



CARPC Resolution No. 2026-11

Adopting a Fee Policy for Conformance Reviews of Sanitary Sewer Extensions and Wastewater Facility Plans

WHEREAS, the Capital Area Regional Planning Commission (CARPC) is a regional planning commission duly created by Executive Order of Governor Jim Doyle in 2007 under Wis. Stats. § 66.0309; and

WHEREAS, CARPC is authorized to carry out a range of planning activities, pursuant to Wis. Stat. §66.0309(8), and contracts with the Wisconsin Department of Natural Resources (DNR) to conduct areawide water quality management planning for the Dane County region; and

WHEREAS, the *Dane County Water Quality Plan (DCWQP)* is the approved areawide water quality management plan for the Dane County region, first adopted in 1979 and since amended from time to time by recommendation of CARPC and approval by Wisconsin DNR; and

WHEREAS, as part of its areawide water quality management planning work, CARPC conducts reviews of sewer extension projects and facility plans for conformance with the DCWQP pursuant to Chapter NR 110 and SPS 382 Wis. Adm. Code; and

WHEREAS, CARPC has implemented sanitary sewer extension review fees since 2008, last updated in 2018, and currently does not charge for facility plan reviews; and

WHEREAS, CARPC has analyzed the costs to conduct reviews versus revenues from fees charged to the applicant using actual data from recent years and determined that increases in fees are necessary to cover the cost of reviews given the increases in direct and indirect costs since 2018; and

WHEREAS, CARPC adopted Resolution No. 2018-04 on July 12, 2018, which established the existing fee policy applicable to sewer extension reviews, and which shall be replaced in full by the proposed fee policy contained herein; and

WHEREAS, a public hearing was held on June 11, 2026, to take testimony from the public regarding this fee policy.

NOW, THEREFORE, BE IT RESOLVED that the Capital Area Regional Planning Commission hereby adopts the following fee policy and associated provisions for conformance reviews of sewer extensions and facility plans, to be effective starting September 1, 2026:

General Provisions:

1. All sewer extension projects and facility plans requiring conformance with the *Dane County Water Quality Plan* will be reviewed by CARPC staff and subject to the fees described in the following sections.

2. Upon completion of the review (generally at the time of issuance of a water quality management conformance review letter, or '208' letter), the Applicant will be invoiced according to the fee schedules listed below for Sewer Extensions or Facility Plans.
3. The type of fee assessed will be determined by CARPC staff based on the type of review which has been provided.
4. The assessment of review fees for revisions or resubmittals of a project (after issuance of a letter and fee assessment), will be made at the discretion of CARPC staff based on the extent of additional review required.
5. The Applicant is responsible for paying all invoices issued, regardless of whether payment has been delegated to another party, and regardless of whether the review has resulted in a successful determination of compliance with the DCWQP.
6. The fee amounts, including annual increases, are intended to cover the cost of review, on an average annual basis, excluding the review of projects that consist solely of sewer reconstruction and are not adding new loading or changing the service area.
7. Annual increases in fees will go into effect each year on January 1 (not requiring action of the Commission); increases will be based on a multiplier corresponding to adjustments in billing rates for personnel whose primary job responsibilities include conformance reviews (this shall include (1) entry level rate and (1) senior level rate); fees will be rounded.
8. Current fees will be published on the CARPC website each calendar year.
9. These policies and fee schedules may be reviewed and updated periodically, but not more than once every year, by action of the Commission.

Sewer Extension Reviews:

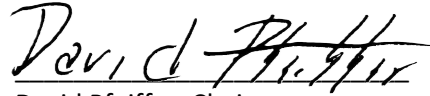
1. Applicants will be charged a review fee according to the following schedule, beginning September 1, 2026. Fees in future years will be adjusted based on CARPC staff billing rates effective for that year.
 - Reconstruction Only Review = \$0
 - Base Review = \$450
 - Base + Environmental Features Review = \$800
 - Base + Stormwater Plan Review = \$1,300
 - Base + Stormwater Plan + Environmental Features Review = \$1,800

Facility Plan Reviews:

1. Applicants will be charged a review fee according to the following schedule:
 - Base Review = \$350

June 11th, 2026

Date Adopted



David Pfeiffer, Chairperson



Cynthia Richson, Secretary