fees to relocate the Youth Center. Please see the Group Fee Schedule on file with the Parks and Recreation Director for additional information on table, chair, and shelter rental rates.

TYPE OF LICENSE OR PERMIT	2024 FEE AMOUNT	UNIT/DURATION
PARKS AND RECREATION FEES⁶ (Con't)		
Rotary Pavilion	\$150.00 Deposit: \$50.00	Per day; deposit refundable
Table Rentals	\$4.50 per table	Per weekend
Chair Rentals	\$0.75 per chair	Per weekend
Aquatic Center Family Pass – Resident	\$100.00	Per Annual Pass
Aquatic Center Family Pass – Non Resident	\$115.00	Per Annual Pass
Aquatic Center Individual Pass – Resident	\$45.00	Per Annual Pass
Aquatic Center Individual Pass – Non Resident	\$55.00	Per Annual Pass
Aquatic Center Daily Admission – Child	\$3.50	Per Daily Pass
Aquatic Center Daily Admission – Adult	\$4.50	Per Daily Pass
Aquatic Center Pool Part Rental	\$175.00	Per hour (2 hour maximum)
Municipal Building Gym Rental – Birthday Parties	\$30.00	Per 2 hour maximum rental
Municipal Building Gym Rental – Open Gym Play	\$5.00	Per hour
Municipal Building Gym Rental – Special Events	\$50.00	Per day
Field Fees ⁷	Various	See Attachment
PUBLIC WORKS – OPERATIONS FEES⁸		
Brush collection in excess of 15 minutes	\$270.00	Per hour - billed in 10 Min increments
Front End Loader (use by PW Staff)	\$65.00	Per hour – billed in 15 Min increments
12-Yard Dump Truck (use by PW Staff)	\$57.00	Per hour – billed in 15 Min increments
Residential Lot Mowing - in excess of 8" in height (Cited as not maintained)	\$195.00	Per hour – billed in minimum 1 hour increments (with 15 min increments thereafter)
Large Vacant Lot Mowing - in excess of 24" in height (Cited as not maintained)	\$220.00	Per hour – billed in minimum 1 hour increments (with 15 min increments thereafter)

⁶ The municipal building gym is not available for rent during Parks & Recreation sponsored programming. If there is a request to rent during Youth Center programming, there may be additional fees to relocate the Youth Center. Please see the Group Fee Schedule on file with the Parks and Recreation Director for additional information on table, chair, and shelter rental rates.

⁷ See attached Fort Atkinson Parks & Recreation 2024 Field Fees

⁸ Public Works – Operations Fees represent the actual labor and equipment costs associated with requested delivery from the compost site. The City does not rent equipment nor provide labor for private purposes.



2024 Field Fees:

Park	Facility		Reservation & Use Fee
Jones Park			
600 Janesville Avenue	Baseball Field	Game	\$100/1st game + \$50/additional game
		Tournament*	\$100/1st game + \$50/additional game
		Practice (2 hrs)	\$30/2 hrs
		Prep Fee	\$50/1st game
		Lights	\$10/day
If a non-resident team plays after a resident team, the fee is \$100/game			
If a resident team plays after a different resident team, the fee is \$50/game			
All diamond preparations during the week (Mon-Fri) will be the responsibility of the City, unless otherwise			
All diamond preparations during the weekend (Sat-Sun) will be the sports organization's responsibility, unless otherwise			
*Tournaments: if there is a game on Friday, then a game on Saturday, the Saturday game would be considered "additional game"			
Memorial Park			
520 Riverside Drive	Baseball Diamond #1	Game	\$40/game
		Tournament*	\$250/day/3 diamonds
		Practice (max 2 hrs)	\$10/hour
		Prep Fee	\$20/diamond
		Lights	\$10/day/3 diamonds
	Baseball Diamond #2	Game	\$40/game
		Tournament*	\$250/day/3 diamonds
		Practice (max 2 hrs)	\$10/hour
		Prep Fee	\$20/diamond
		Lights	\$10/day/3 diamonds
	Baseball Diamond #3	Game	\$40/game
		Tournament*	\$250/day/3 diamonds
		Practice (max 2 hrs)	\$10/hour
		Prep Fee	\$20/diamond
		Lights	\$10/day/3 diamonds
Ralph Park			
600 Jefferson Street	Softball Diamond North	Game	\$40/game
		Tournament*	\$250/day/2 diamonds (Fri 5:30-10:00 p.m. \$100/2 diamonds)
		Practice (max 2 hrs)	\$10/hour
		Prep Fee	\$20/field
		Lights	\$10/day/2 diamonds
	Softball Diamond South	Game	\$40/game
		Tournament*	\$250/day/2 diamonds (Fri 5:30-10:00 p.m. \$100/2 diamonds)
		Practice (max 2 hrs)	\$10/hour
		Prep Fee	\$20/field
		Lights	\$10/day/2 diamonds
Rock River Park			
1300 Lillian Street	Football Field North	Game/Practice - no prep	\$10/hour
		Lights	\$10/day/3 fields
	Football Field South	Game/Practice - no prep	\$10/hour
		Lights	\$10/day/3 fields
	Practice Field	Game/Practice - no prep	\$10/hour
		Lights	\$10/day/3 fields
*All tournaments require park shelter rental.			
Game/tourney fee includes use of dragging machine, 1 bag of chalk per 2 games, scoreboard (if operable), and up to 8 bags of diamond dry per day. \$15/bag of diamond dry if more is needed. \$10/bag of chalk if more is needed.			
Teams are required to perform pre and post game care of the field.			
No charge for Fort Atkinson City sponsored activities or Fort Atkinson School District activities.			


TYPE OF LICENSE OR PERMIT	2024 FEE AMOUNT	UNIT/DURATION
PUBLIC WORKS – OPERATIONS FEES⁹ (Con't)		
Public Works Staff Labor	\$40.00	Per hour – billed in 15 Min increments
PUBLIC WORKS – COMPOST SITE FEES		
Screened compost for purchase	\$25.00	Per cubic yard. Delivery fee extra based on actual labor & equip costs
Unscreened/unturned Compost	Free	No loading and delivery available.
Raw Leaves	Free	\$67.00 load and delivery fee per truckload within City limits.
Wood Mulch	Free	\$67.00 load and delivery fee within City limits.
Screened compost partials	\$15.00	Per ½ cubic yard
	\$10.00	Large container (13 gallon can)
	\$2.00	Small container (5 gal. bucket or smaller)
Tube-style TV/Monitor E-Waste	\$25.00	Per unit (designated days only)

Adopted this 01 day of November 2023.
Effective the 1st day of January 2024.

CITY OF FORT ATKINSON


Eric Schultz, President Pro Tem

ATTEST:


Michelle Ebbert, City Clerk/Treasurer/Finance Director

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