

**EAST WILLISTON  
BOARD OF TRUSTEES  
BUSINESS MEETING  
March 31, 2025 AT 7:00PM**

**A. Motions**

1. **Recommended Motion:** “that the Board of Trustees set the new building permit fees, permit renewal fees & water meter fees.”
2. **Recommended Motion:** “that the Board of Trustees award the second-floor office construction bid to \_\_\_\_\_., who was found to be the lowest responsible bidder, and having a place of business at \_\_\_\_\_, in the amount of \$ \_\_\_\_\_”.

**Building Permit (valid for 12 months)**

- (a) A building permit fee in the amount of \$15.00 for each \$1,000.00 of the estimated cost of construction, with a minimum building permit fee of \$100, based upon the villages construction cost standards or actual costs whichever is greater, shall be paid by the applicant to the village.
- (b) The construction cost standards for the following construction items shall be:
  1. New single-family dwelling or any major structural addition/alteration: \$300.00 per square foot
  2. Minor interior structural alteration: \$200.00 per square foot
  3. Deck or masonry patio: \$25.00 per square foot or \$250.00 whichever is greater

**Extension of Building Permits (6 month extension)**

- (a) The application fee for each six-month extension of a building permit shall be 50% of the original permit fee. Only two 6-month extensions are permitted (totaling 100% the original building permit fees). Additional extensions at the discretion of the BOT

**Certificate of Occupancy / Completion \$150.00**

**Demolition permit: \$5,000.00 (primary structures)**

\$2,000.00 (accessory structures in excess of 150 sq ft)

**Vehicle Electric Charging Stations application fee \$50.00**

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**Water Meter Fees:**

\$270.00 5/8” meter initial service installation fee

\$315.00 3/4" meter initial service installation fee

\$372.00 1” meter initial service installation fee

\$707.00 1.5” meter initial service installation fee

\$917.00 2” meter initial service installation fee

\$250.00 not installing a smart meter (billed once a year in March)

→Plus \$100.00 Technology (endpoint) meter (billed once a year in March)

\$30.00 late fee

\$100.00 to transfer to re-levy to taxes (on May 15<sup>th</sup> annually)

\$50.00 manual reading fee