

City of Northfield Fees

(Last updated 9-14-09)

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
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 – For-Profit Groups	25.00/hr up to 75.00 for entire day
Lost Materials Fee	Cost of item + 5.00 processing fee
Overdue Books, Magazines, CDs, Etc.	.10/day after grace period, max of 5.00
Overdue Videos/DVDs	.50/day; max of 10.00
Replacement Library Card	2.00 to replace recently issued cards; no charge for older or damaged cards
Photocopies	.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	1.00 per occurrence
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

City of Northfield Fees

(Last updated 9-14-09)

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

Finance

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

City of Northfield Fees

(Last updated 9-14-09)

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

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

City of Northfield Fees

(Last updated 9-14-09)

Community Development – Planning

Service	Fee
Variances	350.00 + 500.00 escrow for non-single family
Conditional Use Permit	450.00 + 750.00 escrow for non-single family
Rezoning (non PUD)	450.00 + 1000.00 escrow
Sign Permit	.50 per square foot, within a minimum permit fee of 30.00
Comprehensive Plan Amendment	450.00 + 1000.00 escrow
Interim Use Permit	500.00 + 1000.00 escrow
Environmental Assessment Worksheet	350.00 + 1000.00 escrow
Parking Reduction Application	300.00 + 500.00 escrow
Annexation	400.00 + 2000.00 escrow
Administrative Subdivision	100.00
HPC Project Plan Application	25.00 if project under 100,000 50.00 if over 100,000
Ordinance Text Amendment	450.00 + 1000.00 escrow
Zoning Letter (if requesting more than zoning classification and floodplain)	50.00
Vacation – ROW or easement	350.00 + 750.00 escrow
Preliminary Plat	400.00 + 2500.00 escrow
Final Plat	250.00 + 3000.00 escrow
Minor Subdivision	100.00 + 1000.00 escrow
PUD Conceptual Development Plan	450.00 + 1000.00 escrow
PUD Final Development Plan	400.00 + 1000.00 escrow
PUD Amendment	400.00 + 500.00 escrow
Site Plan Review	200.00 + 500.00 escrow

City of Northfield Fees

(Last updated 9-14-09)

Community Development – Building

Service	Fee
Rental License	40.00 + 50.00/unit inspection for 10 units or less, 10.00/unit for 10 units or more
Rental License re-inspection fee for inspections after the 2 nd inspection	25.00
Building Permits	According to 1997 Uniform Building Code
Planning Review Fee (non-residential)	65% of building permit
Planning 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
Sewer and Water Service	30.50
Residential Plumbing Permit	70.00
Non-Residential Plumbing	1.5% of initial 5000 or 50 whichever is greater, 1% of 5001 to 50000 or 75 whichever is greater, .5% of 50000 and greater or 100 whichever is greater plus state surcharge of .0005% of valuation
New Residential HVAC	70.00
Residential HVAC Remodel/Alteration	60.50
Non-Residential HVAC	1.5% of initial 5000 or 50 whichever is greater, 1% of 5001 to 50000 or 75 whichever is greater, .5% of 50000 and greater or 100 whichever is greater plus state surcharge of .0005% of valuation
Individual Septic Tank Systems	Charged by Outside Service
Manufactured Home Installation	50.00
Fire Suppression System	84.50

City of Northfield Fees

(Last updated 9-14-09)

Police

Service	Fee
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	1-2 per year – no charge 3 rd Response – 75.00 4 th Response – 100.00 5 th Response – 125.00 6 th and beyond – 175.00
Alarms	1500.00 per yr per commercial alarm company operating in Northfield
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
STOP Registration	100.00 per student
PBT Test	8.00 per 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

Fire

Service	Fee
Burn Permit	50.00