

Permit Transfer

All permits (land-use, conditional-use, sanitary & privy) \$ 75

Permit Expiration

Sanitary Permits

Expire two (2) years from the date of issuance and may be renewed (see above).

All Other Permits

- Expire two (2) years from the date of issuance, unless specifically noted otherwise (i.e., camper permits, nonmetallic mine permits.)
- Construction must **start within one year** of the issuance date. The structure must be **enclosed within two years** from date of issuance but the interior does not need to be completed.

Return Inspection

Sanitary 75

Site Inspections 75

Refund

Fees will be refunded minus a \$40.00 service fee

No refunds after permit(s) have been issued

No refunds on public hearing applications after first publication date

Permit Renewal

Sanitary (must be renewed before the two year expiration date) 75

All other permits Non-renewable
(unless specifically noted otherwise, such as annual camper permits or non-metallic mines)

Miscellaneous Fees and Notes

Special public hearing or regular meeting 500

Register of Deeds recording fee for any document 30

Rehearing all matters requiring a public hearing requires a new application and fee

Failure to obtain the necessary permits will result in a double permit fee and / or citation.

Douglas County Planning & Zoning Fee Schedule

Effective January 1, 2020

Dwelling (Year-round or Seasonal; need floor plan, need Sanitary / Privy permit app)

One or Two Family Dwelling (year-round or seasonal) \$ 300

Mobile Home (pre-1976 model requires conditional use permit) 300

Multi-Family Dwelling (requires conditional use permit) 300

Accessory Building or Structure (Commercial or Public Building - see following page)

Small (area ≤ 250 sq. ft.) 80

Medium (area > 250 sq. ft., < 900 sq. ft.) 105

Large (area ≥ 900 sq. ft.) 190

Addition or Alteration to Existing Structure (excluding commercial buildings)

One or Two Family Dwelling 110
(i.e., decks, basements, enclosed living space, roof structure, porches, car ports, etc.)

Accessory Building w/final dimensions ≤ 250 sq. ft. 80

Accessory Building w/final dimensions > 250 sq. ft. 105

Multi-Family Dwelling 110

Miscellaneous (May also require conditional-use permit)

Change of Use – Dwelling changed to Accessory Building
(calculate area; refer to “Accessory Buildings” for cost of permit)

Change of Use – Accessory Building changed to Dwelling 300

Change of Use – to Commercial, Industrial or Public Use 400

Relocating Existing Structure on Same Parcel 80

Camper Permit (annual renewal required) 80

All Other Structures (i.e. steps, campground decks, retaining walls, adding antennas on existing cell towers, etc.) 80

Filling & Grading in Shoreland District 100

Commercial, Industrial or Public Building (May also require conditional-use permit)

All Principal or Accessory Buildings (Initial and additions) \$ 400
- Buildings greater than 25,000 cubic feet
- May require commercial plan review

Signs (for advertisement along roadway)

Sign (Refer to Douglas County Zoning Ord Sec. V – Class C, D or E) 100

Conditional Use Permit

Public Hearing Fee 125
In addition to any land use requiring a conditional use permit.
Revision or modification of existing conditional use permit 125
All other conditional uses: i.e., nonmetallic mine, tower, hobby farm, home occupation, campground, etc. 295
After-the-Fact CU's above = double fee 590

Sanitary Permit

Holding Tank 455
Includes plan review, state fee, recording fee & inspection
All Other Systems (listed below) 425
Conventional – includes soils test review, plan review, state fee and inspection
Mound – includes soils test review, state fee and multiple inspections
In-ground Pressurized – includes soils test review, state fee and inspection
At-grade – includes soils test review, state fee and inspection
Experimental – includes soils test review, state fee and inspection
Reconnection of Sanitary System 75
Privy (Non-Plumbing Sanitary System) 75
Earthen pit, sealed vault, composting and incinerating toilets
Renewal of Sanitary Permit (before two year expiration) 75
Transfer of Sanitary Permit (change of plumber or property owner) 75
Return Inspection (other than mound systems) 75

Address Number (Fire Number)

Address (fire) Number Assignment / Sign \$ 50
(Zoning Office does not assign fire numbers in the City or the Village of Superior)

Special Event Permit

Special event permit – see Ordinance 8.0, Sect VI, 6.7(e) 80

Variance

Board of Adjustment – Variance or Administrative Appeal 600
After-the-Fact Variance Application = Double Fee 1200

Zone Change / Subdivision Ordinance Variance

Zone Change - Petition for Amendment to Zoning Ordinance 275
Zoning Committee – Variance to Subdivision Ordinance 275

Certified Survey

Staff review by County Surveyor & Zoning Administrator 190
Includes Register of Deeds recording fee (\$30)

Plat

Review of Subdivision Plat by County Surveyor & Zoning Administrator 170
Includes Register of Deeds recording fee. Nine (9) copies must be submitted if map is larger than 11" x 17"
Preliminary Zoning Committee Approval (per lot) 20
Final Zoning Committee Approval (per lot) 10
Each Additional Meeting (within required 6-month period) 25

Land & Water Conservation Department

Preparation of shoreland mitigation plan 450
Review of submitted shoreland mitigation plan 250
Recording of Shoreland Mitigation/Preservation Affidavit 30
New non-metallic mine reclamation plan review 200
Non-metallic mine permit review fee. This fee will be charged on a 3/5 year basis at the same time as the conditional use fee. This fee will be charged for both active and inactive mines. Round to the nearest whole number. (1-5 acres \$200) (6-10 acres \$300) (11-15 acres \$450) (16-25 acres \$550) (26-50 acres \$650) (>50 acres \$750)

