



Finance Committee Agenda Item

Meeting Date: September 28, 2024

Agenda Item: Permit Prices

Staff Contact (name, email, phone): Taylor Zeinert tzeinert@whitewater-wi.gov 262-473-0148

BACKGROUND

(Enter the who, what, when, where, why)

Upon assuming the role of Economic Development Director, I took on the oversight of the Neighborhood Services Department. Through this transition, it became clear that our current permit fees are significantly underpriced, failing to cover the operational costs associated with Llana, the Administrative Assistant, and Allison, the contracted Zoning and Planning Administrator for the department.

Further investigation revealed that in 2019, the permit fees were reduced as a strategic measure to stimulate development in the area. While this approach was well-intentioned and aimed at attracting new development, our current permit fees no longer adequately cover the cost of staff time, and thus, are not in the City's best interest.

To address this, staff conducted a comparative analysis of permit fees from neighboring municipalities, including the City of Fort Atkinson, the City of Delavan, and the City of Elkhorn, and calculated the average fees. The proposed permit fees presented for your consideration are based on these averages.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

N/A

FINANCIAL IMPACT

(If none, state N/A)

N/A

STAFF RECOMMENDATION

The Finance Department approve the proposed permit prices as presented and send them to Common Council to recommend approval.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

N/A