



CITY OF ANTIGO

FINANCE, PERSONNEL, AND LEGISLATIVE COMMITTEE MEETING

Amended to Include Agenda Item Number Six and Attachments

COUNCIL CHAMBERS

Wednesday, August 20, 2025

CITY HALL, 700 EDISON STREET

6:00 PM

Call to Order

Minutes Approval

1. Approve Minutes from the July 16, 2025 Meeting

Discussion and Action May Occur on Any of the Following Agenda Items:

1. Hiring Process for Information Technology Technician Position
2. Agreement with Langlade County to Continue a Joint Library to Serve the City of Antigo and Langlade County
3. Appointment of MSA Professional Services to Continue Administration of the Block Grant Revolving Loan Program when it Reverts to the State
4. Create Youth Apprenticeship Positions Utilizing Paid on Call Funds
5. Approve Amendments to Ordinance Section 1-22 Fee Schedule to Increase/Alter Construction Permit Fees
6. Approve the Purchase of 1035 Eighth Avenue for One Dollar With the Intent to Raze the House and Garage and to Advertise the Vacant Lot for Sale Following Demolition

Any Other Matters Authorized by Law to be Considered

Adjournment

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact clerk treasurer's office, 700 Edison Street, Antigo, Wisconsin 54409. (715) 623-3633 extension 100. Members of and possibly a quorum of members of other governmental bodies may be in attendance to gather information. Any governmental body other than that specifically referred to above will take no action.

DATE MAILED: August 18,2025

THOMAS BAUKNECHT



To: Mayor and City Council
From: Kaye Matucheski, Clerk-Treasurer/Finance Director
Date: August 20, 2025
Re: Hiring Process for Information Technology Technician Position

The Information Technology Technician for the City resigned as of July 15, 2025. Mayor Bauknecht and I met with The Dirks Group to assist us until the position can be filled.

I have attached a copy of the Technician job description and the letter that justified changing the position to a technician instead of a director. We are requesting permission to begin the process of hiring a new IT person to coordinate IT issues for the City.

Should you have any questions, please feel free to contact me.

Position Description

Class Title: IT Service Technician
 Department: Information Technology
 Location: City Hall
 Reports to: City Administrator

Pay Grade: 7
 FLSA Status: Exempt
 Position Status Regular Full-Time
 Supervisory: No

Job Description:

The IT Support Technician will provide essential technical support for the day-to-day operations of the local government office's IT Infrastructure. This role is responsible for assisting in maintaining and troubleshooting all computer systems, hardware, software, and network issues for government staff, ensuring smooth and efficient operations across all departments. The ideal candidate will have strong problem-solving skills, technical education and expertise, and the ability to provide exceptional customer service.

Supervision Received:

Works under the broad policy guidance of best city practices while under the direct supervision of the City Administrator along with guidance and direction from the contracted MSP (Managed Service Provider).

Essential Duties and Responsibilities:

- IT Support relating to technical issues involving Microsoft's core business applications and operating systems.
- Provide first-line support for hardware, software, and network issues for all staff.
- Diagnose, troubleshoot, and resolve IT issues, including system failures, printer malfunctions, and application errors.
- Set up and configure new hardware (desktops, laptops, printers, etc.), software installations, and updates.
- Assist with network maintenance, including managing user accounts, permissions, and troubleshooting connectivity issues.
- Respond to helpdesk requests in a timely and efficient manner, maintaining records of issues and resolutions.
- Provide user training for office software, internal systems, and best practices to improve efficiency.
- Assist in maintaining inventory of IT equipment and software licenses.
- Collaborate with the City's MSP and local government staff to resolve technology-related problems.
- Ensure that all IT-related services and solutions comply with local government policies and procedures.
- Assist in implementing IT projects, upgrades, and new technologies.
- Assist in department budget preparation and recommendations for purchasing
- Perform other IT-related duties as assigned.

Required Skills and Qualifications:

- Associate's degree in information technology, computer science, or related field or equivalent educational experience.
- Proven work experience (1 - 3 years) in an IT support or technical support role, preferably in a government or public sector environment.
- Strong knowledge of computer hardware, software, operating systems (Windows, Mac OS), and mobile devices.

- Experience with basic network management, including troubleshooting and configuration.
- Experience in troubleshooting and supporting remote access solutions.
- Familiarity with office productivity software (e.g., Microsoft Office, Google Workspace) and common enterprise applications.
- Strong problem-solving abilities and excellent attention to detail.
- Effective verbal and written communication skills to interact with all levels of staff.
- Ability to work independently and in a team environment.
- Ability to prioritize tasks and manage time effectively in a fast-paced environment.
- Ability to compile comprehensive reports and presentations.
- Keen knowledge of cybersecurity best practices and privacy regulations related to local government operations.

Preferred Qualifications:

- Experience with Active Directory, Exchange, and Office 365.
- Familiarity with government-specific applications and systems.
- CompTIA A+, Network+, or other IT certifications are a plus.

Special Requirements:

- Valid state driver's license or ability to obtain one before employment.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

Work is performed in both office and outdoor settings as required. Hand-eye coordination is necessary to operate computers and various pieces of equipment.

While performing the duties of this job, the employee is occasionally required to stand, walk, sit, climb, balance, stoop, kneel, crouch, talk, hear, smell, use hands to finger, handle, feel, or operate objects, tools or controls; and reach with hands and arms. The employee may be frequently required to walk, use hands to finger, handle or operate tools, handle objects or controls, and reach with hands and arms. The employee must occasionally lift and/or move/carry up to 50 pounds. The work may be repetitive.

The work will also require sitting and operating a keyboard. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions. The noise level in the work environment may vary from quiet to loud.

While performing the duties of this job, the employee may work indoors or outdoors and while outdoors is exposed to weather conditions. The employee occasionally works near equipment and moving parts and can be exposed to wet and/or humid conditions. The employee occasionally works in high precarious places and can be

exposed to the risk of electrical shock.

Selection Guidelines:

Formal application, rating of education, experience, interview process, references, and background check; drug testing and job-related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Revised:
11/01/03
10/12/22
12/18/24
01/03/25



OFFICE OF ADMINISTRATION
 City of Antigo
 700 Edison St
 Antigo WI 54409

Staff Report

To: Honorable Mayor and Council Members
 From: Karin Derauf, City Administrator
 Date: Wednesday, January 8, 2025
 Subject: Recommendation for IT Service Position

Historical Background

At the November 20, 2024, Finance, Personnel, and Legislative Committee Meeting, I brought forward information for discussion and approval of the elimination of the IT Director position. At that time, there was also a request for approval of contracted daily support services provided by The Dirks Group which would have saved the city approximately \$74,459.72 annually. The motion was made to eliminate the IT Director position and change it to a lower-level IT Service Technician position. The Dirks Group offered assistance during that meeting to collaborate with the City Administrator to develop a new job description for the position. There was also direction from the Committee to bring that information back to the next Finance, Personnel, and Legislative Committee Meeting for a review and potential approval of the new job description.

That information was brought forward to the December 18, 2024, Finance, Personnel, and Legislative Committee meeting where further direction was provided by the Committee to let the Department Heads review the job description and to also bring the information to the next Committee of the Whole meeting for all Council to review. The Department Heads had an opportunity to review the information and did not provide any feedback or comments prior to the meeting.

The job description was then brought forward to January 2, 2025, Committee of the Whole meeting where there was further discussion and a vote to move forward with the proposed IT Service Technician position job description with minor changes of adding "assist with department budget" in the Essential Duties and Responsibilities section and to amend the Required Skills and Qualifications section to include "or equivalent of educational experience". A directive was then provided to bring the proposed job description to the January 8, 2025, Council Meeting for final approval.

Current Circumstance

Attached is the final job description proposal with the recommended changes from the Committee of the Whole members.

Fiscal Impact

Below is information regarding expenses for the proposed IT Support Technician position along with the attached job description that speaks to the services performed by this position. This position is being weighed at the beginning pay of **Grade 7, Step 5, or \$25.38 per hour**. This is a total annual wage compensation of \$52,790.40. Please see below for the wage compensation as well as the estimated benefits compensation.

Wages Compensation (beginning in 2025)	\$52,790.40
Estimated Benefits Compensation (37.2% WI average)	\$19,638.03
Total Wages and Benefits Compensation	\$72,428.43

Recommendation

I recommend a motion to “approve the new IT Service Technician position as presented”.

Attachment: Staff Report - IT Technician Service Position 2025 (7644 : IT Position)



To: Mayor and City Council
From: Kaye Matucheski, Clerk-Treasurer/Finance Director
Date: August 20, 2025
Re: Agreement with Langlade County to Continue a Joint Library to Serve the City of Antigo and Langlade County

The Joint Library Taskforce was established to review the existing Library agreement which they have done. The recommendation of the Taskforce is that Langlade County and City of Antigo enter into a Second Revised Agreement for a five-year period starting January 1, 2026. A copy of the new Library agreement is attached along with a copy of the Langlade County resolution (#23-2025) approving the agreement.

The agreement now needs to be considered by the Finance, Personnel & Legislative Committee with a recommendation to be sent to the Common Council.

The County and City have already approved continuing the Taskforce for other matters of shared interest.

Should you have any questions regarding this joint agreement, please let me know and I can track down the answers for you.

**SECOND REVISED AGREEMENT
ESTABLISHING A JOINT LIBRARY TO SERVE
THE CITY OF ANTIGO AND THE COUNTY OF LANGLADE**

TERM: JANUARY 1, 2026, UNTIL DECEMBER 31, 2030

WHEREAS, the City of Antigo and the County of Langlade have entered into an Agreement establishing a joint Library Board, pursuant to Section 43.53 of the Wisconsin Statutes, and

WHEREAS, both municipalities desire to enter into an Agreement relating to the matters pertaining to the operation of such joint Board, and

WHEREAS, the City of Antigo and the County of Langlade recognize the benefit to the combined community that a joint Library would provide;

NOW THEREFORE, the City of Antigo and the County of Langlade do hereby create and establish a joint Library to be known as the Antigo Public Library. The parties agree that the joint Library shall be governed according to the terms and provisions as follows:

1. LIBRARY SYSTEM

The joint Library shall be a member of the Wisconsin Valley Library Service (WVLS) that serves an area including all of Langlade County.

2. LIBRARY BOARD

- a. The joint Library Board shall consist of nine (9) members.
 1. Three (3) members shall be appointed by the Mayor of the City of Antigo, subject to confirmation by the City of Antigo Common Council.
 2. Five (5) of its members shall be appointed by the Chair of the Langlade County Board of Supervisors, subject to confirmation by the Langlade County Board of Supervisors. County members shall reside outside the City of Antigo.
 3. One (1) member shall be the Superintendent of the Unified School District of Antigo or his/her designee. The Mayor of the City of Antigo, subject to confirmation by the City of Antigo Common Council, will appoint this member.
- b. The composition of the Board shall be adjusted every ten (10) years, following the publication of the latest federal decennial census, to reflect the respective populations of the City and County.

c. The terms of office for appointees shall be three (3) years.

<u>Seat</u>	<u>Term Ends</u>	<u>Next Term Ends</u>
School Rep / City Apt	4/30/2026	4/30/2029
City Rep	4/30/2025	4/30/2028
City Apt 1	4/30/2027	4/30/2030
City Apt 2	4/30/2027	4/30/2030
County Rep	4/30/2025	4/30/2028
County Apt 1	4/30/2026	4/30/2029
County Apt 2	4/30/2027	4/30/2030
County Apt 3	4/30/2025	4/30/2028
County Apt 4	4/30/2026	4/30/2029

- d. The joint Library Board shall not have more than one member from the City of Antigo Common Council and not more than one member from the Langlade County Board of Supervisors at any one time serving as a member of the Library Board.
- e. The joint Library Board shall perform all powers and duties as set forth in Wisconsin Statutes Section 43.58.
- f. The joint Library Board shall conduct all meetings and subsequent business according to the By-Laws of the Antigo Public Library.

3. OWNERSHIP OF ASSETS

- a. The City of Antigo and County of Langlade recognize that the Library building and property located at 617 Clermont St., Antigo, WI, was an equal and joint investment by both these government entities when it was constructed in 1996-1997. Since that time, the insurance on the building, property, and contents of the Library, and liability insurance have been provided by the City of Antigo. Under this Agreement, the City of Antigo will continue to provide insurance on the building, property, and contents of the Library, and liability insurance, with the cost of the Library's portion being charged back to the joint Library.
- b. The acquired and future assets necessary to operate a Public Library, including materials for circulation to the public, shelving, furnishings, equipment, and all other items owned by the Antigo Public Library, shall continue to be jointly and equally owned by the City of Antigo and the County of Langlade.
- c. Upon execution of this Agreement, these assets shall be managed by the joint Library Board of the Antigo Public Library per Chapter 43 of Wisconsin Statutes.
- d. The City of Antigo and the County of Langlade shall be jointly responsible to undertake and fund "major" repairs as set forth in the Capital Improvement

Plan (CIP) for the Antigo Public Library building. The Joint City/County Taskforce will review and update the five-year CIP with the Library Board each year. The County of Langlade shall be responsible to set the CIP meeting dates and prepare the CIP meeting notices. The CIP plan shall be updated each year and submitted to the City and County for their review and approval, along with recommendations for funding such projects.

- e. "Major repairs" include any work estimated in excess of \$5,000 performed in or upon the building located at 617 Clermont Street, or any of the building's systems, including but not limited to: HVAC, mechanical, electrical, or hydraulic.
- f. The City of Antigo and the County of Langlade shall be jointly responsible to undertake and fund repairs estimated in excess of \$5,000 that are needed in order to comply with applicable safety and building codes.

4. ANNUAL APPROPRIATION

- a. Each year, no later than July 31st, the Library Director shall prepare, and the joint Library Board shall submit, to the City of Antigo and the County of Langlade an appropriation request which identifies the funding for both operating expenses and capital expenditures. Funding for "major" repairs will be addressed in the Capital Improvement Plan (CIP) established for the Antigo Public Library Building, subject to the approval and funding by the City and the County.
- b. The annual appropriation for the Library shall be shared by both governmental entities as follows:
 - 1. The City of Antigo shall fund the joint Library by providing fifty (50) percent of the approved annual budget appropriation for the Antigo Public Library.
 - 2. The County of Langlade shall fund the joint Library by providing fifty (50) percent of the approved annual budget appropriation for the Antigo Public Library. If the County's appropriation exceeds the financial support required by law [Section 43.12 (1)(b)&(3), Wis. Stats.], then the City of Antigo shall not submit an application for exemption from the Langlade County Library tax in that year.
 - 3. When necessary, the joint Library Board may request an increase in funding due to a shortfall in a current operating budget or an increase to a future budget. Any such request must be reviewed and approved by the Joint City/County Taskforce prior to submission to both governmental

entities and must be agreed to by both entities before either can increase the revenue they allocate to fund the Library.

4. Any funds in excess of the operating budget shall be placed in a non-lapsing fund(s) controlled by the joint Library Board to be used for future projects and/or operating costs. Such funds include: grants provided to the Library; unexpended operating or capital (CIP) funds from any previous year; and revenues collected by the Library. Donations to the Library and investment accounts are held and controlled by the joint Library Board as established in Wisconsin Statutes Section 43.58(7).
- c. As City employees, full-time Library staff are eligible for severance pay upon retirement. Any severance pay, including payouts of paid time off (PTO) or extended leave benefits, must be approved by the Joint City/County Taskforce. Under this agreement, the City of Antigo and the County of Langlade are each responsible for 50% of the cost of all such severance payouts. These monies are not part of the annual allocation to the Library.

5. FISCAL AGENT

- a. The City of Antigo shall act as fiscal agent for the joint Library, and, as such, may charge the Library for documented annual costs associated with serving as the Library's fiscal agent. These costs are subject to review and approval by the Library Board each year. This paragraph is subject to the terms of Wisconsin Statutes Section 43.53(2)(a).
- b. The City Clerk/Treasurer shall receive and disburse funds for the operation and maintenance of the Library as directed by the joint Library Board and according to Wisconsin Statutes Section 43.58.
- c. The City Clerk/Treasurer shall be responsible for payroll, benefit administration, insurance, and financial record keeping and auditing for the Library.

6. TERM OF AGREEMENT

- a. This Agreement shall be in effect from January 1, 2026, until December 31, 2030.
- b. This Agreement shall be reviewed every two (2) years and shall be subject to renewal for 5-year periods, unless terminated earlier upon providing written notice.
- c. If a party wishes to terminate this Agreement, written notice must be given two (2) years prior to the intended termination date. Any termination must be

effective on the 31st of December in a designated year, not less than two (2) years from the date of notice.

- d. Upon termination of this Agreement prior to the expiration of the stated term, the parties agree that a penalty shall be imposed upon the terminating party, as follows:

If the Library continues to operate as a City Library, then the County, as the terminating party, shall pay a penalty equivalent to fifty percent (50%) of the total Library budget for each year of the remaining term.

If the Library continues to operate as a County Library, then the City, as the terminating party, shall pay a penalty equivalent to fifty percent (50%) of the total Library budget for each year of the remaining term.

In addition to the above-listed penalty (if applicable), the municipality opting out of the Agreement will be required to adjust its levy limit calculation accordingly. This will include completing the necessary paperwork for the transfer of services from one governmental unit to another.

Any amounts paid under this article shall be placed in a non-lapsing fund controlled by the non-terminating party.

- e. Recognizing that the Antigo Public Library was founded and has continued as a municipal Library for more than one hundred years, should the parties mutually decide to dissolve this Agreement, all assets of the Library will revert to City of Antigo ownership. In the event that the City of Antigo wishes to terminate this Agreement and the County wishes to continue to operate the Library as a County Library, then all assets of the Library shall transfer to the County, subject to the following-divestment schedule should the County subsequently discontinue operating the Library within 20 years:

After one year of operating a County Library-payment of 50% of the net asset value of the Library (as of the year of withdrawal by the City) to the City of Antigo with a 2.5% reduction of the 50% payment for each succeeding year, with no payment due to the City of Antigo after 20 years of operation as a County Library.

THIS AGREEMENT supersedes and replaces all previous agreements entered into between the parties hereto, including all amendments thereto.

IN WITNESS WHEREOF, the respective representatives of the parties have signed this Agreement on the dates indicated below, to be effective from January 1, 2026, until December 31, 2030.

CITY OF ANTIGO

Thomas Bauknecht, Mayor

(Date)

Attest:

Kaye Matucheski, City Clerk/Treasurer

(Date)

COUNTY OF LANGLADE

Steve Maier, Chair of the Langlade
County Board of Supervisors

(Date)

Attest:

Judy Nagel, Langlade County Clerk

(Date)

Approved as to form:

Michael B. Winter, City Attorney

Robin J. Stowe, County Corporation Counsel

LANGLADE COUNTY



RESOLUTION #23-2025

INTRODUCED BY: ADMINISTRATIVE/FINANCE COMMITTEE

INTENT: ENTER INTO A REVISED JOINT LIBRARY AGREEMENT TO TAKE EFFECT JANUARY 1, 2026

WHEREAS, the City of Antigo and County of Languade have agreed to operate a Joint Library (pursuant to Section 45.53, Wis. Stats.) since 2007; and

WHEREAS, the initial Joint Library Agreement (CB Res. #21-2007) having a term of ten (10) years was revised and renewed for an additional ten (10) year term (CB Res. #70-2016) through December 31, 2026; and

WHEREAS, the City and County formed a Joint Library Taskforce to review the existing Library Agreement (CB Res. #4-2024); and

WHEREAS, the Administrative/Finance Committee has reviewed the recommendations from the Joint Library Taskforce and recommends entering into a Second Revised Agreement (attached) for a five (5) year period, commencing January 1, 2026.

NOW THEREFORE, BE IT RESOLVED, by the Languade County Board of Supervisors to enter into a Second Revised Agreement to operate a Joint Library pursuant to Section 45.53 of Wisconsin Statutes for a period of five (5) years, commencing January 1, 2026.

ADMINISTRATIVE/FINANCE COMMITTEE:

[Signature] Steve Maier, Chairman

[Signature] Justin Sorano

[Signature] Chet Haatvedt

[Signature] Todd Mayr

[Signature] Rick Bina

Andrew Bauknecht

[Signature] John Medo

Attachment: Library Agreement Approved by County 1-1-26-not signed (7655 : Library Agreement)

FISCAL NOTE: Include the County tax levy amount in 2026 for the Library.

APPROVED BY:

APPROVED AS TO LEGALITY
AND FORM BY:

Vacant
LANGLADE COUNTY ADMINISTRATOR

Robin J. Stowe

Robin Stowe
CORPORATION COUNSEL

CERTIFICATION: I hereby certify this to be a true and exact copy of Resolution #23-2025

Ayes 17 Nays ____ Abstained ____ Excused ____ Absent 3 *1 vacancy*

Approved and adopted this 28th day of July, 2025.

Denied this ____ day of _____.

Judy Nagel, Co. Clerk

Judy Nagel
COUNTY CLERK

Attachment: Library Agreement Approved by County 1-1-26-not signed (7655 : Library Agreement)



To: Mayor and City Council
From: Kaye Matucheski, Clerk-Treasurer/Finance Director
Date: August 20, 2025
Re: Appointment of MSA Professional Services to Continue Administration of the Block Grant Revolving Loan Program when it Reverts to the State

The State of Wisconsin has advised the Block Grant Revolving Loan Program that is now being handled at the local level will be discontinued sometime before the end of the year. This means the City will be required to turn over to the State all Block Grant funds on hand which as of July 31, 2025, the balance is approximately \$352,000. The State will then be allocating these funds on a regional basis.

The City still has approximately 200 outstanding loans in the Block Grant program. Per guidance issued from the State, the City will still be required to administer these accounts and collect payments each month and turn the payments over to the State. Attached is an email from MSA Professional Services (MSA) for them to continue the paperwork on these accounts. The email lists out the duties that are required. MSA currently administers the City program.

The annual fee proposed by MSA is \$5,000 per year for the administration duties. As stated, these fees will no longer be able to come from the Block Grant funds so the City would have to pay these fees. Under the new program, we would be able to retain \$250 for each fully paid loan to help offset these costs. Over the last five years according to MSA, this would have been an average of \$3,500 per year. Each year the MSA fee would be reviewed as the more loans that are paid off, the less work MSA would be required to do.

Although I do not agree with the way the State is proposing to handle this, there will not be a choice for the City on participating. It will be required.

I plan to continue to monitor this program as Department of Housing and Urban Development (HUD) still has to approve the plan and the Department of Administration (DOA) has to formally discontinue the programs. Once this is done, I am requesting approval to contract with MSA for the administration of the program.

Should you have any questions, please feel free to contact me.

Kaye Matucheski

From: Kari Justmann <Kjustmann@msa-ps.com>
Sent: Wednesday, July 16, 2025 1:17 PM
To: Kaye Matucheski
Cc: Jeanne Jensen
Subject: [External] Discontinued RLF Housing Program Administration

Good morning,

As you may know, the Department of Administration (DOA) is moving forward with plans to phase out the CDBG Small Cities RLF Housing Programs. In response to this development, MSA is prepared to continue administering your local program once it is discontinued by the DOA; however, please be advised that the cost of MSA's services can no longer be funded through the housing program itself.

MSA will continue to provide the following services:

- Monitoring homeowner insurance compliance
- Processing subordination requests (for refinancing, home improvements, etc.)
 - Send subordination request to the lender
 - Review the subordination request to ensure they are following the state subordination policy
 - If approved, need to get the subordination agreement from the lender and have it signed and returned to lender
- Managing loan payoffs
 - Determine appropriate payoff amount
 - Send payoff letter to title company
 - Prepare satisfaction for signature
 - Have satisfaction recorded with the Register of Deeds
 - Return funds to the DOA – to be done by municipality
- Handling rental payments (if applicable)
 - Return to the DOA quarterly or annually – to be done with municipality
- Maintaining the loan receivable report
 - Update with each payoff & rental payments
 - Update annually – need to check if homeowners still reside in home
- Re-recording 30-year-old mortgages
 - Prepare Notice of Recorded Mortgage for signature
 - Have document recorded with the Register of Deeds
- Creating and distributing annual landlord coupon books (if applicable)

As a reminder, all project and administrative files must be kept forever – or until the DOA provides approval to destroy any records. If MSA no longer administers the program, all project and administrative files will be returned to your community once the program is discontinued.

To help offset administrative expenses, your community may retain \$250 from each loan that is fully paid off. Over the last five years, the City has had 70 loans paid back for an average of approximately 14 loans per year (on average, \$3,500 could be retained for administrative expenses). MSA is currently managing 200 projects that are supported by loans requiring ongoing maintenance (monitoring insurances on all 200 loans, annually verifying if all owners still reside in property, re-recording old mortgages, payoff requests, subordination requests, etc).

MSA proposes an annual fee of \$5,000 to continue administering the City of Antigo's discontinued CDBG Small Cities RLF Housing Program, which includes the applicable services outlined above. Additionally, the contract can be revisited annually to determine if the fee should be adjusted based on loan activity, including any payoffs received throughout the year.

These changes will not be implemented until HUD approves the Consolidated Plan and the DOA formally discontinues the RLF housing programs. This process may extend into later this year. Once finalized, there will still be time to wrap up any ongoing projects before the program is officially closed and the remaining funds are returned to the DOA.

No changes will be made regarding the administration of the program until we have confirmation from the DOA regarding discontinuation of the program.

Please let me know if you would like to continue with MSA's services once the program is discontinued under these terms or if you would like to discuss this further.

Thank you,
Kari



Kari Justmann | Team Leader - Housing
MSA Professional Services, Inc.
100% Employee Owned
+1 (920) 392-5137





To: Mayor and City Council
From: Corey Smith, Fire Chief
Date: August 20, 2025
Re: Create Youth Apprenticeship Positions Utilizing Paid on Call Funds

Last year, the Wisconsin Youth Apprenticeship program approved a Fire Protection Youth Apprenticeship Pathway. This offers High School students the opportunity to learn about a career while earning money at the same time. I view this as an opportunity to create a long-term recruitment and retention opportunity at the local level.

Attached you will find a job description for the YA Pathway. My proposal would be to create up to three positions with a pay rate of \$13.67/hour. These positions have a minimum of 450 hours per year. These positions should cost approximately \$6151.50 each per year.

I am proposing the funds be utilized from the Paid on Call (POC) funds.

If you have any questions, feel free to contact me.



Fire Protection

Youth Apprenticeship

FIRE PROTECTION

Fire protection youth apprentices gain skills related to fire protection and community protection. Apprentices must adhere to industry safety and security standards.

Length of apprenticeship: One or two years.

OCCUPATIONAL COMPETENCIES

Year one: Fire protection youth apprentices must complete a **total of 11** fire protection competencies. Employers can substitute **one** competency with another occupationally appropriate skill. That skill should be added to the competency list for assessment.

Youth Apprentices must also complete the following during year one:

- CPR and First Aid Certification.

Year two: Fire Protection youth apprentices must complete an additional **11 competencies** in year two. Employers can substitute **one** competency with another occupationally appropriate skill. That skill should be added to the competency list for assessment.

Note where necessary, skills can be simulated.

Fire Protection Competencies
<ol style="list-style-type: none"> 1. Support internal firehouse maintenance. 2. Support external firehouse maintenance. 3. Support maintenance of firehouse mechanical equipment. 4. Inspect fire protection equipment. 5. Assist with inspection of ladders. 6. Assist with inspection of striking tools. 7. Assist with inspection of ropes. 8. Assist with inspection of prying tools. 9. Assist with inspection of personal protective equipment (PPE) and self-contained breathing apparatus (SCB). 10. Assist with inspection of specialized department equipment. 11. Assist with inspection of fire hoses. 12. Inspect fire protection vehicles. 13. Support fire investigations. 14. Inspect water supply systems. 15. Inspect fire alarms and smoke detectors. 16. Inspect fire extinguishers. 17. Inspect fire sprinklers.

18. Monitor weather and environmental conditions.
19. Provide fire safety education.
20. Support community events.
21. Use fire communication systems.
22. Support maintenance of fire protection vehicles.

APPRENTICESHIP BRIDGING OPPORTUNITIES

Some of the YA related instruction courses may bridge into the following Registered Apprenticeship programs:

- Firefighter/fire medic.

POST-SECONDARY PATHWAY OPPORTUNITIES

There are several post-secondary pathway opportunities in this area. The following is a partial list.

- Fire protection technician.
- Fire science.
- Fire medic.



Antigo
 “Antigo Area on the go”
BUILDING INSPECTOR/ZONING ADMINISTRATOR
 715-623-3633 ext134
 FAX 715-627-7099

Memo

To: Finance, Personnel, and Legislation Committee

From: Beth McCarthy Building Inspector/Zoning Administrator

Date: 8/17/2025

RE: Increase/Alter construction permit fees

For your information:

- Attached are the current City of Antigo Fee Schedule with proposed amendments shown in red.
- The last time the fee schedule for construction permits was amended was in 2020.
- The City of Antigo’s construction fees are considerably lower than surrounding communities such as Shawano, Rhinelander, Merrill, and the Wausau area. (see attached fee examples)
- Some of the changes take into account the amount of time and the number of inspections required by staff. Decks and large demolitions are two examples.
- Updating permit applications and our permitting software, and educating the public takes time. Our department would like to implement the updated fees January 1st, 2026.

Recommendation to the Finance, Personnel, and Legislation Committee is to approve the proposed amendments to the City of Antigo Fee Schedule, Ordinance Section 1-22 and for the new fees to become effective as of January 1st, 2026.

Sec. 1-22. Fee schedule.

Section	Fee Type	Fee
2-776(a)	Insufficient funds checks, per check	\$ 35.00
2-929(f)	Copying of public records:	
	8 ½-inch by 11-inch or 8 ½-inch by 14-inch paper, per page, plus tax	0.25
	11-inch by 17-inch paper, per page, plus tax	0.50
	18-inch by 24-inch paper, per page, plus tax	1.00
	24-inch by 36-inch paper, per page, plus tax	2.00
	Electronic copying, per disk	10.00
6-5(c)(1)	Natural lawn management plan permit nonrefundable filing fee	50.00
6-6(f)	Bond for appeal of lawn length abatement order	25.00
6-6(g)	Cutting of lawns/grasses: The following charges are to be in addition to the actual city costs incurred:	
	Administrative fee	125.00
	Plus labor (minimum of ½ hour labor) would be assessed following each lawn mowing	
14-74(i)	Zoning permit fee	Included with other fees
14-77(1)	Rezoning application	200.00
14-77(2)	Conditional use permit application	100.00
14-77(3)	Applications for special exceptions, variances and appeals to chapter 14, article II	75.00
14-77(5)	Zoning and certificate of compliance permit applications	Included with other fees
14-108(a)(3)	Petition to change or amend application	200.00
14-749(c)	Pools—In- or above ground, spas:	
	Every \$1,000.00 of cost of the project	5.00
	Minimum fee Fee	100.00
14-818(c)	Sign permits	50.00 60.00
14-1203	Subdivision fees:	
	Preliminary plat submittal fee:	
	Residential (per lot)	75.00
	Commercial (per bldg.)	100.00
	Additional fee per 1,000 sq. feet	3.00
	Final plat submittal fee	300.00
	Certified survey plats	50.00
14-1340, 14-1450	Building, plumbing, electrical and heating and ventilation codes:	
	Residential building permits:	
	New dwelling, one- and two-family:	
	Plan review, per square foot of living area and attached garage	0.10
	Inspection fee, per square foot of living area and attached garage	0.15
	State Seal	40.00 50.00
	Remodeling one-, two- and multi-family:	

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(Supp. No. 22, Update 2)

	Additions, or alterations per square foot	0.12	0.15
	Minimum fee	35.00	40.00
	New Multi-family:		
	Inspection fee, per square foot	0.15	
	Plan review, per square foot	0.10	
	Roofing, siding	35.00	40.00
	Minimum fee	35.00	40.00
	Accessory structures: Decks > 16 sq ft		60.00
	Garages, playhouses, sheds, etc., per sq. ft.	0.12	
	Minimum fee decks < 16 sq ft, playhouses, sheds, etc.	35.00	40.00
	Commercial and Industrial:		
	New buildings or remodeling:		
	Plan review, per square foot of area	0.15	
	Inspection fee, per square foot of area	0.10	
	Minimum fee	35.00	40.00
	Roofing, siding:	35.00	40.00
	Occupancy permit fee (per unit)	100.00	
	Agricultural buildings:		
	New buildings or remodeling: inspection fee per square foot of area	0.10	
	Minimum fee	35.00	40.00
	Plumbing permit fees. Fees are based upon number of fixtures installed in new projects		
	Itemized amount per fixture is listed as follows:		
	Plumbing:		
	New buildings or remodeling: inspection fee per square foot of area	0.08	
	All other alterations where square footage cannot be determined (drain and water line alterations, single fixture installations, etc.)	35.00	40.00
	Water heater replacement	35.00	40.00
	Water conditioner installation or replacement	35.00	40.00
	Cross Connection Control assembly installation or replacement	35.00	40.00
	Lateral connections: Water and sewer	50.00	60.00
	Failure to call for an inspection	50.00	60.00
	Reinspection	40.00	
	Minimum permit fee	35.00	40.00
	Heating, ventilating and air conditioning:		
	New buildings and remodeling:		
	Commercial and industrial heating and air conditioning, per square foot	0.08	0.10
	Residential heating and air conditioning, per square foot	0.08	0.10
	Replacement and minor modifications of existing heating and cooling equipment and miscellaneous items:	35.00	40.00
	Gas, oil, wood or coal furnace replacement	35.00	40.00
	Miscellaneous fuel boiler replacement	35.00	40.00
	Air conditioner:		

Attachment: Sec. 1_22. Fee schedule with changes (7654 : Approve Amendments to Ordinance Section 1-22 Fee Schedule to Increase/Alter

	New installation or replacement	35.00 40.00
	Minimum inspection fees:	35.00
	Starting work before permits are issued is double permit fee	
	Electrical:	
	Residential permit fees for new construction or remodeling, per square foot	0.08 0.10
	Commercial buildings:	
	1-10,000 square feet, per square foot	0.08
	10,000 to 50,000 square feet, per square foot	0.05
	Over 50,000 square feet, per square foot	0.03
	Electrical service installation permit fees not included in base costs above:	
	Residential, per 100 amps Service	15.00 40.00
	Commercial, per 100 amps	10.00
	Temporary services	30.00 40.00
	Remodeling permit fees - changes in existing wiring:	35.00 40.00
	All other alterations where square footage cannot be determined: Minimum	35.00 40.00
	Residential solar permit fee	100.00
14-1373(a)(7)	Permit for outdoor solid fuel heating devices	100.00
14-1526	Demolition permit for razing building – Demolition permit for razing an accessory building -	50.00 100.00 40.00
14-1566	Building moving permit	50.00 100.00
14-1607(f)(2)	Application fee for major land disturbing permit	100.00
14-1607(f)(3)	Application fee for minor land disturbing permit (not required as a separate fee if included as part of the building permit)	20.00
14-1608(a)	Land disturbing activity variances and appeals:	
	Filing fee for an appeal or a variance request made by the applicant or permittee	50.00
	Filing fee for the costs of appeal by petition of the residents	50.00
18-35(a)	Dog licenses:	
	Spayed female or neutered dogs, annually	6.00
	Unspayed female or unneutered dogs, annually	16.00
18-35(b)	Kennel license	70.00
	Plus for each dog over 12	6.00
18-36	Dog license late fee	5.00
18-54(b)	Vietnamese potbellied pig license, per calendar year or fraction thereof	10.00
18-86	Licenses to sell, deal or traffic in intoxicating liquors and fermented malt beverages:	
	Retail "class A" intoxicating liquor license, annually or fraction thereof	200.00
	Retail "class B" intoxicating liquor license, annually or fraction thereof	275.00
	Class "A" fermented malt beverage license, annually or fraction thereof	135.00
	Class "B" fermented malt beverage license, annually	100.00

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	Reserve "class B" intoxicating liquor license:	
	Initial license	10,000.00
	Annually after the initial license	275.00
	"Class B" license for full-service restaurants and hotels:	
	Initial license	10,000.00
	Annually after the initial license	200.00
	Temporary class "B" fermented malt beverage (picnic), per event	10.00
	Temporary "class B" wine, per event	10.00
	Wholesaler's license, annually	25.00
	"Class C" wine license, annually	50.00
18-100(d)	Permit for beer gardens and outdoor sports activities, per application	20.00
18-134	Operator's license to sell alcohol beverages in Class "A", class "B" or "class C" premises:	
	Issuance for two years or part thereof for an original license	25.00
	Two-year renewals	20.00
	Reissuance of duplicate license	5.00
	Provisional operator's license, per application	5.00
	Temporary license	5.00
18-169	Dancehall license	20.00
18-197	License to sell, exchange, barter, dispose of or give away or keep for sale tobacco, cigarette papers or cigarette wrappers, annually	25.00
18-256	Monthly parking permit fee for nonexempt, occupied mobile home: See section 18-256(a)	
18-288(a)	Fireworks permit	100.00
18-325	Street use permit, per event	25.00
18-425	Processions, parades, runs, walks, marathons, bicycle races and other special events, per event	25.00
18-487	Taxicab license:	
	Minimum, for two or fewer vehicles	25.00
	Plus, for each additional cab	7.50
18-518	Amusement device license:	
	Annually, per device	10.00
	Minimum fee	25.00
	Transfer fee	10.00
18-546	Roller skating rink license, annually	25.00
22-190(15)	Snow/ice removal. These charges are to be in addition to the actual city costs incurred:	
	Administrative fee	125.00
	Plus labor (minimum of ½ hour labor) would be assessed following each snow removal or application of salt/sand mix	
26-8(b)	City campground:	
	Campsite use, per night	20.00
	Campground dump station, per usage	20.00
30-100	Open burning permit, per permit	15.00
30-143	False alarm administrative charges, per 12-month period for each location connected Response by police department:	

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	First two false alarms for a location	No charge
	Third and fourth false alarm, per location	25.00
	Fifth through eighth false alarm, per location	50.00
	Ninth and subsequent false alarm, per location	100.00
	All false alarms responded to by fire department firefighting personnel and apparatus, in addition to a police response:	
	First two false alarms	No charge
	Third and fourth false alarms	25.00
	Fifth through eighth false alarms	50.00
	Ninth and subsequent false alarms	100.00
34-42(a)	Right-of-way work permit:	
	Per 30 days, plus actual city expenses	35.00 40.00
	Application and review fee for making street opening prior to receipt of permit, plus actual city expenses	200.00
34-45(c)	Street privilege permit, per application, plus actual city costs	15.00
34-76(c)	Driveway/culvert permit, per application	35.00 40.00
	Application and review fee for installing driveway prior to receipt of permit, plus actual city expenses	100.00 40.00
34-116(b)	Tree removal permit: See section 34-116	
38-268(b)(3)	Parking permit for residents of the downtown area in which there is a municipal parking lot:	
	Monthly	30.00
	Seasonal rate	130.00
38-307	Bicycle registration:	
	For as long as owned	3.00
	Replacement of lost registration	1.00
42-63(c)	Utility bills: fee for processing checks with insufficient funds, per returned check	10.00
42-132(e)	Private well operation permits, 5 years	25.00 40.00
42-163	Appeals by sewer user, permit applicant or permit holder affected by any decision, action or determination, including cease and desist orders, made by the approving authority interpreting or implementing chapter 42, article III, or in any permit issued under chapter 42, article III	100.00

(Code 1999, § 1-3-1; Ord. No. 1009B, § 2, 5-12-1999; Ord. No. 1020B, § 1, 3-8-2000; Ord. No. 1024B, § 1 (pg. 4 of 4), 6-14-2000; Ord. No. 1025B, § 1, 6-14-2000; Ord. No. 1046B, §§ 1—3, 3-14-2001; Ord. No. 1049B, § 1, 7-11-2001; Ord. No. 1052B, § 1, 8-8-2001; Ord. No. 1062B, § 1, 11-14-2001; Ord. No. 1076B, § 1, 9-11-2002; Ord. No. 1099B, § 1, 9-10-2003; Ord. No. 1103B, § 1, 11-12-2003; Ord. No. 1116B, § 1, 7-14-2004; Ord. No. 1136B, § 1, 9-14-2005; Ord. No. 1141B, § 2, 11-9-2005; Ord. No. 1147B, § 1, 1-11-2006; Ord. No. 1254B, § 1, 10-9-2013; Ord. No. 1266B, § 1, 5-13-2015; Ord. No. 1290B, § 1, 8-9-2017; Ord. No. 1297B, § 1, 11-8-2017; Ord. No. 1298B, § 1, 12-13-2017; Ord. No. 1308B, § 1, 2-13-2019; Ord. No. 1341B, § 1, 5-10-2023; Ord. No. 1376-B, § 1, 3-12-2025)

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(Supp. No. 22, Update 2)

CITY OF RHINELANDER



FEE SCHEDULE

Effective 01-01-2025- Scribner errors corrected 4/25

ORDINANCE	TYPE OF REQUEST	PERIODICITY	FEE	
Special Events	Application Fee	Per event	\$25	
	Fireworks Display Fee Public or Private		\$250	
	Fireworks Sellers Permit		\$100	
	Road Closure for Special Event see 3.01.04(3)			
Chapter 2	GENERAL GOVERNMENT			
2.05.03	Financial Procedures	Per month	1.5%	
	Unpaid balances subject to 1.5% interest per month			
2.07.04(6)	Open Records	Black per page	\$0.02	
		Color per page	\$0.05	
	Electronic copies-Flash drive size	16GB	\$4.75	
		32GB	\$5	
		64GB	\$11	
		128GB	\$28.75	
Location fee- only if exceeds \$50.00	Lowest pd qualified employee x hours			
Chapter 3	PUBLIC SERVICES			
3.01.03 (2)	Streets and Sidewalks		\$75	
	Street Opening/Right of way (ROW)			
3.01.04 (3)	Obstructions and Encroachments			
	Temporary obstructing or barricading of street for special event			
	Barricade Rental included with permit fee (up to 4 barricades)			
	4+ Blocks/Intersections			\$75
	1-3 Blocks/Intersections			Free
	Barricade, Flasher, Candlestick, Cones Rental			\$10 per Item
City Places & Pick-Ups	\$10 per item			
For Self-Pickup, Placement and Return	Free			
Lost/Damaged/Repair/Replacement costs are charged at a rate of current replacement				
3.01.05	Snow and Ice Removal	Per Sidewalk	\$150	
	Snow and Ice Removal Fee			
3.03.02(4)	Municipal Cemetery	Additional		
	Gravesites (\$595.00)			
	Baby Graves (3 & Under)			Free
	Opening/Closing			\$775
	Opening/Closing (Winter)			\$875
	Saturday Burial			\$100

Attachment: Other City's Fee Schedules (7654 : Approve Amendments to Ordinance Section 1-22 Fee Schedule to Increase/Alter Construction

5.01.04	BUILDING PERMIT FEES:		
	Residential permits New 1 & 2 family (Includes basement/Elec/Htg/Plmg & Attached garages/deck/porches) 0-1600 square feet Above 1600 square feet 1 & 2 family UDC State required Building Seal Additions & Alterations		\$900 \$.35/ sq ft \$80 Minimum Fee or 2% of job cost Maximum Fee \$80 \$600
	Plan Review 1 & 2 family & additions; Multi-family: base plus \$5 per unit Condominium Small Addition/Remodel	base Per unit	\$130 \$130 \$75 \$75
	Erosion Control New 1 & 2 family & additions; Multi-family - base + \$2 per 1,000 sf of disturbed soil	base	\$125 \$125
	Occupancy Inspection/Certificate New 1 & 2 family Multi-family: base plus \$5 per unit Condominium Accessory buildings & detached garages Attached/detached decks/patios - New or replacement Occupancy BOND - Refundable ONLY if completed within two years of permit issuance New 1 & 2 Family/Additions Multi-Family/Condominiums	Base Per unit Per square foot Per square foot REFUNDABLE REFUNDABLE	\$100 \$100 \$75 \$0.35 \$0.35 \$500 \$1000
	HVAC - per heating appliance: Minimum Fee or 2% of job cost Maximum Fee		\$80 \$600
	Commercial Buildings, Offices, Mercantile and Business		
	New Construction (includes Construction zoning, Htg & htg zoning, elec, plmg) Additions & Alterations (includes Construction zoning, , Htg & htg zoning, elec, plmg) Process or plan review (New & Additions & Alterations): Not State Approved State Approved	Per square foot Per square foot	\$0.46 \$0.36 \$200 \$150
	Erosion Control: base + \$2.30 per 1,000 sf of disturbed soil	base	\$250
	Occupancy	Under 4000sf per bldg Over 4000 sf per bldg.	\$200 \$400

Attachment: Other City's Fee Schedules (7654 : Approve Amendments to Ordinance Section 1-22 Fee Schedule to Increase/Alter Construction

Occupancy Cont.	Occupancy BOND - Refundable ONLY if completed within two years of permit issuance	REFUNDABLE	\$1000
	HVAC: Commercial & Industrial \$0 to \$1500 \$1501 to \$2000 \$2001 to \$2500 \$2501 to \$3000 \$3001 to \$3500 \$3501 to \$4000 \$4001 to \$4500 \$4501 to \$5000 Over \$5000 - BASE + \$3.00 per \$1000 in excess of \$5000 Industrial and Heavy Commercial (includes Construction zoning, Htg & htg zoning, elec, plmg)	base	\$80 \$85 \$90 \$95 \$100 \$105 \$110 \$115 \$115
	New Construction, Additions & Alterations 0-100,000 cubic feet 100,001-299,000 cubic feet 300,000 cubic feet	per 1000 cubic feet per 1000 cubic feet per 1000 cubic feet	\$8.10 \$7.35 \$6.35
	Process or plan review (no state approval required):		\$350
	Erosion Control - base + \$2.60 per 1000 square feet	base	\$250
	Occupancy Occupancy BOND - Refundable ONLY if completed within two years of permit issuance	Per building REFUNDABLE	\$400 \$1000
	HVAC: SAME as Commercial Fee		
	Miscellaneous: applies to all residential, commercial & Industrial permits, alterations, fences, signs, antenna, satellite dish, etc.: Minimum Fee or 2% of job cost Maximum Fee reinspection after violation (each offense) Working without a permit	Double permit fee penalty	\$80 \$500 \$80
	Permit to start foundation (only prior to plans avail or permit not issued, allowing 48 hours for same) New & Additions Decks, signs, antenna, satellite dish, etc.		\$400 \$75
	Razing Accessory buildings Residential buildings Commercial & Manufacturing buildings Interior Residential Demolition Interior Commercial/Industrial Demolition		\$75 \$200 \$300 \$50 \$100

Attachment: Other City's Fee Schedules (7654 : Approve Amendments to Ordinance Section 1-22 Fee Schedule to Increase/Alter Construction

	Signs- both sides counted as square foot Variable Message Sign - fee + sign permit	per square foot per face	\$1 \$300
	Excavation Residential Includes - Retaining walls, private sidewalks, blacktop, gravel NEW or Replacement		\$80
	Commercial/Industrial Includes - Retaining walls, private sidewalks, blacktop, gravel NEW or Replacement	Minimum fee or 2% of Job Max fee	\$150 \$1000
	Fence - new or replacement		\$80
5.01.055	Storage Tanks Permit fees - must be paid in advance Inspection Fees: Installation and upgrades - current fee schedule as WI. Dept Industry, Labor & Human relations apply Storage tank system removals: on site inspections	Per tank For first tank	\$50 \$50
5.01.14	Moving building permit From site within the City to Another site within the City From site within the city to a site outside the city From site outside the City to a site within the City	Residential Commercial Residential	\$50 \$85 \$100 \$50
5.02.19	Electric - Zoning Review		\$100
5.03.06	Plumbing - Residential Zoning Minimum Fee or 2% of job cost Maximum Fee		\$80 \$600
	Plumbing - Commercial/Industrial Zoning New Construction Existing Structure	Minimum Minimum	\$100 \$80
	Process Fee (New and Existing) Not State Approved State Approved		\$250 \$150
	Plumbing - LATERALS Sewer/Water Laterals	Each	\$100
5.04.10	Rooming house (includes AirBnB, B&B, VRBO) permit -new Yearly inspection		\$250 \$100
5.06.09	Land division other than subdivision, fee for approval of a Certified Survey Map		\$150
5.06.095	Condominium plat and documents review fee		\$150
5.07.05	Fee for Zoning Map Amendment Annexation	base + publication cost base + publication cost	\$300 \$300

Attachment: Other City's Fee Schedules (7654 : Approve Amendments to Ordinance Section 1-22 Fee Schedule to Increase/Alter Construction

Fee For Cont	Conditional Use	base + publication cost	\$300
	Variance or Appeal	base + publication cost	\$300
	Certified Survey Map		\$150
	Site Plan Approvals		\$150
	Zoning/Rebuild letters		\$150
5.07.37	Shoreland-Wetland Zoning Fees		
	Zoning permits	base + publication cost	\$150
	Certificates of compliance	base + publication cost	\$150
	Public Hearings- no fee unless a special planning commission meeting required.		
	Legal notice publications - actual cost		Actual Cost
	Conditional Use		\$300
	Rezoning petitions		\$300



BUILDING AND ZONING PERMIT RATE SCHEDULE

New Residences

New Residence(per living unit)	\$685.00
Mobil Home	\$75.00
Early Start permit (footings and foundation only)	\$50.00 (in addition)
Occupancy Bond	\$300.00

Residential Remodeling & Additions

< 500 sq. ft.	\$375.00
> 500 sq. ft.	\$475.00
No sq. ft.	\$65.00

Mechanical Permits

Furnace	\$65.00
Air conditioning	\$65.00
Electrical	\$65.00
Plumbing	\$65.00

Accessory & Other

Building w/electrical	\$175.00
Building w/o electricity	\$125.00
Pre-built shed (zoning fee only)	\$50.00
Wrecking permit	\$125.00
Moving permit	\$100.00
Swimming pool	\$75.00
Deck/porch/landing (>16 sq ft.)	\$175.00
Fence	\$65.00
Sign	\$70.00

<u>Register Chickens</u> (Annual Fee)	\$25.00
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Commercial

New & Remodeling & Additions_	\$200. min. + \$.10 square footage
No sq. ft. remodeling	\$200.00



Fees

New Construction

Also, see below for applicable Park Fund Fees

- 1 and 2 residential family homes: \$0.15 per square feet of building area plus \$390 (includes plumbing, electrical and HVAC); required State of Wisconsin permit seal: Actual Cost; and Residential Building Permit Administration Fee: \$25
- Early Start Permit: \$100 (credited towards building permit fees)
- Detached garages 167 Sq. Ft. and larger: \$0.15 per square foot
- Apartment buildings: \$0.15 per square foot plus Commercial Administration Fee
- Warehouse, storage building, commercial and industrial buildings: \$0.15 per square foot per level and Commercial Administration Fee
- Commercial Construction Permit Administration Fee: \$50
- Erosion Control Permit: \$100

Alterations, Repairs, Demolition or Moving Structures

- Where square footage cannot be calculated or is not feasible: \$10 for each \$1,000 of cost for first \$100,000 then \$1 per \$1000 thereafter
 - * Minimum permit fee \$40

For all other commercial buildings where square footage can be calculated:

- \$0.15 per square foot per level
- Erosion Control Permit for building additions that involve excavations: \$100
- Addition on slab or crawlspace: \$10 for each \$1,000 of cost
- Addition on basement below: \$10 for each \$1,000 of cost

Specific Fees

- Siding permit: \$40
- Roofing and Reroofing - per **Residential** dwelling or garage: \$40
- Roofing and Reroofing - per **Commercial** building: \$10 for each \$1,000 of cost
- Windows and Doors (replacement of like-kind): \$20 (1-5); \$40 (6+)
- Any detached shed or garage up to 166 sq. ft: \$40
- Decks and porches: \$0.10 per square foot and a minimum fee of \$40
- Demolition fee: Same as alterations as set forth above with a minimum fee of \$40
- Moving fee: Same as alterations as set forth above with a minimum fee of \$40
- Foundations for moved buildings: \$10 for each \$1,000 of cost

Fences

- Fences over 24 inches height and 20 feet length: \$40

Swimming Pools

- All above or below ground swimming pools, either temporary or permanent, in which water of more than 24 inches in depth is contained and is used primarily for swimming or water recreation: \$40
- Minimum fee for any building permit: \$40

For all fees provided for in Section 12.05(8), the fee as set forth herein shall be **tripled** if work is commenced before a building permit is issued or permission to start is granted by the Building Inspector.

Park Fund Fees

- New single family construction: \$300 per new unit
- New multi-family building construction: \$300/first unit and \$275/second unit
- New commercial buildings and additions: Up to 25,000 cubic feet \$300; more than 25,000 cubic feet \$300 plus \$2 per additional 1,000 cubic feet or portion thereof over 25,000 cubic feet

Plumbing Permit Fees

- Fees can be found under "Plumbing" or contact the Building Inspector for current fees at 715-526-6138.

Electrical Permit Fees

- Fees can be found under "Electrical" or contact the Building Inspector for current fees at 715-526-6138.

HVAC Permit Fees

- Fees can be found under "Heating, Ventilating & Air Conditioning (HVAC)" or contact the Building Inspector for current fees at 715-526-6138.



CITY OF SHAWANO ELECTRICAL PERMIT APPLICATION

Zoning Admin./Building Inspector, 127 S. Sawyer Street, Shawano, WI 54166 715-526-6150
 Website: www.cityofshawano.com

Date: _____

1. Project Address: _____, Shawano, WI

2. Owner: _____ Telephone #: _____

3. Electrical Contractor: _____ Telephone #: _____

Email: _____

WI Master Electrician #: _____ WI Contractor #: _____

4. Building use: One Family Two Family Multi Family Accessory

5. Type of work: New Addition Alteration Annexed Code Correct

6. Project description: _____

7. Project cost: \$ _____

8. Permit fee: \$ _____ (See fee schedule below.)

TYPE OF WORK	# OF	TYPE OF WORK	# OF
Opening for switches		Dishwasher	
Openings for receptacles		Post lights	
Fixtures (inside)		Spot or flood lights	
Fixtures (outside)		Air conditioner	
Fluorescent fixtures		Electric heat	
Range outlet		Service <input type="checkbox"/> UG <input type="checkbox"/> OH AMP =	
Dryer outlet		Sub feeders #6 AWG or larger size -	
Electric water heater		Electric signs	
Furnace wiring		Motors	
Fans (exhaust)		Antenna <input type="checkbox"/> Radio <input type="checkbox"/> TV	
Fans (ceiling paddle fans)		Miscellaneous:	
Garbage disposal		Miscellaneous:	

Electrical Permit Fees: The schedule of electrical permit fees, which must be paid at the time an electrical permit is issued shall be as follows (schedule below is rounded to next whole dollar). Failure to obtain a permit at the job start will result in triple permit fees.

Project Cost	Fee	Project Cost	Fee	Project Cost	Fee
\$0 - \$500	\$25.00	\$4,001 - \$5,000	\$115.00	\$13,001 - \$14,000	\$280.00
\$501 - \$600	\$30.00	\$5,001 - \$6,000	\$130.00	\$14,001 - \$15,000	\$300.00
\$601 - \$700	\$35.00	\$6,001 - \$7,000	\$145.00	\$15,001 - \$16,000	\$320.00
\$701 - \$800	\$40.00	\$7,001 - \$8,000	\$160.00	\$16,001 - \$17,000	\$340.00
\$801 - \$900	\$45.00	\$8,001 - \$9,000	\$175.00	\$17,001 - \$18,000	\$360.00
\$901 - \$1,000	\$50.00	\$9,001 - \$10,000	\$190.00	\$18,001 - \$19,000	\$380.00
\$1,001 - \$2,000	\$70.00	\$10,001 - \$11,000	\$220.00	\$19,001 - \$20,000	\$400.00
\$2,001 - \$3,000	\$85.00	\$11,001 - \$12,000	\$240.00	\$20,000 and over call 715-526-6150 for fee Calculation	
\$3,001 to \$4,000	\$100.00	\$12,001 - \$13,000	\$260.00		

IT IS HEREBY AGREED by the undersigned as owner, or his/her agent, and the City of Shawano, that for and in consideration of the premises and of the permit for execution of electrical installation, for light, heat, or power as above described, to be issued and granted by the Electrical Inspector, and the work therein will be done in accordance with the description herein set forth in this statement and it is further agreed to alter and install the same in strict compliance with the ordinances of the City of Shawano and to obey any or all lawful orders of the Electrical Inspector of the City of Shawano.

Signed: _____

Date: _____

Permit issued by Municipal Agent:	Date:	Permit #:
Office Use Only Ck#/cash:	Date:	Rec'd by:
	Receipt #:	

Attachment: Other City's Fee Schedules (7654 : Approve Amendments to Ordinance Section 1-22 Fee Schedule to Increase/Alter Construction



CITY OF SHAWANO HVAC PERMIT APPLICATION
(Heating, Ventilating & Air Conditioning) (HVAC)

Zoning Admin./Building Inspector, 127 S. Sawyer Street, Shawano, WI 54166 715-526-6150
Website: www.cityofshawano.com

Date: _____

1. Project Address: _____, Shawano, WI

2. Project Description: _____

3. Owner: _____

4. Owner's mailing address: _____

5. Owner's telephone number (include area code): _____

6. HVAC Contractor: _____ Telephone #: _____

7. HVAC Contractor mailing address: _____

HVAC Contractor State Certification Number: _____

CONTRACTORS MUST PROVIDE THE CITY OF SHAWANO BUILDING INSPECTOR WITH A CURRENT HVAC STATE CERTIFICATION FROM THE WISCONSIN DEPARTMENT OF COMMERCE.

6. Project cost: \$ _____

7. Permit fee: \$ _____ (See fee schedule below.)

Heating, Ventilating & Air Conditioning (HVAC) Permit Fees. The schedule of HVAC permit fees (see Permit Fee Schedule below) must be paid at the time an HVAC permit is issued. Failure to obtain a permit at the job start will result in triple permit fees.

PERMIT FEE SCHEDULE:

Permit fees for RESIDENTIAL projects: \$20.00 per furnace OR AC replacement (of like kind).

Permit fees for RESIDENTIAL projects: \$1.00 per hundred of job value. Minimum fee \$20.00; maximum fee \$100.00 for Heating, Ventilation AND Air Conditioning (HVAC) permit.

Permit fees for COMMERCIAL projects: \$10.00 for each \$1,000 of cost for first \$100,000 then \$1.00 per \$1,000 thereafter.

PERMIT EXPIRATION: Permit expires one year from the date of issuance.

Additional information/comments: _____

The applicant agrees to comply with Municipal Ordinances and with the conditions of this permit; understands that the issuance of the permit creates no legal liability, express or implied of the Department, Municipality, Agency or Inspector; and certifies that all the above information is accurate.

Signed: _____

Date: _____

Permit issued by Municipal Agent:	Date:		Permit #:
Office Use Only Ck#/cash:	Date:	Receipt #:	Rec'd by:

Attachment: Other City's Fee Schedules (7654 : Approve Amendments to Ordinance Section 1-22 Fee Schedule to Increase/Alter Construction



CITY OF SHAWANO PLUMBING PERMIT APPLICATION

Zoning Admin./Building Inspector, 127 S. Sawyer Street, Shawano, WI 54166 715-526-6150
 Website: www.cityofshawano.com

Date: _____

1. Project Address: _____, Shawano, WI
2. Owner: _____
3. Plumbing Contractor: _____ Telephone #: _____
 Email: _____
 WI Master Plumber #: _____ WI Contractor Credential #: _____
4. Building use: One Family Two Family Multi Family Commercial Accessory
5. Type of work: New Addition Alteration Annexed Code Correct
6. Project description: _____
7. Project cost: \$ _____
8. Permit fee: \$ _____ (See residential and commercial fee schedules below.)

Number	Type of Work	Number	Type of Work	Number	Type of Work
	Kitchen Sinks		Floor Drains		Urinals
	Garbage Sink Unit		Garage Floor/Drains		Drinking Fountains
	Dishwasher		Water Heater		Service Sinks
	Clothes Washer		<input type="checkbox"/> Gas <input type="checkbox"/> Electric		Catch Basin/Man Hole
	Laundry Trays		Water Softener		Fire Sprinklers
	Water Closets		Turf Sprinklers		R.B.F.P.
	Toilets/Lavatories		Sump Pump		Acid Tank & Piping
	Bath Tubs		Ejector Pump		Water Piping
	Showers		Mobile Home		Alter Drain
	Bar/Sink		---		Deduct Meter

12.20(2) In the event work is begun before a permit has been obtained, the applicable permit fee(s) shall be triple the rate specified in 12.20(1). A permit shall be applied for and received before excavating in any street, alley or other public way to repair, alter or install plumbing per 12.19(2). Contact the Department of Public Works at 715-526-3512. Their office is located at 2905 E. Richmond St., Shawano, WI.

Plumbing Permit Fees: The schedule of plumbing permit fees which must be paid at the time a plumbing permit is issued shall be as set below. Failure to obtain a permit at the job start will result in triple permit fees.

RESIDENTIAL: \$1.00 per hundred of job value. Minimum fee \$20.00; maximum fee \$100.00.
 Water heaters and water softeners: flat fee of \$20.00.

COMMERCIAL:			
Project Cost	Fee	Project Cost	Fee
\$0 - \$500	\$25.00	\$5,000.01 - \$6,000	\$130.00
\$500.01 - \$600	\$30.00	\$6,000.01 - \$7,000	\$145.00
\$600.01 - \$700	\$35.00	\$7,000.01 - \$8,000	\$160.00
\$700.01 - \$800	\$40.00	\$8,000.01 - \$9,000	\$175.00
\$800.01 - \$900	\$45.00	\$9,000.01 - \$10,000	\$190.00
\$900.01 - \$1,000	\$50.00	\$10,000.01 - \$11,000	\$220.00
\$1,000.01 - \$2,000	\$70.00	Over \$10,000 valuation the fee shall be Two Hundred Dollars (\$200.00) plus	
\$2,000.01 - \$3,000	\$85.00	\$20.00 for each additional thousand-dollar valuation or fraction thereof.	
\$3,000.01 - \$4,000	\$100.00	Maximum COMMERCIAL permit fee is \$1,000.00.	
\$4,000.01 - \$5,000	\$115.00		

The applicant agrees to comply with Municipal Ordinances and with the conditions of this permit; understands that the issuance of the permit creates no legal liability, express or implied of the Department, Municipality, Agency or Inspector; and certifies that all the above information is accurate.

Signed: _____ Date: _____

Permit issued by Municipal Agent:	Date:	Permit #:
Office Use Only Ck#/cash:	Date:	Receipt #: Rec'd by:

Attachment: Other City's Fee Schedules (7654 : Approve Amendments to Ordinance Section 1-22 Fee Schedule to Increase/Alter Construction

Building, Housing, and Zoning**
Fee Schedule

2025
 City of Wausau
 City of Schofield*

ONE- & TWO-FAMILY:	2025 Fees
PLAN REVIEW FEES <ul style="list-style-type: none"> ▪ <u>New</u> 1- and 2-family dwellings ▪ <u>Additions</u> and <u>Alterations</u> to 1- and 2-family dwellings (not including garages) • <u>New Accessory Buildings</u> or <u>Additions</u> thereto over 160 sq ft 	<p>\$0.03/sq ft¹ or \$85.50 minimum</p> <p>\$0.03/sq ft¹ or \$72.00 minimum</p> <p>\$0.03/sq ft¹ \$36.00 minimum</p>
INSPECTION FEES <ul style="list-style-type: none"> • <u>New</u> 1- and 2-family dwellings • <u>New Accessory Buildings</u> for 1- and 2-family dwellings <ul style="list-style-type: none"> ○ 160 sq ft or less (flat fee) ○ Over 160 sq ft (per square footage) • <u>Additions</u> to 1- and 2-family dwellings • <u>Alterations</u> to 1- and 2-family dwellings • <u>Siding, Soffits, Fascia, Roofing, Window Replacement, and Retaining Walls</u> over 4 ft tall • <u>All Other Building, Structures, Alterations, Repairs where Square Footage CANNOT be Determined</u> 	<p>\$0.11/sq ft¹ or \$243.00 minimum</p> <p>\$70.00 \$0.11/sq ft¹ or \$103.00 minimum</p> <p>\$0.11/sq ft¹ or \$103.00 minimum</p> <p>\$0.11/sq ft¹ or \$77.00 minimum</p> <p>\$70.00</p> <p>\$10.00/\$1,000.00 valuation or \$70.00 minimum</p>
HEATING, VENTILATING, AND AIR CONDITIONING FEES <ul style="list-style-type: none"> • <u>Heating</u>: Residential 1- and 2-family dwellings and accessory buildings (including duct work) <ul style="list-style-type: none"> ○ Up to including 150,000 BTU a unit ○ Additional fee per unit that exceeds 50,000 BTUs or fraction thereafter • <u>Air Conditioning</u> (permanent installation) 	<p>\$70.00/unit +\$6.00/50,000 BTUs</p> <p>\$70.00/unit</p>
CERTIFICATES OF OCCUPANCY FEES <ul style="list-style-type: none"> • <u>Per Residential Unit</u> 	<p>\$30.00/unit</p>
SPECIAL FEES <ul style="list-style-type: none"> • <u>Land Use Permit (Zoning Certificate)</u> • <u>State of Wisconsin Seal (when required)</u> • <u>Early Start: Footings/Foundations</u> • <u>Razing</u> <ul style="list-style-type: none"> ○ 1- & 2-Family dwellings ○ Accessory buildings • <u>Same Day or Re-Inspection Fee</u> 	<p>\$30.00</p> <p>\$43.00</p> <p>\$105.00</p> <p>\$80.00 \$71.50</p> <p>\$65.00</p>

Attachment: Other City's Fee Schedules (7654 : Approve Amendments to Ordinance Section 1-22 Fee Schedule to Increase/Alter Construction

Building, Housing, and Zoning**
Fee Schedule

2025
 City of Wausau
 City of Schofield*

ONE- & TWO-FAMILY: (Continued)	2025 Fees
SPECIAL FEES (CONTINUED) <ul style="list-style-type: none"> • Administrative Fee (application not completed/additional review required/not submitted through Evolve portal) • Failure to Obtain Permit prior to Commencement of Work. (Payment of any fee in this subsection shall in no way relieve any person of the penalties that may be imposed for violation of this chapter.) 	10% of permit fee or \$30.00 minimum Triple fees
COMMERCIAL	2025 Fees
PLAN ENTRY FEE A plan entry fee is charged with <u>each</u> submittal of plans <u>in addition to the plan review & inspection fees.</u>	\$100.00
PLAN REVIEW FEES <ul style="list-style-type: none"> • Building Plans <ul style="list-style-type: none"> ○ 2,500 – 5,000 sq ft ○ 5,001 – 10,000 sq ft ○ 10,001 – 20,000 sq ft ○ 20,001 – 30,000 sq ft ○ 30,001 – 40,000 sq ft ○ 40,001 – 50,000 sq ft ○ 50,001 – 75,000 sq ft ○ 75,001 – 100,000 sq ft ○ 100,001 – 200,000 sq ft ○ 200,001 – 300,000 sq ft ○ 300,001 – 400,000 sq ft ○ 400,001 – 500,000 sq ft ○ 500,000 sq ft or more • HVAC Plans <ul style="list-style-type: none"> ○ 2,500 – 5,000 sq ft ○ 5,001 – 10,000 sq ft ○ 10,001 – 20,000 sq ft ○ 20,001 – 30,000 sq ft ○ 30,001 – 40,000 sq ft ○ 40,001 – 50,000 sq ft ○ 50,001 – 75,000 sq ft ○ 75,001 – 100,000 sq ft ○ 100,001 – 200,000 sq ft ○ 200,001 – 300,000 sq ft ○ 300,001 – 400,000 sq ft ○ 400,001 – 500,000 sq ft ○ 500,000 sq ft or more • Fire Alarm System Plans <ul style="list-style-type: none"> ○ 2,500 – 5,000 sq ft ○ 5,001 – 10,000 sq ft ○ 10,001 – 20,000 sq ft ○ 20,001 – 30,000 sq ft ○ 30,001 – 40,000 sq ft ○ 40,001 – 50,000 sq ft ○ 50,001 – 75,000 sq ft ○ 75,001 – 100,000 sq ft ○ 100,001 – 200,000 sq ft ○ 200,001 – 300,000 sq ft ○ 300,001 – 400,000 sq ft ○ 400,001 – 500,000 sq ft ○ 500,000 sq ft or more 	\$250.00 minimum \$300.00 \$500.00 \$700.00 \$1,100.00 \$1,400.00 \$1,900.00 \$2,600.00 \$3,300.00 \$5,400.00 \$9,500.00 \$14,000.00 \$16,700.00 \$18,000.00 \$150.00 minimum \$200.00 \$300.00 \$400.00 \$500.00 \$800.00 \$1,100.00 \$1,400.00 \$2,000.00 \$2,600.00 \$6,100.00 \$8,800.00 \$10,800.00 \$12,100.00 \$30.00 minimum \$60.00 \$100.00 \$150.00 \$200.00 \$350.00 \$500.00 \$700.00 \$1,000.00 \$1,200.00 \$3,000.00 \$4,400.00 \$5,600.00 \$6,400.00

Attachment: Other City's Fee Schedules (7654 : Approve Amendments to Ordinance Section 1-22 Fee Schedule to Increase/Alter Construction

Building, Housing, and Zoning** Fee Schedule

2025
City of Wausau
City of Schofield*

Attachment: Other City's Fee Schedules (7654 : Approve Amendments to Ordinance Section 1-22 Fee Schedule to Increase/Alter Construction

COMMERCIAL (Continued)	2025 Fees
PLAN REVIEW (CONTINUED)	
<ul style="list-style-type: none"> • Fire Suppression System Plans <ul style="list-style-type: none"> ○ 2,500 – 5,000 sq ft ○ 5,001 – 10,000 sq ft ○ 10,001 – 20,000 sq ft ○ 20,001 – 30,000 sq ft ○ 30,001 – 40,000 sq ft ○ 40,001 – 50,000 sq ft ○ 50,001 – 75,000 sq ft ○ 75,001 – 100,000 sq ft ○ 100,001 – 200,000 sq ft ○ 200,001 – 300,000 sq ft ○ 300,001 – 400,000 sq ft ○ 400,001 – 500,000 sq ft ○ 500,000 sq ft or more • Structural Plans and Other Component Submittals, if submitted separately from the general building plans (e.g., structural plans, precast concrete, laminate wood, beams, cladding elements, and/or other façade features or other structural elements) <ul style="list-style-type: none"> ○ Plan Review Fee, and ○ Additional Plan Entry Fee • Accessory Building <ul style="list-style-type: none"> ○ 500 sq ft or less (flat fee) • Early Start • Plan Examination Extensions, when reviewing the extension of an approved plan • Submittal of Plans after Construction, where plans are submitted after construction a standard late submittal fee will be assessed per each review type that occurred after construction. This is in addition to any other plan entry fees, structural components and base fees applied to a project. • Expedited Priority Plan Review, when expediting the completion plan review in less than the normal processing time of when the plan is considered ready for review. (Within 5 business days of when we received Plans.) 	<p style="text-align: right;">\$30.00 minimum</p> <p style="text-align: right;">\$60.00</p> <p style="text-align: right;">\$100.00</p> <p style="text-align: right;">\$150.00</p> <p style="text-align: right;">\$200.00</p> <p style="text-align: right;">\$350.00</p> <p style="text-align: right;">\$500.00</p> <p style="text-align: right;">\$700.00</p> <p style="text-align: right;">\$1,000.00</p> <p style="text-align: right;">\$1,200.00</p> <p style="text-align: right;">\$3,000.00</p> <p style="text-align: right;">\$4,400.00</p> <p style="text-align: right;">\$5,600.00</p> <p style="text-align: right;">\$6,400.00</p> <p style="text-align: right;">\$250.00/plan +100.00/plan</p> <p style="text-align: right;">\$125.00 (Plan Entry Fee Waived)</p> <p style="text-align: right;">\$120.00</p> <p style="text-align: right;">50% of the original plan review fee (\$3,000.00 maximum)</p> <p style="text-align: right;">\$250.00/per review type</p> <p style="text-align: right;">200% of the fees specified in provisions</p>
<p><i>Fees relating to the submittal of commercial building and heating and ventilation plans (new, addition, alteration) and fire alarm and fire suppression plans is computed based on total gross floor area of each building, area of addition, or area of alteration.</i></p> <ol style="list-style-type: none"> 1. New construction, additions, alterations, and parking lots fees are based on the prices above. 2. New construction and additions are calculated based on total gross floor area of the structure. 3. A separate plan review fee is charged for each type of plan review. <p><i>Determination of Area: The area of a floor is the area bounded by the exterior surface of the building walls or the outside face of columns where there is no wall. Area includes all floor levels such as subbasements, basements, ground floors, mezzanines, balconies, lofts, all stories, and all roofed areas including porches and garages, except for cantilevered canopies on the building wall. Use the roof area for free standing canopies.</i></p>	

Building, Housing, and Zoning**
Fee Schedule

2025
 City of Wausau
 City of Schofield*

COMMERCIAL (Continued)	2025 Fees
INSPECTION FEES <ul style="list-style-type: none"> • <u>Residential</u> and <u>Institutional</u> • <u>Offices</u> and <u>Mercantile</u> • <u>Warehouses, Factories,</u> and <u>Building Shells</u> • <u>Reroofing</u> and <u>All Other Occupancies where the Square Footage CANNOT be Determined</u> • <u>Fire Alarm Systems</u>, installations or additions/modifications to existing • <u>Fire Suppression Systems</u>, installations or additions/modifications to existing 	<p>\$0.13/sq ft¹ or \$106.00 minimum</p> <p>\$0.11/sq ft¹ or \$106.00 minimum</p> <p>\$0.095/sq ft¹ or \$106.00 minimum</p> <p>\$10.00/\$1,000.00 valuation or \$106.00 minimum</p> <p>\$0.03/sq ft¹ or \$77.00 minimum</p> <p>\$0.03/sq ft¹ or \$77.00 minimum</p>
HEATING, VENTILATING AND AIR CONDITIONING FEES <ul style="list-style-type: none"> • <u>HVAC</u> <ul style="list-style-type: none"> ○ <u>Per \$1000.00 Valuation</u> or <u>Per Square Footage</u> (whichever fee is less) • <u>HVAC Unit Replacement</u> <ul style="list-style-type: none"> ○ 1 unit (flat fee) ○ More than 1 unit 	<p>\$5.00/\$1,000.00 valuation or \$0.06/ sq ft¹ or \$100.00 Minimum</p> <p>\$100.00 \$70.00/unit</p>
CERTIFICATE OF OCCUPANCY FEES <ul style="list-style-type: none"> • <u>Residential Units</u> • <u>Other Occupancy</u> 	<p>\$17.00/unit</p> <p>\$40.00</p>
SPECIAL FEES <ul style="list-style-type: none"> • <u>Land Use Permit</u> (Zoning Certificate) • <u>Early Start</u>: Footings/Foundation, and Structural Framing • <u>Razing</u>: Commercial Structures • <u>Parking Lot Permits</u> (15.52.020) • <u>Same Day</u> or <u>Reinspection Fee</u> • <u>Administrative Fee</u> (application not completed/additional review required/not submitted through Evolve portal) • <u>Failure to Obtain Permit Prior to Commencement of Work.</u> (Payment of any fees in this subsection, however, shall in no way relieve any person of the penalties that may be imposed for violation of this chapter.) 	<p>\$75.00</p> <p>\$120.00</p> <p>\$120.00</p> <p>\$80.00</p> <p>\$79.50</p> <p>10% of permit fee or \$30.00 minimum</p> <p>Triple Fees</p>

Attachment: Other City's Fee Schedules (7654 : Approve Amendments to Ordinance Section 1-22 Fee Schedule to Increase/Alter Construction

Building, Housing, and Zoning** Fee Schedule

2025

City of Wausau
City of Schofield*

MISCELLANEOUS FEES	2025 Fees
APPLICATION & PUBLICATION FEES FOR BUILDING ADVISORY BOARD (CLASS 1 NOTICE) (15.04.080)	\$225.00
APPLICATION & PUBLICATION FEES (WMC CHAPTERS 23.10.13, 23.10.10.31, 23.10.32) <ul style="list-style-type: none"> • <u>Zoning Board of Appeals</u>: Variances, Appeals \$225.00 • <u>Plan Commission</u> <ul style="list-style-type: none"> ○ Amendments, Conditional Uses, UDD Petitions \$425.00 ○ Special Meeting Requested \$550.00 	
CENTRAL BUSINESS DISTRICT (DOWNTOWN) OBSTRUCTION PERMIT	\$20.00
DRIVE APPROACH PERMIT (12.20.010)	See Engineering Fee Schedule
EXCAVATION PERMIT (12.40.010)	See Engineering Fee Schedule
FENCES	\$55.00
HOME OCCUPATION	\$20.00
MOVING BUILDING OVER PUBLIC WAYS (15.40.010) <ul style="list-style-type: none"> • <u>Garages</u> \$50.00 • <u>Houses</u> or <u>Other Buildings</u> \$215.00 	
PARKLAND DEDICATION FEES (WMC CHAPTER 21.16) <ul style="list-style-type: none"> • <u>SR-2, SR-3, SR-5, and SR-7 Districts</u> \$425.00/lot • <u>DR-8, TF-10, and TF-12 Districts</u> \$530.00/lot • <u>MRL-12, MRM-20, and MRH-50 Districts</u> \$225.00/lot • <u>Planned</u> and <u>Unified Developments</u> <ul style="list-style-type: none"> ○ Single-Family unit \$425.00/single unit ○ Duplex Unit \$530.00/duplex unit ○ Apartment Unit \$225.00/apartment unit • <u>Additional Residential Building Lots Created by Replat or Certified Survey</u> \$430.00/additional lot 	
PLAT REVIEW FEES (WMC CHAPTER 21) <ul style="list-style-type: none"> • <u>Preliminary Plat Fee</u> \$150.00 + \$25.00/lot • <u>Final Plat Fee</u> \$100.00 + \$10.00/lot • <u>Condominium Plat Fee</u> \$100.00 + \$25.00/lot 	
CERTIFIED SURVEY MAP REVIEW <ul style="list-style-type: none"> • <u>Standard CSM</u> \$110.00 • <u>Extraterritorial Reviews</u> \$80.00 	
PORTABLE STORAGE CONTAINERS (23.03.30)	\$55.00/90 days
RESUBMITTAL FEE <ul style="list-style-type: none"> • Revised Plans that require new permits \$100.00 + Plan Review 	

Attachment: Other City's Fee Schedules (7654 : Approve Amendments to Ordinance Section 1-22 Fee Schedule to Increase/Alter Construction

Building, Housing, and Zoning**

Fee Schedule

2025

City of Wausau
City of Schofield*

MISCELLANEOUS FEES (Continued)	2025 Fees
SIGNS (15.48.050) <ul style="list-style-type: none"> <u>Business Signs</u> <u>Advertising Signs</u> <u>Temporary Signs (monthly fee)</u> <p><i>All fees for signage are charged per sign. Where signs have two or more faces, the permit fee shall be computed on each face of such sign.</i></p>	\$1.25/sq ft of gross area ¹ or \$42.00 minimum \$1.50/sq ft of gross area ¹ or \$65.00 minimum \$1.25/sq ft of gross area ¹ or \$42.00 minimum
SPECIAL INSPECTIONS FEES <i>(E.g., Community-based residential facilities, taverns, day care centers, massage establishments, inspection for new tenant/change of tenant for certificate of occupancy, etc.)</i>	\$175.00
STORM WATER MANAGEMENT (WMC CHAPTER 15.56)	Established by Resolution
STREET PRIVILEGE PERMITS (12.44.050)	\$77.50
SWIMMING POOLS (19.32.020)	\$60.00
ZONING RELATED <i>(E.g., Zoning Verification Letters, Combine Parcel Requests, Building Code Compliance Letters, Address Change Requests, and Other Forms Requiring Zoning Review, etc.)</i> <ul style="list-style-type: none"> <u>Residential</u> <u>Commercial</u> 	\$40.00 \$75.00
HOUSING CODE (TITLE 16)	2025 Fees
REINSPECTION FEE (16.04.025)	\$65.00
RENT ABATEMENT APPLICATION FEE, FOR AUTHORIZATION OF (16.04.037(D))	\$25.00
RESIDENTIAL RENTAL REGISTRATION (16.04.030)	2025 Fees
RENTAL REGISTRATION FEE (PER BUILDING)	\$10.00
RESIDENTIAL RENTAL LICENSE INSPECTION FEES <ul style="list-style-type: none"> <u>First Inspection</u> <u>Second Inspection</u> <u>Missed Inspection Appointments/Failure to Allow Access</u> 	No Charge No Charge, if corrected \$65.00, if NOT corrected \$35.00

Notes:

*Projects outside the City of Wausau limits will be assessed a 10% surcharge for all fees or minimum of \$10.00.

** In determining costs, all construction shall be included with the exception of heating, air conditioning, electrical, or plumbing work.

¹ In determining the square footage of a project, the square footage of all basements, attached garages or carports, and roofed over decks or porches shall be included.

Attachment: Other City's Fee Schedules (7654 : Approve Amendments to Ordinance Section 1-22 Fee Schedule to Increase/Alter Construction

Electrical**
Fee Schedule

2025
 City of Wausau
 City of Schofield*

Attachment: Other City's Fee Schedules (7654 : Approve Amendments to Ordinance Section 1-22 Fee Schedule to Increase/Alter Construction

ONE- & TWO-FAMILY:	2025 Fees
INSPECTION FEES	
• <u>New</u> 1- and 2-Family Dwellings	\$0.11/sq ft ¹
• <u>Additions, Alterations, and/or Rewiring of Existing</u> to 1- and 2-family dwellings (including garages)	\$0.14/sq ft ¹ or \$80.00 minimum
• <u>Attached</u> or <u>Detached Garages</u>	\$0.075/sq ft ¹
• <u>New or Upgraded Service Only</u> ² for 1- and 2-Family Dwellings	\$80.00
• <u>All other new, additions, alterations, rewiring where square footage CANNOT be determined</u>	\$10.00/\$1,000.00 valuation or \$80.00 minimum
COMMERCIAL, INDUSTRIAL, & MULTI-FAMILY:	2025 Fees
INSPECTION FEES	
• <u>New Construction of Apartments</u> (3-Family and more), <u>Row Housing</u> , and <u>Multi-Family Dwellings</u> (or additions thereto)	\$0.088/sq ft ¹
• <u>New Construction of Local Business, Institutional, and Office Buildings</u> (or additions thereto)	\$0.098/sq ft ¹
• <u>New Construction of Manufacturing and Industrial Buildings</u> (or additions thereto)	\$0.072/sq ft ¹
• <u>New Construction of Warehouses</u> (or additions thereto)	\$0.062/sq ft ¹
• <u>All other new, additions, alterations, rewiring where square footage CANNOT be determined</u>	\$10.00/\$1,000.00 valuation or \$90.00 minimum
• <u>Temporary Service ONLY</u> ² for <u>Industrial, Commercial, and Multi-Family Structures</u>	\$90.00
• <u>New Service or Service Changes</u> ² for <u>Industrial, Commercial, and Multi-Family Structures</u>	
o 200 Amps, one meter	\$90.00
o 400 Amps, one meter	\$104.00
o 600 Amps, one meter	\$122.50
o 800 Amps, one meter	\$138.00
o 1,000 Amps and Over, one meter	\$155.50
o Additional meters	+ \$12.00/meter
• <u>PV (Photovoltaic) Systems</u>	
o Residential	\$200.00
o Commercial, 7½ KW or less	\$240.00
o Commercial, more than 7½ KW	\$350.00
• <u>Lighting / Emergency Lighting</u>	
o Testing Fee	\$150.00
ALL:	2025 Fees
SPECIAL FEES	
• <u>Special Inspections</u> other than the ones listed above	\$80.00
• <u>Administrative Fee</u> (application not completed/additional review required/not submitted through Evolve portal)	\$10% of Permit Fee or \$30.00 minimum
• <u>Minimum Permit Fee</u>	
o 1- and 2-Family Dwellings	\$80.00
o Commercial, Industrial, and Multi-Family Dwellings	\$90.00
• <u>Same Day</u> or <u>Re-Inspection Fee</u>	\$79.50

Electrical**
Fee Schedule

2025
 City of Wausau
 City of Schofield*

ALL: <i>(continued)</i>	2025 Fees
SPECIAL FEES <ul style="list-style-type: none"> Failure to Obtain Permit prior to Commencement of Work. (Payment of any fee in this subsection shall in no way relieve any person of the penalties that may be imposed for violation of this chapter.) 	Triple Fees

Notes:

*Projects outside the City of Wausau limits will be assessed as a 10% surcharge for all fees or minimum of \$10.00.

**Electrical fees shall be paid under Chapter 18.05.07, respectively.

¹In determining the square footage of a project, the square footage of all basements, attached garages or carports, and roofed over decks or porches shall be included.

²Service Permits are separate permits from the standard electrical permits (e.g. New, Rewiring, PV Systems, etc.)

Attachment: Other City's Fee Schedules (7654 : Approve Amendments to Ordinance Section 1-22 Fee Schedule to Increase/Alter Construction

Plumbing**
Fee Schedule

2025
City of Wausau
City of Schofield*

COMMERCIAL (only):	2025 Fees
PLAN ENTRY FEES <i>A plan entry fee is charged with <u>each</u> submittal of plans <u>in addition to the plan review & inspection fees.</u></i>	\$100.00
PLAN REVIEW FEES	
<ul style="list-style-type: none"> • Plumbing Plans for <u>New Construction & Additions</u> <ul style="list-style-type: none"> ○ 3,001 – 4,000 sq ft ○ 4,001 – 5,000 sq ft ○ 5,001 – 6,000 sq ft ○ 6,001 – 7,500 sq ft ○ 7,501 – 10,000 sq ft ○ 10,001 – 15,000 sq ft ○ 15,001 – 20,000 sq ft ○ 20,001 – 30,000 sq ft ○ 30,001 – 40,000 sq ft ○ 40,001 – 50,000 sq ft ○ 50,001 – 75,000 sq ft ○ Over 75,000 sq ft + • Plumbing Plan for <u>Alteration & Remodeling</u> <ul style="list-style-type: none"> ○ 10 – 25 Fixtures ○ 26 – 35 Fixtures ○ 36 – 50 Fixtures ○ 51 – 75 Fixtures ○ 76 – 100 Fixtures ○ 101 – 125 Fixtures ○ 126 – 150 Fixtures ○ 151 or more Fixtures • <u>Resubmittals & Revisions to Approved Plans</u>, when deemed by the reviewer to be a minor revision from previously reviewed and/or approved plans. <i>(Any significant changes or alterations beyond minor amendments as determined by the Plans Examiner and Building Inspection Department may result in additional charges as appropriate.)</i> • <u>Submittal of Plans after Construction</u>, where plans are submitted after construction a standard late submittal fee will be assessed per each review type that occurred after construction. This is in addition to any other plan entry fees, structural components and base fees applied to a project. • <u>Expedited Priority Plan Review</u>, when expediting the completion plan review in less than the normal processing time of when the plan is considered ready for review. <i>(Within 5 business days of when we received Plans.)</i> 	<p><i>\$300.00 minimum</i></p> <p>\$400.00</p> <p>\$550.00</p> <p>\$650.00</p> <p>\$700.00</p> <p>\$850.00</p> <p>\$900.00</p> <p>\$950.00</p> <p>\$1,100.00</p> <p>\$1,250.00</p> <p>\$1,550.00</p> <p>\$2,100.00</p> <p>\$2,500.00 + \$0.0072/per additional sq ft over 75,000 sq ft</p> <p><i>\$200.00 minimum</i></p> <p>\$300.00</p> <p>\$450.00</p> <p>\$550.00</p> <p>\$800.00</p> <p>\$900.00</p> <p>\$1050.00</p> <p>\$1,150.00</p> <p>\$1,150.00 + \$160.00/per additional 25 fixtures beyond 150 fixtures</p> <p>\$120.00</p> <p>\$250.00/per review type</p> <p>200% of the fees specified in provisions</p>
<p><i>Fees relating to the submittal of commercial plumbing (new construction and addition) are computed based on the total gross of each floor area of each building, or area of addition.</i></p> <ol style="list-style-type: none"> 1. <i>New construction, alterations and remodeling fees are based on the prices above.</i> 2. <i>The new construction fee is calculated based on square footage of the area constructed.</i> 3. <i>Alterations and remodeling fee is based on the number of plumbing fixtures.</i> <p><i>Determination of Area: The area of a floor is the area bounded by the exterior surface of the building walls or the outside face of columns where there is no wall. Area includes all floor levels such as subbasements, basements, ground floors, mezzanines, balconies, lofts, all stories, and all roofed areas including porches and garages, except for cantilevered canopies on the building wall. Use the roof area for free standing canopies.</i></p>	

Attachment: Other City's Fee Schedules (7654 : Approve Amendments to Ordinance Section 1-22 Fee Schedule to Increase/Alter Construction

Plumbing**
Fee Schedule

2025
 City of Wausau
 City of Schofield*

Attachment: Other City's Fee Schedules (7654 : Approve Amendments to Ordinance Section 1-22 Fee Schedule to Increase/Alter Construction

ALL	2025 Fees
<p>INSPECTION FEES</p> <ul style="list-style-type: none"> • New or Reconstructed <u>Water Service</u> or <u>Private Water Main</u> (From Curb Stop, 2 inch or less) <ul style="list-style-type: none"> ○ Each 100 feet or fraction thereof. ○ For each additional inch in diameter • New or Reconstructed <u>Sanitary Building Sewer</u> or <u>Private Sewer Main</u> or <u>Building/Area Storm Sewer Extension</u> (From main, curb or lot line, any size) <ul style="list-style-type: none"> ○ Each 100 feet or fraction thereof. • <u>Catch Basin</u> • <u>Manhole</u> • <u>Retention/Infiltration Area</u> • For each <u>fixture</u> or <u>fixture connection</u> <ul style="list-style-type: none"> ○ 1- and 2-Family Dwelling and Commercial Building <p><i>Fixtures, appliances and appurtenances shall include but not be limited to: bar connections, bathtubs, buried lawn sprinklers, catch basins, CCC assembly, dental cuspidors, dishwashers, disposals, drain tile receivers, drink dispensers, drinking fountains, fire protection installation, floor drains, footing or subsoil drain discharge points, garbage grinders, grease and oil separators, ice cube machines, inside roof drains, laundry tubs, mobile home connections, private sewage disposal, pumps and ejectors, service sinks, shower stalls; sinks, site drains, soda fountains, sumps, swimming pools, urinals, wash basins, water closets, all types water conditioning units, all types water heaters, water or waste connection to any appliance, water or waste connection to machines, water wells and injection equipment, water-cooled air conditioners and connections, water-cooled motor connections, water-cooled refrigerators, and yard drains.</i></p> <ul style="list-style-type: none"> • New or Reconstructed <u>Water Distribution Piping</u> (Any size) <ul style="list-style-type: none"> ○ Each 50 ft or fraction thereof. • New or Reconstructed <u>Building Drain, Soil Waste, Vent Piping, or Downspouts</u> (Any size) <ul style="list-style-type: none"> ○ Each 50 ft or fraction thereof. • <u>Water Distribution</u> and <u>Drain Piping</u> for <u>Manufacturing Processes</u> <ul style="list-style-type: none"> ○ Each 50 ft or fraction thereof. • <u>Private Sewage Disposal System</u> • <u>Clear Water Pit & Pump</u> • <u>Swimming Pool</u> • <u>Private Water Well</u> (5-Year Permit issued by Wausau Water Works) • To <u>Abandon Water</u> or <u>Sewer Systems</u> when Wrecking or Moving a Building • To <u>Abandon a Private Well</u> and/or <u>Septic System</u> 	<p style="text-align: right;">\$53.00/~100 ft +\$10.30/additional inch</p> <p style="text-align: right;">\$53.00/~100 ft</p> <p style="text-align: right;">\$11.00</p> <p style="text-align: right;">\$11.00</p> <p style="text-align: right;">\$25.00/2,000 sq ft</p> <p style="text-align: right;">\$11.00/fixture</p> <p style="text-align: right;">\$15.50/~50 ft</p> <p style="text-align: right;">\$15.50/~50 ft</p> <p style="text-align: right;">\$15.50/~50 ft</p> <p style="text-align: right;">\$50.00</p> <p style="text-align: right;">\$50.00</p> <p style="text-align: right;">\$60.00</p> <p style="text-align: right;">\$100.00</p> <p style="text-align: right;">\$70.00</p> <p style="text-align: right;">\$70.00</p>
<p>SPECIAL FEES</p> <ul style="list-style-type: none"> • <u>Administrative Fee</u> (application not completed/additional review required/not submitted through Evolve portal) • <u>Minimum Permit Fee</u> <ul style="list-style-type: none"> ○ Projects requiring only 1 inspection ○ Projects requiring more than 1 inspection 	<p style="text-align: right;">\$10% of Permit Fee or \$30 minimum</p> <p style="text-align: right;">\$65.00</p> <p style="text-align: right;">\$82.00</p>

Plumbing**
Fee Schedule

2025
 City of Wausau
 City of Schofield*

ALL (Continued)	2025 Fees
SPECIAL FEES (CONTINUED)	
<ul style="list-style-type: none"> • <u>Same Day or Re-Inspection Fee</u> 	\$79.50
<ul style="list-style-type: none"> • <u>Failure to Obtain Permit prior to Commencement of Work</u>, starting work without State Approved Plans (Payment of any fee in this subsection shall in no way relieve any person of the penalties that may be imposed for violation of this chapter.) 	Triple Fees
<ul style="list-style-type: none"> • <u>Excavation Permit Fee</u> 	See Engineering Fee Schedule

Notes:

*Projects outside the City of Wausau limits will be assessed a 10% surcharge for all fees or minimum of \$10.00.

**Plumbing fees shall be paid under Chapter 19.12.030, respectively.

Attachment: Other City's Fee Schedules (7654 : Approve Amendments to Ordinance Section 1-22 Fee Schedule to Increase/Alter Construction

Building, Housing, and Zoning** Fee Schedule

2025
City of Wausau
City of Schofield*

MISCELLANEOUS FEES (Continued)	2025 Fees
SIGNS (15.48.050)	
<ul style="list-style-type: none"> • <u>Business Signs</u> • <u>Advertising Signs</u> • <u>Temporary Signs (monthly fee)</u> 	<p>\$1.25/sq of gross area¹ or \$42.00 minimum</p> <p>\$1.50/sq of gross area¹ or \$65.00 minimum</p> <p>\$1.25/sq of gross area¹ or \$42.00 minimum</p>
<i>All fees for signage are charged per sign. Where signs have two or more faces, the permit fee shall be computed on each face of such sign.</i>	
SPECIAL INSPECTIONS FEES	
<i>(E.g., Community-based residential facilities, taverns, day care centers, massage establishments, inspection for new tenant/change of tenant for certificate of occupancy, etc.)</i>	\$175.00
STORM WATER MANAGEMENT (WMC CHAPTER 15.56)	Established by Resolution
STREET PRIVILEGE PERMITS (12.44.050)	\$77.50
SWIMMING POOLS (19.32.020)	\$60.00
ZONING RELATED	
<i>(E.g., Zoning Verification Letters, Combine Parcel Requests, Building Code Compliance Letters, Address Change Requests, and Other Forms Requiring Zoning Review, etc.)</i>	
<ul style="list-style-type: none"> • <u>Residential</u> • <u>Commercial</u> 	<p>\$40.00</p> <p>\$75.00</p>
HOUSING CODE (TITLE 16)	
2025 Fees	
REINSPECTION FEE (16.04.025)	\$65.00
RENT ABATEMENT APPLICATION FEE, FOR AUTHORIZATION OF (16.04.037(D))	\$25.00
RESIDENTIAL RENTAL REGISTRATION (16.04.030)	
2025 Fees	
RENTAL REGISTRATION FEE (PER BUILDING)	\$10.00
RESIDENTIAL RENTAL LICENSE INSPECTION FEES	
<ul style="list-style-type: none"> • <u>First Inspection</u> • <u>Second Inspection</u> • <u>Missed Inspection Appointments/Failure to Allow Access</u> 	<p>No Charge</p> <p>No Charge, if corrected \$65.00, if NOT corrected</p> <p>\$35.00</p>

Notes:

***Projects outside the City of Wausau limits will be assessed a 10% surcharge for all fees or minimum of \$10.00.**

** In determining costs, all construction shall be included with the exception of heating, air conditioning, electrical, or plumbing work.

¹ In determining the square footage of a project, the square footage of all basements, attached garages or carports, and roofed over decks or porches shall be included.

Attachment: Other City's Fee Schedules (7654 : Approve Amendments to Ordinance Section 1-22 Fee Schedule to Increase/Alter Construction



Memo

To: Finance, Personnel, and Legislation Committee

From: Beth McCarthy Building Inspector/Zoning Administrator

Date: 8/17/2025

RE: Approve the purchase of 1035 Eight Avenue for one dollar with the intent to raze the house and garage and to advertise the lot for sale.

For your information:

- The property has been vacant for years and the house and garage are now past the point of repair.
- The City receives consistent complaints from the neighbors about the condition of the property.
- The lot is 88' x 74' and it is conforming for reconstruction.
- The property is currently zoned R-3, which allows for single and two-family dwellings.
- The property is current on taxes.
- Opting to follow the city's razing procedure to complete the demolition will lengthen the process and the city may not obtain the property to help ensure that a new house is constructed on it.
- The city has had recent success with selling residential property to developers.

Recommendation to the Finance, Personnel, and Legislation Committee is to approve the purchase of 1035 Eight Avenue for one dollar with the intent to raze the house and garage and to advertise the property for sale with the contingency that a house must be constructed on the vacant lot within 24 months of purchase or the property will revert back to the City of Antigo.



BUILDING INSPECTOR/ZONING ADMINISTRATOR
715-623-3633 ext. 134 – bmccarthy@antigo-city.org

7/10/2025

Don Fischer
1940 Rice LN
Eagle River, WI 54521

Re: 1035 8th Ave Property Sale

Dear Mr. Fischer,

Per our conversation on July 9th, 2025, you confirmed that the owner of 1035 8th Ave, your father James Fischer, has agreed to sell the aforementioned property to the City of Antigo for one dollar for the purpose of demolition. Please confirm this agreement with an owner's signature on the line provided below. Thank you.

Owner's Signature: _____

Respectfully,

Elizabeth A McCarthy
City of Antigo Building Inspector

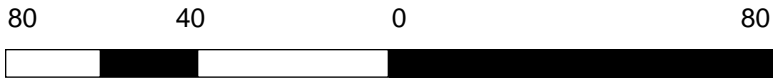
Attachment: Letter Offering to Purchase (7651 : Approve the Purchase of 1035 8th Ave for One Dollar With the Intent to Raze the House and



Attachment: Air Photo (7651 : Approve the Purchase of 1035 8th Ave for One Dollar With the Intent to

DISCLAIMER: This data is provided by the City of Antigo for informational purposes only. The City does not warrant or guarantee the accuracy or reliability of this data. The recipient of this data assumes any risk of its use for any purpose.

City of Antigo GIS



SCALE: 1" = 480'



Print Date: 7/23/2025

Langlade County, WI

Summary

Parcel Number 2011020
 Property Address 1035 8TH AVE
 Legal Description ORIGINAL PLAT LOTS 29 & 30 EXC THE S58' THEREOF BLOCK 71
 (Note: Not to be used on legal documents)
 Sec-Twp-Rng 30-31N-11E
 Acres 0.149
 Municipality CITY OF ANTIGO
 Assessor Class RESIDENTIAL;
 School District ANTIGO SCHOOL

[View Map](#)

Owners

CURRENT OWNER
[JAMES G FISCHER](#)
 1101 MCMILLAN AVE
 ANTIGO, WI 54409

Valuation

Assessed Year	2024	2023	2022	2021	
Land Value	\$6,200.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Improvement Value	\$60,400.00	\$31,200.00	\$31,200.00	\$31,200.00	\$31,200.00
Total Value	\$66,600.00	\$36,200.00	\$36,200.00	\$36,200.00	\$36,200.00
Estimated Fair Market Value	\$68,300.00	\$46,600.00	\$41,122.00	\$37,613.00	\$39,200.00

Tax History

Tax Year	2024	2023	2022	2021	
Gross Tax	\$1,330.03	\$960.73	\$864.75	\$909.70	\$909.70
School Credit	\$64.65	\$52.73	\$46.52	\$49.35	\$49.35
Lottery Credit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
First Dollar Credit	\$65.14	\$55.90	\$42.44	\$50.63	\$50.63
Net Tax	\$1,200.24	\$852.10	\$775.79	\$809.72	\$809.72
Special Assesment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Special Charges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Delinquent Charges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Woodland Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Private Forest Crop	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Managed Forest Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Property Tax Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Special Tax Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Property Tax Penalty	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Special Tax Penalty	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Charges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$1,200.24	\$852.10	\$775.79	\$809.72	\$809.72

Disclaimer: For the most accurate tax information or to make a tax payment, please [click here](#).

Tax Payments

Tax Year	Net Tax	Installment (1st)	Installment (2nd)	Total Paid
2024	\$1,200.24	\$600.12	600.12	\$1,200.24
2023	\$852.10	\$426.05	426.05	\$852.10
2022	\$775.79	\$387.90	387.89	\$775.79
2021	\$809.72	\$404.86	404.86	\$809.72
2020	\$875.37	\$437.69	437.68	\$875.37

Deed Information

Document Number	Volume - Page
324299	

The Langlade County, WI Geographic Information Web Server provides online access to geographic and assessment record info currently maintained by Langlade County, WI for individual parcels of property. The maps and data are for illustration purposes and may not be suitable for site-specific decision making. Information found within should not be used for making financial or other commitments.
[User Privacy Policy](#) | [GDPR Privacy Notice](#)
 Last Data Upload: 7/22/2025, 8:24:25 PM

Contact Us



Attachment: Beacon - Langlade County, WI - Report_ 2011020 (7651) : Approve the Purchase of 1035 8th Ave for One Dollar With the Intent to



07/23/2025 13:10



07/23/2025 13:09



07/23/2025 13:08

Attachment: IMG_1655 (7651 : Approve the Purchase of 1035 8th Ave for One Dollar With the Intent to Raze the House and Garage)



07/23/2025 13:08



07/23/2025 13:15

Attachment: IMG_1669 (7651 : Approve the Purchase of 1035 8th Ave for One Dollar With the Intent to Raze the House and Garage)



07/23/2025 13:14

Attachment: IMG_1666 (7651 : Approve the Purchase of 1035 8th Ave for One Dollar With the Intent to Raze the House and Garage)