

COMMON COUNCIL
CITY OF WAUPUN, WISCONSIN

RESOLUTION NO. 03-11-25-01

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**

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

1	DESCRIPTION	ADDITIONAL INFORMATION	2025 RATE	MUNICIPAL CODE CHAPTER
2	GENERAL GOVERNMENT			
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	LICENSES/PERMITS			
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 31	\$20.00	11.09(1)
10	Late Fee for Dog/Cat Licenses		\$5.00	11.09(3)
11	Mobile Food Vendor	Annual	\$250.00	11.025
12	LIQUOR LICENSES	State Fee Law		
13	Class "A" Beer	no max / no min	\$100.00	11.01(3)(a)
14	"Class A" Liquor	\$500 max / \$50 min	\$350.00	11.01(3)(f)
15	Class "B" Beer	\$100 max/ no min	\$100.00	11.01(3)(b)(1)
16	"Class B" Liquor	\$500 max / \$50 min	\$475.00	11.01(3)(g)
17	"Class C" Wine	\$100 max / no min	\$100.00	11.01(3)(k)
18	Picnic License		\$10.00	11.01(3)(b)(2)

19	Wholesalers Fermented Malt Beverage		\$25.00	11.01(3)(c)
20	Special Wholesaler's License		\$25.00	11.01(3)(d)
21	Club License		\$25.00	11.01(3)(h)
22	Operators License		\$40.00	11.01(3)(e)(1)
23	Operators Provisional		\$15.00	11.01(3)(e)(2)(c)
24	CIGARETTE			
25	Cigarette		\$175.00	11.13
26	PARKING			
27	Parking Permit	month	\$15.00	6.05(6)(f)
28	Parking Permit	annual	\$150.00	6.05(6)(f)
29	Time-Restricted Parking Violation		\$10.00	6.15(83)(a)
30	Other Parking Violations		\$20.00	6.15(3)(b)
31	School Zone Violations		\$30.00	6.15(3)(c)
32	Second Violations	same offense within same year	\$5.00	6.15(3)(d)
33	Third and Subsequent Violations	same offense within same year	\$5.00	6.15(3)(d)
34	Additional Forfeitures for Parking Violations	not paid within 48 hours	\$5.00	6.15(3)(e)
35	Additional Forfeitures for Parking Violations	not paid within 10 days	\$10.00	6.15(3)(e)
36	PUBLIC WORKS			
37	Sidewalks Noncompliance	per parcel plus replacement cost	\$25.00	7.03(7)
38	Street and Sidewalk Excavation Permit Application		\$50.00	7.05(1)(b)
39	Excavation or Street/Public Way Opening Bond		\$10,000.00	7.05(2)(a)
40	Excavation Work Insurance	Public Liability	\$100,000 per occasion	7.05(3)
41	Excavation Work Insurance	Public Liability	\$300,000 one accident	7.05(3)
42	Excavation Work Insurance	Public Liability	\$50,000 property damage	7.05(3)
43	Waste Container	annual	\$141.48	
44	Recycling Container	annual	\$51.00	
45	Weed Cutting Charges	per occasion	\$100 + actual cost	10.11(5)(b)
46	Snow Removal Charges	per occasion	\$100 + actual cost	7.07(3)(c)
47	Sump Pump Discharge	fine	\$100.00	7.12(7)
48	Moving Buildings		\$1,000	13.06
49	Compost Permit		\$500	10
50	Stormwater ERU		\$7.00 per eru	24.04
51	PROTECTIVE SERVICES			
52	BIKE			
53	Bike License	per bike owner	\$3.00	6.10(2)
54	Lost Bike License		0.25	6.10(15)
55	PEDDLER			

56	Peddler/Solicitors/Transient Merchant Initial Investigation		\$50.00	11.02(5)(a)
57	Peddler/Solicitors/Transient Merchant	if received 1st license within 12 month	\$30.00	11.02(5)(b)
58	Peddler/Solicitors/Transient Merchant longer than 2 days	per day over 2 days	\$20.00	11.02(7)(a)
59	Peddler/Direct Seller Solicitors/Transient Merchant Bond	per day/max \$1,000	\$100.00	11.02(7)(b)
60	Peddler/Solicitors/Transient Merchant Annual	12 months	\$200.00	11.02(8)(a)
61	Peddler/Solicitors/Transient Merchant 6 month	6 months	\$100.00	11.02(8)(a)
62	Surety Bond		\$1,000.00	11.02(8)(b)
63	AUCTION			11.03
64	Auction Sales	annual	\$10	11.03(4)
65	Auction Sales Bond		\$500.00	11.03(4)
66	Auction Fees on Sales	of sales	20%	11.03(5)
67	PUBLIC AMUSEMENTS			11.04
68	Circus, street carnival, menagerie or sideshow	day	\$25.00	11.04(5)
69	Dance hall, skating rink, play or theatrical performance, motion picture show	annual or fractional part	\$75.00	11.04(5)
70	Play or Theatrical performance	day	\$10.00	11.04(5)
71	Billard or Pool Room	per table annual or fractional part	\$15.00	11.04(5)
72	Bowling Alley - one alley	annual or fractional part	\$15.00	11.04(5)
73	Bowling Alley - each additional alley	annual or fractional part	\$5.00	11.04(5)
74	All other amusements, amusement devices, juke bokes and music boxes	per unit annual or fractional part	\$15.00	11.04(5)
75	PARADE			
76	Parade Permit		\$10.00	11.10(3)(c)
77	TAXI			11.06
78	Taxi Cab License - 1st vehicle	annual or fractional part	\$20.00	11.06(4)
79	Taxi Cab License - each additional vehicle	annual or fractional part	\$20.00	11.06(4)
80	JUNK DEALER			
81	Junk Dealer Application		\$15.00	11.08(2)
82	Junk Dealer License	annual	\$50.00	11.08(5)
83	Junk Dealer License	daily	\$10.00	11.08(5)
84	PARK & RECREATION		Resident / non-resident	
85	Dodge Park Shelter		\$65/\$90	
86	Harris Mill Park Shelter		\$65/\$90	
87	McCune Park Concession Stand	requires \$50 security deposit	\$100/\$115	
88	McCune Park Shelter		\$65/\$90	

89	West End Park Shelter		\$65/\$90	
90	Wilcox Park Shelter		\$65/\$90	
91	ZONING			
92	Zoning Code Amendment		\$150.00	16.01(11)(b)(ix)
93	Special Assessment Letters		\$40.00	
94	Annual Mobile Home Court	50 spaces	\$100.00	16.03(6)(e)(ii)(b)
95	Mobile Home Court License Transfer		\$10.00	16.03(6)(e)(ii)(b)
96	Mobile Home Surety Bond		\$2,000.00	16.03(6)(e)(ii)(b)
97	Planned Community Development	Department Review	\$250 + \$15 per lot	16.07(6)(g)(i)
98	Planned Community Development	Engineering	Actual Cost	16.07(6)(g)(ii)
99	Planned Community Development	Administration	1% City Loan	16.07(6)(g)(iii)
100	Conditional Use		\$150.00	16.12(2)-16.13(5)
101	Home Occupation License Application		\$25.00	16.13(4)
102	Home Occupation License Annual License		\$25.00	16.13(6)
103	Board of Appeals	Violation Filing Fee	\$50.00	16.16(1)(a)
104	Variance		\$150.00	16.16(1)(b)
105	Site Plan Review - Consult/Engineering		Actual Cost	16.17(7)(a)
106	Site Plan Review - Department Review		\$100.00	16.17(7)(b)
107	Dedication and Reservation of Lands	Single Lot	5% of total plan area or \$200.01	17.01(9)(d)
108	Dedication and Reservation of Lands	Multi-Family	\$200.00 per unit	17.01(9)(d)
109	Public Sites and Open Spaces	Per Residential Lot	\$100.00 per lot	17.07(8)
110	Public Sites and Open Spaces	Multiple Residential Units	\$100.00 unit	17.07(8)
111	Preliminary Plat Review	Department Review	\$250.00 + \$15.00 per lot	17.10(1)
112	Preliminary Plat Review	Engineering	Actual Cost	17.10(1)
113	Preliminary Plat Review	Administration	1% City Loan	17.10(1)
114	Final Plat Review	Department Review	\$150.00 + \$5.00 per lot	17.10(2)
115	Final Plat Review	Engineering	Actual Cost	17.10(2)
116	Final Plat Review	Administration	1% City Loan	17.10(2)
117	Letter of Intent Review		\$100.00	17.10(3)
118	Certified Survey Map		\$100.00 + \$15.00 per lot	17.10(4)
119	Condominium Plat		\$250.00 + \$15.00 per lot	17.10(5)
120	Replat Review	Department Review	\$250.00 + \$15.00 per lot	17.10(6)
121	Replat Review	Engineering	Actual Cost	17.10(6)

122	Replat Review	Administration	1% City Loan	17.10(6)
123	Improvement Review		1% of total cost of any required public improvements to defray the costs of review	17.10(7)
124	Inspection		Actual Cost	17.10(8)
125	PENALTIES			
126	Penalty for Chapter 6 violation	First Offense	\$3.00	6.10(4)(a)(3)(a-c)
127	Penalty for Chapter 6 violation	Second Offense	\$5.00	6.10(4)(a)(3)(a-c)
128	Penalty for Chapter 6 violation	Third Offense	\$10.00	6.10(4)(a)(3)(a-c)
129	Penalty for Chapter 6 violation	Third Offense	\$10.00	6.10(4)(a)(3)(a-c)
130	Penalty for Chapter 8 violation - Chickens	First Violation	\$250.00	8.025(9)(c)
131	Penalty for Chapter 8 violation - Chickens	Subsequent Violation	\$500.00	8.025(9)(c)
132	Penalty for Chapter 8 violation	First Offense	\$200.00-\$300.00	8.05(3)(a)
133	Penalty for Chapter 8 violation	Second Offense	\$300.00-\$500.00	8.05(3)(a)
134	Penalty for Chapter 8 violation - Truancy	First Violation	not more than \$50 + costs	8.09(2)(b)
135	Penalty for Chapter 8 violation - Truancy	Second or subsequent violation	not more than \$100 + costs	8.09(2)(b)
136	Penalty for Chapter 8 violation - Truancy	Maximum cumulative	not more than \$500 + costs	8.09(2)(b)
137	Penalty for Chapter 8 violation - Truancy	Civil Liability	in excess of \$25,000	8.09(2)(e)
138	Penalty for Chapter 8 violation - Truancy	Forfeiture	not more than \$500 + costs	8.09(2)(j)
139	Penalty for Chapter 8 violation - Controlled Substances	First Offense	not less than \$200 + costs of prosecution	8.09(5)(a)
140	Penalty for Chapter 8 violation - Controlled Substances	Second Offense	not less than \$300 + costs of prosecution	8.09(5)(b)
141	Penalty for Chapter 10 violation - Recycling	First Violation	\$50.00	10.15(11)(a)
142	Penalty for Chapter 10 violation - Recycling	Second Violation	\$200.00	10.15(11)(a)
143	Penalty for Chapter 10 violation - Recycling	Third and Subsequent Violations	not more than \$2,000.00	10.15(11)(a)
144	Penalty for Chapter 10 violation - Solid Waste	First Violation	\$50.00	10.17(4)(c)
145	Penalty for Chapter 10 violation - Solid Waste	Second Violation	\$200.00	10.17(4)(c)
146	Penalty for Chapter 10 violation - Solid Waste	Third and Subsequent Violations	not more than \$2,000.00	10.17(4)(c)
147	Penalty for Chapter 11 violation		\$25.00-\$100.00	11.02(7)(13)

148	Penalty for Chapter 17 violation		\$200.00-\$1,000.00	17.01(13)(b)
149	Penalty for Chapter 18 violation		\$100 + cost of prosecution	18.04(1)
150	Penalty for Chapter 18 violation	Cash Deposits- Adults	\$100.00	18.08(3)(a)(2)
151	Penalty for Chapter 18 violation	Cash Deposits - minor	\$50.00	18.08(3)(a)(3)
152	Penalty for Chapter 18 violation	General Provisions	\$5.00 - \$1,000.00	18.14(1)(a)
153	Penalty for Chapter 18 violation	General Provisions	\$10.00 - \$2,000.00	18.14(1)(b)
154	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 11th day of March 2025.


Rohn W. Bishop, Mayor

ATTEST:


Angela J. Hull, City Clerk/Treasurer

