



City of Stillwater
216 4th Street N, Stillwater, MN 55082
651-430-8800
www.stillwatermn.gov

2026 FEE SCHEDULE

Effective January 6, 2026

I. ADMINISTRATION FEES

Fee

Data Practices Requests and/or Copies – Fee must be paid before any data is released (<i>MS 13.03</i>)	
Electronically Stored Data/Transmitted via pdf, 100 or fewer pages of letter or legal size	Actual Cost (minimum rate is \$34.50 per hour)
Paper Copies (black and white), 100 or fewer pages letter or legal size	25¢ for a one-sided copy 50¢ for a two-sided copy
Paper copies (black and white) 11 x 17	\$0.75/page
Paper Copies (color/prints) per side	
8.5 x 11 (1-5 pages)	\$2.00/page
8.5 x 11 (6-50 pages)	\$1.75/page
8.5 x 14 (1-5 pages)	\$2.50/page
8.5 x 14 (6-50 pages)	\$2.25/page
11 x 17 (1-5 pages)	\$3.00/page
11 x 17 (6-50 pages)	\$2.75/page
Copies or Electronic Transmittal of more than 100 pages or Other Types of Copies	Actual Cost (minimum rate is \$34.50 per hour)
Data on CD/DVD/Flash Drive (does not include costs of retrieving data)	\$15
Data Practices Research Deposit	\$300
Police In-house Statistical Computer Run	\$25
Police Audio/Video (BWC)	\$25 per case no.
Police Photographs	\$25 per case no.
Prepared Maps - Black/White/Blue Line	
As-built Drawings (11 x 17)	\$10 minimum or \$3 per page
City Map (8.5 x 11) or (11 x 17)	\$2
Land Use Map (11 x 17)	\$4
Zoning (8.5 x 11)	\$2
Zoning (11 x 17)	\$4
Prepared Maps - Color	
City Map (8.5 x 11) or (11 x 17)	\$2
Land Use Map (11 x 17)	\$7
Parcel Map and Topographic Maps	Available from Washington County
Zoning Map (8.5 x 11)	\$5
Zoning Map (11 x 17)	\$7
Publications/Minutes/Agendas	
Budget Book	\$25
City Code Book Unbound	\$100
City Code Book Bound	\$125
Comprehensive Plan printed & bound	\$75
Comprehensive Plan CD	\$15

Design Manual	\$5
Downtown Plan	\$10
Financial Report	\$50
Mailed agendas – per year	\$20 + Postage
Mailed minutes – per year	\$60 + Postage
Zoning Book	\$25
Other – (City meetings available on DVD through Valley Access Channel at 651-430-2921)	
Election Candidate Filing Fee	\$5

II. BUILDING PERMIT FEES	Fee	Minimum Fee
Plumbing Permit		
Commercial	1.5% of bid plus state surcharge	\$55 plus state surcharge
Residential	\$10 per opening plus state surcharge	\$55 plus state surcharge
Lead Certification – Residential permits only (excluding sewer & water)	\$5	
Water Softeners	\$25 plus state surcharge	
Sewer and Water	\$55 plus state surcharge	
Mechanical Permit		
Commercial	1.5% of bid plus state surcharge	\$55 plus state surcharge
Plan Review – Commercial permits only	65% of permit fee	
Lead Certification – Residential permits only	\$5	
Residential – if installing both heat and air conditioning on the same permit		
Heating plant	\$55 plus state surcharge	
Air conditioning	\$25 plus state surcharge	
Residential – if installing either heat and air conditioning		
Heating plant only	\$55 plus state surcharge	
Air conditioning only	\$55 plus state surcharge	
Heating plant includes fireplaces	\$55 plus state surcharge	
Miscellaneous work such as duct work, new gas line, etc.	\$55 plus state surcharge	
Building Permit Fees		
\$1.00 to \$500.00 Total Valuation	\$30	
\$501.00 to \$2,000.00 Total Valuation	\$30 for the first \$500 plus \$3 for each additional \$100 or fraction thereof, to and including \$2,000	
\$2,0001 to \$25,000 Total Valuation	\$75 for the first \$2,000 plus \$15 for each additional \$1,000 or fraction thereof, to and including \$25,000	
\$25,001.00 to \$50,000.00 Total Valuation	\$425 for the first \$25,000 plus \$10 for each additional \$1,000 or fraction thereof, to and including \$50,000	
\$50,001.00 to \$100,000.00 Total Valuation	\$675 for the first \$50,000 plus \$11.50 for each additional 1,000 or	

	fraction thereof, to and including \$100,000
\$100,001.00 to \$500,000.00 Total Valuation	\$1,250 for the first \$100,000 plus \$5.50 for each \$1,000 or fraction thereof, to and including \$500,000
\$500,001.00 to \$1,000,000.00 Total Valuation	\$3,500 for the first \$500,000 plus \$4.50 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,001.00 and up Total Valuation	\$5,750 for the first \$1,000,000 plus \$3.15 for each additional \$1,000 or fraction thereof
Plan Review	65% of permit fee
License Verification	\$5
Lead Verification - Residential permits only	\$5
State Surcharge	Based on valuation
Other Inspections and Fees	
Sewer Availability Charge (SAC)	\$2,485 (Met Council Rate)
Sewer Connection	\$100
Inspections outside of normal business hours	\$70*/hour
Reinspection fees assessed under provisions of Section 305.8	\$70*/hour
Inspections for which no fee is specifically indicated	\$70*/hour (minimum charge = ½ hour)
Additional plan review required by changes, additions or revisions to plans	\$70*/hour
For use of outside consultants for plan checking and inspections, or both	Actual costs**
Working without a permit	Twice permit fee
*Or the total hourly cost to the jurisdiction, 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.	

III. BUSINESS LICENSING FEES

Fee Per Year

Adult Use License	
Principal (primary activity)	\$250
Accessory (limited activity)	\$100
Initial Investigation Fee	\$300
Annual Investigation Fee	\$150
Alcohol Licenses	
On-Sale	\$3,200
On-Sale Club	\$446.25
On-Sale Sunday	\$200
On-Sale Extend Hours for World Cup	\$250
Off-Sale	\$200
On-Sale Wine	\$315
On-Sale Wine w/Strong Beer	\$477.75
On-Sale 3.2% Malt Liquor	\$162.75
On-Sale 3.2% Malt Liquor Extra Hours for World Cup	\$250

Off-Sale 3.2% Malt Liquor	\$57.25
Brewer Tap Room	\$500
Brewer Off-Sale	\$200
Small Brewer Off-Sale	\$200
Brewers Tap Room On-sale Sunday	\$200
Consumption & Display	\$250 initial + \$250 payable to AGED
2 A.M. On-Sale	\$200 initial + \$200 payable to AGED
Micro Distiller Cocktail Room	\$3,200
Micro Distiller Off-Sale	\$200
Culinary Class	\$100
Temporary On-Sale or 3.2% Liquor License (*Fee includes AGED license and public safety services)	
Using Private Property	\$25 per day
Using City Property with over 250 people	\$1,000/day*
Using City Property with 75 to 250 people	\$250/day*
Using City Property with under 75 people	\$25/day
Initial Investigation Fee	\$300
Annual Investigation Fee	\$150
Building Contractor License	\$125
Bus Bench Permit	\$50/bench
Buskers Permit	\$50
Cannabis Registration	
Micro Businesses	\$0 Initial; \$1,000 Renewal
Mezzo Businesses	\$500 Initial; \$1,000 Renewal
Cultivator	\$500 Initial; \$1,000 Renewal
Manufacturer, Wholesaler, or Testing Facility	\$500 Initial; \$1,000 Renewal
Retailer	\$500 Initial; \$1,000 Renewal
Transporter, Delivery	\$250 Initial; \$500 Renewal
Low-Potency Hemp Edible Manufacturer or Wholesaler	\$500 Initial; \$500 Renewal
Low-Potency Hemp Edible Retailer (per location)	\$125 Initial; \$125 Renewal
Medical Cannabis Combination	\$500 Initial; \$1,000 Renewal
Gambling Premises Permit Background Check Fee	\$100
Hotel License	\$150
Movie Production Permit	\$100
Pawn Broker Fee	\$5,000 plus \$200 monthly fee for computer access charges
Peddler Background Check	\$15 per individual or representative
Short Term Rental License (valid 3 years)	\$600
Background Check Investigation Fee	At City Cost
Additional Inspection (1 st inspection included in license fee)	\$250 each
Solid Waste, Recycling and/or Roll-off Hauler License	
Commercial Property (including roll-off)	\$300
Residential Property (including roll-off)	\$300
Roll-off Only	\$50
Therapeutic Massage Business and Massage Therapist License	
Therapeutic Massage Business License	\$100
Individual Massage Therapist Background Check	\$15

Tobacco License	\$250
Initial Investigation Fee	\$300
Annual Investigation	\$150

IV. ENGINEERING FEES

Fee

Escrow

An Escrow shall be established to cover engineering and legal fees incurred by the City as part of the plan review. The fee shall be doubled for after-the-fact permit applications.

AUAR		
Single Family	\$4,772/acre	
Multi-family/Commercial	\$9,544/acre	
Trunk Sewer and Water		
Phase III Annexation	\$23,586/acre	
Long Lake East	\$13,265/acre	
Long Lake West	\$19,548/acre	
Middle Trunk A	\$8,425/acre	
Boutwell East	\$18,788/acre	
Boutwell West	\$14,520/acre	
Park & Trail Fee	See City Code Chapter 26, Article VI	
Other Engineering Fees		
Site Development Review	2.5 times Staff hourly rate	
Sanitary Sewer Hookup	\$5,000/unit	
Water Hookup	\$5,000/unit	
Public ROW or Pubic Easement Vacation	\$350	
Small Wireless Facility	\$50/device	\$5,000
Small Wireless Facility Collocation on City Structure	\$150/rent	
	\$25/maintenance	
	\$73/radio if less than 100 watts	
	\$182/radio if more than 100 watts	
Telecommunication Facilities Lease (escrow fee and contract required; tenant responsible for additional consulting, planning, or building permit fees)	\$45,000/year with 4% annual lease rate escalator; \$20,000 Escrow	
Industrial Waste Strength Charge	Met Council rate	
Grading Erosion Control - Residential	\$250	\$2,500
- Non-Residential	\$700	\$7,000
Grading Permits	See Uniform Building Code	
Vegetation Cutting Permit (St. Croix Overlay District)	\$25	
Obstruction Permit	\$50/week	
Right-of-Way Permit		
Hole:	\$200 per hole	
Trench:	\$200 plus \$0.50 per lineal foot of trench	
Boring:	\$200 plus \$0.50 per lineal foot of trench	
Extension:	\$200 plus \$0.50 per lineal foot of trench	
Penalty:	2 times the amount of standard permit	

Degradation: <i>homeowners are exempt on repairs to existing sewer and water services in the right-of-way</i>	To be calculated by City (see below for estimates)
Degradation Fee Estimates for Bituminous Street	
New Street - 0 to 5 years	\$4.00 per square foot
Existing Street	\$2.00 per square foot
Street to be reconstructed in next 5 years	\$1.00 per square foot
Degradation Fee Estimates for Bituminous Pathway	
New Path - 0 to 5 years	\$1.50 x path width x length
Existing Path - 5 years old to 5-year plan	\$1.00 x path width x length
Path to be reconstructed in next 5 years	\$0.50 x path width x length

V. FINANCE FEES

	Fee
Assessment Searches	\$25
Assessment Roll Copy (each)	\$25
Merchant Credit Card Processing Fee	At City Cost
Mowing & Snow Removal Services - <i>in addition to contractual services</i>	
1-time service call or first reoccurring service call	\$100
Second service call and each additional reoccurring service calls	\$50
NSF Checks or denial of ACH Fee	Maximum allowed by law
Special Service District Assessment Fee	\$500/commercial building
Lodging Tax	3% of gross receipts
Lodging Tax Penalty	10% of amount due

VI. FIRE FEES

	Fee	
Annual license for retail sales of consumer fireworks	\$100	
Fireworks Display Permit (Pyrotechnics)	\$100	
Automatic fire extinguishing systems	1.2% of value, \$100 minimum	
Fire alarm systems	1.2% of value, \$100 minimum	
Open burning permit	\$20	
Residential daycare and foster care inspection	\$50	
Tank removal permit	\$75	
Yearly nuisance/false alarm fees* – Residential <i>*False alarm fees based on calendar year and per call basis</i>	\$0	1-2
	\$75	3-4
	\$150	5-6
	\$300	7-8
	\$400	9 +
Yearly nuisance/false alarm fees* – Commercial <i>*False alarm fees based on calendar year and per call basis</i>	\$0	1-2
	\$90	3-4
	\$180	5-6
	\$360	7-8
	\$425	9 +
Lift Assists (non-injury) Independent Living Facilities/Residential	\$0	1-2 / year
	\$100	3-4 / year
	\$200	5-6 / year
	\$400	7 + / year
Lift Assists (non-injury) Assisted Living Facilities, Nursing Care Facilities	\$400/call	

Fire Personnel Fees (Services that do not fall under Events)	
Fire Department Personnel	Overtime Rate – 3 hr. Minimum

VII. PARK FEES		Fee			
Park Facilities (picnic shelters, gazebos, pergolas)		\$100 refundable damage deposit and \$100/day reservation fee			
Ball fields (for tournaments)		\$150 refundable damage deposit and \$300 reservation fee			
Preparation of Ball fields					
Lower Lily Lake field		\$20/game			
Upper Lily Lake field or Public Works Field		\$15/game			
Baseball & Softball		\$15/game <i>except Lower Lily Lake field</i>			
Lacrosse or Soccer		\$20/application			
Football		\$25/application			
Park Open Space		\$100 refundable damage deposit and \$50/day reservation fee			
Pioneer Park Bandshell & Lowell Park Amphitheater <i>All groups, including not-for-profit and educational institutions must pay to use the bandshell and amphitheater</i>		\$100 refundable damage deposit and \$125/day reservation fee			
Teddy Bear Park Building Rates – A \$100 refundable damage deposit per floor plus the following:					
<u>Mon-Thurs</u>		<u>Fri-Sun</u>			
First 3 hrs. (1st floor)	\$80	First 3 hrs. (1st floor)	\$160		
Add'l hour (1st floor)	\$25	Add'l hour (1st floor)	\$45		
First 3 hrs. (2nd floor)	\$60	First 3 hrs. (2nd floor)	\$125		
Add'l hour (2nd floor)	\$15	Add'l hour (2nd floor)	\$35		
Street Light Banner Flag Installation		\$10/flag			
Events & Special Events					
Event Application Fee		\$25			
Special Event Application Fee		\$50			
Special Event with Contract Application Fee		\$100			
Application Late Fee		\$75 for events/\$500 for special events			
Cannabis Event Organizer Permit		\$500 and \$5,000 security deposit			
Event Fees (Defined): <i>*Per Day includes each day of event. Separate load-in day fee of \$500/day will apply.</i>					
<u>Event</u>		<u>Special Event</u>		<u>Special Event with Contract</u>	
No event base fee required but \$100 refundable damage deposit if using park + park reservation fees apply		\$500/day* base fee plus \$1,000 security deposit		\$500/day* base fee plus \$1,000 security deposit – subject to negotiated contract provisions	
Food Service Vendors at Events					
1-10 Vendors				\$50/day of service at event	
11+ Vendors				\$200/day of service at event	
Materials for Events					
Porta Potty – ADA Compliant				Actual Cost from City Vendor	
Porta Potty – Standard				Actual Cost from City Vendor	
Additional Service				Actual Cost from City Vendor	
Traffic Control for Events requiring intersection(s) controlled <i>Organizer required to provide proper traffic control equipment</i>					

Route Events under 4 hours	\$300/day
Parades or Route Events over 4 hours	\$1,000/day
Road Closure for Events without Routes	\$0

VIII. PARKING FEES

Fee

Hourly Parking (10:00 a.m. to 10:00 p.m. daily, except during events)	
All Surface Lots (1-12) and On-street Parking east of Main Street (Nelson Street, Water Street, Myrtle Street, Mulberry Street)	\$1/hour
Permit Parking	
Downtown Residential Permit parking per vehicle	\$20/month
Downtown Business Permit per vehicle	\$20/month
Parking Ramp – Rivertown Commons (limit 8)	\$25/month
Parking Ramp – General Residential Permit (limit 17)	\$35/month
Bus Parking Overnight	\$75/bus/night
Event Parking	
All Surface Lots (1-12) and On-street Parking east of Main Street (Nelson Street, Water Street, Myrtle Street, Mulberry Street)	\$10/day
Parking Lot Rental for Events – <i>Organizer required to provide proper traffic control equipment</i>	
Lots 1, 7, 8, 8A, or 12-17 (Lot 17 is available at no charge for Veteran Memorial Events & Farmers Market)	Not available
Lots 2 (north half), 2 (south half), 3, 4, 5, 8B, 9,10, 11	\$200/day
Downtown Parking Rental Rates – All stalls	\$9/day/space
Merchant Processing Fees	Rate Set by Merchant

IX. POLICE FEES

Fee

Potentially Dangerous Dog License	\$200
Dangerous Dog License	\$400
Dangerous or Potentially Dangerous Dog License Replacement Tag	\$5
Dangerous Dog Designation Appeal	\$200
Dog Impound	\$50
Kennel Fees	\$250
Special Motorized Electric Cart Permit	\$100
Police Personnel Fees (Services that do not fall under Events)	
Police Dept. Personnel/Officers	Overtime Rate – 3 hr. Minimum
Police Reserves	\$25 per hour – 3 hr. Minimum

X. ST. CROIX VALLEY RECREATION CENTER RATES

Hourly Rates	Prime Time	Non-Prime Time	Summer Ice
Rec Center Ice	\$260/hour	\$200/hour	\$200/hour
Lily Lake Ice	\$255/hour	\$200/hour	\$200/hour
Full Field House	\$370/hour	\$300/hour	\$200/hour
Half Field House	\$270/hour	\$235/hour	\$200/hour
Other Rates			
Open Skating	\$7/child	\$8/adult	
Open Field	\$7/child	\$8/adult	

XI. UTILITY FEES

Fee

Utility Invoice - Penalty/Late Fee	10% on unpaid balance
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Certification Fee	10% on unpaid balance
Sanitary Sewer Rates - Per Quarter	
First Minimum Charge	\$82.40
Overage Charge	\$11.00
Street Lighting Rates - Per Quarter Residential	\$13.25
Per Quarter Non-Residential	Based on acreage
Storm Sewer Rates - Per Quarter	\$18.00
Water Rates: Commercial Winter	\$2.95/1000 gal
Commercial Summer	\$3.20/1000 gal
Residential 1000-8000 gallons	\$1.80/1000 gal
Residential 9000-18,000 gallons	\$2.40/1000 gal
Residential 19,000-28,000 gallons	\$2.95/1000 gal
Residential 29,000+ gallons	\$4.65/1000 gal
Curb turn on/shutoff (during business hours)	No Charge
Curb turn on/shutoff (after business hours)	\$100
Hydrant Connection or meter	\$35
Water Availability Charge	\$1000 per Sac Unit
Water Meter – ¾"	\$300
Water Meter – 1"	\$400
Water Meter – >1"	At Cost
Parts (curb stop, valves, fittings) – Residential and Commercial properties only	At Cost
Bulk water	\$2 per 1,000 gallons
Hydrant meter deposit	\$2,500

XII. VIOLATIONS

	Fine	City Code
Administrative Citations <i>(Chapter 2, Article VI)</i>		
Animal – Wild or Dangerous Dog	\$500	Ch. 8
Animal violations for farm & other small domestic animals (except dangerous animals)	\$100	Ch. 8, Ch. 28
Building Demolition violations of historic structures	\$500	Ch. 28
Curfew	\$50	Ch. 12
Disposal of waste into sewer system	\$100	Ch. 10, Ch. 22
Failure to obtain a license, registration or permit	\$250	Ch. 6, Ch. 8
Fire Code violations	\$100	Ch. 24
Garbage & Rubbish	\$25	Ch. 22
Noise violations	\$150	Ch. 10
Parking violation	\$25	Ch. 18
Parking violation snow emergencies	\$50	Ch. 18
Parking violation late fee	\$25	Ch. 2
Public nuisance, general	\$200	Ch. 10
Public nuisances affecting health, peace and safety	\$500	Ch. 10
Public health, safety, welfare violations (except as otherwise stated)	\$100	Ch. 10
Public parks violations	\$50	Ch. 14
Public waters violations	\$200	Ch. 22
Recreational vehicles violation	\$50	Ch. 18

ROW permit violations	\$100	Ch. 10		
Self-propelled devices violations	\$50	Ch. 18		
Short Term Home Rental 1 st verified complaint	\$250	Ch. 28		
Short Term Home Rental 2 nd verified complaint	\$1,000	Ch. 28		
Short Term Home Rental 3 rd verified complaint	\$2,000	Ch. 28		
Snowmobiles	\$70	Ch. 18		
Special & Conditional Use Permit violations	\$250	Ch. 28		
State Building Code violations, general	\$200	Ch. 24		
State Building Code violations, hazardous	\$500	Ch. 24		
Stormwater violations	\$200	Ch. 22		
Subdivision Ordinance violations	\$250	Ch. 26		
Watering restriction violations	\$25	Ch. 10		
Zoning Ordinance violations, unless otherwise stated	\$100	Ch. 28		
Except as otherwise stated above, all other violations of City Code	\$100			
Repeat Violations within 12 months (except parking violations)	Double the amount of scheduled fine for the previous violation, up to a maximum of \$2,000			
Administration Citation Appeal	\$200			
Alcohol Violations				
Look back period for multiple offenses is no more than 5 years	1st Offense	2nd Offense	3rd Offense	4th Offense
Sale of alcoholic beverages to underage person as part of compliance check	\$500	\$750 + 3-day Suspension	\$1,000 + 9-day Suspension	Revocation
Alcohol-related Civil Penalties Grid – for penalties other than sale to underage persons as part of a compliance check				
Key: Level 3 – HFSL: High Frequency, Low Severity Level 1 – LFLS: Low Severity, Low Frequency		Level 4 – HFHS: High Frequency, High Severity Level 2 – LFHS: Low Frequency, High Severity		
Level 3 – HFSL \$500 – \$1,000 fine and/or 5-10-day suspension revocation		Level 4 – HFHS or 3 or more Aggravating Factors \$1,000 – \$2,000 fine and/or 10-60-day suspension revocation		
Level 1 LFLS \$0 – \$500 fine Options: training, installation of alcohol devices, video surveillance, security, etc.		Level 2 – LFHS \$500 – \$1,000 fine and/or 3-5-day suspension		
<div>1. Incident Severity and Frequency – The city department reporting the violation to the City Council will substantiate the severity and frequency of the incident in a report based on the number of incidents occurring at the licensed location under the same licensee for the previous five years. Incident severity and frequency will take into consideration the totality of the circumstances and the potential or actual impact on a specific neighborhood or to the overall community.</div> <div>2. Aggravating Factors – Aggravating Factors in a single incident may cause a move in the grid to the next level (either up or sideways). Examples of Aggravating Factors include, but are not limited to:<ul style="list-style-type: none">Any prior violation of alcohol-related incidents in the last 5 years of the new incident (each prior shall be counted as on Aggravating Factor);*Felony or gross misdemeanor charges were issued out of the new incident;Any weapons, drugs or violence involved in the new incident;The act endangered the public;*The act involved a juvenile;The act involved bias or discrimination;</div> <div>3. Penalties may include a Fine, Suspension, or Revocation or any combination thereof.</div>				

Cannabis or Lower Potency Violations				
<i>* Same licensed premises within 36-month period of first violation; all penalties shown are minimum penalties. Council may deviate from minimum up to a maximum of \$2,000 and a 30-day suspension</i>	1st Offense	2nd Offense*	3rd Offense *	More than 3 offenses*
Cannabis or Lower Potency Ordinance or State Law Violations	\$500	\$750 + 3-day suspension	\$1,000 + 15-day suspension	\$2,000 + 30-day suspension
Tobacco Violations				
<i>*Same licensed premises within 36-month period of first violation</i>	1st Offense	2nd Offense*	3rd Offense and subsequent*	
Refusal to allow City Inspectors or Police admission to inspect premises	\$300	\$600	\$1,000 and Revocation	
Sale/purchase to/by underage person	\$300	\$600	\$1,000 and Revocation	
Unlawful self-service sale	\$300	\$600	\$1,000 and Revocation	
Unlawful vending machine	\$300	\$600	\$1,000 and Revocation	
All other tobacco violations	\$300	\$600	\$1,000 and Revocation	

XIII. ZONING AND LAND USE APPLICATION FEES

Escrow payment. Applicants shall be required to pay a cash escrow fee as required by the Fee Schedule in this Ordinance. The escrow fee shall be used to pay any outside expenses and fees incurred by the City, including, but not limited to consultants, attorneys, planning and engineering fees or other expenses due to the application. If, at any time, the balance in the cash escrow account is depleted to less than ten percent (10%) of the originally required cash escrow amount, the applicant shall deposit additional funds in the cash escrow account as determined by the Community Development Director. All expenses and fees in excess of the escrow deposit, shall be paid by the applicant to the City within thirty (30) days of final action on the matter by the City. If not paid within thirty (30) days, the account shall be deemed delinquent. Delinquent fees can be assessed to property owner. Any balance remaining in the cash escrow account upon completion of the process shall be returned to the applicant after all expenses and fees thereto have been deducted, following final action by the City in the matter.

	Fee	Escrow
Application Type		
Annexation Request	\$2,000	
Building Demolition Application	\$500	
Chicken Permit	\$50 (initial application only)	
Encroachment Agreement	\$500	
Fence Permit	\$25	
Front Yard Parking Permit	\$25	
Home Occupation – Type I	\$250	
Home Occupation – Type II & III	\$500	
Seasonal Outdoor Sales	\$25	
Seasonal Food Vending (food trucks)	\$25	
Sign Permit	\$50	
Tax Increment Financing		\$10,000
Zoning Verification Letter	\$150	
Park and Trail Dedication Fees		
Single-family residential/commercial condominium lot	Estimated \$2,000/unit	
Duplexes	Estimated \$1,500/unit	
Townhomes	Estimated \$1,500/unit	
Multifamily	Estimated \$1,500/unit	

General Zoning Applications		
Administrative Lot Combination	\$100	
Administrative Lot Split	\$750	
Administrative lot line adjustment	\$500	
Appeals	\$250	
Comprehensive Plan Amendment	\$2,500	
Concept Plan Review		\$1,000
Conditional Use Permit/Interim Use Permit – Use Approval (not site plan review)	\$250	
Conditional Use Permit/Interim Use Permit (with site plan review for commercial, industrial, multifamily, environmental overlay district, neighborhood conservation overlay district and central business district)	\$250	\$1,500
Heritage Preservation Commission Design Review – new dwellings & structures on National Registry of Historic Places	\$250	
Heritage Preservation Commission Design Review – additions to existing structures	\$100	
Planned Unit Developments	\$2,500	\$2,500
Subdivision/Plat (4 lots or less)	\$750	
Subdivision/Plat (5 or more lots)		
Preliminary Plat	\$750	\$5,000
Final Plat	\$750	\$5,000
Site Plan Review (commercial, industrial, multifamily, environmental overlay districts, central business district)	\$500	\$1,500
Variance – Residential	\$150	
Variance – Commercial, Industrial, Multifamily	\$500	
Variance – HPC Use Variance	\$500	
Zoning Amendment – Map	\$2,500	
Zoning Amendment – Text	\$1,000	