

**Village of Prairie du Sac  
Schedule of Fees**

**Effective January 1, 2025**

<b>Documents and Records</b>	
Statement of Real Property Status	\$25.00/parcel (pre-paid) \$26.50/parcel (billed)
Photocopies (letter or legal size, black & white)	\$0.25 per copy
Photocopies (letter or legal size, color)	\$0.50 per copy
Reproducing other Documents	Actual Cost
Locating Documents or Records	Hourly rate of employee including benefits
Providing Copies of Meeting Notices via US Mail	
Village Board	\$40.00 annually or \$2.00/ mailing
All Others (each counted separate)	\$15.00 annually or \$2.00/ mailing
Providing Meeting Notices via E-mail	No Charge
<b>Permits</b>	
Alarm Systems – Private	\$20.00 annually
False Alarm Charge	Base wage of public safety officials responding plus \$100/hour per fire apparatus and/or \$50/hour per police vehicle
Direct Sellers	\$75.00 for 30 days, first person \$10.00 ea. add. person for same 30 days
Mobile Home Monthly Parking	\$100.00 for each 50 spaces or fraction thereof
Park Building Reservation	
Marion, Florence or Westwynde shelter	\$45.00 per reservation for resident \$85.00 per reservation for non-resident both reservation fees include sales tax
Westwynde Shelter & Concession	\$95.00 per reservation for resident \$185.00 per reservation for non-resident both reservation fees include sales tax
Sanitary Sewer Connection	Actual costs per connection plus \$25.00 inspection fee (\$225 deposit required)
Street/ROW Opening	\$50.00 per permit plus written guarantee or surety bond
Street Privilege	\$40.00 per permit
Street Use	\$40.00 per permit
Truck Parking	\$12.00 monthly or \$120 annual for resident \$32.00 monthly or \$320 annual for non-resident
Recreational Vehicle Parking	\$12.00 per permit (max. 5 days)
Well Operation-Private	\$225.00 annually
<b>Licenses</b>	
Amusement Arcade/Game Room	\$50.00 per license
Bicycle	\$3.00 per license for life of bike
Cigarette	\$100.00 annually
Flea Market	\$175.00 annually
Solid Waste Haulers	\$100.00 annually
Fireworks	\$50.00 per license

<b>Pet</b>	
Cat/Dog – Neutered/Spayed	\$10.00 annually prior to April 1 per year
Cat/Dog – Unneutered/Unspayed	\$30.00 annually prior to April 1 per year
Cat/Dog – Late Fee	\$5.00 on/after April 1
Kennel – 12 Dogs or less	\$75.00 annually
Kennel – More than 12 Dogs	\$75.00 annually plus \$10.00/dog in excess of 12 not rendered sterile or \$5.00/dog rendered sterile.
Kennel – Late Fee	\$25.00 on/after April 1
Pet Foster Permit	\$75.00 annually
<b>Liquor</b>	
Non-Intoxicating	\$10.00 annually
Operator’s License	\$60.00 bi-annually
Provisional Operator’s License	\$15.00
Temporary Operator’s License	\$10.00
Publication Fee	\$15.00/application
Retail “Class A” Intoxicating Liquor	\$300.00 annually
Retail “Class B” Intoxicating Liquor	\$500.00 annually
Retail “Class C” Wine (only)	\$100.00 annually
Retail Class “A” Fermented Malt Bev. Ret.	\$100.00 annually
Retail Class “B” Fermented Malt Bev. Ret.	\$100.00 annually
Temporary Class “B” Fermented Malt Bev.	\$10.00 per event
Temporary “Class B” Wine	\$10.00 per event
Wholesaler	\$25.00 annually
Reserve “Class B” Retailers	\$10,000 initial issuance
Provisional Retail License	\$15.00
Transfer of Existing License	\$10.00/license plus publication fee
<b>Miscellaneous Fees</b>	
Barricade Rental	\$5.00 per day per barricade
Mailing Labels	\$30.00
NSF/Returned Checks	\$25.00 plus financial institution charges
Special Meetings (Plan Commission or Village Board)	\$300.00
Sidewalk Snow/Ice Removal	Actual Cost plus 10% admin, \$50.00 Minimum
Mowing	Actual Cost plus 10% admin, \$50.00 Minimum
Equipment Charges	Use applicable WisDOT or FEMA fee schedule
Electric Vehicle Charging Station	\$2.00/hour for first three hours, \$5.00/hour thereafter, \$2.00 Minimum and \$51.00 Maximum
<b>Building Permits<sup>1</sup></b>	
New Residential One & Two-Family Early Start, (Footings & Foundation Only)	\$275.00
Plan Review (New One & Two-Family Dwellings)	\$94.00 per Unit
New One & Two-Family Erosion Control	\$165.00
New Residential One & Two-Family (includes garage, decks & basements); mechanicals included	\$0.33 per sq. ft. (Min. Fee \$847.00)
Manufactured & HUD Dwellings (plus mechanical costs, if needed)	\$424.00 plus \$0.33 per sq. ft. for basements, attached garage and decks
Occupancy Certificate (New One & Two- Family)	\$94.00 per Unit



Minimum Commercial HVAC Fee	\$165.00
Minimum Commercial Electrical Fee	\$220.00
Commercial Occupancy	\$165.00 per Occupancy
Commercial Remodel	\$0.13 per sq. ft. (Min. Fee \$275.00) +Mechanical Costs
Commercial New Construction, Additions or Remodel for Storage Buildings or Shell Buildings	\$0.11 per sq. ft. (Min. Fee \$275.00) +Mechanical Costs
Commercial Erosion Control	\$275.00 for the first acre & \$83.00 per acre thereafter
Commercial Raze/Demo	
a. Building or Structure (Includes Erosion Control)	\$165.00 per Building
b. Interior Demolition (not to effect egress, structural items or bathrooms)	\$165.00 per Area
Commercial Solar PV Systems Installation	
System Rating: AC: 0.1kW - 25kW	\$495.00
System Rating: AC: 25.1kW - 50kW	\$495.00 plus \$16.50/kW over 25kW
System Rating: AC: 50.1kW - 100kW	\$908.00 plus \$11.00/kW over 50kW
System Rating: AC: 100.1kW - 200kW	\$1,458.00 plus \$7.70/kW over 100kW
System Rating: AC: 200.1kW - 1MW	\$2,228.00 plus \$2.20/kW over 200kW
System Rating: AC: Over 1MW	\$3,988.00 plus \$27.50/MW over 1MW
<b>Land Use &amp; Division</b>	
Conditional Use Permit	\$275.00 per application, plus actual review costs
Variance/Appeal to Board of Appeals	\$225.00 per application, plus actual review costs
Zoning Code Amendment	\$400.00 per application, plus actual review costs
Zoning District Map/PUD Amendment	\$500.00 per application, plus actual review costs
Zoning Permit	\$60.00 without CUP or Site Plan
Temporary Use Review	\$61.00
Comprehensive Plan Amendment	\$500.00 per application, plus actual review costs
Site Plan Review/Specific Implementation Plan	\$750.00 plus actual review costs.
Construction Site Erosion Control Permit	\$200.00 plus actual review costs
Stormwater Management Permit	\$200.00 plus actual review costs.
Preliminary Plat Review	\$300.00 plus \$15 per lot, plus actual review costs
Final Plat Review	\$150.00 plus \$15 per lot, plus actual review costs
Review of Amended Plat	\$250.00, plus actual review costs
Certified Survey Map	\$100.00 plus \$15 per lot, plus actual review costs
Condominium Plat Review	\$100.00 plus \$15 per unit, plus actual review costs
Park Land Impact Fee <sup>2</sup>	\$650.00 per dwelling unit
Recreation Improvement Impact Fee <sup>2</sup>	\$1,250.00 per dwelling unit
1. Commencing work prior to issuance and paying for a building permit will result in doubling of all building permit fees and possible work stoppage order, citations and fines.	

2. Park Land and Recreation Improvement Impact Fees shall be paid at the time of issuance of each building permit, except that a development agreement under Section 10-1-1006 or under 10-3-0703 of the subdivision and land division regulations may specify fee payment at an earlier date. The term "building permit" shall not include permits required for remodeling, rehabilitation, or other improvements to an existing structure, or for rebuilding or replacing a removed, damaged, or destroyed structure, where no increase in the number of dwelling units results.