

2024 Fee Schedule

Service	2024 Fee
Building Department	
3 Season Porch	Based on Valuation* \$50.00/Sq. Ft.
Basement Finish	\$156.00
Building Department Fees	As Outline in Attachment 1
Building Moving Review	\$100.00 + Expenses
Building Permit	Based on Valuation*
Deck - Residential	Based on Valuation* \$16.00/Sq. Ft.
Demolition Permit	\$75.00
Detached Accessory Structure - Residential	Based on Valuation* \$16.00/Sq. Ft.
Manufactured Home Installation	\$250.00*
Mechanical Permit - Commercial	Based on Valuation*
Mechanical Permit - Commercial Replacement	\$99.00/Unit*
Mechanical Permit - New Residential	\$89.00*
Mechanical Permit - Replacement Residential	\$89.00*
Other Building (Misc) Permits	\$89.00*
Plan Review Fee	65% of Permit Fee
Plumbing Permit - Commercial	Based on Valuation*
Plumbing Permit - Commercial Replacement	\$99.00/Unit*
Plumbing Permit - New Residential	\$89.00*
Plumbing Permit - Replacement Residential	\$89.00*
Reroof - Commercial	\$208.00*
Reroof - Residential	\$89.00*
Septic - Tank Set/Common Sys Connection/Repair/Operating Permit/Land App'l	\$60.00
Septic Permit	\$300.00
Septic Pumping Fee	\$5.00
Sewer Access Fee (SAC) ***	\$2,471.00/Unit
Sewer Connection Inspection Fee	\$60.00
Site/Location Inspection (Fence, Ag Bldg, Swimming Pool, etc)	\$80.00
Temporary Certificate of Occupancy	Escrow based on estimated cost of delayed site improvements. Can be in the form of cash or letter of credit issued by a bank.
Water Access Fee (WAC)	\$1,700.00/Unit
Water Connection Inspection Fee	\$60.00
Water Meters - Residential **	Actual Cost to City
- Irrigation (Residential) **	Actual Cost to City
- Commercial/Industrial **	Actual Cost to City

* State Surcharge Applies

** Contact NB Public Works for cost

*** Multi-family, rental residential units without individual services, fee is reduced an additional 20%

2024 Fee Schedule

NORTH BRANCH BUILDING FEE SCHEDULE

This is a "valuation" based permit schedule

Total Valuation	Fee	
\$1.00 - \$500.00	\$23.00	
\$501.00 - \$2,000.99	\$23.50 for the first	\$500.00 plus
	\$3.05 for each additional	\$100.00 or fraction thereof,
	to and including	\$2,000.00
\$2,001.00 - \$25,000.99	\$69.25 for the first	\$2,000.00 plus
	\$14.00 for each additional	\$1,000.00 or fraction thereof,
	to and including	\$25,000.00
\$25,001.00 - \$50,000.99	\$391.25 for the first	\$25,000.00 plus
	\$10.10 for each additional	\$1,000.00 or fraction thereof,
	to and including	\$50,000.00
\$50,001.00 - \$100,000.99	\$643.75 for the first	\$50,000.00 plus
	\$7.00 for each additional	\$1,000.00 or fraction thereof,
	to and including	\$100,000.00
\$100,001.00 - \$500,000.99	\$993.75 for the first	\$100,000.00 plus
	\$5.60 for each additional	\$1,000.00 or fraction thereof,
	to and including	\$500,000.00
\$500,001.00 - \$1,000,000.99	\$3,233.75 for the first	\$500,000.00 plus
	\$4.75 for each additional	\$1,000.00 or fraction thereof,
	to and including	\$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first	\$1,000,000.00 plus
	\$3.15 for each additional	\$1,000.00 or fraction thereof.

Other Inspections and Fees:

Inspections outside of normal business hours	\$50.00 per hour *
Re-inspection fees	\$50.00 per hour *
Additional plan review required by changes, additions or revisions to plans	\$50.00 per hour *
Investigation fee - work commencing before permit issuance (not to exceed the permit fee)	\$50.00 per hour *
For use of outside consultants for plan checking and inspections, or both	Actual Cost **

* These fees have a one-hour minimum charge

** Actual costs include administrative and overhead costs.

Building Permit Refund Policy:

Permit fees are refundable up to 80%.

The City does not refund any fees if:

- work has been started,*
- the permit is over 180 days old, or*
- the permit fee is less than \$100.00.*

All refund requests must be in writing, signed by the permit holder, and submitted to the building department.

Please note the following are never eligible for refund:

- Plan review fees*
- State surcharge fees*
- Re-inspection fees*
- Any services that have previously been rendered*

Service	2024 Fee
City Clerk's Office	
Affidavit of Candidacy	\$5.00
Assessment Search	\$25.00
Bad Check Fee	\$30.00
Certification of Delinquent Bills to Taxes (City Services, Sewer, Stormwater & Water)	\$15.00 per unpaid, delinquent service
Club License	\$500.00
Paper or Digital Copies	\$0.25/Page if 100 pages or under, actual cost if over 100 pages (per MN Statute)
Data Request Retrieval	Actual Cost *
Fireworks Show Permit	\$50
Liquor License Investigation Fee - Partnership, Corporation	\$125.00
Liquor License Investigation Fee - Single Person	\$50.00
Notary Service	\$5.00 per document
Ordinance Amendment	\$300.00
Small Wireless Annual Rental Fee per structure	\$150.00
Small Wireless Annual Maintenance Fee per structure	\$25.00
Small Wireless Monthly Electrical Service Fee	Metered w/service fee and usage fees - monthly
Special Meeting Fee	\$300.00
Service	2024 Fee
Miscellaneous	
City Parking Lot Overnight Parking Permit/ Winter Parking	\$20.00 per season
Conduit Bonding Fee	0.50% of Amount Borrowed
Required Staff Time (oversee projects/misc inspections, etc)	\$75.00 per hour/1 hour min

* Actual Costs = lowest paid, qualified employee time, copies, certifications, electronically transmitting the copies or data. (MS 13.03, Subdivision 3 (c))

Service	2024 Fee
Business Licenses:	
Dance License	\$100.00
Dance License - Temporary	\$20.00 per day
Display & Consumption License (Set-Up) (State fee of \$250 Incl)	\$500.00
Dog Kennel License	\$125.00
Garbage Hauler's License	\$156.00
Massage License (Business)	\$150.00
Massage License (Therapist)	\$25.00
Off-Sale 3.2% Malt Liquor License	\$125.00
Off-Sale Intoxicating Liquor License	\$150.00
On-Sale 3.2% Malt Liquor License	\$100.00
On-Sale Intoxicating Liquor License	\$2,500.00
Right of Way Access (Excavator's) License	\$100.00
Sunday Liquor License	\$200.00
Temporary Liquor License	\$50.00 per day
Temporary Sunday Liquor License	\$25.00 per day
Tobacco License	\$250.00
Transient Merchant - Group (30 Day)	\$260.00
Transient Merchant License - Group (3 Day)	\$130.00
Transient Merchant License (30 Days)	\$78.00
Transient Merchant License (6 months)	\$234.00
Transient Merchant License (Annual)	\$400.00
Wine License	\$750.00
Yard Waste Composting Site License	\$500.00 application fee \$2,000.00 annual/renewal fee
License Late Fee	10% of License Fee or \$25.00, whichever is greater
Mobile Food Units (Food Trucks)	\$100.00 per year
Mobile Food Units (Food Trucks) Event License	\$30.00 per event (1-3 days)
Background Check (Ice Cream Vendors Only)	\$50.00 per business

Service	2024 Fee
Miscellaneous Permits:	
Right of Way Excavation Permit	\$100.00
Right of Way Obstruction Permit	\$100.00
Small Wireless Facility Permit	\$100.00
Grading Permit - 50 cubic yards<100 cubic yards or distribution area >1,000 sq ft	\$100.00
Shoreland zone or 100cubic yards and more or 20,000 sq ft distribution area	\$500.00 plus engineering escrow for Inspections ^A

^A Escrow can be in the form of either:

- Cash
- Letter of Credit issued by a financial institution

Service	2024 Fee
Fire Department	
Response Car or Grass Fire (Plus Foam If Used)	\$200.00 \$85.00
Response Rate - Extrication	\$400.00 to Respond
Standby Emergency Rate Plus Fire Fighter Rate (Gas Leak or Other Activity)	\$100.00 \$12.00/Person/Hour, After First Hour

Service	2024 Fee
Police Department	
Animal Impound Fee	\$85.00/animal
Animal Kennel Boarding	\$ 25.00/Day
Copy of Police Report	No Charge Less Than 10 Pages \$0.25/Page Over 10 Pages
Dog License:	
Annual Fee	\$10.00/dog
Annual Fee (Senior Discount 62+)	\$7.00/dog
Microchipped Dog Fee - life of dog	\$35.00/dog
Microchipped Dog Fee - life of dog (Senior Discount 62+)	\$18.00/dog
Dangerous Dog Registration	\$200.00 annually
State Accident Report	\$2.00
False Alarm - 0-3 per calendar year at no charge. 4th & each subsequent alarm charged.	\$75.00 Each Per Calendar Year
Officer Contract Rate	\$75.00/Hr/2 Hr Min.
Photos	Actual Cost
Vehicle Impound Charge (Max 30 Days Storage)	\$10.00/Day/30 Day Maximum + Towing

Service	2024 Fee
Public Works Department	
Address Sign & Post	\$50.00
Air Compressor Rental w/ Labor	\$100.00 per hour/2 Hr Min
Asphalt Patching	\$300.00 per 20 Sq Ft Min
Public Works Labor/Construction Observation	\$75.00 per hour
Grader Rental	\$150.00 per hour/2 Hr Min
Leaf Pick-up Rental	\$250.00 per hour/2 Hr Min
Leaf Truck Material	\$30.00 per Load
Loader Rental	\$150.00 per hour/2 Hr Min
Mailbox Post	\$80.00
Mowing & Sidewalk Clearing	\$100.00 per hour/2 Hr Min
Pickup Truck Rental	\$50.00 per hour/2 Hr Min
Portable Generator Rental	\$150.00 per hour/2 Hr Min
Salt	Actual Cost
Salt Sand - 3:1 Mix	\$80.00 per ton
Septage Dumped at Sewer Plant	\$60.00 per 1,000 Gallons
Sewer Jetter Rental	\$200.00 per hour/2 Hr Min
Skidsteer Rental	\$100.00 per hour/2 Hr Min
Snow Plowing	\$150.00 per hour/2 Hr Min (Tandem Axle, Single Axle, Grader or Loader)
Street Sign	Cost of Sign plus 20%
Street Sign with Installation	\$65.00 per Sign plus Cost of Sign & Materials
Street Sweeper Rental	\$250.00 per hour/2 Hr Min
Tractor Rental	\$150.00 per hour/2 Hr Min
Dump Truck Rental - Single Axle	\$100.00 per hour/2 Hr Min
Dump Truck Rental - Tandem Axle	\$125.00 per hour/2 Hr Min
Water Tanker Truck w/1,250 Gal Water	\$100.00 per hour/2 Hr Min plus cost of water

Service	2024 Fee
Public Utilities	
<u>Sanitary Sewer:</u>	
Monthly Base Customer Charge (each meter)	See Schedule Below ^A
Sanitary Sewer Usage Fee - Per 1,000 Gal	\$8.80 Per 1,000 Gal
<u>Storm Sewer:</u>	
Rural Fees Charged Annually:	
REF	74.76 per PID
Apartment	53.00 per unit
Mobile Home	55.90 per mobile home
Commerical Industrial	Minimum of 74.76 ¹
¹ Rural Commercial/Industrial Storm Sewer Fees will be calculated based on acreage for the developed area of the site: building area, parking area, storm water treatment areas and the setbacks. Rural agricultural parcel fees will be calculated at the residential rate.	
Urban Fees Charged Monthly:	
REF	6.23 per PID
Apartment	4.42 per unit
Mobile Home	4.66 per mobile home
School District	\$317.63
Commerical Industrial	Minimum of 6.23 ²
² Urban Commercial/Industrial Storm Sewer Fees will be calculated based on acreage of the entire parcel.	
Trunk Sewer Fee - Non-Residential	\$4,966.40/Acre
Trunk Sewer Fee - Residential ^B	\$1,656.00/Unit
Stormwater Connection Fee - Business Park Only	\$0.44/ Sq Ft
Trunk Water Fee - Non-Residential	\$6,350.00/Acre
Trunk Water Fee - Residential	\$3,500.00/Unit
Water User Fee -Residential -3/4" service ^C	

^A Sanitary Sewer Fee Schedule (monthly base fee)	
<u>Meter Size</u>	<u>Rate</u>
5/8"	\$14.50
3/4"	\$14.50
1"	\$14.50
1.5"	\$29.00
2"	\$46.40
3"	\$87.00
4"	\$145.00
6"	\$290.00

^B Multi-family, rental residential units without individual services, fee is determined in accordance with non-residential use.

^C Contact North Branch Public Works for complete list of rates and fees.

Community Development & Zoning		2024	
Land Use & Zoning		Fee	Escrow*
Amendment to Comprehensive Plan		\$300.00	\$1,000.00
Concept Plan Review		\$150.00	\$1,000.00
Conditional Use Permit		\$300.00	--
Interim Use Permit		\$300.00	--
Lot Split, Combination & Line Adjustment		\$300.00	--
Park Dedication			
	Residential (<i>Per Unit</i>)	\$1,800.00	--
	Commercial/Industrial (<i>Base</i>)	\$1,800.00	--
	Commercial/Industrial (<i>Per Acre</i>)	\$1,000.00	--
Site Plan			
	Multi-Family	\$350.00	\$2,500.00
	Commercial/Industrial	\$350.00	\$2,500.00
	Amendment	\$200.00	\$1,000.00
Subdivision & Planned Unit Development			
	Minor Subdivision	\$500.00	\$3,000.00
	Per Lot	\$40.00	--
	Preliminary Plat	\$500.00	--
	Per Lot	\$40.00	--
	Final Plat	\$300.00	--
	Subdivision (<i>1-50 Lots</i>)	--	\$5,000.00
	Subdivision (<i>51+ Lots</i>)	--	\$10,000.00
Vacation (Rights of Way/Easements)		\$500.00	--
Variance		\$300.00	--
Zoning			
	Amendment - Map / Rezoning	\$300.00	\$1,500.00
	Amendment - Text	\$300.00	\$1,500.00
Zoning Appeal		\$300.00	--
Zoning Letter		\$75.00	--
Development Fees		Fee	Escrow*
Economic Development Assistance			
	TIF/Abatement Concept Analysis	--	\$2,000.00
	TIF/Abatement Application	\$1,000.00	\$10,000.00
Grant Application Assistance		--	\$1,000.00
Transportation Review (AUAR/EIS/EAW)		--	\$3,000.00
Permitting		Fee	Escrow*
Home Occupation / Home-Based Business			
	Administrative Review (<i>No Hearing</i>)	\$250.00	--
	Operational Review (<i>Public Hearing</i>)	\$300.00	\$1,000.00
Signs			
	Permanent	\$75.00	--
	Temporary	\$30.00	--
Enforcement		Fee	Escrow*
Nuisance Abatement (<i>Fee + Actual Abatement Expense</i>)		\$30.00 + Actual	--

* Escrow - All escrow amounts listed are considered initial deposits. Additional deposits may be required by the City to cover expenses in excess of an escrow paid at the time of application.

Service	2024 Fee
Engineering and GIS Departments	
Aerial Photos - Digital	\$10.00 per acre
Digital Topography	\$10.00 per acre
Engineering Service Fee	Actual Cost
GIS Service Fee	\$50.00 per hour
Map-City or Zoning (2' x 3') - Black & White	\$5.00
Map-City or Zoning (2' x 3') - Color	\$10.00
Map-City or Zoning (3' x 4') - Black & White	\$10.00
Map-City or Zoning (3' x 4') - Color	\$20.00
Map Custom	Actual cost
Lot Survey Review Fee	\$20.00 per lot
Driveway Permit Fee	\$25.00 per driveway

Service	2024 Fee
Parks Department	

Special Events, Park Reservations and Deposits

Harder Park Ball Field Lights:	
Season	Actual City Cost
One-Time	\$10.00 per hour
Harder Park and Northwood Park Concession Building Damage Deposit	\$1,000.00

Park Reservation Fees:

# of People	Permit Fees		Refundable Damage-Deposit	
	Resident	Non-Resident	Resident	Non-Resident
0-100	\$0.00	\$50.00	\$100.00	\$100.00
100 +	\$100.00	\$100.00	\$100.00	\$100.00

Service		2024 Fee	
<u>Public Utilities</u>			
<u>Franchise Fee</u>			
<u>Description</u>	<u>Fee</u>	<u>Fee Factor</u>	<u>Usage Rate</u>
<u>Residential/Small Commercial</u>	<u>\$3.50</u>	<u>Flat</u>	-
<u>Medium Commercial</u>	<u>\$8.75</u>	<u>Flat</u>	-
<u>Large Commercial</u>	<u>\$17.50</u>	<u>Flat</u>	-

<u>Service</u>	<u>2024 Fee</u>		
<u>Public Utilities</u>			
<u>Municipal Water Rates & Fees</u>			
<u>Description</u>	<u>Fee</u>	<u>Fee Factor</u>	<u>Usage Rate</u>
<u>Bulk Water</u>	<u>\$50.00</u>	<u>Base</u>	<u>\$5.70/1,000 Gals</u>
<u>Irrigation – Residential</u>	<u>\$20.00</u>	<u>Base</u>	<u>\$5.70/1,000 Gals</u>
<u>Irrigation – Commercial</u>	<u>\$20.00</u>	<u>Base</u>	<u>\$5.70/1,000 Gals</u>
<u>Water – Residential</u>	<u>\$20.00</u>	<u>Base</u>	<u>\$5.70/1,000 Gals</u>
<u>Water – MFU</u>	<u>\$20.00</u>	<u>Base</u>	<u>\$5.70/1,000 Gals</u>
<u>Water – Commercial < 1”</u>	<u>\$20.00</u>	<u>Base</u>	<u>\$5.70/1,000 Gals</u>
<u>Water – Commercial 1”</u>	<u>\$26.00</u>	<u>Base</u>	<u>\$5.70/1,000 Gals</u>
<u>Water – Commercial 1½”</u>	<u>\$32.00</u>	<u>Base</u>	<u>\$5.70/1,000 Gals</u>
<u>Water – Commercial 2”</u>	<u>\$35.00</u>	<u>Base</u>	<u>\$5.70/1,000 Gals</u>
<u>Water – Commercial 3”</u>	<u>\$127.00</u>	<u>Base</u>	<u>\$5.70/1,000 Gals</u>
<u>Water – Commercial 4”</u>	<u>\$157.00</u>	<u>Base</u>	<u>\$5.70/1,000 Gals</u>
<u>Water – Commercial 6”</u>	<u>\$233.00</u>	<u>Base</u>	<u>\$5.70/1,000 Gals</u>
<u>Trunk Water – Residential</u>	<u>\$3,500.00</u>	<u>Unit</u>	-
<u>Trunk Water – Commercial</u>	<u>\$6,350.00</u>	<u>Acre</u>	-
		-	-
		-	-
<u>Water Meters – Residential</u>	<u>Cost + 10%</u>	-	-
<u>Water Meters – Commercial</u>	<u>Cost + 10%</u>	-	-
<u>AMR Meter Reading</u>	<u>\$25.00</u>	-	-
<u>Certification of Delinquent Utilities</u>	<u>\$15.00</u>	<u>Per Utility</u>	-
<u>Door Hanger Reminder</u>	<u>\$25.00</u>	-	-
<u>Food Truck</u>	<u>\$55.88</u>	-	-

<u>Hydrant Meter Deposit</u>	<u>\$1,500.00</u>	-	-
<u>Late Fees</u>	<u>10% or \$10 whichever is higher</u>		-
<u>NSF/Bank Return Fee</u>	<u>\$30.00</u>	-	-
<u>Reconnect Fee</u>	<u>\$50.00</u>	-	-
<u>Reconnect Fee – After Hours</u>	<u>\$150.00</u>	-	-