

## City of Marshfield Fee Schedule Effective January 1, 2020

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 Envelope (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 Remodel 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)
12. Driveway ..... See Engineering

##### **HVAC Permits:**

1. HVAC Replacement..... \$40.00
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
4. Moving Accessory Structures over 12' wide..... \$40.00 per building (see Section 15-05-09)
5. Moving ..... \$200.00 per building (see Section 15-05-09)

**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

Exhibit A

- 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. Moving Accessory Structures over 12’ wide.....\$40.00/building (see Section 15-05-09)
- 4. Moving .....\$200.00/building (see Section 15-05-09)
- 5. New Communication Towers /Substantial Modifications for Mobile Service Facilities.....\$3,000.00 (includes Building & Electric)
- 6. 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

**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

**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

**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:**

- 1. Driveway/Access ..... \$20.00 (includes curb & gutter, ditch street,& driveway or parking lot additions)

**Right of way locate and Sidewalk Grade:**

- 1. Right of Way Locate ..... \$10.00
- 2. Driveway Grade ..... \$20.00

**Stormwater Permits:**

- 1. Less than 1 acre (per site) Erosion Control ..... \$20.00
- 2. Greater than 1 acre (per site) Erosion Control Only ..... \$30.00 + \$20.00/each acre > 1 acre  
**Permit applications with a post-construction Stormwater Management Plan**
- 3. Residential Subdivision Plats (per lot) ..... \$25.00
- 4. All other sites ..... \$150.00/site + \$25.00/acre >1 acre  
**NOTE: (Stormwater Only) no fees shall exceed \$500.00**

**Overweight - Oversized Load:**

- 1. One Day..... \$20.00
  - 2. Per Week..... \$40.00
  - 3. Per Month ..... \$80.00
- Permits requested > than 3 business days, results in a double permit fee.**

**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:**

Exhibit A

- 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
- 2. TSS (over 250 mg/L) ..... \$0.54
- 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:**

**Sprinkler:**

- 1. Sprinkler 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\*

Exhibit A

- 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:**

- 1. Taxicabs..... \$25.00/year
- 2. Taxicab Driver’s Permit ..... \$15.00\*
- 3. Commercial Haulers..... \$50.00/per vehicle & \$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

*\*Plus a nonrefundable investigation fee*