

TOWN OF BUCHANAN - FEES AND LICENSES SCHEDULE

Approved November 19, 2019

Effective January 1, 2020

ALL FEES ARE NON-REFUNDABLE

OFFICIAL MAP

Title	Description	Section	2018	2019	2020	Last Updated
Official Map Changes or Additions	Any costs associated with mapping revision, publication and recording of map or notices shall also apply.	§ Sec. 70-4E	\$400.00	\$400.00	\$400.00	

RECORDS

Title	Description	Section	2018	2019	2020	Last Updated
Photocopies	Per page or actual cost, whichever is greater	§ Sec. 128-3A	\$0.25	\$0.25	\$0.25	
Transcription of Audio Records or Other Records	Per hour or actual cost, whichever is greater	§ Sec. 128-3B	\$10.00	\$10.00	\$10.00	
Locating Records/Records Search	Per hour (charged only if \$50.00 or more)	§ Sec. 128-3D	\$15.00	\$20.00	\$20.00	2019
Reproduction of Other Records	Actual Cost	§ Sec. 128-3	Actual Cost	Actual Cost	Actual Cost	

NOTE: Any fee exceeding \$5 shall be prepaid prior to delivery.

ALARM SYSTEMS

Title	Description	Section	2018	2019	2020	Last Updated
Fees for False Alarms	3-4 in a calendar year	§ Sec. 194-3	\$100.00	\$100.00	\$100.00	
	5-8 in a calendar year	§ Sec. 194-3	\$200.00	\$200.00	\$200.00	
	9-11 in a calendar year	§ Sec. 194-3	\$300.00	\$300.00	\$300.00	
	12+ in a calendar year	§ Sec. 194-3		\$600.00	\$600.00	2019

ANIMALS

Title	Description	Section	2018	2019	2020	Last Updated
Dog Licenses	Single, spayed/neutered	§ Sec. 203-4	\$7.00	\$7.00	\$7.00	
	Single, not spayed/neutered	§ Sec. 203-4	\$12.00	\$12.00	\$12.00	
	Multiple, spayed/neutered or not spayed/neutered	§ Sec. 203-4	\$35.00	\$35.00	\$35.00	
	\$5.00 late fee	§ Sec. 203-4	\$5.00	\$5.00	\$5.00	
Boarding Fee	Actual Fee Charged	§ Sec. 203-7E	Actual Cost	Actual Cost	Actual Cost	

BUILDING CONSTRUCTION – ONE AND TWO FAMILY DWELLINGS

Title	Description	Section	2018	2019	2020	Last Updated
Standard Building Permit Fee	See Zoning section for building permit fees	See Zoning section for building permit fees				
Additional Building Inspection Fee (>8)						
Single family	Flat rate/inspection	§ Sec. 230-7B, § Sec. 525-72	\$50.00	\$150.00	\$150.00	2019
Duplex/two-family	Flat rate/inspection	§ Sec. 230-7B, § Sec. 525-72	\$50.00	\$200.00	\$200.00	2019

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BUILDING CONSTRUCTION – ONE AND TWO FAMILY DWELLINGS

Title	Description	Section	2018	2019	2020	Last Updated
Permit to Start Construction Fee						
	Single family Flat rate	§ Sec. 230-7A	\$50.00	\$60.00	\$200.00	2020
	Duplex/two-family Flat rate	§ Sec. 230-7A	\$50.00	\$75.00	\$300.00	2020
Variance Request	Flat rate	§ Sec. 230-7D	\$150.00	\$300.00	\$350.00	2020

EROSION CONTROL & POST CONSTRUCTION STORMWATER MANAGEMENT

Title	Description	Section	2018	2019	2020	Last Updated
Erosion Control & Stormwater Management Permit	Single /Two Family Residential Fee	§ Sec. 230-28	\$300.00	\$300.00		
	Commercial/Industrial/Multi-Family/Land Development/Other Fee	§ Sec. 230-28	\$600.00	\$600.00		
	Actual cost for contracted engineer/inspections	§ Sec. 230-28				
	Financial guarantee for all classes of properties above	§ Sec. 230-28		\$1,000.00 minimum		2019

CIGARETTES, TOBACCO PRODUCTS AND SMOKING

Title	Description	Section	2018	2019	2020	Last Updated
Cigarette License	Flat rate	§ Sec. 244-3	\$50.00	\$50.00	\$50.00	

DIRECT SELLERS AND SOLICITORS

Title	Description	Section	2018	2019	2020	Last Updated
Application	Resident	§ Sec. 263-4C	\$50.00	\$50.00	\$50.00	
	Non-Resident	§ Sec. 263-4C	\$100.00	\$100.00	\$100.00	
Registration/License	Per day	§ Sec. 263-6E	\$25.00	\$25.00	\$25.00	

FIRE PREVENTION

Title	Description	Section	2018	2019	2020	Last Updated
Motor Vehicle Accident Cleanup	Minimum Charge (<1 hour) + Recoverable Expenses + 2% Administration Fee	§ Sec. 290-3	\$350.00	\$350.00	\$350.00	
	Engine (1 Hour Minimum)	§ Sec. 290-3	\$175.00	\$175.00	\$175.00	
	Rescue (1 Hour Minimum)	§ Sec. 290-3	\$125.00	\$125.00	\$125.00	
	Tender (1 Hour Minimum)	§ Sec. 290-3	\$100.00	\$100.00	\$100.00	
	Staff Vehicle (1 Hour Minimum)	§ Sec. 290-3	\$50.00	\$50.00	\$50.00	

FIREWORKS

Title	Description	Section	2018	2019	2020	Last Updated
Fireworks Display Permit	Flat rate	§ Sec. 294-3	\$ 50.00	\$ 50.00	\$ 50.00	
Fireworks Sales Permit	Flat rate	§ Sec. 294-3	\$ 100.00	\$ 100.00	\$ 100.00	

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IMPACT FEES

Title	Description	Section	2018	2019	2020	Last Updated
Park Impact Fee (Annual Adjustment Required)	Per single family	§ Sec. 330-11	\$480.00	\$576.00	\$588.00	2019
	Per Two-family	§ Sec. 330-11	\$960.00	\$1,152.00	\$1,176.00	2019
	Per unit / multi-family	§ Sec. 330-11	\$240.00	\$288.00	\$294.00	2019

INTOXICATING LIQUOR AND FERMENTED MALT BEVERAGES

Title	Description	Section	2018	2019	2020	Last Updated
Publication Fee	New			\$60.00	\$60.00	2019
	Renewal			\$30.00	\$30.00	2019
Class "A" Fermented - Malt Beverage Retailer's License	Per year	§ Sec. 339-24A; §125.25(4) Wis. Stat.	\$100.00	\$200.00	\$200.00	2019
Class "B" Fermented - Malt Beverage Retailer's License	Per year	§ Sec. 339-24B; §125.26(4) Wis. Stat.	\$100.00	\$100.00	\$100.00	
Temporary Class "B" Fermented - Picnic License	Per day	§ Sec. 339-24B; §125.26(6) Wis. Stat.	\$10.00	\$10.00	\$10.00	
Wholesale Fermented Malt Beverage License	Per year	§ Sec. 339-24C	\$25.00	\$25.00	\$25.00	
Retail "Class A" Liquor License	Per year	§ Sec. 339-24D; §125.51(2)(d) Wis. Stat.	\$300.00	\$400.00	\$400.00	2019
Retail "Class B" Liquor License	Per year	§ Sec. 339-24E; §125.51(3)(e) Wis. Stat.	\$300.00	\$400.00	\$400.00	2019
Retail "Class C" Liquor License	Per year	§ Sec. 339-24F; §125.51(3m)(e) Wis. Stat.	\$100.00	\$100.00	\$100.00	
Reserve "Class B" Liquor License (Initial License)	Per license	§125.51(3)(e)2 Wis. Stats.	\$10,000.00	\$10,000.00	\$10,000.00	
Regular Operator License	Per year	§ Sec. 339-24G(1)	\$25.00	\$30.00	\$30.00	2019
Provisional Operator License	Per year	§ Sec. 339-24G(2); §125.17(5)(c) Wis. Stat.	\$15.00	\$15.00	\$15.00	
Temporary Operator License	Per event	§ Sec. 339-24G(3); §125.17(4) Wis. Stat.	\$15.00	\$15.00	\$15.00	

MOBILE HOME COMMUNITIES, MOBILE HOMES AND MANUFACTURED HOMES

Title	Description	Section	2018	2019	2020	Last Updated
Mobile Home Community Application/Renewal	Per 50 spaces	§ Sec. 383-3B	\$100.00	\$100.00	\$100.00	
Transfer Fee	Flat rate	§ Sec. 383-3C	\$20.00	\$20.00	\$20.00	

NOISE

Title	Description	Section	2018	2019	2020	Last Updated
Variance Permit	Per day	§ Sec. 400-5C(2)	\$ 50.00	\$ 100.00	\$ 100.00	2019

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PAWNBROKERS

Title	Description	Section	2018	2019	2020	Last Updated
Daily Reporting Fee Failure	Per day	§ Sec. 415-9G(4)	\$10.00	\$10.00	\$10.00	
License Fee	Flat rate	§ Sec. 415-14A	\$1,000.00	\$1,000.00	\$1,000.00	
Billable Transaction Fee	Flat rate	§ Sec. 415-14B	\$3.00	\$3.00	\$3.00	

POOL AND BILLIARD HALLS

Title	Description	Section	2018	2019	2020	Last Updated
License Fee	Per year	§ Sec. 428-3	\$50.00	\$50.00	\$50.00	

STREETS, SIDEWALKS AND PUBLIC PLACES

Title	Description	Section	2018	2019	2020	Last Updated
Sidewalk Construction-Repair Permit	Flat rate	§ Sec. 456-2B	\$50.00	\$50.00	\$50.00	
Driveway Permit	Flat rate	§ Sec. 456-3A		\$75.00	\$75.00	2019
Culvert Permit	Per new culvert	§ Sec. 456-4B	\$250.00	\$250.00	\$300.00	2020
	Per culvert replacement or extension	§ Sec. 456-4B	\$50.00	\$125.00	\$175.00	2020
	Engineer site review only	§ Sec. 456-4B	\$25.00	\$75.00	\$125.00	2020
Street Opening Permit	Flat rate	§ Sec. 456-5B	\$1,500.00	\$1,500.00	\$1,500.00	
Right of Way Excavations Permit	Application fee	§ Sec. 282-5B	\$75.00	\$75.00	\$100.00	2020
	Open cut excavation fee	§ Sec. 456-4B	\$1,500.00	\$1,500.00	\$1,500.00	
	Boring fee	§ Sec. 456-4B	\$100.00	\$100.00	\$100.00	
	Per ft. linear foot fee	§ Sec. 456-4B	\$0.10	\$0.10	\$0.10	
	Per day closure fee	§ Sec. 456-4B	\$100.00	\$100.00	\$100.00	

SUBDIVISION OF LAND

Title	Description	Section	2018	2019	2020	Last Updated
Variance Hearing Fee	Flat rate	§ Sec. 460-7D	\$250.00	\$300.00	\$350.00	2020
Certified Survey Map (CSM) Application	First lot	§ Sec. 460-16	\$225.00	\$225.00	\$225.00	
	Per additional lot	§ Sec. 460-16	\$25.00	\$25.00	\$25.00	
Major Land Divisions:						
Sketch Plan	No Charge	§ Sec. 460-16				
Concept Plat	Flat rate	§ Sec. 460-16	\$100.00	\$100.00	\$150.00	2020
Preliminary Plat	First lot	§ Sec. 460-16	\$250.00	\$250.00	\$300.00	2020
	Per additional lot	§ Sec. 460-16	\$10.00	\$10.00	\$10.00	
Final Plat	First lot	§ Sec. 460-16	\$200.00	\$200.00	\$250.00	2020
	Per additional lot		\$5.00	\$5.00	\$5.00	
Engineering Fee	Fee equal to actual cost for all engineering incurred by the Town in connection with the plat, including required inspections.	§ Sec. 460-16				
Administration Fee	Fee equal to actual cost of any legal or administrative work which may be undertaken by the Town in connection with the plat or land division.	§ Sec. 460-16				

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TAXICABS

Title	Description	Section	2018	2019	2020	Last Updated
Business License Fee	Flat rate	§ Sec. 466-6	\$50.00	\$50.00	\$50.00	
Driver's License	Flat rate	§ Sec. 466-9C	\$25.00	\$25.00	\$25.00	

TOWERS AND ANTENNAS

Title	Description	Section	2018	2019	2020	Last Updated
Permit Application Fee	Per antenna	§ Sec. 478-9	\$500.00	\$500.00	\$500.00	
	Per tower	§ Sec. 478-9	\$1,000.00	\$1,000.00	\$1,000.00	
Annual Renewal Fee – Antenna or Tower	Per year per antenna/tower	§ Sec. 478-9	\$50.00	\$50.00	\$50.00	

VEHICLES, ABANDONED AND JUNKED

Title	Description	Section	2018	2019	2020	Last Updated
Vehicle Storage Fee	Per day	§ Sec. 492-17	\$10.00	\$10.00	\$10.00	
Request for List of Vehicles Sold	Flat rate	§ Sec. 492-18	\$10.00	\$10.00	\$10.00	
Title Transfer, Towing-Junking Fee	Per vehicle	§ Sec. 492-21A	\$200.00	\$200.00	\$200.00	

VEHICLES AND TRAFFIC

Title	Description	Section	2018	2019	2020	Last Updated
Illegally Parked Vehicle Removal	Actual fee charged	§ Sec. 495-21E				
Special Privilege Permit	Per day	§ Sec. 495-23A	\$5.00	\$5.00	\$10.00	2020

WIND ENERGY FACILITIES

Title	Description	Section	2018	2019	2020	Last Updated
Large Wind Energy Facility Building Permit	Per tower	§ Sec. 513-14A	\$20.00	\$20.00	\$20.00	
Small Wind Energy Facility Building Permit	Per tower	§ Sec. 513-14B	\$25.00	\$25.00	\$25.00	
Application Fee	Fee + actual cost invoiced for administration, attorney fees, engineering, consulting, hearing fees	§ Sec. 513-15, § Sec. 513-29	\$200.00	\$200.00	\$200.00	

TOWN OF BUCHANAN - FEES AND LICENSES SCHEDULE

ZONING - Residential (Single, Duplex, Multi-Family, General) Building Permit Fee

Title	Description	Section	2018	2019	2020	Last Updated
Standard Building Permit Fee						
Single family	Flat rate	§ Sec. 230-7A, § Sec. 525-72	\$550.00	\$560.00		2019
Duplex/two-family	Flat rate	§ Sec. 230-7A, § Sec. 525-72	\$700.00	\$715.00		2019
Multi-Family:	First unit	§ Sec. 525-72	\$450.00	\$460.00		2019
	Per additional unit	§ Sec. 525-72	\$150.00	\$155.00		2019
Additions and/or Extensive Basement Renovation	Fee, plus separate fee/ type (Plumbing, Electrical, HVAC)	§ Sec. 525-72	\$100.00	\$100.00		
Roofing, Siding, Windows	Flat rate/type	§ Sec. 525-72	\$25.00	\$30.00		2019
Razing and Wrecking:						
Principal Structure	Flat rate	§ Sec. 525-72	\$50.00	\$50.00	\$50.00	
Accessory Structure	Flat rate	§ Sec. 525-72	\$20.00	\$25.00	\$25.00	2019
Electrical Upgrades (amp service)	Flat rate	§ Sec. 525-72	\$50.00	\$50.00		
Individual Plumbing, Electrical, Heating, Ventilation, A/C, Solar System:						
Residential	Flat rate/type	§ Sec. 525-72	\$35.00	\$40.00		2019
Commercial/Industrial	Flat rate/type	§ Sec. 525-72	\$45.00	\$50.00		2019
Egress Window	Flat rate	§ Sec. 525-72	\$35.00	\$35.00	\$35.00	
Foundation Repair	Flat rate	§ Sec. 525-72	\$25.00	\$25.00	\$25.00	
Chimneys/Pellet Stoves/Wood Stoves/Outdoor Heating Devices/Fireplace/ Similar Equipment	Flat rate	§ Sec. 525-72; § Sec. 230-16	\$25.00	\$25.00	\$25.00	
Swimming Pool:						
Above Ground	Flat rate	§ Sec. 525-72	\$25.00	\$35.00	\$35.00	2019
Below Ground	Fee, plus fencing fee, if required	§ Sec. 525-73	\$50.00	\$60.00	\$60.00	2019
Satellite Dish (ground mounted)	Flat rate	§ Sec. 525-72	\$20.00	\$40.00	\$40.00	2019
Sheds	Fee, plus separate fee/ type (Plumbing, Electrical, HVAC)	§ Sec. 525-72	\$35.00	\$35.00	\$40.00	2020
Decks/Gazebos/Pergolas	Flat rate	§ Sec. 525-72	\$35.00	\$35.00	\$40.00	2020
Fences	Flat rate	§ Sec. 525-72	\$35.00	\$35.00	\$40.00	2020
Attached Garages and Additions	Fee, plus separate fee/ type (Plumbing, Electrical, HVAC)	§ Sec. 525-72	\$100.00	\$100.00	\$100.00	
Detached Garages	Fee, plus separate fee/ type (Plumbing, Electrical, HVAC)	§ Sec. 525-72	\$100.00	\$100.00	\$100.00	

TOWN OF BUCHANAN - FEES AND LICENSES SCHEDULE

ZONING - Commercial, Industrial, Agriculture Building Permit Fees

Title	Description	Section	2018	2019	2020	Last Updated
Commercial Building		\$500.00 § Sec. 525-72	\$500.00	\$650.00		2019
Commercial Suite Build-Out		\$250.00 § Sec. 525-72	\$250.00	\$325.00		2019
Sign Permit						
Awning/Canpoy Sign	Flat rate per sign	§ Sec. 525-72			\$25.00	2020
Banner Sign	Flat rate per sign	§ Sec. 525-72	\$50.00	\$50.00	\$50.00	
Ground/Pole Sign	Flat rate per sign	§ Sec. 525-72	\$75.00	\$75.00	\$75.00	
Wall/Projecting Sign	Flat rate per sign	§ Sec. 525-72	\$25.00	\$25.00	\$25.00	
Electronic Message Unit (Added to sign permit fee)	Flat rate per sign	§ Sec. 525-72	\$150.00	\$150.00	\$150.00	
Agricultural Building (Barns, Machine Sheds, Silo, Milk House)	Flat rate per sign	§ Sec. 525-72	\$350.00	\$350.00	\$350.00	
Other Zoning:						
Site Plan	Flat rate	§ Sec. 525-81	\$350.00	\$350.00	\$350.00	
Class B Hearing Application	Flat rate	§ Sec. 525-85	\$200.00	\$200.00	\$200.00	
Zoning Amendment-Rezoning Application	Flat rate	§ Sec. 525-99	\$350.00	\$400.00	\$500.00	2020
Comprehensive Plan Amendment	Flat rate	§ Sec. 525-104	\$500.00	\$500.00	\$500.00	
Special Exception Application	Flat rate	§ Sec. 525-100	\$150.00	\$300.00	\$350.00	2020
Variances and Appeals	Flat rate	§ Sec. 525-100	\$150.00	\$300.00	\$350.00	2020

MISCELLANEOUS FEES AND CHARGES

Title	Description	Section	2018	2019	2020	Last Updated
Address Request Application	Actual cost					
Title Inquiry	Per parcel		\$25.00	\$25.00	\$25.00	
Zoning Verification Letter	Per parcel				\$75.00	2020
NSF Check	Bank charges + One (1) hour administrative time					
Noxious Weed Vegetation Removal	Actual cost					
Sidewalk Snow Removal	Actual cost					
Town Hall Rental						
Fee			\$75.00	\$75.00	\$75.00	
Security Deposit			\$75.00	\$75.00	\$75.00	
Bulky Item/Large Item Collection and Disposal	Large bulky item		\$20.00	\$20.00	\$20.00	
	Small bulky item		\$10.00	\$10.00	\$10.00	
	White good (non-freon) item		\$20.00	\$20.00	\$20.00	
	Refrigerant item		\$50.00	\$50.00	\$50.00	