



*"...meeting community needs...enhancing quality of life."*

TO: Municipal Services Committee

FROM: Kurt W. Craanen, Inspections Supervisor  
Paula Vandehey, Director of Public Works

SUBJECT: Reinspection Fees

DATE: June 12, 2019

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Section 4-161(b) of the Municipal Code of the City of Appleton states that the fee for starting work prior to obtaining a building permit is triple the fee when a building permit is obtained. In addition, Section 4-162(c) states that a callback inspection charge shall be thirty-five dollars (\$35.00). These code sections are in Article I of Chapter 4 of the Municipal Code, which pertains to building permits only. There are similar standards in Article VI of Chapter 4 pertaining to electrical permits.

The plumbing and HVAC sections of Chapter 4 of the Municipal Code do not include corresponding language.

Staff recommends the attached code changes to make the triple fee and call back fee consistent throughout Chapter 4 of the Municipal Code. This includes adding to Section 4-292 to require a thirty-five dollar (\$35.00) callback plumbing inspection charge. This also includes changing Section 4-497(f) to establish a thirty-five dollar (\$35.00) callback HVAC inspection charge and removing language requiring a double fee for late permits.

**The Department of Public Works recommends approval of changes to Section 4-292 and Section 4-497 of the Municipal Code of the City of Appleton.**

cc: Amanda Abshire

**Sec. 4-292. Plumbing fees.**

(c) A callback inspection charge shall be established at thirty-five dollars (\$35.00) per callback for all work requiring inspection under plumbing and sewer permit requirements.

**Sec. 4-497. Required.**

(f) ~~*Late penalty.* The penalty fee for a late permit application shall be a double fee.~~ **Reinspection.** A callback inspection charge shall be established at thirty-five dollars (\$35.00) per callback for all work requiring inspection under mechanical permit requirements.