

March 6, 2025

To: City of Whitewater Economic Development Director, Finance Committee

RE: Telecommunication Tower Fee

The City of Whitewater has recently adopted a fee schedule which includes applicable fees for the installation of new telecommunication towers and collocation on existing towers. Additionally, telecommunication towers in the City of Whitewater require a Conditional Use Permit.

The first step for any applicant whether the tower is new, or collocated on an existing tower, would be to apply for the Conditional Use Permit, which is currently **\$275 for the application.** Secondly once the CUP is approved, the applicant would submit a site plan to the building and zoning departments for review and approval. **The zoning fee is \$300,** and the building permit for the electrical service could vary, however the applicant is charged the commercial electrical base fee plus square footage. **The base fee is \$90, and up to 1,000 square feet is \$85.** Therefore, most applicants for telecommunication towers pay approximately **\$750 in total.**

The City of Whitewater is required to follow all provisions of the Wisconsin State Statutes, for telecommunication towers- 66.0404 Mobile tower siting regulations. Per this statute the State of Wisconsin places limitations on the fees that can be charged for both new towers and collocation on existing towers. The City of Whitewater can charge less than their requirement, however, we are not permitted to charge more than the maximum fee amount within the State Statute. See below the limitations:

1. For a permit for a **class 2 collocation, the lesser of \$500 or the amount charged by a political subdivision for a building permit** for any other type of commercial development or land use development.
2. For a permit for an activity described in sub. (2) (a), **\$3,000 (Class one collocation, substantial modification, or new tower).**

Sub(2)(a) states New construction or substantial modification of facilities and support structures. Subject to the provisions and limitations of this section, a political subdivision may enact a zoning ordinance under s. 59.69, 60.61, or 62.23 to regulate any of the following activities:

1. The siting and construction of a new mobile service support structure and facilities.
2. With regard to a class 1 collocation, the substantial modification of an existing support structure and mobile service facilities.

**“Class 1 collocation”** means the placement of a new mobile service facility on an existing support structure such that the owner of the facility does not need to construct a free standing support structure for the facility but does need to engage in substantial modification.

**“Class 2 collocation”** means the placement of a new mobile service facility on an existing support structure such that the owner of the facility does not need to construct a free standing support structure for the facility or engage in substantial modification.

**“Collocation”** means class 1 or class 2 collocation or both.

**“Substantial modification”** means the modification of a mobile service support structure, including the mounting of an antenna on such a structure, that does any of the following:

1. For structures with an overall height of 200 feet or less, increases the overall height of the structure by more than 20 feet.
2. For structures with an overall height of more than 200 feet, increases the overall height of the structure by 10 percent or more.

3. Measured at the level of the appurtenance added to the structure as a result of the modification, increases the width of the support structure by 20 feet or more, unless a larger area is necessary for collocation.

4. Increases the square footage of an existing equipment compound to a total area of more than 2,500 square feet.

**“Permit”** means a permit, other than a building permit, or approval issued by a political subdivision which authorizes any of the following activities by an applicant:

1. A class 1 collocation.
2. A class 2 collocation.
3. The construction of a mobile service support structure.

It is recommended that the City Attorney, Finance Department, and Common Council review the current fees, and a possible fee increase for both collocation and new installation.

For any additional questions please contact Allison Schwark, Zoning Administrator, at 262-249-6701.

Sincerely,



Allison Schwark  
Code Enforcement Officer  
Zoning Administrator  
City of Whitewater