Housing Fee Report, 2018

Town of Neenah

December, 2019

Prepared by the
East Central Wisconsin Regional Planning Commission
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

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Jeff Nooyen, Vice-Chair
Eric Fowle, Secretary-Treasurer

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In 2018, the Wisconsin State Legislature approved new legislation which requires communities of 10,000 population or more to provide an annual report related to housing fees in an effort to shed light and foster change on affordable housing issues across the state. Specifically, reference Wis. Stats. 66. 10014 (Housing fee report).
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HOUSING FEE REPORT

EXECUTIVE SUMMARY

In 2018, the Wisconsin State Legislature approved new legislation which requires villages and cities of 10,000 population or more to provide two separate annual reports related to housing affordability and housing fees in an effort to shed light and foster change on affordable housing issues across the state. Specifically, this document meets the requirements for Wis. Stats. 66.10014 (Housing fee report). While the Town of Neenah does not meet the requirements of Wis. Stats. 66.10014 and does not need to complete or post a copy of the fee report on its website, it has however decided to participate in a regional effort along with 11 other communities in the region. The Town has elected to contract with East Central Wisconsin Regional Planning Commission to prepare these reports.

HOUSING FEE REPORT

Requirements of this report include the following elements:

(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.

Part 2A: The Town of Neenah imposes the following fees or other requirements for purposes related to residential construction, remodeling, or development. Only fees the Town sets/collection 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 fee schedule is included in Appendix A. Table 1 lists the types and amounts of these fees.

<table>
<thead>
<tr>
<th>Building permit fee</th>
<th>Impact fee</th>
<th>Park fee</th>
<th>Land dedication or fee in lieu of land dedication requirement</th>
<th>Plat approval fee</th>
<th>Final plat approval fee</th>
<th>Storm water management fee</th>
<th>Water or sewer hook-up fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Fee $50 plus $0.08 psf. plus 10% of total fee</td>
<td>N/A</td>
<td>$500</td>
<td>N/A</td>
<td>$125</td>
<td>$125</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

Part 2B: The total amount of fees under Part A that the Town of Neenah imposed for purposes related to residential construction, remodeling, or development in the prior year is listed in Table 2. This table only includes building and remodeling 2018 permit fees. It does not include fees collected for electrical, plumbing, HVAC, and other permits.

<table>
<thead>
<tr>
<th>Building permit fee (new construction + remodel permits)</th>
<th>Impact fee</th>
<th>Park fee</th>
<th>Land dedication or fee in lieu of land dedication requirement</th>
<th>Preliminary Plat Approval fee</th>
<th>Final Plat Approval fee</th>
<th>Storm water management fee</th>
<th>Water or sewer hook-up fee</th>
<th>Total Fees collected</th>
</tr>
</thead>
<tbody>
<tr>
<td>$12,163.00</td>
<td>$0.00</td>
<td>$5,000.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$17,163.00</td>
</tr>
</tbody>
</table>

The 2018 average total fee cost for a new residential housing unit has been calculated by dividing the total amount of fees collected by the number of new residential dwelling units approved in the Town in the prior year (Table 3).
<table>
<thead>
<tr>
<th>Single Family Building Units</th>
<th>2-Family Building Units</th>
<th>Multi-family Building Units</th>
<th>Mobile Home Units</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>7</td>
</tr>
</tbody>
</table>

Calculation: $17,163.00 ÷ 7 = $2,451.86

In 2018, the Town of Neenah collected just under $2,452 in fees for each new residential dwelling unit approved within the municipality.

Remodeling projects do not typically include the following fees: impact, park, land dedication or fee in lieu of land dedication requirement, preliminary plat approval, final plat approval, stormwater management, and water and sewer hookup. In 2018, the Town collected $1,562.00 in remodeling fees.

Calculation: ($17,163.00 - $1,562.00) ÷ 7 = $2,228.71

The 2018 average total cost for each new residential dwelling, minus remodeling building fees was about $2,229.

Lastly, it should be noted that with the recent trend of creating mixed use developments (i.e. first floor retail and upper story apartments), many such projects are dealt with under commercial land development procedures. As such residential units associated with these projects are not considered in this report’s platting and permitting data. This also has the effect of increasing the “cost per approved residential unit” as shown in Table 3.
APPENDIX A

Municipal Fee Schedule
# Town of Neenah Building Inspection Fee Schedule

## Residential Fees

### New Residential Construction (1 & 2) Family Homes

<table>
<thead>
<tr>
<th>Description</th>
<th>Price</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Base price for house construction</td>
<td>$250</td>
<td>County permits required.</td>
</tr>
<tr>
<td>Plus-finished areas</td>
<td>add 10¢ per sq. ft.</td>
<td></td>
</tr>
<tr>
<td>Plus-unfinished garage</td>
<td>add 10¢ per sq. ft.</td>
<td></td>
</tr>
<tr>
<td>Plus-State Building Seal</td>
<td>add $33</td>
<td></td>
</tr>
<tr>
<td>Plus-Town Fee</td>
<td>add $75</td>
<td></td>
</tr>
<tr>
<td>Plus-Building Escrow</td>
<td>add $300</td>
<td>Returned after complete final inspection.</td>
</tr>
<tr>
<td>Plus-RIF</td>
<td>add $300</td>
<td>Recreational Impact Fee.</td>
</tr>
<tr>
<td>Plus-CIF</td>
<td>add $200</td>
<td>Capital Improvement Fee per dwelling unit.</td>
</tr>
</tbody>
</table>

### Residential Remodeling and Additions

<table>
<thead>
<tr>
<th>Description</th>
<th>Price</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>2) Finished additions</td>
<td>Base fee $80. Add 10¢ per sq. ft. for all areas involved. **Plus 10% of total fee with a $10 minimum.</td>
<td>Price includes construction, up to one heating outlet and up to 5 electrical outlets. If more than 1 heating or 5 electrical outlets-see below permits. County permits required.</td>
</tr>
<tr>
<td>3) Remodeling</td>
<td>Base fee $50. Add 10¢ per sq. ft. for all areas involved. **Plus 10% of total fee with a $10 minimum.</td>
<td>Price includes construction, up to one heating outlet and up to 5 electrical outlets. If more than 1 heating or 5 electrical outlets-see below permits. County permit-possibly required.</td>
</tr>
<tr>
<td>4) Non finished additions, garages, decks, accessory buildings, and outdoor wood burning structures.</td>
<td>Base fee $35. Add 5¢ per sq. ft. for all areas involved. **Plus 10% of total fee with a minimum of $10.</td>
<td>Price includes construction only. County permits required in most cases.</td>
</tr>
<tr>
<td>5) Other minor work</td>
<td>$35. ** Plus 10% of total fee with a $10 minimum.</td>
<td>Window and door alterations, foundation repairs, etc.</td>
</tr>
<tr>
<td>6) Electrical</td>
<td>Base fee $35. ** Plus 10% of total fee with a $10 minimum.</td>
<td>Base fee includes one service panel.</td>
</tr>
<tr>
<td>New circuits</td>
<td>$2.50 each</td>
<td>50¢ per opening</td>
</tr>
<tr>
<td>Alterations to existing circuits</td>
<td>$20 each</td>
<td>$50</td>
</tr>
<tr>
<td>Additional service or feeder panel Service Changes</td>
<td>**Plus 10% of total fee with a $10 minimum.</td>
<td></td>
</tr>
<tr>
<td>7) Plumbing</td>
<td>Base Fee $35. Plus $5 per fixture or piece of equipment. ** Plus 10% of total fee with a $10 minimum.</td>
<td>Per fixture: new construction-yes. remodeling: any drain or supply pipes-yes, if just fixture replacement-no.</td>
</tr>
<tr>
<td>8) HVAC, furnace replacements, &amp; outdoor wood burners.</td>
<td>Base fee $35. Plus $25 for duct work alteration &amp; $25 for additional furnace or A/C units. ** Plus 10% of total fee with a $10 minimum.</td>
<td>Base fee includes one furnace or A/C unit.</td>
</tr>
</tbody>
</table>

** Town Fee

July 1, 2017
# Town of Neenah Building Inspection Fee Schedule

## Commercial Fees

### New Commercial Building, Additions, and Alterations.

<table>
<thead>
<tr>
<th>Description</th>
<th>Price</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>9) Construction</td>
<td>Base fee $50 plus 8¢ per sq. ft. **Plus 10% of total fee with a $10 minimum.</td>
<td>County permits required. State plan approval required if over 25,000 cubic feet in most cases.</td>
</tr>
<tr>
<td>10) Capital Improvement Fee (CIF)</td>
<td>200 per multi-family dwelling $300 up to 3,000 sq. ft. $400 up to 10,000 sq. ft. $500 over 10,000 sq. ft.</td>
<td>Any new commercial building.</td>
</tr>
<tr>
<td>11) Electrical</td>
<td>Base fee $35 plus 2¢ per sq. ft. **Plus 10% of total fee with a $10 minimum.</td>
<td></td>
</tr>
<tr>
<td>12) Plumbing</td>
<td>Base fee $35 plus 2¢ per sq. ft. **Plus 10% of total fee with a $10 minimum.</td>
<td>State plan approval required if 16 or more plumbing fixtures installed.</td>
</tr>
<tr>
<td>13) HVAC</td>
<td>Base fee $35 plus 2¢ per sq. ft. **Plus 10% of total fee with a $10 minimum.</td>
<td>State plan approval required if over 25,000 cubic feet in most cases.</td>
</tr>
</tbody>
</table>

### Commercial remodeling and minimal trade work for new construction and additions.

<table>
<thead>
<tr>
<th>Description</th>
<th>Price</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>14) Construction</td>
<td>Base fee $50 Plus $5 per $1,000 Plus $2.50 per $1000.00 **Plus 10% of total fee with a $10 minimum.</td>
<td>Base fee-County permits required. Add to above base fee. Add to the two above fees. (State plan approval required if over 25,000 cubic feet in most cases)</td>
</tr>
<tr>
<td>15) Electrical</td>
<td>Use residential fees</td>
<td></td>
</tr>
<tr>
<td>16) Plumbing</td>
<td>Use residential fees</td>
<td></td>
</tr>
<tr>
<td>17) HVAC</td>
<td>Use residential fees</td>
<td></td>
</tr>
</tbody>
</table>
## Town of Neenah Building Inspection Fee Schedule

### Other Fees

<table>
<thead>
<tr>
<th>Description</th>
<th>Price</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>18) Razing</td>
<td>Base fee $35 **Plus $10</td>
<td></td>
</tr>
<tr>
<td>19) Re-inspection fee</td>
<td>Base fee $50 **Plus $10</td>
<td></td>
</tr>
<tr>
<td>20) Special inspection/meeting fee</td>
<td>Base fee $50 **Plus $10</td>
<td>Includes 1/2 hr. $50 per hour after.</td>
</tr>
<tr>
<td>21) Work started before permit issuance</td>
<td>Up to double fees</td>
<td></td>
</tr>
<tr>
<td>22) Records Research and Information Services</td>
<td>Base fee $50 per hour **Plus $10</td>
<td></td>
</tr>
<tr>
<td>23) Culvert permit</td>
<td>Base fee $135 per culvert. **Plus $15 per culvert.</td>
<td>Town roads only.</td>
</tr>
<tr>
<td>24) Moving permits</td>
<td>Buildings under 500 sq. ft. $40 per building **Plus $10 per building</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Buildings 500 sq. ft. and over. $90 per building **Plus $10 per building</td>
<td></td>
</tr>
<tr>
<td>25) Permission to start foundation</td>
<td>Base fee $35 **Plus $10</td>
<td>Start at own risk! Permit applicant must get County approval before starting.</td>
</tr>
<tr>
<td>26) 911-address sign</td>
<td>**$80</td>
<td>Required for all structures.</td>
</tr>
</tbody>
</table>

### Supplemental Compensation

27) Information Services Records research for public by phone, Email, fax and mail. Hourly charge based on actual time spent 1 hour minimum per month Additional line item on monthly invoice $50 per hour 28) Entering new home permits per State of WI requirements Hourly charge Based on actual time spent Additional line item on monthly invoice $50 per hour 29) End of Term Insurance Tail Policy Actual not to exceed $1,500 annually For three years from 7/1/2017-6/30/2020 ** Town Fee ** July 1, 2017
# EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

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[Map of Member Counties]