

Town of Greenville New Housing Fee Report, 2018



**Final
December 2019**



East Central Wisconsin
Regional Planning Commission
ECWRPC
Calumet • Fond du Lac • Menominee • Outagamie
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Housing Fee Report, 2018

Town of Greenville

December, 2019

Prepared by the
East Central Wisconsin Regional Planning Commission

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ABSTRACT

TITLE: Town of Greenville Housing Fee Report, 2018

CONTACT: Eric Fowle-Executive Director

AUTHORS: Eric Fowle-Executive Director
Kathy Thunes-Principal Planner
Kolin Erickson-Planner
Mike Zuege-GIS Coordinator

SUBJECT: Housing Development Fees

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SOURCE OF COPIES: East Central Wisconsin Regional Planning Commission
400 Ahnaip Street, Suite 100
Menasha, WI 54952
(920) 751-4770
www.ecwrpc.org

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 Greenville 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: Town of Greenville imposes the following fees or other requirements for purposes related to residential construction, remodeling, or development. Only fees the Town sets/collects are included in this report. Fees set by others, such as sanitary and utility districts, county and 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 1: Town of Greenville Schedule of Fees (2018)

Building permit fee	Impact fee	Park fee	Land dedication or fee in lieu of land dedication requirement	Preliminary Plat approval fee	Final plat approval fee	Storm water management fee	Water or sewer hook-up fee
Single Family: ≤ 2,000 sq. ft. = \$950.00 2,001 - 3,000 sq. ft. = \$1050.00 3,001 - 4,000 sq. ft. = \$1,150.00 For every additional 1,000 sq. ft., fee increases by \$100.00; Two Family: \$1,900	NA	\$682 per dwelling unit; will be reduced based on Parkland Dedication	When land dedication is not feasible or compatible with the comprehensive plan, any divider of land, shall, in lieu of land dedication, pay to the Town a fee equivalent to the value of the required dedication.	\$100.00 plus \$10.00 for each lot within the plat	\$100.00 plus \$5.00 for each lot within the plat	\$400	NA

Part 2B: The total amount of fees under Part A that the Town of Greenville 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 2: Town of Greenville Fees Collected (2018)

Building permit fee (new construction+ remodel permits)	Impact fee	Park fee	Land dedication or fee in lieu of land dedication requirement	Preliminary Plat Approval fee	Final Plat Approval fee	Storm water management fee	Water or sewer hook-up fee	Total Fees collected
\$74,060.00	\$0	\$40,186.00	\$0.00	\$900.00	\$1,285.00	\$21,600.00	\$0.00	\$138,031.00

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 3: Town of Greenville Approved Residential Dwelling Units by Type (2018)

Single Family Building Units	2-Family Building Units	Multi-family Building Units	Mobile Home Units	Total
46	16	0	0	62

Calculation: $\$138,031.00 \div 62 = \$2,226.31$

In 2018, the Town of Greenville collected just under \$2,226 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 \$11,435 in remodeling fees.

Calculation: $(\$138,031 - \$11,435) \div 62 = 2,041.87$

The 2018 average total cost for each new residential dwelling, minus remodeling building fees was about \$2,042.



APPENDIX #A

Municipal Fee Schedule

Town of Greenville Fee Schedule

12/14/2018

Title/Application	Chapter	Department	Description	Fee/Cost/Fine ** = Plus Current Court Costs
Animals	76-10	Constable	Dog Licensing shall be completed between Jan 1 and Mar 31 of each year.	\$8.00 - Neutered Spayed \$15.00 - Unaltered
Animals	76-10	Constable	Multiple Dog Licensing - Over 3 dogs must be approved by the Town of Greenville. Cost set by State Statute.	\$35.00
Animals	76-10 & 17H	Constable	Failure to purchase a dog license between Jan 1 and Mar 31 will result in a fine as well as the license fee	\$25.00 + license fees
Brush Pickup Fees		Public Works	See the Brush pickup policy	First 20 minutes is free, after that, a charge of \$200 per hour with a minimum charge of \$150.00.
Building Permits	85-14	Community and Economic Development	If any construction begins prior to issuance of permits	Double Fees
Building Permits	159-6	Community and Economic Development	Outdoor Heating Devices - Permit is required prior to installation/construction	\$100
Building Permits - Commercial	85	Community and Economic Development	New Build	\$500.00 + \$15.00 per 100 sq ft - Commercial/Industrial \$1,000.00 + \$500.00 per unit + Park Fee - Multifamily
Building Permits - Commercial	85	Community and Economic Development	Additions	\$400.00 + \$15.00 per 100 sq ft
Building Permits - Commercial	85	Community and Economic Development	Remodel including tenant alterations	\$350.00 + \$15.00 per 100 sq ft
Building Permits - Commercial	85	Community and Economic Development	Heating Permit	Commercial - \$200 + \$3.00 per \$1,000 job value Multifamily - \$100.00 per HVAC unit
Building Permits - Commercial	85	Community and Economic Development	Signs	\$50.00 + \$0.50 per sq ft of sign face
Building Permits - Commercial	85	Community and Economic Development	Culvert Permit	\$50.00 per culvert
Building Permits - Commercial	85	Community and Economic Development	Plumbing Permit	\$75.00 + \$5.00 per fixture opening
Building Permits - Commercial	85	Community and Economic Development	Construction Water	\$75.00
Building Permits - Commercial	85	Community and Economic Development	Electrical Permits	\$150.00 + \$1.00 per \$1,000.00 of job value - Commercial \$150.00 per unit - Multifamily
Building Permits - Residential	85	Community and Economic Development	Single Family Home Building Permit Fee	≤ 2,000 sq ft = \$950.00 2,001 - 3,000 sq ft = \$1050.00 3,001 - 4,000 sq ft = \$1,150.00 For every additional 1,000 sq ft, fee increases by \$100.00
Building Permits - Residential	85	Community and Economic Development	Two Family Home Building Permit Fee	\$1,900.00

Town of Greenville Fee Schedule

12/14/2018

Title/Application	Chapter	Department	Description	Fee/Cost/Fine ** = Plus Current Court Costs
Building Permits - Residential	85	Community and Economic Development	Manufactured Home	\$200.00
Building Permits - Residential	85	Community and Economic Development	Renewal of Single or Two Family Home Permit	\$200.00
Building Permits - Residential	85	Community and Economic Development	Construction Water	\$50.00 for Single and Two Family Homes
Building Permits - Residential	85	Community and Economic Development	State Stamp	\$50.00 for Single and Two Family Homes
Building Permits - Residential	85	Community and Economic Development	SAC Fee	\$119.00 Single Family/ \$238.00 Two Family
Building Permits - Residential	85	Community and Economic Development	House Additions (includes 5 electrical outlets and 1 heating outlet)	≤ 300 sq ft = \$300.00 301 - 800 sq ft = \$500.00 801+ sq ft = \$600.00 1 year renewal permit = \$50.00
Building Permits - Residential	85	Community and Economic Development	Remodeling	\$75.00 + \$5.00/\$1000.00 of cost project. \$100.00 Min. 1 year renewal permit = \$50.00
Building Permits - Residential	85	Community and Economic Development	Complete Remodel (Fire, mold, flood, etc.)	\$500.00 Min.
Building Permits - Residential	85	Community and Economic Development	Window or Door Replacement	\$50.00
Building Permits - Residential	85	Community and Economic Development	Accessory Buildings (Barns, garages, sheds, pole buildings, etc.)	0 - 150 sq ft - \$50.00 151 - 750 sq ft - \$125.00 751 - 1,200 sq ft - \$175.00 1,201 - 3,000 sq ft - \$275.00 > 3,000 sq ft - \$350.00
Building Permits - Residential	85	Community and Economic Development	Deck	\$75.00
Building Permits - Residential	85	Community and Economic Development	Electrical Permits	\$150.00 Single Family / \$200.00 Two Family
Building Permits - Residential	85	Community and Economic Development	Electrical Service Change - Advanced Scheduling Required Temporary Service Generator Installation	\$75.00
Building Permits - Residential	320-25	Community and Economic Development	Fence	\$75.00
Building Permits - Residential	85	Community and Economic Development	HVAC permit	\$100.00 per HVAC unit

Town of Greenville Fee Schedule

12/14/2018

Title/Application	Chapter	Department	Description	Fee/Cost/Fine ** = Plus Current Court Costs
Building Permits - Residential	85	Community and Economic Development	Move a Home	Same as new construction
Building Permits - Residential	85	Community and Economic Development	Plumbing Permit	\$75.00 + \$5.00 per fixture opening
Building Permits - Residential	85	Community and Economic Development	Razing Permit	\$75.00 per structure
Building Permits - Residential	85	Community and Economic Development	Roofing Permit	\$75.00
Cigarette License		Administration	Cigarette License	\$25.00
Citizen Participation	99-5	Administration	Administrative fees	\$75.00
Computer Disc/CD		Administration	Downloading information to a computer disk or DVD	\$25.00 per disk plus mailing costs if applicable
Connection Fees - NOT Specially Assessed	340-19	Sanitary District	Connection fee computed on a front-foot for water and sewer plus the base fee in 340-18	Water - \$40.00/ft Sewer - \$44.00/ft
Connection Fees - Specially Assessed - Base Fee	340-18	Sanitary District	Base Rate connection fee for a single family residence Base rate connection fee for a two family residence Other uses - base rate multiplier table below:	Water - \$2,895.00, Sewer - \$2,171.00 Water - \$4,342.50, Sewer - \$3,256.50
			<div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> <p>Multiple Family Motel/Hotel Tavern/Restaurant Tavern/Restaurant</p> </div> <div style="text-align: center;"> <p>Warehouse</p> </div> <div style="text-align: center;"> <p>Warehouse</p> </div> </div> <p style="text-align: center;"> Other Commercial/Industrial Other Commercial/Industrial Schools Churches Churches Other Uses </p>	1.0 for 1st unit plus .50 for each additional unit 1.0 for 1st unit plus .125 for each additional unit 1.5 for up to 2,500 sq ft of floor area, plus .50 for each add'l 2,500 sq ft 1.5 for up to 10,000 sq ft of floor area, plus .25 for each add'l 20,000 sq ft 1.5 for up to 5,000sq ft of floor area, plus .25 for each add'l 5,000sq ft 1.0 + .50 for each 50 students 1.5 for up to 5,000sq ft of floor area, plus .25 for each add'l 5,000sq ft As determined by District
Culvert Permit	106-3	Stormwater	New Cuvert, reset or any modification of any existing culvert	\$50 Replace Existing, Reset Existing, or Extension // \$150-1000 New Construction (Due to Engineering - Hydraulic Verification)
Dedications - Parkland	270-31	Park, Rec, Forestry	When land dedication is not feasible or compatible with the Comprehensive Plan, any divider of land, shall, in lieu of land dedication, pay to the Town a fee equivalent to the value of the required dedication.	682- Amount to be based on land valuation through an appraisal ordered and paid for by the land divider.
Disposition of Waste Material permit fee	247-2		Permit for disposition of waste material per property	\$10 for first load, \$5 for each load after
Drainage/R.O.W Permit	106-3	Stormwater	No person shall make any excavation, or fill, or install any culvert, or make any other alteration in any right-of-way or roadway ditch; or in any manner disturb any right-of-way or roadway ditch, without a permit .	\$50 Permit for Drain Tile
Drainage/R.O.W Permit	106-11	Stormwater	The Town may fund right-of-way and roadway ditch alterations and improvements which meet the criteria in § 106-11.	\$250 Permit with an agreement to cover any additional outside or Town costs for piping and urbanizing.
Driveway Permit	320-220	Public Works	New Driveway, Replacement Driveway, or Driveway Extension	\$75.00

Town of Greenville Fee Schedule

12/14/2018

Title/Application	Chapter	Department	Description	Fee/Cost/Fine ** = Plus Current Court Costs
Emergency Response Costs	112-1	Fire Department	The Town charges costs associated with a fire call responding to a vehicle fire or accident on a public highway.	Truck Charge - \$150/truck Personnel - \$17.50/person Dry Sorb \$4.22/bag Disposal - \$10 Not to Exceed \$500.00
Erosion and Sediment Control	117-10	Stormwater	Residential Erosion Control with Building Permit	\$400
Erosion and Sediment Control	117-10	Stormwater	Residential Erosion Control with Building Permit - Renewal	\$100
Erosion and Sediment Control	117-10	Stormwater	Residential Landscaping permit, post living structure building	\$200
Erosion and Sediment Control	117-10	Stormwater	Commercial single site and Platted Subdivision where site plan and Stormwater Management Plan approval IS REQUIRED	Stormwater Management - \$500 plus any additional engineering fees. Erosion Control - \$600 plus financial guarantee
Erosion and Sediment Control	117-10	Stormwater	Commercial single site and Platted Subdivisions where a site plan IS REQUIRED, but a Stormwater Management Plan IS NOT REQUIRED	Stormwater Management - \$100 plus any additional engineering fees. Erosion Control - \$600 plus financial guarantee
Erosion and Sediment Control	117-10	Stormwater	Commercial single site where a Site Plan and Stormwater Management Plan IS NOT REQUIRED.	Erosion Control - \$600 plus financial guarantee
Hotel / Motel Room Permit and Licensing	18-4	Administration	Renewal of Revoked or Suspended Permit	\$20.00
Hotel / Motel Room Permit and Licensing	18-3	Administration	Permit - At the time of making an application, the applicant shall pay the Town Treasurer an initial fee for each permit	Initial Fee of \$2.00 per permit
Impact Fees	165	Sanitary District		
Impact Fees - Park and Recreation	165-7B	Park, Rec, Forestry	Impact Fees	\$682 per dwelling unit; will be reduced based on Parkland Dedication
Irrigation System	340-26	Sanitary District	Installation or Modification of a Irrigation System within the Sanitary District	\$30.00
Landscaping in Right of Ways	265-15A	Park, Rec, Forestry	Landscaping in Right of Ways Permit	\$20.00
Liquor and Beer Licensing Classifications	169-7A	Administration	Class A Beer	\$20.00 + \$60.00 Publication Fee
Liquor and Beer Licensing Classifications	169-7B	Administration	Class B Beer	\$60.00 + \$60.00 Publication Fee
Liquor and Beer Licensing Classifications	169-7C	Administration	Class B Beer - 6 Month	\$30.00 + \$60.00 Publication Fee
Liquor and Beer Licensing Classifications	169-7D	Administration	Class B Beer - Temporary (picnic)	\$5.00
Liquor and Beer Licensing Classifications	169-7F	Administration	Class A Liquor	\$100.00 + \$60.00 Publication Fee
Liquor and Beer Licensing Classifications	169-7G	Administration	Class B Liquor	\$140.00 + \$60.00 Publication Fee
Liquor and Beer Licensing Classifications	169-7I	Administration	Class C Wine	\$50.00 + \$60.00 Publication Fee
Liquor and Beer Licensing Classifications	169-7J	Administration	Provisional Retail License for Class A, B, C	\$10.00
Operators License	169-8	Administration	Operators License	\$25.00 \$5.00 additional copy
Operators License - Provisional License	169-8D	Administration	Provisional Operators License	\$5.00
Operators License - Temporary License	169-8E	Administration	Temporary Operators License	\$5.00
Peace and Good order	215-17		Violation of Chapter 215	Enforced by Outagamie County Sheriff Dept.
Photocopy Fee		Administration	Photocopy fee per page	\$0.25 per page
Real Estate Inquiry			Real Estate Inquiry	Regular (5-7 business days)- \$25.00 Rush (2 business days)- \$50.00
Removal of Illegally Parked Car	290-15		If the towing is done by the Town of Greenville	\$50.00
Residential Lot Drainage Checks	117-8(d)	Erosion Control	Confirm new lot construction conforms to approved drainage plan	\$100.00
Resource Extraction (Mining) Permit	320-77	Community and Economic Development	Resource Extraction (Mining) Permit	\$150 annual fee

Town of Greenville Fee Schedule

12/14/2018

Title/Application	Chapter	Department	Description	Fee/Cost/Fine ** = Plus Current Court Costs
Sewer Access Charge (SAC)	340-32	Sanitary District	One time fee taken at the time of the building permit	\$119.00
Sewer and Water Tap permit	340-32	Sanitary District	Tapping into the water and sewer main for home access	\$25.00 each for water and sewer, \$50.00 total
Sewer Usage Fee	340-62	Sanitary District	Same charge for both Residential and Commercial	\$4.57/1,000 gallons plus \$8.74/month flat service fee
Stormwater User Fee	344-11	Stormwater	Residential Equivalency Unit (REU)	\$85.00
Street Address Sign	261	Community and Economic Development	Street address sign initial order is done at time of building permit	\$125
Street Address Sign Replacement	261	Community and Economic Development	Replacement of Address Signs and/or post	Address Sign \$50.00 Posts \$15.00 installation \$50.00
Street Tree Fee	270-53	Park, Rec, Forestry	The subdivider shall pay a reasonable fee for every lineal foot of frontage in the subdivision to plant street trees.	\$3.35 per foot of frontage or curbage
Subdivision - Certified Survey Maps	270-64	Community and Economic Development	Application Fee	\$350.00 plus \$75.00 Citizen Participation Fee
Subdivision - Final Plat Fees	270-63	Community and Economic Development	Within 6 months of the approval date of the preliminary plat. Application Fee	\$100.00 plus \$5.00 for each lot within the plat
Subdivision - Preliminary Plat Fees	270-62A	Community and Economic Development	Application Fee	\$100.00 plus \$10.00 for each lot within the plat + \$75 for citizen participation
Subdivision - Preliminary Plat Fees	270-62B	Community and Economic Development	Engineering Fee	Subdivider shall pay a fee equal to the actual cost to the Town for all engineering work
Subdivision - Preliminary Plat Fees	270-62C	Community and Economic Development	Administrative Fee	Subdivider shall pay a fee equal to the cost of any legal, administrative or fiscal work
Subdivision - Preliminary Plat Fees	270-62D	Community and Economic Development	Escrow Fee (Subdivisions - including condominiums)	\$1000.00 for each five lots or units, up to a maximum of \$5000.00
Subdivision - Preliminary Plat Fees	270-62E	Community and Economic Development	Condominium Development	\$100.00 plus \$10.00 for each lot within the plat + \$75 for citizen participation
Temporary Sales - Agricultural district sales	233-4	Administration		No Charge
Temporary Sales - Special Non-profit fundraising	233-4	Administration	Special non-profit fundraising	No Charge
Temporary Seasonal Sales - Food, Produce, Christmas Trees, etc.	233-4	Administration	Sale of Food, Produce, Christmas Trees, Etc.	\$50 for annual permit \$20 for 3 days \$10 per day
Temporary Seasonal Sales - Fireworks	233-4	Administration	Sale of Fireworks	\$400 for annual permit
Utility Service Permits - Streets and Sidewalks Excavations	265-5	Public Works	Utility Service Permits - Sites LESS than 250' of Utility Line Installed.	\$50.00 plus \$0.10 per foot charge parallel to roadway. Each road bore an additional \$50.00 charge, not to exceed \$500.00. Open cut of Roadway \$200.
Utility Service Permits - Streets and Sidewalks Excavations	265-5	Public Works	Utility Service Permits - Sites MORE than 250' of Utility Line Installed.	\$100.00 plus \$0.10 per foot charge parallel to roadway. Each road bore an additional \$50.00 charge, not to exceed \$500.00. Open cut of Roadway \$200.
Water Usage Fee	340-65	Sanitary District	Residential Charge (different charges for Commercial) Rates are as authorized by the Public Service Commission of WI.	\$1.65/1,000 gallons plus \$17.05/month flat service fee
Weeds and Long Grass	307-4 (198-12)	Public Works	See Town of Greenville Weeds Policy	Mowing Charge of \$200.00/hr with a minimum of \$150.00
Well Operation Permit and renewal	340-25c	Sanitary District	Well operation and renewal	\$25.00

Town of Greenville Fee Schedule

12/14/2018

Title/Application	Chapter	Department	Description	Fee/Cost/Fine ** = Plus Current Court Costs
Zoning - Comprehensive Plan Amendment	320-243	Community and Economic Development	Comprehensive Plan Amendment	\$450.00 plus \$75.00 Citizen Participation Fee
Zoning - Rezoning	320-243	Community and Economic Development	Rezoning Application Fee	\$450.00 plus \$75.00 Citizen Participation Fee
Zoning - Site Plan	320-243		Site Plans	Site Plan Application Fee - \$400.00 Citizen Participation Fee - \$75.00 Stormwater Management Fee - \$500.00 Staff Review Only - \$200.00 (2000 sq ft or less buildings or no building) *Applicant/Owner will be responsible for any additional charges for plan review, engineering, inspections, legals, etc.
Zoning - Special Exceptions	320	Community and Economic Development	Special Exception Permit Application Fee	\$400.00 Application fee PLUS \$75.00 Citizen Participation Fee
Zoning - Variances	270-68	Community and Economic Development	Variance Application Fee	\$300.00

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