



Village of West Baraboo

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Melissa Ryan, Clerk/Treasurer
 Kathy Klein, Deputy Clerk/Treasurer

William Clary, Director of Public Works
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VILLAGE OF WEST BARABOO FEE SCHEDULE

PERMIT/APPLICATION	FEE	RELATED ORDINANCE SECTION	COMMENTS
CHAPTER 8 - PUBLIC WORKS			
Right-of-way Excavation Permit	\$100	8.02	
Driveway	\$50	8.07	Fee not collected if a General Building Permit is applied for at the same. Only one (building permit) fee will be collected then.
CHAPTER 12 – LICENSES AND PERMITS			
Class "A" Retail License	\$100	12.02	Annually plus \$20 publication fee
"Class A" Retail License	\$500	12.02	Annually plus \$20 publication fee
Class "B" Retail License	\$100	12.02	Annually plus \$20 publication fee
Temporary Class "B" License	\$10	12.02	
"Class B" Retail License	\$500	12.02	Annually plus \$20 publication fee
Temporary "Class B" License	\$10	12.02	
Reserve "Class B" License	\$10,000	12.02	\$10,000 one-time fee, plus annual fees
"Class C" Retail License	\$100	12.02	Annually plus \$20 publication fee
Provisional Retail License	\$15	12.02	
New Operator's License	\$75	12.02	
Renewal Operator's License	\$50	12.02	Annually
Provisional Operator's License	\$10	12.02	60 days
Change of Agent	\$10	12.02	
Cigarette License	\$100	12.03	Annually plus \$20 publication fee
Direct Seller's Permit	\$150	12.04	
Cat License	\$10	12.05	Annually; Plus, a \$5 late fee if after April 1st
Dog License (Spayed/Neutered)	\$10	12.05	Annually; Plus, a \$5 late fee if after April 1st
Dog License (Not Spayed/Not Neutered)	\$15	12.05	Annually; Plus, a \$5 late fee if after April 1st
Kennel License	\$75	12.05	For kennel of 12 dogs, additional \$3 per dog over 12
Junk Yard Permit	\$25	12.06	Annually
Mobile Home Park License	\$25	12.07	Annually for 50 units or fraction thereof
Garage, Yard and Rummage License	\$10	12.075	After 3 sales per year
Sexually Oriented Business License	\$400	12.09	Annually
Backyard Chickens			
New	\$25	12.10	Odd Years
Renewal	\$10		

R-1 & R-2:			
New Construction, UDC Structural	\$1,500	14, 17.23	Flat Fee
Duplexes, UDC Structural	\$1,500	14, 15, 16	Flat Fee
Accessory Buildings, UDC Structural	\$125	17	Flat Fee
Remodeling & Additions	\$15/\$1,000 of the valuation of work	14.05, 14.07, 14.08	Minimum Charge \$250 Maximum Charge \$1,500
Maintenance – Reroofing, Window Replacement, Siding Replacement, Repairs, Patios, Etc.	\$60	14.07, 17.20	Flat Fee
Electrical, Plumbing and HVAC	\$15/\$1,000 of the valuation of work	14.17, 15, 16	Minimum Charge \$150
Permanent Swimming Pool	\$175	14.09, 17.20(7)	Flat Fee
R-3, COMMERCIAL, SRO I, SRO II, INDUSTRIAL:			
New Construction, Commercial Structural for all structures other than warehouses, freight terminals, storage buildings, factories, and machine shops that are 100,000 sf or larger.	\$0.25/sf	14, 17. 26, 17.27, 17.28, 17.29	Minimum Charge \$1,500, does not include fee for Electrical, Plumbing and HVAC
New Construction, Commercial Structural for warehouses, freight terminals, storage buildings, factories, and machine shops, 100,000 sf or larger.	\$0.16/sf	14, 17. 26, 17.27, 17.28, 17.29	Does not include fee for Electrical, Plumbing and HVAC
Remodeling, Additions, Accessory Buildings	\$20/\$1,000 of the valuation of work	14.05, 14.07, 14.08	Minimum Charge \$250
Maintenance - Reroofing, Window Replacement, Siding Replacement, Repairs, Patios, Etc.	\$30/\$1,000 of the valuation of work	14.07, 17.20	Minimum Charge \$250
Electrical, Plumbing and HVAC for all structures other than warehouses, freight terminals, storage buildings, factories, and machine shops that are 100,000 sf or larger.	\$30/\$1,000 of the valuation of work	14.05(13), 15, 16	Minimum Charge \$250
Electrical, Plumbing and HVAC for warehouses, freight terminals, storage buildings, factories, and machine shops, 100,000 sf or larger.	\$0.16/sf	14.05(13), 15, 16	Minimum Charge \$250
Permanent Swimming Pool	\$300	14.09, 17.20(7)	Flat Fee
OTHER:			

State Seal	\$45	---	Flat Fee (one per residence)
Certificate of Occupancy/Completion	\$125	14.06	Flat Fee
Raze & Demolition	\$125	14.12	Flat Fee
Special Inspections	At Cost	14.05	
Moving Permit	\$75	8.08, 14.13	Flat Fee
Deck Permit	\$150	14.05(1); 17.20(8)	
Fence Permit	\$125	14.05(1); 14.09(4); 17.20(6); 17.20(11)(C)	
Waste Hauler Permit	\$50	22.03	Annually
CHAPTER 14, 15, 16 - BUILDING CODE			
Erosion Control Permit	\$250	23.04(1)	For only major land disturbance activities.
Land Disturbance – Minor	\$50	23.04	Fee not collected if a Building Permit is applied for at the same. Only one (building permit) fee will be collected then.
Land Disturbance – Major	\$100	23.04	
Early Start for Footings/Foundation	\$150 - excluding R-1, R-2, R-3 Zones	14.05	
Appeal of Minor Land Disturbing Activities	\$25	14.35(1)	
Appeal of Major Land Disturbing Activities	\$300	14.35(1)	
Citizen Appeal of Village Enforcement of the Code	\$300	14.35(1)(B)	
CHAPTER 17 - ZONING CODE			
Building Design Fee	\$50-\$125	17.38	Applies to all new construction, exterior remodeling or expansion of buildings in the Village except single-family and two-family uses.
Zoning Changes or Amendments	\$275	17.13	
Amendment to the Comprehensive Plan	\$500	17.13	Plus, publication fees
Conditional Use Permit	\$300 for R-1 only; \$400 all other zoning	17.14; 17.23 – 17.31	
Variance Permit	\$1000	17.15	Includes Zoning Board of Appeals meeting until variance is approved or denied. Plus, publication fees
Sign Permit	\$125	14.11; 17.33	Per individual sign
Land Use Permit to Develop in the Flood Plain	\$150	17.61 - 17.70	
Annexation/Detachment	\$300	17 (Resolution 18-09)	Per petition
Request for Site Plan Review	Per engineer's actual costs to review	17	
Wind Energy	\$250	17.37	
CHAPTER 18 - SUBDIVISION AND PLATTING			

Certified Survey Map	\$300	18.06	
Subdivision/Preliminary Plat Review	\$500 plus engineering and legal fees	17.22; 17.34; 18.04; 18.07; 18.10(2)(d)1	A Developer's agreement will need to be signed and escrow fee paid (\$1,000 - \$5,000 depending on size of development) to cover both preliminary and final reviews.
Subdivision/Final Plat Review	\$500 plus engineering and legal fees	17.22; 17.34; 18.05; 18.07; 18.10(2)(e)1	A Developer's agreement will need to be signed and escrow fee paid (\$1,000 - \$5,000 depending on size of development) to cover both preliminary and final reviews.
Satellite Dishes, Radio, TV & Communication Towers/Antenna	\$50	17.36	
CHAPTER 24- TOURIST ROOMING HOUSE			
Original Tourist Rooming House Permit fee	\$50	24.04	
Renewal Tourist Rooming House Permit fee	\$25	24.07	Annual renewal
Resident Agent License fee	\$25	24.05	
Late fee	\$	24.13	Double cost of fee for permit/license applying for.
OTHER			
Water/Sewer Hook Up Fee	\$35		
After Hours Water/Sewer Hook Up Fee	\$100		
Non-Sufficient Funds Fee	\$35		
Park Shelter Reservation Fee			
Haskins Park	\$100		
Hill Park	\$100		
Village Forest Park	\$150		*\$200 refundable cash deposit for wet bar room.
Special Meetings Called – Plan Commission or Village Board	\$350		

NOTE: 1. If a specific activity is not listed above, there still may be zoning requirements in the ordinance and it may require a non-specific permit.

2. Review your parcel's zoning and ensure that the parcel is or not in the Highway Corridor Overlay District

Last Updated: 09/12/2024