

2018 Administrative Fees

Type	Terms & Conditions	2018 Fee		
Business Licenses and Permits				
Adult Use License Application Fee		\$ 20,000.00		
Adult Use License Application Investigation Fee		\$ 5,000.00		
Adult Use License Renewal Fee		\$ 5,500.00		
Business Operation Permit				Cost of inspection
Cigarette License		\$ 100.00		
Fireworks Sales and Display Permit				Cost of inspection
Garbage Hauler Permit		\$ 100.00		Plus \$50 per truck
Mobile Home Permit	Per Pad	\$ 20.00		
Pawn Shop License		\$ 10,000.00		
Peddler Permit		\$ 100.00		
Rental Unit Permit				Cost of Inspection

Community Center Rental			<i>7.375% Tax Rate</i>		
Resident	Non-Resident		Resident	Non-Resident	
125	175	One Room	\$ 134.22	\$ 187.91	Includes Tax
200	300	Two Rooms	\$ 214.75	\$ 322.13	Includes Tax
275	425	Three Rooms	\$ 295.28	\$ 456.34	Includes Tax

Copy and Fax Costs		B&W	Color		
	Fax Copy	\$ 0.25			
	8 1/2 x 11	\$ 0.25	\$ 0.50		
	11 x 17	\$ 0.50	\$ 1.00		
	Custom Printing (Large format)	\$ 5.00	\$ 7.50		
Electronic Copies (Comp Plan, design standards, studies, etc.)		\$ 25.00			
	Video Tape Dubbing	\$ 25.00			

2018 Administrative Fees

Fines		Terms and Contions			
	Code Violations	Includes but not limited to: weeds, mowing, trash	\$ 100.00		Plus actual cost incurred
	Smoking Violation	Underage smoking	\$ 75.00		
	Vehicle Impound	Towing Fee and Administrative Fee	\$ 150.00		
	Impound Storage	Per 24 hours	\$ 10.00		

Pet Fees and Fines					
	Dog Off Leash		\$ 35.00		
	Animal Pick-up Charge		\$ 50.00		
	Impoundment Fines	1st Offense	\$ 35.00		Kennel fees not included
		2nd Offense	\$ 75.00		Kennel fees not included
		3rd Offense	\$ 100.00		Kennel fees not included

Service Fees and Miscellaneous					
	Public Notice & Mailing				Cost plus staff time
	Recording Fees				Cost plus staff time
	Rental Housing inspection				Per Rental Inspection Ord.
	Returned Check Charge		\$ 25.00		Plus city bank fees
	Election Filing Fee		\$ 15.00		
	Special Assessment Search		\$ 25.00		

2018 Liquor Fees

Type		
3.2% Malt Liquor On-Sale	\$ 200.00	
3.2% Malt Liquor Off-Sale	\$ 240.00	
Consumption & Display, Bottle Club	\$ 300.00	\$250 state license fee + \$50 City license fee
Consumption & Display, One Day	\$ 25.00	
Bed and Breakfast On-Sale Wine License	\$ 2,000.00	
Wine License On-Sale (this includes Sunday sales)	\$ 2,000.00	
Off-Sale Intoxicating Liquor License	\$ 240.00	State Maximum allowed by law
Off-Sale Small Brewer	\$ 300.00	Includes Sunday Growler sales
Off-Sale Brew Pub	\$ 300.00	Includes Sunday Growler sales
Off-Sale Microdistillery	\$ 240.00	State Maximum allowed by law
On-Sale Intoxicating Liquor License	\$ 5,000.00	
Sunday On-Sale Intoxicating liquor	\$ 200.00	
On-Sale Brewer Tap Room	\$ 300.00	
On-Sale Brew Pub	\$ 300.00	
On-Sale Microdistillery Cocktail Room	\$ 300.00	
Temporary 3.2% Malt Liquor On-Sale	\$ 10.00	
Temporary 3.2% Malt Liquor On-Sale	\$ 30.00	Multi day up to 3 days
Temporary Liquor On-Sale	\$ 50.00	One day
Temporary Liquor On-Sale	\$ 200.00	Multi day up to 4 days
License Investigation Fee	\$ 500.00	All License Types/Deposit Plus Additional Costs if Any
2 a.m. License	Varies	Set by State on Application

2018 Utility Fees

Type	Terms and Conditions	2018 Fee
Sewer - Monthly		
Monthly Basic Charge	Rate per ERU (Equivalent Residential Unit)	\$ 19.14
1 to 2,000 gallons	Usage: 1-2000 gallons	\$ 2.54
2001 + gallons	per 1000 gallons PLUS rate shown above	\$ 5.35
Commercial Sewage Dumping	per 1000 gallons	\$ 32.00
Non-metered sewer		\$ 11.14

Stormwater - Monthly		
Monthly Basic Charge		\$ 3.40

Water - Monthly			
Water Base Charge	Rate per ERU (Equivalent Residential Unit)	\$ 18.58	
Minnesota Water Testing Fee		\$ 0.53	
1-2,000 gallons	per 1000 gallons	\$ 1.97	
2001-8000	per 1000 gallons PLUS rate shown above	\$ 3.83	
8001-15000	per 1000 gallons PLUS rate shown above	\$ 4.65	
15001-50000	per 1000 gallons PLUS rate shown above	\$ 4.93	
50000+	per 1000 gallons PLUS rate shown above	\$ 5.46	
Hydrant Use	Minimum Charge	\$ 38.25	First 10,000 gallons
		\$ 5.45	Per 1,000 over 10,000
Hydrant Meter deposit	Refundable if returned in preexisting condition	\$ 500.00	
Utility Penalty (late fee)	10% of unpaid balance per month		

Utility Area Charges			
Sewer Area Charge		\$ 2,785.12	Per acre
Water Area Charge		\$ 780.73	Per acre

2018 Utility Fees

Utility Connection Charges		Terms and Conditions	
Sewermain Trunk Charge	Fee is per ERU	\$ 4,284.80	
Sewer Inspection Fee		\$ 54.08	
Storm System Charge	Fee is per ERU	\$ 1,622.25	
Watermain Trunk Charge	Fee is per ERU	\$ 4,161.20	
Water Inspection Fee		\$ 54.08	
Water Meter Reinspection fee		\$ 128.75	
	Radio Remote	\$ 425.00	
5/8" Meter, MXU, horns and connections	Minimum 1 hour installation	\$ 370.00	
1" Meter, MXU, horns and connections		\$ 460.00	
1 1/2" Meter, MXU and flanges		\$ 1,105.00	
2" Meter, MXU and flanges		Cost plus installation	
2" C2 compound, MXU and flanges		Cost plus installation	
3" C2 compound, MXU and flanges		Cost plus installation	
4" C2 compound, MXU and flanges		Cost plus installation	
Water Service Involuntary Disconnect Charge		\$ 155.00	
Water Service Voluntary Disconnect Charge		\$ 52.00	
Water Service Involuntary Reconnect Charge		\$ 155.00	

Utility Miscellaneous			
Televise Lines	2 person crew - 1 hour minimum	\$ 175.00	Per hour
Utility research	Minimum 1 hour charge	\$ 50.00	Per hour
Water Meter Testing Deposit		\$ 35.00	
Utility Franchise Application Fee		\$ 5,000.00	
Escrow		\$ 5,000.00	

Watering Restrictions			
		1st Offense	Warning/Citation
		2nd Offense	\$ 75.00
		3rd Offense	\$ 250.00

2018 Planning Zoning Fees

Type

Terms and Conditions

Escrow Deposits					
	Cell/Antenna Tower	Prior to site plan review/CUP	\$10,000.00		
	EAW	Costs accumulated by city		Cost estimate	
	New Development Escrow	Required as part of sketch plan application	\$10,000.00		
	Project Deemed Necessary by Council		\$10,000.00		
	Resident or Non-Resident Requested feasibility study	Council Approval Required		Cost plus \$1,500 escrow	
	Developer shall maintain the escrow account in good standing throughout the planning process. If the escrow account falls below a zero balance, the city may stop all work on the project until the account is replenished to the pre-determined amount. Any remaining funds in the escrow account will be refunded upon completion of the project and acceptance by the city.				

Planning and Zoning Fees					
	Annexation Application Fee	5 acres or less	\$200.00		
	Annexation Application Fee	Greater than 5 acres	\$500.00		
	Appeal		\$200.00		
	Engineering Grading Survey Review			Cost incurred by City	
	Vacation of Property, Public Right-of-Way and Easements		\$250.00		
	Zoning Permit (Fences 6' or less, swimming pool, shed less than 120 SF, pa	One Time Administrative Fee	\$50.00		
	Subdivision Plat Extension		\$50.00		
	Subdivision	Sketch Plan	\$500.00		
		Preliminary Plat	\$500.00	Plus \$10 per lot	
		Final Plat	\$400.00	Plus \$10 per lot	
	Petition for Municipal Services	One Time Administrative Fee	\$250.00	Non-Refundable	
		Escrow	\$1,500.00		
	Comprehensive Plan Amendment	One Time Administrative Fee	\$750.00	Non-Refundable	
		Escrow	\$2,500.00		

2018 Planning Zoning Fees

Planning and Zoning Fees Continued		One Time Administrative Fee	Escrow			
	Boundary Adjustment/Lot Split	\$500.00	\$1,500.00			
	Conditional Use Permit, Variance, Interim Use Permit	\$500.00	\$1,500.00			
	Minor Subdivision (Lot division or consolidation)	\$500.00	\$1,500.00			
	Site Plan	\$500.00	\$1,500.00			
	Site Plan Amendment	\$500.00	\$1,500.00			
	Rezoning	\$500.00	\$1,500.00			
	Zoning Text Amendment	\$500.00	\$1,500.00			
	Other Planning Requests of the City Council	\$500.00	\$1,500.00			
	In addition to the application fee, the applicant for development plan review must also pay all costs incurred by the City including City staff time, legal, engineering, administrative, building inspection services, and services of other persons or entities employed or contracted by the City for, or in any way involved in, the review and inspection of the development plan and public utility extensions contemplated thereby, including but not limited to streets, sidewalks, trails, water lines, sanitary sewer lines, storm sewer lines, street lights, electric and gas lines, water retention areas and all other improvements intended for public use or benefit constructed or caused to be constructed by the owner and under no condition shall the fee be refunded for the failure of the City to approve the development plan. All charges incurred for this review shall be the sole responsibility of the applicant.					
	All fees are doubled for after the fact applications					

Miscellaneous						
	Driveway Deposit		\$ 1,000.00			

Meetings						
	Regular Meeting	Planning or City Council	\$ 100.00			
	Special Meeting Fee	Planning Commission	\$ 200.00			
		Park Commission	\$ 200.00			
		City Council	\$ 250.00			
	Sign Permit		\$ 100.00			
	Sign Permit Appeal Fee		\$ 500.00	Plus \$1,500 Escrow		

2018 Park Fees

	Type	Terms and Conditions		
	Annual Watertown teams Park Use Fee (per team)		\$ 250.00	Plus Tax
	Non Watertown team Seasonal Park Use Fee (per team)	Per Season	\$ 500.00	Plus Tax
	Non-Watertown Team Park Use Permit Fee	Per day/Event	\$ 60.00	Plus Tax
	Park Facility Reservation Fee		\$ 25.00	Plus Tax
	Concession Usage Fee (Per Year)		\$ 50.00	Plus Tax
	Single Event (Circus, etc.)		\$ 250.00	Plus Tax
	Deposit per key (Concessions, Press Box, Restrooms)		\$ 25.00	
	Damage Deposit for concession Stand		\$ 100.00	
	Damage Deposit for scoreboard remote		\$ 100.00	
	Damage Deposit for shelter/general use		\$ 100.00	
	Damage/Cleanup deposit Evergreen Park (non-resident/non-sport activity)		\$ 250.00	
	Highland Park Lights	Non-Watertown Teams	\$ 60.00	Per game
	Hockey Rink Lights		\$ 60.00	Per use
	Key Deposit	Concessions, press box, restrooms, warming house	\$ 25.00	Per key

7.375% Tax Rate

Park Dedication	Valuation per acre	\$ 40,000.00
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Tree Replacement Fee	Per caliper inch for trees not replaced	\$ 100.00
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2018 Building Permit Fees

	Total Valuation	Fees
Permit Fees	\$1.00 to \$500.00	\$29.50
	\$501.00 to \$2,000.00	\$28.00 for the first \$500.00 plus \$3.70 for each \$100.00 or fraction thereof, to and including \$2,000.00.
	\$2,001.00 to \$25,000.00	\$83.50 for the first \$2,000.00 plus \$16.55 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00.
	\$25,001.00 to \$50,000.00	\$464.15 for the first \$25,000.00 plus \$12 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.
	\$50,001.00 to \$100,000.00	\$764.15 for the first \$50,000.00 plus \$8.45 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00.
	\$100,001.00 to \$500,000.00	\$1,186.65 for the first \$100,000.00 plus \$6.75 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00.
	\$500,001.00 to \$1,000,000.00	\$3,886.65 for the first \$500,000.00 plus \$5.50 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00.
	\$1,000,001.00 and up	\$6,636.65 for the first \$1,000,000.00 plus \$4.50 for each additional \$1,000.00 or fraction thereof.
Building Permit Fee: Schedule is 100% of the above fee schedule for Residential and Commercial Projects.		
Plan Check Fee: Is 65% of the Building Permit fee for Residential and Commercial Projects.		
State Surcharge Fee: For Residential and Commercial Projects		
	\$1,000,000 or less	.0005 x the valuation (minimum \$5.00)
	\$1,000,001 to \$2,000,000	\$500.00 + .0004 x (Value - \$1,000,000)
	Greater than \$2,000,001	See State Table
SEC Fee:	.0005 x permit valuation for all Building Permits except Re-Roof, Re-Side, Re-Window, Decks and Interior Remodels. Minimum \$150.00 New Home or Commercial Construction, Minimum \$50.00 on any other non-exempt Construction.	
Inspections and Other Fees:		
	Additional plan review required by changes, additions, or revisions to approved plans: \$47.00 per hour	
	Inspections for which no fee is specifically indicated (minimum 1/2 hour): \$47.00 per hour	
	Re-Inspection Fee: \$47.00 each	When determined by the Building Official
	Site inspection (required for all new construction): \$45.00 each	
Work Without a Permit Fine: Double standard permit fee		
Cancellation Fee: 25% of permit plus expenses incurred prior to cancellation.		

Residential and Commercial Mechanical and Plumbing Fees		
	Total Valuation	Fees
	\$1.00 to \$2,500.00	\$50.00 plus state surcharge
	\$2,501.00 to \$50,000	2% of valuation plus state surcharge
	\$50,001.00+	\$1,000.00 plus 1% of the valuation in excess of \$50,000.00 plus state surcharge
Residential mechanical and plumbing fees for new construction are \$100.00 plus state surcharge each. Mechanical includes: furnace, air to air exchanger, air conditioning and in-floor heating. Plumbing includes: all drain, waste and vent, garage floor drain and irrigation back flow preventer (if installed before		

2018 Building Permit Fees

Permit Fees														
	Air to Air Exchangers	\$50.00 plus state surcharge												
	Air Conditioners	\$50.00 plus state surcharge												
	Boilers and Furnace Replacement	\$50.00 plus state surcharge												
	Commercial Boilers, Furnaces and Roof-Top Units	\$75.00 plus state surcharge												
	Demo Residential	\$50.00 plus state surcharge												
	Demo Commercial	\$150.00 plus state surcharge												
	Fencing over 6 Feet	Permit valuation plus state surcharge												
	Fireplace - Gas	\$50.00 plus state surcharge												
	Fireplace - Wood	Permit valuation + Plan Review plus state surcharge												
	Irrigation - Residential	\$50.00 plus state surcharge												
	Irrigation - Commercial	Permit valuation (backflow preventer included) plus state surcharge												
	Pre-Fabricated SFD	\$250 plus state surcharge												
	Pre-Fabricated Foundation	Permit valuation + Plan Review plus state surcharge												
	Re-Inspection	\$47.00 When determined by the Building Official												
	RPZ Backflow Preventer - Commercial	\$75.00 plus state surcharge												
	Reroof - Residential	\$50.00 plus state surcharge												
	Reroof - Commercial	Permit valuation + Plan Review plus state surcharge												
	Reroof - Commercial Asphalt Shingles	\$75.00 plus state surcharge												
	Residing - Residential	\$50.00 plus state surcharge												
	Retaining Wall - Residential 4+ feet from footing	\$50.00 plus state surcharge												
	Retaining Wall - Commercial	Permit valuation plus state surcharge												
	Septic - Residential	\$100.00 plus state surcharge												
	Site Inspection outside of the city	\$47.00 per hour including drive time												
	Water Heaters - Residential	\$50.00 plus state surcharge												
	Water Heaters - Commercial	\$75.00 plus state surcharge												
	Water Softeners	\$50.00 plus state surcharge												
	Window Replacement - Residential	\$50.00 plus state surcharge												
	Window Replacement - Commercial	Permit valuation plus state surcharge												
Anything not listed above the permit cost is based on valuation, unless determined by the Building Official.														

Move-In														
	Pre-Move Inspection: \$180.00 each													
	Moved-In Structure (not including foundation, interior remodel, etc.): \$300.00 each													
	Move-In New Mobile Home (not including foundation, interior remodel, etc.): \$287.50 each													
	Move-In used Mobile Home (not including foundation, interior remodel, etc.): \$500.00 each													

Permit Valuations will be based on the supplied construction value with a minimum of the calculated value from the approved building department valuation schedule

2018 Public Works Fees

Type	Terms and Conditions		
GMC 1 Ton		\$ 35.00	Per hour
	With plow and sander	\$ 70.00	Per hour
	With sprayer	\$ 70.00	Per hour
Generator - 20 hp		\$ 30.00	Per hour
Generator - Portable		\$ 20.00	Per hour
Jetter/Vac		\$ 150.00	Per hour
Toro Grounds Master 3280-D	With 72" deck	\$ 50.00	Per hour
	With broom	\$ 65.00	Per hour
	With snow blower	\$ 65.00	Per hour
		\$ 65.00	Per hour
Kubota MX 125		\$ 65.00	Per hour
	With Blower	\$ 80.00	Per hour
Kubota RTV 900		\$ 35.00	Per hour
	With post pounder	\$ 50.00	Per hour
	With sprayer	\$ 50.00	Per hour
Kubota RTV 1100		\$ 35.00	Per hour
	With Blade	\$ 50.00	Per hour
Mower - Walk Behind		\$ 20.00	Per hour
Mower - Rider		\$ 35.00	Per hour
Payloader with Plow		\$ 85.00	Per hour
Pickup		\$ 20.00	Per hour
	With plow	\$ 40.00	Per hour
Single Axle Truck		\$ 35.00	Per hour
	With plow and wing	\$ 75.00	Per hour
Tandem Axle Truck		\$ 40.00	Per hour
	With plow and wing	\$ 80.00	Per hour
Skid Loader		\$ 45.00	Per hour
	With plow	\$ 65.00	Per hour
	With broom	\$ 75.00	Per hour
	With blower	\$ 90.00	Per hour

2018 Public Works Fees

Public Works Fees Continued		Terms and Conditions	
Snow Blower Walk Behind		\$ 20.00	Per hour
Sweeper		\$ 190.00	Per hour
Tractor - 35 HP		\$ 30.00	Per hour
	With sprayer	\$ 40.00	Per hour
Tractor - 60 HP		\$ 40.00	Per hour
	With 14' mower	\$ 75.00	Per hour
	With Brush Hog	\$ 40.00	Per hour
Water Pumps	Both the 1 1/2" and 2" pumps	\$ 35.00	Per hour
Water Wagon		\$ 20.00	Per hour
<p>A one hour minimum charge applies to all Public Works fees. City equipment is not rented without a city employee operator. Usage fees do not include labor.</p>			

2018 Fire Department Fees

Type	Terms and Conditions	
Aerial Ladder or Platform	Hourly Rate with Staff of 6	\$ 525.00
Engine 1250 GPM	Hourly Rate with Staff of 5	\$ 410.00
Tanker with a pump	Hourly Rate with Staff of 2	\$ 260.00
Tanker without a pump	Hourly Rate with Staff of 2	\$ 210.00
Grass Rig	Hourly Rate with Staff of 2	\$ 180.00
Heavy Rescue	Hourly Rate with Staff of 6	\$ 430.00
Light Rescue	Hourly Rate with Staff of 4	\$ 275.00
Utility	Hourly Rate with Staff of 4	\$ 240.00
Boat	Hourly Rate with Staff of 2	\$ 195.00
Haz Mat Trailer	Hourly Rate with Staff of 6	\$ 400.00
ATV	Hourly Rate with Staff of 2	\$ 150.00
A one hour minimum charge applies to all Fire Department fees. City equipment is not rented without a city employee operator. Usage fees do not include labor.		

2018 Right-of-Way Fees

Type

Annual Registration Fee	\$ 25.00			
Extra Work Added Permit	\$ 50.00			
Installing utilities in an existing conduit	\$ 125.00			
Obstruction Permit	\$ 250.00			
Residential Drop	\$ 125.00			
Utility Permit	\$ 400.00	Plus \$0.25 per foot over 300'		
Work without a permit fine		Double standard permit fee		

Right-of-Way Fees - 19

2018 Staff Fees

City Staff Rate	\$ 50.00	Per hour		
There is a minimum charge of 2 hours for staff called out after normal business hours.				
Bolten and Menk		Cost incurred		
Countryside Kennels		Per contract cost		
Hoff, Barry and Kozar		Cost incurred		
MK Land		Cost incurred		
Other Consultants		Cost incurred		
Police		Per contract cost		
Additional Consultant Fees. There may be situations where additional consultants are needed depending upon the circumstance. These costs will be charged to the applicant at no mark up and based on the actual costs incurred by the City.				