

**CITY OF SARTELL**

**Fee Schedule**

**2008 Comments**

**ADMINISTRATIVE**

Photocopies	\$.25/page	City may charge \$16/hour after first 1/2 hour for qualifying requests
Fax Machine Usage	\$1 per page	For non-City of Sartell government faxes
Returned check	\$30	
Notary Fee - per document	\$1	
Electrical Affidavit Books	\$25 pickup; \$28.50 ship	1 book
	\$50 pickup; \$54.50 ship	2 books
	\$75 pickup; \$80 ship	3 books
	\$100 pickup; \$106 ship	4 books
Special Assessment Search	\$15; \$20 same day	Written request required; per parcel
Municipal Subsidy Application	\$5,000	

**ANIMALS**

Dog License - 4 mos. or older	\$25	Current rabies vaccine - unspayed
Dog License - 4 mos. or older	\$10	Current rabies vaccine - spayed
Dog License - purchased after June 1	\$35	Current rabies vaccine - unspayed
Dog License - purchased after June 1	\$20	Current rabies vaccine - spayed
Duplicate dog license	\$5	
Impounding Fee - per licensed animal	\$45 + vet fees	1st offense/license year 6/1 - 5/31
	\$55 + vet fees	2nd offense/license year 6/1 - 5/31
	\$80 + vet fees	3rd offense/license year 6/1 - 5/31
Impounding Fee - per unlicensed or non- * must get license prior to release if City	\$65 + vet fees	1st offense/license year 6/1 - 5/31
	\$80 + vet fees	2nd offense/license year 6/1 - 5/31
	\$110 + vet fees	3rd offense/license year 6/1 - 5/31
Kennel License - 3+ dogs over 4 mos. of age *	\$60	3 dogs total - annual fee
*each dog must be licensed	\$120	4 dogs total - annual fee
	\$175	5 or more dogs total - annual fee

**CEMETERY**

Cemetery Lot - resident	\$500	
Cemetery Lot - non-resident	\$750	
Open & Close Grave ( <b>Summer Rates</b> )	Per contract + \$100	Contract pricing subject to change
Adult	\$500	Includes \$100 admin
Infant (up to 3 feet)	\$325	Includes \$100 admin
Cremation	\$325	Includes \$100 admin
Open & Close Grave ( <b>Winter Rates</b> )	Per contract + \$100	Contract pricing subject to change
Adult	\$625	Includes \$100 admin
Infant (up to 3 feet)	\$425	Includes \$100 admin
Cremation	\$425	Includes \$100 admin
Sunday or holiday burial surcharge	\$75	
Monument and Marker Foundations	\$50	

**COMPOST**

Sticker Fee - residents only	\$25	first vehicle per household
	\$5	each additional vehicle per household
Sticker Fee - manufactured home park property	\$100	per Park per vehicle

**DEVELOPMENT RELATED**

Blasting Permit	\$250	Plus engineering
State Surcharge	Actual surcharge cost added to each permit	

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Building Permit Fees	\$23	\$ 0 - \$1,200
	\$34	\$1, 201 - \$2,000
	\$57	\$2,001 - \$10,000
	\$115	\$10,001 - \$25,000
	\$0.006	\$25,001 - \$50,000
	\$0.006	\$50,001 - \$75,000
	\$0.006	\$75,001 - \$100,000
	\$0.006	\$100,001 - \$500,000
	\$0.006	\$500,001 - \$1,000,000
	\$6,000 + \$0.005 x value	\$1,000,000+
	> \$1 million	
Inspections - other than normal business hours	\$60	per hour - 1 hr min
Inspections - other/miscellaneous/re-inspections	\$30	per hour - 1 hr min
Building Plan Review Fee	65% of permit fee	Comm/Ind/Multi-Family Only
	50% of permit fee	Single Family permits, including additions, decks, etc
	25% of permit fee	Residential - similar plans
Demolition Permit	\$50 minimum	Based upon same valuation as bldg permit
Land Disturbance Permit	\$125	Single Family Residential (principal structure
	\$250	Comm/Ind/Multi-Family/Development Sites
Shingle Replacement Permit	\$50	
Window Replacement Permit	\$50	
Door Replacement Permit	\$50	
Siding Replacement Permit	\$50	
Investigation Fee/Work without a permit	Double Bldg Permit Fee	
Temporary or Seasonal Structure	\$50	per event or season
Plumbing Fees-per fixture	\$8.75	
Plumbing Fees-pump discharge	\$30	
Plumbing Fees-per inspection replace piping	\$30	
Plumbing Fees-water conditioner-residential	\$15	
Plumbing Fees-water conditioner-commercial	\$45	
Plumbing Fees-minimum (1 rough/1 final)	\$30	
Plumbing-backflow preventer (rpz/pvb)	\$30	
Plumbing (Commercial)	2% x value; \$50 minimum	
Mechanical (Commercial)	2% x value; \$50 min	
Mechanical Fees-per furnace & ductwork	\$48.50	new installations-residential
Mechanical Fees-per additional appliance	\$11	new installations-residential 60,000 btu or
Mechanical Fees-air handling up to 2,000 CFM	\$30	residential
Mechanical Fees-air handling per 1,000 over	\$6	residential
Mechanical Fees-per replacement appliance	\$36.50	residential
Mechanical Fees-domestic appliance new gas	\$36.50	gas barbeques, gas fireplaces, incinerators,
Mechanical Fees- new gas piping	\$11	each additional opening- residential
Mechanical Fees-minimum (1 rough/1 final)	\$30	residential
Building Permit Refunds		No refund of permit fees after construction work begins
		50% of permit fees for fixed fee permits will be retained as a processing fee
		No refund of plan review or land disturbance fees after plans have been reviewed
		80% of plan review & land disturbance fees if plan review not completed
		Refund must be requested before permit application expires (180 days)

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	<b>Fee Schedule</b>	<b>2008 Comments</b>
Fire Sprinkler System Installation Permit	1.2% of System Cost; \$50 min fee	
Fire Alarm Installation Permit	1.2% of System Cost; \$50 min fee	
Fire Suppression (Hood) Installation Permit	1.2% of System Cost; \$50 min fee	
Fire Alarm & Fire Suppression (Hood) Plan Review Fee	65% of permit fee	
Zoning Permit	\$35	
Lawn Irrigation System Permit	\$35	
Special Fence Permit (per zoning ordinance)	\$100	
Change of Use/Occupancy classification (when no construction being done)	\$30	per hour - 1 hr min
Driveway curb cut	\$25	post infrastructure construction
Signs		
Boat dock permit sign	\$30	annual fee
Community Sign Rental	\$7	per day, plus tax
	\$9	administrative fee, plus tax
Permanent Sign	\$80	Building Inspector & Planning Staff Approval
Special Events Sign	\$35	Planning Staff Approval
Street sign - installed	\$100	per sign
Confiscated sign recovery	\$50	per sign
Water/Sewer Hookup Inspection	\$50	each inspection
Right of Way Management	\$20	Annual Registration Fee
	\$35/hole plus \$35 per 100 lineal feet up to 400 feet; \$25 per 100 feet beyond 400	Excavation Permit
	\$50 base fee plus 5 cents per lineal foot for overhead work	Obstruction Permit
	\$25	Permit Extension
	\$20 plus \$10 per day after	Delay Penalty Fee
Water Trunk Charge	\$2,400	Per acre - paid at time of final plat signing
Sewer Trunk Charge	\$2,400	Per acre - paid at time of final plat signing
Storm Trunk Charge	\$0.36 to \$0.47	Per square foot or actual cost, whichever is higher.
Park Dedication-Single Family	1,198 sq ft or \$1,018	per unit: paid or dedicated at final plat
Park Dedication-Multiple Family	900 to 1,198 sq ft or \$765 to \$1,018	per unit, depending on on-site park amenities provided: paid or dedicated at site plan approval
Park Dedication - Commercial/Industrial	5% land or cash equiv \$1.57 per sq ft	Cash or land - Council discretion: paid at final plat

**CITY OF SARTELL**

<b>Fee Schedule</b>	<b>2008 Comments</b>
Special Meeting of Council, Planning Comm or	\$400
Public Hearing Continuation requested by	\$100
Wetland delineation review	\$525
Wetland Application (WCA Permit) - first 40 lots	\$700 + \$25 per lot
Wetland Application (WCA Permit) - each addl	\$5
EAW Review	\$500
AUAR/EIS Review	\$1,000
Annexation Petition	\$450
Conditional Use Permit Application	\$425
Interim Use Permit Application	\$425
Land Use Plan/Map Amendment	\$775
Site plan review	\$1,300
Review Certificate of survey/Minor Subdivision	\$425
Sketch Plan/Concept Plan review	\$300
Residential Preliminary Plat Review - first 80 lots	\$800 + \$35 per lot + \$90 County Fee
Residential Preliminary Plat Review - each addl	\$15
Comm/Ind Preliminary Plat Review - first 10 lots	\$800 + \$200 per lot + \$90 County fee
Comm/Ind Preliminary Plat Review - each addl	\$50
Residential PUD/ESA preplat - first 80 lots	\$900 + \$35 per lot
Residential PUD/ESA preplat - each lot over 80	\$15
Comm/Ind PUD/ESA preplat - first 10 lots	\$900 + \$200 per lot
Comm/Ind PUD/ESA preplat - each lot over 10	\$50
Final Plat	\$575
Vacation Petition	\$525
Variance Petition	\$375
Zoning Change	\$775
<b>FIRE DEPARTMENT</b>	
Sale of consumer fireworks - inside a building	\$100
Sale of consumer fireworks - outside a building	\$350
Pyrotechnic Displays	\$1,500
Fire Lock Boxes	\$170 surf mount; \$200 recess
Natural Resource Mamt Burn Permit	\$30 \$40
Auto incident responder	\$300
Repetitive False Alarms	\$350
<b>LICENSES</b>	
Billiard & pool table	\$15 per location plus \$15 per table
Cigarettes	\$225
Contractors- commercial	\$55
HVAC	\$55
Sign Installers	\$55
Fire Suppression Contractors	\$55
Home Occupations- first year	\$110
Home Occupations- renewal	\$70

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<b>Fee Schedule</b>	<b>2008</b>	<b>Comments</b>
Junk Dealer	\$1,000	\$2,000 bond
Plumber's License Verification Fee	\$10	
Mechanical amusement devices - per machine	\$15 per location plus \$15 per machine	Annual fee
Portable vendor store; per day	\$15	Cert. Of Insur.
Portable vendor store; per year	\$150	Cert. Of Insur.
Refuse hauler license - first vehicle	\$375	Cert. Of Insur.-liability & wkrs comp
Each additional vehicle	\$200	
Transient Merchant	\$80	per day
Transient Merchant - non profit	\$10	per day
Excavator's License	\$110	\$5,000 bond; cert. of insur; per year; no additional ROW annual registration fee required
<b><u>LIQUOR - INTOXICATING</u></b>		Prorated to quarters - no refunds
Investigation Fee	In state: \$250 + \$50 per person requiring background up to \$500 Out State: \$5,000	On initial application only
On Sale	\$3,000	Copy of liquor liability policy
Off Sale	\$150	Copy of liquor liability policy
Club On Sale < 200 members	\$300	Copy of liquor liability policy
201 - 500 members	\$500	Copy of liquor liability policy
501 - 1,000 members	\$650	Copy of liquor liability policy
1,001 - 2,000 members	\$800	Copy of liquor liability policy
2,001 - 4,000 members	\$1,000	Copy of liquor liability policy
4,001 - 6,000 members	\$2,000	Copy of liquor liability policy
6,001 + members	\$3,000	Copy of liquor liability policy
2 AM Closing	\$0	In combination w/base license
Temporary (clubs & non-profits)	\$20	Copy of liquor liability policy
Consumption & Display	\$300	Copy of liquor liability policy
Outdoor/Patio License	\$0	In combination w/base license
Sunday On Sale	\$200	Copy of liquor liability policy
<b><u>LIQUOR - WINE&amp;BEER</u></b>		Prorated to quarters - no refunds
On Sale - 3.2 Beer	\$150	Copy of liquor liability policy
Off Sale - 3.2 Beer	\$65	Copy of liquor liability policy
Temporary 3.2 On Sale - per day	\$20	Copy of liquor liability policy
On Sale - Wine License	\$200	Copy of liquor liability policy
<b><u>MAPS</u></b>		
Base Map - large	\$25	
Base Map - 11 x 17	\$10	
Zoning Map - large	\$50	
Zoning Map - 11 x 17	\$10	
Land use plan map - large	\$50	
Land use plan map - 11 x 17	\$10	
Copy of any above on a CD	\$5	

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**2008 Comments**

<b>PAVILION RENTAL</b>		
North Side Park - resident	\$30	Rental form & liquor form (if applic.)
North Side Park - non resident	\$60	Rental form & liquor form (if applic.)
Watab Creek Park - resident	\$40	Rental form & liquor form (if applic.)
Watab Creek Park - non resident	\$80	Rental form & liquor form (if applic.)
Val Smith Park - resident	\$35	Rental form & liquor form (if applic.)
Val Smith Park - non resident	\$75	Rental form & liquor form (if applic.)
Pine Cone Regional Park - resident	\$40	Rental form & liquor form (if applic.)
Pine Cone Regional Park - non resident	\$80	Rental form & liquor form (if applic.)
Damage Deposit	\$100	required on all parks
<b>POLICE</b>		
Reports	\$.25/page	Paper or electronic-see below for faxed
Fax Machine Usage	\$1 per page	
Video Tape copies	\$25	per copy
PBT Samples	\$10	
Fingerprinting	\$15	
Handgun Permits	\$15	
Paper Service Fee	\$45	
Repetitive False Alarms	\$80 for 2nd; \$155 for 3rd and subsequent	within 1 year period
Special Event Services - licensed police officer	\$45/hour	
Special Event Services - reserve officer	\$20/hour	May be used in conjunction with licensed
Special Event Permit	\$50 w/o liquor \$75 w/liquor	Events serving liquor may also require charges shown under special event services
Street Closure/Block Party Permit	\$20	
House/Large Object Moving Permit	\$15	
Impounded Vehicle Storage Fee	\$25	per day
Prohibited Parking	\$25	
Parking on Wrong Side of Street	\$25	
Parking Violation - Fire Hydrant/Lane	\$25	
Winter Parking Violation	\$25	
Parking Variance Permit	\$25	Parking variance for up to 14 days
<b>PUBLICATIONS</b>		
City Plat Book	\$75	
City Address Book	\$75	
City Ordinance Book	\$300	
Zoning Ordinance	\$50	
Subdivision Ordinance	\$15	
2003 Comp Plan	\$40	
Area Development Plan	\$35	
<b>EQUIPMENT RENTALS</b>		
Dump truck (w/operator)	\$90	per hour
Tractor (w/operator)	\$90	per hour
Sweeper (w/operator)	\$160	per hour
Loader (w/operator)	\$120	per hour
Riding mower (w/operator)	\$85	per hour
Jetter (w/operator)	\$160	per hour
Vac machine (w/operator)	\$210	per hour
<b>RENTAL DWELLINGS</b>		
First Unit	\$100	prorate to 50% after July 1st only for license
Each additional unit	\$50	of 2 or less units
First Unit - crime free multi-housing unit	\$25	
Each additional unit - crime free multihousing	\$10	
Additional Inspections	\$50	per inspection: license fee covers annual inspection and one re-inspection only

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**UTILITY SERVICE FEES**

<b>Sanitary Sewer Service Rates:</b>		
Residential & churches, convents, elem & high schools, mobile homes, nursing homes & nursing apartments	\$2.35 per 100 cubic feet	Volume calculated as 100% of the most recent winter bi-monthly period (Nov/Dec & Jan/Feb) water usage
Residential	\$40	Bi-monthly flat sewer rate where un-metered
Commercial	\$2.35 per 100 cubic feet	Volume calculated as 100% of the current bi-monthly water usage
Large industrial - Dezurik, Internat'l Paper, Grede	\$2.35 per 100 cubic feet	Volume calculated at 100% of sewage discharge into system
Excess Sewer Strength beyond domestic Sewer Availability Charge (SAC)	actual \$1,850.78	per charge from treating agency per unit; 78 cents is State surcharge
<b>Water Service Rates:</b>		
Service Charge	\$10.50 \$1.75 per 100 cubic feet	Minimum charge - first 600 c.f. For amount used over 600 c.f.
Service Charge - seniors 65 + old	\$5.25 \$1.75 per 100 cubic feet	Minimum charge - first 600 c.f. For amount used over 600 c.f.
Construction water turn-on fee	\$20	
Delinquent payment fee	\$10 or 10%	of past-due balance: higher of the two
Water turn on after shut-off for non-payment	\$50	
Water turn on after shut-off for non-payment: after hours	\$70	
Requested water turn-on/off	\$15	
Requested water turn-on/off: after hours	\$35/hour	Two hour minimum charge
Water tap in	\$175	
Water Availability Charge (WAC)	\$2,500	per unit
Water Meter	actual cost of meter	
Meter Access Charge	\$25	Charged monthly until City can access meter
Unauthorized hydrant access	\$500	
Hydrant Permit	\$30	
Safe Water Act	\$6.36	Once per year State charge
Wellhead Protection	\$1	Per account per bi-monthly billing
<b>Storm Sewer Utility Rates:</b>		
NPDES/Storm Utility	\$5.00	per account per bi-monthly billing