

Schedule of Fees and Foreitures
Town of Brookfield
Approved: 5/16/2023

Notes:

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Clerks Office

Description	Fee
General	
License Amendment	\$ 10.00
Alcohol	
Class "A" Beer License	\$ 100.00
"Class A" Liquor License	\$ 500.00
Class "B" Beer License	\$ 100.00
"Class B" Liquor License	\$ 500.00
Class "C" Wine License	\$ 100.00
Publication Fee	\$ 15.00
Special Meeting Fee	\$ 250.00
Late fee for renewals	\$ 20.00 per day
Temporary Extension of Premises	\$ 50.00
Temporary Class "B"/"Class B" Retailers License	\$ 10 per event
Other Establishment Licenses	
Coin-Operated Game License	\$ 40.00 ea
Beverage Operator/Bartender License	\$ 40.00
New Operator Provisional License	\$ 10.00
Cigarette/tobacco License	\$ 50.00
Pawnbroker/Secondhand Article/Jewelry Dealer	\$ 500.00
Massage Business License	SEE PD SECTION BELOW
Solicitors & Door-to-Door Sales Permit	SEE PD SECTION BELOW
Dog License	
Spayed/Nuetered	\$ 7.00
Unspayed/Neutered	\$ 12.00
Late Fee	\$ 5.00
Tax Exempt Status Reporting	
Failure to submit PC-220	\$ 20.00-200.00
Open Records Request	
Charge for copies of printed records	\$0.25/page (double sided)
Charge for photos on photo paper	Actual cost to reproduce
Existing electronic format records	1. Email - no charge 2. DVD - \$0.25/disc 3. Flash Drive - \$3.20 per 16GB drive 4. Other formats - actual cost to produce
Prepayment required if actual document production costs are more than \$5.00	
May require prepayment if location costs are greater than \$50.00	
Postage to be charged at cost	

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Planning Department

Description	Fee*
Conceptual, Preliminary, and Final Approval	\$ 500.00
Certified Survey Map	Residential = \$150 Commercial = \$350
Conditional Use Permit	\$ 300.00
CU-Planned Unit Development	\$ 1,200.00
Board of Appeals	Residential = \$150 Commercial = \$300
Rezoning	\$ 300.00
Land Use Plan Amendment	\$ 300.00
(Single \$300 fee if reviewed concurrently)	
Misc. Arch Control Appearance	\$ 150.00
Special PC or TB Meeting	\$ 350.00
Special Assessment/Zoning Letters	\$ 50.00

*Additional fees will apply for review time performed by the Town Planner and will be billed to the applicant separately.

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Building Inspections

RESIDENTIAL 1 & 2 FAMILY		
Description	Fee	
New Dwelling	\$ 0.32	per sq ft (all areas, foundation)
	\$ 160.00	plan, site review/permit prep
Erosion control	\$ 150.00	new construction
	\$ 100.00	additions, etc.
Additions and Remodeling	\$ 9.00	per thousand of valuation
	\$ 75.00	minimum, \$ 300.00 minimum for additions
Zoning Review (Planner)	\$ 500.00	per single-family dwelling
	\$ 250.00	per addition
	\$ 125.00	per pool, deck, garage, etc.
Sheds and Garages	\$ 30.00	up to 200 sq ft
	\$ 0.20	per sq ft over 200 sq ft, \$ 75.00 minimum
Pools	\$ 60.00	above-ground
	\$ 150.00	in-ground
Decks	\$ 0.16	per square ft, \$ 120.00 minimum
Fences	\$ 55.00	if applicable
Razing Permit	\$ 0.06	per sq ft, \$ 75.00 minimum
State Seal	\$ 55.00	
Driveway	\$ 50.00	
Culvert	\$ 75.00	if applicable
Sign permit	\$ 75.00	per sign
Agricultural building	\$ 0.10	per sq ft if new
	\$ 6.00	per thousand value remodel
Special Inspections	\$ 75.00	
Early Start	\$ 100.00	
Other	\$ 75.00	minimum
Occupancy Permit	\$ 50.00	per dwelling unit
Electrical Service	\$ 80.00	Up to 200 amp
	\$ 40.00	per added 100 amp

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Building Inspections (cont'd)

COMMERCIAL - INDUSTRIAL		
Description	Fee	
New Construction	\$ 200.00	plan, site review, permit prep
	\$ 0.32	per sq ft - all areas, foundations
Multi-family & Condos	\$ 250.00	plan, site review, permit prep
	\$ 25.00	per unit
	\$ 0.32	per sq ft - all areas, foundations
Erosion Control	\$ 250.00	first acre
	\$ 150.00	per additional acre
Additions and Remodeling	\$ 9.00	per thousand of value
	\$ 300.00	minimum for remodels
	\$ 400.00	minimum for additions
	\$ 200.00	plan review
Zoning Review (Planner)	\$ 500.00	new buildings
	\$ 350.00	additions and remodels
Early Start	\$ 250.00	
Minimum Permit Commercial	\$ 350.00	
Change of Use, Occupancy, Special Occupancy	\$ 100.00	
Cell Towers, Outdoor Pools, Tents, etc	\$ 11.25	per thousand value
Razing Permit	\$ 0.09	per sq ft - minimum \$200.00

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Building Inspections (cont'd)

MECHANICALS - RESIDENTIAL AND COMMERCIAL (ALL AREAS)		
Description	Fee	
H.V.A.C.	\$ 0.06	per sq ft plus \$65.00 - new construction
	\$ 0.06	per sq ft plus \$65.00 - additions, remodels
	\$ 65.00	minimum per permit application modifications
Electrical	\$ 0.06	per sq ft plus \$ 65.00 - New Construction
	\$ 0.06	per sq ft plus \$ 65.00 - additions, remodels
	\$ 65.00	minimum per permit application modifications
Plumbing	\$ 0.06	per sq ft plus \$ 65.00 - new construction
	\$ 0.06	per sq ft plus \$ 65.00 - additions, remodels
	\$ 65.00	minimum per permit application modifications
Sprinkler	\$ 0.06	per sq ft plus \$ 65.00 - new construction
	\$ 0.06	per sq ft plus \$ 65.00 - additions, remodels
	\$ 65.00	minimum per permit application modifications
Utility		
Utility Permit	\$50 per street or site	

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Park & Recreation Department

Fee Description	Fee
Park Permit (resident)	\$ 50.00
Park Permit (non-resident)	\$ 100.00
Park Permit (town business)	\$ 85.00
Park Permit (non-town business)	\$ 150.00
Park Deposit (refundable)	\$ 100.00
Non-profit baseball/softball practice	\$ 25.00
Select/Adult softball practice	\$ 35.00
Child/Non-profit baseball/softball game	\$ 50.00
Adult/Select baseball/softball game	\$ 55.00
Other sports - practice	\$ 25.00
Other sports - game	\$ 40.00
Electric use	\$ 5.00
Picnic pak games	\$ 5.00
Festivals/Tournaments (1/2 day)	\$ 150.00
Festivals/Tournaments (full day)	\$ 250.00
Tennis court (per hour)	\$ 5.00
Pickleball court (per hour)	\$ 10.00
Basketball court (per hour)	\$ 10.00
Facilities cleaning (groups of 100 or more)	\$ 35.00
Alcohol permit (Approved by Clerk)	\$ 10.00

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Sanitary District No. 4

Description	Fee
<u>Sewer Rate Schedule</u>	
Quarterly Service Charge	Based on size of meter
5/8 inch meter	\$ 30.55
3/4 inch meter	\$ 30.55
1 inch meter	\$ 53.00
1 1/2 inch meter	\$ 90.50
2 inch meter	\$ 136.50
3 inch meter	\$ 327.35
Plus Volume charge	\$3.43 per 1,000 gallons used per quarter
Quarterly Non-metered - Residential Charge (Based upon average annual residential flow of 74,500 gallons)	\$ 94.40
Quarterly Sewer Standby Fee	\$ 10.00
<u>Sewer Surcharges</u>	
BOD (>200 mg/L)	\$ 0.13 / LB BOD
SS (>200 mg/L)	\$ 0.09 / LB SS
Phosphorus	\$ 2.66 / LB P
Ammonia	\$ 0.30 / LB NH3

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Sanitary District No. 4 (cont'd)

<u>Water Rate Schedule</u>		
(All rates and fees set by PCS)		
<i>Rates effective 12/1/03</i>		
Quarterly Service Charge	Based on Meter Size	
5/8 inch meter	\$	30.08
3/4 inch meter	\$	30.08
1 inch meter	\$	50.92
1 1/2 inch meter	\$	79.57
2 inch meter	\$	114.58
3 inch meter	\$	136.86
4 inch meter	\$	181.41
Plus volume charge	\$1.33 per 1,000 gallons	
Quarterly Water Stand By Charge	\$	10.00
<u>Private Fire-Protection Service - Unmetered</u>		
<u>Based on Water Service Size</u>		
2 Inch	\$	13.20
3 Inch	\$	24.60
4 Inch	\$	40.80
6 Inch	\$	91.90
8 Inch	\$	130.80
10 Inch	\$	196.50
12 Inch	\$	286.50
<u>Bulk Water - Hydrant Meter</u>		
Service Fee	\$	25.00
Deposit Fee		
Up to 3 days	\$	150.00
Up to 10 days	\$	350.00
Over 10 days	\$	500.00
Plus Volume Charge	\$ 1.25 per 1,000 gallons	
<u>Reconnection Fee</u>		
	During Normal Business Hours	After Normal Business Hours
Reinstalling of meter	\$ 25.00	\$ 40.00
Valve turned on at curb stop	\$ 20.00	\$ 30.00
Returned Checks	\$ 27.00	\$ 27.00

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Fire Department

Fire Inspections	Fee
TYPE OF UNIT	
Residential Multi-Family Unit	\$ 10.00/unit
Motels/Hotels	\$ 6.00/unit

Additional Inspections	Fee
Second Reinspection	\$ 145.00
Third Reinspection	\$ 181.00
Fourth Reinspection	\$ 325.00

High Life Safety Facilities (Fee per sq. ft.)	Fee
SQUARE FOOTAGE	
Under 5,000 square feet	\$ 100.00
5,000 to 25,000 square feet	\$ 200.00
25,001 to 50,000 square feet	\$ 300.00
50,001 to 75,000 square feet	\$ 400.00
75,001 to 100,000 square feet	\$ 500.00
100,001 to 125,000 square feet	\$ 600.00
125,001 to 150,000 square feet	\$ 700.00
More than 150,000 square feet	\$700 + \$100/ea. add. 25,000 sq. ft. above 150,000 sq. ft.

All other Buildings (Fee per sq. ft.)	Fee
SQUARE FOOTAGE	
Under 5,000 square feet	\$ 50.00
5,000 to 25,000 square feet	\$ 100.00
25,001 to 50,000-square feet	\$ 150.00
50,001 to 75,000 square feet	\$ 200.00
75,001 to 100,000 square feet	\$ 250.00
100,001 to 125,000 square feet	\$ 300.00
125,001 to 150,000 square feet	\$ 350.00
More than 150,000 square feet	\$350 + \$50/ea. add. 25,000 sq. ft. above 150,000 sq. ft.

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Police Department

Description	Fee
<u>PERMIT FEES</u>	
Escort Service License	\$ 300.00
Massage Business	\$ 150.00
Massage Business Subleasees: Fee for each additional therapist over three who are subleasees of applicant	\$ 50.00
Solicitor Permit	\$ 125.00
- Each Applicant	N/A