

CITY OF BAXTER 2024 ADOPTED FEE SCHEDULE

Code	Application	2024 Rate
1-10-1	License Fees	
	Liquor License	
	On sale	\$2,200 / year
	Temporary On Sale 3.2 Beer	\$20 / day
	Temporary On sale 1-4 day	\$135/ per event
	Sunday on sale	\$200 / year
	Off sale (\$100 Discount with Training & Enforcement)	\$310 / year
	Wine	\$500 / year
	On sale 3.2 beer	\$300 / year
	Off sale 3.2 beer	\$75 / year
	Off sale small brewer	\$310 / year
	On sale brewer taproom	\$500 / year
	Combination On/Off sale	\$2,510 / year
	Investigation fee	\$100 / year
	Adult uses & sexually oriented businesses	\$3,000/ year
	Amusements	\$50 / year
	Peddlers, solicitors, and transient merchants	\$200 / year
	Pawn Shop	\$150 / year
	Taxicabs	\$50 / year / applicant
	Mobile/Seasonal Vending Permit	\$200 / year
	Mobile/Seasonal Vending Amendment	\$35.00
	Garbage Handlers	\$50 / year
	Dog License	\$7 / year
	Animal Shelter Fees ^(a)	
	Impound fee	\$40 Impoundment + \$16.50 daily
	Dangerous Dog Hold	\$50 / day
3-17-3	Fireworks	\$100 / year / per location
	Gambling	No Charge
Ord.		
2013-10	Tobacco	\$200 / year
^(a) Animal shelter fees are subject to change if changed by HART; dangerous dog determination is made by HART		
1-10-2	Permit Fees ^(b)	Commercial 1997 UBC;-\$8.50 per \$1,000 valuation
	Plan Review Fee	
	Residential	65% of permit fee
	Commercial	65% of permit fee
	MN Surcharge: Residential/Commercial Fixed Fee Permits	.05% of the Permit Fee or \$1, whichever is greater
	MN Surcharge: Residential/Commercial All Other Permits	
	Permit Valuations of \$1 Million or less:	Permit valuations of \$1 Million or less: .05% of valuation
	Permit Valuations greater than \$1 Million:	\$500 plus .04% of value between \$1 Million and \$2 Million
	Permit Valuations greater than \$2 Million:	\$900 plus .03% of value between \$2 Million and \$3 Million
	Permit Valuations greater than \$3 Million:	\$1,200 plus .02% of value between \$3 Million and \$4 Million
	Permit Valuations greater than \$4 Million:	\$1,400 plus .01% of value between \$4 Million and \$5 Million
	Permit Valuations exceeding \$5 Million:	\$1,500 plus .005% of value exceeding \$5 Million
	Plumbing Fee	\$11 + \$8 per fixture, \$40 Minimum Fee
	Fire Suppression/Fire Alarm/Kitchen Hood Fee	1% of the contracted price plus state surcharge. Minimum fee \$150
	Electrical Permits	State of Minnesota fee schedule as adopted
	Mechanical Fee	
	Residential: New Single Family Home	\$120 plus \$1 state surcharge
	Residential: Alteration Repair	\$80 plus \$1 state surcharge
	Commercial construction	1.5 % of the contracted price plus state surcharge. Minimum fee \$150
	Fireplace	\$40 residential, 1997 UBC commercial
	Water Heater	\$40 residential, \$75 commercial
	Garage Heater	\$40 plus \$1 state surcharge
	Furnace Replacement	\$40 plus \$1 state surcharge
	Roof Top Units	\$150 / unit
	Air Conditioning Units	\$40 / unit
	Re-roof	\$70 residential, 1997 UBC commercial
	Fence (over 7')	1997 UBC Commercial or Residential
	Re-inspection or Reactivation Fee	\$75
	Min. inspection fee & inspection fee for all other building/fire	\$40 minimum
	Investigative Fee	Up to 100% of Building Permit Fee
	Door &/or window replacement	\$8.50 / \$1,000 val., \$40 minimum
	Decks	\$8.50 / \$1,000 val.
	Retaining wall over 4'	\$8.50 / \$1,000 val.
	Septic	\$225
	Signs	1997 UBC Commercial

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Code	Application	2024 Rate
	Demolition	\$40 residential; \$150 commercial
	Siding & Re-siding	\$75 residential, 1997 UBC commercial
	Temporary Tent Structures (over 120 sq ft)	\$40 commercial
	Temporary Tent Structures for Fireworks	\$250 commercial
	Chicken Permit Fee	\$60.00
	Chicken Permit Annual Renewal Fee	\$30.00
	Sidewalks & Driveways	n/a

^(b) Refund policy: Refunds for any permit fees must be requested in writing and any costs incurred by City to process the permit will be deducted.

1-10-3 Water Rates

Residential		
Base		\$14.43
Consumption		\$3.68 / 1,000 gallons
Commercial		
Base		\$35.44
Consumption		\$3.68 / 1,000 gallons
Water Meters		
		\$526 - 5/8"
		\$613 - 3/4"
		\$1,117 - 1" with horns
		\$755 - 1" with spuds
		\$1,520 - 1 1/2"
		\$1,735 - 2"
		\$6,000 - 3" Turbine
		\$6,900 - 4" Turbine
		Meter prices vary for sizes and components not specified; obtain quote from city; prices subject to market updates
Water Meter Replacement Components (prices vary for sizes and components not specified; contact city for quote)		
5/8"		
Meter Horn		\$90
Meter Frost Plate		\$28
1"		
Meter Horn		\$140
Meter Frost Plate		\$50
Water Availability Charge (WAC)		
Residential - Existing Homes (city projects)		\$600
Residential - New Construction		\$2,800
Commercial (per equivalent unit)		\$3,100
Water Plant Charge		
Residential and residential irrigation		
Up to 15,000 gallons		\$3.00
15,001 + gallons		\$9.00
Commercial and commercial irrigation		
Up to 15,000 gallons		\$4.50
15,000 - 30,000 gallons		\$9.00
30,001 - 75,000 gallons		\$18.00
75,001 - 200,000 gallons		\$27.00
200,001 - 400,000 gallons		\$60.00
400,001 + gallons		\$120.00

Sewer Rates

Residential		
Base		\$15.77
Consumption		\$4.24 / 1,000 gallons
Commercial		
Base		\$31.75
Consumption		\$4.24 / 1,000 gallons

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Code	Application	2024 Rate
	Sewer Meters	
	2" Meter	Obtain quote from city
	3" Meter	Obtain quote from city
	4" Meter	Obtain quote from city
	Sewer Availability Charge (SAC)	
	Residential - Existing Homes (city projects)	\$600
	Residential - Lift Station Charges	n/a
	Residential - New Construction	\$3,000
	Commercial (per equivalent unit)	\$3,400
	Irrigation	\$3.68 / 1,000 gallons
	Monthly Non-User Charge (Residential and Commercial)	
	Water	\$36.50
	Sewer	\$41.21
	Stormwater Rates (billed monthly or annually based upon amount)	
	Residential	\$61.08 annually / Developed Parcel (\$5.09/mo)
	Commercial	\$0.0253 / Impervious Square Foot annually
	Other Utility Rates	
	Sanitary Sewer Type A Single Lid Covers	\$100
	Sewer & Water Inspection Fee	
	Residential	\$45
	Commercial	Hourly Rate + \$45
	Excavating Fee	
	Residential	\$50
	Commercial	Hourly Rate + \$50
	Disconnect / Activation Fee	\$20
	Delinquent Account Reconnection Fee	\$50
	Property Tax Certification of Delinquent Bal Fee	\$25
	Alternate Meter System Meter Reading Fee	\$50 / month
	Non-compliance Meter Reading Fee	\$120 / month
	Driveway Covers	\$96
	Late Payment Fee	10% of unpaid balance / month
1-10-4	Planning & Zoning Fees ^(a)	
	Conditional Use Permit (CUP) Fee	
	Residential	\$450
	Commercial	\$600 plus \$500 Min. Escrow Deposit
	For Planned Unit Developments (PUDs)	\$450 plus \$1,000 Min. Escrow Deposit
	Planned Unit Development (PUD) Fee	
	Sketch Plan	No fee
	General Plan Residential	\$450 plus \$1,000 Min. Escrow Deposit
	General Plan Commercial	\$600 plus \$1,000 Min. Escrow Deposit
	Final Plan	\$350 plus \$1,000 Min. Escrow Deposit
	Final Plan fee and escrow due only if it is a separate application from the PUD General Plan	
	Interim Use Permit	
	Residential	\$450
	Commercial	\$600 plus \$500 Min. Escrow Deposit
	Variance Fee	
	Residential	\$350
	Commercial	\$600 plus \$500 Min. Escrow Deposit
	Zoning Amendment Fee (map or text)	
	Residential	\$400
	Commercial	\$600 plus \$500 Min. Escrow Deposit
	Future Land Use Map Amendment Fee	
	Residential	\$400
	Commercial	\$600 plus \$500 Min. Escrow Deposit
	Preliminary & Final Plat Fee	
	Residential (3 lots or fewer)	\$300 plus \$30 / additional new lot plus \$1,000 Min. Escrow Deposit
	Residential (4 lots or more)	\$500 plus \$30/ additional new lot plus \$1,000 Min. Escrow Deposit
	Commercial	\$600 + \$50 / lot & \$1,000 Min. Escrow Deposit
	Administrative Subdivision	
	Residential	\$200 + \$30 / additional new lot lot & \$500 Min. Escrow Deposit
	Commercial	\$350 + \$50 / additional new lot & \$1,000 Min. Escrow Deposit

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Code	Application	2024 Rate
	EAW Review Fee	
	Residential	\$1,000 + Escrow Deposit
	Commercial	\$1,000 + Escrow Deposit
	EIS or AUAR Review Fee	
	Residential	\$2,500 + Escrow Deposit
	Commercial	\$2,500 + Escrow Deposit
	Wetland Review Fee	
	Residential	\$250
	Commercial	\$250
	Shoreland Alteration Permit	
	Residential	\$275
	Commercial	\$450 + \$500 Escrow Deposit
	Vacation of Easements or Right-of-Way	\$150 + \$500 Escrow
	Landscape Financial Guarantee	
	Residential	\$75 plus \$1,000 or the cost of the remaining work (whichever is greater)
	Commercial	\$75 plus \$2,500 or the cost of the remaining work (whichever is greater)
	Zoning Letter	\$40 Minimum
	Comprehensive Plan Amendments	\$75 plus hourly staff time
	Zoning Appeals	\$75 plus hourly staff time
	Lot Line Corrections	\$75 plus hourly staff time
	Extension Approvals for Zoning/Subdivision Applications	\$75 plus hourly staff time
	Special Meeting Fee	
	Residential Application	\$330 / meeting
	Commercial/Industrial or Other Non-Residential Application	\$400 / meeting
	CUP/IUP Deposit Administration Fee	\$75 / deposit
	Fence (6' or less), Shed, Other	\$35 residential
	Swimming Pools	\$35 residential
	Temporary Signs	\$45
	Special Event Fee	\$35
	Park Dedication Fee	
	Residential	10% land or \$1,800 per unit
	Commercial	5% land or cash (total sq. x 5% x \$5/ sq. ft.)
	Office/Service	5% land or cash (total sq. ft. x 5% \$3.50/ sq. ft.)
	Industrial	5% land or cash (total sq. ft. x 5% x \$2.25 / sq. ft.)
	Cash Escrows: When multiple planning & zoning cash escrows are required, the City initially shall collect a total escrow of \$2,000, except with applications where (c) 3rd party consulting and extraordinary amounts of additional staff time are anticipated.	
	(c) 3rd party consulting and extraordinary amounts of additional staff time will be deducted from the minimum escrow deposit.	
	Based upon the complexity of the project/application, an escrow deposit higher than the minimum listed on the fee schedule may be necessary.	
	Any costs higher than the deposit collected will be billed to the applicant. The balance remaining in the escrow is refundable.	
	If costs exceed the initial deposit, additional reimbursement will be required and billed.	
2-2-7	Cemetery Fees	
	Burial Site Fee	\$1,000 / plot
	Cremation Site Fee (up to 2 cremations per plot)	\$1,000 / plot
	Columbarium Niche Fees	\$3,000 / niche
7-4-6	Right of Way Registration Fee	\$45 Multiply rate by 150% if OT required, or 200% for city recognized holidays
7-4-10	Right of Way Management Permit	\$135 plus \$.035 / foot
7-4-11	Restoration Delay Penalties ^(d)	
	Minor/Local Streets	\$20 / day
	Collector Streets	\$100 / day
	Arterial Streets	\$500 / day
	^(d) Must also pay any and all MPCA fines and legal costs incurred by restoration delays under the City of Baxter's MS4 Permit.	
8-5-5	Grading Permit	
	Residential	\$250
	Commercial	\$300
9-6-4	Rental Housing	
	Registration	\$50 / year
	Inspections (every two years)	
	Single family, two-family, and three-family dwellings	\$40 / unit
	Four-family dwellings, townhouses, and apartments	\$12 / unit + \$20 to cover common areas

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Code	Application	2024 Rate
Other	Other Fees	
	Park Pavilion Rental	
	Daily Rate (Monday - Friday)	\$65
	Daily Rate (Saturday - Sunday)	\$100
	Reservation Cancellation Administrative Fee	\$25
	Reservation must be canceled by noon five business days prior to receive a refund.	
	Firewood Permit	\$25 / site
		\$150 permit fee plus deposit (\$400 for 1" meter OR \$1,500 for 3" meter) plus excess water usage
	Fire Hydrant Meter Permits	
	E-911 Addressing Fee	\$75/address
	E-911 Replacement Sign	\$31
	Mailbox Supports Sales	
	Support	\$100 plus sales tax
	Support and Installation	\$132 plus sales tax
	Mailbox Supports - City Enforced	Maximum allowed by state statute
	Equipment (staff time additional)	
	Jet Vacuum Truck	\$155 / hour
	1/2 Ton Trailer	\$26 / hour
	Loader	\$99 / hour
	Utility Crane Truck with Tools	\$186 / hour
	Mower	\$24 / hour
	60" Riding Mower	\$39 / hour
	Weed Whip, Blower Pack, or Chain Saw	\$8 / hour
	1-ton truck	\$28 / hour
	Other Equipment	FEMA's Schedule of Equipment Rates
	Salt	\$201/ yard, subject to market adjustments, availability & excess labor
	Salt/Sand Mixture	\$76/ yard, subject to market adjustments, availability & excess labor
	Sand (fill material)	\$2.50/ yard, subject to market adjustments, availability & excess labor
	Sign Posts plus cost of sign, if applicable	
	8' Post	\$83
	7' Post	\$69
	Photo Copies / page	
	8 1/2" x 11"	\$0.25
	Map including color 8.5" x 11"	\$2
	Map including color 11" x 17"	\$5
	Color Map 24" x 36"	\$20
	Comprehensive Plan	\$5
	Topographic AutoCAD Drawings	\$25 / acre
	3-inch Digital Photography	\$100 / section
	Fax	\$0.25 per page
	Audio Recordings of Public Meetings	\$5 / CD plus staff time (1/2 hr min)
	Electronic Copies of Pictures	\$3 / CD plus staff time (1/2 hr min)
	Council Filing	\$15
	Assessment Searches and Assessment Search Updates	\$15 / assessment search
	Assessment Splits, Recertifications, and Agreements	\$300 Minimum, plus cost if eng. over 2 hrs
	Assessment Deferral Application Fee	\$50 / parcel
	Administrative Fee for Private Utility Connection Assessment	\$150 Minimum, plus cost if additional third party fees are incurred
	Returned Check/ACH Fee	\$29 / item
	Staff Billing Rates / Hour ^(e)	
	Administrator/Department Director	\$103
	GIS/IS Coordinator	\$91
	Departmental Supervisors / Building Official	\$81
	Building / Public Works Inspector	\$68
	Street/Utility Maintenance Worker	\$64
	Parks Maintenance Worker	\$57
	Office Clerical	\$55
	Police Officer	\$71
	Police Sergeant / Investigator	\$85
	^(e) Multiply rate by 150% if OT is required or 200% for City recognized holidays	
	Applicant requested ordinance amendment	\$300 + \$500 Escrow Deposit for third party fees incurred
	TIF Districts and Abatement Districts	
	Non-refundable Application Fee	\$4,500
	Escrow Deposit ^(f)	\$24,000

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Code	Application	2024 Rate
	Conduit Financing (Industrial Revenue Bonds)	
	Non-refundable Application Fee	\$4,500
	Administrative Fee upon Bond Closing	1/4% of Issue Par Amount, upon closing
	Escrow Deposit ^(f)	\$15,000
	Revolving Loan Funds	
	Non-refundable Application Fee	\$100
	Other Processing Costs	All third-party costs to draft agreements, close on loan, and bank servicing fees
	^(f) The balance remaining in the escrow balance is refundable. If costs exceed the initial deposit, additional reimbursement will be required and billed.	