

## City of Northfield Fees

Approved by Council 09-14-2009 - Effective 01-01-2010  
Updated 07-01-2010; 02-01-2011; 05-17-2011; 7-25-2011

### Copy Fees – City Wide

Service	Fee
Audio Copy	6.00
Video/DVD Copy	20.00
Photocopies – Letter, Legal or 11x17, Black and White	.25/page
Photocopies – Letter, Legal or 11x17, Color	1.00/page

### Maps

Service	Fee
Color (oversized) 42x36 or smaller	25.00
Color (oversized) 42x36 or larger	35.00
Color – 11x17	2.00
Color – 8.5x11	1.00
Black & White – 11x17	1.00
Black & White – 8.5x11	.25
Custom Scale of Standard Maps – 11x17	5.00
Custom Scale of Standard Maps – 8.5x11	5.00
Custom Map (non-standard)	20.00/hr + printing fees

### Library

Service	Fee/Fine
Meeting Room Use – Non-Profit Open	0
Meeting Room Use – Non-Profit Charging Tuition	10.00/hr up to 25.00 for entire day
Meeting Room Use – Non Profit Not Open to Public; For-Profit Groups; Private use; Personal Use	25.00/hr up to 75.00 for entire day
Replacement Library Card	2.00 to replace recently issued cards; no charge for older or damaged cards
Photocopies (Self service)	.15/page B&W; 1.00/page color; .30/page 11x17 B&W; 2.00/page color 11x17
Computer Prints	.15/page B&W; 1.00/page color
Equipment Use	20.00 deposit for equipment checked out of building
Fax	1.00 domestic 2.00 international
Drop Box Misuse	.50 per item
Interlibrary Loan Fee	Cost Assessed by Loaning Library
Proctoring Exams	10.00/exam
Genealogy Searching	5.00 for out of state resident; no charge for instate resident
<b>Fines/Fees for Lost &amp; Overdue Materials</b>	
Lost Materials Fee	Replacement cost + 5.00 processing fee

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Overdue books, books on CD and tape, and music CDs for adults	.25/day after grace period; 7.00 max
Overdue young adult books	.10/day after grace period; 5.00 max
Overdue children's hardcover books	NO FEE
Overdue children's paperback books	NO FEE
Overdue magazines for adults	.25 day w/5.00 max
Overdue children's magazines	NO FEE
Overdue Videos/DVDs for adults	.50/day; max of 10.00
Overdue children's Videos/DVDs	.50/day; max of 5.00
Computer games/software	.50 day; 10.00 max

### Liquor Licenses (City Clerk)

Service	Fee
3.2 Off Sale License	300.00
3.2 On Sale License	400.00
On Sale License	2600.00
Wine License	800.00
Wine/3.2 Combo License	800.00
Club Liquor License	Depends on membership: 300.00 for under 200 500.00 for 201 to 500 650.00 for 501 to 1000 800.00 for 1001 to 2000 1000.00 for 2001 to 4000 2000.00 for 4001 to 6000 3000.00 for over 6000
Sunday Liquor License	200.00
Temporary 3.2 On Sale License	350.00
Temporary On Sale License	350.00
2 AM Liquor License	200.00
Penalty for Late Applications	100.00
Liquor License Investigation	200.00
Comprehensive/Out-of-State Liquor License Investigation	Actual cost not to exceed 10000.00
Certification from County on property taxes	10.00

### Other Licenses (City Clerk)

Service	Fee
Tobacco License	275.00
Refuse License	75.00 license +10.00/vehicle
Taxi License	100.00 license +25.00/vehicle
Misc./Concessions License	100.00
Fireworks – With other merchandise	100.00
Fireworks – Fireworks only	250.00
Gambling Permit	15.00
Gambling Premises Permit	30.00

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### Finance

Service	Fee
Special Assessment Search	25.00
Application for Conduit Debt	2500.00
Annual Administration	1/8 <sup>th</sup> of 1% applies to amount of bonds o/s
Lodging Tax Administration	5 % of lodging tax receipts

### Public Works - Streets/Parks

Service	Fee
Pavilion Rental – 4 Hours	40.00
Pavilion Rental – Full Day	60.00
Barricades	50.00 deposit/no fee
Picnic Table Rental	10.00
Showmobile	300.00 +50.00/hr after 5 hours
Electrical	\$20/ single event Great than 50 amps of service–actual meter charge \$100 refundable key deposit

### Right of Way Permits

Service	Base Rate	Max. Inspections	Inspection Fee	Max. Inspection Fees	Max. Total Fees	Additional Comment
Sewer and Water Connection	64.42	10	23.85	238.50	302.92	+ Escrow as required
Private Utility, Large Scale	64.42	8	23.85	190.80	255.22	+ Escrow as required
Private Utility, Small Scale	64.42	2	23.85	47.70	112.12	+ Escrow as required
Sprinkler Line	64.42	13	23.85	310.05	374.47	+ Escrow as required
Storm System Connection	64.42	8	23.85	190.80	255.22	+ Escrow as required
Obstruction Permit	64.42	2	23.85	47.70	112.12	+ Escrow as required
Driveway	15.00	2	20.00	40.00	55.00	+ 100.00 deposit

### Community Development – Planning/Development

Application/Service	Fee	Escrow
Comp Plan Amendment	\$450	\$500-\$2,500
ZO Text Amendment	\$450	\$500-\$2,500
Rezone	\$600	\$500-\$2,500
Variance Single Family Residence	\$150	

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Variance All Others	\$600	\$500-\$1,500
Conditional Use Permit Single Family Residence	\$150	
Conditional Use Permit All Others	\$600	\$500-\$3,000
Interim Use Permit	\$450	\$500-\$2,500
Zoning Letter Request	\$50	\$50
Site Plan Review	\$450	\$1,500 - \$5,000
Zoning Certificate	n/a	n/a
Sketch Plan Review	n/a	n/a
Annexation	\$600	\$1,500 - \$5,000
Minor Subdivision	\$450	\$1,000 - \$2,000
Preliminary Plat	\$600	\$3,000 - \$5,000
Final Plat	\$450	\$1,500 - \$5,000
PUD - Conceptual Plan	\$450	\$3,000
PUD - Final Plan	\$450	\$3,000 - \$5,000
PUD Amendment	\$450	\$3,000 - \$5,000
Sign Permit	\$50	n/a
EAW	\$600	\$3,000 - \$5,000
Parking Reduction Application	\$450	\$1,000
Administrative Subdivision	\$150	n/a
HPC Project Plan Application	\$125	\$1,000
Vacation - ROW or Easement	\$450	\$1,500

### Community Development – Building

Service	Fee
Rental License	40.00 + 50.00/unit inspection for the first 10 units or less. \$10 per unit for each additional unit over 10
Late rental license renewal application - § 14-93	\$25.00
Failure to renew rental license prior to expiration - § 14-95	\$50.00
Renting without a rental license - § 14-95	Two times (2x) the amount of the applicable rental license fee
Rental housing board of appeals processing - § 14-136	\$100.00
Rental License re-inspection fee for inspections after the 2 <sup>nd</sup> inspection	\$25.00
Plan Review Fee (non-residential)	65% of building permit
Plan Review Fee (residential)	50% of building permit
Residential Repair and Maintenance Permit	According to 1997 Uniform Building Code
Duplicate Review Fee for Master Plan Submittal	According to 1997 Uniform Building Code
Residential Sewer and Water Service	\$30.00 plus state surcharge
Residential Plumbing Permit	\$70.00 plus state surcharge
Non-Residential Plumbing	\$50 or 1.5% of initial \$5,000 whichever is greater; \$75 or 1% of \$5,001 to \$50,000 whichever is greater;

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	\$100 or .5% of \$50,001 and greater whichever is greater; plus state surcharge*
New Residential HVAC	\$70.00 plus state surcharge
Residential HVAC Remodel/Alteration	\$60.00 plus state surcharge
Non-Residential HVAC	\$50 or 1.5% of initial \$5,000 whichever is greater; \$75 or 1% of \$5,001 to \$50,000 whichever is greater; \$100 or .5% of \$50,001 and greater whichever is greater; plus state surcharge*
Individual Septic Tank Systems	Charged by Outside Service
Manufactured Home Installation	\$50.00 plus state surcharge
Fire Suppression System	\$84.00 plus state surcharge
<b>Building Permits</b> (based on project value incl. materials & labor)	Building Permit Formulas According to 1997 Uniform Building Code Table 1-A
\$1.00 up to and including \$500.00	\$23.50
\$501.00 up to and including \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00 or fraction thereof.
\$2,001.00 up to and including \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00 or fraction thereof.
\$25,001.00 up to and including \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00 or fraction thereof.
\$50,001.00 up to and including \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof.
\$100,001.00 up to and including \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00 or fraction thereof.
\$500,001.00 up to and including \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00 or fraction thereof.
Over \$1,000,001.00	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00 or fraction thereof.
Demolition Permit	\$100
Building Moving Permit	\$100
Permit Reinstatement Fee	½ of the original permit fee
Reinspection Fee	\$47

There are three parts used to calculate the total Building Permit fee:

1. The base Building Permit fee is calculated on the value of the project including materials and labor using the formulas below.
2. The Plan Review fee is 50% of the building permit fee for Residential projects and 65% of the building permit fee for Commercial projects.
3. **\*Building Surcharge Fee:**

A minimum surcharge shall be \$0.50 for all permits except flat fee permits shall be a minimum of \$5.00. The State surcharge is calculated as follows:

- .0005 times the value of projects under \$1,000,000;
- .0004 for values over \$1,000,000.00 up to \$2,000,000.00;
- .0003 for values over \$2,000,000.00 up to \$3,000,000.00;
- .0002 for values over \$3,000,000.00 up to \$4,000,000.00;
- .0001 for values over \$4,000,000.00 up to \$5,000,000.00;
- .00005 for values over \$5,000,000.00.

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### Public Safety (Fire & Police)

Service	Fee
Burn Permit	50.00
Dances/Cabarets	150.00
Fax – Domestic	5.00
Fax – International	10.00
Pawn Broker	2000.00
Peddler/Solicitor	30.00 initial + 7.50 each additional day 60.00 per person
Response to false hold up and panic alarms at private businesses, schools and private residences Per Calendar Year	1-2 per year – no charge 3 <sup>rd</sup> Response – 75.00 4 <sup>th</sup> Response – 100.00 5 <sup>th</sup> Response – 125.00 6 <sup>th</sup> and beyond – 175.00
Accident Photos	3.00 per photo color on printed paper, 4.00 per photo on CD
Fingerprinting Service	25.00
Report Copies	.25
Towing/Impound	0
Certified Copy (background check w/seal)	10.00
Handgun permit to acquire	0
Gun permit to carry	0
Title & Odometer Reading	25.00
PBT Test	\$10/test

### Animal Impound Services (Police)

Service	Fee
City Pick-Up Fee	20.00
Initial Impound	25.00
Impound/Boarding – Cat	15.00/day
Impound/Boarding - Dog	20.00/day
Reclaim Fee	25.00/animal
Rabies Vaccination	18.00

### Pool Fees

Service	Fee
Daily Admission (Under the age of 1 FREE)	\$4.50
Twilight (after 5:00pm)	\$2.75
Resident Individual Season Pass	\$75.00
Non-Resident Individual	\$86.25
Resident Dual Season Pass (Two people from same household)	\$110.00
Non-Resident Dual Season Pass (Two people from same household)	\$126.50

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Resident Additional Family Member (From same household) **	\$25.00
Non-Resident Additional Family Member (From same household)	\$28.75
Open Swim Punch Card (Good for admission to 10 Open Swim Sessions)	\$40.00
Lap Swim Punch Card (Good for admission to 10 Lap Swim Sessions)	\$30.00
50-Meter Portion of Pool Rented (No Staff Provided)	\$40.00/hour
Diving Well (No Staff Provided)	\$30.00/hour
Zero Depth Area (No Staff Provided)	\$25.00/hour
Private Pool Rental with Staff	\$200.00/hour
Shade Structure Rental (2 hours)	\$25.00
Birthday Party Package (2 hours shade structure and 10 admissions)	\$50.00

*\*\*Resident Fee Capped at \$185.00 (5 people on pass; additional family members from households with more than 5 pass holders are at no cost)*

### Arena Fees

Renters	2011-12 Rates
St. Olaf Men's & Women's Practices & Games	\$170/hour
St. Olaf Game fee	\$160/game
ISD #659 Practices and Games	\$170/hour
ISD #659 Game fee	\$185/game
NHA Practices/ Games	\$130/hour
NHA Tournaments	\$145/hour
All Other Renters	\$145/hour
<b>Other Items</b>	
Open Skate Punch Card	\$15.00
Rental Skates	\$3.00
Open Hockey Adult/ Youth	\$3.50/\$3.00
Skate Sharpening	\$3.00
Sharpening Punch Card	\$18.00