

COMMON COUNCIL  
CITY OF WAUPUN, WISCONSIN

RESOLUTION NO. 11-12-24-03

**RESOLUTION TO ADOPT THE 2025 FEE SCHEDULE**

**WHEREAS**, the Common Council of the City of Waupun by resolution adopted by a majority vote of the Common Council on a roll call vote with a quorum present and voting and proper notice having been given, resolves and orders as follows:

**WHEREAS**, the Common Council for the City of Waupun has determined that it is prudent that fees be reviewed annually for cost effectiveness; and,

**WHEREAS**, the City of Waupun desires to not reference to specific dollar amounts within the City of Waupun Municipal Code of Ordinances and instead, will provide an annual resolution setting fees for passage; and,

**NOW, THEREFORE, BE IT RESOLVED** by its passage, the Common Council for the City of Waupun does hereby approve and incorporate herein, the following 2025 Fee Schedule.



**City of Waupun Fee Schedule  
2025**

Revision Date:  
11/12/24

Some items require the collection of sales tax. This will be calculated during the transaction.

	DESCRIPTION	ADDITIONAL INFORMATION	2025 RATE	MUNICIPAL CODE CHAPTER
1				
2	<b>GENERAL GOVERNMENT</b>			
3	Annexations		\$150.00	1.24(3)
4	Materials and Supplies	shall not exceed	\$500.00	3.03(5)(a)(4)
5	Repair of Equipment	shall not exceed	\$500.00	3.03(5)(a)(5)
6	Room Tax		8.00%	3.11(1)
7	<b>LICENSES/PERMITS</b>			
8	Dogs/Cats - Neutered or Spayed	Annually April 1 - March 31	\$10.00	11.09(1)
9	Dogs/Cats - Non - Neutered or Spayed	Annually April 1 - March 32	\$20.00	11.09(1)
10	Late Fee for Dog/Cat Licenses		\$5.00	11.09(3)
11	<b>LIQUOR LICENSES</b>	<b>State Fee Law</b>		
12	Class "A" Beer	no max / no min	\$100.00	11.01(3)(a)
13	"Class A" Liquor	\$500 max / \$50 min	\$350.00	11.01(3)(f)
14	Class "B" Beer	\$100 max/ no min	\$100.00	11.01(3)(b)(1)
15	"Class B" Liquor	\$500 max / \$50 min	\$475.00	11.01(3)(g)
16	"Class C" Wine	\$100 max / no min	\$100.00	11.01(3)(k)
17	Picnic License		\$10.00	11.01(3)(b)(2)
18	Wholesalers Fermented Malt Beverage		\$25.00	11.01(3)(c)

19	Special Wholesaler's License		\$25.00	11.01(3)(d)
20	Club License		\$25.00	11.01(3)(h)
21	Operators License		\$40.00	11.01(3)(e)(1)
22	Operators Provisional		\$15.00	11.01(3)(e)(2)(c)
23	<b>CIGARETTE</b>			
24	Cigarette		\$175.00	11.13
25	<b>PARKING</b>			
26	Parking Permit	month	\$15.00	6.05(6)(f)
27	Parking Permit	annual	\$150.00	6.05(6)(f)
28	Time-Restricted Parking Violation		\$10.00	6.15(83)(a)
29	Other Parking Violations		\$20.00	6.15(3)(b)
30	School Zone Violations		\$30.00	6.15(3)(c )
31	Second Violations	same offense within same year	\$5.00	6.15(3)(d)
32	Third and Subsequent Violations	same offense within same year	\$5.00	6.15(3)(d)
33	Additional Forfeitures for Parking Violations	not paid within 48 hours	\$5.00	6.15(3)(e)
34	Additional Forfeitures for Parking Violations	not paid within 10 days	\$10.00	6.15(3)(e)
35	<b>PUBLIC WORKS</b>			
36	Sidewalks Noncompliance	per parcel plus replacement cost	\$25.00	7.03(7)
37	Street and Sidewalk Excavation Permit Application		\$50.00	7.05(1)(b)
38	Excavation or Street/Public Way Opening Bond		\$10,000.00	7.05(2)(a)
39	Excavation Work Insurance	Public Liability	\$100,000 per occasion	7.05(3)
40	Excavation Work Insurance	Public Liability	\$300,000 one accident	7.05(3)
41	Excavation Work Insurance	Public Liability	\$50,000 property damage	7.05(3)
42	Waste Container	annual	\$141.48	
43	Recycling Container	annual	\$51.00	
44	Weed Cutting Charges	per occasion	\$100 + actual cost	10.11(5)(b)
45	Snow Removal Charges	per occasion	\$100 + actual cost	7.07(3)(c)
46	Sump Pump Discharge	fine	\$100.00	7.12(7)
47	Moving Buildings		\$1,000	13.06
48	<b>PROTECTIVE SERVICES</b>			
49	<b>BIKE</b>			
50	Bike License	per bike owner	\$3.00	6.10(2)
51	Lost Bike License		0.25	6.10(15)
52	<b>PEDDLER</b>			
53	Peddler/Solicitors/Transient Merchant Initial Investigation		\$50.00	11.02(5)(a)



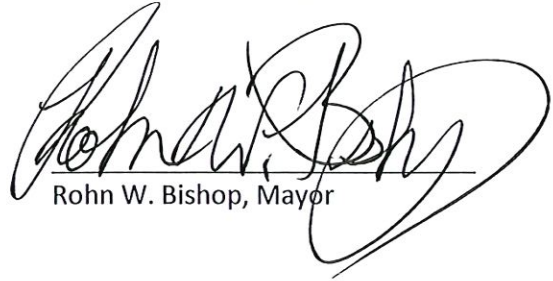
54	Peddler/Solicitors/Transient Merchant	if received 1st license within 12 month	\$30.00	11.02(5)(b)
55	Peddler/Solicitors/Transient Merchant longer than 2 days	per day over 2 days	\$20.00	11.02(7)(a)
56	Peddler/Direct Seller Solicitors/Transient Merchant Bond	per day/max \$1,000	\$100.00	11.02(7)(b)
57	Peddler/Solicitors/Transient Merchant Annual	12 months	\$200.00	11.02(8)(a)
58	Peddler/Solicitors/Transient Merchant 6 month	6 months	\$100.00	11.02(8)(a)
59	Surety Bond		\$1,000.00	11.02(8)(b)
60	<b>AUCTION</b>			11.03
61	Auction Sales	annual	\$10.00	11.03(4)
62	Auction Sales Bond		\$500.00	11.03(4)
63	Auction Fees on Sales	of sales	20%	11.03(5)
64	<b>PUBLIC AMUSEMENTS</b>			11.04
65	Circus, street carnival, menagerie or sideshow	day	\$25.00	11.04(5)
66	Dance hall, skating rink, play or theatrical performance, motion picture show	annual or fractional part	\$75.00	11.04(5)
67	Play or Theatrical performance	day	\$10.00	11.04(5)
68	Billard or Pool Room	per table annual or fractional part	\$15.00	11.04(5)
69	Bowling Alley - one alley	annual or fractional part	\$15.00	11.04(5)
70	Bowling Alley - each additional alley	annual or fractional part	\$5.00	11.04(5)
71	All other amusements, amusement devices, juke boxes and music boxes	per unit annual or fractional part	\$15.00	11.04(5)
72	<b>PARADE</b>			
73	Parade Permit		\$10.00	11.10(3)(c)
74	<b>TAXI</b>			11.06
75	Taxi Cab License - 1st vehicle	annual or fractional part	\$20.00	11.06(4)
76	Taxi Cab License - each additional vehicle	annual or fractional part	\$20.00	11.06(4)
77	<b>JUNK DEALER</b>			
78	Junk Dealer Application		\$15.00	11.08(2)
79	Junk Dealer License	annual	\$50.00	11.08(5)
80	Junk Dealer License	daily	\$10.00	11.08(5)
81	<b>PARK &amp; RECREATION</b>		resident/non- resident	
82	Dodge Park Shelter		\$65/\$90	
83	Harris Mill Park Shelter		\$65/\$90	
84	McCune Park Concession Stand	requires \$50 security deposit	\$100/\$115	
85	McCune Park Shelter		\$65/\$90	
86	West End Park Shelter		\$65/\$90	
87	Wilcox Park Shelter		\$65/\$90	
88	<b>ZONING</b>			

89	Zoning Code Amendment		\$150.00	16.01(11)(b)(ix)
90	Special Assessment Letters		\$40.00	
91	Annual Mobile Home Court	50 spaces	\$100.00	16.03(6)(e) (ii)(b)
92	Mobile Home Court License Transfer		\$10.00	16.03(6)(e) (ii)(b)
93	Mobile Home Surety Bond		\$2,000.00	16.03(6)(e) (ii)(b)
94	Planned Community Development	Department Review	\$250 + \$15 per lot	16.07(6)(g)(i)
95	Planned Community Development	Engineering	Actual Cost	16.07(6)(g)(ii)
96	Planned Community Development	Administration	1% City Loan	16.07(6)(g)(iii)
97	Conditional Use		\$150.00	16.12(2)- 16.13(5)
98	Home Occupation License Application		\$25.00	16.13(4)
99	Home Occupation License Annual License		\$25.00	16.13(6)
100	Board of Appeals	Violation Filing Fee	\$50.00	16.16(1)(a)
101	Variance		\$150.00	16.16(1)(b)
102	Site Plan Review - Consult/Engineering		Actual Cost	16.17(7)(a)
103	Site Plan Review - Department Review		\$100.00	16.17(7)(b)
104	Dedication and Reservation of Lands	Single Lot	5% of total plan area or \$200.01	17.01(9)(d)
105	Dedication and Reservation of Lands	Multi-Family	\$200.00 per unit	17.01(9)(d)
106	Public Sites and Open Spaces	Per Residential Lot	\$100.00 per lot	17.07(8)
107	Public Sites and Open Spaces	Multiple Residential Units	\$100.00 unit	17.07(8)
108	Preliminary Plat Review	Department Review	\$250.00 + \$15.00 per lot	17.10(1)
109	Preliminary Plat Review	Engineering	Actual Cost	17.10(1)
110	Preliminary Plat Review	Administration	1% City Loan	17.10(1)
111	Final Plat Review	Department Review	\$150.00 + \$5.00 per lot	17.10(2)
112	Final Plat Review	Engineering	Actual Cost	17.10(2)
113	Final Plat Review	Administration	1% City Loan	17.10(2)
114	Letter of Intent Review		\$100.00	17.10(3)
115	Certified Survey Map		\$100.00 + \$15.00 per lot	17.10(4)
116	Condominium Plat		\$250.00 + \$15.00 per lot	17.10(5)
117	Replat Review	Department Review	\$250.00 + \$15.00 per lot	17.10(6)
118	Replat Review	Engineering	Actual Cost	17.10(6)
119	Replat Review	Administration	1% City Loan	17.10(6)
120	Improvement Review		1% of total cost of any required public improvements to defray the costs of review	17.10(7)
121	Inspection		Actual Cost	17.10(8)
122	<b>PENALTIES</b>			

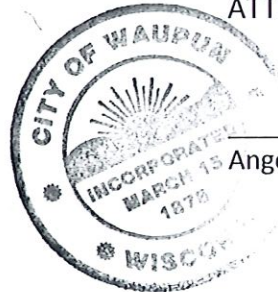
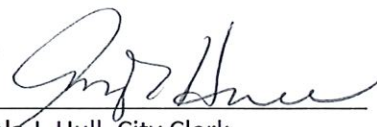


123	Penalty for Chapter 6 violation	First Offense	\$3.00	6.10(4)(a)(3)(a-c)
124	Penalty for Chapter 6 violation	Second Offense	\$5.00	6.10(4)(a)(3)(a-c)
125	Penalty for Chapter 6 violation	Third Offense	\$10.00	6.10(4)(a)(3)(a-c)
126	Penalty for Chapter 6 violation	Third Offense	\$10.00	6.10(4)(a)(3)(a-c)
127	Penalty for Chapter 8 violation - Chickens	First Violation	\$250.00	8.025(9)(c )
128	Penalty for Chapter 8 violation - Chickens	Subsequent Violation	\$500.00	8.025(9)(c )
129	Penalty for Chapter 8 violation	First Offense	\$200.00-\$300.00	8.05(3)(a)
130	Penalty for Chapter 8 violation	Second Offense	\$300.00-\$500.00	8.05(3)(a)
131	Penalty for Chapter 8 violation - Truancy	First Violation	not more than \$50 + costs	8.09(2)(b)
132	Penalty for Chapter 8 violation - Truancy	Second or subsequent violation	not more than \$100 + costs	8.09(2)(b)
133	Penalty for Chapter 8 violation - Truancy	Maximum cumulative	not more than \$500 + costs	8.09(2)(b)
134	Penalty for Chapter 8 violation - Truancy	Civil Liability	in excess of \$25,000	8.09(2)(e)
135	Penalty for Chapter 8 violation - Truancy	Forfeiture	not more than \$500 + costs	8.09(2)(j)
136	Penalty for Chapter 8 violation - Controlled Substances	First Offense	not less than \$200 + costs of prosecution	8.09(5)(a)
137	Penalty for Chapter 8 violation - Controlled Substances	Second Offense	not less than \$300 + costs of prosecution	8.09(5)(b)
138	Penalty for Chapter 10 violation - Recycling	First Violation	\$50.00	10.15(11)(a)
139	Penalty for Chapter 10 violation - Recycling	Second Violation	\$200.00	10.15(11)(a)
140	Penalty for Chapter 10 violation - Recycling	Third and Subsequent Violations	not more than \$2,000.00	10.15(11)(a)
141	Penalty for Chapter 10 violation - Solid Waste	First Violation	\$50.00	10.17(4)(c)
142	Penalty for Chapter 10 violation - Solid Waste	Second Violation	\$200.00	10.17(4)(c)
143	Penalty for Chapter 10 violation - Solid Waste	Third and Subsequent Violations	not more than \$2,000.00	10.17(4)(c)
144	Penalty for Chapter 11 violation		\$25.00-\$100.00	11.02(7)(13)
145	Penalty for Chapter 17 violation		\$200.00-\$1,000.00	17.01(13)(b)
146	Penalty for Chapter 18 violation		\$100 + cost of prosecution	18.04(1)
147	Penalty for Chapter 18 violation	Cash Deposits- Adults	\$100.00	18.08(3)(a)(2)
148	Penalty for Chapter 18 violation	Cash Deposits - minor	\$50.00	18.08(3)(a)(3)
149	Penalty for Chapter 18 violation	General Provisions	\$5.00 - \$1,000.00	18.14(1)(a)
150	Penalty for Chapter 18 violation	General Provisions	\$10.00 - \$2,000.00	18.14(1)(b)
151	Penalty for Chapter 18 violation	General Provisions	\$15.00 - \$4,000.00	18.14(1)(c)

This Resolution was adopted and approved by the Common Council of the City of Waupun on the 12th day of November, 2024.

  
Rohn W. Bishop, Mayor

ATTEST:

  
  
Angela J. Hull, City Clerk