

TOWN OF CLAYTON
Winnebago County, Wisconsin



FEE SCHEDULE

Amended by Resolution 2024-006 December 4, 2024

Effective January 1, 2025

Administration	Duration/Unit	Current Fees	Notes
Dog Licenses - required over age 5 months; up to 3 animals			
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	
Fireworks Licenses/Permits			
Sale of Fireworks Permit	Annual	\$500.00	Fire Department inspects location
Use of Fireworks Permit	Per Event	\$10.00	
Burning Permit	Upon application	\$10.00	Fire Department inspects location
Business Licenses/Permits			
Peddler's Permit	Annual	\$100.00	
Returned Check/ACH handling charge			
	Per Check	\$35.00	
Public Records			
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	
Property & Assessment Inquiries			
Interest on delinquent invoices	Per annum	\$0.18	
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	

Alcohol & Tobacco	Duration/Unit	Current Fees	Notes
Alcohol Licenses/Permits			
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	
Provisonal Class A, B, or C Retail License	July 1-June 30	\$100.00	limited to 60 days, one per year
Retail "Class B" Liquor Reserve	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	
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
Operator (Bartender) License			
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
Tobacco Licenses/Permits			
Cigarette/Tobacco Permit	July 1-June 30	\$100.00	

Town Building Code & Inspection		Duration/Unit	Current Fees	Notes
Residential Permits - Work started before permit is issued, fees will be doubled				
New Construction Building Permit	0 - 2000 sq ft	\$850.00		
New Construction Building Permit	2001 - 5000 sq ft	\$950.00		
New Construction Building Permit	5001 sq ft +	\$1,050.00		
New Two-Family Building Permit		\$1,700.00		
New One & Two-Family State Permit		\$35.00		
Additions / Remodels	Base fee + \$0.15/sq ft	\$200.00		All areas involved
Siding / Window / Roof Replacement		\$100.00		
Foundation Repairs		\$100.00		
Garage / Accessory Building	Base fee + \$0.15/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		
Mechanical Permits - Residential & Commerical - Work started before permit is issued, fees will be doubled				
Electrical Permits				
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		
HVAC Permits				
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		
Plumbing Permits				
New / Additions / Remodels	Base fee + \$0.10/sq ft	\$100.00		All areas involved
Special Inspection & Re-inspections (1 hr min)	Per hour	\$100.00		
Commercial Building Permits - Work started before permit is issued, fees will be doubled				
New Construction / Additions	Base fee + \$0.15/sq ft	\$300.00		All areas involved
Commerical 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		
Occupancy / Temporary Occupancy		\$100.00		
Driveway Staking Permit - Work started before permit is issued, fees will be doubled				
	Upon Application	\$500.00		Per driveway
Residential Elevation Staking - Work started before permit is issued, fees will be doubled				
	Upon Application	\$550		Per residence
Construction Started before Permit Issued				
				Permit costs double

Cemetery	Duration / Unit	Current Fees	Notes
Purchase of Site(s)			
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	
Burial Fees (Open/Close)			
Cremation: M-F (April 1 to Oct 31)	Each	\$400.00	
Cremation: M-F (Nov 1 to Mar 31)	Each	\$500.00	
Traditional: M-F (April 1 to Oct 31)	Each	\$850.00	
Traditional: M-F (Nov 1 to Mar 31)	Each	\$1,000.00	
Weekend/Holiday Additional Fee	Each	\$200.00	
Oversized Vault	Each	\$100.00	
Snow Removal (1 hr minimum)	Per hour	\$150.00	
Miscellaneous			
Transfer of Deed - Single Site Resident	Each	\$25.00	
Transfer of Deed - Single Site Non-Resident	Each	\$50.00	
Transfer of Deed - 1/2 Block Resident	Each	\$30.00	
Transfer of Deed - 1/2 Block Non-Resident	Each	\$60.00	
Transfer of Deed - Full Block Resident	Each	\$40.00	
Transfer of Deed - Full Block Non-Resident	Each	\$80.00	

Parks & Recreation		Duration / Unit	Current Fees	Notes
Clayton Park Pavillion		Upon Application	\$175.00	

Planning & Development		Duration/Unit	Current Fees	Notes
Fire Impact Fees				
Single/Two Family Residential	Per unit		\$1,626.00	
Multi-Family Residential (3 or more dwelling units)	Per unit		\$813.00	
Non-Residential	Per sq ft building space		\$0.18	
Park Impact Fees				
Single/Two Family Residential	Per unit		\$491.00	
Multi-Family Residential (3 or more dwelling units)	Per unit		\$245.50	
Non-Residential	Per sq ft building space		\$0.056	
Land Division				
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.
Town Zoning Code				
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
Outdoor Wood Burning Furnace - fees double if work started before permit issued			
General Permit		\$150.00	See Building Inspector
Variance Application	Upon Application	\$100.00	
Administrative Appeal	Upon Application	\$350.00	
Pond Application - fees double if work started before permit issued			
Artificial less than 1,000 sq ft	Upon Application	\$350.00	
Artificial more than 1,000 sq ft	Upon Application	\$400.00	
Public Infrastructure Improvement Agreements			
Town Road Design		Actual Cost	
Town Road Bidding		Actual Cost	
Town Road Construction Supervision		Actual Cost	
Sign Applications - fees double if work started before permit issued			
Minimum Fee for signs up to 20 sq ft		\$150.00	
Signs over 20 sq ft	Base fee + \$0.75/sq ft	\$150.00	
Site Plan Application			
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.
The fine/fee for any construction work that requires a permit that is conducted without a permit shall be double the permit fee.			

Public Works	Duration/Unit	Current Fees	Notes
Access & Culvert Permit			
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	
Agricultural Driveway Access			
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
Mowing Charge (1 hr min, plus Admin Fee)			
	Per hour	\$150.00	
Right Of Way Access			
Access Permit	Each	\$300.00	
Work in Right Of Way	Upon Application	\$100.00	
Utility Right Of Way	Each	\$100.00	
Road Sign Replacement (1 hr min, plus Admin Fee)			
	Per hour	\$150.00	
Yard Waste Site Use Permit			
	April - Oct	\$25.00	Proof of residence required. Must present at time of use.
The fine/fee for any construction work that requires a permit that is conducted without a permit shall be double the permit fee.			

Utilities		Duration/Unit	Current Fees
Sewer / Water Permits			
	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

The following permits must be received from Fox Crossing Utilities, 2000 Municipal Dr, Neenah, WI 54956. A copy of the issued permits from Fox Crossing must be given to the Town of Clayton:

Lateral Inspection, Sewer & Water or Lateral Repair
Sewer Main Tapping Fee

Contact Fox Crossing Utilities
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