

**CITY OF PORT WASHINGTON, WISCONSIN
ORDINANCE NO. 2018 - 2**

Amending or Creating Ordinances Relating to Municipal Fees

The Common Council of the City of Port Washington, Wisconsin, do ordain as follows:

Section 1. Sections 9.04.030 5. and 6. of the Municipal Code of the City of Port Washington, relating to **Classes of Licenses; Fees** for alcohol beverage licenses are amended to read as follows:

5. Temporary Class "B"/"Class B" Retailer's Licensee. \$10.00 per event.
6. Operator's License.
 - A. Original (new) \$35.00 per year.
 - B. Renewal \$30.00 per year.

Section 2. Section 9.07.040 C. of the Municipal Code of the City of Port Washington, relating to **Registration Requirements** for direct sales and solicitations is amended to read as follows:

- C. No application shall be processed until the application fee has been paid to the Clerk to cover the cost of processing said application. Said fee shall be \$100.00. In addition, no application shall be processed until a background check fee has been paid to the Clerk. Said fee shall be \$10.00 per solicitor.

Section 3. The introductory paragraph of Section 9.08.010 of the Municipal Code of the City of Port Washington, relating to **Permit Required** for fund solicitors is amended to read as follows:

9.08.010 Permit Required. No person representing or purporting to represent, directly or indirectly, or using the name of any lodge, club, charitable, philanthropic, educational, patriotic, political or labor organization or any other association or society, shall solicit funds from the public for any purpose through the sale of tickets, tags, contributions, advertising, or any other method where such person shares or receives, directly or indirectly, any part of such fund for such solicitation and promotion without having first secured a permit to do so from the City Clerk, and paid the fee of \$100.00 therefore, and no such permit shall be issued except on written application therefore, which shall contain the following information:

Section 4. Section 9.15.020 B. of the Municipal Code of the City of Port Washington, relating to **Fees** for cabaret licenses is amended to read as follows:

- B. **Fees.** The fee for an annual cabaret license shall be \$100. The fee for applications approved during a license year shall be prorated so that the portion of the total annual fee due shall be determined in the same proportion which the remaining number of months (or portions thereof) in the license year bears to 12. The fee for an event cabaret license shall be \$25 for the first day, plus \$5 per day for each additional day of the event. No license fees shall be refunded if a license is denied, non-renewed, suspended or revoked.

Section 5. Section 9.15.020 D. of the Municipal Code of the City of Port Washington, relating to **Time for Filing Application; Late Fee** for cabaret licenses is amended to read as follows:

- D. **Time For Filing Application; Late Fee**. Applications for a cabaret license shall be filed with the City Clerk at least 20 days before the Common Council may act on such license application. Renewal licenses shall be applied for by June 1st of each year or shall be subject to a late filing fee of 20% of the license fee. Payment of a late fee shall not entitle an applicant to issuance of a renewal license, and shall not relieve any person or entity from any other penalties prescribed by ordinance for failure to obtain or possess a cabaret license.

Section 6. Section 18.16.000 of the Municipal Code of the City of Port Washington, entitled **APPLICATION FEES AND DEVELOPMENT REVIEW FEES** is amended to read as follows:

18.16.000 ADMINISTRATIVE, FILING AND DEVELOPMENT REVIEW FEES

Section 7. Section 18.16.010 of the Municipal Code of the City of Port Washington, entitled **Application Review and Development Fees** is amended to read as follows:

18.16.010 Administrative, Filing and Development Review Fees

- A. **Findings**. The provision of services by City staff to file, review, examine, and administratively process certain subdivision, zoning, land, and land use amendments, appeals, applications, approvals, concepts, exceptions, grants, maps, ordinances, permits, petitions, plans, plats, and surveys under the City's Subdivision Control and Zoning Ordinances and the Wisconsin Statutes affects the health, safety and welfare of the public. Reasonable fees for the cost of those services should, to the extent practicable, be allocated and charged to the person requesting such services or receiving the benefits thereof. The fees established pursuant to this section bear a reasonable relationship to those services provided by City staff. Therefore, the Common Council authorizes the establishment, imposition, and collection of fees for such services, as provided herein.
- B. **Fee Schedule**. In addition to other fees specifically allowed or prescribed under the City's Subdivision Control and Zoning Ordinances and the Wisconsin Statutes, to defray the cost of services provided by City staff the City shall impose and collect fees relating to the following matters, in the amounts set forth in Table 1 below, or in such other reasonable amounts as may be established or modified from time-to-time by resolution of the Common Council. A schedule of such fees shall be available for review in the office of the City Planner. All fees shall be paid in full upon the filing or submission of documents relating to, or requesting, a subdivision, zoning, land, or land use amendment, appeal, application, approval, concept, exception, grant, map, ordinance, permit, petition, plan, plat, or survey.

Table 1

Annexation Petition	\$300 (includes meeting with applicant, assistance in preparing petition, preparation and publication of public hearing notice, coordinate mapping of territory, staff prep. for Plan Commission and Common Council meetings.)
Awning review	\$50

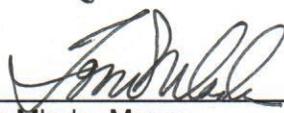
Board of Zoning Appeals – (appeal, special exception or variance)	\$200 (filing fee) [Cross-reference: sec. 20.08.010 A, Zoning Ordinance]
Business, Site and Operational Plan review	\$450 (includes meeting with applicant, detailed engineering and planning review, staff prep. for Design Review Board meeting, and reports to Plan Commission.)
Certified Survey Map (CSM) review (with Dedication)	\$275 (includes staff review time in preparation for Plan Commission and Common Council meetings.)
Certified Survey Map (CSM) review (without Dedication)	\$250 (includes staff review time in preparation for Plan Commission meeting.)
Concept Plan review	\$300
Conditional Use Grant review	\$300 (includes meeting with applicant, staff review time in preparation for Plan Commission and Common Council meetings, draft documents and prepare for recording, preparation and publication of public hearing notice, review at one (1) year, and mapping.)
Consultation	No charge (\$0) for initial consultation on a project.
Final Plat or Condo Plat review	\$250 (includes detailed engineering and planning review, preparation of Developer's Agreement, preparation of reports for Plan Commission and Common Council meetings.) (Note: also requires digital copy of plat on CD.)
Minor Site or Building Plan review	\$100 (for small site plan changes such as minor landscaping, new driveways, additions to parking, etc.)
Planned Development Overlay (OPD) review	\$300 (includes staff review time, preparation for Plan Commission and Common Council meetings, and preparation of OPD agreement and documents for recording.)
Preliminary Plat Review	\$550 (includes detailed planning and engineering review, and preparation of report to Plan Commission.)
Subdivision Concept review	\$300 (includes meetings with the developer and engineering and planning review.)
Zoning - Map or Text Amendment (rezoning)	\$250 (includes meeting with applicant, staff research and review of request, staff preparation time for Plan Commission and Common Council meetings, preparation and publication of public hearing notice, preparing and mailing notice to neighbors and address list, and map changes.)
Zoning - Special Exception	\$100

Section 8. This ordinance shall become effective upon passage and publication.

Passed and approved this 21st day of February, 2018.

ATTEST:


 Susan L. Westerbeke, City Clerk


 Tom Mlada, Mayor