

**City of Marshfield 2021 Fee Schedule
Effective March 10, 2021**

The permit/review fees listed below cover the following Chapters of the Municipal Code: Chapter 6 – Fire Protection, Chapter 9 – Licenses and Permits, Chapter 13 – Public Works, Chapter 14 – Municipal Utilities, Chapter 15 – Building Code, Chapter 16 – Plumbing Code, Chapter 17 – Electrical Code, Chapter 18 – Zoning Code, Chapter 19 – Subdivision and Platting Code, and Chapter 24 – Sign Code. Please note that that this list is not an all-inclusive list for the entire City of Marshfield and that other fees may be implemented by other departments or enforced through other Chapters.

Fees for permits shall be paid to the City of Marshfield prior to the issuance of any permit.

Development Services

Building Permits:

Residential Building Permits (1 & 2 Family):

- 1. Minimum Building Permit Fee \$40.00 unless otherwise stated
- 2. New 1-2 Family Home \$0.30/sq. ft. (fee includes Building, Electric, HVAC, & Plumbing) + \$100 Wastewater Sanitary Sewer Connection Fee
- 3. Additions \$0.20/sq. ft.
- 4. Manufactured Home Installation (Mobile Home) \$100.00
- 5. Modular Home Installation \$0.30/sq. ft. (Modular Home sq. ft. excludes foundation area, includes Building, Electric, HVAC, & Plumbing) + \$100.00 Wastewater Sanitary Sewer Connection Fee
- 6. Permission to Start (Foundation) \$40.00 (requires zoning review)
- 7. Exterior Alteration (Siding, Windows, Doors, Decks) \$40.00 (new and replacement). No permit if repairing/replacing less than 50% of features of the exterior envelope
- 8. Interior Alteration of \$1,000 or more \$40.00
- 9. Accessory Building (299 square feet or less) \$40.00
- 10. Accessory Building (300 square feet or more) \$0.15/sq. ft.
- 11. Reroofing \$40.00 (only if tearing off sheeting)

HVAC Permits:

- 1. HVAC Replacement \$40.00 /unit
- 2. HVAC Remodel \$40.00 (only if over \$500.00)

Miscellaneous Residential Permits:

- 1. Fence \$30.00
- 2. Demolition - Accessory Building \$40.00 if not replacing within 6 months
- 3. Demolition (1-2 Family) \$100.00 if not replacing within 6 months

Permits not required for the following: Flooring, Painting, & Wallpaper

Non-Residential Building Permits:

- 1. Minimum \$50.00 unless otherwise stated
- 2. New & Addition \$0.18/ sq. ft. up to 10,000 sq. ft. + \$0.08/sq.ft. over 10,000 sq. ft.
- 3. All alterations of \$1,000 or more \$5.00 /\$1,000 up to \$100,000 + \$1.50 per \$1,000 over \$100,000, where square footage cannot be calculated or \$0.18/sq. ft., whichever is less
- 4. Permission to Start (Foundation) \$150.00

- 5. Reroofing \$50.00
- 6. Accessory Building \$0.18/sq. ft., minimum of \$50.00

HVAC Permits:

- 1. HVAC \$5.00 per \$1,000 of value or \$0.06/ sq.ft. whichever is less, min. \$70.00, max. \$5,000
- 2. HVAC Unit Replacement \$70.00/unit

Miscellaneous Non-Residential Permits:

- 1. Fence..... \$30.00
- 2. Demolition \$100.00 if not replacing within 6 months
- 3. New Communication Towers /Substantial Modifications for Mobile Service Facilities.....\$3,000.00 (includes Building & Electric)
- 4. Other Mobile Service Facilities or Minor Modifications... \$50.00 (includes Building & Electric)

Permits not required for the following:Flooring, Painting, & Wallpaper

Electrical Permits:

Residential:

- 1. Minimum electrical permit fee \$40.00
- 2. New Constructions and Additions \$0.05/sq. ft. of building construction
- 3. Remodeling, alteration 2.5% of electrical construction cost
- 4. Service change, repair, reenergize existing, temporary... \$45.00
- 5. Mobile Home Connection..... \$40.00

*Home owner shall be required to apply for an Electrical Permit regardless of cost.
Electrical Permit not required by an Electrical Contractor if work does not exceed \$500.00*

New Commercial & Industrial (based on developed square footage of new building, addition, or a level 2 or 3 alteration):

- 1. Minimum electrical permit fee \$70.00
- 2. Square footage for Group S and U \$0.04/sq. ft.
Group Descriptions: Storage Group S, Utility & Miscellaneous Group U
- 3. Square footage for Residential Group R..... \$0.05/sq. ft.
- 4. Level 2 or 3 Alteration \$0.06/sq. ft.
- 5. Square footage for Groups A, B, E, F, I, and M \$0.07/sq. ft.
Group Descriptions: Assembly Group A, Business Group B, Educational Group E, Factory & Industrial Group F, Institutional Group I, Mercantile Group M

Miscellaneous Commercial & Industrial (based on value of job):

- 1. Minimum electrical permit fee \$40.00
- 2. \$500.01 to \$2,500.00..... \$40.00 + 1.25% over \$500
- 3. \$2,500.01 to \$25,000.00..... \$65.00 + 0.75% over \$2,500
- 4. \$25,000.01 to \$250,000.00..... \$233.75 + 0.05% over \$25,000
- 5. Over \$250,000.00 \$346.25 + 0.03% over \$250,000
- 6. All Carnival or Circus Operations \$125.00 per event for the duration of the event as stated on the approved permit
- 7. Low Voltage Wiring..... \$50.00

Plumbing Permits:

- 1. Minimum plumbing permit fee \$40.00
- 2. Bathroom Remodel (Residential) \$50.00
- 3. Mobile Home Connection..... \$40.00
- 4. Modify water distribution system \$30.00

- 5. Modify waste drain and venting system \$30.00
- 6. Plumbing fixtures \$10.00 each
- 7. Private interceptor main sewers \$10.00/100 feet
- 8. Private water main \$10.00/100 feet
- 9. Sanitary new/repair/reconstruction/replacement \$40.00
- 10. Storm sewer new/repair/reconstruction/replacement ... \$40.00
- 11. Water service new/repair/reconstruction/replacement . \$40.00
- 12. Combined sanitary sewer/water service replacement.....\$60.00
- 13. Sanitary sewer/water service/well (Abandon/Cap off)\$40.00

Plumbing Plan Review Fees:

- 1. Garage Catch Basin \$50.00
- 2. Grease Interceptor \$50.00
- 3. Interior Only – DWV & Water Dist \$100.00
- 4. Exterior Only – Building Sewer & Water Service \$100.00
- 5. Combined – Interior & Exterior \$200.00

Other Permits/Review Fees

Sign Permits:

- 1. Temporary Sign \$10.00
- 2. Standard Face Change \$25.00
- 3. Standard Sign \$50.00
- 4. Master Sign Permit \$150.00 +\$50.00/sign
- 5. Alternative Sign \$150.00

Plan Commission Review:

- 1. Conditional Use Permit \$250.00
- 2. Code Amendment \$250.00
- 3. Rezoning/Map Amendment \$250.00
- 4. Campus Master Plan Review \$250.00
- 5. Annexation per Policy (5 times existing tax, maximum of \$800.00 for vacant land)
- 6. Planned Unit Development – GDP/SIP \$250.00
- 7. Comprehensive Plan Text Amendment \$250.00
- 8. Comprehensive Plan Amendment with Map Changes \$400.00

Board of Appeals:

- 1. Variance \$250.00
- 2. Appeal \$250.00

Parkland Review:

- 1. Preliminary/Final Plat Review \$250.00
- 2. Parkland Dedication Fee – Single & Two Family \$200.00/Dwelling Unit
- 3. Parkland Dedication Fee – Multifamily \$150.00/Dwelling Unit

Relocation:

- 1. Principal Structure \$200.00/building + Bond & Insurance
- 2. Accessory Structure over 14' wide \$40.00/building + Bond & Insurance

General Review:

- 1. Zoning/Building Verification Letter(s) \$25.00

Failure to obtain a permit prior to commencing work will result in an additional \$100.00 fee or double the permit fee, whichever is more, except for emergency work (permits for the emergency work need to be taken out within 48 hours after the work was performed).

Engineering/GIS/Public Works

Engineering

New Driveway/Access Permits: (not required when part of a new 1-2 Family Residential or new Non-Residential building permit)

- 1. Curb and Gutter – Street Access..... \$20.00
- 2. Ditched Street/Culvert Access – Street Access..... \$20.00

Right of way locate and Sidewalk Grade:

- 1. Right of Way Locate..... \$10.00
- 2. Sidewalk Grade \$10.00

Stormwater Permits:

- 1. Erosion Control - Less than 1 acre (per site) \$25.00
- Permit applications with a post-construction Stormwater Management Plan***
- 2. Non-Residential & Industrial > 1 acre (SWMP) \$100 per site + \$25.00 per acre
- 3. Residential Subdivision Plat > 1 acre (SWMP) \$100 per site + \$25.00 per lot

NOTE: (Stormwater Only) no fees shall exceed \$500.00

Overweight - Oversized Load Permits:

- 1. One Day \$10.00
- 2. Per Week..... \$40.00
- 3. Per Month..... \$100.00

Utility Construction/Excavation in Public Right-Of-Way:

- 1. Single Location..... \$35.00 + Actual Costs
 - 2. All others \$70.00 + Actual Costs
 - 3. Traffic Control Review – Classified > Collector..... \$20.00
 - 4. Inspection Services \$60.00 per hour
 - 5. Emergency / Late submission Fee + \$50.00
- (Actual Costs will include a 5% Administration Fee)*

Monitoring Wells and/or Soil Borings in Public Right of Way or City Property:

- 1. Monitoring Well / Soil Boring Permit \$100.00

Miscellaneous Fees & Permits:

- 1. Neighborhood Street Closure \$20.00

GIS

Laser -Printing/Copies:

- 1. Letter – B&W \$0.25 / Sheet
- 2. Letter – Color \$0.50 / Sheet
- 3. Legal/Tabloid – B&W \$0.50 / Sheet
- 4. Legal/Tabloid – Color \$1.00 / Sheet

Inkjet Plotting:

- 1. Arch C (18"x24") \$3.00
- 2. Arch D (24"x36") \$6.00
- 3. Arch E (36"x48X") \$12.00

- 4. Custom Size..... \$1.25/sq ft

Large Format Plat/Subdivision Copies:

- 1. 24"x36" \$2.00
- 2. Additional Length (@36" Width) \$1.00 / lineal foot

Digital Data:

- 1. Publicly Available Data * No Charge
- 2. Aerial Photo \$500.00

Planimetrics/Topo:

- 1. Layer \$20.00
- 2. All \$500.00
- 3. Custom Datasets..... \$60.00/hour
- 4. Custom Mapping ** \$60.00/hour

Large Format Copies/Scans:

- 1. Copies (36" Max. Width) plus Custom Size Inkjet Plotting
(see Inkjet Plotting for pricing)..... \$60.00/hour
- 2. Scans (36" Max. Width) \$60.00/hour
- 3. Other Project Specific Items: \$60.00/hour

Wastewater

Wastewater Fees:

- 1. Sanitary Sewer Connection Fee \$100.00 all property types
- 2. Fixed Monthly Charge..... \$18.90

Volume Charge:

- 1. Per 100 cu ft..... \$4.26
- 2. Per 1,000 gallons \$5.70

Surcharges:

- 1. BOD greater than 200/mg/L)..... \$0.66 per pound
- 2. TSS (over 250 mg/L)..... \$0.54 per pound
- 3. TKN (over 40 mg/L)..... \$0.87 per pound
- 4. TP (over 7 mg/L) \$7.93 per pound

Special Wastes:

- 1. Holding Tank Waste..... \$17.45 per 1,000 gallons
- 2. Septic \$74.30 per 1,000 gallons
- 3. Portable Toilets..... \$53.30 per 1,000 gallons

Fire Department

Permits:

Fire Suppression:

- 1. Fire Suppression Permits \$125.00 Resubmittal \$125.00

Tent:

- 1. Tent Permits In excess of 1,500 square feet \$25.00

City Clerk

Licenses

Alcohol Licenses:

- 1. Fermented Malt Beverage..... \$100.00*
- 2. Intoxicating Liquor \$500.00*
- 3. Temporary Beer/Wine (Picnic) \$10.00
- 4. Reserve Intoxicating Liquor \$10,000 (one-time fee)
- 5. Wine (Class C) \$100.00*
- 6. Investigation Fee..... \$15.00
- 7. Publication Fee (Original) \$39.25
- 8. Late Fee..... \$25.00
- 9. Transfer Fee \$10.00
- 10. Amendment Fee \$10.00

**The fee for any license for less than 12 months shall be prorated according to the number of months including any fractional month for which such license is issued.*

Operator’s Licenses:

- 1. Full (2-year)..... \$20.00*
- 2. Partial (1-year) \$15.00*
- 3. Provisional \$15.00
- 4. Temporary (per event) \$2.00

**Plus a nonrefundable investigation fee*

Transient Merchant:

- 1. 2-Day..... \$50.00*
- 2. 4-Day..... \$100.00*
- 3. 6-Month..... \$250.00*
- 4. Annual \$500.00*
- 5. Investigation Fee per employee \$10.00

**\$2,000 Surety Bond or \$500 Cash Bond is Required.*

Circuses and Amusement:

- 1. Daily License \$2.00
- 2. Annual..... \$15.00

Perishable Foods:

- 1. Food License \$25.00/year
- 2. Food Stands/Lunch Wagons (Temporary) \$2.00/day or \$15.00/year

Other Licenses/Permits:

- 1. Taxicabs \$25.00/year
- 2. Taxicab Driver’s Permit \$15.00*
- 3. Commercial Haulers..... \$50.00/per vehicle/year & \$200 Bond
- 4. Pawnbroker..... \$210.00
- 5. Secondhand Jewelry Dealer..... \$30.00 plus \$200 Surety Bond
- 6. Secondhand Article Dealer \$27.50 plus \$200 Surety Bond
- 7. Tobacco License \$100.00
- 8. Payday Lenders \$50.00
- 9. Junkyards \$50.00*
- 10. Mobile Home Parks \$25.00 per year for each 50 spaces
- 11. Mobile Home Park Transfer Fee \$10.00
- 12. Hotel/Motel Room Tax Permit \$10.00

13. Short-Term Rental License..... \$10.00/year

**Plus a nonrefundable investigation fee*

Property Information Requests:

- 1. City Assessor \$20.00
- 2. City Clerk..... \$8.00
- 3. City Garage..... \$4.00
- 4. Public Works \$4.00
- 5. Development Services \$4.00
- 6. Rush Fee..... \$20.00