

TOWN OF SHEBOYGAN FEE SCHEDULE

The following fees shall be charged for permits or licenses unless otherwise set forth in the Town of Sheboygan Code of General Ordinances. All fees set forth hereunder are annual fees unless otherwise indicated:

- (1) Lost or destroyed license or permit \$ 50.00
- (2) Class "A" Malt Beverage 155.00
- (3) Class "B" Malt Beverage 100.00
- (4) One-Year Bartender or Operators License 50.00
- (5) Provisional Bartender License 15.00
- (6) Replacement Bartender or Operators License 10.00
- (7) Background Check Fee 20.00
- (8) Class A Liquor 500.00
- (9) Class B Liquor 500.00
- (10) Class B Beer (picnic) 25.00
- (11) Reserve "Class B" - Initial Issuance Fee 10,000.00
- (12) Temporary Operator License (see § 4.03)
[14 day non-profit] 25.00
- (13) Dog License (4.04)
 - (a) Female or un-neutered male 20.00
 - (b) Neutered male or spayed female 10.00
 - (c) Late fee for licenses after March 31 20.00
- (14) Transient Merchant Permit 50.00
- (15) Cigarette License 100.00
- (16) Park Shelter Reservation/Rental

	Reservation/ Rental Fee	Refundable Security Deposit	Total Owed with Application
Residents	100.00	50.00	\$ 150.00
Non-residents	200.00	50.00	\$ 250.00

- (17) Permit for Use of the Community Center (based on number of guests).
Permit Applicant must be a Town Resident.

Number of Guests	Permit Cost	Refundable Security Deposit	Total Owed with Application
75 or less	\$300.00	300.00	\$600.00
76-150	600.00	600.00	\$1,200.00
151-299	900.00	900.00	\$1,800.00

- (18) Building Permit Fees [See Tables 1, 2, 3, 4, 5, 6, 7, 8 and 9 attached]
- (19) Public Records Fees [See § 1.05(2)]
- (20) Razing Permit 50.00

(21)	Street Opening [Actual cost; permit deposit required.].....	750.00
(22)	Permit to Construct, Maintain and Operate Utilities in R.O.W.	100.00
(23)	Fireworks	50.00
(24)	Approval of Survey Maps	200.00
(25)	Title Reports (Special Assessment Letters)	40.00
(26)	Clearwater Inspections	50.00
(27)	Subdivision Approval	500.00
(28)	Rezoning	500.00
(29)	Conditional Use	500.00
(30)	Variance	500.00
(31)	Photocopies [Color Per page]	1.00
(32)	Photocopies [Black and White Per page]50
(33)	Driveway (Culvert) Permit Fee	300.00
(34)	Dumping (Fill) Permit Fee	200.00
(35)	Building Relocation Permit	150.00
	[Actual damage reimbursement deposit required]	1,000.00
(36)	Erosion Control Permit as Required by § 15.10.....	300.00
(37)	Stormwater Management Permit as Required by § 16.08 ..	300.00
(38)	Insufficient Funds	50.00
(39)	Large Wind Energy Permit (plus costs)	500.00
(40)	Small Wind Energy Permit (plus costs)	500.00
(41)	As-Built/Site Plan/Elevation review by Town Engineer	750.00
(42)	Certified Survey Maps	200.00
(43)	Special Meeting Charge	250.00
(44)	Interest Charge. The Town shall charge interest at the rate of 1.5% per month, or any portion thereof, which is 18% per year, on any fees, charges, or other sums past due and owing to the Town of Sheboygan. Unpaid fees may be levied as special charges against the real property served pursuant to Wis. Stat. § 66.0628.	

Table 1

**BUILDING PERMIT FEES
NEW HOME CONSTRUCTION**

I. NEW ONE AND TWO-FAMILY DWELLINGS OF NOT MORE THAN 2000 SQUARE FEET:

(1)	Administration Fee	\$200.00
(2)	Building Permit and Inspections	350.00
(3)	HVAC Permit and Inspections.....	150.00
(4)	Plumbing Permit and Inspections.....	300.00
(5)	Electric Permit and Inspections.....	210.00
(6)	Energy Worksheet Review.....	75.00
(7)	Plan Review/WI Building Permit Seal/Occupancy Permit.....	200.00
(8)	Highway and Town Office [Erosion control and miscellaneous work.]	500.00
(9)	As-Built/Site Plan/Elevation review by Town Engineer	750.00
(10)	Sewer Connection Fee	2,000.00
(11)	Driveway (Culvert) Permit	300.00
(12)	Reinspection Fee (to clear failed inspections).....	150.00

II. **PLUS:** \$20.00 per each 100 square feet of construction in excess of 2,000 square feet.

III. "AS BUILT" SURVEY, ROAD AND DITCH INSPECTION DEPOSIT

A \$3,000.00 refundable "as built" survey, road and ditch inspection deposit shall be collected at the time of building permit issuance. The "as built" survey and inspection deposit shall be refunded to applicant when an "as built" survey, road and ditch inspection as required by § 3.03(3) of the Town Code, has been approved by the Town Building Inspectors and Public Works Director or Engineer and placed on file with the Town Clerk's office and all inspections have been completed. In the event applicant fails to provide the required "as built" survey, road and ditch inspection within six (6) months of occupancy of the subject property or occupies the property before final inspections have been successfully completed, the Town may in its discretion (i) authorize its surveyor and/or engineer to prepare same and deduct the costs therefore from the "as built" survey, road and ditch inspection deposit or (ii) retain the "as built" survey, road, and ditch inspection deposit as a forfeiture for failure to provide the required "as built" survey or for occupying the property before final inspections have been successfully completed. In addition, the Town may deduct all extra building inspection fees and costs required to complete the building inspection as required by this Code. The balance of said deposit, if any, shall be refunded to the applicant within sixty (60) days of the satisfactory completion of all building permit requirements.

Table 2

**BUILDING PERMIT FEES
ALTERATIONS, REPAIRS, REMODELING WITH NO STRUCTURAL CHANGES, ROOF
REPLACEMENT, SIDING, DOWNSPOUTS & GUTTERS, WINDOW AND DOOR
REPLACEMENT
(no inspections required)**

Permit required if cost/value exceeds \$1,000

Building Permit Fee for alterations, repairs, remodeling with no structural changes, roof replacement, siding, downspouts & gutters, window and door replacement shall be a flat fee of:

Permit Fee	\$75.00**
Electrical Permit (if applicable)	
Plumbing Permit (if applicable)	
HVAC Permit (if applicable)	

**This permit fee is a per individually owned address fee for residential properties including condominiums. Apartment buildings, townhouses or multi-unit dwellings under one ownership shall be charged commercial permit fees.

Table 3

**BUILDING PERMIT FEES
ADDITIONS, ALTERATIONS AND REPAIRS WITH STRUCTURAL CHANGES,
DECKS, FINISHING BASEMENTS, SHEDS, AND GARAGES
(inspections required)**

Building Permit Fees for additions, alterations and repairs with structural changes including decks, basements, sheds and garages shall be the greater of the following:

(1)	Administration Fee	\$75.00
(2)	First \$3,000 of Construction Cost	35.00
	Plus \$15.00 for each additional \$1,000.00 of construction cost	
(3)	Plus actual Inspection Costs Incurred by Town	35.00 per inspection*
(4)	Building Permit Plan Review.....	20.00
(5)	Razing Permit (if applicable).....	50.00
(6)	Reinspection Fee (to clear failed inspection)	150.00
(7)	Plumbing Permit (if applicable)	
(8)	Electrical Permit (if applicable)	
(9)	HVAC Permit (if applicable)	

* Number of inspections to be determined by inspector.

Table 4

**BUILDING PERMIT FEES
FENCES AND SWIMMING POOLS**

Building Permit Fees for fence shall be \$75

Building Permit Fees for all spas, hot tubs and swimming pools shall be \$15 per \$1,000 of cost (minimum \$75). All spas, hot tubs and swimming pools require an electrical permit with work completed by a licensed electrician or by the property owner that occupies the property as a residence. The number of electrical inspections shall be determined by the Building Inspector. Inspections are charged at the rate of \$35.00/inspection.

A Plumbing Permit is required for an in-ground pool.

If pool is intended to be a permanent structure a permit is required and will be considered an accessory use. Please see Chapter 7, Section 10 regarding Nonconforming Uses, Structures and Lots Accessory Uses.

If pool is intended to be a temporary structure, to be removed seasonally, no permit is required.

Table 5

**COMMERCIAL PLAN REVIEW AND PERMIT FEES
FOR ALL COMMERCIAL CONSTRUCTION INCLUDING APARTMENTS AND
MULTI-FAMILY**

The Town of Sheboygan adopts the State of Wisconsin Safety & Professional Services fees for Commercial Plan Review Fees for Buildings Located in Municipalities that Perform Inspections (Wis. Admin. Code § SPS Table 302.31-2). A form SBD-118, Application for Review – Buildings, HVAC, Fire and Components, is required for each commercial building project.

Table 6

COMMERCIAL BUILDING PERMIT FEES

Administration Fee	\$500
Erosion Control Fee	\$500
Building Permit Fee	\$15 per \$1,000 based on cost of project
Electrical Permit Fee	\$15 per \$1,000 based on cost of project
HVAC Permit Fee	\$15 per \$1,000 based on cost of project
Plumbing Permit Fee	\$15 per \$1,000 based on cost of project
Fire Alarm Inspection Fee	\$300
Fire Suppression System Fee	\$300
Stormwater Management Review	\$300 (Review and approval by Town Engineer)
As-Built/Site Plan/Elevation Review	\$750 (Review and approval by Town Engineer)

All Fee's Payable to the Town of Sheboygan

Plan Review and Conditional Approval-allow 7 working days for Plan Review and Issuance of Conditional Permit after ALL necessary documents have been submitted.

EARLY START PERMITS

Early Start Permits will be granted for the moving of soils only, no excavation or utilities work, upon payment of a \$500 early start permit. An Early Start Plumbing Permit for underground plumbing only, can be issued after approval by the Town Building Plan Reviewer. Early Start Permit fee is \$500.00.

Table 7

COMMERCIAL PLUMBING REVIEW & PERMIT FEES

The Town of Sheboygan adopts the State of Wisconsin Safety & Professional Services fees for Plumbing Plan Review Fees for Buildings Located in Municipalities that perform Inspections. (Wis. Admin. Code § SPS Tables 302.64-1, 382.20-2; & 302.64-2 are incorporated herein by reference.) A form SBD-6154, Application for General Plumbing Plan Review and Cross Connection Assembly Registration, is required for each commercial building project.

All Fees Payable to the Town of Sheboygan

Plan Review and Conditional Approval-allow 7 working days for Plan Review and Issuance of Conditional Permit approval after ALL necessary documents have been submitted.

****SMALL COMMERCIAL PERMITS FOR ELECTRICAL AND PLUMBING REPAIRS WITH A COST LESS THAN \$5,000 WILL BE CHARGED AT THE RATE OF \$75 ADMINISTRATION FEE PLUS \$35 PER INSPECTION (as determined by the inspectors).**

ADDITIONAL INSPECTION CHARGES

Reinspection (to clear failed inspection), extra or missed inspections \$150.00

(this includes inspections that were scheduled and the inspector could not access the property, for whatever reason.)

EXPEDITED INSPECTIONS

In the event an owner or contractor requests an expedited inspection with less than the notice required by Wis. Admin Code § SPS 320.10 and the Town inspector is willing and able to accommodate the expedited request then the inspection may be done upon payment of an expedited inspection fee of \$138.00.

NO STRUCTURES ARE ALLOWED TO BE BUILT WITHIN REQUIRED ZONING CODE SETBACK AREAS OR EASEMENT AREAS.

Table 8

**PLUMBING PERMIT FOR TOWN OF SHEBOYGAN FALLS
CONNECTION TO TOWN OF SHEBOYGAN SANITARY DISTRICT NO. 2 SANITARY
SEWER**

Connection Fee	\$2,000.00
Plumbing Permit and Inspections	500.00

Table 9

**ELECTRICAL, PLUMBING, HVAC PERMITS
IF NOT SUBMITTED WITH A BUILDING PERMIT**

Administration Fee.....	\$ 75.00
Plus \$15 per \$1,000 based on cost of project	
Inspection Fee (minimum 2 at \$35 each).....	70.00

NEW FACILITIES

Electrical, Plumbing, and HVAC permits are required for all new facilities in addition to Administration fee with additional \$15.00 based on project cost and Inspection fees.

REPLACEMENT FACILITIES

No permit fees or inspection fees are required for replacement facilities.

Enacted this 17th day of January, 2023.
TOWN OF SHEBOYGAN by DANIEL W.
HEIN, Chairperson
CERTIFICATE OF ENACTMENT I hereby
certify that the foregoing Ordinance was duly
enacted by the Town Board of the Town of
Sheboygan on the 17th day of January,
2023.
PEGGY FISCHER, Town Clerk Date of
Publication in the Sheboygan Press:
1.25.2023

- History:
- Amended 1-17-2023
 - Amended 9-24-2019
 - Amended 8-21-2018
 - Amended 11-15-2016
 - Amended 6-21-2016
 - Amended 11-3-2015
 - Amended 5-19-2015
 - Amended 5-20-2014
 - Amended 11-21-2011
 - Amended 8-16-2011
 - Amended 6-21-2010