

ORDINANCE NO. 2025-2714

AN ORDINANCE TO AMEND CHAPTER 92 OF THE MUNICIPAL
CODE FOR BUILDING PERMIT FEES TO REPEAL AND RECREATE THE
SCHEDULE OF PERMIT FEES.

WHEREAS, it would be in the best interests of the City of Franklin to adopt the recommended schedule of permit fees to maintain a similar schedule of fees amongst the various communities and to provide that the fees that are charged help offset the City's costs of providing the services.

NOW, THEREFORE, THE COMMON COUNCIL OF THE CITY OF FRANKLIN DOES
HEREBY ORDAIN AS FOLLOWS:

SECTION 1: Effective following publication or on December 2, 2025 whichever is later, Section 92, Table 1 of the Municipal Code of Franklin, Wisconsin, be and the same is amended to read as follows:

TABLE NUMBER 1

SCHEDULE OF PERMIT FEES

1.	<u>Minimum Permit Fee for all permits</u>	\$65.00 \$95.00
2.	<u>Residence – One- & Two-Family, Attached garages, Remodeling, Alterations & Repairs (see notes)</u>	\$0.41 \$0.45/ SQ. FT.
a.	Minimum Fee	\$150.00 \$165
b.	Residences – One- & Two-Family Additions	\$0.41 \$0.45/SQ. FT.
c.	Attached garages	\$0.41 \$0.45/SQ. FT.
d.	Residences – One- & Two-Family Alterations [other than work listed in 2) above]	\$13.00 \$14.00/\$1,000 valuation
e.	Permit to start construction For Footing /Foundation [duplicate of 6) d)]	\$225.00 \$245
f.	Occupancy Permit [duplicate of 30) a)]	\$55.00 per unit \$65

3. Multi Family Dwellings, Apartments, Condominiums, Three-family & over
Including institutionally zoned dwelling units
 - a. Three to Twelve units ~~\$0.43~~ \$0.47/SQ. FT.
 - b. Thirteen units and greater ~~\$0.43~~ \$0.47/SQ. FT.
 - c. Occupancy permit [duplicate of 30) a)] ~~\$55.00~~ \$65.00 per unit
 - d. Permit to start construction for Footing/Foundation ~~\$390.00~~ \$425.00 plus
~~\$2.25~~ \$2.45/unit
[duplicate of 6) a)]
 - e. Alterations ~~\$13.00~~ \$14.00 per
\$1,000 valuation
4. Local Business, Office Buildings, Institutional Buildings
(Non-dwelling use) and additions thereto ~~\$0.39~~ \$0.43 /SQ. FT.
 - a. Alterations ~~\$13.00~~ \$14.00 per
\$1,000 valuation
 - b. Permit to start construction for Footing/Foundation
[duplicate of 6) b) & c)] ~~\$555.00~~ \$575.00
 - c. Minimum fee ~~\$225.00~~ \$245.00
 - d. Occupancy permit [duplicate of 30) c)] ~~\$225.00~~ \$245.00 ea
occupant or tenant space
 - e. Occupancy, Hotels and Motels [duplicate of 30) a)] ~~\$55.00~~ \$65.00 ea unit
 - f. Occupancy, No change in use: ownership/name change. \$100.00
5. Industrial, Manufacturing, Warehousing ~~\$0.31~~ \$0.34 /SQ. FT.
 - a. (Office areas) + Fees from above ~~\$0.37~~ \$0.40/SQ. FT
 - b. Permit to start construction for Footing/Foundation
[duplicate of 6) b) & c)] ~~\$555.00~~ \$575.00

c.	Alterations	\$13.00 \$14.00 per \$1,000 valuation
d.	Minimum fee	\$335.00 \$365.00
e.	Occupancy permit [duplicate of 30) c)]	\$225.00 \$245.00 ea Tenant/Occupant/space
f.	Occupancy, No change in use: ownership/name change.	\$100.00
6.	<u>Permit to start construction for footings and foundations</u>	
a.	Residences – Apartment, Condo, Row Houses, Institutional dwelling	\$390.00 \$425.00 plus \$2.25 \$2.45/unit
b.	Industrial and Commercial	\$555.00 \$575.00
c.	Institutional	\$555.00 \$575.00
d.	Residences - One- & Two-Family Dwellings & additions thereto	\$225.00 \$245.00
7.	<u>Accessory buildings, detached garages and Agric bldgs > 120 sq. ft.</u>	\$0.31 \$0.34/SQ. FT.
a.	Occupancy permit, buildings 240 sq. ft. or larger	\$55.00 \$65.00
8.	<u>Buildings, structures, towers, alterations, fences, repairs where square footage cannot be calculated (see notes)</u>	\$13.00 \$14.00 /\$1,000 valuation
9.	<u>Heating, Incinerator Units & Wood burning Appliances</u>	
a.	Each unit, up to & including 150,000 input BTU units.	\$55.00 \$60.00
b.	Each additional, 50,000 BTU rounded up.	\$19.00 \$21.00
c.	Maximum Fee per Heating unit	\$1,100.00 \$1,200.00

10. Air Conditioning
 - a. Each unit, up to 36,000 BTU's or 3 tons ~~\$55.00~~ \$60.00
 - b. Each additional 12,000 BTU's or ton rounded up ~~\$19.00~~ \$21.00
 - c. Maximum fee per unit ~~\$1,100.00~~ \$1,200.00

11. Commercial/industrial, Air handling units without heating or cooling ~~\$55.00~~ \$60.00
each unit

12. Heating & Air Conditioning Distribution systems ~~\$2.10~~ \$2.30 /100 sq. ft.
of conditioned area
 - a. One – and Two – Family ~~\$55.00~~ \$60.00
Minimum fee
13. Commercial/Industrial exhaust hoods & exhaust systems ~~\$190.00~~ \$200.00/unit
14. Energy Recovery Ventilators ~~\$55.00~~ \$60.00
15. Demolition, Wrecking or razing, Interior Demolition ~~\$90.00~~ \$95.00 minimum
plus ~~\$0.11~~ \$0.12/sq. ft.
 - a. Maximum fee ~~\$1,100.00~~ \$1,200.00 per
Bldg.
 - b. Building Inspector may waive fee if building is condemned.
16. Moving buildings over public ways ~~\$240.00~~ \$260.00
plus ~~\$0.11~~ \$0.12/sq. ft.
17. Pools - Inground, Above Ground, Spas and air inflated pools ~~\$13.00~~ \$14.00/\$1,000
valuation, ~~\$55.00~~ \$60.00
min./Maximum fee
~~500.00~~ \$545.00
18. Decks
 - a. Decks, less than one hundred (100) square feet ~~\$85.00~~ \$95.00
 - b. Decks, One Hundred (100) square feet or more ~~\$170.00~~ \$180.00

19.	<u>Sheds, gazebos, arbors and similar structures, < 240 sq. ft.</u>	\$55.00 \$60.00
a.	Prefabricated Storage Enclosures	\$55.00 \$60.00
20.	<u>Plan Exam Fees - Residential & Institutional Dwellings</u>	
a.	One- & Two-Family	\$280.00 \$300.00
b.	Additions to One- and Two-Family	\$90.00
c.	Alterations to One- and Two-Family	\$55.00 \$90.00
d.	One- and Two-Family - <u>Footing and Foundation</u>	\$55.00 \$60.00
e.	Apartment, Condominiums, Row Houses, Multi-Family dwellings	\$335.00 \$365.00 plus \$28.00 \$31.00 per unit
f.	Apartment, Condominiums, Row Houses, Multi-Family dwellings, Institutional – <u>Additions and Alterations</u>	\$225.00 \$245.00 plus \$28.00 \$31.00 per unit
g.	Apartment, Condominiums, Row Houses, Multi-Family dwellings, Institutional – <u>Footing and Foundations</u>	\$115.00 \$125.00 plus \$2.25 \$2.45 per unit
h.	Accessory buildings, 240 sq. ft. >120 sq ft or larger	\$67.00 \$75.00
i.	Decks	\$55.00 \$75.00
j.	Above Ground and Inground Swimming pools	\$55.00 \$60.00
k.	Renewable Energy Systems/ Solar Panels	\$55.00 \$60.00
l.	Heating plans, energy calculations, structural plans, structural Components submitted separately.	\$115.00 \$125.00
m.	Submittal of revisions to previously approved plans	\$55.00 \$60.00
n.	Architectural Board Review Fee	\$55.00

21. Plan Exam Fees Administrative Plan Review Fees– Commercial, Industrial & Institutional Bldgs (Non-Dwelling)

a. New Building		
i. Less than 100,000 square feet	\$335.00	\$365.00
ii. Greater than 100,000 square feet	\$555.00	\$585.00
b. Additions and Alterations		
iii. 1 to 1,000 sq. ft.	\$280.00	\$305.00
iv. 1,001 to 2,500 sq. ft.	\$335.00	\$365.00
v. 2,501 to 5,000 sq. ft.	\$390.00	\$420.00
vi. 5,001 to 10,000 sq. ft.	\$445.00	\$475.00
vii. 10,001 sq. ft. and over	\$555.00	\$585.00
c. Heating plans, lighting and energy calculations, submitted separately from the permit application	\$115.00	\$125.00 each submittal
d. Structural plans, structural components, submitted separately from the permit application	\$115.00	\$125.00
e. Revision to an approved survey after completion of Engineering Department review	\$67.00	\$75.00
f. Alteration of tower, changes to or addition of antennas	\$280.00	\$305.00
g. Renewable Energy Systems/ Solar Panels	\$150.00	\$160.00
h. Commercial swimming pools and spas	\$115.00	\$125.00 each
i. Submittal of plan revisions <u>during</u> permit review	\$115.00	\$125.00 each submittal
j. Submittal of revised plans <u>after</u> permit issuance	\$225.00	\$245.00 each submittal

22. Erosion Control fees

a. One- & Two-Family Lots	\$185.00	\$200.00
b. Multiple-Family Lots or units	\$215.00	\$235.00/Bldg plus \$6.00 \$6.50/1,000 sq. ft. of disturbed area,

		\$2,350.00 \$2,560.00 maximum
c. Commercial Lots		\$215.00 \$235.00/Bldg plus \$6.00 \$6.50 /1,000 sq. ft. of disturbed area, \$2,350.00 \$2,560.00 maximum
d. Industrial Lots		\$215.00 \$235.00 /Bldg plus \$6.00 \$6.50 /1,000 sq. ft. of disturbed area, \$2,350.00 \$2,560.00 maximum
e. Institutional Lots		\$215.00 \$235.00 /Bldg plus \$6.00 \$6.50 /1,000 sq. ft. of disturbed area, \$2,350.00 \$2,560.00 maximum
f. Other		\$55.00 \$60.00
23.	<u>Reroofing, residing including trim</u>	
a. Residential		\$55.00 \$60.00
b. Multiple-Family, Commercial, Industrial, Institutional		\$13.00 \$14.00/ \$1,000.00 value
c. Maximum		\$295.00 \$325.00
d. Failure to obtain permit		TRIPLE FEES
24.	<u>Renewable Energy Systems</u>	
a. Residential		\$13.00 \$14.00 /\$1,000 value, maximum fee \$150.00 \$164.00 per unit

	b. Commercial, Industrial, Institutional	\$13.00 \$14.00 /\$1,000 value, maximum fee \$500.00 \$545.00 per building
25.	<u>Failure to obtain Building/HVAC permits before commencing work</u>	
	a. First offense	Triple fees (3X)
	b. Subsequent offenses	Quadruple fees (4X)
26.	<u>Failure to call for required Building/HVAC inspections. Including Occupancy</u>	\$115.00
	\$125.00	
	a. Second offense	\$225.00 \$245.00
	b. Subsequent offenses	\$335.00 \$365.00
27.	<u>Inspections/Reinspections (All permit types) SEE NOTES FOR APPLICATION & RESTRICTIONS</u>	
	a. First inspection and one (1) re-inspection	(included in permit)
	b. Second Re-inspection and subsequent re-inspections	\$85.00 \$95.00
	c. Requests for inspections during non-working hours	\$100.00 \$110.00 per hour (2 - hour Min.)
	d. License reinspections (2nd reinspection and subsequent re-inspections)	\$55.00 \$60.00 per reinspection
	e. Emergency Egress lighting inspection (during non-working hours) for each inspection	\$100.00 \$110.00 per hour (2 - Hour Min.)
28.	<u>Special Inspections</u>	\$100.00 \$110.00 per hour (2 - Hour Min.)
29.	<u>Wisconsin Uniform Building Permit Seal</u>	DSPS cost plus \$10.00 \$70.00

30. Occupancy Permit

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|----|---|---|
| a. | Residential units (All types), CBRF's, Institutional, Additions | \$55.00
\$65.00/unit and Alterations |
| b. | Accessory Buildings, 240 sq. ft. or larger | \$55.00 \$65.00 |
| c. | Commercial, Institutional (non-dwelling) & Industrial | \$225.00 \$245.00 |
| d. | Commercial – No change in use: ownership/name change. | \$100.00 |
31. Driveway approaches, curb openings and curb replacement ~~\$85.00~~ ea. \$90.00
32. Animal Permit ~~\$85.00~~ \$90.00
33. Trip charge for offsite duplication of plans, etc. ~~\$39.00~~ \$45.00
34. Technology Fee (required on all permits) ~~\$7.00~~ \$10.00
35. Duplication of Plans: [The City does not provide hard copies of plans; but an outside service may be available and the full costs are passed along.]
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|----|---|------------------------------------|
| a. | Scanning per project (to pdf file only) | Hourly rate of the person scanning |
|----|---|------------------------------------|
36. Records Research for Information Requests
37. Surety Bond ~~\$500.00~~ \$2,500.00

Requests for information that require research of the Inspection Department's records shall be charged at the actual costs. Pursuant to Wis. Stat. §19.34(c) " ...an authority may impose a fee upon the requester of a copy of a Record, not exceeding the actual, necessary, and direct cost of location, if the cost is \$50.00 or more."

NOTE: Fees for reviewing plans or permits that are charged to the City by other government entities are passed along, at full cost, against the permit generating the additional fee. Such fees charged are required to be paid at time of application or at issuance if the fee occurred following application.

NOTE: Gross square footage calculations are based on the dimensions of the building from exterior faces of the exterior walls of each finished floor level and the garage. Unfinished basements, in one- and two-family dwellings or portions thereof, are not included in this calculation.

NOTE: Projects of and for the City of Franklin (General Government, not Special Fund entities or utilities) are exempt from permit fees.

NOTE: In determining valuation, all construction shall be included with the exception of heating, air conditioning, electrical or plumbing work. Permit fees for all One & Two-Family Dwelling interior alteration, remodeling, repair (excluding foundation repair work) and restoration projects including basement build-outs and specialty rooms, kitchen remodeling, bathroom remodeling, fire and water damage restoration work or similar repair work shall be based on square footage of work area utilizing the square footage multiplier under item 2 in this fee schedule. Work area shall be determined at the sole discretion of the Building Inspector.

NOTE: If construction is not commenced prior to expiration of the permit, that portion of the permit fee, excluding plan exam and technology fees that exceeds the minimum fee may be refunded upon written request.

NOTE: Unless specifically noted, all fees in fractions of a dollar shall be rounded to the next full dollar in value.

NOTE: In the case that the owner or contractor fails to commence construction prior to 4 months before the date the permit would expire per the code, a new permit application shall be required; and a new permit shall be issued at the regular fee.

NOTE: If the permit has expired before the construction work is completed, a new permit may be re-issued at one-half (1/2) the regular fee or at the re-inspection rate for each remaining inspection. The method used shall be determined by, and at the sole discretion of, the Building Inspector. For permits re-issued, the regular fee shall not include any plan exam and occupancy permit fees.

NOTE: If construction was completed during the permit term and a Final Inspection was not done, the owner/contractor may, at any time, be entitled to one (1) Final Inspection and one (1) Final Re-inspection without the need to renew the permit or incur a separate inspection fee.

NOTE: Requests for Special Inspections or Inspections during Non-Working Hours are ONLY provided when an Inspector can be available. This does not include non-required Inspections or complaints.

SECTION 2: All ordinances or parts of ordinances in contravention to this ordinance are hereby repealed.

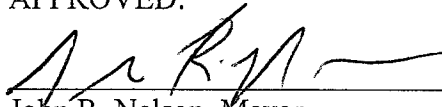
SECTION 3: This ordinance shall take effect upon its passage and publication as required by law.

SECTION 4: The terms and provisions of this ordinance are severable. Should any term or provision of this ordinance be found to be invalid by a court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

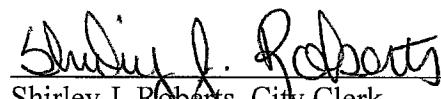
Introduced at a regular meeting of the Common Council of the City of Franklin on this 2nd day of December, 2025 by Alderwoman Eichmann.

Passed and adopted by the Common Council on the 2nd day of December, 2025.

APPROVED:


John R. Nelson, Mayor

ATTEST:


Shirley J. Roberts, City Clerk

AYES 6 NOES 0 ABSENT 0