

It is expected that a Quorum of the Personnel Committee, Board of Public Works, and Common Council will be attending this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
February 2, 2009
6:30 PM
or immediately following Common Council**

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [Administration Committee, 1/19/09](#)
- D. ACTION ITEMS
 - 1. [Approval of the proposed parochial school fees for school year 2009-2010 \(Recommendation of Board of Health\)](#)
 - 2. [Revised Building Inspection Contract – Independent Inspections, Ltd. \(IIL\)](#)
- E. ADJOURNMENT

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
January 19, 2009
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Wisneski at 6:46 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Benner, Pamerter, Taylor, Wisneski, Pack, Hendricks, Zelinski,
Michalkiewicz

ALSO PRESENT: Mayor Merkes, CA/HRD Brandt, PC Stanke, DPW Radtke, CDD Keil,
C/T Stoffel, PHD Nett, Connie Wad and Dan Coffey (IIL),
Clerk Galeazzi, and the Press.

C. MINUTES TO APPROVE

1. [Administration Committee, 1/5/09](#)

Moved by Ald. Pack, seconded by Ald. Taylor to approve minutes
Motion carried on voice vote

D. ACTION ITEMS

1. [R-2-09 Resolution Relating to Reduction of Poll Workers](#)

Moved by Ald. Hendricks, seconded by Ald. Pack to recommend approval to Common Council
Motion carried on voice vote

2. [Grant Agreements between Winnebago County and City of Menasha for the term January 1, 2009 to December 31, 2009 for:](#)
 - a) [Senior Center Supervisor](#)
 - b) [Senior Center Activity Coordinator](#)
 - c) [Older Adult health Screening Program](#)

PHD Nett explained the grant agreements are the same as the 2008 agreement.

Moved by Ald. Pack, seconded by Ald. Michalkiewicz to recommend approval to Common Council
Motion carried on voice vote

3. [Revised Contract Proposal and Building Inspection Fee Schedule-Independent Inspections. LTD \(IIL\)](#)

Connie Watt from Independent Inspections Ltd. reported the last increase in fees was in 2005. The increase is necessary to keep up with increases in other costs relating to inspections. She explained the procedures the inspectors use when conducting inspections. IIL has been doing business with the City since 1994. The current contract can be terminated by either party with a 60 day notice.

Some Aldermen suggested that this is not a good time to increase fees. Keeping fees low will encourage more people to move into the City, and discourage property owners from doing home improvements without a permit.

Others acknowledged the increased cost of doing business and felt that the fee increases were justified.

D. ACTION ITEMS, Cont'd.

3. [Revised Contract Proposal and Building Inspection Fee Schedule-Independent Inspections. LTD \(IIL\)](#), cont'd.

Moved by Ald. Pack, seconded by Ald. Zelinski to recommend approval to Common Council
Discussion

Motion failed on roll call 4-4

Ald. Pack, Zelinski, Michalkiewicz, Benner – yes

Ald. Pamerter, Taylor, Wisneski, Hendricks – no

E. ADJOURNMENT

Moved by Ald. Pamerter, seconded by Ald. Michalkiewicz to adjourn at 7:30 p.m.
Motion carried on voice vote.

Respectfully submitted by
Deborah A. Galeazzi, City Clerk

DRAFT

**Parochial School Fees
Proposed 2009-2010 School Year**

	<u>2008-09</u>	<u>2009-10</u>
Vision/Hearing Screenings	\$9.25/hr	\$9.25/hr
Public Health Nurse	\$37/hr	\$37/hr
Public Health Aide	\$26/hr	\$26/hr
Dental Hygienist	\$32/hr	\$34/hr
Registered Sanitarian	\$37/hr	\$37/hr



Independent Inspections, Ltd.

W241 S4135 Pine Hollow Court
Waukesha, WI 53189

January 28, 2009

Mr. Greg Keil, Director of Community Development
City of Menasha
140 Main Street
Menasha, WI 54952

Re: Revised Building Inspection Contract, City of Menasha

Dear Mr. Keil:

Attached is the revised building inspection contract for the February 2nd meeting as we discussed. I have added the inspector office hours of Monday through Friday 8:00-10:00 a.m. and 12:00 to 1:00 p.m. to the contract language. The HVAC residential fee for square footage has been changed to \$0.025 per s.f., item twelve; \$40.00 other fee has been deleted from the residential fees and the erosion control fee has been removed from the commercial fees.

Upon City approval, please have the contracts executed and forward one back to my attention.

Feel free to call me with any questions.

Sincerely,

Connie L. Watt, Vice President
INDEPENDENT INSPECTIONS, LTD.

Enclosures:

c: Thomas DeLacy, President, IIL
File

TDL/gg



Independent Inspections, Ltd.

W241 S4135 Pine Hollow Court
Waukesha, WI 53189

CONTRACT FOR SERVICES

WHEREAS, the City of Menasha (Municipality), Calumet/Winnebago Counties, Wisconsin requires high quality professional building and mechanical inspection services sensitive to community needs, and,

WHEREAS, Independent Inspections, Ltd., a Wisconsin Corporation (Agency), proposes to provide inspection services for the Municipality including inspectors and meeting the Municipality's needs for such inspection services,

NOW THEREFORE, the parties agree as follows:

1. The Agency will provide for the Municipality inspectors whose duties shall include building and mechanical field inspections, necessary services related to contacts with residents and Municipal Officials, and all associated tasks necessary to meet the inspection needs of the Municipality.
2. The Inspectors shall be certified in UDC Construction, HVAC, Electrical, Plumbing, Commercial Construction and HVAC, Commercial Plumbing and Commercial Electrical as defined in COMM 5 of the Wisconsin Administrative Code.
3. The Agency shall provide:
 - A. Salary of the inspectors
 - B. Field communication equipment
 - C. Vehicle or mileage/allowance for the inspectors
 - D. Supplemental systems and support and administrative coordination
 - E. Regular municipal office availability for meeting the public Monday through Friday from 8:00 – 10:00 a.m. and 12:00 – 1:00 p.m.
 - F. A staff of specialists available to assist in building code enforcement activities and available for backup inspection purposes when the primary inspector is unavailable.
 - G. Wisconsin license fees for the Agency and inspectors
 - H. Certificate of insurance showing all coverages with a minimum of \$1 million of general liability and errors and omissions coverage.

4. During the term of this Contract, and for a period of 12 months after termination of this Contract, the Municipality shall not negotiate with, employ/hire any inspector/employee who provided inspection services of twenty-five (25) inspections or more during the twelve (12) month period prior to termination of employment with Agency and who is employed with the Agency at the termination of this Contract to provide Building, Electric, Plumbing or HVAC inspection services. The Municipality shall not negotiate with, employ/hire any inspector/employee for at least 12 months after termination of the employee's employment with the Agency who provided inspection services of twenty-five (25) inspections or more during the twelve (12) month period prior to termination of employment with Agency and who was employed by the Agency during the term of this Contract. The term "employ/hire" shall extend to the above referenced inspector/ employee forming a corporation, partnership, limited liability company, other business entity, working for a competing company or by working as an in-house building inspector/employee for the Municipality. The rights and obligations under this paragraph shall survive any expiration or earlier termination of this Contract.
5. Either the Municipality or the Agency may terminate this Contract upon 60 days written notice to the other party of the intention to terminate. At the end of the termination notice, any permits received prior to the last day shall have the fees paid to the Agency as provided in the Contract and the inspections relating to those fees shall be performed by the Agency. Permits received after the last day shall be the responsibility of the Municipality and no payment shall be made to the Agency for those permits. Any notice to the Municipality shall be sent to the Municipal authority directly in charge of inspection procedures. Any notice to the Agency shall be sent to Independent Inspections, Ltd., W241 S4135 Pine Hollow Court, Waukesha, WI 53189.
6. The Agency is the exclusive provider of the services listed, described and provided by this Contract for the entire area of the Municipality during the term of this Contract. Any other provider of building, HVAC, electrical, plumbing, mechanical, plan reviews and inspection services to the Municipality during the term of this Contract will be considered a violation of this Contract and the Municipality shall pay the Agency the fees for all permit applications submitted for the duration of the contract as prescribed herein.
7. The Agency agrees to indemnify the Municipality, its employees and agents from and against any and all claims, suits, demands or causes of action, arising out of any act or omission of the Agency, and causing injury to any person or persons or property, whomsoever and whatsoever. Correspondingly, the Municipality agrees to indemnify, the Agency its employees and agents from and against any and all claims, suits, demands or causes of action, arising out of any act or omission of the Municipality, and causing injury to any person or persons or property, whomsoever and whatsoever. Each party hereto agrees to carry comprehensive general liability insurance and to provide each other with evidence of such coverage upon request.
8. The Municipality agrees to pay the Agency the sum equal to 90% of the permit fees as collected by the Agency. These fees shall be based on the attached exhibit 1. All permit fees shall be turned over to the Municipality as directed.

9. Refund procedure for permits: The Agency will retain the fee for plan review (\$.03/s.f. residential and \$.04/s.f. commercial) and for any inspection work performed plus \$50.00 for administrative processing of which \$25.00 will be credited to the Municipality. Minimum permit fees will not be eligible for a refund. The Agency will credit the Municipality on their next available monthly invoice. This does not include the percentage retained by the Municipality, only the fees the Agency is paid.
10. The Agency shall perform property maintenance and complaint inspections for which no permit fee is generated, at the direction of the Municipal Administrator and forward those reports to the appropriate person(s) with the findings. The Municipality shall compensate the Agency for any activities and meetings related to the duties noted herein where a permit fee is not generated, at the rate of \$38.00 per hour for all such duties and meetings performed during the business hours of 8:00 a.m. to 5:00 p.m. The Municipality shall compensate the Agency for all such duties and meetings occurring other than normal business hours at the rate of \$49.00 for each hour including travel time for meetings. There will be a one hour minimum per inspection trip or meeting. No additional time shall be compensated by the Municipality unless approved by the Municipal Administrator.
11. The Agency will administer the Electrical and HVAC licensing according to City Ordinance. The City will pay the Agency 90% of the licensing fees shown on Exhibit 1.
12. The Agency shall provide a statement for services rendered, and a recap of permits issued for each month. The Municipality shall compensate the Agency by the 15th of the month following the period services were rendered.
13. The Agency agrees to provide these services commencing March 1, 2009 or as mutually agreeable.
14. If any provision of this Contract is held to be invalid or unenforceable for any reason, this Contract shall remain in full force and effect in accordance with its terms, disregarding such unenforceable or invalid provision.
15. This Contract contains the entire understanding of the parties as to the matters contained herein, and it shall not be altered, amended or modified except by a writing executed by the duly authorized agents of both the Municipality and the Agency.
16. The Municipality shall provide for the Agency office space, desk, desk chair, file cabinet, use of a photocopier and fax machine and local and long distance phone service for municipal related projects during the term of this Contract. The Agency shall be responsible for its long distance phone charges not related to municipal work and office supplies necessary for the performance of its responsibilities. The location and size of the Agency's office area shall be determined as mutually agreeable between the Municipal Administrator and the Agency.

17. This Contract supersedes all previous building inspection service contracts and contract amendments between the parties.

Thomas DeLacy, President
INDEPENDENT INSPECTIONS, LTD. (AGENCY)

DATE

Donald Merkes, Mayor
CITY OF MENASHA (MUNICIPALITY)
acknowledged and accepted

DATE

Effective Date: March 1, 2009

CITY OF MENASHA
Proposed **FEE SCHEDULE**

A. RESIDENTIAL - 1 & 2 Family

Numbers in () are existing Fees

1. New Structure ** Addition *(.11)* - .12 per sq. foot all floor area
(75.00) - \$75.00 minimum

- Erosion Control *(75.00)* - \$75.00 (Full excavation for crawl space or basements)

2. Remodel *(6.00)* - \$7.00 per thousand of valuation
(40.00) - \$40.00 minimum

3. Accessory Structure, Decks *(.11)* - .12 per sq. foot all areas
(40.00) - \$40.00 minimum

4. Occupancy Permit *(30.00)* - \$35.00 per dwelling unit

5. Temporary Occupancy Permit *(50.00)* - \$50.00

6. Pools (includes electric) *(40.00)* - \$50.00

7. Early Start Permit *(50.00)* - \$50.00 (Footings and Foundations)

8. Plumbing *(35.00)* *(0.035)*
 1 & 2 Family New Building/Addition/Alteration - \$35.00 base fee plus \$0.035 per sq. ft. all areas
 (Alterations based on sq. ft. of alteration area) *(30.00)* - \$40.00 minimum
(Based on fixture count - see attached)
 Replacement & Misc. Items - \$10.00 per thousand of plumbing project valuation
(30.00) - \$40.00 minimum

9. Electrical *(35.00)* *(0.035)*
 1 & 2 Family New Building/Addition/Alteration - \$35.00 base fee plus \$0.035 per sq. ft. all areas
 (Alterations based on sq. ft. of alteration area) *(30.00)* - \$40.00 minimum
(Based on Electrical Device - see attached)
 Replacement & Misc. Items - \$10.00 per thousand of electrical project valuation
(30.00) - \$40.00 minimum

10. HVAC *(35.00)* *(0.025)*
 1 & 2 Family New Building/Addition/Alteration - \$35.00 base fee plus \$0.025 per sq. ft. all areas
 (Alterations based on sq. ft. of alteration area) *(30.00)* - \$40.00 minimum
(Based on HVAC component - see attached)
 Replacement & Misc. Items - \$10.00 per thousand of HVAC project valuation
(30.00) - \$40.00 minimum

11. Razing Fee - \$50.00 for the first 1000 sq. ft. of floor area and \$25.00 per 1000 sq. ft. of floor area thereafter
(30.00 Minimum Permit Fee)

B. COMMERCIAL

1. New Structure ** Addition

- a. Multi-Family (3 family or more), Motels, CBRF - \$.13/s.f. (.12)
- b. Mercantile, Restaurants, Taverns, Assembly Halls, Offices - \$.13/s.f. (.12)
- c. Schools, Institutional, Hospitals - \$.14/s.f. (.13)
- d. Manufacturing and Industrial - \$.12/s.f. (Office area to follow fees in b.) (.11)
- e. Vehicle Repair and Vehicle Storage - \$.14/s.f. (.13)
- f. Warehouse, Mini Warehouse, Building Shells* for Multi-Tenant Buildings - \$.08/s.f. (.07)
(Office area to follow fees in b.)
- g. Build-Out* - See above New Structure fees a-e
- h. Special Occupancies (Outdoor Pools, Towers, Tents, etc.) - \$.10/s.f. (.08)
- i. The above referenced permits (a-h) have a \$100.00 minimum permit fee

Erosion control to be issued and enforced by City or Engineering Firm appointed by City.

- 2. Remodel - \$8.00 per thousand of valuation
- \$75.00 minimum
- 3. Occupancy, Temporary Occupancy, Change Of Use Permit - \$50.00 per unit
- 4. Plumbing
 - New Building/Addition/Alteration - \$45.00 base fee plus \$0.04 per sq. ft. all areas
(Alterations based on sq. ft. of alteration area) - \$50.00 minimum
 - Replacement & Misc. Items - \$10.00 per thousand of plumbing project valuation
- \$50.00 minimum
- 5. Electrical
 - New Building/Addition/Alteration - \$45.00 base fee plus \$0.04 per sq. ft. all areas
(Alterations based on sq. ft. of alteration area) - \$50.00 minimum
 - Replacement & Misc. Items - \$10.00 per thousand of electrical project valuation
- \$50.00 minimum
- 6. HVAC
 - New Building/Addition/Alteration - \$45.00 base fee plus \$0.04 per sq. ft. all areas
(Alterations based on sq. ft. of alteration area) - \$50.00 minimum
 - Replacement & Misc. Items - \$10.00 per thousand of HVAC project valuation
- \$50.00 minimum

7. Early Start Permit - \$100.00 (Footings and Foundations per COMM 61.32) ^(75.00)
8. Razing Fee - \$100.00 ^(+75.00 minimum permit fee) for the first 1000 sq. ft. of floor area and \$50.00 per 1000 sq. ft. of floor area thereafter
9. Reroof/Residing - \$75.00 minimum ^(75.00)
10. Other - \$75.00 minimum ^(75.00)

C. AGRICULTURAL BUILDINGS (unheated)

1. New Buildings -\$.04 per sq. ft. all floor areas
2. Remodel -\$5.00 per thousand of valuation
-\$40.00 minimum
3. Other ^(30.00) -\$40.00 minimum

D. MISCELLANEOUS

1. Electrical and HVAC Licensing
New License - \$45.00 ^(40.00)
License Renewal - \$30.00 ^(25.00)
2. Re-inspection Fee - \$35.00 each ^(30.00)
Failure to call for inspection - \$35.00 each ^(30.00)
Double Fees are due if work is started before the permit is issued.
3. State Seal - \$30.00

Call (262) 544-8280 or
1-800-422-5220
INDEPENDENT
INSPECTIONS, LTD.

UNIFORM PLUMBING PERMIT APPLICATION

PERMIT NO. _____

TAX KEY # _____

**ISSUING
MUNICIPALITY**

TOWN VILLAGE CITY

OF _____

COUNTY _____

PROJECT LOCATION
(Building Address)

PROJECT DESCRIPTION

COMMERCIAL ONE & TWO FAMILY

Owner's Name _____ Mailing Address - Include City & Zip _____ Telephone - Include Area Code _____

Contractor's Name (Lic. No.) _____ Mailing Address - Include City & Zip _____ Telephone - Include Area Code _____

Estimated Cost _____ Bonding/Insurance Company _____ Master Plumber's License Number _____

SCHEDULE OF INSPECTION FEES

EACH COUNT FEE

1 & 2 FAMILY NEW BUILDING/ADDITION

Base Fee \$35.00

Plus035/Sq. Ft.
For All Areas

SQUARE FOOTAGE FEE DOES NOT INCLUDE LATERALS. All laterals must be listed below.

COMMERCIAL - NEW BUILDING /ADDITION

Base Fee \$35.00

Plus04/Sq. Ft.
For All Areas

Commercial Buildings with less than 16 fixtures ... Base fee Plus line Items Below

SQUARE FOOTAGE FEE DOES NOT INCLUDE LATERALS. All laterals must be listed below.

REPLACEMENT, MODIFICATIONS AND MISC. ITEMS - BOTH 1 & 2 FAMILY & COMMERCIAL

	EACH	COUNT	FEE		EACH	COUNT	FEE
1. Automatic Washer	5.00	_____	_____			_____	_____
2. Sink	5.00	_____	_____			_____	_____
3. Dishwasher	5.00	_____	_____			_____	_____
4. Garbage Grinder	5.00	_____	_____			_____	_____
5. Water Closet	5.00	_____	_____			_____	_____
6. Shower	5.00	_____	_____			_____	_____
7. Lavatory	5.00	_____	_____			_____	_____
8. Laundry Tray	5.00	_____	_____			_____	_____
9. Urinal	5.00	_____	_____			_____	_____
10. Bath Tub	5.00	_____	_____			_____	_____
11. Hot Tub, Spa, Whirlpool	10.00	_____	_____			_____	_____
12. High Pressure Boiler	25.00	_____	_____			_____	_____
13. Drinking Fountain	5.00	_____	_____			_____	_____
14. Floor Drain	5.00	_____	_____			_____	_____
15. Sight Drain	5.00	_____	_____			_____	_____
16. Sillcock	2.00	_____	_____			_____	_____
17. Water Heater	5.00	_____	_____			_____	_____
18. Wash Fountain	5.00	_____	_____			_____	_____
19. Sump Pump	5.00	_____	_____			_____	_____
20. Ejectors or Pump	5.00	_____	_____			_____	_____
21. Water Softener	5.00	_____	_____			_____	_____
22. Storm Sewer Conductor	5.00	_____	_____			_____	_____
23. Backflow Prevention Device	5.00	_____	_____			_____	_____
24. Sanitary Building Drain First 75 Feet	10.00	_____	_____			_____	_____
Over 75 Feet	.35/ft.	_____	_____			_____	_____
25. Storm Building Drain First 75 Feet	10.00	_____	_____			_____	_____
Over 75 Feet	.35/ft.	_____	_____			_____	_____
26. Manhole	10.00	_____	_____			_____	_____
27. Catch Basin	5.00	_____	_____			_____	_____
28. Water Service First 100 Ft. Lateral	25.00	_____	_____			_____	_____
Over 100 Ft. Lateral	.35/ft.	_____	_____			_____	_____
29. Sanitary Building Sewer First 100 Ft. Lateral	25.00	_____	_____			_____	_____
Over 100 Ft. Lateral	.35/ft.	_____	_____			_____	_____
30. Storm Building Sewer First 100 Ft. Lateral	25.00	_____	_____			_____	_____
Over 100 Ft. Lateral	.35/ft.	_____	_____			_____	_____
31. Extension of House Drain Where Fixtures Already Installed	25.00	_____	_____			_____	_____
32. Grease Interceptor	50.00	_____	_____			_____	_____
33. Other _____	25.00	_____	_____			_____	_____

Minimum Permit Fee.....\$30.00
Reinspection Fee.....\$30.00 each
Failure to call for inspection.....\$30.00 each
DOUBLE FEES ARE DUE IF WORK STARTED BEFORE PERMIT IS ISSUED.

INSPECTIONS NEEDED

Rough UF Final

Municipality No. _____ - _____

The applicant agrees to comply with the Municipal Ordinances and with the conditions of this permit; understands that the issuance of the permit creates no legal liability, express or implied, of the Department, Municipality, Agency or Inspector; and certifies that all the above information is accurate.

Have Permit/Application number and address when requesting inspections. Call (262) 544-8280 or 1-800-422-5220. Give at least 24 hours notice on all inspections.

SIGNATURE OF APPLICANT _____ DATE _____

FEES:	RECEIPT	PERMIT EXPIRATION;	PERMIT ISSUED BY MUNICIPAL AGENT:
Inspection Fee _____	CK # _____	Permit expires two years from date issued unless municipal ordinance is more restrictive Admin Committee page 13	CONDITIONS OF APPROVAL This permit is issued pursuant to the attached conditions. Name _____ Date _____ Certification No. _____
Administration Fee _____	Date _____		
Other _____	Amt _____		
Total _____	From _____ Rec. By _____		

Call (262) 544-8280 or
1-800-422-5220
INDEPENDENT
INSPECTIONS, LTD.

UNIFORM ELECTRICAL PERMIT APPLICATION

PERMIT NO. _____

TAX KEY # _____

**ISSUING
MUNICIPALITY**

TOWN VILLAGE CITY

PROJECT LOCATION
(Building Address)

OF _____

PROJECT DESCRIPTION

COMMERCIAL ONE & TWO FAMILY

Owner's Name _____ Mailing Address - Include City & Zip _____ Telephone - Include Area Code _____

Contractor's Name (Lic. No.) _____ Mailing Address - Include City & Zip _____ Telephone - Include Area Code _____

Estimated Cost _____ License Number _____

SCHEDULE OF INSPECTION FEES

EACH

COUNT

FEE

1 & 2 FAMILY - NEW BUILDING/ADDITION

Base Fee
Plus

\$35.00
.035/Sq. Ft.
For All Areas

_____ Sq. Ft.

COMMERCIAL - NEW BUILDING/ADDITION

Base Fee
Plus

\$35.00
.04/Sq. Ft.
For All Areas

_____ Sq. Ft.

REPLACEMENT, MODIFICATIONS AND MISC. ITEMS - BOTH 1 & 2 FAMILY & COMMERCIAL

1. Light, switch, and convenience outlet50		
2. Power receptacle over 150 volts, first 30 amps	5.00		
over 30 amps	6.00		
3. Lighting fixtures - incandescent50		
4. Tubular lamp, such as fluorescent, per tube50		
5. Arc light, search light, floodlight, mercury light pole base and poles	4.00		
6. Temporary service and temporary wiring installation	25.00		
7. Service switch, each or alteration thereof			
first 200 amperes	25.00		
over 200 amperes - additional per 100 amps or a fraction thereof	12.00/100 amps		
8. Range, oven, clothes dryer, dishwasher, disposal, water heater	6.00		
9. Refrigeration unit up to 5 HP plus 1.00 per HP over 5	5.00 min.		
10. Residential gas burner, oil burner, electrical furnace	6.00		
11. Air conditioner up to 5 ton Plus 1.00 per ton over 5 ton	6.00		
12. Combination heating and air conditioning unit up to 5 ton	10.00		
over 5 ton	25.00		
13. Feeder, subfeeder, and raceway - per 100 ampere capacity, or fraction thereof	6.00/100 amps		
14. Each motor, per HP or fraction thereof	1.00/HP		
15. Dispenser - gasoline, fuel oil, permanent vending machines, and well pump	10.00		
16. Each generator, transformer, reactor, rectifier, capacitor, welder, converter and electric furnace	1.00/kw		
17. Electric unit heating device (including remote thermostat)	2.00		
18. Dimmer and thermostats	2.00		
19. Swimming pool (Electrical wiring and grounding)	30.00		
20. Sign - Florescent, neon or incandescent	25.00		
21. Strip lighting, plug-in strip, trolley duct wireway, gutter50 ft.		
22. Audible or visual electric signal or communication device	2.00		
23. Fans - Bath - Paddle and miscellaneous under 1 HP	2.00		
24. Hydro Massage & Hot tubs	15.00		
25. Photo cell, clocks, smoke detectors	6.00		
26. Fire alarm	15.00		
27. Exit light	6.00		
28. Approved assembly's Not included above and other's	25.00		
29. Other (Specify)	25.00		

Minimum Permit Fee \$30.00
Reinspect Fee \$30.00 each
Failure to call for inspection \$30.00 each
DOUBLE FEES ARE DUE IF WORK STARTED BEFORE PERMIT IS ISSUED.

INSPECTIONS NEEDED

Rough Service Final

Municipality No. _____ - _____

The applicant agrees to comply with the Municipal Ordinances and with the conditions of this permit; understands that the issuance of the permit creates no legal liability, express or implied, of the Department, Municipality, Agency or Inspector; and certifies that all the above information is accurate.
Have Permit/Application number and address when requesting inspections, call (262) 544-8280 or 1-800-422-5220. Give at least 24 hours notice on all inspections.

SIGNATURE OF APPLICANT _____ **DATE** _____

FEES:	RECEIPT	PERMIT EXPIRATION	PERMIT ISSUED BY MUNICIPAL AGENT:
Inspection Fee _____	CK# _____	Permit expires two years from date issued unless municipal ordinance is more restrictive: Admin Committee page 14	Name _____
Administration Fee _____	Amt. \$ _____		Date _____
Other _____	Date _____		
Total _____	From _____		Certification No. _____
	Rec. By _____		

Call (262) 544-8280 or 1-800-422-5220
INDEPENDENT INSPECTIONS, LTD.

UNIFORM HEATING, VENTILATING & AIR CONDITIONING PERMIT APPLICATION

PERMIT NO. _____
TAX KEY # _____

ISSUING MUNICIPALITY	<input type="checkbox"/> TOWN <input type="checkbox"/> VILLAGE <input type="checkbox"/> CITY OF _____ COUNTY _____	PROJECT LOCATION (Building Address)	
	PROJECT DESCRIPTION		<input type="checkbox"/> COMMERCIAL <input type="checkbox"/> ONE & TWO FAMILY

Owner's Name _____	Mailing Address - Include City & Zip _____	Telephone, Include Area Code _____
Contractor's Name (Lic. No.) _____	Mailing Address - Include City & Zip _____	Telephone - Include Area Code _____
License Number _____	List Electrical Contractor for all HVAC Replacements _____	Telephone - Include Area Code _____
		Estimated Cost _____

SCHEDULE OF INSPECTION FEES

1 & 2 FAMILY - NEW BUILDING/ADDITION			
Base Fee	EACH	COUNT	FEE
	\$35.00		
Plus	\$.025/Sq. Ft. For All Areas	Sq. Ft.	

COMMERCIAL - NEW BUILDING/ADDITION			
Base Fee	EACH	COUNT	FEE
	\$35.00		
Plus	\$.035/Sq. Ft. For All Areas	Sq. Ft.	

REPLACEMENT, MODIFICATIONS AND MISC. ITEMS - BOTH 1 & 2 FAMILY AND COMMERCIAL			
Gas, Oil or Alternative Fuel Furnace and Boiler - 1st 150,000 BTU	\$30.00		
Each additional 50,000 BTU or fraction thereof	\$10.00		
Air Conditioning - 1st 3 Tons	\$30.00		
Each additional Ton or fraction thereof	\$10.00		
Heating and A/C Distribution Systems (Ductwork) or Alteration	\$2 per 100 sq. ft. of area of conditioned space	Sq. Ft.	
Fireplace and Wood Burning Stove	\$30.00		
Commercial Exhaust Hoods and Exhaust Systems	\$50.00 per unit		
Commercial Permanently Installed Wall Units	\$30.00		
Other			

Minimum Permit Fee.....\$30.00 Reinspection Fee.....\$30.00 each Failure to call for inspection.....\$30.00 each DOUBLE FEES WILL BE CHARGED IF WORK IS STARTED BEFORE PERMIT IS ISSUED	INSPECTIONS NEEDED <input type="checkbox"/> Rough <input type="checkbox"/> Final Municipality No. ____ - ____
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The applicant agrees to comply with the Municipal Ordinances and with the conditions of this permit; understands that the issuance of the permit creates no legal liability, express or implied, of the Department, Municipality, Agency or Inspector; and certifies that all the above information is accurate. Have Permit/Application number and address when requesting inspections. Call (262) 544-8280 or 1-800-422-5220. Give at least 24 hours notice on all inspections.

SIGNATURE OF APPLICANT _____ **DATE** _____

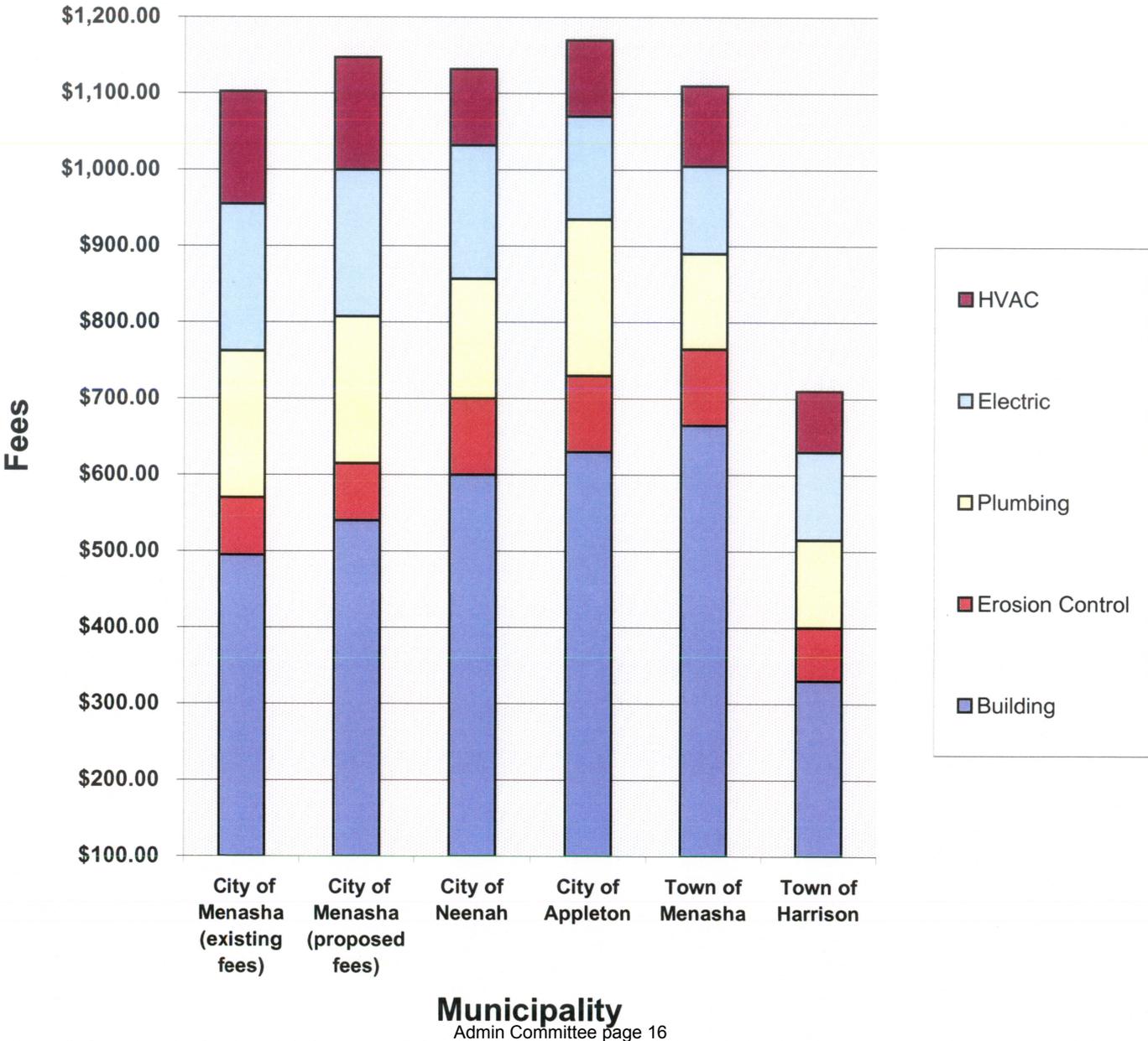
CONDITIONS OF APPROVAL This permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalty. Commercial, and buildings housing over two families shall have STATE APPROVED heating plans with this application. Residential heating plans, heat loss calculations and specifications of the equipment to be installed with this application.

FEES:	RECEIPT	PERMIT EXPIRATION;	PERMIT ISSUED BY MUNICIPAL AGENT:
Inspection Fee _____ Administration Fee _____ Other _____ Total _____	CK # _____ Date _____ Amt _____ From _____ Rec. By _____	Permit expires two years from date issued unless municipal ordinance Admin Committee page 15	Name _____ Date _____ Certification No. _____

	City of Menasha (existing fees)	City of Menasha (proposed fees)	City of Neenah	City of Appleton	Town of Menasha	Town of Harrison
Building	\$ 495.00	\$ 540.00	\$ 600.00	\$ 630.00	\$ 665.00	\$ 330.00
Erosion Control	\$ 75.00	\$ 75.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 70.00
Plumbing	\$ 192.50	\$ 192.50	\$ 157.00	\$ 205.00	\$ 125.00	\$ 115.00
Electric	\$ 192.50	\$ 192.50	\$ 175.00	\$ 135.00	\$ 115.00	\$ 115.00
HVAC	\$ 147.50	\$ 147.50	\$ 100.00	\$ 100.00	\$ 105.00	\$ 80.00
Total:	\$ 1,102.50	\$ 1,147.50	\$ 1,132.00	\$ 1,170.00	\$ 1,110.00	\$ 710.00

Building Permit Fees

2,500 Square Foot Home Valued at \$200,000*



* Assumptions 2,500 sq ft Home, 1,200 sq ft Basement, 800 sq ft Attached Garage, \$200,000 Value