Schedule of Fees and Forfeitures
Town of Brookfield

LAST APPROVED: 2/17/2026

Notes:
1. All after-the-fact permit applications are subject to double fees plus additional fees for administration, court cost, attorney fees, etc. as applicable.

Clerks Office

Description	Fee
General	
License Amendment	$ 10.00
Late fee for renewals	$ 20.00 per day
Background Check Fee	$ 20.00
Charge for duplication (Prepayment required if actual document production costs are more than $5.00)	$0.25/page (BW-double sided)
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
Temporary Extension of Premises	$ 50.00
Temporary Class "B"/"Class B" Retailers License	$ 10 per event
Other Establishment Licenses	
Beverage Operator/Bartender License	$ 40.00
Cigarette/tobacco License	$ 50.00
Coin-Operated Game License	$ 40.00 ea
Pawnbroker/Secondhand Article/Jewelry Dealer	$ 500.00
Massage Business License	SEE PD SECTION BELOW
Massage Business License Non-Compliance Fee	$ 1,500 + court cost & fees
New Operator Provisional License	$ 10.00
Solicitors & Door-to-Door Sales Permit	SEE PD SECTION BELOW
Dog License	
Spayed/Nuetered	$ 15.00
Unspayed/Neutered	$ 20.00
Late Fee	$ 5.00
Tax Exempt Status Reporting	
Failure to submit PC-220	$ 20.00-200.00
Open Records Request	
Charge for duplication of printed records (inlcudes scan to digital format)	$0.25/page (BW-double sided)
Charge for photos on photo paper	Actual cost to reproduce
Existing electronic records	1. Email - no charge 2. DVD - $0.50/disc 3. Flash Drive - Acutal cost of device 4. Other formats - actual cost to produce
Location Fees	The Town may charge the actual, necessary, and direct costs of locating records. Any staff time for locating records will be billed at the hourly rate, inlcuding cost of benefits, of the lowest-paid employee capable of performing the task.
Prepayment required if: 1. Document production costs are greater than $5.00, and/or 2. Location costs are greater than $50.00	
Postage to be charged at actual 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 Ammendment	$ 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	$ 75.00	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
Utility		
Utility Permit	$50 per street or site	

COMMERCIAL PLAN REVIEW FEE SCHEDULE – BUILDING/HVAC/FIRE ALARM/FIRE SUPPRESSION				
1. New construction, additions, alterations, and parking lots fees are computed per this table.				
2. New construction and additions are calculated based on total gross floor area of the structure.				
3. A separate plan review fee is charged for each type of plan review.				
Area (Square Feet)	Building Plans	HVAC Plans	Fire Alarm System Plans	Fire Suppression
Less than 500	$175.00	$175.00	$100.00	$100.00
501 - 2,500	$450.00	$275.00	$175.00	$175.00
2,500 - 5,000	$550.00	$375.00	$175.00	$175.00
5,001 - 10,000	$800.00	$550.00	$175.00	$175.00
10,001 - 20,000	$1,120.00	$675.00	$225.00	$225.00
20,001 - 30,000	$1,630.00	$875.00	$325.00	$325.00
30,001 - 40,000	$2,150.00	$1,250.00	$375.00	$375.00
40,001 - 50,000	$2,850.00	$1,700.00	$575.00	$575.00
50,001 - 75,000	$3,900.00	$2,250.00	$800.00	$800.00
75,001 - 100,000	$4,900.00	$3,050.00	$1,150.00	$1,150.00
100,001 - 200,000	$7,900.00	$4,000.00	$1,575.00	$1,575.00
200,001 - 300,000	$13,900.00	$9,400.00	$2,075.00	$2,075.00
300,001 - 400,000	$21,100.00	$13,700.00	$4,650.00	$4,650.00
400,001 - 500,000	$25,000.00	$16,800.00	$6,750.00	$6,750.00
Over 500,000	$28,000.00	$18,900.00	$8,850.00	$8,850.00
Note:	1. A Plan Entry Fee of $100.00 shall be submitted with each submittal of plans in addition to the plan review and inspection fees.			
	2. At the sole discretion of the Town of Brookfield and Plans Examiner, fees may be modified, reduced, or waived based on scope of services, project type, or other relevant factors.			

Schedule of Fees and Forfeitures
Town of Brookfield

LAST APPROVED: 2/17/2026

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Building Inspections (cont'd)

COMMERCIAL PLAN REVIEW FEE SCHEDULE – PLUMBING				
1. New construction, alterations, and remodeling fees are computed per the following table				
2. New construction fee is calculated based on square footage of the area constructed.				
3. Alterations and remodeling fee is based on the number of plumbing fixtures.				
Area (Square Feet) (New Construction & Additions)	Plumbing Plan Review Fee		Number of Fixtures (Alteration, Remodeling, and Site Work)	Plumbing Plan Review Fee
Less than 3,000	$300		<15	$200
3,001 - 4,000	$400		16-25	$300
4,001 - 5,000	$550		26-35	$450
5,001 – 6,000	$650		36-50	$550
6,001 – 7,500	$700		51-75	$800
7,501 – 10,000	$850		76-100	$900
10,001 – 15,000	$900		101-125	$1,050
15,001 – 20,000	$950		126-150	$1,150
20,001 – 30,000	$1,100		>151	$1,150
30,001 – 40,000	$1,250		Plus $160 for each additional 25 fixtures (rounded up) beyond 150 Fixtures	
40,001 – 50,000	$1,550			
50,001 – 75,000	$2,100			
Over 75,000	$2,500			
Plus $0.0072 per each additional sq. ft. over 75,000 sq. ft.				
Note:	1. A Plan Entry Fee of $100.00 shall be submitted with each submittal of plans in addition to the plan review and inspection fees.			
	2. At the sole discretion of the Town of Brookfield and Plans Examiner, fees may be modified, reduced, or waived based on scope of services, project type, or other relevant factors.			
Determination of Area	The area of a floor is the area bounded by the exterior surface of the building walls or the outside face of columns where there is no wall. Area includes all floor levels such as subbasements, basements, ground floors, mezzanines, balconies, lofts, all stories, and all roofed areas including porches and garages, except for cantilevered canopies on the building wall. Use the roof area for free standing canopies.			
Resubmittals & revisions to approved plans	When deemed by the reviewer to be a minor revision from previously reviewed and/or approved plans, the review fee shall be $75.00. Any significant changes or alterations beyond minor amendments as determined by the Plans Examiner and Town of Brookfield may result in additional charges as appropriate.			
Submittal of plans after construction	Where plans are submitted after construction, the standard late submittal fee of $250.00 will be assessed per each review type that occurred after construction. This is in addition to any other plan entry fees and base fees applied to a project.			
Expedited Priority Plan Review	The fee for a priority plan review, which expedites completion of the plan review in less than the 15-day standard processing time when the plan is considered ready for review, shall be 200% of the fees specified in these provisions.			

Schedule of Fees and Forfeitures
Town of Brookfield

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Park & Recreation Department

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

Sewer Rate Schedule	
Rates effective 12/19/2025	
Quarterly Service Charge	Based on Meter Size
5/8 inch meter	$ 43.25
3/4 inch meter	$ 43.25
1 inch meter	$ 71.45
1 1/2 inch meter	$ 122.00
2 inch meter	$ 184.00
3 inch meter	$ 441.33
Plus Volume charge	$4.79 per 1,000 gallons used per quarter
Quarterly Non-metered - Residential Charge (Based upon average annual residential flow of 74,500 gallons)	$ 132.00
Quarterly Sewer Standby Fee	$ 10.00
Sewer Surcharges	
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)

Water Rate Schedule (All rates and fees set by PCS)	
Rates effective 6/20/2025	
Quarterly Service Charge	Based on Meter Size
5/8 inch meter	$ 30.30
3/4 inch meter	$ 30.30
1 inch meter	$ 51.00
1 1/2 inch meter	$ 81.00
2 inch meter	$ 117.00
3 inch meter	$ 138.00
4 inch meter	$ 183.00
Plus volume charge	$ 1.93 per 1,000 gallons
Quarterly Water Stand By Charge	$ 10.00
Private Fire-Protection Service - Unmetered Based on Water Service Size	
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
Bulk Water - Hydrant Meter	
Service Fee	$ 35.00
Deposit Fee	$ 500.00
Quarterly Fee if more than 7 days	$ 138.00
Plus Volume Charge	$ 1.78 per 1,000 gallons

Reconnection Fee		
	During Normal Business Hours	After Normal Business Hours
Reinstalling of meter	$ 35.00	$ 55.00
Valve turned on at curb stop	$ 35.00	$ 55.00
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

Fire Protection Plan Review	Fee
SPRINKLER SYSTEM	
≤ 20 heads	$ 100.00
21–250 heads	$ 175.00
Each additional 100 heads	$ 75.00
Fire sprinkler w/ fire pump	$ 250.00
Site Inspection	$ 150.00
Final acceptance test	$ 150.00
Witness hydrostatic test	$ 100.00
Reinspection	$ 150.00
Small additions (<20 heads)	$ 100.00
FIRE ALARM SYSTEMS	
≤ 50 devices	$ 100.00
> 50 devices	$ 200.00
Monitoring only	$ 100.00
Site inspection	$ 150.00
Final acceptance test	$ 150.00
Small additions / changes	$ 75.00
Reinspection	$ 75.00
SPECIAL FIRE SUPPRESSION SYSTEM (Including, but not limited to hood, duct ventilation, spray booths, dip tank operation flammable liquid spray areas)	
Plan review	$ 150.00
Site inspection	$ 150.00
Final acceptance test	$ 150.00
Reinspection	$ 100.00
*Light testing	$ 150.00
*Each additional 15 minutes	$ 30.00
BI-DIRECTIONAL AMPLIFIER (BDA / ERRCS)	
Plan review	$ 175.00
Site inspection	$ 200.00
Final acceptance test	$ 200.00
OCCUPANCY & SPECIAL INSPECTIONS	
Final occupancy inspection	$ 150.00
Fire pump inspection	$ 150.00
Elevator fire operation test	$ 150.00
Fire door / damper testing	$ 125.00
Hood suppression trip test	$ 150.00
TIME-BASED/SPECIAL SERVICES/SPECIAL EVENTS	
First hour	$ 125.00
Each additional 15 minutes	$ 30.00

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Ambulance & Emergency Medical Services Fees	Fee
Basic Life Support (BLS) Transport	$ 1,850.00
Advanced Life Support Level 1 (ALS1)	$ 2,300.00
Advanced Life Support Level 2 (ALS2)	$ 2,500.00
Non-Transport/On-Scene Care (BLS)	$ 500.00
Non-Transport/On-Scene Care (ALS)	$ 650.00
Mileage (per loaded mile)	$ 20.00
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
Escort Service License	$ 300.00
Massage Business:	
1. License including up to three therapists.	$ 150
2. Fee for each additional therapist over three.	$ 50
Solicitor Permit:	
1. License including up to three solicitors.	$ 150
2. Fee for each additional solicitor over three.	$ 50