

**CITY OF WEST ALLIS  
RESOLUTION R-2021-0640**

**RESOLUTION TO IMPLEMENT FEE SCHEDULE UPDATE FOR FALL 2021**

**WHEREAS**, the City periodically reviews its fee schedule to ensure each fee amount is commensurate with the cost to provide the services associated with the fee; and

**WHEREAS**, certain fees need to be updated to reflect current costs;

**NOW THEREFORE**, be it resolved by the Common Council of the City Of West Allis as follows:

**SECTION 1:**        **AMENDMENT** “Public Records - All Departments” of the City Of West Allis Fee Schedule is hereby *amended* as follows:

**A M E N D M E N T**

Public Records - All Departments

- (a) Reproduction Fee. Each record custodian may impose a fee upon a requester for any copy of a record listed in the table below. If the type of record is not listed in the table below, the record custodian may impose a fee upon a requester for each copy of a record that does not exceed the actual, necessary, and direct cost of reproduction and transcription of the record.

Record Type	Amount
8.5" x 11" Document (Grayscale)	\$0.25 per page
8.5" x 11" Document (Color)	\$0.50 per page
Aldermanic District Map	\$15.00 each
Ambulance Report from Fire Department	\$8.40 each (includes shipping)
Ambulance Report from Fire Department (Certified)	\$13.40 each (includes shipping)
Birth Certificate from Health Department (Certified)	\$20.00 for first copy \$3.00 for 2nd and subsequent copies
Death Certificate from Health Department (Certified)	\$20.00 for first copy \$3.00 for 2nd and subsequent copies
DVD/CD/Flash Drive	\$12.00 each
Other Document (Certified)	\$10.00 per document plus actual reproduction cost
Real Estate Status Form from City Treasurer's Office	<del>\$50.00</del> 40.00 per property <del>for remote request</del> <del>\$75.00</del> 60.00 per property for <del>walk-in</del> rush request

- (b) Location Fee. Each record custodian may impose a location fee upon a requester that does not exceed the actual, necessary and direct cost of locating the record if the cost to find a record by searching, examining, or experimenting exceeds \$50 based on the wage and fringe rate of the lowest paid employee capable of performing the task.
- (c) Shipping Fee. Each record custodian may impose a fee upon a requester for the actual, necessary and direct cost of mailing or shipping of any copy or photograph of a record which is mailed or shipped to the requester.
- (d) Other Fees. Each record custodian may impose any other fee upon a requester if that fee is authorized by law.

Wis. Stat. 19.35(3) Notice of Public Access to Information and Records required by Wis. Stat. 19.34(1) (link)

**SECTION 2: AMENDMENT** “Other Business Licenses” of the City Of West Allis Fee Schedule is hereby *amended* as follows:

#### A M E N D M E N T

##### Other Business Licenses

1. Permanent Businesses from Fixed Location. The city clerk shall collect the following amounts as applicable.

<b>Type</b>	<b>Fee Amount</b>	<b>Authority</b>
Adult-Oriented Establishment License Application Fee (for business)	\$575.00 (filed by April 30) \$725.00 (filed after April 30)	WAMC 9.28(2)
Adult-Oriented Establishment Permit Application Fee (for employee/entertainer)	\$60.00 (filed by April 30) \$85.00 (filed after April 30)	WAMC 9.28(5)
Adult-Oriented Establishment Transfer Fee (person-to-person)	\$100.00	WAMC 9.28(11)
Cigarette and Tobacco Products Retailer License	\$100.00	WS 134.65
Concrete Contractor License	\$75.00	
Electronic Smoking Device Retailer License	\$100.00 \$110.00 (filed after July 1)	WAMC 9.36
Entertainment Device Distributor License	\$750.00	
Escort Service License Application Fee (for business)	\$100.00	WAMC 9.29(3)
Escort Service Permit Application Fee (for employee/entertainer)	\$25.00	WAMC 9.29(5)
Manufactured and Mobile Home Community License	\$100.00 per 50 spaces or fraction of 50 spaces	WS 66.0435(3)(a)
Manufactured and Mobile Home Community License Transfer Fee	\$10.00	WS 66.0435(3)(b)
Manufactured and Mobile Home Community Monthly Municipal Permit Fee	See WS 66.0435(3)(c)	
Pawnbroker License	\$210.00	WS 134.71(2)
	\$75.00 (1-25 capacity) \$100.00 (26-75 capacity) \$125.00 (76-99 capacity) \$150.00 (100-199 capacity)	

Public Entertainment Premises License	\$200.00 (200-299 capacity) \$275.00 (300-399 capacity) \$350.00 (400-499 capacity) \$500.00 (500+ capacity) \$500.00 (no capacity limits)	
Salvage and Recycling Center License	\$240.00	
Secondhand Article Dealer Mall or Flea Market License	\$165.00	WS 134.71(9)
Secondhand Article Dealer License	\$27.50	WS 134.71(3)
Secondhand Jewelry Dealer License	\$30.00	WS 134.71(4)

2. Temporary or Mobile Business Activity. The city clerk shall collect the following amounts as applicable.

Type	Fee Amount	Authority
Direct Seller/Solicitor's Permit (not within Special Event)	\$50.00	WAMC 9.18
Food Peddler Permit (not within Special Event)	\$100.00	WAMC 9.18
Hawker's Permit (not within Special Event)	\$50.00	WAMC 9.18
Junkers and Junk Pickers License	<del>\$25.00</del> <del>15.00</del>	WAMC 9.14
Temporary Public Entertainment Permit	\$50.00	

3. Reserved

**SECTION 3:** **AMENDMENT** “Engineer” of the City Of West Allis Fee Schedule is hereby *amended* as follows:

#### AMENDMENT

Engineer

1. Necessary Work. For any project that requires the City to move a City-owned object and in addition to any fees imposed by the Code, the city engineer shall collect from the person responsible for that project the actual cost of performing that work at the person's request.
2. Discontinuance of a Public Way. The city engineer shall collect of fee of \$250.00 from any person who files a written petition with the common council to discontinue all or part of a public way under Wis. Stat. 66.1003(2) or (3).
3. Privileges. The city engineer shall collect the following privilege fees from any person seeking an obstruction or excavation beyond a lot line or within a highway for 90 days or more, as applicable.

Type	Fee Amount	Authority
Driveway Privilege	\$75.00 (permit fee) \$50.00 (review fee)	WS 66.0425(3)
Encroachment from Private Property	\$25.00 (minor) \$50.00 (major)	
Newspaper Distribution Box Privilege	\$30.00 (initial issuance) \$25.00 (renewal)	WS 66.0425(3)
Sidewalk Privilege	\$50.00	WS 66.0425(3)

4. Temporary Obstruction/Excavation Permits. The city engineer shall collect the following permit fees from any person seeking an obstruction or excavation beyond a lot line or within a highway for less than 90 days, as applicable.

Type	Fee Amount	Authority
Excavation Permit	\$100 + \$10.00 per 100 sf + \$0.50 per linear foot of boring	
Waste Container Permit (\$100 deposit required)	\$35.00 (1-5 days) \$50.00 (6-30 days)	

5. Traffic Permit. The city engineer shall collect the following permit fees from any person seeking to special traffic privileges upon a highway, as applicable.

Type	Fee Amount	Authority
Disabled Parking Zone on Street (commercial)	\$3.00 per linear foot (initial fee) (\$75 min.) \$2.50 per linear foot (renewal) (\$60 min.)	
Disabled Parking Zone on Street (residential)	\$0.00	
Loading Zone	\$3.00 per linear foot (initial fee)(\$75 min.) \$2.50 per linear foot (renewal)(\$60 min.)	
Moving a Building	\$525.00 per building	
Operating Heavy Traffic on Gutter/Curb/Sidewalk	\$30.00 per project (\$100 deposit required)	
Overnight Heavy Traffic Parking	\$5.00 per night	
Oversize Load	<del>\$225.00</del> <del>+70.00</del> per vehicle per trip	
Residential Daytime Parking (no overlapping night parking permit issued)	\$7.00 (per month) \$19.00 (per quarter) \$35.00 (semi-annually)	
Residential Daytime Parking (overlapping night parking permit issued)	\$0.00	
Residential Parking for Commuter Impacted Area (no overlapping night parking permit issued)	\$7.00 (per month) \$19.00 (per quarter) \$35.00 (semi-annually)	
Residential Parking for Commuter Impacted Area (overlapping night parking permit issued)	\$0.00	

6. Reserved

**SECTION 4:** **AMENDMENT** “Lodging And Housing” of the City Of West Allis Fee Schedule is hereby *amended* as follows:

AMENDMENT

## Lodging And Housing

1. Licenses and Permits. The health commissioner may collect the following licensing fees, as applicable.

Type	Fee Amount	Authority
Bed and Breakfast License	\$165.00 (filed by July 1) \$265.00 (filed after July 1)	
Hotel and Motel Permit (5-30 rooms)	<del>\$205.00</del> 194.00 (filed by July 1) <del>\$305.00</del> 294.00 (filed after July 1)	
Hotel and Motel Permit (31-99 rooms)	<del>\$280.00</del> 273.00 (filed by July 1) <del>\$380.00</del> 373.00 (filed after July 1)	
Hotel and Motel Permit (100-199 rooms)	<del>\$355.00</del> 341.00 (filed by July 1) <del>\$455.00</del> 441.00 (filed after July 1)	
Hotel and Motel Permit (200+ rooms)	<del>\$490.00</del> 440.00 (filed by July 1) <del>\$590.00</del> 540.00 (filed after July 1)	
Rooming House Permit (1-10 rooms)	\$30.00 (filed by December 31) \$45.00 (filed after December 31)	
Rooming House Permit (11+ rooms)	\$40.00 (filed by December 31) \$55.00 (filed after December 31)	
Tourist Rooming House License	\$165.00 (filed by July 1) \$265.00 (filed after July 1)	

2. Inspections.

Type	Fee Amount	Authority
Bed and Breakfast Inspection	\$300.00 Pre-Inspection Fee \$130.00 1st Re-Inspection \$170.00 2nd+ Re-Inspections	
Hotel and Motel Inspection (5-30 rooms)	\$494.00 Pre-Inspection \$103.00 1st Re-Inspection \$206.00 2nd+ Re-Inspections	
Hotel and Motel Inspection (31-99 rooms)	\$685.00 Pre-Inspection \$206.00 1st Re-Inspection \$412.00 2nd+ Re-Inspections	
Hotel and Motel Inspection (100-199 rooms)	\$819.00 Pre-Inspection \$206.00 1st Re-inspection \$412.00 2nd+ Re-inspections	
Hotel and Motel Inspection (200+ rooms)	\$1,221.00 Pre-Inspection \$319.00 1st Re-Inspection \$618.00 2nd+ Re-Inspections	
Rooming House Inspection	\$10.00 1st Re-Inspection \$15.00 2nd+ Re-Inspections	
Tourist Rooming House Inspection	<del>\$200.00</del> <del>100.00</del> Pre-Inspection \$100.00 1st Re-Inspection \$200.00 2nd+ Re-Inspections	

3. Reserved

**SECTION 5:** **AMENDMENT** “Weights And Measures-” of the City Of West Allis Fee Schedule is hereby *amended* as follows:

#### AMENDMENT

Weights And Measures-



1. Permits. The health commissioner may collect the following permit fees, as applicable.

Type	Fee Amount	Authority
Linear Measuring Devices	<del>\$20.00</del> <del>10.00</del> per device	
Liquid Measuring Devices	<del>\$30.00</del> <del>15.00</del> per device	
Pricing System	<del>\$60.00</del> <del>30.00</del> per device	
Scale Device	<del>\$30.00</del> <del>15.00</del> per device (up to 100-lb capacity) <del>\$80.00</del> <del>40.00</del> per device (over 100-lb capacity)	
Timing Devices	<del>\$10.00</del> <del>5.00</del> per device	
Weights and Measures Permit Late Fee	<del>\$30.00</del> <del>15.00</del> per permit	

2. Inspections. The health commissioner may collect the following inspection fees, as applicable.

Type	Fee Amount	Authority
Linear Measuring Devices	<del>\$30.00</del> <del>15.00</del> 1st Inspection <del>\$60.00</del> <del>30.00</del> 2nd+ Re-Inspections	
Liquid Measuring Devices	<del>\$20.00</del> <del>10.00</del> 1st Inspection <del>\$40.00</del> <del>20.00</del> 2nd+ Re-Inspections	
Pricing System	<del>\$60.00</del> <del>30.00</del> 1st Inspection <del>\$120.00</del> <del>60.00</del> 2nd+ Re-Inspections	
Scale Device	Up to 100-lb capacity <del>\$30.00</del> <del>15.00</del> Re-Inspection Fee <del>\$60.00</del> <del>30.00</del> 2nd+ Re-Inspections Over 100-lb capacity <del>\$80.00</del> <del>40.00</del> 1st Inspection <del>\$160.00</del> <del>80.00</del> 2nd+ Inspections	
Timing Devices	<del>\$10.00</del> <del>5.00</del> 1st Inspection; <del>\$20.00</del> <del>10.00</del> 2nd+ <del>and</del> <del>Subsequent</del> Inspections	

3. Reserved.

PASSED AND ADOPTED BY THE CITY OF WEST ALLIS COUNCIL

\_\_\_\_\_.

	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Ald. Angelito Tenorio	_____	_____	_____	_____
Ald. Vince Vitale	_____	_____	_____	_____
Ald. Tracy Stefanski	_____	_____	_____	_____
Ald. Marty Weigel	_____	_____	_____	_____
Ald. Suzzette Grisham	_____	_____	_____	_____
Ald. Danna Kuehn	_____	_____	_____	_____
Ald. Thomas Lajsic	_____	_____	_____	_____
Ald. Dan Roadt	_____	_____	_____	_____
Ald. Rosalie Reinke	_____	_____	_____	_____
Ald. Kevin Haass	_____	_____	_____	_____

Attest

Presiding Officer

\_\_\_\_\_  
Rebecca Grill, City Clerk, City Of West  
Allis

\_\_\_\_\_  
Dan Devine, Mayor City Of West Allis