

**VILLAGE OF MARSHALL
RESOLUTION 2021-16**

WHEREAS, the Village of Marshall is duly authorized to charge for various functions, services and permits;

WHEREAS, the exact amount of such fees is and shall be determined by state statute, Village ordinances, or resolutions of the Village board, as may be amended from time to time; and

WHEREAS, the Village Board has concluded that, for reference purposes, it is useful to have single schedule summarizing those fees;

NOW, THEREFORE, the Village Board does hereby resolve that the following is a summary of the fees to be charged as of December 14, 2021.

A. PUBLIC SAFETY (Municipal Code Chapter 5)

1. Open Burning Permit (*requires Village Board approval*) \$ no charge
2. Special Event Permit (Event Outside of Village Park) \$ 50.00

B. PUBLIC WORKS (Municipal code Chapter 6)

1. Excavations of Streets, Alleys, Public Ways & Grounds \$ 25.00 base fee (non-refundable) Plus fees for specified work on the permit form.
2. Street Privilege Permit **\$25.00** plus any actual Village costs (must execute and file a \$10,000 bond with application)
3. Driveway Permit \$ 50.00
4. Contracted Services rates for public works equipment:
 - A. \$40.00/hour per person (minimum charge of 1 hour) PLUS
 - B. Equipment charge: The Village has adopted the State of Wisconsin Department of Transportation 2018 Classified Equipment Rates and each subsequent annual revision of the same or other amendments thereto.
 - C. Materials charge: materials actual cost plus 10%
5. If Village contracts work out, cost is Contractor's costs plus 10% or Village's charge whichever is higher
6. Snow/ice removal on sidewalks by Village employee or contractor.
(Minimum charge is 1 hour plus a 10% administrative fee)
 1. 1 person & equipment \$75.00 per hour

2. Materials for snow/ice removal \$cost plus 10%

C. LICENSING & REGULATION (Municipal Code Chapter 7)

1. Animal related fees

a. Dog licenses (*required for any dog over 5 months of age after July 1 of the license year*) \$ 20.00 spayed/neutered or \$ 25.00 Un-spayed/un-neutered
Late Charge \$ 5.00/dog after March 31

b. Dog Park License \$15.00 resident
\$20.00 non-resident
\$5.00 per additional dog

2. Alcohol Related fees

a. Retail Class "A" Fermented Malt Beverage \$ 250.00
b. Retail Class "B" Fermented Malt Beverage \$ 100.00
c. Temporary Class "B" Fermented Malt Beverage \$ 10.00 per event
d. Temporary "Class B" Wine \$ 10.00 per event
e. Fermented Malt Beverage Wholesaler \$ 25.00
f. Retail "Class A" Intoxicating Liquor Retailers \$ 500.00
g. Retail "Class B" Intoxicating Liquor Retailers \$ 500.00
h. Retail Class "B Liquor" – Reserve (Initial Application) \$ 10,000.00
h. "Class C" Wine License \$ 100.00
i. Operator's License \$ 25.00
j. Provisional Operator's License \$ 15.00
k. Temporary Operator's License (14 day lic) \$ 15.00
l. Renewal License Publication fee \$ 10.00
j. New Liquor License Publication fee \$ 25.00
j. Change in agent \$ 15.00

3. Cigarette License \$ 100.00

4. Direct Sellers/Transient Merchants

a. Registration Fee \$ 10.00/application
(\$500.00 bond required for non-residents of Dane County)

5. Fireworks \$ indemnity bond

6. Street Use Permit \$ indemnity bond

7. Arcade and Game Rooms \$ 50.00

8. Pawnbroker's, (\$500 bond with 2 sureties) \$ 210.00

9. Secondhand article dealer, (\$500 bond with 2 sureties) \$ 27.50

10. Secondhand jewelry dealer (\$500 bond with 2 sureties) \$ 30.00

11. Secondhand article dealer mall or flea market license \$ 165.00

12. Procession, Parade, Run, Walk, Marathon, Bicycle Race etc. on any street or highway \$ 10.00 + costs
(Evidence of liability insurance required)

D. HEALTH AND SANITATION. (Municipal Code Chapter 8)

Residential Refuse & Recycling as negotiated in contract

E. LAW ENFORCEMENT

1. Accident Report \$0.25 each page
 2. Paper Service \$ 30.00 per service
 3. Bicycle License \$ 5.00 Permanent License
 4. Parking Violations (11/16/05)

a. Calendar – Alternate Parking	\$15.00		
b. Display for Sale Prohibited	\$15.00		
c. Less Than 15 Feet from Crosswalk	\$15.00		
d. Less Than 6 Feet from Alley/Private Road/Driveway	\$15.00		
e. More Than 12 Inches from Curb	\$15.00		
f. Parked on Terrace Area	\$15.00		
g. Parking Unattached Trailer	\$15.00		
h. Permit Zone	\$15.00		
i. Obstructing Intersection/Sidewalk	\$15.00		
j. Time Zone	\$15.00		
k. Other Violation	\$15.00		
l. 48 Hour Street Storage	\$30.00		
m. Less Than 10 Feet from Fire Hydrant	\$30.00		
n. No Stopping, Standing or Parking	\$30.00		
o. No Parking Posted	\$30.00		
p. Parking Facing Traffic	\$30.00		
q. Posted Private Property	\$30.00		
r. Snow Emergency Violation	\$30.00		
s. Unregistered Vehicles	\$30.00		
t. Handicapped Parking Violation	\$50.00		
u. Parking of Vehicles Over 12,000 pounds	\$50.00		
v. Forfeiture Amounts			
Initial Fine Amount	If paid between 15 & 28 days	If paid between 29 and 56 days	If paid after 56 days of violation
\$15.00	\$30.00	\$35.00	\$40.00
\$30.00	\$35.00	\$40.00	\$45.00
\$50.00	\$60.00	\$75.00	\$100.00

5. Bail bond schedule (10/11/05)

- a. First offenses shall be a \$85.00 fine plus costs.

- b. Second offenses shall be a \$125.00 fine plus costs.
- c. Third offenses shall be a \$175.00 fine plus costs.
- d. Additional fines amount, plus costs shall be charged for the listed offenses in the itemized Village of Marshall Bond Schedule effective July 15, 2009.

6. Non-resident finger printing	\$ 15.00
7. <u>Archery Permit</u> (approved by Village Board or their designee)	\$ no charge
8. <u>Amplifying Devices</u> (issued by Police Chief)	\$ no charge
9. <u>Black & White Copies</u>	\$ 0.25 per page
10. <u>Color Copies</u>	\$ 0.50 per page
11. <u>CD/DVD</u>	\$ 5.00 per disc
12. <u>Flash Drives</u>	\$ 5.02 (8 GB) \$ 6.53 (16 GB) \$10.08 (32 GB) \$18.52 (64 GB) \$32.21 (128 GB) \$53.81 (500 GB) \$60.14 (1 TB) \$74.83 (2 TB)

F. PARKS AND NAVIGABLE WATERS. (Municipal Code Chapter 12)

PARKS EVENT FEE SCHEDULE

Use this schedule to aid your event budget planning. Final fee assessment is done by Village of Marshall Parks and Administrative Staff. Private teams, clubs and organizations are subject to all fees applicable.

This schedule is subject to change without notice.

Park Event Fees:

- Programmed Event Scheduling Fee (based on size/complexity of event): \$100
- Successive Day Scheduling Fee \$50-100.00 (based on size/complexity of event)
- Past Application Deadline Fee (less than 30 day notice) \$50.00
- Labor Charge \$50 per hour (2 hour minimum); Damage to property and grounds at cost, plus 10%
- Event Cancellation Charge 15% of total event charges (If not cancelled 2 weeks in advance)
- Bonafide non-profit organizations will receive 50% off rental fees

Park Permits & Vending Fees:

- Beer Selling Permit (from the Village of Marshall): \$10.00 (Licensed Operator required)
- Daily: Resident \$25, Non-resident \$50.00 Event Vending (Up to 7 vendors) \$150
- Additional Days in calendar year: Resident \$15, Non-resident \$25
- Disc golf permit: Annual permit is \$20 and Daily permit is \$5; \$10 to print lost tags.

Equipment and Deposits

- Dumpsters: renter is responsible for obtaining dumpsters
- Key/Cleaning Deposit (forfeited if key is not picked during regular business hours)– (\$50)
- Portable Toilets- Based on the size of the event and the location these may be needed. (Decision made by Park & Rec Dir.) It is up to the renting party to provide them.

Baseball/Softball Field Rental Details:

Converse Park:

- Practice: Residents \$15 per hour, Non-residents \$25 per hour
- Games: Residents \$30, Non-residents \$50, \$20 additional for lights per field per game
- Tournaments: Prices vary on size of tourney and number of teams. Request more details from Park Coordinator or Rec Director.

Concession Stand:

- Parks and Rec must provide a minimum of one concession stand staff as the facility is a licensed restaurant. If Park and Rec is to provide all concession staff, then a 75/25 net revenue split in favor of Marshall. If users provide all but one staff member then 25/75 net revenue split in favor of user.

Firemens Park:

- Games: Residents \$70, Non-residents \$90 for one game, \$20 additional games; \$30 for lights (additional fees may apply during poor weather conditions for extra field supplies and labor by staff)
- Tournaments: Prices vary on size of tourney and number of teams. Request more details from Park Coordinator or Rec Director.

Concession Stand:

- If Marshall provides concession staff, net revenues would be split 75/25 in favor of Marshall
- If Marshall only provides the concession items, net revenues would be split 25/75 in favor of user
- Proper permitting for food and alcohol sales still apply

Park Rental Rates				
Shelter	Capacity	Residents	Non-Residents	Amenities
<u>Converse Park</u>				
Shelter 1 (Open Shelter)	75	\$ 75 (\$50 w/o elec.)	\$ 95 (\$75 w/o elec.)	Electricity, Restrooms, Recycling cans, playground access
Shelter 2 (Concession Area)	200	\$ 75 (\$50 w/o elec.)	\$ 95 (\$75 w/o elec.)	
Sports field Games (\$25 for lights)		\$ 50	\$ 70	
Practice (Per Hour)		\$ 15	\$ 25	
Tournaments \$75 per field per day				
<u>Firemens Park</u>				
Shelter 1 (Enclosed shelter)	225	\$ 100	\$ 120	Electricity, Restrooms, Recycling cans, playground access
Shelter 2 (Open Shelter)	75	\$ 75 (\$50 w/o elec.)	\$ 95 (\$75 w/o elec.)	
Sports Field	Contact the Park and Rec for details			
<u>Langer Park</u>				

Langer Park Shelter	100	\$ 50	\$ 70	Restroom Recycle
Birds Ruins Disc Golf Course	\$100 for 1 st day; \$50-100 per additional day pending size of event			
<u>Lions Park</u>				
Lions Park	60	\$30	\$50	Electricity, restroom, recycle
<u>Marshall Community Center</u>	75	\$15/Hour	\$20/Hour	5 Hour Min Restrooms, Electricity

G. ZONING. (Municipal Code Chapter 13)

1. Zoning permits \$ see Safebuilt Inspection charges
2. Planned Unit Development Review Fee \$1500.00 + Costs of professional consultant's fees
3. Conditional Use Permit \$250.00 + costs of professional consultant fees
4. Home Occupations (CUP) \$ 50.00 initial permit & \$ 10.00/year for renewal
5. Special Use Permit \$ no charge
6. Sign Permit \$ see Safebuilt Inspection charges
7. Signal Receiving Antennas \$ 25.00
8. Wind Energy Systems Conditional Use Permit required – see CUP fee
9. Wireless Telecommunications Facilities \$125.00/site annual
10. Mobile Home Park License \$3.00/mobile home space/lot, minimum charge: \$450.00
Mobile Home Park license transfer fee: \$ 100.00
11. Request to Change Zoning \$250.00 (non-refundable)
12. Variance Request \$250.00(non-refundable)

13. Site Plan/Design Review Fee \$ 200.00/application
 ± actual cost of consultants
14. *(The Village contracts with Mark Roffers for Planning services, they charge a fee above and beyond the Village's fee for this service. These fees are passed onto the applicant.)*

H. SUBDIVISION REGULATIONS. (Municipal Code Chapter 14)

1. Preliminary Plats (non-refundable fees) \$100.00 for up to and including six (6) lots, plus five dollars (\$5.00) per each additional lot over six (6).
2. Final Plat Review Fee \$ 25.00 plus \$2.00 for each dwelling unit within the Final Plat at the time of first application for final plat approval
3. Final Plat Re-application Fee \$10.00
4. Certified Survey \$ 50.00/certified survey
5. Amended/revised certified survey \$ 50.00/certified survey
6. Consultant Fees (All consultant fees, including but not limited to planning, legal and engineering fees will be invoiced at cost plus administrative costs - not to exceed 10%).

I. BUILDING CODE. (Municipal Code Chapter 15)

Fees for building, electrical, plumbing and heating/air conditioning permits vary according to the project being done. Current fee schedules may be obtained from the Building Inspector. The Village currently contracts with Independent Inspections, Ltd. for these services.

1. Address Placard \$ 15.00
 2. Uniform Dwelling Permit Seal –Single \$ 40.00

J. EROSION CONTROL AND STORMWATER MANAGEMENT PERMITS & FILLING AND GRADING PERMITS.

1. Base fee \$ 125.00
 a. plus .004 for every square foot of disturbed area
 b. plus .005 per square foot of new impervious area
 c. plus .0025 per square foot of redeveloped impervious area

The landowner or applicant shall be responsible for any and all costs associated with the review of the plans and calculations by any outside agency the Village of Marshall may use; (ex: consulting engineers, DNR, Soil Conservation, Dane County)

K. MISCELLANEOUS

1. Photocopies/scanned documents to email/In House Public Records-all departments.

- a. Black & White
 - \$.25 per paper page plus sales tax for 8 1/2" x 11" & 8 1/2"x 14".
 - \$.50 per paper page plus sales tax for 11" x 17".
- b. Color
 - \$.50 per paper page plus sales tax for 8 1/2" x 11" & 8 1/2" x 14".
 - \$.75 per paper page plus sales tax for 11" x 17"
- c. Documents on CD or disc.
 - Per CD/disc + tax \$ 10.00
(Under 10 minute's preparation time)
Actual hourly wage + S&H (over 10 minute preparation time)
- d. Documents on USB thumb drive
 - Per USB thumb drive + tax \$5.00
(Under 10 minute's preparation time)
Actual hourly wage + S&H (over 10 minute preparation time)

2. Copies/Faxes – Citizen's Personal Documents.

- a. Black & White
 - \$.25 per paper page plus sales tax for 8 1/2" x 11" & 8 1/2"x 14".
 - \$.50 per paper page plus sales tax for 11" x 17".
- b. Color
 - \$.50 per paper page plus sales tax for 8 1/2" x 11" & 8 1/2" x 14".
 - \$.75 per paper page plus sales tax for 11" x 17"

- b. Faxing – All charges are taxable.

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|---|---|
| 1. Outgoing | Local Calls:
\$1.00 minimum, plus .50 per sheet |
| | Long Distance Calls in State
\$ 2.00 minimum, plus .50 per sheet |
| | Long Distance Calls out of State
\$ 5.00 minimum, plus .50 per sheet |
| 2. Incoming Local Calls: | \$.50 minimum, plus .25 per sheet |
| | Long Distance Calls in State
\$ 1.00 minimum, plus .25 per sheet |
| | Long Distance Calls out of State
\$ 2.50 minimum, plus .25 per sheet |
| 3. <u>Title Company Requests.</u> | |
| a. records search re: specials | \$ 25.00 each request along with a self
Addressed stamped envelope |
| b. Rush orders-less than 48 hours | \$ 50.00 |
| c. Final Water/Sewer Reads | \$25.00 |
| 4. <u>Electronic document file</u> | \$ no fee |
| 5. <u>Non-sufficient funds check charge</u> | \$ 30.00 per item returned |

This resolution was duly considered and adopted by the Village of Marshall on this 14th day of December 2021.

Chris Campbell, Village President

Lindsey Johnson, Village Clerk