

Ordinance No. 7-25-792
Monona Common Council

**AMENDING CHAPTERS 175 AND 480 OF THE FEES, FINES, AND PENALTIES
SCHEDULE REGARDING BUILDING INSPECTION AND ZONING FEES**

WHEREAS, the Common Council finds that it is reasonable and necessary to charge for professional services provided by the City of Monona; and,

WHEREAS, the Common Council finds that from time to time, it is necessary to increase fees proportionate with the amount of staff time needed to conduct the work.

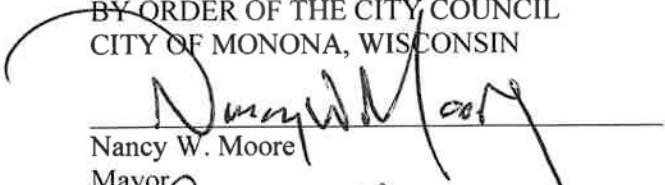
NOW, THEREFORE, the Common Council of the City of Monona, Dane County, Wisconsin, do ordain as follows:

SECTION 1: The Fees, Fines, and Penalties Schedule is hereby amended as indicated on Attachment A..

SECTION 2. This ordinance shall take effect upon passage and publication as provided by law.

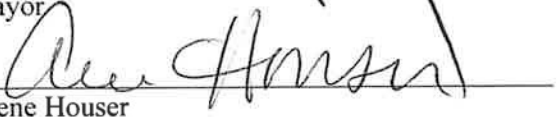
Adopted this 4th day of August, 2025.

BY ORDER OF THE CITY COUNCIL
CITY OF MONONA, WISCONSIN



Nancy W. Moore
Mayor

ATTEST:



Alene Houser
City Clerk

Requested By: Planning & Community Development Director Doug Plowman
Approval Recommended By: Finance & Personnel Committee – 7/21/25

Council Action:

Date Introduced: 7-21-25

Date Approved: 8-4-25

Attachment A

CITY OF MONONA CODE OF ORDINANCES FEES, FINES, AND PENALTIES SCHEDULE

Note: Every law enforcement penalty is the General Penalty base amount plus court costs (except parking violations).

*Any violation for which there is no specific fine provided is the General Penalty. Deposit amount = 1st violation: \$50 plus court costs; 2nd violation: \$100 plus court costs.

**Equipment use shall be charged at the most current rates set by the Wis. DOT Highway Maintenance Manual Classified Equipment Rates, Non-Standard Rates, and Composit Rates.

Ord. Section	Description	Dollar Amount	WI State Statute
CHAPTER 175: BUILDING CONSTRUCTION			
Article II: Administration and Enforcement			
175-7 D. (2)	Public safety requires immediate action by Building Inspector	Owner's or tenant's expense	
175-8 A.	Failure to obtain a building permit	50.00	
	<u>Fees for permits and inspections:</u>		
175-9 A.	Building Permit – New Structure or Addition		
	<u>1- and 2-Family Residential</u>		
	New Residential Structure	0.28 per sq. ft. all floor area, mechanicals included, 750.00 minimum	
	Residential Additions	0.28 per sq. ft. all floor area, plus mechanicals, 200.00 minimum	
	<u>Commerical</u>		
	Multi-Family (3 or more Family), Motels, CBRF, Daycare	0.18 per sq. ft.	
	Mercantile, Restaurants, Taverns, Assembly Halls, Churches, Offices	0.18 per sq. ft.	
	Schools, Institutional, Hospitals	0.18 per sq. ft.	
	Manufacturing and Industrial (Office area as above)	0.18 per sq. ft.	
	Vehicle and Small Engine Repair, Parking and Storage, Auto Body	0.18 per sq. ft.	
	Warehouse, Mini-Warehouse, Building Shells for Multi-Tenant Buildings (Office area as above)	0.18 per sq. ft.	
	Build-Out	0.18 per sq. ft.	
	Special Occupancies - Outdoor Pools, Towers, Tents, etc.	0.18 per sq. ft.	
	Building Permit – Remodel		
	<u>1- and 2-Family Residential</u>		
		0.28 per sq. ft., plus mechanicals, 130.00 minimum	
	<u>Commerical</u>		
	Remodel or Re-Roof	0.12 per sq. ft., plus mechanicals, 180.00 minimum	
	Building Permit – Accessory Structure	0.16 per sq. ft. all areas, 75.00 minimum	
	Building Permit – Deck	0.69 per sq. ft., 155.25 minimum	
	Occupancy, Temporary Occupancy, Change of Use Permit	Not duplicative of fees in Chapter 480	
	<u>1- and 2-Family Residential</u>	60.00 per dwelling unit	
	<u>Commerical</u>	85.00 per unit	
	Early Start Permit		
	<u>1- and 2-Family Residential</u>	250.00 (footings and foundations)	
	<u>Commerical</u>	300.00	
	Commercial Plan Review	Certified Municipality per SPS TABLE 302.31-2	
	Driveway (see Chapter 395-2, Right-of-Way Permit Fees)	40.00	
	<u>Right-of-Way Permit</u> required if work involves curb and gutter, apron, sidewalk or street; see Chapter 395-2	40.00	
	<u>Erosion Control Permit</u> required if work involves more than 4,000 sq ft; see Chapter 216	250.00	
	Reroof / Siding / Windows	60.00 per item	
	Water Heater / Softener / Furnace	60.00 flat fee for each	
	Erosion Control Permit:		
	<u>1- and 2-Family Residential</u>	New Structure: 125.00; Addition/Accessory Structure: 75.00	
	<u>Commerical</u>	200.00 1st acre, 100.00 per additional full or part acre; 1 acre = 43,560 sq. ft.	
	Failure to Call for Inspection	60.00 each	
175-9 B. (2)	Additional Inspections or Re-inspection Fee	60.00 each 80.00 each	
175-9 B. (3)	Project Started Prior to Receipt of Permits	Double fees	
175-9 C.	Building Permit Renewal Fee	50% of original cost	
	<u>Violations and penalties:</u>		
175-15 A.	Violation of any provision in this Chapter	*	
175-15 C. (2)	Failure to correct cited violations within 15 days	Stop-work order served	
175-15 C. (3)	Each day violation continues after 15 day period above	Treated as separate offense	
175-15 C. (4)	Construction or work started prior to issuance of permit	Double fees	
Article IV: Accessory Structures Code			
	<u>Fences and hedges:</u>		
175-22 A. (5)	Fence permit fee	50.00	
	<u>Boathouses, shelters, piers</u>		
175-24 A.	Building permit fee	150.00	
	<u>Swimming pools:</u>		
175-25 D.	Swimming pool permit fee	50.00 above ground/150.00 in ground (plus 50.00 zoning fee per 480-54)	
175-25 G.	Swimming pool fence requirement	General penalty applies	
Article V: Special Regulations			
	<u>Housing and property maintenance:</u>		
175-27 B.	Maintaining an unsafe or unsightly building	100.00	
175-27 G.	Violation of any provision of this Section (refer to 175-15)	1st violation 50.00; 2nd and subsequent violations 100.00	
	<u>Moving buildings:</u>		
175-28 A.	Bond required	5,000.00 plus sufficient sureties	
175-28 D.	Failure to repair road damage caused by building move within 10 days	Hold sureties of above bond	

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**Equipment use shall be charged at the most current rates set by the Wis. DOT Highway Maintenance Manual Classified Equipment Rates, Non-Standard Rates, and Composit Rates.

Ord. Section	Description	Dollar Amount	WI State Statute
	<u>Demolition of buildings; excavations;</u>		
	Demolition permit fee		
175-29 A.	<u>1- and 2-Family Residential</u>	75.00 for first 1,000 sq. ft. floor area; 40.00 per 1,000 sq. ft. floor area thereafter	
175-29 A.	<u>Commercial</u>	100.00 for first 1,000 sq. ft. floor area; 75.00 per 1,000 sq. ft. floor area thereafter	
175-29 C. (2)	Failure to close abandoned excavations between 14 and 20 after notice service	Cost of abatement assessed as special real estate tax charge plus interest	66.0627
	<u>Basement doors with locks required in multiple-family dwellings:</u>		
175-31	Failure to provide basement door locks in multiple family dwellings	50.00	
	<u>Locking mechanisms required:</u>		
175-32 A.	Failure to provide deadbolt door locks and locking windows in rental housing units	50.00	
Article VI: Plumbing Code			
	<u>All plumbing installation to be inspected:</u>		
175-37 D.	Failure of master plumber to report for inspection is a violation (refer to 175-15)	General penalty applies	
	Plumbing permit/inspection fee		
175-39 A.	<u>1- and 2-Family Residential</u>	45.00 base fee plus 0.05 per sq. ft., 120.00 minimum	
175-39 A.	<u>Commercial</u>	55.00 base fee plus 0.10 per sq. ft., 130.00 minimum	
175-39 B. (2)	Additional inspections or re-inspections	60.00 each 80.00 each	
	<u>House connection to public sewer and water systems required:</u>		
175-43 B.	City installs connections due to occupant or owner failure within 10 days of notice	Cost of connection assessed as special real estate tax charge plus interest, plus possible general penalties (175-15)	
175-43 C.	Installment payment unpaid balance	Special property tax lien with 8% interest per year	
	<u>Discharging of drains and sewers into streets or alleys prohibited:</u>		
175-45	Allowing discharge of drains or sewers into sewer, gutter, street, alley, or sidewalk	50.00	
	<u>Sewage not to be discharged into lakes or streams</u>		
175-46	Allowing discharge of sewage or industrial wastes into Lake Monona or any stream	50.00	
	<u>Groundwater not be discharged into sewer:</u>		
175-47 D.	Obstruction of Building Inspector's or City Engineer's lawful exercise of authority	General penalty applies	
	<u>Duty to report violations:</u>		
175-48	Failure by City staff to report violations of this Chapter	Disconnection of service	
Article VII: Electrical Code			
175-52 A.	Failure to make equipment safe within 15 days of notice	Disconnection of service	
	Electrical permit/inspection fee		
175-55 A.	<u>1- and 2-Family Residential</u>	45.00 base fee plus 0.05 per sq. ft., 135.00 minimum	
175-55 A.	<u>Commercial</u>	55.00 base fee plus 0.10 per sq. ft., 180.00 minimum	
175-55 C.	Additional inspections or re-inspections	60.00 each 80.00 each	
Article VIII: HVAC Code			
175-61 A.	Failure to make equipment safe within 15 days of notice	Order to discontinue use of equipment	
175-66 A.	HVAC permit/inspection fee		
175-66 A.	<u>1- and 2-Family Residential</u>	45.00 base fee plus 0.05 per sq. ft., 120.00 minimum	
175-66 A.	<u>Commercial</u>	55.00 base fee plus 0.10 per sq. ft., 130.00 minimum	
175-66 B. (2)	Additional inspections or re-inspections	60.00 each 80.00 each	
175-69 B.	Violation of any violation of this Section (refer to 175-15)	General penalty plus cost of abatement	
CHAPTER 480: ZONING			
Article III: Use Performance Standards			
480-9	Violation of General Use Performance Standards Code	100.00	
480-10	Violation of Operational Use Performance Standards Code	100.00	
480-11	Violation of Home Occupations Code	100.00	
480-12	Violation of Garage Sales Code	100.00	
480-13	Violation of Maintenance Code	100.00	
480-14 C.	Building permit for earth dish antenna construction and installation	25.00	
480-49 C. (1)	Variance Application Fee (Zoning Board of Appeals)	250.00 450.00	
	<u>Fees:</u>		
480-50	New Commercial Use/ New Construction	125.00	
	New Commercial Construction	300.00	
	Rezoning	300.00 450.00	
	General Development Plan	500.00	
	Precise Implementation Plan	500.00	
480-50	Commercial Addition/Alteration	100.00	
480-50	Commercial Accessory Building	50.00	
480-50	Zoning Verification Letter	49.00 60.00	
480-51 B.	Violation of any provision of this Code	General penalty applies	

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Ord. Section	Description	Dollar Amount	WI State Statute
Article X: Zoning and Occupancy Permits			
480-54	<u>Single-Family and Two-Family Residence Districts:</u>		
	New	125.00	
	Additions and Alterations	85.00	
	Family Accessory Buildings, Decks	50.00	
	Change in Use	125.00	
	Occupancy	50.00	
	Fence, Pool	50.00	
480-55	<u>All other districts:</u>		
	Occupancy Permit	75.00 per unit	
	Temporary Occupancy Permit	75.00 per unit	
	<u>Licensing of mobile home parks:</u>		
480-57	Failure to obtain a license for a Mobile Home or Mobile Home Parks	100.00	
Article XII: Signs, Canopies, Awnings and Billboards			
480-68 B.	Sign Permit fee	1.00 per square foot per sign with minimum of 50.00 75.00	
480-71	Non-compliance with the Sign Code	General penalty applies	

Adopted Jan. 6, 2025 by City Council Ordinance 1-25-783