

EFFECTIVE 1/1/22



FEE SCHEDULE

Public Safety

REPORTS, COPIES, CD'S, TESTS & RELEASES

Public Records	\$5.00 for 5 single-sided pages or less
Each additional page	\$0.25 per single page (Black and White) \$.50 per single page (Color)
Local Records Check	\$5.00 per inquiry
CD's or DVD's	\$20.00 per reproduction
Digital Mediums or Blue-Ray Disc	Cost of medium

Photograph(s)	Copied 4 photographs per page
Fingerprinting per card	\$20.00
Vehicle Impound Release	\$20.00
Alternate Breath Test	\$30.00
Convenience Fee (credit card transaction)	\$2.50
PET LICENSE	
Pet License – spayed/neutered	\$20.00 per calendar year
Pet License – not spayed/neutered	\$30.00 per calendar year
Pet Unlicensed Delinquency Fee	Double original license fee (after March 31)
PERMITS	
Dance Hall Inspection Fee	\$50.00
Dance Hall Permit Fee	\$100 (inspection fee is credited to permit fee)
Temporary Noise Permit Fee	\$20.00 per day
Panhandler, Peddler, Solicitor, Transient Merchant Fee	\$20.00 application fee 1 Day - \$20.00 1 Week - \$100.00 90 Day - \$500.00 \$25.00 per each additional peddler, etc.

Fire Department

Rental Fees

Rental Registration Fee (*Additional inspection fees required to be paid at time of inspection)	\$35 - Single Family \$50 - Duplex \$150 Apartment
Additional Fee if Owner Cannot be identified/reached and City must research and contact current tenant	\$25.00

Fire Dept Plan Review (\$110 minimum, or per the following schedule)

The Windsor Heights Fire Department may require plan reviews to be conducted by a third party. For additional information see https://www.windsorheights.org/plan_review. Fees for any required third party review are not included within the City fee schedule listed below.

100-6,000 sq. ft.	\$110.00
6,001-12,000 sq. ft.	\$218.00
12,001-24,000 sq. ft.	\$327.00
24,001-50,000 sq. ft.	\$453.00
50,001-100,000 sq. ft.	\$546.00
100,001-500,000 sq. ft.	\$1,093.00
500,001-1,000,000 sq. ft.	\$1,639.00
1,000,000 sq. ft. and above	\$1,639.00 + \$110.00 for every 6,000 sq. ft. above 1,000,000

Commercial/ Fire Code

Initial Inspection	\$0
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First Re-Inspection (performed 30 days after initial inspection)	\$25.00
Second Re-Inspection (performed 2 weeks after first re-inspection)	\$100.00
Third Re-Inspection (performed 2 weeks after second re-inspection)	\$200.00
Fourth Re-Inspection (performed 2 weeks after third re-inspection)	\$400.00
Fifth Re-Inspection (performed 2 weeks after fourth re-inspection)	\$800.00
Hazmat Fees	
Heavy Response Apparatus with 4 personnel (Engine, ladder, heavy rescue)	\$300.00
Light Response Apparatus with 2 personnel (Tanker, brush truck, ambulance, staff car)	\$240.00
Extra Response Personnel	\$24.00
Expended materials (foam, containment booms, sand, absorbent, etc.)	Replacement Cost including shipping
*Minimum of one hour. Billed in 15-minute increments beyond the first hour	
Ambulance Fees	
Basic Life Support (BLS) - Non-Emergent	\$590.00
Basic Life Support (BLS) - Emergent	\$695.00
Advanced Life Support (ALS) Non-Emergent	\$690.00
Advanced Life Support (ALS) - Emergent	\$807.00
Advanced Life Support (ALS) Level 2	\$1,065.00
Treat / No Transport	\$277.00
Critical Care Transport	\$1,254.00
Loaded Mileage Rate	\$13.80
Nitrous Oxide	\$50.00
Oxygen	\$30.00
Additional Attendant	\$50.00
ALS Supplies	\$50.00
BLS Supplies	\$50.00
IV Supplies	\$35.00
Intubation Supplies	\$25.00
City Hall	
Copies	8 1/2 "x 11" Black and White \$0.25 per single page copy 8 1/2 "x 11" Color \$0.50 per single page copy 11" X 17" Black and White \$1.00 per single page copy 11" X 17" Color \$2.00 per single page copy

Hourly rate for contract staff time or City Staff needed to produce or review documents	Actual cost(s) of employee time if time involved exceeds fifteen (15) minutes
Audio CD's	\$20.00 per reproduction
NSF Check Fee (All Departments)	\$30.00
Convenience Fee (Credit Card Transaction)	\$2.50
Special Council Meeting	\$59 per Council member
Special Events Vendor Fee	\$100 Single Space \$150 Double Space
Parklet Rental Fee	\$350 per month

BUILDING PERMITS

TOTAL VALUATION	FEE
\$1.00 to \$500.00	\$22.00
\$501.00 to \$2,000.00	\$50.00 for the first \$500.00 + \$.275 for each additional \$100.00 or fraction thereof, to and including \$2,000
\$2,001.00 to \$25,000.00	\$75.50 for the first \$2,000 + \$12.50 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,000.00 to \$50,000.00	\$361.00 for the first \$25,000 + \$9.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000
\$50,000.00 to \$100,000.00	\$586.25 for the first \$50,000.00 + \$6.25 for each additional \$1,000.00 or fraction thereof, to and including \$100,000
\$100,000.00 to \$500,000.00	\$900.00 for the first \$100,000.00 + \$5.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000
\$500,000.00 to \$1,000,000.00	\$2,900.00 for the first \$500,000.00 + \$4.25 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000
\$1,000,000.00 and up	\$5,023.50 for the first \$1,000,000.00 + \$2.75 for each additional \$1,000.00 or fraction thereof
Re-inspection fees	\$42.00/hour (1-hour minimum)
Commercial Plan Review	65% of permit fee
Temporary Certificate of Occupancy	\$250
Final Site Plan Review	\$250.00 + 65% of total building permit fee
SUB-CONTRACTOR PERMITS (RESIDENTIAL)	
Mechanical	Flat Fee \$75.00
Plumbing	Flat Fee \$75.00
SUB-CONTRACTOR PERMITS (COMMERCIAL)	
Mechanical	Basic Fee \$75.00
▪ Furnace or heater	\$20.00
▪ Air conditioner	\$20.00
▪ Water heater	\$20.00
▪ Appliance vent	\$20.00
▪ Boiler	\$20.00
▪ Ventilation fan	\$20.00
▪ Fireplace or solid fuel burning appliance	\$20.00
▪ Gas Piping (per outlet)	\$20.00
▪ Hood	\$20.00

Plumbing	Basic Fee \$75.00
▪ Street excavation	\$20.00
▪ Sewer service line and Water Service Line	\$20.00
▪ Grease Traps	\$200.00
▪ Storm sewer service	\$20.00
▪ other	\$20.00
Gas piping (per outlet)	\$20.00
Backflow preventer	\$20.00
OTHER PERMITS	
Nuisance Abatement	
▪ R-O-W mowing	\$100.00/hour (1 hour minimum)
▪ Lot mowing	\$175.00/hour (1 hour minimum)
▪ Sidewalk snow removal	\$1.00 per lineal foot; or minimum \$100.00
Zoning verification/Property Research	\$ 40.00/hr.
Rezoning	\$400.00
Zoning compliance	\$ 40/hr.
Home occupation	\$25.00
Preliminary Site Plan Review	\$250.00 + Other Engineer Costs
Conditional Use Permit	\$300.00
Appeal or Variance request	\$300.00
Fence permit	\$30.00
Pool permit	\$25.00
Signs	Basic Fee \$50.00+ \$1.00 per square foot
▪ Temporary signs	Basic Fee \$15.00 + \$1.00 per square foot
Grading Permit	\$35.00
Temporary Use	\$25.00/month for up to 4 months; \$50.00/month for the 5 th month; \$100.00/month after 5 th month
Temporary Structure	
▪ Commercial	\$50.00/month
▪ Residential	First 30 days- \$0; Second 30 days- \$20.00, Third 30days- \$40.00; thereafter- \$20.00 per 30-day extension
Sidewalk / Driveway approach	\$30.00
R-O-W Excavation	\$100.00
Non-Franchise Utility License	\$400.00
Demolition/Raze	\$50.00
Permits or inspections for which no fee is specified	\$35.00
Temporary Obstruction Permit	\$30.00
Temporary Use	
Maximum 4 days	\$25.00

Events longer than 4 days (produce stands, etc.)	\$52.00
Long-term food and beverage	\$280.00
Garden Centers and Large Structures	\$52.00 plus \$500.00 deposit
Mobile Food Unit License	\$75.00
Mobile Food Unit Special Occurrence Permit	\$25.00
CODE ENFORCEMENT	
Notice to Abate	\$95.00
Re-Inspection	\$95 per inspection
Administrative Hearing	\$0
Preparation of Abatement Warrant	\$378
Abatement	Actual cost-plus 30%
Cost of imposing lien	\$82 plus County charge if any
Additional staff administrative time not covered above	\$95/hour plus actual costs for code enforcement and \$82/hour plus actual costs for finance employees

Community & Events Center Rates & Fees

	Non- Resident Rate	Resident/Non-Profit Rate
Saturday 7 am – Midnight	\$2,800	
1/3 Space Minimum 2 -hour rental	\$130 per hour	\$112 per hour
2/3 Space Minimum 2-hour rental	\$155 per hour	\$132 per hour
Full Space Minimum 2-hour rental	\$210 per hour	\$176 per hour
Pavilion 8-hour rental	\$100	\$75
Pavilion 4-hour rental	\$50	\$37.50

Resident/Non-Profit will be required to show proof of residency or non-profit status.

DOWN PAYMENTS

To confirm all reservations, a down payment of 50% and signed agreement are required. Windsor Heights does not hold dates and all rentals are on a first come basis only. Down payments are non-refundable on any cancellation.

PARKS

BALL FIELD RENTALS

Ball Field rentals are available in full one hour increments only. A 7% sales tax will be applied.

	Number of Hours	Non-Resident Fee	Resident Fee (with ID)
	1 Hour	\$25.00	\$20.00
	2 Hours	\$40.00	\$36.00
	3 Hours	\$60.00	\$54.00

PAVILION

- \$50.00 for 4-hour rental
- \$100 for 8-hour rental

SPECIAL EVENTS PERMIT \$50.00

Required on events hosted in the Community Center and Park, which are open to the public