

NEW HOUSING FEE REPORT

City of Manitowoc



**NEW HOUSING FEE REPORT
CITY OF MANITOWOC
DECEMBER 2019**

TABLE OF CONTENTS

INTRODUCTION 2

 PURPOSE..... 2

 PROCESS AND DATA SOURCES 3

RESIDENTIAL DEVELOPMENT FEES 4

RESIDENTIAL DEVELOPMENT FEES COLLECTED IN 2018..... 6

 CONCLUSION..... 7

APPENDICES 8

 APPENDIX A: CITY OF MANITOWOC PERMIT AND REVIEW FEE SCHEDULE..... 8

 APPENDIX B: RESIDENTIAL DEVELOPMENT FEE COLLECTION IN 2018..... 12

ACKNOWLEDGMENTS

Bay-Lake Regional Planning Commission



City of Manitowoc



INTRODUCTION

In 2018, the Wisconsin Legislature enacted legislation that requires cities and villages with populations of 10,000 people or more to prepare two housing related reports by January 1, 2020. These reports include a housing affordability report and a new housing fee report.

Purpose

This report, *The New Housing Fee Report*, was created to satisfy the requirements as outlined in Section 66.10014 of the Wisconsin Statutes. The requirements of this report contained within Section 66.10014 can be found below.

66.10014 New housing fee report.

- (1) In this section, "municipality" means a city or village with a population of 10,000 or more.
- (2) Not later than January 1, 2020, a municipality shall prepare a report of the municipality's residential development fees. The report shall contain all of the following:
 - (a) Whether the municipality imposes any of the following fees or other requirements for purposes related to residential construction, remodeling, or development and, if so, the amount of each fee:
 1. Building permit fee.
 2. Impact fee.
 3. Park fee.
 4. Land dedication or fee in lieu of land dedication requirement.
 5. Plat approval fee.
 6. Storm water management fee.
 7. Water or sewer hook-up fee.
 - (b) The total amount of fees under par. (a) that the municipality imposed for purposes related to residential construction, remodeling, or development in the prior year and an amount calculated by dividing the total amount of fees under this paragraph by the number of new residential dwelling units approved in the municipality in the prior year.
- (3)
 - (a) A municipality shall post the report under sub. (2) on the municipality's Internet site on a web page dedicated solely to the report and titled "New Housing Fee Report." If a municipality does not have an Internet site, the county in which the municipality is located shall post the information under this paragraph on its Internet site on a web page dedicated solely to development fee information for the municipality.
 - (b) A municipality shall provide a copy of the report under sub. (2) to each member of the governing body of the municipality.

Process and Data Sources

The *New Housing Fee Report* was prepared by Bay-Lake Regional Planning Commission on behalf of the City of Manitowoc. The report was generated for the calendar year ending December 31, 2018, using permit and development records, the *City of Manitowoc Permit and Review Fee Schedule*, and the *City of Manitowoc Municipal Code*. The majority of information contained within this report was provided by the City of Manitowoc Community Development Department and the Building Inspection Department.

RESIDENTIAL DEVELOPMENT FEES

On the following page there is an inventory of fees imposed by the City of Manitowoc for purposes related to residential construction, remodeling, or development. This inventory, found on Table 1, was created using the *City of Manitowoc Permit and Review Fee Schedule* and the *City of Manitowoc Municipal Code*.

The residential development, construction, and remodeling fees within Table 1 are organized under the following categories: building permit fees, impact fees, land dedication fees, plat approval fees, stormwater management fees, and water or sewer hook-up fees. Per Wis. Stat. 66.10014 requirements, the table also includes miscellaneous fees that may be associated with residential construction or remodeling. Other fees that are required for new residential construction and development, such as electrical or HVAC fees, are not included in the table.

The *City of Manitowoc Permit and Plan Review Fee Schedule* can be found in Appendix A or by visiting the City of Manitowoc's website under Building Inspection. Additional fees pertaining to plan review can be found [here](#) or under the Community Development Department on the city's website.

TABLE 1: CITY OF MANITOWOC INVENTORY OF RESIDENTIAL DEVELOPMENT FEES

FEE CATEGORY	FEE	FEE AMOUNT¹
BUILDING PERMIT FEES	New Residential Construction (One & Two Family)	\$0.22/sq. ft. (\$40.00 minimum)
	New Residential Construction (Multi-Family)	\$0.22/sq. ft. (\$40.00 minimum)
	Alterations/Additions (One & Two Family)	\$0.22/sq. ft. (\$40.00 minimum)
	Attached Accessory Buildings - New Residential Construction	\$0.22/sq. ft. (\$40.00 minimum)
	Detached Accessory Buildings - New Residential Construction	\$0.20/sq. ft. (\$40.00 minimum)
IMPACT & PARK FEES	NONE	NONE
LAND DEDICATION OR FEE-IN-LIEU OF LAND DEDICATION	Land Dedication	Based on acreage and zoning classification ²
	Fee in Lieu of Land Dedication	Yes, when land dedication is unfeasible ³
PLAT APPROVAL FEES	Certified Survey Map	\$100.00
	Subdivision Plat	\$15.00/lot (\$75.00 minimum)
STORMWATER MANAGEMENT FEES	Stormwater Management Plan ≤ 1 Acre (Multi-Family)	\$200.00 base fee
	Stormwater Management Plan > 1 Acre (Multi-Family)	\$50.00/acre plus base fee
	Erosion Control Fee ≤ 1 Acre (Multi-Family)	\$60.00 base fee
	Erosion Control Fee >1 Acre (Multi-Family)	\$25.00/acre plus base fee
	Connection Fee	\$500.00/connection
WATER OR SEWER HOOK-UP FEE	Sanitary Sewer Connection Fee - New Residential Construction	\$1,000.00/connection
MISCELLANEOUS FEES	WI Uniform Building Permit Seal (One & Two Family)	\$30.00
	Occupancy Permit (One & Two Family)	\$50.00/unit
	Occupancy Permit (Multi-Family)	\$50.00/unit
	Occupancy Permit – Additions (One & Two Family)	\$50.00/unit
	Occupancy Permit – Additions (Multi-Family)	\$100.00/unit
	Plan Exam (One & Two Family)	\$75.00
	Plan Exam (Multi-Family)	\$150.00 plus \$15/unit
	Plan Exam – Additions (One & Two Family)	\$50.00
	Plan Exam – Alterations (One & Two Family)	\$30.00
	House Numbers – New Residential Construction	\$7.00/unit
	Footings & Foundations (One & Two Family)	\$75.00
Footings & Foundations (Multi-Family)	\$100.00	

¹ All fee amounts are subject to change

²R-2 and R-3 – seven percent (7%) allocation of total gross residential acreage; R-4 – nine percent (9%) allocation; R-5, R-6, and R-7 – ten percent (10%) allocation

³ Where the Common Council determines such dedication is not feasible or incompatible with City plans, the subdivider shall in lieu thereof pay to the City a fee determined by taking an average equalized assessed value per acre of undeveloped property within the City, as determined by the City Assessor, multiplied by the total gross residential acreage in the proposed subdivision (including street right-of-way)

RESIDENTIAL DEVELOPMENT FEES COLLECTED IN 2018

This section of the report calculates the average cost per unit to develop, construct, or remodel a residential dwelling within the City of Manitowoc. The calculation, provided in Wis. Stat. 66.10014 (2)(b), divides the total amount of fees the city imposed for purposes related to residential construction, remodeling, or development by the number of new residential dwelling units approved in the city in 2018.

Table 2, presented below, contains the number of new residential projects and total number of residential units approved by the City of Manitowoc in 2018. Table 3 displays the average fee amount collected per dwelling unit. Itemized fee collection amounts are presented in Table 4 located in the appendix. This table includes the total number of permits approved, the total fees collected by the city in 2018, and the average cost per unit for each fee. Tables 2, 3, and 4 were produced using permit and development records provided by the City of Manitowoc Building Inspection Department and the Community Development Department. Please note that total collected fee amounts in Table 3 correspond only to the following: building permit fees (including WI Uniform Building Permit Seal and accessory structure fees), plan review fees, and occupancy permit fees. Separate permits are required for plumbing, electrical, and HVAC. These fees are not included in the calculation as city permit records do not categorize these types of fees by dwelling type.

In 2018, the City of Manitowoc issued 17 new residential building permits for the construction of 76 new residential units. As shown below, permits were approved for ten single-family dwellings, three duplexes, and four multi-family structures. The city also approved 254 additions/alterations permits for one & two family homes and two additions/alteration permits for multi-family buildings. Various development fees were enforced for each project. The fee per unit can be found in Table 4. The total number of units within each building can be seen below.

TABLE 2: APPROVED RESIDENTIAL UNITS PER STRUCTURE TYPE IN 2018							
SINGLE-FAMILY HOMES		TWO-FAMILY HOMES		3 & 4 UNIT BUILDINGS		5+ UNIT BUILDINGS ⁴	
NUMBER OF STRUCTURES	TOTAL UNITS	NUMBER OF STRUCTURES	TOTAL UNITS	NUMBER OF STRUCTURES	TOTAL UNITS	NUMBER OF STRUCTURES	TOTAL UNITS
10	10	3	6	1	4	3	56
TOTAL NEW RESIDENTIAL UNITS ADDED IN 2018							76

⁴ The city approved a 52-unit Residential Care Apartment Complex (RCAC) in 2018 that is not included within this report.

The City of Manitowoc collected a total of \$513,828.53 in permit fees in 2018. However, fees imposed for purposes related to residential construction, remodeling, or development totaled \$56,210.26⁶. Of this number, approximately \$29,749.66 was generated from building, zoning and review fees associated with new residential development while \$26,463.60 was generated from fees collected for residential additions and alterations. Table 3 to the right, shows cost per unit data for new residential development/construction only. In 2018, the city approved 16 one and two family dwelling units permitted at an average cost of \$735.00 per dwelling unit and 60 multi-family residential units permitted at an average cost of \$300.00 per dwelling unit.

TABLE 3: TOTAL COST PER UNIT IN 2018			
ONE & TWO FAMILY DWELLING UNITS		MULTI-FAMILY DWELLING UNITS	
TOTAL UNITS	FEES COLLECTED	TOTAL UNITS	FEES COLLECTED
16	\$11,757.18 ⁵	60	\$17,989.48
COST PER UNIT: \$734.82		COST PER UNIT: \$299.82	

Conclusion

In 2018, the average total fee amount imposed by the City of Manitowoc to construct a single-family dwelling unit was approximately \$735.00, while the average total fee amount to construct a multi-family dwelling unit was approximately \$300.00. These fee amounts are generally low when compared to other cities and villages similar in size. This report does not look at every cost associated with the construction and development of new residential structures. The City of Manitowoc may impose additional fees that are not listed under Wis. Stat. 66.10014 (2)(b), when constructing, developing, or remodeling a single-family dwelling or multi-family dwelling.

Disclaimer: The City of Manitowoc has made every effort to insure the accuracy of the information provided in this document. Due to the possibility of errors or other aspects of electronic communication that is beyond the city's control, the City of Manitowoc does not guarantee the accuracy of this document and is not liable for reliance on this information. It is not intended to cover all circumstances. Final determination of fees shall be calculated upon submittal. All fees are subject to change.

⁵ Includes one deck/porch fixed fee of \$40

⁶ This number does not include the 52-unit RCAC permit fee total of \$16,725.32



APPENDIX A: CITY OF MANITOWOC PERMIT AND REVIEW FEE SCHEDULE

BUILDING - Minimum Permit Fee		\$40.00
Residential – New Construction One & Two Family (Including finished areas in basement)	▶ Building Permit	\$.22 / sq ft
	Occupancy Permit	\$50.00 / unit
	Plan Exam	\$75.00
	Wisconsin Uniform Building Permit Seal	\$30.00
	House Numbers	\$ 7.00
Residential – New Construction Three + Family, Row Housing, Multi-Family Dwellings, Institutional	▶ Building Permit	\$.22 / sq ft
	Occupancy Permit	\$50.00 / unit
	Plan Exam	\$150.00 plus \$15 / unit
	House Numbers	\$ 7.00 / building
Residential - Additions One & Two Family	▶ Building Permit	\$.22 / sq ft
	Occupancy Permit	\$50.00 / unit
	Plan Exam	\$50.00
Commercial, Local Business, Office Buildings, Government, Schools, Institutional, Mini Storage, Additions <i>New Construction or Additions Thereto</i>	▶ Building Permit	\$.20 / sq ft
	Occupancy Permit	\$100.00
	Plan Exam	\$200.00
	House Numbers (if applicable)	\$ 7.00
Manufacturing or Industrial <i>New Construction or Additions Thereto</i> <i>(Office areas included under Local Business)</i>	▶ Building Permit	\$.20 / sq ft
	Occupancy Permit	\$100.00
	Plan Exam	\$200.00
	House Numbers (if applicable)	\$ 7.00
Footing & Foundation <i>Permit to start construction</i>	▶ One & Two Family	\$75.00
	Multi-Family	\$100.00
	Industrial, Manufacturing, Commercial	\$100.00
Garages (Detached), Accessory Buildings, Agricultural Buildings <i>New Construction or Additions Thereto</i>	▶ Building Permit	\$.20 / sq ft
	Plan Exam (240 sq ft or more)	\$25.00
Garages (Attached) <i>New Construction or Additions Thereto</i>	▶ Building Permit	\$.22 / sq ft
	Plan Exam (240 sq ft or more)	\$25.00
Razing or Demolition (Building Inspector may waive fee if structure is condemned)	▶ Building Permit	\$40.00 plus \$.05/ sq ft
		\$500 maximum/ bldg
Moving Buildings Over Public Ways	▶ Building Permit	\$50.00 Accessory Bldg
		\$150.00 All Other Bldgs
Decks	▶ Building Permit	\$40.00
Pools (In Ground, Above Ground, Spa)	▶ Building Permit (Minimum \$40.00)	\$8.00 / \$1,000 Value
Reroofing	▶ Building Permit (Minimum \$40.00)	\$8.00 / \$1,000 Value
		\$300 maximum /bldg
Residing	▶ Building Permit (Minimum \$40.00)	\$8.00 / \$1,000 Value
All other Buildings, Structures, Alterations & Repairs where Sq Ft cannot be calculated.	▶ Building Permit (Minimum \$40.00)	\$8.00 / \$1,000 Value

Note: When calculating valuation, figures will be rounded up to the next whole thousand.

Note: When calculating square footage, figures will be rounded up to the next whole number.

Plan Examination Permit Fee Schedule	
One & Two Family Residence	\$75.00
Apartment, Three Family Residence, Row Housing Multi-Family Residence	\$150.00 plus \$15.00 / unit
Commercial, Industrial, Alterations, Additions	\$200.00
Additions to One & Two Family Residential	\$50.00
Alterations to One & Two Family Residential (excluding roofing, siding & windows)	\$30.00
Accessory Building, 240 square feet or more	\$25.00
Heating Plans submitted separately	\$30.00
Heating & Air Conditioning Permit Fee Schedule	
Heating, Incinerator Units & Wood Burning Appliances	\$40.00 / unit up to & including 150,000 BTU (input BTU) \$15.00 / each additional 50,000 BTU's over 150,000 BTU or a fraction thereof. \$750.00 maximum / unit
Air Conditioning	\$40.00 / unit up to & including 3 tons (36,000 BTU) \$15.00 / each additional ton (12,000 BTU) or fraction thereof. \$750.00 maximum / unit
Heating & Air Conditioning Distribution System (New Construction & Additions)	\$1.20 / 100 square feet of conditioned area. \$25.00 minimum
Commercial / Industrial Exhaust Hoods & Exhaust Systems	\$60.00 / unit
Miscellaneous Permit Fee Schedule	
Reinspection	\$50.00 / inspection
Special Inspection & Reports	\$100.00
Wisconsin Uniform Building Permit Seal	\$30.00 (state charge + \$5.00)

Note: Other fees charged to the Municipality from other government entities for reviewing plans or permits. Fees charged are required to be paid at the time of application. Fees are charged at cost.

Note: Double Fees. Upon failure to obtain a permit before work on a building has been started, except in emergency cases, the total fee shall be double the fee charged.

Note: The State fee schedule for commercial buildings projects may be charged in lieu of or in addition to this fee schedule at the Municipality's discretion.

Note: Gross square footage calculations are based on exterior dimensions, including garage and each finished floor level. Unfinished basement or portions thereof are not included.

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

Note: All fees are subject to minor changes.

The recommended approval of amendments, code changes, products, systems or quality control agencies by the Code committees and the Wisconsin Uniform Code Associations does not constitute an approval or acceptance by any local community. Such acceptance is a function of local government administered by the designated local officials without the necessity of submitting further data because it is supported by factual reports describing the nature and use of the product or system and its performance under designated standard tests by recognized testing agencies.

ELECTRICAL - Minimum Permit Fee	\$25.00
<u>Valuation</u>	<u>Fee</u>
\$0 to \$500.00	\$25.00
\$500.01 to \$600.00	\$30.00
\$600.01 to \$700.00	\$35.00
\$700.01 to \$800.00	\$40.00
\$800.01 to \$900.00	\$45.00
\$900.01 to \$1,000.00	\$50.00
\$1,000.01 to \$2,000.00	\$70.00
\$2,000.01 to \$3,000.00	\$85.00
\$3,000.01 to \$4,000.00	\$100.00
\$4,000.01 to \$5,000.00	\$115.00
\$5,000.01 to \$6,000.00	\$130.00
\$6,000.01 to \$7,000.00	\$145.00
\$7,000.01 to \$8,000.00	\$160.00
\$8,000.01 to \$9,000.00	\$175.00
\$9,000.01 to \$10,000.00	\$190.00
\$10,000.01 to \$11,000.00	\$220.00

Over \$10,000 valuation the fee shall be Two Hundred Dollars (\$200.00) plus \$20.00 for each additional thousand-dollar valuation or fraction thereof.

Electrical License Fees: (Annual renewal required. Licenses expire June 30th of each year.)

Contractor (New)	\$85.00	Contractor (Renewal)	\$60.00
Journeyman (New)	\$45.00	Journeyman (Renewal)	\$30.00
Industrial (New)	\$15.00	Industrial (Renewal)	\$10.00

Annual Electrical Permit – Industrial: \$150.00 (Permit expires February 28th of each year.)

PLUMBING - Minimum Permit Fee	\$25.00
<u>Valuation</u>	<u>Fee</u> (Minimum Fee for Any Permit = \$25.00)
\$0 to \$500.00	\$25.00
\$500.01 to \$600.00	\$30.00
\$600.01 to \$700.00	\$35.00
\$700.01 to \$800.00	\$40.00
\$800.01 to \$900.00	\$45.00
\$900.01 to \$1,000.00	\$50.00
\$1,000.01 to \$2,000.00	\$70.00
\$2,000.01 to \$3,000.00	\$85.00
\$3,000.01 to \$4,000.00	\$100.00
\$4,000.01 to \$5,000.00	\$115.00
\$5,000.01 to \$6,000.00	\$130.00
\$6,000.01 to \$7,000.00	\$145.00
\$7,000.01 to \$8,000.00	\$160.00
\$8,000.01 to \$9,000.00	\$175.00
\$9,000.01 to \$10,000.00	\$190.00
\$10,000.01 to \$11,000.00	\$220.00

Over \$10,000 valuation the fee shall be Two Hundred Dollars (\$200.00) plus \$20.00 for each additional thousand-dollar valuation or fraction thereof.

For any project that requires work to be performed in the *City Right of Way* please contact the City Engineering Department **FIRST** at (920) 686-6910 for *Street Opening Permits* and *Bonding Requirements*. The *Street Opening Permit* number will be required when applying for a *Plumbing Permit*.

APPENDIX B: RESIDENTIAL DEVELOPMENT FEE COLLECTION IN 2018

TABLE 4: RESIDENTIAL DEVELOPMENT FEE COLLECTION IN 2018 ⁷				
FEE TYPE	NUMBER OF PERMITS	NUMBER OF UNITS	TOTAL FEES COLLECTED	AVG. FEE PER UNIT
BUILDING PERMIT FEES				
New Construction Permit Fee (One & Two Family)	13	16	\$6,997.98	\$437.37
New Construction Permit Fee (Multi-Family)	4	60	14,306.60	\$238.44
Alterations (One & Two Family)	241	241	\$24,108.00	\$100.03
Additions (One & Two Family)	13	13	\$1659.96	\$127.69
Alterations (Multi-Family)	1	N/A	\$40.00	N/A
Additions (Multi-Family)	1	N/A	\$655.64	N/A
Attached Accessory Buildings (One & Two Family)	13	13	2,554.20	\$196.48
Attached Accessory Buildings (Multi-Family)	2	N/A	\$682.88	N/A
LAND DEDICATION OR FEE IN LIEU OF LAND DEDICATION				
Land dedication	N/A	N/A	N/A	N/A
Fee in lieu of land dedication	N/A	N/A	N/A	N/A
PLAT APPROVAL FEES				
Certified Survey Map	21	N/A	\$2100	\$100
STORMWATER MANAGEMENT FEES				
Stormwater Management Plan > 1 Acre (Multi-Family)	1	3 acres	\$350.00	\$350.00
Erosion Control Fee >1 Acre (Multi-Family)	1	3 acres	\$135.00	\$135.00
Connection Fee	N/A	N/A	N/A	N/A
WATER OR SEWER HOOK-UP FEE				
Sanitary Sewer Connection Fee	N/A	N/A	N/A	N/A
MISCELLANEOUS FEES				
WI Uniform Building Permit Seal (One & Two Family)	13	-	\$390.00	\$30.00*
Occupancy Permit (One & Two Family)	13	16	\$800.00	\$50.00
Occupancy Permit (Multi-Family)	4	60	\$3000.00	\$50.00
Plan Exam (One & Two Family)	13	-	\$975.00	\$75.00*
Footings & Foundations (One & Two Family)	4	4	\$300.00	\$75.00
Footings & Foundations (Multi-Family)	N/A	N/A	N/A	N/A

⁷ Table 4 does not include data for every fee type. Additional residential development fees may have been collected by the city in 2018.

* Fee is per building