

ADD ON

Effective 7/01/2019

5.3

COMMON FEES (unless noted under individual department)

COPIES – Black and White	
Letter and Legal size, each	\$ 0.10
Ledger size (11" x 17"), each	\$ 1
Plat size (22"x34"), each	\$ 5

COPIES – Color	
Letter and Legal size, each	\$ 0.25
Ledger size (11" x 17"), each	\$ 2
Plat size (22"x34"), each	\$ 10

ELECTRONIC DATA TRANSMISSION or FAX Actual cost

NSF checks	\$ 30
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NOTARY, per document	\$ 1
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PHOTO REPRINTS, each	\$ 3
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TAPES/CD, each	
Audio	\$ 10
Video/CD	\$ 20

MAILING LABELS	
Per Sheet Fee	\$ 0.50
*Plus applicable Created Document Fee	

ELECTRONIC PAYMENTS (Charged by vendor)	
Credit Card	2.35%
Minimum	\$ 1.95
E-checks	\$ 1.50

ADMINISTRATIVE SERVICES

TECHNOLOGY SERVICE FEES, per hour	\$ 50
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ADMINISTRATIVE SERVICES (Vital Records)

Vital Records fees are determined by the State, and may change accordingly.

CERTIFIED CERTIFICATES	
Birth – 1 ST copy	\$ 26
Birth – add'l copies	\$ 19
Death – 1 ST copy	\$ 13
Death – add'l copies	\$ 6
Marriage – copies	\$ 9
Amendment to Vital Records	\$ 40

NON-CERTIFIED CERTIFICATES	
Birth – 1 ST copy	\$ 13
Birth – add'l copies	\$ 9
Death – 1 ST copy	\$ 13
Death – add'l copies	\$ 6
Birth verification	\$ 9

MARRIAGE LICENSE	
Reduced Fee	\$ 40
Non-certified Copy	\$ 9
5-day Waiver Form	\$ 10
Consent for Minor to Marry	\$ 10
Duplicate Marriage License	\$ 25

NOTARY PUBLIC REGISTRATION	\$ 20
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ORDINATION FILING	\$ 20
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ASSESSOR

COMPUTER PRINTOUTS (plus per pg/copy fee)	
Customized Document	
Process Fee	\$ 25

TAX SPLITS	
With 3 days notice	\$ 25
Without 3 days notice	\$ 100

ATTORNEY

EMPLOYEE FEES, per hour	
Attorneys	\$ 115
Legal Secretaries/Paralegals	\$ 55

PLAT CHECK FEES, per hour	\$ 115
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AUDITOR-TREASURER

APPLICATION FOR EASEMENT ACROSS TAX-FORFEITED PROPERTY	\$ 300
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ASSESSMENT SEARCH	\$ 10
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AUDITOR'S CERTIFICATE OF COMPLIANCE \$	25
COMPUTER PRINTOUTS	

GOV'T AGENCIES	
Process Fee	\$ 5
(plus per/pg copy fee)	

CREATED DOCUMENT (plus per/pg copy fee)	
Process Fee	\$ 10
(plus per/pg copy fee)	

CONFESSION OF JUDGMENT	\$ 25
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COUNTY AUDITOR'S CERTIFICATE	\$ 150
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SPEC. ASSESS. Set up, per parcel (\$50 min.)	\$ 5
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TIF DISTRICT set up, per parcel (\$100 min.)	\$ 10
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PUBLICATION FEES	\$ 15
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REPURCHASE	\$ 25
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TAX SEARCH/CERTIFY	\$ 10
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TAX SEARCH (per parcel/per year)	\$ 1
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TAX STATEMENT, duplicate	\$ 15
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PASSPORT Book	
Adult	\$ 110
Child under 16	\$ 80

PASSPORT Card	
Adult	\$ 30
Child under 16	\$ 15

PASSPORT EXECUTION FEE – per application	\$ 35
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PASSPORT PHOTOS	\$ 10
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AUDITOR-TREASURER (Licenses)

AUCTIONEER	\$ 20
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FIREWORKS PERMIT	\$ 2
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PEDDLER'S PERMIT	\$ 150
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PRECIOUS METAL LICENSE	\$ 150
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TOBACCO RETAIL LICENSE FEE	\$ 100
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3.2% MALT LIQUOR	\$ 70
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3.2% MALT LIQUOR - TEMPORARY	\$ 35
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INTOXICATING LIQUOR – OFF SALE	\$ 500
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INTOXICATING LIQUOR – ON SALE	\$ 1,500
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INTOXICATING LIQUOR – ON/OFF SALE	\$ 2,000
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SUNDAY LIQUOR	\$ 200
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INTOXICATING LIQUOR – TEMPORARY	\$ 250
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WINE	\$ 200
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CONSUMPTION & DISPLAY (SET-UP)	\$ 200
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LATE FEE FOR APPLICATION RENEWALS	\$ 100
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CLUB LICENSE (Cost is dependent upon membership)	
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COMMUNITY & VETERANS SERVICES

Adoption fees, detox fees, and out-of-home placement costs are dependent on income.

CHEMICAL DEPENDENCY RULE 25	\$ 200
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LICENSED CHILD CARE	\$ 50 annually
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Relicensed Child Care	\$ 50 annually
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Background Study Fee	\$ 100
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Legal, non-licensed Child Care	\$ 100
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Corporate foster care homes	\$ 500 annually
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GUARDIANSHIP	
Attorneys	\$ 115

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Guardian Services \$ 55

COMMUNITY & VETERANS SERVICES

(Community Health)

All listed services are available on a sliding fee scale. Fees shown are full cost.

DENTAL VARNISHING \$ 15
 PREGNANCY TESTING \$ 15
 RADON TEST KITS \$ 5
 WATER TEST KIT \$ 32

Court (Administrative)

LAW LIBRARY FEE. \$ 12

ECONOMIC DEVELOPMENT

TAX ABATEMENT APPLICATION \$ 500

ENVIRONMENTAL RESOURCES

ENVIRONMENTAL REVIEW

Env. Assessment Worksheet (EAW) \$ 450
 Env. Impact Statement (EIS) \$ 1,000

LICENSES

Solid Waste Hauler's Application & License \$ 325

SEWAGE TREATMENT SYSTEMS

Type I or Type III Tank Only \$ 100
 Holding Tank \$ 150
 Drainfield only \$ 150
 System Repairs \$ 50
 Septic Re-inspection \$ 50
 Type IV or Type V Family Residential \$ 120/hr
 \$1,200 collected at time of application
 Type IV or Type V Other Establishments \$ 120/hr
 \$1,500 collected at time of application
 Other Establishments 2,500 to 4,999 GPD \$ 120/hr
 \$1,750 collected at time of application
 MSTs 5,000 to 10,000 GPD \$ 120/hr
 \$2,000 collected at time of application

SHORELAND

Land Alteration Permit \$ 50

SOO LINE TRAIL PERMIT

Application Fee \$ 75
 Annual Crossing Fee \$ 50
 Annual Linear use by non-permitted vehicle
 GVW < 26,000 \$ 0.05/foot
 Annual Linear use by non-permitted vehicle
 GVW > 26,000 \$ 0.10/foot

WETLAND FEES

Site Visit (\$50 minimum) \$ 50/hr
 Replacement Plans \$ 300
 Exemptions:
 Agricultural Activities \$ 50
 Drainage Activities \$ 50
 Utilities, Public Works \$ 50
 All Others \$ 150
 No Loss Certificate \$ 50
 Delineation Review \$ 150
 Wetland Bank:
 Draft Prospectus (Scoping) \$ 100
 Prospectus (Concept Plan) \$ 100
 Full Application \$ 100

LAND SERVICES

CERTIFIED OF DOCUMENT \$ 10

LAND SERVICES (Building and Land Use Permits)

Commercial land use applications, plats, and planned unit development review costs – the applicant shall reimburse the County for all related

miscellaneous costs that exceed the amount of the original permit fee.

911 ADDRESS \$ 50
 Replacement Sign \$ 25
 Replacement Post \$ 25

BUILDING PERMITS – See attached Exhibit A to this Schedule.

LICENSES/SPECIAL FEES

Adult Use \$ 2,200
 Penalty double permit fee
 Zoning Ordinance \$ 10
 Comprehensive Plan \$ 10
 Kennel License Application \$ 300
 Renewal \$ 75

EXEMPTION CERTIFICATE

(per lot, excluding residual lot, includes boundary line shifts) \$ 300

PLANNING COMMISSION/BOARD OF ADJUSTMENT

Variance \$ 300
 Conditional Use Permit \$ 350
 Special Planning Commission Meeting \$ 650
 Special Board of Adjustment Meeting \$ 650
 Zoning Map Amendment \$ 300
 Reconsideration to Planning Commission \$ 350
 Zoning Ordinance Amendment \$ 300

PLAT

Initial Review by Zoning \$ 200
 Initial Review by Surveyor \$ 75
 Preliminary Plat \$ 450
 Surveyor Fee \$ 200
 Final or Simple Plat \$ 450
 Surveyor Fee \$ 400
 Condominium Plat, Surveyor Review Only \$ 300

RESIDENTIAL PLANNED UNIT DEVELOPMENT

Initial Review \$ 200
 Preliminary Plat \$ 450
 Final Plat \$ 450
 Surveyor Fee \$ 300

ONLINE DOCUMENT ACCESS

Annual Registration \$ 50
 Monthly Access Charges:
 0-100 Pages \$ 25
 101- 300 Pages \$ 50
 Unlimited \$ 100

PROBATION

Supervision by Probation Agent
 Pre-Sentence Investigation and Gross Misdemeanor Cases \$ 250
 Supervision by Probation Agent
 Misdemeanor Cases \$ 125

PUBLIC WORKS - HIGHWAY

Contract work and equipment rental rates for cities/townships/other units of government follow the approved rates of County Board.

DRIVEWAY ENTRANCE (Permit fee includes \$200 deposit to be refunded subject to final acceptance.)

New Driveway Entrance \$ 350
 Extend Existing Driveway Culvert \$ 275
 Change of Use of Existing Field Driveway \$ 350
 Culverts Actual Cost + 40% + Sales tax
 Delivery Fee for Culvert \$ 125

MAILBOX SUPPORT

Material (customer pick-up) \$ 57 + sales tax
 Installed \$ 125

HOUSE MOVING PERMIT

Non-Factory Built \$ 50

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Bridge Analysis	Actual Cost	
OVER DIMENSION (WIDTH & LENGTH) AND WEIGHT LOADS		
OVER DIMENSION NOT OVER WEIGHT LOAD PERMITS		
No charge for County projects		
unlimited trips per year	\$	50
OVER WEIGHT (Includes houses, factory-built mobile homes, double wide, and office trailers)		
	\$ 50/trip up to 10 trips	
After 10 trips, no charge		
<i>All over dimension and overweight loads require a permit for each trip, regardless of a fee being charged.</i>		
STREET CLOSING FOR EVENTS		
Community Event – w/ insurance agreement	\$	0
Private Event – with County Board approval	\$	500
UTILITY PERMIT (public water and/or sewer)		
No charge for County projects		
Longitudinal Installation:		
Permit and Review Application Fee	\$	200
Construction Permit – in Roadway	\$	500/mile + Bond
		(\$200 minimum)
Traverse Installation:		
Permit and Review Application Fee	\$	100
Construction Permit – in Roadway		
Open cut	\$	150 + Bond
Trenchless	\$	150
UTILITY PERMIT (electricity, communications, & gas)		
Longitudinal Installation:		
Line along road, per mile	\$	100
Traverse Installation – Road Crossing:		
Underground Open Cut	\$	150 + Bond
Aerial or Underground Trenchless	\$	150 + Bond
WORK IN PUBLIC RIGHT-OF-WAY		
No charge for boring for County projects		
RIGHT-OF-WAY PERMIT, DITCH OR SLOPE	\$	200 + Bond

SHERIFF (Administrative)

ANIMAL CONTROL ADMIN.	\$	100
AUDIO TAPE COPIES, each		
Interviews	\$	10
All Others (Jail, 911, Etc.)	\$	50
BOAT and WATER CALLS on Mille Lacs Lake		
(Non-emergency)		
Boat use, per hour	\$	50
Deputy, per hour	\$	30
Mooring Buoy Permit	\$	20
Raft Permit	\$	20
Event Permit (w/inspection)	\$	75
Event Permit (w/o inspection)	\$	25
CONTRACT DEPUTY, per hour	\$	60
CIVIL PROCESS SERVICE FEES		
Served/No Service/Not Found (Per Person)	\$	40
Mileage per mile (round trip)	IRS RATE	
Mileage Minimum	\$	5
Posting (3 Postings) Per Posting	\$	40
Mortgage Foreclosure Sale	\$	60
PAWNBROKER LICENSE	\$	500
Per transaction fee	\$	1.50
PREPARING MFS NOTICE & HDN		
Affidavits of Vacancy	\$	30
Affidavits of Posting	\$	30
Affidavits of Service on Occupant (per person)	\$	40
Redemption (documents related to each lien)	\$	100
Certificate of Redemption	\$	250

HANDGUN PERMIT TO CARRY		
New, or more than 30 days after expiration	\$	100
Renewal 0-90 days prior to expiration	\$	75
Renewal 1-30 days after expiration date	\$	85
Duplicate (change address, lost, etc.)	\$	10
STORAGE FEES		
Firearm (per day, per firearm)	\$	1
Miscellaneous (per day)	\$	5
VIDEO TAPE/CD/DVD/BLUE RAY DISC COPIES		
Interviews	\$	20
Squad cameras, body camera, jail, etc.	\$	50
IMPOUND FEES (STORAGE inside/outside)		
Car	\$	20/\$15
SUV/Truck	\$	25/\$20
Snowmobile/ATV/Motorcycle	\$	15/\$10
Trailers	\$	20/\$15
Fish House	\$	20/\$15
Boat	\$	25/\$20
Semi	\$	40/\$30
RV	\$	40/\$30
<u>SHERIFF (Jail)</u>		
BOARDING OF PRISONERS, per day	\$	40-65
BOOKING FEE	\$	20
FINGERPRINTING	\$	10
HUBER FEES, per day	\$	20
JAIL NURSE		
Co-Pay	\$	5
Medication Co-Pay	\$	5
PAY TO STAY, per day	\$	20
URINALYSIS		
STS	\$	10
Huber	\$	25