

## City of Portage Fee Schedule

Effective July 1, 2024-Dog & Cat Licenses for 2024 License year

### Administration

2-2	Annexations .....	\$250 plus state fees and equivalent town taxes
2-140	Special Meeting (If not called by the City) ...	\$50
2-442	NSF Checks .....	\$30
2-455	Publication Fee .....	\$50
2-458	Hazardous Waste Reimbursement .....	Actual Cost
2-460	Special Assessment Letter.....	\$50
2-534	Public Records.....	\$0.25/page or actual search costs \$5 per CD

### Airport

2-201	Hangar Nos. 1-5 .....	\$70/month
2-201	Hangar Nos. 6-13 .....	\$120/month
2-201	Hangar Nos. 14-15 .....	\$150/month
2-201	Main Hangar .....	\$145/month/aircraft
2-201	Ground Hangar .....	\$0.10/square foot/month

### Animals

6-53(a)	Dog and Cat License .....	\$15 spayed or neutered per license year \$25 not spayed or neutered per license year Includes use of Dog Park 2024 license year
6-54(a)	Kennel.....	\$35/kennel of twelve (12) or fewer dogs and an additional \$3.00 for each dog in excess of 12.
6-55	Late Fee .....	\$5
6-102(c)(1)b	Dangerous Animal License.....	\$180 annually, 1 <sup>st</sup> year is prorated
6-122(b)	Keeping of Chickens.....	\$75 initial fee \$25 annual renewal fee

### Buildings and Building Regulations

10-37(d)(2)	Transfer, place or dump soil fill within the City.....	\$20 + \$10/truck
10-39	Preliminary Inspection for Relocating Structure.....	\$363 + Bond + Insurance
10-39	Commercial Remodel (Excludes Mechanicals).....	\$0.13/sq. ft. – Min. \$188
10-39	Commercial New, Additions, Remodel for Storage or Shell Buildings (>144) (Excludes Mechanicals) .....	\$0.11/sq. ft. – Min \$188 + Erosion Control
10-41	Residential: New Construction (Includes: decks, garages, basements & Mechanicals) .....	\$0.31/sq. ft. (\$875 min.) + San Sew Connection fee + Erosion Control
10-41	Residential, Remodel & Addition .....	\$0.31/sq. ft. (\$165 min.) + \$50 zoning review + Erosion Control (Addition only)
10-41	Foundation - Residential.....	\$188 + Erosion Control
10-41	Garage (Detached).....	\$0.19/sq. ft. + \$50 zoning review
10-41	Deck.....	\$0.73/sf (min. \$145)
10-41	Commercial New construction, Addition, Commercial Multi-Family (3 Family or More) Restaurants, Motels, Offices, CBRF, Taverns, Mercantile, Assembly Halls, Manufacturing & Industrial, Schools, Hospitals, Schools, Institutional, and Vehicle Repair and Storage, etc. .....	\$0.19/sq. ft. (\$103 min) + Erosion Control
10-41	Foundation – Commercial (Early Start).....	\$219 + Erosion Control
10-41	Re-inspections.....	\$85/hr

10-76,116,191	Work Begun Without a Permit .....	Plumbing, HVAC, Building & Electrical Double permit fees
10-76(2)	Plumbing permit .....	\$119 – Residential \$0.08/sq. ft. (\$110 min) – Commercial
10-116	Heating, Ventilating, Air Conditioning .....	\$37.50 – Residential \$0.06/sq. ft. (\$125 min) – Commercial
10-154	Electrical permit.....	\$157 - Residential \$0.08/sq. ft. (\$200 min) – Commercial
	Miscellaneous (Furnace, AC, Windows & Roof)	\$37.50 – Residential only
	Signs .....	\$132/Ground Sign + Elec. Permit if required
10-228	Erosion Control.....	\$119 - New One & Two Family \$75 - Residential Additions \$219 for 1 <sup>st</sup> Acre + \$75/Addl Acre Commercial
10-269(b)(1)	Stormwater Management Permit .....	\$150
10-270(b)	Alternate Stormwater Plan Preparation.....	Actual Cost
10-303	Driveway .....	\$100
	Manufacturing and HUD Dwellings .....	\$438 + \$0.31/sq. ft. + San Sew Conn. Plus State Seal (New One and Two Family) Cost of seal + \$2
	Raze/Demolition .....	\$75
30-83	Wood-Fired Furnace Permit Fee .....	\$75

**Business Licenses**

14-52	Reserve Class “B” Initial Fee .....	\$10,000 per license
14-53	Fermented Malt Beverage Wholesale.....	\$25 per license year
14-53	Class “A” Intoxicating Liquor.....	\$500 per license year
14-53	Class “B” Intoxicating Liquor.....	\$500 per license year
14-53	Class “A” Beer Retailers .....	\$50 per license year
14-53	Class “B” Beer Retailers .....	\$100 per license year
14-53	Class “C” Wine (restaurant).....	\$100 per license year
14-53	Temporary Class “B” Beer & Wine Picnic ....	\$10 per license
14-53	Change of Agent.....	\$10
14-53	Change of Premises Description.....	\$20
14-53	Change of Trade Name.....	\$20
14-53	Late filing of alcohol license application .....	\$50
14-94(a)	Operator’s License .....	\$40 per license year
14-94(b)	Provisional License.....	\$15
14-132	Cigarette License .....	\$100 per license year
14-194(a)	Direct Seller.....	\$40 per month
14-303	Junk Dealer .....	\$50 per license year
14-306	Special Junk Dealer.....	\$10 per day
30-415	Sale of Fireworks Permit.....	\$300

**Emergency Services**

22-38(c)	False Fire Alarms involving system malfunctions	4 <sup>th</sup> – 7 <sup>th</sup> alarms in any year, not less than \$100 and no more than \$200 for each violation, plus applicable assessments, penalty surcharge and court costs. 8 <sup>th</sup> – 10 <sup>th</sup> alarms in any year, not less than \$200 and no more than \$400 for each violation, plus applicable assessments, penalty surcharge and court costs. 11 or more alarms in any year, not less than \$400 and no more than \$800, plus applicable assessments, penalty surcharge and court costs
22-38(c)(2)	False Fire Alarms Malicious .....	Not less than One Thousand Dollars (\$1,000) and no more than Two Thousand Dollars (\$2,000), plus applicable assessments, penalty surcharge and court costs
22-39(c)(1)	False Burglar Alarms.....	Third alarm for a location within a period of one year \$25 Fourth alarm for a location within a period of one year \$35 Fifth alarm for a location within a period of one year \$45 Sixth and subsequent alarms for a location within a period of one year \$65

**Environment**

26-73(a)	Natural Lawn .....	\$25
26-106	Lawn Mowing .....	\$55 plus time, material and equipment costs

**Equipment Rates**

Use Wisconsin DOT Classified Equipment Rates published annually

**Fire Prevention and Protection**

30-81	Burning Permits.....	\$25
30-82	Occupancy Permit and Inspection .....	\$150
30-83(c)(1)	Outdoor Furnace Permit.....	\$75
30-416	Fireworks.....	\$300
30-344	Fire and Smoke Detection Systems.....	
	Acceptance Testing .....	\$75/inspection

**Hunting**

46-31	Bow/Cross Bow Hunting Permit.....	\$5
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**Motor Vehicles and Traffic**

50-88(a)(1)	Short Term Parking.....	\$5
50-88(a)(2)	Long Term Parking.....	\$10
50-151(d)	Parking Violations .....	\$15
	Blocking Driveway.....	\$15
	Official Sign .....	\$15
	Yellow Line.....	\$15
	Fire Lane .....	\$25
	Fire Hydrant .....	\$50
	Snow Emergency .....	\$50
	Handicap Parking.....	\$50
	Other .....	\$15
50-183(b)(2)	Bicycle .....	\$5
50-374(c)	Junked Vehicles and Appliances on Private Property .....	\$200
50-401(e)	Horse Drawn Vehicle License.....	\$125 per vehicle

**Parks Department**

54-42 Fees and Charges Cross Reference with 54-93

54-93 Park Shelter Reservation Fees:  
Tiers assigned by Parks and Recreation Board  
R – Resident NR – Non-resident

Tier 1 Shelters .....	\$45 R	\$70 NR	(Monday – Friday)
.....	\$55 R	\$80 NR	(Saturday & Sunday)
Tier 2 Shelters .....	\$35 R	\$60 NR	Monday – Friday)
.....	\$45 R	\$70 NR	(Saturday & Sunday)
Tier 3 Shelters .....	\$25 R	\$50 NR	(Monday – Friday)
.....	\$35 R	\$60 NR	(Saturday & Sunday)

Fairgrounds (Veterans’ Memorial Field Buildings)

Agriculture Bldg .....	\$100/day
Ball Fields.....	\$75/day, \$125/day lights & lining/field prep
Bidwell Bldg.....	\$100/day
Building 6 .....	\$125/day (restrooms included)
Building 7 .....	\$100/day
Building 8 .....	\$125/day (5/1 – 9/31), \$200/day (10/1 – 4/31)
Grandstand & Track .....	\$250/day
Horse Arena .....	\$100/day

Dog Park (Effective 1/1/2021)

Residents .....	Included with Dog License
Non-Residents.....	\$30/year

Flea Market

One booth (indoors).....	\$25
Two booths (indoors).....	\$35
54-49 Metal Detecting on City Property .....	\$20

**Police**

50-87 Short-Term Parking (72 hrs or less).....	\$5
Long-Term Parking (Max. 90 days) .....	\$10

**Recreation Program Fees**

All fees listed apply to city residents. Non-residents shall pay an additional \$10 per person, per program, unless the township pays a co-sponsorship fee of \$1,000 per year. A family can petition the Park and Recreation Board for a hardship waiver for the payment of fees.

Youth Programs:

Resident .....	\$15-\$100 per event per person
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Adult Programs:

Basketball.....	\$325/team
Softball .....	\$350/team
Volleyball.....	\$175/team officiated

Swimming Program

Annual Passes .....	\$125 Punch Card (13 sessions) 30 (Per Person)
Daily Rates .....	\$3 (Person)

Lessons

Student (Level 1-6)	
Resident .....	\$37
Non-Resident .....	\$47
Student (Red/White/Blue)	
Resident .....	\$27
Non-Resident .....	\$37
Parent/Child	
Resident .....	\$15
Non-Resident .....	\$25

Storage Fees – Veterans Memorial Field Buildings (plus 5.5% Sales Tax)

Secure Buildings : R – Resident NR – Non-resident	
All vehicles except as listed below .....	\$15/foot R \$20/foot NR (measured bumper to bumper)
Boat/Pontoon/Jet-Ski & Trailer .....	\$15/foot R \$20.00/foot NR (measured prop to trailer hitch)
Camping Trailer.....	\$15/foot R \$20.00/foot NR (bumper/spare tire to trailer hitch)
Motorcycle.....	\$80 R and \$90 NR
Recreational Vehicle.....	\$15/foot R \$20/foot NR (measured bumper/spare tire to bumper)

(Unsecured, Roof/Not Enclosed)

All vehicles except as listed below .....	\$10/foot R \$13/foot NR (measured bumper to bumper)
Boat/Pontoons/Jet-Ski & Trailer.....	\$10/foot R \$13/foot NR (measured prop to trailer hitch)
Camping Trailer.....	\$10/foot R \$13/foot NR (bumper/spare tire to trailer hitch)
Recreational Vehicle.....	\$10/foot R \$13/foot NR (bumper/spare tire to bumper)

**All vehicles must be removed by April 30**

46-31(e)	Bow Hunting on City Property.....	\$5
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**Solid Waste**

62-36(c)(1)	Tax Exempt Properties.....	Annual contract cost for weekly pick up of approved container plus \$25 annual administration fee
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**Streets**

66-5	Dumpster Permit .....	\$25
66-54	Street Opening Permit .....	\$150 plus deposit/bond
66-92(c)	Street Privilege Permit.....	\$25 plus bond
66-126	Snow & Ice Removal (sidewalks).....	\$55 plus actual cost for removal
66-265	Street Use Permit .....	\$25

66-321 Special Event Permit Fees ..... \$30 plus reimbursement of actual staff costs  
 ~1-10 hours: Actual hourly rates up to \$175  
 ~11-20 hours: Actual hourly rates up to \$325  
 ~21-40 hours: Actual hourly rates up to \$500  
 ~41-60 hours: Actual hourly rates up to \$650  
 ~>60 hours: Actual hourly rates up to \$750

Right of Way Discontinuance (66.1003 Wis. Stats.)..... \$250 + Exhibit + Recording Fees

**Subdivision**

70-4 Preliminary Plat ..... \$250 plus \$10/lot  
 70-5 Final Plat ..... \$100 plus \$5/lot  
 70-10(d) Fee in Lieu of Parkland dedication..... \$600/dwelling unit  
 70-11 Certified Survey Map ..... \$100

**Taxation**

74-32(d) Hotel/Motel ..... \$100 per license year  
 Short Term Lodging..... \$20  
 Tax Exempt Property Filing ..... \$20

**Utilities**

78 Sewer Connection Charge..... New residential construction \$700 per Residential Equivalent Connection up to two (2); and \$600 per Residential Equivalent Connection thereafter the first two (2) Residential Equivalent Connections for multi-family. Commercial, industrial and other non-residential sanitary sewer hook-up fees shall be based on the City Engineer's estimate of the number of Residential Equivalent Connections based on the plumbing design submitted. The applicant shall have the opportunity to request a one time hook-up adjustment based on actual flows after (2) years have elapsed, but prior to (3) years elapsing from the actual hook-up.

78-127(c) Sewer Service Charge  
 Category A  
 Fixed Monthly Charge = \$11.55/equivalent 5/8 inch meter  
 Volume Charge = \$3.37/1,000 gallons  
 Category B  
 Fixed Monthly Charge = \$11.55/equivalent 5/8 inch meter  
     \$27/1" Meter  
     \$50/1.5" Meter  
     \$65/2" Meter  
     \$116/3" Meter  
     \$190/4" Meter  
 Volume Charge = \$3.37/1,000 gallons  
 Surcharge for BOD greater than 250 mg/l=\$0.44/lb.  
 Surcharge for Suspended Solids greater than 250 mg/l=\$0.43/lb.  
 Surcharge for Total Phosphorus greater than 7.0 mg/l=\$2.57/lb.

78-127(g)(1) Disposal of Septic Tank Sludge and Holding Tank Sewage Permit..... \$50 per calendar year

78-127(g)(3)(b) Sewer Charge for Disposal of Septic Tank ..... \$48.09/1,000 gallons  
 Sludge and Holding Tank Sewage..... \$8.30/1,000 gallons  
     BODS/Suspended Solids <250 MG/L Total P <10 MG/L  
     High-strength Wastewater - \$48.09/1,000 gallons

BODS/Suspended Solids 250 – 1000 MG/L Total P  
10 – 20MG/L

Portable Toilet Waste - \$60/1000 gallons

Extra-strength Waste – Not accepted.  
BODS/Suspended Solids >1000 MG/L Total P> 20MG/L  
Grease and Settling Basin Material – Not accepted

Administrative Fee: \$10 per load for non-permitted haulers.

Analytical Fees (if required by City):

BODs = \$28.85 per test

Suspended Solids = \$13.60 per test

Total Phosphorus = \$33.60 per test

PH = \$11.60 per test

Ammonia Nitrogen = \$32.25 per test

78-132(b) Sewer Permit Appeal .....\$50

**Water Utility:**

Rates: See PSC Rate Tariff No. 4760-WR-104; Effective June 26, 2019

<http://apps.psc.wi.gov/vs2010/tariffs/default.aspx>

**Temporary Metered Supply, Meter and Deposits:**

Service charge for setting the valve and furnishing meeting:

..... \$35

Deposit for valve and meter..... \$1,000

**Vehicles for Hire**

86-35(c) Taxi Driver’s License ..... \$30 per license year

86-35(c) Provisional Taxi/Cab Operator License..... \$30

**Zoning**

90-34/90-476 Zoning and Occupancy Permit..... \$150 (Occupancy Permit included in construction permit for single & 2-famly homes)

90-36(2) Conditional Use Permit..... \$200 plus recording fee

90-36(3) Variance ..... \$200 plus recording fee

90-74 Site Plan Review ..... \$100

90-93 Shoreland Zoning Code Amendment..... \$250 plus Consultant Expenses

90-171 PUD Planned Unit Development..... \$250 Admin Costs Plus Actual Review

90-633 Signs ..... \$132 Sign + bldg. & elec. if required

90-62 Accessory structure (144 sf max) ..... \$37.50 (residential only)

90-121 Fence ..... \$50

90-122 Above-Ground Pool ..... \$50

90-470 Zoning Ordinance Amendment..... \$250 plus Consultant Expenses

90-471 Zoning Map Amendment ..... \$200

90-774 In-Ground Pool..... \$313

90-806 Mobile Home Park Developer’s Permit ..... \$50

**Miscellaneous**

Municipal Building Meeting Room Rental (Basement) ..... \$25/\$50 with Kitchen + \$50 Deposit

Mileage Total miles (round trip) x ..... Current IRS Rate

Materials Actual invoice costs (including cellular devices at \$.75 per minute)