



City of Burlington Fee Schedule

Revised 3/2018

Ch. 9 Budget and Finance		
9.8	Special Assessment or other status letter	\$35
Ch. 22 Departments		
22-7	Fingerprint Fee	\$20
Ch. 31 Emergency Government		
31-9	Vehicle Storage Fee	\$10/day or portion thereof
Ch. 67 Records		
67-6	Photocopies (letter or legal size, copied on site)	\$0.25 per page
	Other reproductions or photography	Actual cost
	Audio Tape	\$15
	Compact Disc/DVD	\$10
	Video Tape	\$20
	Search fees if in excess of \$50.00	Hourly pay rate of lowest paid employee capable of performing the search
	Mailing	Actual cost
	Frequently asked for documents	
	Entire Municipal Code	Actual cost charged by code co.
	Municipal Code Supplements (Ordinances)	\$0.25 per page printed
	Zoning Code	\$20
	Fire Prevention Code	\$20
	Zoning Map	\$15
	Voting Map	\$15
	24" x 36" prints	\$3.75 each
Ch. 100 Amusements and Special Events		
100-1	Circus or Caravan License	\$30 per day
100-1	Show, Event or Amusement License	\$25 per day
100-3	Block Party Permit	Actual cost per man hour for city services
100-5	Special Event Permit	Actual cost per man hour and

items requested for City services
and processing fees

Ch. 104		Animals
104-2	Special Permit	\$10
104-3	Dog - Altered	\$6
	Dog - Unaltered	\$10
	Late Fee	\$10 after April 1 or 8 months old within year
104-4	Cat - Altered	\$6
	Cat - Unaltered	\$10
	Late Fee	\$10 after April 1 or 8 months old within year
104-8	First Impoundment	\$15
	Second Impoundment	\$25
	Third Impoundment	\$40
104-12	Commercial License	\$15
Ch. 110		Bicycles and Play Vehicles
110-1	Bicycle Registration	No charge - Valid for life of bicycle
Ch. 115		Building Construction
115-9	1 and 2 Family Dwelling	
	Minimum Permit Fee for All Building Permits	\$65
	Early Start	\$200
	Plan Review	\$175
	Zoning	\$75
	Erosion Control	\$150
	New 1 & 2 Family (including decks)	\$0.32/ sq. ft.
	State Seal	\$50
	Occupancy	\$65
	Temporary Occupancy	\$80
	911 Address number	\$15
	Additions + Mechanicals	\$0.32/ sq. ft. Min. \$190
	Plan Review	\$100
	Certificate of Completion/occupancy	\$50
	Remodel/Basement Finish + Mechanicals	\$0.32/ sq. ft. Min. 120
	Plan Review	\$50
	Certificate of Completion	\$25
	Add Bath (all trades included)	\$200
	Kitchen Remodel (includes all trades)	\$165
	Bath Remodel-fixture replacement only (includes all trades)	\$120
	Modular Home (includes all trades)	\$800
	Accessory Building ()	
	Plan Review & Zoning	\$50
	Less than 120 sq. ft. (includes zoning)	\$100
	Greater than 120 sq. ft.	\$0.28 sq. ft. Min \$120
	Manufacture built (no plan review needed)	\$75
	Decks/Gazebo/Pergolas (includes plan review & zoning)	\$150

Exterior Entry Landing/Ramp (Under 25 sq. ft.)	\$85 (Includes plan review)
ADA Ramp Manufactured	\$65
Re-inspection fee	\$75
Where sq. footage cannot be calculated	\$11 per \$1000 of valuation
Raze	\$200 (Fees may be waived at the discretion of the Building Inspector)

115-9 Miscellaneous 1 and 2 Family

Permit renewal	\$75/inspection, Min. \$100
Roof/Siding	\$50
Add window/door	\$85/inspection
Foundation Repair	\$120
Fence	\$50
Driveway addition/alteration/relocate	\$50

115-9 Commercial/Multifamily

Minimum permit fee	\$100
Permit Renewal	\$85/Inspection, Min. \$200
Early Start	\$245
Plan Review	\$250 + \$25/per additional units
Zoning	\$125
Erosion Control	\$180/Building + \$5/1,000 Sq. Ft. Max. \$2,000
New Building	\$0.32/ sq. ft.
Occupancy	\$190 + \$ 50/unit
Temporary Occupancy	\$80
Tenant Finish/Remodel /Addition	\$0.32/ sq. ft., Min. \$200
Plan Review/Zoning	\$225
Certificate of Completion	\$50
Decks/Gazebo/Pergolas (includes plan review & zoning)	\$200
Accessory Structures	\$0.32/ sq. ft., Min. fee \$180
Plan review	\$75
Certificate of completion	\$50/unit
Where Square footage cannot be calculated	\$12/ \$1,000 value of project

115-9 Industrial/Manufactory Building

Minimum Permit Fee	\$100
Permit Renewal	\$85/Inspection Min. \$200
Early Start	\$245
Plan Review	\$225
Plan Review (<\$40,000)	\$125
Zoning	\$125
Erosion Control	\$180/Building + \$5/1000 Sq. Ft.
New Building (not including office/lab or similar area)	\$0.26/ sq. ft.
Office/Lab or similar area	\$0.32/ sq. ft.
Occupancy	\$190
Temporary Occupancy	\$190
Remodel/Addition (not including office/lab or similar area)	\$0.26/ sq. ft.
Office/Lab or similar areas	\$0.32/ sq. ft.
Plan review	\$100
Certificate of Compliance	\$50/unit

115-9 Miscellaneous Commercial/Multifamily/Industrial/Manufactory Fees

Minimum Permit Fee	\$65
Re-inspection Fee	\$75 1st time/100 each time after
Missed inspections	\$75
Work Started without permits	Double Fee
Special Inspection, Reports or Letter	\$75/hr.
Cellular Tower Modification	\$120
Cellular Tower Installation – New	\$750
Cold Storage + Mechanicals	\$0.26 sf. ft.
Wrecking, Razing or Demolition	\$75 + \$0.10/sq. ft. / Max. \$750/building (Fees may be waived at the discretion of the Building Inspector)
Roof	\$11/\$1,000 value of project / Max. \$250
Siding	\$100
Fence (include zoning)	\$50
Driveway	\$50
Pools/Hot tub above ground (include zoning) + Mechanicals	\$120 (includes 2 inspections)
Pools built-in (include zoning) + Mechanicals	\$180 (includes 3 inspections), \$65 each additional inspection
Signs/Awning (each)	\$65
Temporary Sign Permit	\$65
Dumpster / Receptacle Enclosure Permit	\$65
Yard Sprinkler System	\$65

- Note: The state fee schedule for commercial buildings (DSPS 305) projects may be charged in lieu of or in addition to this fee schedule at the Municipalities discretion
- Note: Gross square footage calculations are based on exterior dimensions, including garage and each finished floor level. Unfinished basements or portions thereof are not included
- Note: The state fee schedule for commercial building projects may be charged in lieu of or in addition to this fee schedule at the City's discretion.
- Note: All fee categories shall be rounded up to the next full dollar amount.
- Note: Where fees are based upon square footage, they shall be based on exterior dimensions, including garage and each unfinished floor level. Unfinished basements or portions thereof are not included.

Ch. 115 Heating and Air Conditioning

Plan Review if not submitted at time of original review	\$65
Minimum Permit fee	\$65

Ch. 115-9 New 1 and 2 Family Residential	\$ 60 base fee + .07/ sq. ft.
Addition	\$ 60 base fee + .07/ sq. Ft.
Remodel (duct alteration only)	\$ 65
HVAC Appliance replace/added + electrical	\$ 65 each

115-9 Commercial/Multi Family	
New/Addition/Remodel	\$100 base fee + \$.06/ sq. ft.
Minimum permit fee	\$100
Where sq. ft. cannot be calculated	\$85/inspection

115-9	Industrial/Manufactory New/Addition/Remodel Minimum permit fee Where sq. ft. cannot be calculated	\$100 base fee+ \$0.04 sq. ft. \$100 \$85/inspection
115-9	Commercial/Multi Family/Industrial/Manufactory – Additional or Replace Units Air Conditioning Unit(Up to 3 tons or 36,000 BTUs) Air Conditioning Unit(Over 3 tons) Exhaust Hood System (New/ Replace) Heating & Air Conditioning Distribution System Heating, Incinerator Unit or Wood Burning Appliance (Up to & including 150,000 BTUs) Heating, Incinerator Unit or Wood Burning Appliance (Over 150,000 BTUs)	\$100/unit \$16/ton (12,000 BTUs) or fraction Thereof, Max. \$750/unit \$ 200 \$0.04/ sq. ft. of conditioned area. Min. \$100 \$65/unit \$16/unit per 50,000 BTUs or fraction thereof, Max. \$750/unit
Ch. 128	Cigarettes and Tobacco Products	
128-1	Cigarette License	\$100
Ch. 142	Electrical Work / Inspections	
142-5	1 and 2 Family Dwelling Minimum permit fee New /Remodel/Addition Where Sq. Ft. cannot be calculated Accessory Building	\$65 \$60 base + \$0.10/ sq. ft. \$65 + \$3 / device \$60 base fee +\$0.10/ sq. ft.
142-5	Multi Family/ Commercial Minimum permit fee New/Addition/Remodel (plus electric service) Where sq. ft. cannot be calculated Plan review if not submitted at time of original review Where sq. ft. cannot be calculated	\$100 \$100 base + \$0.10/ sq. ft. \$85 + \$4 /device \$65 \$85/inspection
142-5	Industrial/Manufactory Minimum permit fee New /Addition/ Remodel (plus electric service) Office/Lab /similar areas Where Sq. Ft. cannot be calculated Plan review if not submitted at time of original review	\$100 \$120 Base fee + \$.08/ sq. ft. \$0.10/ sq. ft. \$85 + \$4/device \$65
142-5	Miscellaneous Fees Special Inspections New/Temporary/Upgrade service Feeder panel 0 to 200 amp 201- 400 amp 401 amp and up	\$85 \$65 \$100 \$120 \$240

Accessory Structure+ electrical service	\$65 Base fee + \$ 8/device
Solar/Wind generation	\$120
Generators/Transformer	\$120
Low Voltage system	\$75 + \$0.02/ sq. ft.
Appliances	\$65
Hot Tubs/pools above ground	\$120
Built in Pools/Hot Tubs	\$180
Parking Lot lighting	\$65 Base fee + \$15/fixture
Pump/Grinders	\$65 /device
Heating Units	\$65 /unit
Sign	\$65
Miscellaneous	\$65

Ch. 165 Geographical Designation and Logo

165-1	Use of Geographical Designation and Logo	\$110
165-2	Use of Logo Only	\$30

Ch. 187 Intoxicating Liquor/Fermented Malt Beverages

187-7	Retail Class "A" Fermented Malt Beverages	\$100 Plus publication charge
187-7	Retail Class "B" Fermented Malt Beverages	
	Full Year	\$100 Plus publication charge
	Six Month	\$50 Plus publication charge
	Temporary/Picnic (Special Gathering)	\$10
187-7	Wholesaler's Ferm. Malt. Bev.	\$25 Plus publication charge
187-7	Retail "Class A" Liquor	\$500 Plus publication charge
187-7	"Class B" Liquor	
	Full Year	\$500 Plus publication charge
	Six Months	\$250 Plus publication charge
187-7	Operator's	\$25
	Provisional Operator's	\$15
	Temporary Operator's	\$10
187-7	Retail "Class C" (Wine)	\$100 Plus publication charge
187-7	Retail Reserve "Class B" Liquor	No less than \$10,000 plus publication charge

Ch. 193 Junk Collectors / Dealers

193-2	Junk Collector	\$25
	Junk Dealer	\$25
	Junk Yard	\$25
	Each Additional Vehicle	\$15
193-7	Duplicate License	\$5

Ch. 219 Noise

219-1	Construction Equip. Operation	\$125 for operation outside of regular hours
219-1	Loudspeaker Permit	\$30

Ch. 227 Public Nuisance		
227-3	Noxious and other weeds	\$110.00 Administration fee, plus equipment cost, and hourly labor (doubled)
Ch. 234 Parks and Public Areas		
234-2	Special Occasion Permit	\$15
234-3	Overnight Camping Permit	\$15
	Pavilion Rental for City residents	\$50
	Pavilion Rental for non-residents	\$100
	Park rental security deposit	\$100
Ch. 243 Plumbing		
243-5	New 1 and 2 Family Addition/Remodel	\$60 base fee + \$.10/ sq. ft. \$ 15 per fixture +\$65 per inspection, Minimum \$125
243-5	New Commercial/ Multifamily Plan Review if not submitted at time of original review Minimum Permit Fee Addition/Remodel Sanitary & Storm Sewer Building Drain Water, Sanitary & Storm Sewer Laterals Sanitary & Storm Sewer Manhole & Catch Basin Back Flow Preventers	\$100 base fee + \$0.10/sq. ft. \$65 \$85 \$15/fixture + \$85/ anticipated inspections, min. fee \$ 225 \$75 for 1st. 100 ft. + \$0.45/ea. additional ft. \$75 for 1st 100 ft. + \$0.45/ea. additional ft. \$75 for 1st. 100 ft. + \$0.45/ea. additional ft. \$15/each \$120
243-5	New Manufactory/Industrial Plan Review if not submitted at time of original review Minimum Permit Fee Addition/Remodel Sanitary & Storm Sewer Building Drain Water, Sanitary & Storm Sewer Laterals Sanitary & Storm Sewer Manhole & Catch Basin Back Flow Preventers	\$100 Base fee + \$0.06/sq. ft. \$65 \$85 \$15/fixture + \$85/ anticipated inspections, min. fee \$ 225 \$75 for 1st. 100 ft. + \$0.45/ea. additional ft. \$75 for 1st 100 ft. + \$0.45/ea. additional ft. \$75 for 1st. 100 ft. + \$0.45/ea. additional ft. \$15/each \$120
Ch. 254 Sales		
254-1	Direct Seller's Registration	\$50.00
254-1.1	Weights and Measures License Annual Assessment	\$30.00 Amount set by Council according to class of license

254-2	Vendor Vehicle Permit Pushed, Pedaled or Pulled Vehicle	\$20.00
	Motorized Vehicle	\$30.00
254-3	Farmer's Market Permit	Handled by Farmers Market
254-5	Special Event Sales Permit	\$30.00

Ch. 259 Sewers

259-5	Sewer Connection Fee, within City	\$1,650.00 per REU
259-13	Industrial Discharge Permit	\$110.00
259-16	Septage Disposal Permit	\$110.00

Ch. 270 Stormwater Management

270-12	Stormwater Permit	Actual cost of City Engineer's charges
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Ch. 274 Streets and Sidewalks

274-9	Snow and Ice Removal	\$110.00 Administration fee, plus equipment cost, and hourly labor (doubled)
274-11	Outdoor Seating Permit B2 & B2A Zoning Dist. Sidewalk Seating Permit without alcohol	\$30
	Sidewalk Seating Permit with alcohol	\$45
274-18	Right-of-way Work	Deposit \$2,000.00 Refundable on satisfactory restoration
274-20	Right-of-way Permit Excavation below 12" deep or pavement	\$175
	Surface or above 12" below surface	\$30
	Dumpster or construction vehicle placement	\$30

Ch. 278 Subdivision of Land

278-76	Objecting Agency Review Fee	Actual cost charged by Agency
278-77	Preliminary Plat/CSM Review Reapplication	\$35 Base fee, plus \$7 per lot \$30
278-78	Improvement Review Fee	1% of estimated cost of public Improvements
278-79	Inspection Fee	Actual cost of City Engineer's Charges
278-80	Final Plat/CSM Review Reapplication	\$8 Base fee, plus \$2 per lot \$8
278-81	Public Site Fee	\$500 per dwelling unit
278-82	Street Tree Fee	\$135 per tree required
278-83	Engineering Fee	Actual cost of City Engineer's charges
278-84	Administrative Fee	Actual cost of City's expenses

Ch. 293 Vehicles and Traffic

293-3	All Night Parking Permit	\$10 per month
293-6	Parking Permit for Municipal Lot	\$10 per month
293-8	Key Return Fee	\$5
293-18	Impoundment Storage Fee	\$50 per day or portion thereof

Ch. 297 Vehicles for Hire

297-1	Taxicab License	
	First vehicle	\$60 plus publication charge
	Each additional vehicle	\$30
297-2	Carriage License	\$30 per carriage

Ch. 304 Water

304-11	Flow Tests	\$10
304-11	Water Rates	As approved by the PSC & Council in Rate Schedule
304-13	Well Operation Permit	\$75 permit must be renewed every five years

Ch. 315 Zoning

PUD Overlay District	\$500 Deposit +/- Actual
Conditional Use Permit	\$500 Deposit +/- Actual
Certified Survey Map Review	\$500 Deposit +/- Actual
Site Plan Review	\$500 Deposit +/- Actual
Rezoning/change Application	\$500 Deposit +/- Actual
Historic Preservation District Certificate of Appropriateness	\$150 Deposit +/- Actual
Historic Preservation District Sign Application	\$150 Deposit +/- Actual
Variance Application/Zoning Appeal	\$150 Deposit +/- Actual
Quarry Operation Cond. Use	\$200 per year