

2021 Fee Schedule
Amended 3/16/2021

APPLICATION/FEE/PERMIT TYPE	2021 FEE	ADDITIONAL COMMENTS	DEPARTMENT
All of these charges reflect the city fee. Sales tax is to be added as applicable to these fees.			
Building Permit Fee Valuation Table			
Total Valuation			Building
\$1.00 to \$500.00	\$29.50		Building
\$501.00 to \$2,000.00	\$28.00 for the first \$500.00	\$3.70 for each additional \$100.00, or fraction thereof, to and including \$2,000.00	Building
\$2,001.00 to \$25,000.00	\$83.50 for the first \$2,000.00	plus \$16.55 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00	Building
\$25,001.00 to \$50,000.00	\$464.15 for the first \$25,000.00	plus \$12.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00	Building
\$50,001.00 to \$100,000.00	\$764.15 for the first \$50,000.00	plus \$8.45 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00	Building
\$100,001.00 to \$500,000.00	\$1,186.65 for the first \$100,000.00	plus \$6.75 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00	Building
\$500,001.00 to \$1,000,000.00	\$3,886.65 for the first \$500,000.00	plus \$5.50 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00	Building
\$1,000,001.00 and up	\$6,636.65 for the first \$1,000,000.00	plus \$4.50 for each additional \$1,000.00, or fraction thereof	Building
Building Permit Flat Fees			
Swimming Pools (in ground or above)	\$100.00	Plus state surcharge	
Window(s) and Door(s) within existing openings	\$75.00	Plus state surcharge	
Other Inspections and Fees			
1. Inspections outside of normal hours	\$65.00 per hour	minimum charge of two hours	Building
2. Reinspection fees	\$65.00 per hour		Building
3. Inspections for which no fee is specifically indicated	\$65.00 per hour	minimum charge of one hour	Building
4. Additional plan review required by changes, additions or revisions to plans	\$65.00 per hour	minimum charge of one hour	Building
5. For use of outside consultants for plan checking and inspections, or both, as determined by the Building Official	Actual Costs		Building
The fees above are determined to be minimum fees. The fees will be determined by the above fee table or the total hourly cost to the municipality, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved. Actual costs include administrative and overhead costs. Final determination and interpretation on permit fees described in this table are determined by the Building Official.			
Investigation Fee (work commenced before permit issuance)		Equal to permit fee	Building
Plan Review Fee		65% of permit fee (Plan Review fee reduction for similar plans in accordance with Minnesota Rules 1300.0160 Subp.5)	Building
State Surcharge Fee		Based on Minnesota Statute 326B.148	
** Building Official may waive the plan review fee for certain projects that require diminutive plan review such as basement finishes, kitchen remodeling, and minor repairs/alteration.			
Building Relocation/Demolition			
Building Relocation into city	\$500.00	plus a \$600.00 consultant deposit	Building
Relocation of structure outside of city	\$250.00		Building
Demolition - 4,000 square feet or less	\$150.00		Building
Demolition - Over 4,000 square feet	\$500.00		Building
Demolition - tenant improvement/remodeling	\$75.00		Building
Removal of Manufactured home in R-4 District	\$110.00		Building
Manufactured home set-up (HUD)	\$110.00	Plus surcharge	Building

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Connection/System Charges			
Met Council sewer access charge (SAC) residential	\$2,485.00	Per residential unit schedule set by the Metropolitan Council	Building
Met Council sewer access charge (SAC) non-residential	\$2,485.00	Per commercial unit schedule set by the Metropolitan Council	Building
City Sewer Access Charge - residential	\$230.00	Per residential unit	Building
City Sewer Access Charge - non-residential	\$230.00	Per 2,000 square feet of building for non-residential & multi-family	Building
Water Access Charge - residential	\$570.00	Per residential unit	Building
Water Access Charge - non-residential	\$570.00	Per 2,000 square feet of building for non-residential & multi-family	Building
Stormwater - residential	\$230.00	Per residential unit	Building
Stormwater - non-residential	\$230.00	Per 2,000 square feet of impervious surface for non-residential & multi-family	Building
Stormwater Unit Charges			
85-3 Trunk Sewer	\$516.15	Per residential unit or 850 square feet of a building for comm/indus use	Building
92-1 Arcade	\$490.39	Per residential unit or 850 square feet of a building for comm/indus use	Building
94-3 Stormwater	\$238.04	Per residential unit or 850 square feet of a building for comm/indus use	Building
97-2 Monn Avenue	\$724.44	Per residential unit or 850 square feet of a building for comm/indus use	Building
Street Maintenance (1)-Residential			
	\$325.00	Per unit fee for sites up to 3 dwellings	Building
Street Maintenance (4)-Residential			
	\$275.00	Per unit fee for site with 4 or more dwelling units	Building
Street Maintenance - Commercial			
	\$275.00	Per 2,000 square feet of building	Building
Contractor's License			
	\$60.00	Plus a certificate of insurance (and a bond if excavating)	Building
Driveway Permit			
	\$65.00	Zoning Permit Required	Building
Electrical Permit			
	*	*set through annual contract with contracted electrical inspector	Building
Fence Permit			
	\$65.00	Zoning Permit Required (6 feet and under in height - over 6 feet requires a building permit)	
Fire Department			
\$500,000 and under	\$150.00		
\$500,001 to \$1,000,000	\$200.00		
\$1,000,001 to \$5,000,000	\$300.00		
\$5,000,001 to \$10,000,000	\$400.00		
\$10,000,001 and over	\$500.00		
Fire Protection Permit			
	\$65.00 minimum	2% of job value - \$65.00 minimum plus state surcharge	
Heating, Ventilation and Air Conditioning Permit			
Residential	\$65.00 minimum	1.5% of job value - \$65.00 minimum plus state surcharge	
Commercial	\$65.00 minimum	2% of job value - \$65.00 minimum plus state surcharge	
Plumbing Permit			
Residential	\$65.00 minimum	2% of job value - \$65.00 minimum plus state surcharge	
Commercial	\$65.00 minimum	2% of job value - \$65.00 minimum plus state surcharge	

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Utility Work			
Sewer Service	\$50.00	New, repair, alteration, or re-inspection; plus state surcharge fee	
Water Service	\$50.00	New, repair, alteration, or re-inspection; plus state surcharge fee	
Septic Tank	\$55.00	Plus State Surcharge Fee	
Drain Field	\$55.00	Plus State Surcharge Fee	
Septic Tank and Drain Field	\$110.00	Plus State Surcharge Fee	
Reduced Pressure Zone Valve (RPZ)			
	\$50.00	Plus state surcharge	
Water Meters			
The City provides the initial water meter at our cost plus sales tax and a 10% handling charge.			
Size			
3/4"	\$250.08		
1"	\$381.50		
1 1/2" omni	\$838.09		
2" omni	\$949.46		
3" compound	\$3,174.70		
4" omni compound	\$3,756.82		
If the cost of a meter and/or the sales tax changes during the calendar year, fees will be adjusted accordingly.			
Park Dedication Fee			
Dwelling Units	\$2,000 per lot/unit		
Commercial and Industrial Development	3% FMV	For previously subdivided properties when the park dedication fee was baded on the squire footage of a building, and a building was not constructed and/or the fee was not collected, the park dedication fee will be collected based on the current fee schedule at the time of the next land use application.	
Signs			
Billboard		Building Permit required. Fee based on "Building Permit Fee Valuation" table. In addition, see "General Fees" for annual license fee.	
Pylon or Monument		Building Permit required. Fee based on "Building Permit Fee Valuation" table.	
Temporary Bulletin or Banner Sign	\$50.00	Sign permit required.	
Wall, re-facing, non-pylon or non-monument (example directonal or home occupation)	\$65.00	Sign Permit Required.	
Each separate land use request shall be charged a separate fee even if submitted on the same application. In addition to the application fee, all planning cases are subject to a minimum escrow fee to cover any consulting costs the City may incur. Additional charges may apply if the consulting costs exceed the escrow amount. The escrow may be waived, reduced, or increased by the City planner on a project-by-project basis. For applications that involve excessive staff time, services performed by city staff will be billed at actual payroll costs including hours rates, payroll taxes and benefit charges.			
Easement Vacation			
	\$350.00	Escrow \$1,500	Comm Development
Excavation/earth work/landfill			
One acre or less	\$500.00	Permit required for earth work of greater than 25 cubic yards \$800 bond required for each 12,500 square feet of disturbed area	Comm Development
Greater than one acre	\$1,200.00	\$6,000 per acre bond required	Comm Development
Minor Subdivision			
	\$1,000.00	Up to 3 lots - escrow \$1,500	Comm Development
Comprehensive Plan Amendment			
	\$1,000.00	Escrow \$2,000	Comm Development

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Planned Unit Development	\$1,500.00	Escrow \$2,500	Comm Development
Planned Unit Development Amendment	\$1,000.00	Escrow \$2,000	Comm Development
Plats			
Preliminary Plat	\$600.00 + \$25.00 per lot	Escrow \$2,500; Fee excludes final engineering approval, construction services, and as-built reviews	Comm Development
Final Plat	\$400.00 + \$25.00 per lot		Comm Development
Rezoning	\$1,000.00	Escrow \$2,000	Comm Development
Site Plan Review	\$1,500.00	Escrow \$1,000	Comm Development
Minor Site Plan Review	\$500.00	Escrow \$500	Comm Development
Conditional/Interim Use Permit			
Cell Towers	\$1,000.00	Escrow \$10,000	Comm Development
Residential	\$500.00	Escrow \$1,000	Comm Development
All other Conditional/Interim Use Permits	\$1,000.00	Escrow \$1,500	Comm Development
Amendments to Approved Conditional/Interim Uses	75% of above fees		Comm Development
Variance			
Single-Family Uses	\$350.00	Escrow \$1,500	Comm Development
Commercial/industrial/multi-family uses	\$700.00	Escrow \$1,500	Comm Development
Zoning Certification	\$50.00		Comm Development
Zoning/City Code Amendment	\$750.00	Escrow \$2,000	Comm Development
Administrative Penalty Fee	\$100	Fee Per Chapter 24, Article III, Section 24-57 of City Code	Administration
Animal Licensing			Administration
Cats	\$20.00	2 year license and certificate of rabies vaccination and distemper	
Dogs	\$20.00	2 year license and certificate of rabies vaccination and distemper	
Annual Dangerous Dog License	\$250.00	Plus other code requirements	
Annual Potentially Dangerous Dog License	\$250.00	Plus other code requirements	
Appeal of Potentially Dangerous Dog Designation		Applicant provides escrow amount per staff estimate of potential costs	
Kennels			
Personal Kennel	\$85.00		
Public Kennel	\$350.00		
Impound Fee	\$50.00		
Carnival Permit	\$230.00	Per setup; a certificate of insurance is also required	Administration
Copies			Administration
Print or copy documents: 100 or fewer pages	\$0.25	State maximum (M.S. 13.03)	
Print or copy documents: more than 100 pages		actual costs of searching for, retrieving and providing documents	
Day Care Centers, home-based	\$50.00	\$50.00 reinspection fee, State maximum (M.S. 245A.151)	

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False Alarms (Per City Code Chapter 8, Article V, Section 8-338)			
1-2 False Alarms	\$0		
3rd False Alarm	\$110.00		
4th False Alarm	\$165.00		
5th False Alarm	\$215.00		
6th False Alarm	\$265.00		
7th + False Alarms	\$320.00		
Fire & Rescue/EMS and Emergency Services	\$432.00	Per hour rate, per piece of equipment to non-residents for motor vehicles and tax-exempt properties for fire & rescue/EMS and emergency services. (First call of calendar year free of charge as per Resolution 09-01-021).	
Fire Occupancy Inspections for Businesses/Non-Profits		3rd time and subsequent re-inspections are \$200.00 each; hotels/motels pay an additional charge of \$35.00 per room in addition to the square footage based fee	
up to 1,000 sq. ft.	\$108.00		
1,001 to 5,000 sq. ft.	\$210.00		
5,001 to 10,000 sq. ft.	\$262.00		
10,001 to 20,000 sq. ft.	\$365.00		
20,001 to 30,000 sq. ft.	\$468.00		
30,001 to 40,000 sq. ft.	\$575.00		
40,001 to 50,000 sq. ft.	\$680.00		
50,001 to 100,000 sq. ft.	\$1,040.00		
Over 100,000 sq. ft.	\$2,280.00	plus \$.06 per sq. ft.	
Fire Reports	\$15.50	per report	
Gambling Permit	\$33.00	per day	
Late Gambling Payments	\$1,000.00	per month	
Garbage/Recycling Hauler	\$150.00	For first two (2) vehicles plus certificate of insurance	
Additional Vehicles	\$70.00		
Housing			
Rental Dwelling	\$38.00	\$30.00 /\$33.00 per unit for multi-unit dwellings, \$35.00 /\$38.00 per unit reinspection fee	
Late Fee Charge on Invoice		Per City Code Chapter 10, Article I, Section 10-8	
Per Month over 30 days	10.00%		
Lawn Maintenance Fee			
Per Person, Per Hour, One Hour Minimum	\$80.00	plus 25% administration fee	
Per Piece of Equipment, Per Hour, One Hour Minimum	\$40.00	plus 25% administration fee	

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Liquor			
On-Sale Liquor Establishment/Bar		Based on square footage of liquor serving area, plus a \$3,000 bond	
Up to 2,000 sq. ft.	\$3,300.00		
2,001 to 3,000 sq. ft.	\$4,300.00		
3,001 to 4,000 sq. ft.	\$5,300.00		
Over 4,000 sq. ft.	\$6,300.00		
2:00 a.m. Option		same as state fee	
Investigation Fee on New Application	\$300.00		
Taverns (dancing/entertainment)		Add 25% to associated liquor fees	
Off-Sale (\$1,000 bond)	\$380.00	State Maximum (M.S. 340A.408)	
Sunday Sales	\$200.00	State Maximum (M.S. 340A.504)	
Consumption & Display Permit	\$300.00		
*As required by the State, off-sale license fees will be reduced by \$100 if licensee agrees to meet the conditions specified in M.S. 340A.408			
Wine on-sale only	\$400.00	State maximum (M.S. 340A.408) is lesser of 1/2 on-sale liquor license fee or \$2,000	
3.2% malt beverage on-sale	\$175.00		
3.2% malt beverage off-sale	\$150.00		
Temporary on-sale	\$75.00	per day	
Temporary Beer Permit (3.2 beer)	\$75.00	maximum duration of permit is 3 days	
Brewer Taproom On-Sale	\$600.00		
Small Brewer Off-Sale	\$380.00		
Microdistillery Cocktail Room	\$600.00		
Microdistillery Off-Sale	\$380.00		
Massage Therapy Establishment			
Initial License Fee	\$150.00	includes investigation fee	
Renewal License Fee	\$75.00	includes investigation fee	
Additional Owner, Change in on-premise manager, etc	\$50.00		
Amendments to License	\$50.00		
Temporary Off-Site Permit Fee	\$25.00	includes up to 3 individuals per event	
Massage Therapy Individual			
Initial License Fee	\$100.00	includes investigation fee	
Renewal License Fee	\$50.00	includes investigation fee	
Temporary Off-Site Permit Fee	\$25.00	includes up to 3 individuals per event	
Mobile Permit (in-home services)	\$100.00		
Mobile Vendor (food and beverage)			
	\$60.00		
NSF Check			
	\$30.00	State Maximum (M.S. 604.113)	

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Park Fees		State sales tax is added when applicable; fees for seasonal recreational activities will be provided in registration guides distributed seasonally.	
Resident Reservation for Picnic Shelter includes tax	\$75.00	Plus a \$75.00 facility maintenance/damage deposit	
Non-Resident Picnic Shelter Reservation includes tax	\$150.00	Plus a \$300.00 facility maintenance/damage deposit	
Picnic Shelter Reservation Special Permit Request (food trucks, inflatables, etc.)	\$50.00	Plus certificate of insurance and proposed site plan	
Park Fees			
Field Reservations			
Local Youth Tax Exempt Association Practice or Game	\$5.60/hr	Minimum 3 hour reservation (Tax Exemption Certificate Required)	
Youth Resident Practice or Game includes tax	\$6.00/hr	Minimum 90 minute reservation	
Non-Local Youth includes tax	\$22.00/hr	Minimum 90 minute reservation	
Adult Team Practice or Game			
Resident includes tax	\$15.00/hr	Minimum 90 minute reservation	
Non-Resident includes tax	\$22.00/hr	Minimum 90 minute reservation	
Pending Assessment and Utility Search	\$28.00	To protect all parties, all search results will be in written form only	
Utility History Request	\$32.00	Detailed account history	
Public Outdoor Event	\$130.00		
Recording Duplication (meeting/event, etc.)	\$25.00		
Road Right-of-Way/Utility Permit	\$150.00	Other charges as per Ordinance 484	
Road Right-of-Way Registration	\$60.00	Plus a certificate of insurance (and a bond if excavating)	
Seasonal Outdoor Sales	\$150.00	Plus \$400.00 lot cleanup deposit	
Non-Profit Sales	\$70.00	Plus \$400.00 lot cleanup deposit	
Sign License			
Billboard Annual Fee	\$350.00		
Solicitor/Peddler	\$95.00	For profit; no charge for non-profit organizations	
Special Event Staffing	\$30.00	Per event, per hour, per employee	
Tobacco Sales	\$275.00	For each machine or counter sales	
Fine for Selling to Minor - licensee			
1st Offense	\$75.00	(M.S. 461.12)	
2nd Offense within 24 Months	\$200.00	(M.S. 461.12)	
3rd Offense within 24 Months	\$250.00	plus minimum 7 day sales suspension (M.S. 461.12)	
Fine for Selling to Minor - individual			
1st Offense	\$50.00	(M.S. 461.12)	
Tree Removal Service	\$90.00	License fee plus a certificate of insurance	
Other Miscellaneous Requests, Special Projects or Data Practice Inquiries		Employee/consultant time, benefits and materials cost + 25% administration fee	

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Vadnais Heights Commons	*	Refer to Rental Rates for the appropriate year. City based non-profits whose purpose is to benefit the Vadnais Heights community shall be charged a rental fee of \$200 for up to two rentals per year (excluding Friday and Saturday) and the 15% catering fee is waived, and/or non-profits whose primary purpose is for the benefit of the Vadnais Heights community, shall be entitled to a 25% discounted residential rate for up to two rentals per year (excluding Friday and Saturday). All other required fees and additional services will be charged.	
Water Rates			
Water Base Charge; Residential or Commercial - 3/4" Meter	\$10.40	Per quarter	
Water Base Charge; Multiple Dwelling Units	\$10.40	Per quarter, per unit	
Water Base Charge; Meters Larger than 3/4"			
1" Meter	\$21.95	Per meter, per quarter	
1 1/2" Meter	\$46.35	Per meter, per quarter	
2" Meter	\$72.10	Per meter, per quarter	
3" Meter	\$265.74	Per meter, per quarter	
4" Meter	\$375.95	Per meter, per quarter	
10" Meter	\$2,356.70	Per meter, per quarter	
Water Connection Availability Charge	\$28.84	Per quarter, per unit charge for opting out of available	
Deduct Meter Reading Fee	\$10.09	Per meter, per quarter	
Water Usage Charge			
0 - 12,000 Gallons of Water	\$1.28	Per 1,000 gallons per quarter	
12,001 - 25,000 Gallons of Water	\$2.14	Per 1,000 gallons per quarter	
Over 25,000 Gallons of Water	\$3.72	Per 1,000 gallons per quarter	
Over 50,000 Gallons of Water, ALL irrigation water use	\$5.14	Per 1,000 gallons per quarter	
Meter Reading Not Attainable - 1st Quarter	\$45.00	If a meter reading is later obtained for the quarter in question, these charges will be refunded unless repairs are necessary due to owner neglect or malfeasance.	
Meter Reading Not Attainable - Subsequent Quarters	\$275.00		
Radio Reading Meter Equipment opt out fee	\$275.00	Per meter, per quarter	
Water Surcharge (MN Dept. of Public Health)		Per meter, per quarter as set by the MN Dept. of Public Health	
Water Meter Change-out Fee	\$104.00	No charge for replacements not due to owner neglect	
Water Service Turn-on or Turn-off Fee	\$71.00		
Meter Rental for Fire Hydrant			
Meter Larger than 3/4" - Monthly Rental Charge	\$50.00	\$600 deposit plus water charged based on usage	
Meter Larger than 3/4" - Water Charge	\$4.85	Per 1,000 gallons; minimum charge of \$10	
3/4" Meter - Monthly Rental Charge	\$50.00	\$300 deposit plus water charged based on usage	
3/4" Meter - Water Charge	\$4.85	per 1,000 gallons; minimum charge of \$10	
Wrench Deposit	\$30.00		

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Sewer Rates			
Base Charge; Residential	\$23.88	Per quarter per unit	
Residential Usage Charge	\$3.40	Per 1,000 gallons of water usage per quarter. If water usage is unavailable, 18,000 gallons will be the sewer charge basis. Minimum basis for charge is 6,000 gallons regardless of water usage. The charge for the 3rd quarter may be adjusted to address irrigation water use.	
Hotel Usage Charge	\$3.40	Per 1,000 gallons of water used per quarter	
Residential Base Charge - City Water Available, Not Connected	\$103.00	Per Quarter	
Residential Base Charge - City Water Unavailable	\$84.46	Per Quarter	
Commercial Base Charge - No City Water Connection	\$141.11	Per Quarter	
Commercial Properties:			
Base Charge	\$33.95	Per Quarter	
Usage Charge			
0 - 25,000 gallons of water usage	\$4.35	Per 1,000 gallons per quarter	
Over 25,000 gallons of water usage	\$6.15	Per 1,000 gallons per quarter	
Surface Water Rates			
Residential Single Unit Properties	\$11.91	Per unit per quarter	
Commercial, Multi Dwelling Unit Residential Properties	variable, 2.0% increase	Amount varies based on number of units and impervious land	
Illegal Sump Pump Surcharge	\$285.00	Per quarter until legal discharge is verified	
Collection Fees			
Returned Check/Failed Auto Deposit Fee	\$30.00		
Late Payment Fee	\$5.00 or 15% (higher calculated amount)	Assessed quarterly on delinquent account balance	
Pre-certification Processing Fee	\$35.00		
<p>After the due date of the 2nd quarterly billing (approximately August 9) all accounts delinquent for more than one quarter, owing an amount greater than the 2nd quarter billing, or an amount greater than \$150.00, are subject to the annual certification process. Details regarding the process will be mailed to affected property owners of record. Accounts included in the process will be charged a non-refundable pre-certification processing fee of \$35.00. Accounts that remain unpaid after the stated final due date will be certified to Ramsey County for collection with next year's property taxes. Quarterly late payment fees will continue through May 10 of the following year and will be certified with the delinquent amount owed.</p>			
Small Cell Wireless Facility			
Right-of-Way Pole Attachment Permit	\$1,500.00 per pole		
Special Use Permit for Residential/Adjacent District	\$250.00 per pole		
Rent (annual)	\$150.00 per pole		
Maintenance Fee (annual)	\$25.00 per pole		
Electricity Fee (monthly)		The greater of the following: (1) actual cost; or (2) \$73 per radio node less than or equal to 100 maximum watts; or (3) \$182 per radio node over 100 maximum watts	