City of Windsor Heights

Fee Schedule

Effective 1/1/2025

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| **Public Safety** |
| **REPORTS, COPIES, DIGITAL MEDIA, TESTS & RELEASES, PERMITS** |

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| Copies - Public Records | Black/white $.05 per single page copy exceeding 5 pages  Color $.50 per single page copy |
| Incident Report or Call for Service (CFS) | No charge < 30 minutes to produce |
| Accident Report | $5.00 |
| Media (audio/video) | Staff time, no charge < 30 minutes to produce  $5.00 per 8GB Flash Drive, or actual cost for larger storage devices |
| Vehicle Impound Release | $20.00 |
| Hourly rate for contract staff time or City Staff needed to produce or review documents | Actual cost of employee time if time involved exceeds 30 minutes |
| Fingerprinting per card | Two print cards: $10.00 Resident $20.00 non-resident.  $10.00 for each additional card. |
| Mailing or shipping a record | Billed at actual costs |
| **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 April 1) |
| Disposition of Impounded Animal Fee | $20.00 if not released from the pound or shelter |
| **PERMITS** | |
| Dance Hall Inspection Fee | $50.00 |
| Dance Hall Permit Fee | $100.00 (inspection fee is credited to permit fee) |
| Temporary Noise Permit Fee | $20.00 per day  $40.00 for over one day through one week  $75.00 permits over one week through one year |
| 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. |
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| **Fire Department** | |
| **Rental Fees** | |
| Rental Registration Fee (\*Additional inspection fees required to be paid at time of registration) | $35 - Single Family  $50 – Duplex  $150 Apartment |
| Rental Inspection Fee | $100 Single Family Inspection  $125 Duplex -$25 per additional living unit beyond two  $150 Apartment - $22 per additional living unit beyond four  If a property fails initial inspection, additional fees for the reinspection will apply and will be collected by the building inspector at the time of reinspection |
| Additional Fee if owner cannot be identified/reached and City must research and contact current tenant | $50.00 |
| **Fire Dept Plan Review** | |
| The Windsor Heights Fire Department requires Fire Protection System plan reviews to be conducted by a third party. Fees for any required third party review are not included within the City fee schedule. | |

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| **Commercial/ Fire Code** | | | | | |
| Initial Inspection/First Re-Inspection (performed 30 days after initial inspection) | | | $0 | | |
| 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) | | | $368.57\* | | |
| Light Response Apparatus with 2 personnel (Tanker,  brush truck, ambulance, staff car) | | | $293.74\* | | |
| Extra Response Personnel | | | $28.41 | | |
| Expended materials (foam, containment booms, sand,  absorbent, etc.)and equipment repair and/or cleaning | | | Replacement Cost including shipping for expended materials, Cost (parts and labor) to include shipping for equipment repair and/or cleaning | | |
| \*Minimum of one hour. Billed in 15-minute increments beyond the first hour. This fee schedule is based on Iowa Fire Service Annual Hazardous Materials Responses Fee Structure | | | | | |
| **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 | | |
| Oxygen | | | $30.00 | | |
| Additional Attendant | | | $50.00 | | |
| ALS Supplies | | | $50.00 | | |
| BLS Supplies | | | $50.00 | | |
| IV Supplies | | | $35.00 | | |
| Intubation Supplies | | | $25.00 | | |
| **Medications** | | |  | | |
| * Nitrogen Tablet | | | $5.00 | | |
| * Ativan/Lorazepam | | | $10.00 | | |
| * Oral Glucose, Zofran Iv | | | $15.00 | | |
| * Epinephrine, Fentanyl, Morphine Sulfate, Sodium Bicarbonage, Solu-Medrol, Versed | | | $20.00 | | |
| * D50w/Dextrose Inj | | | $25.00 | | |
| * Albuterol Noncompounded 1mg * Narcan/Naloxone Per 1mg | | | $30.00 | | |
| * Glucagon | | | $250.00 | | |
| **Nuisance Alarms** | | | | | |
| Alarms | | | $50.00 third recorded false alarm in a calendar year, $75 per additional alarm in 365 day period  $0.00 First and Second false alarm during a calendar year  $75.00 Third false alarm within a calendar year  $100.00 Fourth false alarm within a calendar year  $150.00 Fifth and subsequent alarm within a calendar year  $500.00 Negligent false alarm | | |
| **City Hall** | | | | | |
| Copies | | | Black and White $.05 per single page copy in excess of 5 pages  Color $.50 per single page copy | | |
| Hourly rate for contract staff time or City Staff needed to produce or review documents | | | Actual cost of employee time if time involved exceeds thirty (30) minutes | | |
| Media (audio/video) | | | $5.00 per 8GB | | |
| NSF Check Fee (All Departments) | | | $30.00 | | |
| Special Council Meeting | | | $81 per Council member | | |
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| **BUILDING PERMITS** | | | | | |
| **TOTAL VALUATION** | | | **FEE** | | |
| $1.00 to $500.00 | | | $75.00 | | |
| $501.00 to $2,000.00 | | | $75.00 for the first $500.00 + $.2.75 for each additional $100.00 or fraction thereof, to and including $2,000 | | |
| $2,001.00 to $25,000.00 | | | $116.25 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 | | | $391.25 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 | | | $616.25 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 | | | $928.75 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 | | | $2,928.750 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 | | | $5,053.75 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 | | | $250.00 | | |
| Final Site Plan Review | | | $250.00 + 65% of total building permit fee | | |
| Fire Department Commercial Building Pre Plan Fee | | | $75.00 | | |
| **SUB-CONTRACTOR PERMITS (RESIDENTIAL)** | | | | | |
| Mechanical | | | Flat Fee $80.00 | | |
| Plumbing | | | Flat Fee $80.00 | | |
| Electrical | | | Flat Fee $80.00 | | |
| **SUB-CONTRACTOR PERMITS (COMMERCIAL)** | | | | | |
| Mechanical | | | Flat Fee $80.00 | | |
| Plumbing | | | Flat Fee $80.00 | | |
| Electrical | | | Flat Fee $80.00 | | |
| **OTHER** | | | | | |
| Vacant Property Registration | | | $75 per property | | |
| Zoning verification/Property Research | | | $110/hr. | | |
| Rezoning | | | $400.00 | | |
| Zoning compliance | | | $110/hr. | | |
| Home occupation | | | $50.00 | | |
| Preliminary Site Plan Review | | | $400.00 + Re-Submittals/Other Engineering Costs | | |
| Conditional Use Permit | | | $400.00 | | |
| Appeal or Variance request | | | $400.00 | | |
| Fence permit | | | $100.00 | | |
| Grading/Cosesco Permit | | | $75.00 | | |
| Floodplain Development Permit | | | $100.00 | | |
| Pool permit | | | $100.00 | | |
| **Signs** | | | Basic Fee $100.00+ $1.00 per square foot | | |
| * Temporary signs | | | $25 | | |
| **Temporary Structure** | | |  | | |
| * Commercial | | | $50.00/month | | |
| * Residential | | | First 30 days- $0; Second 30 days- $20.00, Third 30 days- $40.00; thereafter- $20.00 per 30 day extension | | |
| Sidewalk / Driveway approach | | | $50.00 | | |
| R-O-W Excavation | | | $100.00 | | |
| Non-Franchise Utility License | | | $400.00 | | |
| Demolition/Raze | | | $100.00 | | |
| Permits or inspections for which no fee is specified (block parties, other) | | | $40.00 | | |
| Temporary Obstruction Permit | | | $40.00 | | |
| **Temporary Use** | | |  | | |
| * Maximum 4 days | | | $30.00 | | |
| * Events longer than 4 days (produce stands, etc.) | | | $60.00 | | |
| * Long-term food and beverage | | | $280.00 | | |
| * Garden Centers and Large Structures | | | $60.00 plus $500.00 deposit, unless waived by Zoning Administrator | | |
| * Mobile Food Unit License | | | $75.00 | | |
| * Mobile Food Unit Special Event Permit | | | Fee Set By City Administrator Based On Event | | |
| **CODE ENFORCEMENT** | | | | | |
| **Nuisance Abatement** | | |  | | |
| Lot mowing | | | $175.00/hour (1 hour minimum) | | |
| R-O-W mowing | | | $100.00/hour (1 hour minimum) | | |
| Sidewalk snow removal | | | $1.00 per lineal foot; or minimum $100.00 | | |
| Notice to Abate | | | $100.00 | | |
| Re-Inspection | | | $100.00 per inspection | | |
| Administrative Hearing | | | $0 | | |
| Preparation of Abatement Warrant | | | $378.00 | | |
| 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 | | |
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| |  |  |  |  | | --- | --- | --- | --- | | **Community Center Rental Rates** | | | | |  | **Non- Resident Rate** | **Non-Profit Rate**  **(Proof will be required)** | **Resident Rate**  **(Proof will be required)** | | **Saturday**  6 AM – Midnight | $2,800 | | | | **Weekend**  6 PM Fri to 6 PM Sun | $5,600  Includes overnight storage; renters must still vacate from 12 AM-6AM each night | | | | **1/3 Space**  Minimum 2 -hour rental | $130  per hour | $112  per hour | $91  per hour | | **2/3 Space**  Minimum 2-hour rental | $155  per hour | $132  per hour | $109  per hour | | **Full Space**  Minimum 2-hour rental | $210  per hour | $176  per hour | $147  per hour | | **Full Space**  6 AM – Midnight | $2,800  Full day | | | | **Cleaning Fees** | At City’s cost  This fee is optional for Mon-Thurs rentals and non-optional for Fri-Sun rentals | | | | **Pavilion**  8-hour rental | $100 | $75 | $70 | | **Pavilion**  4-hour rental | $50 | $37.50 | $35 |   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 a 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. | | | | | | |
|  |  | **Non-Resident Fee** | | **Resident Fee**  **(with ID)** |  | |
|  | Hourly | $25.00 | | $20.00 |
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| **SPECIAL EVENTS PERMIT $50.00** | | | | | | |
| Required on events hosted in the Community Center and Park, which are open to the public | | | | | | |