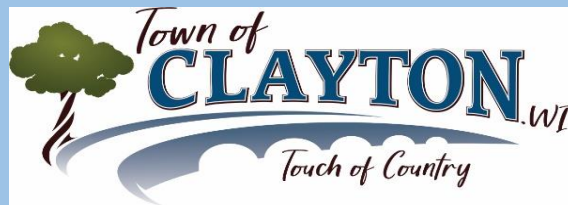


**TOWN OF CLAYTON**  
**Winnebago County, Wisconsin**



**FEE SCHEDULE**

*Amended by Resolution 2025-009*

*Effective January 1, 2026*

<b>Administration</b>	<b>Duration/Unit</b>	<b>Current Fees</b>	<b>Notes</b>
<b>Dog Licenses - required over age 5 months; up to 3 animals</b>			
Neutered/Spayed	Annual	\$5.00	
Intact	Annual	\$10.00	
Late fee - after March 31	Each	\$10.00	
Duplicate or replacement license	Each	\$2.00	
Kennel	Annual	\$40.00	
Fee each additional dog in excess of 12	Each	\$5.00	
Late fee - after March 31	Each	\$10.00	
<b>Backyard Chickens</b>			
Backyard Chicken Permit	Upon application	\$100.00	
Started before permit issued			Permit costs double
<b>Fireworks Licenses/Permits</b>			
Sale of Fireworks Permit	Annual	\$500.00	Fire Department inspects location
Use of Fireworks Permit	Per Event	\$10.00	
Started before permit issued			Permit costs double
<b>Burning Permit</b>	Upon application	\$10.00	Fire Department inspects location
Started before permit issued			Permit costs double
<b>Business Licenses/Permits</b>			
Peddler's Permit	Annual	\$125.00	
Short-Term Rental (STR) Permit	Initial	\$175.00	
Short-Term Rental (STR) Permit Renewal	Annual	\$75.00	
Started before permit issued			Permit costs double
<b>Returned Check/ACH handling charge</b>	Per Check	\$40.00	
<b>Public Records</b>			
Copies	Per Page	cost	
Record request, location fee for research	As needed	Actual cost if exceeds \$30	
Building Permit Report Request	Per request	\$25.00	
Cost to Mail Records/Copies	As needed	Actual Cost	
Prepayment of Fees	As needed	Prepayment may be required if more than \$5	
<b>Property &amp; Assessment Inquiries</b>			
Interest on delinquent invoices	Per annum	18%	
Real Estate Inquiries	Each (per parcel)	\$40.00	
Rush Real Estate Inquiries	Each (per parcel)	\$80.00	
Sanitary District/Special Assessment Inquiries	Each (per parcel)	\$30.00	
Rush Sanitary District/Special Assessment Inquiries	Each (per parcel)	\$60.00	

<b>Alcohol &amp; Tobacco</b>	<b>Duration/Unit</b>	<b>Current Fees</b>	<b>Notes</b>
<b>Alcohol Licenses/Permits</b>			
Class "A" Beer (off-premise only)	July 1-June 30	\$200.00	
Class "B" Beer (on & off premise)	July 1-June 30	\$100.00	
Class "C" Wine (on-premise)	July 1-June 30	\$100.00	
Retail "Class A" Liquor (off premises)	July 1-June 30	\$350.00	
Retail "Class B" Liquor (on premises)	July 1-June 30	\$400.00	
Provisional Class A, B, or C Retail License	July 1-June 30	\$100.00	limited to 60 days, one per year
Retail "Class B" Liquor <b>Reserve</b>	Initial Application Fee/Annual	\$10,000.00	fee in addition to Class B Beer & Liquor License App
Temporary (6-month) Class "B" Beer		\$50.00	Non-renewable during the calendar year of issuance
Change of Agent	Each	\$10.00	
Publication Fee - Renewal Liquor License	Each	\$80.00	
Publication Fee - New Liquor License	Each	\$80.00	
Background Check Fee		\$10.00	
Temporary (Picnic) "Class B" or Class "B"	Per Event	\$10.00	
Agent, successor (Corp. or LLC)	Annual	\$75.00	
Beer Garden Permit	Annual	\$100.00	non-refundable; not auto renewing
Event	Per Event, 2 day max	\$150.00	non-refundable
Event Extension Fee	Per Event	\$25.00	non-refundable
<b>Operator (Bartender) License</b>			
Operator's Licenses (Bartenders)	2 year	\$60.00	Includes background check
Duplicate Operator's License, if lost or stolen	Each	\$20.00	
Provisional Operator's License (Bartenders)	60 days	\$15.00	one per year
Temporary Operator's Licenses (Bartenders)	Each; valid 14 days	\$15.00	two per year
<b>Tobacco Licenses/Permits</b>			
Cigarette/Tobacco Permit	July 1-June 30	\$100.00	

<b>Town Building Code &amp; Inspection</b>	<b>Duration/Unit</b>	<b>Current Fees</b>	<b>Notes</b>
<b>Residential Permits - Work started before permit is issued, fees will be doubled</b>			
New Construction Building Permit	0 - 5000 sq ft	\$1,100.00	
New Construction Building Permit	5001 sq ft & up + \$0.20/sq ft	\$1,100.00	
New One & Two-Family State Permit		\$35.00	
Additions / Remodels	Base fee + \$0.20/sq ft	\$200.00	All areas involved
Siding / Roof Replacement		\$100.00	
Window Replacement		\$100.00	Permit only applicable if upsizing windows
Foundation Repairs		\$100.00	
Garage / Accessory Building	Base fee + \$0.20/sq ft	\$150.00	
Razing - any structure		\$100.00	
House Moving			same as New Residential
Early Start Permit	Upon Application	\$75.00	
Zoning Permit	Upon Application	\$150.00	
<b>Mechanical Permits - Residential &amp; Commercial - Work started before permit is issued, fees will be doubled</b>			
<b>Electrical Permits</b>			
New Construction	Base fee + \$0.10/sq ft	\$100.00	All areas involved
Additions / Remodels	Base fee + \$0.10/sq ft	\$100.00	All areas involved
Service Change (temporary or upgrade)		\$150.00	
<b>HVAC Permits</b>			
New Home	Base fee + \$0.10/sq ft	\$100.00	All areas involved
Additions / Remodels	Base fee + \$0.10/sq ft	\$100.00	All areas involved
HVAC Replacement		\$100.00	
<b>Plumbing Permits</b>			
New / Additions / Remodels	Base fee + \$0.10/sq ft	\$100.00	All areas involved
<b>Special Inspection &amp; Re-inspections (1 hr min)</b>	Per hour	\$175.00	
<b>Commercial Building Permits - Work started before permit is issued, fees will be doubled</b>			
New Construction / Additions	Base fee + \$0.20/sq ft	\$300.00	All areas involved
Commercial Remodel		\$250.00	Base fee + \$10/ thousand valuation up to \$100,000
Early Start Permit	Upon Application	\$100.00	
Razing - any structure	Upon Application	\$100.00	
<b>Occupancy / Temporary Occupancy</b>		\$100.00	
<b>Driveway Staking Permit - Work started before permit is issued, fees will be doubled</b>			
	Upon Application	\$500.00	Per driveway
<b>Residential Elevation Staking - Work started before permit is issued, fees will be doubled</b>			
	Upon Application	\$550	Per residence
<b>Construction Started before Permit Issued</b>			Permit costs double

<b>Cemetery</b>	<b>Duration / Unit</b>	<b>Current Fees</b>	<b>Notes</b>
<b>Purchase of Site(s)</b>			
Single Plot/Gravesite (4' X 10') Resident	Each	\$500.00	
Single Plot/Gravesite (4' X 10') Non-Resident	Each	\$1,000.00	
1/2 Block/2 Gravesites (8' X 10') Resident	Each	\$750.00	
1/2 Block/2 Gravesites (8' X 10') Non-Resident	Each	\$1,500.00	
Full Block/4 Gravesites (16' X 10') Resident	Each	\$1,250.00	
Full Block/4 Gravesites (16' X 10') Non-Resident	Each	\$2,250.00	
<b>Burial Fees (Open/Close)</b>			
Cremation: M-F (April 1 to Oct 31)	Each	\$400.00	
Cremation: M-F (Nov 1 to Mar 31)	Each	\$500.00	
Cremation: M-F (all year)	Addtl (double) intern in 1 vault	\$200.00	
Traditional: M-F (April 1 to Oct 31)	Each	\$850.00	
Traditional: M-F (Nov 1 to Mar 31)	Each	\$1,000.00	
Mausoluem/Columbarum/Above-Ground Monument	Each	\$150.00	
Weekend/Holiday Additional Fee	Each	\$200.00	
Oversized Vault	Each	\$100.00	
Snow Removal (1 hr minimum)	Per hour	\$150.00	
<b>Miscellaneous</b>			
Cemetery Administration Fee (1 hr minimum)	Per hour	\$150.00	
Transfer of Deed - Single Site Resident	Each	\$30.00	
Transfer of Deed - Single Site Non-Resident	Each	\$55.00	
Transfer of Deed - 1/2 Block Resident	Each	\$35.00	
Transfer of Deed - 1/2 Block Non-Resident	Each	\$65.00	
Transfer of Deed - Full Block Resident	Each	\$45.00	
Transfer of Deed - Full Block Non-Resident	Each	\$85.00	

<b>Parks &amp; Recreation</b>	<b>Duration / Unit</b>	<b>Current Fees</b>	<b>Notes</b>
Clayton Park Pavillion	Upon Application	\$175.00	

Planning & Development		Duration/Unit	Current Fees	Notes
<b>Fire Impact Fees</b>				
Single/Two Family Residential	Per structure unit		\$1,626.00	
Multi-Family Residential (3 or more dwelling units)	Per dwelling unit		\$813.00	
Non-Residential	Per sq ft building space		\$0.18	
Fire Number Fee	Per assigned address		\$120.00	
<b>Park Impact Fees</b>				
Single/Two Family Residential	Per structure unit		\$491.00	
Multi-Family Residential (3 or more dwelling units)	Per dwelling unit		\$245.50	
Non-Residential	Per sq ft building space		\$0.056	
<b>Land Division</b>				
Preliminary Plat	Upon Application		\$600.00	Applicant/owner shall be responsible for any direct additional charges for plan review, engineering, inspections, legal, fiscal, etc. + 5% admin fee.
Per Unit Fee			\$25.00	
Final Plat	Upon Application		\$1,200.00	Applicant/owner shall be responsible for any direct additional charges for plan review, engineering, inspections, legal, fiscal, etc. + 5% admin fee.
Minor Land Division / Certified Survey Map (CSM)	Upon Application		\$500.00	Applicant/owner shall be responsible for any direct additional charges for plan review, engineering, inspections, legal, fiscal, etc. + 5% admin fee.
Administrative Review Fee	Upon Application		\$120.00	1 staff review included
<b>Town Zoning Code</b>				
Code Amendments (text or map)	Upon Application		\$500.00	
Comprehensive Plan Future Land Use Map Amendment	Upon Application		\$900.00	Applicant/owner shall be responsible for any direct additional charges for plan review, engineering, inspections, legal, fiscal, etc. + 5% admin fee.
Conditional Use Application	Upon Application		\$350.00	
Fence Permit (construction)	Upon Application		\$150.00	Fees double if work started before permit issued
Pool Permit (construction)	Upon Application		\$150.00	Fees double if work started before permit issued
Re-Zoning Application	Upon Application		\$500.00	Applicant/owner shall be responsible for any direct additional charges for plan review, engineering, inspections, legal, fiscal, etc. + 5% admin fee.
Variance Application	Upon Application		\$500.00	Applicant/owner shall be responsible for any direct additional charges for plan review, engineering, inspections, legal, fiscal, etc. + 5% admin fee.
Administrative Appeal	Upon Application		\$300.00	Applicant/owner shall be responsible for any direct additional charges for plan review, engineering, inspections, legal, fiscal, etc. + 5% admin fee.
Preliminary Concept Plan Review	Upon Application		\$300.00	2 Staff review exchanges included
Concept Plan Review Application	0 - 40 acres		\$350.00	Applicant/owner shall be responsible for any direct additional charges for plan review, engineering, inspections, legal, fiscal, etc. + 5% admin fee.

Concept Plan Review Application	41 acres +	\$600.00	Applicant/owner shall be responsible for any direct additional charges for plan review, engineering, inspections, legal, fiscal, etc. + 5% admin fee.
Zoning Permit (construction)	Upon Application	\$150.00	Fees double if work started before permit issued
<b>Outdoor Wood Burning Furnace - fees double if work started before permit issued</b>			
General Permit		\$150.00	See Building Inspector
Variance Application	Upon Application	\$100.00	
Administrative Appeal	Upon Application	\$350.00	
<b>Pond Application - fees double if work started before permit issued</b>			
Artificial less than 1,000 sq ft	Upon Application	\$350.00	
Artificial more than 1,000 sq ft	Upon Application	\$400.00	
<b>Public Infrastructure Improvement Agreements</b>			
Town Road Design		Actual Cost	
Town Road Bidding		Actual Cost	
Town Road Construction Supervision		Actual Cost	
<b>Sign Applications - fees double if work started before permit issued</b>			
Minimum Fee for signs up to 20 sq ft		\$150.00	
Signs over 20 sq ft	Base fee + \$0.75/sq ft	\$150.00	
<b>Site Plan Application</b>			
Commercial / Industrial	Upon Complete Application	\$2,000.00	Applicant/owner shall be responsible for any direct additional charges for plan review, engineering, inspections, legal, fiscal, etc. + 5% admin fee.
Residential	Upon Complete Application	\$500.00	Applicant/owner shall be responsible for any direct additional charges for plan review, engineering, inspections, legal, fiscal, etc. + 5% admin fee.
<b>The fine/fee for any construction work that requires a permit that is conducted without a permit shall be double the permit fee.</b>			

<b>Public Works</b>	<b>Duration/Unit</b>	<b>Current Fees</b>	<b>Notes</b>
<b>Access &amp; Culvert Permit</b>			
Residential Driveway Access	Upon Application	\$150.00	Must be inspected
Culvert Permit	Upon Application	\$150.00	Must be inspected
Concrete Driveway Apron Removal (1 hr min, plus Admin Fee)	Per hour	\$150.00	
Driveway Staking	Upon Application	\$500.00	Per driveway
Trail Access (Private)		\$10.00	
<b>Agricultural Driveway Access</b>			
15 ft - 17 ft Agriculture Driveway Access	Upon Application	\$50.00	Must be inspected
18 ft - 20 ft Agriculture Driveway Access	Upon Application	\$100.00	Must be inspected
21 ft and greater Agriculture Driveway Access	Upon Application	\$150.00	Must be inspected
<b>Mowing Charge (1 hr min, plus Admin Fee)</b>			
	Per hour	\$150.00	
<b>Right Of Way Access</b>			
Access Permit	Each	\$300.00	
Work in Right Of Way	Upon Application	\$100.00	
Utility Right Of Way	Each	\$100.00	
<b>Road Sign Replacement (1 hr min, plus Admin Fee)</b>			
	Per hour	\$150.00	
<b>Yard Waste Site Use Permit</b>			
	April - Oct	\$25.00	Proof of residence required. Must present at time of use.
<b>The fine/fee for any construction work that requires a permit that is conducted without a permit shall be double the permit fee.</b>			

Utilities	Duration/Unit	Current Fees
<b>Sewer / Water Permits</b>		
Residential Sewer Impact Fee	Per unit	\$448.00
Commercial Sewer Impact Fee	Per acre	\$1,700.00
Industrial Sewer Impact Fee	Per acre	\$2,600.00
Sewer Lateral Inspection	Per connection	\$60.00
Reinspection Appointment	Per connection	\$60.00
Main Tapping Fee	Per connection	\$60.00
Tapping Reinspection	Per connection	\$60.00
Paper Statement Fee	Per billing	\$2.00
Late Payment Fee	Monthly	1.5% total statement amount
Administrative Fee (1 hr minimum)	Per hour	\$30.00
<p><b>The fine/fee for any construction work that requires a permit that is conducted without a permit shall be double the permit fee.</b></p>		