



City of **MENOMONIE**

City of Menomonie
City Finance Department
800 Wilson Avenue
Menomonie, WI 54751
Phone 715-232-2395
www.menomonie-wi.gov

City of Menomonie Special Assessment Request Policy

Effective: February 1, 2013

The City of Menomonie, Finance Office and Clerk's Office, will be charging a \$25.00 fee per parcel for special assessment requests.

Process

A payment must accompany all special assessment requests. The requests should be in writing and accurately identify the parcel number &/or the PIN number, the physical address of the property, legal description, owner's name, and a complete list of the items you are requesting. Please allow forty-eight hours for processing of the request.

There is no fee for utility final reads and estimates.

Fee Schedule

\$25 per parcel for normal processing – within 48 hours.

\$50 per parcel for "RUSH" processing – within 24 hours.

Details of Payment and Request

The payment should be issued to, "City of Menomonie". Please mail the payment and request to: City of Menomonie, Attn: Special Assessments Request, 800 Wilson Ave., Menomonie, WI 54751. For questions, please reach out to utilities@menomonie-wi.gov