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# BUILDING PERMIT FEE SCHEDULE

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## Fixed Fee Permits

(Permits not identified below shall have fees based on valuation)

*(Definition of residential: **IRC-1 Single Family Dwelling:** Any building that contains one dwelling unit used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or occupied for living purposes. **IRC-2 Two-Family Dwelling:** Any building that contains two separate dwelling units with separation either horizontal or vertical on one lot used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or occupied for living purposes. **IRC-3 – Townhouse:** Definition: A single-family dwelling unit constructed in a group of two or more attached units in which each unit extends from the foundation to the roof and has open space on at least two sides of each unit. Each single-family dwelling unit shall be considered a separate building. Separate building service utilities shall be provided to each single-family dwelling unit when required by other chapters of the State Building Code. **IRC-4 Accessory Structure:** Definition: A structure not greater than 3000 square feet in floor area, and not over two stories in height, the use of which is customarily accessory to and incidental to that of the dwelling(s) and which is located on the same lot.*

### **Residential Building Maintenance Permit Fees: The Replacement of:**

- Roofing: \$75.00
- Siding: \$75.00
- Exterior/Garage Door: \$75.00 (No Change in Opening Size)
- Windows: \$75.00 (No Change in Opening Size)

### **Zoning Permit Fees:**

- Shed (under 120 sq. ft. no permit required; 120 to 200 square feet administrative zoning permit; over 200 sq ft = building permit) \$75.00 no state surcharge
- Fence (under 6' in height) \$75.00 no state surcharge

(Fences over 6' in height and retaining walls over 4' in height require building permits submitted for plan review and are based on valuation)

### **Residential Plumbing Permit Fees:**

- New fixtures: \$10.00 per fixture, \$75.00 minimum
- Lawn Irrigation: \$50.00
- Fixture Maintenance: \$50.00 (The replacement of only one existing fixture or appliance. Examples include the replacement of a Sink, Water Softener, Hose Bib, or Water Heater. Alterations, additions, and/or removal of vent systems, drain/waste/vent piping, water lines or other like activity requires a regular plumbing permit.)

### **Residential Mechanical Permit Fees:**

- New appliances: \$37.50 per appliance, \$75.00 minimum
- Gas Fitting/Connection: \$50.00 (with a mechanical permit/includes all gas lines/fittings)
- Gas Line only permit: \$75.00 (includes all gas lines)
- Fixture Maintenance: \$50.00 (The replacement of only one existing appliance. Examples include the replacement of a Furnace, Boiler, A/C, or Water Heater Replacement. Alterations, additions, and/or removal of vent systems, gas lines, ductwork, piping, hydronic systems, or other like activity requires a regular mechanical permit.)

**Residential Seasonal Swimming Pool: \$50.00**

- Residential seasonal swimming pools over 24” in height, 5000 or more gallons, and installed entirely above grade are allowed to be installed annually following the initial permit provided that the same pool is installed in the same location each year. A site plan is required to be approved as a part of the permit submittal and must be kept on site for review as needed.

**Manufactured/Modular/Move-in Structure:**

- Foundations require a separate building permit
- Mechanical Connection requires a Mechanical Permit
- Plumbing Connection requires a Plumbing Permit
- Pre-Move Inspection: \$75.00 per hour + mileage (measured from City Hall to location)
- Installation Connection: \$275.00

**Valuation Based Fee Permits**

(Permits not identified to have a fixed fee shall have a fee based on valuation)

Permit fees based on project valuation include:

- Commercial & Residential Building Permits
- Commercial & Residential Demolition Permits
- Commercial & Residential Fire Protection Permits
- Commercial Mechanical Permits
- Commercial Plumbing Permits
- Manufactured/Moved-in/Modular Structure Foundation Permits
- Retaining Walls over 4 feet, Fences over 7 feet, Sheds over 200 square feet, In-ground Swimming Pool

Valuation Fee Schedule Base: 1997

Value up to (and including):		For the first:	Plus:	For each additional:
\$2,000	\$75.00			
\$25,000	\$75.00	\$2,000	\$14.00	\$1,000 or fraction thereof
\$50,000	\$397.00	\$25,000	\$10.10	\$1,000 or fraction thereof
\$100,000	\$649.50	\$50,000	\$7.00	\$1,000 or fraction thereof
\$500,000	\$999.50	\$100,000	\$5.60	\$1,000 or fraction thereof
\$1,000,000	\$3,239.50	\$500,000	\$4.75	\$1,000 or fraction thereof
\$1,000,001 and up	\$5,614.50	\$1,000,000	\$4.00	\$1,000 or fraction thereof

\*Pursuant to MN Rules Chapter 1300.0160 subpart 3, Building permit valuations shall be set by the Building Official. For determining the permit valuation, the Building Official will use the supplied valuation with a minimum value as calculated by the current Building Valuation Data Table, published each May by the Department of Labor and Industry and other data, as needed, for projects not otherwise specified.

**State Surcharge Fees**

**State Surcharge:** Based on the currently adopted State Surcharge Table – per MN Statute 326B

- State Surcharge is applicable on all permits unless otherwise noted.

## Other Fees Related to Permits, Inspections, and Administration

Change of Use Permit	\$100.00
Temporary Certificate of Occupancy (C/O) – Escrow (less costs to administer)	\$2000 for Residential \$5000 for Commercial
Plan Review	65% of Permit Fee
Plan Review when there is a Master Plan <ul style="list-style-type: none"> <li>• When approved, the review fee shall not exceed 25% of the permit fee for submittal documents reviewed using a Master Plan set.</li> <li>• The review fee for a Master Plan set shall be 65% of the permit fee.</li> </ul>	25% of Permit Fee
Review or State Approved Construction Documents	25% of Plan Review Fee
Additional Plan Review	\$105.00/hr. \$52.50 Minimum
Residential Site Inspection (required for new permanent buildings)	\$65.00
Commercial Site Inspection (required for new permanent buildings)	\$95.00
S.E.C (Sediment & Erosion Control) ..... <ul style="list-style-type: none"> <li>• New structures that disturb soils.....</li> <li>• Residential Additions .....</li> <li>• Exemptions: Projects the disturb minimal soils (e.g., deck, porch, sign)</li> </ul>	.0006 of Permit Fee \$150.00 minimum \$50 minimum
Sewer and Water Fee (required on all new construction)	\$50.00
Pre-Final inspection (new home or structure)	\$75.00
Re-inspection ..... A re-inspection fee may be assessed: <ul style="list-style-type: none"> <li>• Each inspection or re-inspection when the work for which the inspection was scheduled is not complete at the time of the scheduled inspection. For valuation-based building permits, this fee is not assessed the first time an inspection fails, and a re-inspection is required.</li> <li>• When the address of the jobsite is not posted.</li> <li>• When the inspection record card is not posted or provided at the worksite.</li> <li>• When the approved plans are not readily available for the inspector.</li> <li>• When access to conduct the inspection is not provided.</li> <li>• When the inspector is not met by the individual responsible (no show).</li> <li>• When corrections are required to be re-inspected for residential maintenance permits</li> <li>• When work completed has deviated from the approved plans without prior approval from the building inspections department.</li> <li>• Re-inspection fees are due on or before the scheduled re-inspection.</li> <li>• Payment shall be made payable to the Municipality</li> </ul>	\$50.00
Inspections outside of normal business hours <ul style="list-style-type: none"> <li>• Includes travel time both ways</li> </ul>	\$75.00/hr. \$150.00 minimum
Inspections for which no fee is indicated <ul style="list-style-type: none"> <li>• Miscellaneous and Special Services</li> </ul>	\$75.00/hr. \$37.50 minimum
Special Investigation <ul style="list-style-type: none"> <li>• Applicable when work was started prior to obtaining a permit</li> <li>• This fee is due regardless of whether a permit is issued.</li> </ul>	100% of Permit Fee
Contractor License Look-Up	\$5.00
Lead Certification Look-up	\$5.00
Copy charge (black/white 8 ½ x 11 and 8 ½ x 14)	\$0.25/side
Copy charge (black/white 11 x 17)	\$0.50/side
Copy charge (color 8 ½ x 11 and 8 ½ x 14)	\$1.00/side
Copy charge (color 11 x 17)	\$2.00/side
Print or copy charge (large plan sheet)	\$4.00/sheet

	Duplicate permit card & inspection record	\$25.00
	Permit Renewal within 6 mos. of expiration (no plan changes, no code changes, new permit number)	50% of the original Permit Fee
	Refunds & Fee Adjustments:	
	• Plan review .....	No refund
	• Building Maintenance Permit Fee .....	No refund
	• Permit Fee (work started) .....	No refund
	• Permit Fee (permit processed & ready to issue) .....	80%
	• Permit Fee (work not started & within 6 months of permit issuance)	60%
	Septic Systems	
	• Holding Tanks .....	\$150.00
	• Standard System .....	\$300.00
	• Non-Standard System .....	\$450.00