

**CITY OF SARTELL**

**Fee Schedule**

<b>Type</b>	<b>2010</b>	<b>Comments</b>
<b>ADMINISTRATIVE</b>		
Photocopies (first 100 pages)	\$.25/page	
Photocopies (after 100 pages)	\$.15/page	PLUS \$16/hour
Fax Machine Usage	\$1 per page	For non-City of Sartell government faxes
Returned check	\$30	
Council Meeting DVD	\$5	
Notary Fee - per document	\$1	
Turf Grass & Vegetation Maint Fine	\$50	<b>per lot</b> penalty if not paid w/in 30 days
Community Sign Rental	\$7	per day, plus tax
Plus set up/admin fee	\$10	administrative fee, plus tax
Electrical Affidavit Books	\$25 pickup;+postage to ship	1 book
	\$50 pickup; + postage to ship	2 books
	\$75 pickup; + postage to ship	3 books
	\$100 pickup; + postage to ship	4 books
Special Assessment Search	\$15; \$20 same day	Written request required; per parcel
Municipal Subsidy Application	\$5,000	
<b>ANIMALS</b>		
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-	\$65 + vet fees	1st offense/license year 6/1 - 5/31
* must get license prior to release if City	\$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
<b>CEMETERY</b>		
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	\$550	Includes \$100 admin
Infant (up to 3 feet)	\$375	Includes \$100 admin
Cremation	\$375	Includes \$100 admin
Open & Close Grave ( <b>Winter Rates</b> )	Per contract + \$100	Contract pricing subject to change
Adult	\$675	Includes \$100 admin
Infant (up to 3 feet)	\$500	Includes \$100 admin
Cremation	\$500	Includes \$100 admin
Sunday or holiday burial surcharge	\$75	
Monument and Marker Foundations	\$50	

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<b>COMPOST</b>		
Sticker Fee - Sartell City residents	\$25	first vehicle per household
	\$5	each additional vehicle per household
Sticker Fee - Neighboring cities' residents - LIMITED TO FIRST 150	\$55	per vehicle
Sticker Fee - manufactured home park	\$100	per Park per vehicle
<b>DEVELOPMENT RELATED</b>		
Blasting Permit	\$250	Plus engineering
State Surcharge	Actual surcharge cost added to each permit	
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 million	\$1,000,000+
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
	25% of permit fee	New Single Family Construction Only
	50% of permit fee	Other residential (additions, decks, etc)
	25% of permit fee	Residential - similar plans
House/Large Object Moving Permit	Based upon valuation; \$100 minimum	Moves to/from City - applications at City Hall
	\$100	Pass thru City only - apply at Police Dept
Demolition Permit	\$50 minimum	Based upon same valuation as bldg permit
Land Disturbance Permit	\$50	Single Family Residential (principal structure only)-\$100 to engineer
	\$75	Comm/Ind/Multi-Family/Development Sites
Shingle Replacement Permit	\$50	
Window Replacement Permit	\$50	
Door Replacement Permit	\$50	
Siding Replacement Permit	\$50	
Replacement Building Inspection Record Card	Deck, roofing, siding, lower level finish, fence, etc card: \$10	
	Single family or larger projects: \$20	
Investigation Fee/Work without a permit	Double Bldg Permit Fee	Includes zoning, sign, LD permits
Temporary or Seasonal Structure	\$50	per event or season
Plumbing Fees-per fixture	\$8.75	
Plumbing Fees-pump discharge	\$30	

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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 Fees - backflow preventer (rpz/pvb)	\$30	
Plumbing (Commercial)	2% x value; \$50 minimum	
Mechanical (Commercial)	2% x value; \$50 minimum	
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
Electrical Fees	Per State fee schedule	
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)
Automatic Fire Extinguishing System Inspection Fee	2% of System Cost; \$60 min fee	
Fire Alarm/Monitoring Installation Permit	2% of System Cost; \$60 min fee	
Fire Suppression (Hood) Installation Permit	2% of System Cost; \$60 min fee	
Auto Extinguish, Fire Alarm & Fire Suppression (Hood) Plan Review Fee	65% of permit fee	
Zoning Permit	\$40	
Lawn Irrigation System Permit	\$35	
Change of Use/Occupancy classification (when no construction being done)	\$30	per hour - 1 hr min
Driveway curb cut	\$25	post infrastructure construction
Boat dock permit	\$30	annual fee
Permanent Sign	\$80	Building Inspector & Planning Staff Approval
Temp Signs 1-4	\$200	
Temp Signs 5-10	\$400	
Temp Signs 11-20	\$800	
Temp Signs - each sign over 20	\$50	
Temp Commercial Sign	\$175	

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Community Events Sign	\$35	Planning Staff Approval
Street sign - installed	\$120	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	Excavation Permit
	lineal feet up to 400 feet; \$25	
	\$50 base fee plus 5 cents per	Obstruction Permit
	lineal foot for overhead work	
	\$25	Permit Extension
	\$20 plus \$10 per day after	Delay Penalty Fee
Water Trunk Charge	\$2,546	Per acre - paid at time of final plat signing
Sewer Trunk Charge	\$2,546	Per acre - paid at time of final plat signing
Storm Trunk Charge	\$0.100	Per square foot - single family residential
	\$0.134	Per square foot - multi family residential
	\$0.201	Per square foot - commercial/industrial
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 \$1.64 per sq ft	Cash or land - Council discretion: paid at final plat
Special Meeting of Council, Planning Comm or Public Hearing Continuation requested by	\$400	
Wetland delineation review	\$100	
Wetland Application (WCA Permit) - first 40	\$525	\$400 to engineer
Wetland Application (WCA Permit) - each addl	\$700 + \$25 per lot	per lot fee to Engineer
EAW Review	\$5	per lot fee to Engineer
AUAR/EIS Review	\$500	\$300 to engineer
	\$1,000	plus reimbursables, including engineering
Annexation Petition	\$450	Plus State fees
Conditional Use Permit Application	\$425	Includes recording fee
Interim Use Permit Application	\$425	Includes recording fee
Land Use Plan/Map Amendment	\$775	
Site plan review (all projects except single family detached)	\$1,500	\$1,100 to engineer; after initial and 1 revision, each revision/resubmittal will require \$650 addl fee
Review Certificate of survey/Minor Subdivision	\$425	
Sketch Plan/Concept Plan review	\$300	\$200 to engineer
Residential Preliminary Plat Review - first 80 lots	\$800 + \$35 per lot + \$90	per lot fee to Engineer
	County Fee	
Residential Preliminary Plat Review - each addl	\$15	per lot fee to Engineer
Comm/Ind Preliminary Plat Review - first 10 lots	\$800 + \$200 per lot + \$90	per lot fee to Engineer
	County fee	
Comm/Ind Preliminary Plat Review - each addl	\$50	per lot fee to Engineer
Residential PUD/ESA preplat - first 80 lots	\$900 + \$35 per lot	Plus \$90 County fee
Residential PUD/ESA preplat - each lot over 80	\$15	

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Comm/Ind PUD/ESA preplat - first 10 lots	\$900 + \$200 per lot	Plus \$90 County fee
Comm/Ind PUD/ESA preplat - each lot over 10	\$50	
Final Plat	\$575	\$350 to engineer
Vacation Petition	\$525	Includes County fees
Variance Petition	\$375	Includes County fees
Zoning Change	\$775	
<b><i>FIRE DEPARTMENT</i></b>		
Sale of consumer fireworks - inside a building	\$100	Annual
Sale of consumer fireworks - outside a building	\$350	Annual
Pyrotechnic Displays	\$150 plus FD equip itemized below	
Engine pumper/ladder	\$350 per hour	Includes 4 firefighters
Tenders/tanker	\$250 per hour	Includes 2 firefighters
Air Van/cube	\$300 per hour	Includes 4 firefighters
Rescue squad/truck	\$250 per hour	Includes 3 firefighters
Brush rig/All terrain 6x6	\$200 per hour	Includes 2 firefighters
Brush rig/boat	\$225 per hour	Includes 2-3 firefighters
Brush rig	\$175 per hour	Includes 2 firefighters
Fire Lock Boxes	\$175 surf mount; \$205 recess	
Fire Watch	\$100/hr	2 hour minimum; owner given 45 min to have rep on site
Flammable Fluids	\$184	per site - bulk
	\$106	gas stations dispensing
	\$45	miscellaneous
High Piled Storage	\$50	Over 500 square feet
Hood/grease duct cleaning	\$50	
Tanks - removal or installation	\$50 + 65% plan review	
Natural Resource Mamt Burn Permit	\$30	1 to 5 acres
	\$50	Over 5 acres
Tents/Temp Membrane Structures	\$50	per Fire Code
Daycare/Foster - other State Inspec	\$50	
Repetitive False Alarms	\$350	More than 3 in calendar year
<b><i>LICENSES</i></b>		
Billiard & pool table	\$15 per location plus \$15 per table	Annual fee
Cigarettes	\$225	per year
Contractors- commercial	\$55	Cert of insurance & \$25,000 bond or copy of
HVAC	\$55	Cert of insurance & \$25,000 bond or copy of
Sign Installers	\$55	Cert of insurance & \$25,000 bond or copy of
Home Occupations- first year	\$110	Need Permit from Zoning Administrator
Home Occupations- renewal	\$70	
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
Refuse hauler license - first vehicle	\$375	Cert. Of Insur.-liability & wkrs comp

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Each additional vehicle	\$200	
Transient Merchant	\$80	per day
Transient Merchant - non profit	\$10	per day
Transient Merchant background check	\$15	per name
Body Art Establishment License Investigation Fee	In state: \$250 + \$50 per person requiring background up to \$500 Out State: \$5,000	On initial application only
Body Art Establishment License	\$250	Prorated to quarters - no refunds
Excavator's License	\$110	\$5,000 bond; cert. of insur; per year; no additional ROW annual registration fee required
<b><i>LIQUOR - INTOXICATING</i></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 & CUP
Sunday On Sale	\$200	Copy of liquor liability policy
<b><i>LIQUOR - WINE&amp;BEER</i></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><i>MAPS</i></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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<b>Type</b>	<b>2010</b>	<b>Comments</b>
<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	\$40	Rental form & liquor form (if applic.)
Val Smith Park - non resident	\$80	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>		
Photocopies (first 100 pages)	\$.25/page	
Photocopies (after 100 pages)	\$.15/page	PLUS \$16/hour
Fax Machine Usage	\$1 per page	
VHS copies	\$25	per copy
DVD/CD Copies	\$5	per copy
Background Checks	\$15	(per name - each check for non-rental licensed properties)
PBT Samples	\$10	
Fingerprinting	\$15	
Paper Service Fee	\$45	
Repetitive False Alarms	\$80 for 2nd; \$155 for 3rd and subsequent	within 1 year period
Impounded Vehicle Storage Fee	\$25	per day
Prohibited Parking	\$25	Plus \$5 late fee if not paid w/in 7 days
Parking on Wrong Side of Street	\$25	Plus \$5 late fee if not paid w/in 7 days
Parking Violation - Fire Hydrant/Lane	\$25	Plus \$5 late fee if not paid w/in 7 days
Winter Parking Violation	\$25	Plus \$5 late fee if not paid w/in 7 days
Parking Variance Permit	\$25	Parking variance for up to 14 days
<b>SPECIAL EVENTS</b>		
Special Event Permit/Block Party	\$20	Requires Council approval - add additional charges which may apply as itemized below
Special Event Services - licensed police officer	\$45/hour	2 hour min
Special Event Services - reserve officer	\$20/hour	2 hour min; May be used in conjunction with licensed officer
Special Event Services - squad car	\$25	Per event - In addition to officer fees
Noise Exemption	\$50	
Private Parking Lot Utilization w/liquor	\$25	
Pyrotechnic Displays	See FD fees	
Street Closure- barricades	\$40	
Parade/Race on Street	\$50	
<b>PUBLICATIONS</b>		
City Plat Book	\$75	
City Address Book	\$75	
City Ordinance Book	\$300	
Zoning Ordinance	\$50	
Subdivision Ordinance	\$15	

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2003 Comp Plan	\$40	
Area Development Plan	\$35	
<b>PW EQUIPMENT RENTALS</b>		
Dump truck (w/operator)	\$90	per hour; 1 hour minimum
Tractor (w/operator)	\$90	per hour; 1 hour minimum
Sweeper (w/operator)	\$160	per hour; 1 hour minimum
Loader (w/operator)	\$120	per hour; 1 hour minimum
Riding mower (w/operator)	\$85	per hour; 1 hour minimum
Jetter (w/operator)	\$160	per hour; 1 hour minimum
Vac machine (w/operator)	\$210	per hour; 1 hour minimum
Additional Admin Fee	\$35	add to equip rental for turf ordinance
<b>RENTAL DWELLINGS</b>		
First Unit	\$100	
Each additional unit	\$50	
First Unit - crime free multi-housing unit	\$25	
Each additional unit - crime free multihousing	\$11	
Late Fee Penalty	\$50	for fees received after January 15th
Additional Inspections	\$60	per inspection: license fee covers bi-annual inspection and one re-inspection only
<b>UTILITY SERVICE FEES</b>		
<b>Sanitary Sewer Service Rates:</b>		
Residential & churches, convents, elem & high schools, mobile homes, nursing homes & nursing apartments	\$2.95 per 100 cubic feet	Volume calculated as 100% of the most recent winter bi-monthly period (Nov/Dec & Jan/Feb) water usage
Residential	\$46	Bi-monthly flat sewer rate where un-metered
Commercial	\$2.95 per 100 cubic feet	Volume calculated as 100% of the current bi-monthly water usage
Large industrial - Dezurik, Verso, Grede	\$2.95 per 100 cubic feet	Volume calculated at 100% of sewage discharge into system
Excess Sewer Strength beyond domestic strength	actual	per charge from treating agency
Sewer Availability Charge (SAC)	\$2,300	per unit; see minimums below; plus State surcharge; <b>single family freeze to 6/1</b>
SAC minimums - institutional, general, business and industrial	4.8 connections	per net acre, minimum
SAC minimums - medical professional, limited business or office/warehouse	3.0 connections	per net acre, minimum
<b>Water Service Rates:</b>		
Service Charge	\$11.10	Minimum charge - first 600 c.f.
	\$1.85 per 100 cubic feet	above 600 c.f.
Service Charge - seniors 65 + old; <b>only for pre-2009 accounts which were grandfathered in</b>	\$5.55	Minimum charge <b>for pre-2009 grandfathered in only</b> - first 600 c.f.; over 600 c.f. at same rates as above
Construction water turn-on fee	\$20	
Delinquent payment fee	\$10 or 10%	of past-due balance: higher of the two

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Type	2010	Comments
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)	\$2,900	per unit; see minimums below; plus State sales tax; <b>single family freeze to 6/1</b> per net acre, minimum
WAC minimums - institutional, general, business and industrial	4.8 connections	
WAC minimums - medical/professional, limited business or office/warehouse	3.0 connections	per net acre, minimum
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>		
Storm Utility - Single Family Res	\$9.00	4 units or less; per account per bi-monthly billing
Storm Utility - Commercial/Multi/Other	\$20.00	5 or more resid/all C/I; per account per bi-monthly billing