



# City of Waupun New Housing Fee Report

For 2024 Calendar Year



## 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

Community & Economic Development staff prepared this report for the calendar year ending December 31, 2024 using the adopted City of Waupun Fee Schedule, permit/development records maintained by the Building Inspector and the Department of Public Works, and adopted City of Waupun Ordinances. This report has been posted on the City's website ([www.cityofwaupun.org](http://www.cityofwaupun.org)) and has been shared with the City of Waupun City Council. For record keeping purposes, projects are reported in the year in which they were permitted (approved). Projects approved in prior calendar years but completed and occupied in 2024 are not included in this report.

## Residential Fee List

The City of Waupun imposes the following fees or other requirements for purposes related to residential construction, remodeling, or development. Only fees the City sets/collects are included in this report. Fees set by others, such as sanitary and utility districts, county, etc., are not included in this report. A complete copy of the municipal fee schedule is included in Appendix A. Table 1 lists the residential development fees collected for 2024.

**Table 1: Residential Development Fees (2024)**

Building permit fee	Impact fee	Park fee	Land dedication or fee in lieu of land dedication requirement	Plat approval fee	Final plat approval fee	Storm water management fee	Water or sewer hook-up fee
\$500.00 Base + \$0.28/SF (Minimum \$1,000.00)	N/A	N/A	N/A	N/A	N/A	No fee. Developer uses their own contractor to make connections. Waupun Utilities inspects connections.	No fee. Developer uses their own contractor to make connections. Waupun Utilities inspects connections.

**Calculations**

Section 66.10014(2)(b) states, “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.”

The total amount of fees that the City of Waupun imposed for residential construction, remodeling, or development in 2024 is listed in Table 2. The average fee collected per permit has been calculated by dividing the total amount of fees collected by the number of permits issued. A full listing of all permits issued in 2024 can be found in Appendix B.

**Table 2: Residential Development Fees Collected in 2024**

Permit Type	# of Permits Issued	Total Permit Fees Collected	Avg. Fee Collected /Permit
Single Family Dwelling Units	1	\$1,479.20	\$1,479.20
Multi-Family Dwelling Units	0	\$0	\$0
Mobile Home Units	0	\$0	\$0
Residential Housing Additions & Remodel	810	\$97,631.87	\$120.53
<b>Total Fees Permit Fees Collected</b>		<b>\$99,111.07</b>	

**Exclusions**

This report was prepared in order to meet requirements enacted by 2017 WI Act 243 in Wis. Stat. 66.10014. As such, it does not include the most significant costs of residential development, including the cost of land, the cost of infrastructure, the cost of labor, and the cost of building materials.

## Appendix A – Municipal Fee Schedule

FEE SCHEDULE (EFFECTIVE 1/1/2023)	
City of Waupun Will include a <b>\$45 Administrative Fee</b> on all building permits	
Permit fees double if work commenced without permit.	
<b>MINIMUM FEE</b>	<b>\$50.00</b>
RESIDENTIAL - NEW 1 & 2 FAMILY DWELLINGS	
Building, Plumbing, Electric, & HVAC	\$500.00 Base + \$0.28/SF (Minimum \$1,000.00)
UDC Seal	\$40.00 (Fee subject to Change)
Bond (Returned after Occupancy)	\$1,000.00
Erosion Control	\$50.00
Plan Review	INCLUDED
Occupancy Permit	\$50.00
Zoning	\$100.00
RESIDENTIAL ADDITIONS	
Building (Ftg, Fndn, Floor, Frame, Insul, Final)	\$0.16/SF (Minimum \$300.00)
Plumbing	\$0.04/SF (Minimum \$80.00)
Electric	\$0.04/SF (Minimum \$80.00)
HVAC	\$0.04/SF (Minimum \$80.00)
Erosion Control	\$50.00
Plan Review	INCLUDED
Bond (Returned after Occupancy) (Required for Additions over 500 SF)	\$1,000.00
Occupancy Permit	\$50.00
Zoning	\$75.00
RESIDENTIAL REMODELS	
	\$6.00 Per \$1,000 Construction Cost
RESIDENTIAL GARAGES/ACCESSORY (NEW & ADDITIONS)	
Building	\$0.14/SF (Minimum \$100.00)
Plumbing	\$0.04/SF (Minimum \$80.00)
Electric	\$0.04/SF (Minimum \$80.00)
HVAC	\$0.04/SF (Minimum \$80.00)
Erosion Control	\$50.00
Plan Review	INCLUDED
Occupancy Permit	\$50.00
Zoning	\$50.00
MISCELLANEOUS	
Electrical Service	\$80.00
Laterals	\$60.00
Replace Furnace or AC	\$50.00
Plumbing Remodel	\$50.00 or \$8.00 per fixture
Early Start (Footings & Foundation Only)	\$100.00 or \$0.03/SF (whichever is greater)
Decks (2-3 Inspections @ \$50 Each)	\$100.00 - \$150.00

Permanent Swimming Pools (Provide site plan)	\$50.00
Prefabricated Sheds (Provide site plan)	\$50.00
Fences (Provide site plan)	\$50.00
Signs	Base \$50.00 + \$0.50/SF Each Face
Zoning (Swimming Pools, Fences, Signs, Decks, Sheds)	\$50.00
Chicken Coop & Run	\$50.00
<b>AGRICULTURAL</b>	
Building	\$0.14/SF (Minimum \$100.00)
Plumbing	\$0.04/SF (Minimum \$80.00)
Electric	\$0.04/SF (Minimum \$80.00)
HVAC	\$0.04/SF (Minimum \$80.00)
Erosion Control	\$50.00
Plan Review	INCLUDED
Occupancy Permit	\$50.00
Zoning	\$50.00
<b>MULTI-FAMILY, ASSISTED LIVING, NURSING HOMES, COMMERCIAL &amp; INDUSTRIAL (NEW, ADDITIONS, AND REMODELS)</b>	
Building	Base Fee \$100.00 + \$0.20/SF (Min. \$500.00)
Plumbing	Base Fee \$60.00 + \$0.06/SF (Min. \$80.00) OR \$8.00 per Fixture (whichever is greater)
Electric	Base Fee \$60.00 + \$0.06/SF (Min. \$80.00) Or \$1.25 per Opening (whichever is greater)
HVAC	Base Fee \$60.00 + \$0.06/SF (Min. \$80.00)
Fire Protection - Sprinkler	Base Fee \$60.00 + \$0.04/SF (Min. \$80.00) OR \$1.00 per Head (whichever is greater)
Erosion Control	See DPW Fee Schedule
Bond (Returned after Occupancy)	Under 10,000 SF -\$1,500.00 Over 10,001 SF -\$3,000.00
Remodels	\$6.00 per \$1,000 Construction Cost
Occupancy Permit	\$100.00
Plan Review	Under 10,000 SF -\$100.00 Over 10,001 SF -\$200.00
Zoning	\$200.00
Building Plan Review for Approval - Under 50,000 CF	Per DSPS Fees
Note: Over 50,000 CF, Plan Approval must be completed by DSPS	
<b>DEMOLITION</b>	
Residential Dwelling	\$100.00
Accessory/Garage/Agricultural	\$50.00
Commercial/Industrial Building	\$300.00
<b>MOVING</b>	
Principal Building	\$200.00
Garage/Accessory/Agricultural	\$100.00

*City of Waupun Municipal Ordinance*

Chapter 7 – STREETS AND SIDEWALKS

Section 7.05 STREETS AND SIDEWALKS EXCAVATIONS AND OPENINGS

(1) PERMIT REQUIRED

- (a) No person shall make, direct or cause to be made any excavation or opening in any street, alley, highway, sidewalk or other public way within the City without first obtaining a permit from the Director of Public Works.
- (b) Except as otherwise provided here, the City shall charge an application fee of \$15.00 for each permit issued under this section. A permit shall be required but no permit fee shall be charged if the permit is obtained pursuant to an order of the City of Waupun requiring sidewalk replacement or reconstruction. A permit shall be required but no separate or additional permit fee shall be charged if the permit is issued in conjunction with a building permit where the excavation or opening is ancillary to the project for which the building permit is issued.
- (c) Any person who violates any provision of this section shall be subject to the forfeiture provisions identified in Section 18.04 of this Code. In addition, any contractor who makes an excavation or opening in violation of this subsection without first ensuring that the appropriate permit has been issued shall be subject to the forfeiture provisions identified in Section 18.04 of this Code.

## Appendix B – 2024 Annual Report of Permits Issued

### ANNUAL REPORT OF PERMITS ISSUED 2024

		# of Permits	Permit Fee	Est. Value
Res. Houses (1 & 2 Family)	Dodge County:	1	\$ 1,479.20	\$ 250,000.00
	Fond du Lac County:	0	\$ -	\$ -
	<b>Total:</b>	1	\$ 1,479.20	\$ 250,000.00
Res. Houses Add & Remodel	Dodge County:	461	\$ 53,331.37	\$ 8,409,474.48
	Fond du Lac County:	349	\$ 44,300.50	\$ 7,181,907.97
	<b>Total:</b>	810	\$ 97,631.87	\$ 15,591,382.45
Res. Garages New Const.	Dodge County:	8	\$ 1,050.00	\$ 155,841.00
	Fond du Lac County:	8	\$ 1,428.00	\$ 120,600.00
	<b>Total:</b>	16	\$ 2,478.00	\$ 276,441.00
Res. Garages Add & Remodel	Dodge County:	3	\$ 572.50	\$ 66,500.00
	Fond du Lac County:	2	\$ 100.00	\$ 9,995.00
	<b>Total:</b>	5	\$ 672.50	\$ 76,495.00
Multi-Family Const.	Dodge County:	1	\$ 514.54	\$ 85,757.00
	Fond du Lac County:	1	\$ 210.00	\$ 35,000.00
	<b>Total:</b>	2	\$ 724.54	\$ 120,757.00
Swimming Pools	Dodge County:	1	\$ 350.00	\$ 20,000.00
	Fond du Lac County:	0	\$ -	\$ -
	<b>Total:</b>	1	\$ 350.00	\$ 20,000.00
Commercial Const. & Add.	Dodge County:	3	\$ 7,989.92	\$ 2,100,000.00
	Fond du Lac County:	2	\$ 2,320.80	\$ 419,000.00
	<b>Total:</b>	5	\$ 10,310.72	\$ 2,519,000.00
Commercial Alt. & Improve	Dodge County:	5	\$ 1,072.72	\$ 143,453.00
	Fond du Lac County:	13	\$ 4,802.00	\$ 1,006,462.45
	<b>Total:</b>	18	\$ 5,874.72	\$ 1,149,915.45
Industrial Const. & Addition	Dodge County:	8	\$ 12,491.16	\$ 5,923,384.00
	Fond du Lac County:	0	\$ -	\$ -
	<b>Total:</b>	8	\$ 12,491.16	\$ 5,923,384.00
Industrial Alt. & Improve	Dodge County:	3	\$ 1,267.28	\$ 217,853.00
	Fond du Lac County:	0	\$ -	\$ -
	<b>Total:</b>	3	\$ 1,267.28	\$ 217,853.00
Tax Exempt	Dodge County:	6	\$ 4,240.09	\$ 661,273.15
	Fond du Lac County:	3	\$ 1,258.82	\$ 244,115.26
	<b>Total:</b>	9	\$ 5,498.91	\$ 905,388.41
Fences	Dodge County:	12	\$ 1,200.00	\$ 37,700.00
	Fond du Lac County:	12	\$ 1,050.00	\$ 65,733.00
	<b>Total:</b>	24	\$ 2,250.00	\$ 103,433.00
Razing	Dodge County:	3	\$ 450.00	\$ 3,000.00
	Fond du Lac County:	1	\$ 50.00	\$ 3,000.00
	<b>Total:</b>	4	\$ 500.00	\$ 6,000.00
Signs	Dodge County:	8	\$ 797.85	\$ 7,975.00
	Fond du Lac County:	4	\$ 430.50	\$ -
	<b>Total:</b>	12	\$ 1,228.35	\$ 7,975.00
Moving	Dodge County:	0	\$ -	\$ -
	Fond du Lac County:	0	\$ -	\$ -
	<b>Total:</b>	0	\$ -	\$ -
Driveways	Dodge County:	4	\$ 250.00	\$ 50,884.00
	Fond du Lac County:	5	\$ 250.00	\$ 38,000.00
	<b>Total:</b>	9	\$ 500.00	\$ 88,884.00
Electric	Dodge County:	18	\$ 1,742.83	\$ 76,772.00
	Fond du Lac County:	10	\$ 800.00	\$ -
	<b>Total:</b>	28	\$ 2,542.83	\$ 76,772.00
<b>Grand Total:</b>		<b>955</b>	<b>\$ 145,300.08</b>	<b>\$ 27,244,796.31</b>

Administrative Fees		Amount	Total
	Dodge County	545	\$24,525.00
	Fond du Lac County	410	\$18,450.00
	<b>Total:</b>	<b>955</b>	<b>\$42,975.00</b>