



City of Lake Elmo - 2019 Fee Schedule

APPLICATION/FEE/PERMIT TYPE	2019 FEE	ADDITIONAL CHARGE, ESCROW or NOTES	DEPARTMENT
Amateur Radio Antenna	\$875.00		Planning
Appeal (to Board of Adjustment and Appeals)	\$250.00		Administration
Bed and Breakfast Permit Fee	\$100.00		Planning
Bee Keeping Permit	\$25.00	Valid for 2 years from issuance	Administration
Building Regulations		* State Sur Charge Collected per MN Statute 326B.148 on all permits	Building
Building Permit Fee Schedule			
Total Valuation			
\$1.00 to \$500.00	\$29.50		Building
\$501.00 to \$2,000.00	\$28.00 for the first \$500.00 plus \$3.70 for each additional \$100.00, or fraction thereof, to and including \$2,000.00.		Building
\$2,001.00 to \$25,000.00	\$83.50 for the first \$2,000.00 + \$16.55 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00.		Building
\$25,001.00 to \$50,000.00	\$464.15 for the first \$25,000.00 + \$12.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00.		Building
\$50,001.00 to \$100,000.00	\$764.15 for the first \$50,000.00 + \$8.45 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00.		Building
\$100,001.00 to \$500,000.00	\$1,186.65 for the first \$100,000.00 + \$6.75 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00.		Building
\$500,001.00 to \$1,000,000.00	\$3,886.65 for the first \$500,000.00 + \$5.50 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00.		Building
\$1,000,001.00 and up	\$6,636.65 for the first \$1,000,000.00 + \$4.50 for each additional \$1,000.00, or fraction thereof.		Building
Planning and Zoning Compliance Review and Verification	\$100.00		Planning
Plan Review Fee	65% of building permit fee		Building
Plan review for similar plans	25% of normal building permit fee (MN Rules 1300.0160 subp. 5)		Building
Single Family Decks	Fee based on Valuation		Building
Single Family Residential Basement Finish	Fee Based on Valuation		Building
Swimming Pool In-Ground	\$150.00		Building
Swimming Pool Above-Ground	\$75.00		Building
Reinspection Fee	\$75.00		Building
Inspection outside normal business hours	\$120.00 per hour - 2 hour minimum		Building
Investigation fee - work started without required permit	Equal to permit fee amount		Building
Replace Inspection Record Card	\$25.00		Building



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Additional Plan Review required by changes, addendum or revisions to plans	\$75.00 per hour, one hour minimum		Building
Building Demolition - Residential	\$200.00		Building
Building Demolition - Commercial	\$300.00		Building
Fuel Tank Removal (Underground)	\$250.00		Building
Fuel Tank Installation	2% Value of the work		Building
Roofing - Residential	Fee Based on Valuation		Building
Roofing - Commercial	Fee Based on Valuation		Building
Siding - Residential	Fee Based on Valuation		Building
Siding - Commercial	Fee Based on Valuation		Building
Retaining Walls over 4'	Fee Based on Valuation		Building
Commercial Plumbing	\$60.00 per unit, Up to 3 Units or 1.5% Value of work, whichever is greater		Building
Residential Plumbing	\$60.00 per Unit, max fee \$180.00		Building
Sewer Service Installation Inspection	\$60.00		Building
Water Service Installation Inspection	\$60.00		Building
Sewer & Water Service Installation Inspection when completed together	\$60.00		Building
Investigation fee - Plumbing work started without required permit	Equal to permit fee amount		Building
Commercial HVAC	\$60.00 per unit, Up to 3 Units or 1.5% Value of work, whichever is greater		Building
Residential HVAC	\$60.00 per Unit, max fee \$180.00		Building
Fireplace Installation	\$60 per unit		Building
Investigation fee - HVAC work started without required permit	Equal to permit fee amount		Building
Manufactured Home Move In	\$200.00		Building
Manufactured Home Move Out	\$200.00		Building
Moving House or Primary Structure into the City	2% Value of the Work plus security amount determined by the Building Official		Building
Moving Accessory Structure into the City	2% Value of the Work plus security amount determined by the Building Official		Building
Automatic Fire Extinguishing Systems	2% Value, \$100.00 minimum		Building
Investigation fee - Fire Suppression work started without required permit	Equal to permit fee amount		Building
Fire Alarm Systems	2% Value, \$100.00 minimum		Building
Investigation fee - Fire Alarm work started without required permit	Equal to permit fee amount		Building



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Annual Retail Consumer Fireworks (retailers only selling fireworks)	\$350.00		Fire
Annual Retail Consumer Fireworks (all other retailers)	\$100.00		Fire
Outdoor Public Fireworks Display	\$150.00		Fire
Residential Day Care Inspections	\$50.00		Building
Residential Adult Care/Foster Care/Adoption Inspections	\$50.00		Building
Escrow Administration Fee	\$100.00		Finance
New Single Family Dwelling Construction Escrow	\$2,000.00		Building
Two or more dwelling units per building Construction Escrow	\$1,000.00 per unit		Building
Commercial/Industrial and Other structures	\$5,000.00 or amount determined by the Building Official		Building
Burning Permit			Fire
Residential	\$45.00		Fire
Commercial	\$80.00		Fire
Illegal Burn	see notes →	Additional fees may be incurred based on Wash. Cty. Chief's fee schedule and # of responding units	Fire
Chicken Keeping Permit	\$25.00	Initial permit expires on 12/31 of 2nd year.	Administration
Comprehensive Plan Amendment	\$1,300.00	Land Use Escrow \$2500	Planning
Conditional Use Permit (CUP)		Wireless Communication Facilities Fee Escrow \$10,000.00.	Planning
New	\$1,050.00	Flood Plain Ordinance Fee Escrow \$500.00 Land Use Escrow	Planning
Amended	\$500.00	\$2500	Planning
Contractor License Fees			
Driveway	\$50.00		Administration
Solid Waste Hauler	\$120.00		Administration
Copy Services (Paper/Electronic)			Administration
Copies (B&W)	\$0.25 per page	100 pages or more are charged at actual cost of production	Administration
Copies (Color)	\$0.50 per page	100 pages or more are charged at actual cost of production	Administration
Copies (B&W) 11x17	\$1.00 per page	100 pages or more are charged at actual cost of production	Administration
Copies (Color) 11x17	\$2.00 per page	100 pages or more are charged at actual cost of production	Administration
Data DVD Fee	\$15.00		Administration
GIS Scaled Aerial	\$25.00		Administration
Existing Maps	\$5.00		Administration
Custom (Per Hour Rate)	\$70.00		Administration
Plan Size Maps (Larger than 11x17)	\$15.00		Administration
Development Standards Specs/Details	\$55.00		Administration



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Video reproduction	\$10.00		Administration
Culverts in Developments with Rural Section	\$160.00		Administration
Dog License- altered	\$20.00		Administration
Dog License- unaltered	\$25.00		Administration
Dog License- late fee	\$2.50 per month	Maximum \$10	Administration
Service Dog License	No Charge		Administration
Dog - duplicate license or tag	\$1.00		Administration
Dog and Cat Impound fees			
First Impound- Unlicensed Dog	\$60.00	All Impound Fees plus \$20/day Boarding Fee	Administration
First Impound- Licensed Dog	\$42.00		Administration
First Impound- Cat	\$42.00		Administration
Subsequent dog/ cat impound	\$85.00		Administration
Driveway			
Residential - no curb cut on residential street	\$50	\$1,000 security	Planning
Residential - curb cut on residential street	\$100	\$1,000 security	Planning
Residential - curb cut on collector or arterial street	\$150	\$1,000 security	Planning
Residential - second curb cut	additional \$100	\$1,000 security (per curb cut)	Planning
Commercial	\$160.00		Planning
Easement Encroachment	\$100.00	Staff & Recording Fee	Planning
Electronic Fund Withdrawal/Bill Payment	Fee + Trans. Charge		Finance
Environmental Review (EAW/EIS)	\$1,500.00	\$2,500 Land Use escrow	Planning
Village Area AUAR Fee	\$230.00	Per REC Unit. To be charged to development applications that increase the number of REC units above existing conditions within the Village AUAR Area. The fee will be based on the difference between the proposed and existing REC units. Fee to be paid as part of a developer's agreement for larger projects or at the time a building permit is issued for smaller projects. Once paid, the same land will not be charged again.	Planning
Erosion Control			
Re-inspection Fee (portal to portal from City Hall: 1 Hr. min)	\$50.00 per hour	\$5,000.00 Security	Planning
Excavating & Grading ≥ 50 cubic yards, up to 400 cubic yds	\$125.00	Security \$500.00	Planning
Excavating & Grading ≥ 400 cubic yards/acre of site area	\$500.00	\$500.00 fee escrow. Plus Security as Determined by the Planning Department	Engineering
False Alarms (12 Month Period)* (*1-3 no charge)			
Residential			Fire



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4-6 False Alarms	\$110.00		Fire
In Excess of 6 False Alarms	\$185.00		Fire
Commercial			Fire
4-6 False Alarms	\$315.00		Fire
In Excess of 6 False Alarms	\$520.00		Fire
Flood Plain District Delineation	\$500.00		Planning
Golf Cart Operation Permit	\$30.00		Planning
Interim Use Permit (IUP)			
Fee	\$1,050.00	\$2,500.00 Escrow	Planning
Renewal	\$300.00		Planning
Liquor License			
Club On-Sale Intoxicating	\$100.00		Administration
On-Sale Intoxicating	\$1,500.00		Administration
Off-Sale Intoxicating	\$200.00		Administration
Off-Sale Non-Intoxicating	\$150.00		Administration
On-Sale Intoxicating- 2nd Building	\$750.00		Administration
On-Sale Non-Intoxicating	\$100.00		Administration
Investigation	\$350.00		Administration
On-Sale Sunday Intoxicating	\$200.00		Administration
Temporary Intoxicating	\$25.00		Administration
Wine	\$300.00		Administration
Lot Line Adjustment	\$325.00	None	Planning
Massage Therapy Premises License			
Application Fee	\$100.00	Fee includes one Therapist	Administration
Investigation Fee	\$100.00		Administration
Massage Therapy Practitioner License			Administration
Application Fee	\$50.00		Administration
Investigation Fee	\$25.00		Administration
Massage Therapy Premises License Renewal	\$50.00	Fee includes one Therapist	Administration
Massage Therapy Practitioner License Renewal	\$25.00		Administration
Massage Therapy License Amendment	\$25.00		Administration
Minor Subdivision	\$525.00	\$1,000.00 escrow	Planning
Park Dedication			
Residential - Up to three lots	\$3,600.00 per lot	Four or more lots per \$153.14	Planning
Commercial	\$4,500.00 per acre		Planning



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Parking Lots			
Commercial	\$200.00	\$500 Fee Escrow. Plus Security as Determined by the Planning Department	Planning
Platting			
Sketch Plan Review (Subdivision)	\$500.00	\$3,500 Fee Escrow	Planning
Preliminary Plat (Subdivision)	\$1,850.00	\$10,000 Fee Escrow	Planning
Final Plat (Subdivision)	\$1,250.00	\$8,000 Fee Escrow	Planning
Final Plat (Extension Fee)	\$100.00		Planning
Development Agreement Amendment	\$500.00		Planning
Planned Unit Development			
General Concept Plan	\$1,250.00	\$7,500 Fee Escrow (Waive Subdivision Escrow)	Planning
Development Stage Plan	\$1,850.00	\$10,000 Fee Escrow (Waive Subdivision Escrow)	Planning
Final Plat	\$1,250.00	\$8,000 Fee Escrow (Waive Subdivision Escrow) and (City will retain escrows to reimburse review costs for each stage of Development)	Planning
Private Roads (Permitted only in AG zone)	\$150.00		Planning
Restrictive Soils and Wetland Restoration Protection and Preservation Permit	\$800.00		Planning
Returned Check (NSF)	\$30.00		Finance
Right-of-Way Permit			
Annual Registration	\$200.00	\$5,000 Security	Public Works
Excavation Permit	\$275.00 + \$.60/foot		Public Works
Joint Trench Permit (per lot per utility)	\$275.00 + \$.60/foot		Public Works
Obstruction Permit	\$275.00		Public Works
Small Wireless Permit Fee	\$275.00		Public Works
Permit Extension	\$100.00		Public Works
Delay Penalty (per calendar day)	\$25.00		Public Works
SAC Charge (City) (Sewer Availability Charge)	\$3,000.00	Per REC Unit: collected at time of plat for new lot. This fee may be deferred through special assessment for parcels with existing structures.	Sewer
SAC Charge (Met Council) (Sewer Availability Charge)	\$2,485.00	Per REC Unit: \$2,485 to Met Council at time of connection.	Sewer
Sewer Connection Charge	\$1,000.00	Per REC Unit collected at time of plat for new lot. This fee may be deferred through special assessment for parcels with existing structures.	Sewer
Sewer Lateral Benefit Charge	\$11,600.00	Per REC Unit connecting to a Trunk Sewer Main and that has never been assessed	Sewer



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Sewer Base Charge - Residential - Non 201 Off Site	\$53.56 per quarter	Allowance of 10,000 gallons (10 Units) per quarter	Sewer
Sewer Rate	\$4.60/1,000 Gal		Sewer
201 Off-Site Maintenance Fee	\$76.51/unit/quarter		Sewer
Real Estate Searches	\$15.00/Search	For special assessment or utility search	Finance
Signs - Permanent	\$180.00		Planning
Signs - Temporary	\$75.00		Planning
Temporary Renewal	\$25.00		Planning
Re-inspection Fee	\$25.00		Planning
Special Event Permit	\$75.00	City must be listed as additional insured	Administration
Surface Water			
Residential	\$60.00		Storm Water
Non-Residential (Commercial etc.)	\$60.00	Utility rate factor per code	Storm Water
Review Fee	\$142.50	\$82.50 Review/\$60 Storm Water Fund	Storm Water
Vacations (Streets or Easements)			
Easements	\$515.00	\$500 Fee Escrow	Planning
Streets	\$515.00	\$500 Fee Escrow	Planning
Variance	\$750.00	\$500 Fee Escrow	Planning
Shoreland Variance	\$1,500.00	\$500 Fee Escrow	Planning
Utility Delinquent Accounts			
Regular	6% per quarter	Plus \$25.00 or 8%, whichever is greater, if certified to County for collection with taxes	Water
Sewer	6% per quarter	Plus \$25.00 or 8%, whichever is greater, if certified to County for collection with taxes	Sewer
Storm Water	10% per year or \$5 minimum	Plus \$25.00 or 8%, whichever is greater, if certified to County for collection with taxes	Storm Water
Water Availability Charge (WAC)	\$3,000.00	Per REC Unit; collected at time of plat for new lot. This fee may be deferred through special assessment for parcels with existing structures.	Water
Water Connection Charge	\$1,000.00	Per REC Unit, collected at time of plat for new lot. This fee may be deferred through special assessment for parcels with existing structures.	Water
Water Equipment/Set up			
Meter (3/4" or less)	\$360.50	<i>Additional fees apply to larger sized meters.</i>	Water
1" Meter	\$430.00		Water
1 & 1/2" Meter	\$1,040.00		Water



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2" Meter	\$1,185.00	<small>Additional fees apply to larger sized meters</small>	Water
3" Meter	\$1,415.00		Water
4" Meter	\$2,530.00		Water
Driveway Curb Stop Lid	\$103.00		Water
Disconnect Service	\$82.40		Water
Reconnect Service	\$82.40		Water
Water Lateral Benefit Charge	\$5,800.00	Per REC Unit connecting to a Trunk Water Main and that has never been assessed	Water
Water Usage			
Residential - Quarterly Base Rate	\$21.22 Base		Water
Residential - Plus Rate per 1,000 Gallons			Water
Plus Rate for 0-15,000 Gallons	\$2.12		Water
Plus Rate for 15,001-30,000 Gallons	\$2.54		Water
Plus Rate for 30,001-50,000 Gallons	\$3.06		Water
Plus Rate for 50,001-80,000 Gallons	\$3.67		Water
Plus Rate for 80,001 + Gallons	\$4.40		Water
Water Usage			
Commercial - Quarterly Rate	\$26.52 Base		Water
Commercial - Plus Rate Per 1,000 Gallons			Water
Plus Rate for 0 - 15,000 Gallons	\$3.30		Water
Plus Rate for 15,001 - 30,000 Gallons	\$3.46		Water
Plus Rate for 30,001 - 50,000 Gallon	\$4.00		Water
Plus Rate for 50,001 - 80,000 Gallons	\$5.31		Water
Plus Rate for 80,001 + Gallons	\$7.04		Water
Water Usage			
Hotel / Motel - Quarterly Rate	\$26.53 Base	For metered non-irrigation (domestic) consumption	Water
Hotel / Motel - Plus Rate Per 1,000 Gallons			Water
Plus Rate for 0 -30,000 Gallons	\$3.30		Water
Plus Rate for 30,001 - 50,000 Gallons	\$3.46		Water
Plus Rate for 50,001 + Gallons	\$4.24		Water
Bulk Water Purchase			
Water from Hydrant	106.09	Plus \$3.36/additional 1,000 gallons	Water
Violation of Odd/Even Watering Ban Penalty	see notes →	1st violation - warning. 2nd violation - \$100 . Each subsequent violation shall increase by \$100 for the same property owner within the same calendar year up to a maximum of \$500.	



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Wind Generator	\$850.00	\$2,000 Fee Escrow	Planning
Wireless Communication Permit	\$500.00	\$10,000 Fee Escrow	Planning
Zoning Amendment (Text or Map)	\$1,245.00	\$2,500 Escrow	Planning
Zoning Certification Letter	\$25.00		Planning
Zoning Permit - Certificate of Zoning Compliance			Planning
Accessory Structures < 200 SF	\$75.00		Planning
Fence (less than 6')	\$75.00		Planning
Other	\$75.00		
Definition of Terms			
<i>* Fee Escrow: City will maintain a fee escrow to cover all City review costs. Application fees include all professional fees and expenses incurred by the City.</i>			
<i>** Security: City will retain a security escrow to ensure completion of work as directed by the approved permit/application and compliance with the State Building Code and the City of Lake Elmo Municipal Code.</i>			
Adopted by City Council - 12-4-18			