



# CITY OF WHITEWATER

## New Housing Fee Report 2020



*Prepared by:*

*City of Whitewater  
Neighborhood Services Department*

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# Section 1: Report Background and Introduction

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This annual report complies with the newly adopted New Housing Fee Report requirements contained in Section 66.10014 of Wisconsin Statutes. This report is prepared by the Planning staff at the City of Whitewater. All information on the approved dwelling units by development process are available in the Housing Affordability Report. All residential development processes and fees are always available online in the Neighborhood Services Department under forms and fees and derive from the [City Zoning Ordinance](#).

## Section 2: Permit Fees

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2019, Year to date (November) the City has issued 322 permits. This includes zoning, signs, sewer connection, raze, plumbing, occupancy, HVAC, Electrical, and general construction or modification. While all the permits are paid for at the same time, some of these permits may represent overlap. For example, a new home built in 2019 required 8 permits. This included a construction permit, electrical, HVAC, plumbing, sewer connection, state approval (seal), zoning and occupancy. The total cost for the permits is \$2,869.68. In many cases individual contractors pull permits directly related to their licenses, this is the reason for the individual permits on one project. Below is a list of the permit cost.

1. Building Fees & Sign Fee:
  - Base Fee - \$30.00 all permits
  - + \$5.00 per \$1000 of estimated cost up to \$5 million.
  - \*After \$5 million, \$3.00 per \$1000 of estimated cost.
  - New Construction \$.12 per sq. ft.
  
2. Sign:
  - Base Fee - \$30.00 all permits
  - + \$5.00 per \$1000
  
3. Zoning Fees:
  - Residential Properties
    - Primary Structure \$100.00
    - Residential
    - Commercial
    - Accessory Structure / Alteration \$50.00
    - Deck \$10.00
  
  - Extra-territorial Certified Survey –\$100 + \$10 per lot
  - Extra-territorial Plat (5 or more lots) – \$500 + \$10 per lot
  
  - Certified Survey – \$100 + \$10 per lot
  - Plat (5 or more lots) – \$500 + \$10 per lot
  
  - Conditional Use Permit – Project under \$15,000    \$100.00
  - Conditional Use Permit – Project over \$15,000    \$500.00
  
  - Zoning Change                                    \$400.00
  - Annexation                                        \$500.00

4. Demolition (Raze)  
\$30.00 min. + \$5.00 per \$1000 value of property
5. New/Alterations of Parking Lot or Driveways:  
Requires Building and Zoning Permit
6. Occupancy Permit:
 

1 & 2 Family	Min. \$65.00 per unit
Multi-Family	\$130.00 + \$10.00 per unit
Commercial	\$130.00 + \$10.00 per unit
7. Plumbing, Electrical and Heating:  
See Permit Form
8. Sewer Connection (New/Additional):  
\$1824.00 per family dwelling unit  
\$1368.00 per multiple family dwelling without individual laundry facilities.  
Commercial use: \$1824.00 per estimated use of each 275 gallons per day.
9. Water Connection:  
Time & Materials with Minimum \$300.00
10. Storm Sewer Connection:
 

4" – 6"	\$60.00
Over 6"	\$60.00 + \$6.00 per additional 2"
11. Excavation Fee:
 

Public Right of Way (other than street)	\$300.00*
Public Right of Way (street area) Blacktop	\$450.00**
Public Right of Way (street area) Concrete	\$600.00***
12. Plan review application procedure  
\$100.00
13. State Seal  
\$35.00
14. Parkland/Park Improvement Fees: (2012)  
19.39.070 Park fees. All residential development shall be subject to a park acquisition fee of two hundred sixty-seven dollars (\$267) per dwelling unit and a park improvement fee of six hundred twenty-nine dollars (\$629) per dwelling unit, payable before a building permit is issued.

The bulk of the permit fees go toward paying for the notices or staff time. For example, the Conditional Use Permit or Zoning require published notices and notice to adjacent neighbors. The Public hearing notice only needing to be published 1 time: \$40.00 (depending on the size of the ad). The Zoning ordinance needing to be published 2 times: \$25.00 each time (depending on the size of the ad) for a total of about \$50.00. Notice of hearing is given to all owners within three hundred feet of the property that is involved in the application. The number of letters sent out is determined by how concentrated the properties are in a specific area. The cost associated with the Conditional Use Permit or Zoning permit essentially covers the cost of mailing and publishing notices. When reviewing other cities in the area, the City of Whitewater is on the lower end for

fee charges. Additionally, all the fees for permits are available on our web site under permit fees. The fees are also available on the permits themselves.

Additionally, there is a cost recovery agreement for projects. The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, and recreation specialists) to assist in the City’s review of a development. These fees are then billed back to the developer of the lots. For example, as of October 2019, the city has billed back roughly \$4,187.08 in professional consultants’ services from the Neighborhood Services perspective. It should be noted that only one of the three projects is residential.

Project	Engineering	Planning	Total Charge back
Scott Street Development	\$ 1,570.58	\$ 392.65	\$ 1,963.23
Arby's Review	\$ 1,681.58	\$ 420.40	\$ 2,101.98
Taco Bell	\$ 97.50	\$ 24.38	\$ 121.88
			\$ 4,187.08

## Section 3: Residential Development Regulations and Process Summary

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In 2016, the City overhauled its Zoning Ordinance and now allows the development of a wide variety of housing types at various densities and costs. Additionally, in 2017, the City completed a 10-year update of the Comprehensive Plan.

Overall, the City’s development regulations, zoning districts, and modern design, engineering, utility, building, and subdivision requirements are very comparable to that of other communities in both Walworth and Jefferson Counties and throughout the State. The provisions and standards are utilized to protect property values, promote high-quality structures with sustained longevity, and protect the health, safety, and welfare of the City’s residents, visitors, and businesses.

**Disclaimer: The approximate cost of each process listed below is based on several basic assumptions and the calculation of the given processes. It does not represent the final cost of completing the process, it is intended to be used as a guide. Each situation is unique and will inevitably have variations in the costs associated with it (prepared by Vandewalle & Associates Inc for the Housing Affordability report).**

<b>Residential Development Processes</b>	
<b>Does the proposed development and land use...?</b>	<b>Approximate Cost of Process**</b>
<p><b>1. Match the Comprehensive Plan’s Future Land Use Map for the site?</b></p> <p>(a) Yes, proceed to step 2.</p> <p>(b) No, then a Comprehensive Plan Amendment* is required. Then proceed to step 2.</p> <p style="padding-left: 40px;">I. <a href="#">See Wis. Stat. 66.1101(4)</a></p> <p><b>2. Require annexation into the City?</b></p>	<p>Process 1.(b) = based on cost of time and materials</p>

<p>(a) No, proceed to step 3.  (b) Yes, then an Annexation Agreement is required. Then proceed to step 3.  I. <a href="#">See Wis. Stat. 66.0217</a></p> <p>3. Require an Urban Service Area Amendment?  (a) No, proceed to step 4.  (b) Yes, then an Urban Service Area Amendment is required through the Southeast Wisconsin Regional Planning Commission (SEWRPC). Then proceed to step 4.  I. <a href="#">See SEWRPC's website</a> for process. <i>This only applies to areas in Walworth County. For areas in Jefferson County, see City Staff.</i></p> <p>4. Require a rezoning?  (a) No, proceed to step 5.  (b) Yes, then a Zoning Map Amendment* is required. Then proceed to step 5.  I. <a href="#">See Chapter 19.69</a></p> <p>5. Require a land division?  (a) No, proceed to step 6.  (b) Yes, then one of the three options below apply. Then proceed to step 6.  I. Certified Survey Map* or Condominium Plat*  1. See Chapter <a href="#">18.04.046</a>  II. Subdivision Plat  1. Complete the Site Assessment Checklist and attend a pre-application meeting  2. Concept Plan Review  3. Preliminary Plat Review* and Final Plat Review*  a. See Chapters <a href="#">18.04.040</a>, <a href="#">18.04.042</a>, and <a href="#">18.04.044</a>.</p> <p>6. Match the land uses and bulk dimensional requirements for the Zoning District of the site? <a href="#">See Chapter 19.66</a> for minimum lot sizes and the land uses allowed for each residential zoning district.  (a) Principal Land Use/s is allowed By-Right  I. Building Permit and Occupancy Permit  1. <a href="#">See Chapter 19.15-19.48</a>  (b) Principal Land Use/s is allowed through a Conditional Use Permit*. <a href="#">See Chapter 19.66</a>  I. Site Plan and Building Design  1. Building Permit and Occupancy Permit  a. <a href="#">See Chapter 19.15-19.48</a>  (c) Principal Land Use/s is allowed in an Overlay Zoning District that applies to the site. See Chapters <a href="#">19.19</a>, <a href="#">19.22</a>, <a href="#">19.25</a>, <a href="#">19.28</a>, and <a href="#">19.31</a>.  I. Site Plan, and Building Design  1. Building Permit and Occupancy Permit</p>	<p>Process 2.(b) = minimum of \$500</p> <p>Not a City Process</p> <p>Process 4.(b)I.= minimum of \$400</p> <p>Process 5.(b)I.= minimum of \$100-\$500</p> <p>Process 5.(b)II.= minimum of \$100-\$500</p> <p>Process 6.(a)I.= \$100 + Building + Electrical and Heating + Plumbing + Sewer, Water, Storm Sewer Connection + Occupancy Permit + Park Fees</p> <p>Process 6.(b)I. and 6.(c)I. = minimum of \$100 + \$100-\$500 + Building + Electrical and Heating + Plumbing + Sewer, Water, Storm Sewer</p>
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<p><b>(d) Principal Land Use/s or bulk dimensions do not meet the requirements of the zoning district, then a Planned Development is required. <a href="#">See Chapter 19.39</a></b></p> <ul style="list-style-type: none"> <li><b>I. Rezoning and General Development Plan*</b></li> <li><b>II. Specific Implementation Plan with Site Plan and Building Design*</b> <ul style="list-style-type: none"> <li><b>1. Building Permit and Occupancy Permit</b></li> </ul> </li> </ul>	<p>Connection + Occupancy Permit + Park Fees</p> <p>Process 6.(d)I.-II.= minimum of \$100 + \$400 + Building + Electrical and Heating + Plumbing + Sewer, Water, Storm Sewer Connection + Occupancy Permit + Park Fees</p>
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*\*Requires a Public Hearing*

*\*\*The approximate cost of each process is just a baseline estimation. It does not represent the final cost of completing the process, it is intended to be used as a guide.*

### Section 3: Summary

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This report was prepared in order to meet requirements Wisconsin Statute 66.10014. The City of Whitewater has always been diligent regarding permit fees review and providing the information. The issue of housing affordability will be addressed in the Housing Affordability Report prepared by Vandewalle & Associates Inc.