

**Housing Fee Report, 2019**

**Village of Harrison**



Prepared by the  
Village of Harrison

**VILLAGE OF HARRISON**

**VILLAGE PRESIDENT:**

Kevin M. Hietpas

**VILLAGE TRUSTEES:**

Darlene Bartlein

Lou Miller

Tyler Moore

Scott Handschke

Pete Stier

Mark Van Hefty

## **ABSTRACT**

**TITLE:** Village of Harrison Housing Fee Report, 2019

**CONTACT:** Mark Mommaerts, Village Planner

**AUTHORS:** Mark Mommaerts, Village Planner  
Revised from 2018 Report prepared by the  
East Central Wisconsin Regional Planning Commission

**SUBJECT:** Housing Affordability

**DATE:** November 2020

**PLANNING AGENCY:** Village of Harrison

**SOURCE OF COPIES:** Village of Harrison  
W5298 Hwy 114  
Menasha, WI 54952  
(920) 989-1062  
[www.harrison-wi.org](http://www.harrison-wi.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 in an effort to shed light and foster change on affordable housing issues across the state. Specifically, reference Wis. Stats. 66.10013 (Housing affordability report).

**TABLE OF CONTENTS**

**EXECUTIVE SUMMARY ..... 1**

**HOUSING FEE REPORT ..... 1**

**APPENDICES**

**APPENDIX A: MUNICIPAL FEE SCHEDULE ..... A-1**



**HOUSING FEE REPORT**



## **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. In 2019, the Village of Harrison, along with 11 other communities in the region, elected to contract with the East Central Wisconsin Regional Planning Commission to prepare these reports. In 2020, the Village of Harrison updated such report. Specifically, this document meets the requirements for Wis. Stats. 66.10013 (Housing fee report).

### **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:** The Village of Harrison imposes the following fees or other requirements for purposes related to residential construction, remodeling, or development. Only fees the Village 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: Village of Harrison Schedule of Fees (2019)**

Building permit fee	Impact fee	Park fee	Land dedication or fee in lieu of land dedication requirement	Plat approval fee	Final plat approval fee	Storm water management fee	Water or sewer hook-up fee
\$300 (up to 2000 sq. ft.)/ \$400 (2001-3500 sq. ft.)/ \$500 (3501-5000 sq. ft.) \$600 (5001 sq. ft. or more)	<u>Law Enforcement</u> \$78/SF \$72/MF unit <u>Fire</u> \$66 /SF \$611/MF unit	\$1,078/SF \$999/MF unit	Required as part of a new subdivision. If land dedication is not provided, then an equivalent fee is charged.	\$200+5/lot	\$100+5/lot	\$225-1,025 +.0025/sq. ft. disturbed impervious area	paid by developer

**Part 2B:** The total amount of fees under Part A that the Village of Harrison 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 2019 permit fees. It does not include fees collected for electrical, plumbing, HVAC, and other permits.



**Table 2: Village of Harrison Fees Collected (2019)**

Building permit fee (new construction+ remodeling permits)	Impact fee (Fire & Law Enforcement)	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
\$74,401	\$3,690	\$48,800	\$59,848	\$385	\$250	\$6,684	developer cost	\$194,058

The 2019 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 Village in the prior year (Table 3).

**Table 3: Village of Harrison Approved Residential Dwelling Units by Type (2019)**

Single Family Building Units	2-Family Building Units	Multi-family Building Units	Mobile Home Units	Total
61	0	0	0	61

Calculation:  $\$194,058 \div 61 = \$3,181$

In 2019, the Village of Harrison collected just over \$3,181 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 (paid by developer at time of subdivision platting), preliminary plat approval, final plat approval, stormwater management, and water and sewer hookup. In 2019, the Village collected \$32,951 in remodeling fees.

Calculation:  $(\$194,058 - \$32,951) \div 61 = \$2,641$

The 2019 average total cost for each new residential dwelling, minus remodeling building fees was about \$2,641.

Lastly, it should be noted that with the recent trend of creating mixed use developments (i.e. first floor retail and upper story apartments), many such projects are dealt with under commercial land development procedures. As such residential units associated with these projects are not considered in this report’s platting and permitting data. This also has the effect of increasing the “cost per approved residential unit” as shown in Table 3.

*Page intentionally left blank.*

**APPENDIX A**

**Fee and Penalty Schedule**

Amended 04/30/19

<b>CODE SECTION</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
<b>GENERAL PROVISIONS</b>	<b>REFERENCE</b>	
1-7(c)(1)	General Penalty - First Offense	\$1.00 - \$500.00
1-7(c)(2)	General Penalty - Second Offense	\$1.00 - \$1,000.00
<b>ADMINISTRATION</b>		
2-193(e)	Hard Copy (black and white)	\$0.01 per page
	Hard Copy (color)	\$0.06 per page
	DVD	\$0.13
	Flash Drive (8 GB)	\$5.02
	Flash Drive (16 GB)	\$6.53
	Flash Drive (32 GB)	\$10.08
	Flash Drive (64 GB)	\$18.52
	Flash Drive (128 GB)	\$32.21
	Mailing & Shipping	Actual Cost
	Paper to Digital	Fee Waived
	Digital to Digital	Fee Waived
2-194(a)	Minimum Research Cost/\$25 per hr	\$25.00
<b>ALCOHOL BEVERAGE</b>		
4-27(1)	Class "A" Fermented Malt Beverage License	\$150.00
4-27(2)	Class "B" Fermented Malt Beverage License	\$100.00
4-27(3)	Temporary Class "B" Fermented Malt Beverage License	\$10.00
4-27(4)	Temporary "Class B" Wine License	\$10.00
4-27(5)	Fermented Malt Beverage Wholesalers' License	\$25.00
4-27(6)	"Class A" Intoxicating Liquor License	\$350.00
4-27(7)	"Class B" Intoxicating Liquor License	\$350.00
	"Class C" Wine License	\$100.00
4-65	Operator License	\$35.00
4-65	Provisional License	\$15.00
	Change of Agent	\$10.00
	Reserve "Class B" License	\$10,000.00
	Tobacco License	\$100.00
<b>ANIMALS</b>		
6-20(b)	Harboring Dangerous Animals	\$100.00
6-42(3) DOGS	Licensing State Statute 174.07	
	Spayed or Neutered Dog	\$10.00
	Unaltered Dog	\$15.00
6-43	Late Fee Applied after March 31	\$5.00
	Stray Pick Up Fee	25
<b>EMERGENCY MANAGEMENT AND SERVICES</b>		
10-25	Fire Inspector Duties	
	Initial inspection where violation is found	No Charge
	First re-inspection if violation still exists (by Fire Chief)	No Charge
	Second re-inspection (by Fire Chief) and violation still exists	\$50/per
	Third and Fourth re-inspection (by Fire Chief) and violation still exists	\$100/per
	Fifth or more re-inspection (by Fire Chief) and violation still exists	\$150/per
<b>PARKS AND RECREATION</b>		
18-7	Darboy Community Park Shelter Rental Fee (Resident)	\$50.00
	Darboy Community Park Shelter Rental Fee (Non-Resident)	\$100.00
	Village Hall Community Room Rental Fee	\$100.00
<b>STREETS, SIDEWALKS AND OTHER PUBLIC PLACES</b>		
22-92	Driveway Access Permit - New   Extension & Replacement	\$150   \$50
<b>TAXATION</b>		

24-92	Hotel and Room Tax	receipts
<b>NUISANCE</b>		
28-125	outdoor sound amplification permit	150
<b>BUILDINGS AND BUILDING REGULATIONS</b>		
103-10	Demolition or Removal of Buildings Permit	25
	If Building with No Utilities or New Permit Obtained	0
103-29	1 & 2 Family Building Permits and Inspections	
	New Construction - up to 2400 sq. ft.	2095
	New Construction - 2401 to 3500 sq. ft.	2195
	New Construction - 3501 to 5000 sq. ft.	2295
	New Construction - over 5000 sq. ft.	2395
	Manufactured Homes	2095
	Decks - up to 500 sq. ft.	200
	Decks - over 500 sq. ft.	200
	Additions - Remodeling	
	Base Fee	150
	Remodel greater than \$10,000 value	300
	Remodel less than \$10,000 value	200
	Erosion Control	86
	Electrical Service	100
	Electrical Permit	100
	U-G Plumbing	100
	Plumbing Permit	86
	HVAC Permit	100
	One Time Inspection	100
	Attached Garage	300
	Basement Remodel	300
	Siding/Windows/Roof	50
	Pools - seasonal	50
	Pools - permanent	150
	Unattache Garage greater than 200 sq ft	100
	Egress Window	100
103-122	Multi-Family and Commercial Permit Fees	
	Building Permit	
	Square Footage	X .08
	Base Fee	200
	Plumbing	
	Fixture Count	\$8 per
	Base Fee	100
	Electrical Permit	
	Square Footage	X .08
	Base Fee	100
	Electrical Service <200 amp	85
	Electrical Service >200 amp - 3 phase	85
	Electrical Service Temporary	100
	HVAC Permit	
	Square Footage	X .08
	Base Fee	100
	911 Sign	25
103-197	Permit Fees - Pools seasonal/permanent	50/150
103-223	Park Impact Fees	
	Single-Family Residential Development - per dwelling unit	1078
	Multi-Family Residential Development - per dwelling unit	999
	Law Enforcement Impact Fees	
	Single-Family Residential Development - per dwelling unit	78

	Multi-Family Residential Development - per dwelling unit	72
	Commercial & Institutional - per sq ft	X 0.032
	Industrial - per sq ft	X 0.020
	Fire Impact Fees	
	Single-Family Residential Development - per dwelling unit	660
	Multi-Family Residential Development - per dwelling unit	611
	Commercial & Institutional - per sq ft	X 0.267
	Industrial - per sq ft	X 0.200
<b>CONSTRUCTION SITE EROSION CONTROL ZONING</b>		
105-10	Construction Site Erosion Control Permit	
	Less than 1-ac Disturbed Area	225
	1-ac or more Disturbed Area	distrubance
	Less than 1-ac Disturbed Area - Inspection	\$25/week
	1-ac or more Disturbed Area - Inspection	\$250 + \$25/week
<b>MOBILE HOMES AND MOBILE HOME COMMUNITIES</b>		
107-32	Permit Fee	25
<b>STORM WATER MANAGEMENT AND ILLICIT DISCHARGE</b>		
113-139	Post-Construction Storm Water Management Permit	
	Less than 20,000 sq ft impervious surface	225
	20,000 or more sq ft impervious surface	impervious
	Less than 20,000 sq ft impervious surface - Inspection	
	20,000 or more sq ft impervious surface - Inspection	500
<b>SUBDIVISIONS</b>		
115-9	Subdivision Control	
	Preliminary Plat	\$200 + \$5/lot
	Final Plat	\$100 + \$5/lot
	Certified Survey Map	75
	Condominium Plat	\$300 + \$5/unit
<b>ZONING</b>		
117-31 (2)(b)	Text Amendment	100
117-31 (3)(b)	Map Amendment	100
117-93 (l)(2)(b)	Application for PDO District	200
117-127 (c)(2)	Home Business Permit	150
117-128 (c)(2)	Solar Energy System Permit	200
117-133 (e)(3)	Adult Entertainment Establishment Permit	200
117-134 (c)(3)	Temporary Use & Structure Permit	100
117-184	Sign Permit	100
117-185 (b)	Off- Premise Sign Application	\$25 + \$0.15/sq ft
117-186 (2)(b)(2)(i)	Temporary Sign Permit	50
117-186 (2)(b)(2)(ii)	Temporary Sign Deposit	100
117-317 (a)	Conditional Use Permit	150
117-359 (d)(2)	Amending Public Hearing Notice	Hearing Notice
117-381 (b)(2)	Site Plan Review	
	Commercial	300
	Industrial	500
117-416 (b)(2)	Zoning Permits	
	industrial or other building)	250
	Addition	100
	Accessory Building (i.e. detach garage, shed, etc.)	50
	Fence	25
	Accessory Structure (i.e. driveway)	25
	Deck	25
117-416 (e)	Renewal Permit	1/2 new permit fee
117-418 (2)(b)(1)	Winter Temporary Zoning Occupancy Permit	50
117-418 (2)(b)(2)	Special 30-day Temporary Zoning Occupancy Permit	100
	Zoning Certificate of Occupancy (when no Zoning Permit is required)	25

	Item Requiring a Public Hearing Notice	200
	Grading Check	
<b>SMALL WIND ENERGY SYSTEMS</b>		
119-7	Small Wind Energy System, per tower	100
<b>MISCELLANEOUS FEES</b>		
BUILDING RENTAL	Town Hall Community Room	50
FIREWORKS	Permit Application	50
PROPERTY INFORMATION	Real Estate Inquiry	15
	Real Estate Inquiry - Rush (24hours)	25
	Group Tax Information Requests - Mortgage Holders	10 or more
SEWER/WATER CONNECTION FEE	when the building permit is applied for.	
	Single Family Residence	1500
	Duplex	2250
	Multi-Unit - first unit	1500
	Multi-Unit - additional units	700
	Commercial - per acre	1500
YARDWASTE SITE	Windshield Sticker	5