



2026 FEE SCHEDULE



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City of Big Lake Fee Schedule

Fee Schedule Overview

Each year, department staff and the City Council review the City's fee schedule to ensure fees recover the cost of services, promote fairness, and protect taxpayers. The fee schedule is reviewed at a public hearing and formally adopted by the City Council in December for the following calendar year.

Fees are established to reflect the actual cost of providing specific services—such as permits, inspections, and utility-related activities—so those costs are not subsidized by the general property tax levy. This ensures that individuals or entities who use City services pay for them, rather than shifting those costs to all taxpayers.

Maintaining a published fee schedule promotes transparency and consistency, reduces administrative burden, and supports strong internal controls. Many fees must also be adopted by Council and supported by cost data to comply with legal requirements and audit standards.

Annual review allows the city to adjust fees for inflation, staffing levels, and regulatory changes. Without regular review, the City risks under-recovering costs or increasing property taxes to fund service delivery. Neither outcome is sustainable.

The following pages present the **2026 City of Big Lake Fee Schedule**, adopted by the City Council on **December 10, 2025**, and applicable to the **2026 calendar and budget year**.

2026 General Fees

<u>Code</u>	<u>Description</u>	<u>Amount</u>
GENERAL FEES		
Administrative Citations - If not paid will be submitted to collections		
140.07	1st Offense	\$ 75.00
	2nd Offense within 12 months of most recent similar offense	\$ 150.00
	3rd Offense within 12 months of most recent similar offense	\$ 300.00
	4th Offense and beyond within 12 months of most recent similar offense will be charged up to the maximum allowed by State Statute	
Adult Use		
380	Adult Use/Principal - per year	\$ 1,000.00
	Adult Use/Accessory - per year	\$ 2,000.00
Alcohol Beverage Tasting Event Fee		
	Alcohol Beverage Tasting Event - Lake Liquors - Two (2) hour limit- Per hour fee	\$ 75.00
Animal Licensing/Fees		
	Pet Pig License - BIENNIAL (every two years)	\$ 10.00
391.01	Dangerous Dog Registration - every year	\$ 300.00
	Potentially Dangerous Dog Registration -every year	\$ 150.00
	Animal Impound Fee	\$ 50.00
	Hearing Fee for Potentially Dangerous or Dangerous Dog	\$ 250.00
Antenna Site Application		
	Lease application for antennas on City's infrastructure	\$ 1,000.00
	Lease application for antennas that include interference analysis and intermodulation study	\$ 850.00
	Escrow will be determined by Consultant to proceed with the review of plans	
	All plans will reference a site lease agreement which will determine the monthly league payment due from the lessee	
Assessments		
	Assessment Searches/Utility Billing History Search - Per Tax Parcel	\$ 25.00
	Delinquent Account Certification Fees - Per Tax Parcel	\$ 20.00
	Delinquent Account Certification interest - Per Tax Parcel	6.00%
500	Snow Removal Violation plus contractor invoice - Per Property - 1st offense	\$ 50.00
	Snow Removal Violation plus contractor invoice - Per Property - 2nd offense	\$ 100.00
	Snow Removal Violation plus contractor invoice - Per Property - 3rd offense	\$ 150.00
510	Weed/Grass Violation plus contractor invoice and sales tax- Per Property -	\$ 196.00
	Administrative fee for Developer- Requested Chapter 429 Improvement Bonding Projects - Bond amount	1% of Bond Total
	Special Assessments 429 interest terms based on Policy - Interest is based on bond rate -	1.5% above Bond Rate
Big Lake Fire Department - Maintenance Billing, includes snowplowing, streets & equipment repairs, signs & striping, sweeping, etc.		
	Operator Fee Rate - per hour	\$ 42.78
	Materials used - i.e. salt/sand/asphalt/parts	Actual cost of product used
Big Lake Township - Maintenance Billing, includes snowplowing, street repairs, signs & striping, sweeping, etc.		
	Operator Fee Rate - per hour	\$ 42.78
	Materials used - i.e. salt/sand/asphalt	Actual cost of product used
Citations - Theft and/or Property Damage- If not paid will be submitted to collections		
140.07	1st Offense	\$ 125.00
	2nd Offense within 12 months of most recent similar offense	\$ 250.00
	3rd Offense within 12 months of most recent similar offense	\$ 375.00
Collection		
	Recovery Service Fee	\$ 20.00
Compost Site		
	Sherburne County Residential User two per household	No Fee
	Electronic Key-Card Replacement Fee and/or second card for household	\$ 10.00
	Non Sherburne County Residents as well as Elk River Residents will no longer be able to utilize Sherburne C	Not Allowed
Dock License		
560.03	Dock License per year	\$ 350.00
Document Services - (includes sales tax)		
	Bound Big Lake City Code Book	\$ 50.00
	Comprehensive Plan	\$ 50.00
	Copies - letter size (8.5" x 11") per sheet	\$ 0.25
	Copies - large construction plan (24"x36") Black & White per sheet	\$ 6.00
	Copies - large construction plan (24"x36") Color per sheet	\$ 10.00
	Copies - large construction plan (24"x36") Scan to PDF	\$ 6.00
	Downtown Design Standards	\$ 5.00
	Map - Plat 11" x 14"	\$ 1.00
	Park Plan	\$ 15.00

General Fee Schedule Continued

<u>Code</u>	<u>Description</u>	<u>Amount</u>
GENERAL FEES		
Events Permits		
	Event Permits/Temporary Use (non-profit or community events - within City Limits - waived)	\$ 25.00
	In addition to the fee for the permit review, additional cost for police, clean up, deposit or incidental expenses may be charged	
570.13	<i>Parking fees at Lakeside Park may be waived for events benefiting non-profits, community events and for Big Lake businesses events open to the public</i>	
False Alarm Fee - Alarm System - Police Department - At the discretion of the Police Chief		
325	1st violation within calendar year - waived	waived
	2nd violation within calendar year - waived	waived
	3rd violation within calendar year - waived	waived
	4th violation within calendar year	\$ 50.00
	5th violation within calendar year	\$ 100.00
	Further violations within calendar year	\$ 200.00
Farmers Market - Full season passes only		
	Farmers Market Application Fee - For full Summer Season	\$ 140.00
	Farmers Market Application Fee - For full Winter Season	\$ 60.00
	Farmers Market Application Fee - Business/Organization -fundraising for Nonprofit - per year	\$ 50.00
	Farmer Market Bags - Per Bag (includes sales tax)	\$ 2.00
	Farmers Market Application Fee Refunded	\$ 5.00
Fire Box		
	Fire box purchased	\$ 165.00
Fire Inspection Placeholder if service is approved		
	Business Fire Inspections - per business	\$ 50.00
	Single Family Rental Fire Inspections - per home	\$ 65.00
Fireworks		
396	Fireworks permit application fee	\$ 25.00
Franchise Fee - Utilities		
	Residential - Per Account Per Month	\$ 4.00
	Commercial - Per Account Per Month	\$ 8.00
Food Unit Vendors - Mobile		
321	Annual Fee - expires January 1st of each year - not prorated	\$ 200.00
	1 to 4 Day Permit (days do not need to be concurrent)	\$ 50.00
	5 to 10 Day Permit (days do not need to be concurrent)	\$ 100.00
Gambling		
370.05	Investigation Fee - Lawful Gambling application	\$ 100.00
Garden Plot		
	Garden Plot Fee - per year	\$ 30.00
Hunting Permits		
530.01.4	Hunting on Privately Owned Property Permit	waived
Hydrant Flush Maintenance - Owner is responsible for all repairs to hydrant		
	Hydrant Flush Maintenance for Privately Owned Hydrants - yearly fee per hydrant	\$ 35.00
Junked Autos		
340.02	Special Use Permit - Junked Autos - 6 month	\$ 75.00
	One time 3 month extension	\$ 125.00
Lakeside Park Vendor Permit - May-October		
	Combined Seasonal Lakeside Park Vendor Permit/Annual Mobile Food Unit Permit	\$ 300.00
	Seasonal Lakeside Park Vendor Permit	\$ 200.00
	Maximum number of vendors at a time will be two (2)	
	Preference will be given to business in the City of Big Lake, Big Lake Township and Orrock Township	
	Fee can be administratively waived for City sponsored events	
Lake Mitchell Launch Access Keys -for City of Big Lake Residents only -		
	City of Big Lake Residents only - per key	\$ 20.00
	Replacement key	\$ 20.00
Late Fee		
	Late Payment Fee for non utility billing - Per Month	1.50%

General Fee Schedule Continued

<u>Code</u>	<u>Description</u>	<u>Amount</u>
GENERAL FEES		
Liquor Licenses		
400.04	Liquor License - per year	\$ 4,000.00
	Wine License - per year	\$ 500.00
	Sunday License - per year	\$ 200.00
	Brewpub License - per year	\$ 500.00
	Brewpub Off-Sale License - per year	\$ 100.00
	Permanent Expansion of Premises - per expansion of license premises	\$ 100.00
	Temporary License - per event	\$ 25.00
	Temporary License - per event - Club or Non-Profit License requests	waived
	Temporary Outdoor On-Sale Event	\$ 25.00
420.01	Beer License (3.2%) - per year	\$ 75.00
	Taproom License - per year	\$ 500.00
	Small Brewer Off-Sale License - per year	\$ 100.00
Liquor Licenses Investigation Fee-New Liquor License Application		
400.04	Liquor License	\$ 1,000.00
	Brewpub, Taproom, Small Brewer License	\$ 500.00
	Wine License	\$ 500.00
420.05	Beer - (3.2%) Malt Liquor	\$ 100.00
Mail Box Installation - permit must be filled out		
	All mailbox locations and designs are subject to the City of Big Lake and Postmaster approval	no fee
Massage License		
395	Massage Enterprise License - New	\$ 200.00
	Massage Therapist License - New	\$ 75.00
	Combination Massage Enterprise & Massage Therapist License - New	\$ 275.00
	Massage Enterprise & Therapist Investigation Background Check Fee (per person) - New	\$ 100.00
	Massage Enterprise License - Renewal	\$ 75.00
	Massage Therapist License - Renewal	\$ 25.00
	Combination Massage Enterprise & Massage Therapist License - Renewal	\$ 100.00
Park Shelter		
	Park Shelter Rental fee - per day - non refundable	\$ 30.00
	<i>Park Shelter Rental fees at Lakeside Park may be waived for events benefiting non-profits, community events and for a Big Lake business event open to the public</i>	
Park Planter: New program of sponsoring a park planter		
	Sponsor a planter	\$ 100.00
Parking Fines - if not paid in 30 days will be submitted to collections		
620.12	Improper parking	\$ 25.00
	Improper parking - original ticket not paid within 14 days	\$ 50.00
	Prohibited parking	\$ 25.00
	Prohibited parking - original ticket not paid within 14 days	\$ 50.00
	Fire Lane parking	\$ 25.00
	Fire Lane parking - original ticket not paid within 14 days	\$ 50.00
	Snow Removal parking	\$ 50.00
	Snow Removal parking - original ticket not paid within 14 days	\$ 100.00
	Fire Hydrant parking	\$ 50.00
	Fire Hydrant parking - original ticket not paid within 14 days	\$ 100.00
	No Parking (12:01 to 8:00am 11/01 to 4/15)	\$ 50.00
	No Parking (12:01 to 8:00am 11/01 to 4/15) - original ticket not paid within 14 days	\$ 100.00
	Handicapped parking	\$ 200.00
	Handicapped parking - original ticket not paid within 14 days	\$ 400.00
Parking Passes - includes sales tax		
Seasonal	Resident - Vehicle only - May through October (zip code is 55309)	\$ 10.00
Seasonal	Resident - Vehicle & Trailer - May through October (zip code is 55309)	\$ 20.00
	Resident - Mitchell Boat Launch - Pass with Key	\$ 20.00
	Resident - Mitchell Boat Launch - Replacement Key	\$ 20.00
Seasonal	Non-Resident - Vehicle only - May through October -	\$ 30.00
Seasonal	Non-Resident - Vehicle & Trailer - May through October	\$ 60.00
	Farmers Market - Wednesdays - May through September	waived
	Music in the Park - Thursdays - June through August	waived

General Fee Schedule Continued

<u>Code</u>	<u>Description</u>	<u>Amount</u>
GENERAL FEES		
Daily Pass	Vehicle only - May through October	\$ 5.00
	Vehicle & Trailer May through October	\$ 20.00
570.13	<i>Parking fees at Lakeside Park may be waived for events benefiting non-profits, community events and for Big Lake businesses events open to the public</i>	
Peddler/Transient Merchant Permits		
320.03	Peddler/Transient Merchant application	\$ 25.00
	Peddler/Transient Merchant Permits - per day/per person (No fee is required for Solicitor Registrations)	\$ 10.00
	"No Soliciting" window clings - includes sales tax	\$ 3.00
Police Department Fees		
	Police Reports/Copies (includes sales tax)- Non Subject of Police Data up to 100 pages - Per Page	\$ 0.25
	Police Reports/Copies (includes sales tax)- Non Subject of Police Data 101 pages or more	Actual cost
	Police Reports/Copies - Data requested by crime victim/subject of data	waived
	Police Squad - Per Hour	\$ 35.00
	Fingerprinting (free for adoptions)	\$ 25.00
	Photo CD (includes sales tax) - Per Copy	\$ 15.00
	Electronic Case File Data (includes sales tax) - Per Copy	\$ 35.00
	Impound Release Fee	\$ 50.00
Police Lift Assist - Police Department - At the discretion of the Police Chief		
	1st call	waived
	2nd call	\$ 250.00
	3rd and beyond call	\$ 500.00
	Police Yard Signs for Sale - includes sales tax NO LONGER AVAILABLE	\$ 10.00
Property Violations - also see Assessments		
	Snow Removal Violations plus contractor invoice - Per Property	\$ 163.00
	Weed/Grass Violation plus contractor invoice - Per Property	\$ 196.00
Revolving Loan		
	Revolving Loan Application Fee - EDA	1% of loan
Rental Housing Registration		
915.01	Single Family units - yearly	\$ 25.00
	Duplex units - yearly	\$ 25.00
910.07	Multifamily building containing three (3) dwelling units -yearly inspections	\$ 320.00
	Multifamily dwelling units additional charge/ unit after original three (3) units	\$ 13.00
	Re-inspection fee - see staff billing rates	Staff billing rates
Return Check		
	Return check fee	\$ 30.00
Right of Way		
1400.1	Right of Way Permit Fee	\$ 150.00
	Right of Way Permit Escrow	Minimum of \$3,000
Signs		
1300	Permanent Sign Permit - Including Wall Mount and Pylon (could include multi-signs) - each permit	\$ 100.00
	Temporary Sign Permit- days allowed based on code - (plus escrow listed below) - each permit	\$ 50.00
	<i>Temporary Sign Permit fee will be waived for events benefiting non-profits, and community events and for Big Lake businesses events open to the public</i>	
	Temporary Sign Fee - Escrow	\$ 100.00
	Sign Code Violation - Per Offense	\$ 50.00
Small Wireless Facility Permit		
1400.11	Permit on new pole	\$ 1,000.00
	First five in a batched application on existing pole	\$ 500.00
	Beyond the first five, per permit	\$ 100.00
Snow Removal Violation		
500	Snow Removal Violation plus contractor invoice - Per Property - 1st offense	\$ 50.00
	Snow Removal Violation plus contractor invoice - Per Property - 2nd offense	\$ 100.00
	Snow Removal Violation plus contractor invoice - Per Property - 3rd offense	\$ 150.00
Special Vehicle Permit - place holder		
	Special Vehicle Permit	\$ -
Staff/Equipment Billing Rates(staff time includes hourly fringe plus overhead cost)		
	Accounting Clerk	\$ 55.00
	Building & Inspections	\$ 75.00

General Fee Schedule Continued

<u>Code</u>	<u>Description</u>	<u>Amount</u>
GENERAL FEES		
Staff/Equipment Billing Rates(staff time includes hourly fringe plus overhead cost)		
	City Administrator	\$ 120.00
	City Clerk	\$ 65.00
	Clerical/Support	\$ 55.00
	Community Development Director	\$ 105.00
	Finance Director	\$ 105.00
	City Engineer	\$ 115.00
	Engineering Technician - if position is approved	\$ 75.00
	City Planner	\$ 65.00
	Consultant Planner - not as a pass through expense	\$ 75.00
	Liquor Store Manager	\$ 75.00
	Police Department Staff - per hour	
	Police Reserve Officer	\$ 40.00
	Police Investigator	\$ 120.00
	Police Captain	\$ 160.00
	Police Officer	\$ 110.00
	Police Sergeant	\$ 120.00
	Police Chief	\$ 190.00
	Public Work Staff - per hour	
	Maintenance	\$ 80.00
	Fleet Mechanic	\$ 90.00
	Foreman	\$ 105.00
	Director/Superintendent	\$ 110.00
	Equipment charge - per hour	
	Air Compressor	\$ 36.00
	Bucket Truck - NEW 2017	\$ 120.50
	Chain Saw	\$ 29.50
	Dump Truck	\$ 64.50
	Holder - NEW 2017	\$ 65.00
	Hydrant Meter -Per Month	\$ 50.00
	Jet Trailer	\$ 45.50
	Jet/Vac	\$ 211.00
	Lawn Mower	\$ 36.00
	Loader	\$ 120.50
	Patrol Vehicle	\$ 25.00
	Pickup Truck	\$ 36.00
	Skid Steer	\$ 65.00
	Small Tools Miscellaneous	\$ 7.00
	Street Sweeper	\$ 42.00
	Tandem Dump Truck	\$ 120.50
	Tractor	\$ 65.00
	Trailer	\$ 45.50
	Up-Armor Vehicle	\$ 120.00
	UAV/Robot	\$ 25.00
	Weed Whip	\$ 29.00
	Equipment charge - per day	
	Tapping Machine	\$ 66.00
	Tapping Machine Tap	\$ 28.00
	Sign Rental	\$ 4.50
	Street Excavation	
710.01	Street Excavation Permit Fee	\$ 223.00
	Street Excavation Permit Escrow - As determined by city engineer	
	Street Light	
830	Street Light Utility System Fee Residential Unit - Per Month	\$ 3.00
	Street Light Utility System Fee Non -Residential Unit - Per Front Footage/Month	\$ 0.042

General Fee Schedule Continued

<u>Code</u>	<u>Description</u>	<u>Amount</u>
GENERAL FEES		
Tobacco License		
350.03	Tobacco License per Calendar year	\$ 100.00
	Tobacco Licenses Investigation Fee-New License Application	\$ 100.00
THC - Cannabinoid Product Retailers		
	Cannabinoid Products Retailer Licenses - place holder	TBD
Trash Hauler		
335.02	Trash Hauler License - Per Calendar Year	\$ 150.00
Temporary Structure		
	Temporary Structure (Tent) Permit - approved by Fire Department - (could be multi tents)each permit	\$ 25.00
Water Tower Lease Fee		
	Water Tower lease fee	Per Individual Contract
Weed/Grass Violation		
510	Weed/Grass Violation plus contractor invoice and sales tax- Per Property -	\$ 196.00

2026 Community Development Building Fees

<u>Code</u>	<u>Description</u>	<u>Amount</u>
COMMUNITY DEVELOPMENT BUILDING FEES		
If a permit is cancelled, the plan review fee is due/ non-refundable.		
900.03	Building Permit Fee Schedule - based on valuation	See schedule below
	Total Valuation	Fee
	\$1.00 TO \$1,100	\$ 50.00
	\$1,101 to \$2,000	\$28 for 1ST 500, plus \$3.70 for each addtl 100, or fraction thereof, to and including 2000.
	\$2,001 to \$25,000	\$83.50 for 1ST 2,000, plus \$16.55 for each addtl 1,000, or fraction thereof, to and including 50,000.
	\$25,001 to \$50,000	\$464.15 for 1ST 25,000, plus \$12 for each addtl 1,000, or fraction thereof, to and including 100,000.
	\$50,001 to \$100,000	\$764.15 for 1ST 50,000, plus \$8.45 for each addtl 1,000, or fraction thereof, to and including 100,000.
	\$100,001 to \$500,000	\$1,186.65 for 1ST 100,000, plus \$6.75 for each addtl 1,000, or fraction thereof, to and including
	\$500,001 to \$1,000,000	\$3,886.65 for 1ST 500,000, plus \$5.50 for each addtl 1,000, or fraction thereof, to and including
	\$1,000,000 and up	\$6,636.65 for 1ST 1,000,000, plus \$4.50 for each addtl 1,000, or fraction thereof.

Community Development Building Fee Schedule Continued

<u>Code</u>	<u>Description</u>	<u>Amount</u>
COMMUNITY DEVELOPMENT BUILDING FEES		
If a permit is cancelled, the plan review fee is due/ non-refundable.		
	Administrative Fee - Permit Refund	\$ 25.00
	Basement Refinish	\$ 150.00
	Plan Review	65% of Permit Fee
	Plan Review - Duplicate Plan -UPON REVIEW	25% of Permit Fee
	Plan Review - Accessory Structure	65% of Permit Fee
	Plan Review Revisions - Per Hour	\$ 50.00
	Air Conditioner	\$ 50.00
	Deck Permit - Residential	Use Building fee Schedule
	Demo	\$ 100.00
MN Bldg Code	Expired Permit -Continue Work & Inspections of Project - investigation fee of original project	\$ 75.00
1300.0120.Sub	Expired Permit -Continue Work & Inspections of Project - New Permit for original project	50% of original permit fee
	Fence Permit < 7' (Zoning)	\$ 55.00
	Fence Permit >7' - see Valuation Table listed above with Building Permit Fees	See 900.03 building fees
	Fireplace	\$ 100.00
	Fire Suppression	2% of Job Value
	Fire Suppression Plan Review	65% of Permit Fee
	Furnace Replacement	\$ 50.00
	After Hours / Weekend Inspection Minimum 2 hours - Per Hour	\$ 63.25
	Investigation Fee	Up to 100% of Permit Fee
	Land Alteration Permit (i.e. landscape, grading) Fee - minimum of \$50	Use Building fee Schedule
	Land Alteration Permit (i.e. landscape, grading) Escrow	as determined by Engineer
	Land Alteration Permit for school curriculum - permit issued, but fee waived	waived
	Lawn Irrigation - Residential Permit	\$ 50.00
	Lawn Irrigation - Comm Permit	\$ 100.00
	Mechanical (New Residential)	\$ 150.00
	Mechanical (Remodel, Addition)	\$ 100.00
	Mechanical (New Commercial) -	Use Building fee Schedule
	Mechanical (Remodel, Addition - Comm) -	Use Building fee Schedule
	Mechanical Plan Review Fee	50% of Permit Fee
	Moving Structure	\$ 100.00
	Moving Structure - Site Inspection	\$ 50.00
	Partial Certificate of Occupancy (PCO) Commercial Escrow (refunded if completed by 30 days)	\$ 1,500.00
	Partial Certificate of Occupancy (PCO) Residential Escrow (refunded if completed by 30 days)	\$ 1,500.00
	PCO are at the Building official discretion	
	Permit Card - Copy Replacement	\$ 5.00
	Plumbing Alteration - Residential	\$ 100.00
	Plumbing Residential (New Homes)	\$ 200.00
	Plumbing Residential (Remodel, Addition)	\$ 100.00
	Plumbing Drain Tile	\$ 100.00
	Plumbing Commercial (New) -	Use Building fee Schedule
	Plumbing Commercial (Remodel, Addition) -	Use Building fee Schedule
	Re-Inspection Fee	\$ 75.00
	Roofing (Residential)	\$ 100.00
	Roofing (Commercial) - See Valuation Table listed above with Building Permit Fees	See 900.03 building fees
	Seed/Sod Fee - (plus escrow listed below)	\$ 140.00
	Landscape Escrow	\$ 2,500.00
	Siding - Residential - includes replacement of water meter device on siding (\$20- water meter)	\$ 120.00
	Swimming Pools - In ground	\$ 150.00
	Swimming Pools / Hot tubs	\$ 55.00
	Water Softener	\$ 50.00
	Water heater Replacement	\$ 50.00
	Window Replacement - Residential	\$ 100.00

Fee Refunds - Refund requests must be submitted in writing by permit applicant before any work has started. The applicant shall be responsible for 100% of plan review fee; all other fees may be refunded.

2026 Community Development Economic Development Fees

<u>Code</u>	<u>Description</u>	<u>Amount</u>
COMMUNITY DEVELOPMENT ECONOMIC DEVELOPMENT FEES		
	Revolving Loan Application Fee - EDA	1% of loan
	Tax Abatement Districts - (plus escrow listed below)	\$ 500.00
	Tax Abatement Districts Escrow -	\$ 10,000.00
	Tax Increment Financing (TIF) Districts - (plus escrow listed below)	\$ 500.00
	Tax Increment Financing (TIF) Districts Escrow	\$ 10,000.00
	Water Access Charge (WAC) & Sewer Access Charge (SAC) -429 Assessment Agreement	\$ 500.00

2026 Community Development Land Use Fees - Planning, Zoning, Subdivision

<u>Code</u>	<u>Description</u>	<u>Amount</u>
COMMUNITY DEVELOPMENT LAND USE FEES (Planning, Zoning, Subdivision)		
<i>In addition to the fees listed, the actual costs incurred for services provided by the City Engineer, City Attorney, Planning Consultant, or other consultants, along with advertising expenses associated with Public Hearings and postage for mailings, will be charged on a direct cost basis. These charges will be passed through to the developer's escrow account.</i>		
	Amendments - Ordinance, Map, Comprehensive Plan - (plus escrow listed below)	\$ 500.00
	Amendments - Ordinance, Map, Comprehensive Plan - Escrow	\$ 1,000.00
	Administrative Fee - Permit Refund	\$ 25.00
	Appeals	\$ 600.00
	Approved Site Plan Escrow Letter - as determined by Planning and Engineering department	Determined by City Engineer & Planner
	Annexations - Residential	\$ 1,000.00
	Annexations - Commercial/Industrial	waived
	Annexation Escrows -Residential and Commercial/Industrial	\$ 500.00
	Concept Plan - (plus escrow listed below)	\$ 250.00
	Concept Plan Escrow	\$ 1,000.00
	Conditional Use Permit (CUP) - (plus escrow listed below)	\$ 500.00
	Conditional Use Permit - Escrow	\$ 1,000.00
	Conditional Use Extension Fee - first time for an additional year	\$ 100.00
	Conditional Use Extension Fee - second renewal approved by council	\$ 400.00
	Environmental Review -EAW/AUAR/EIS - (plus escrow listed below)	\$ 500.00
	Environmental Review -EAW/AUAR/EIS Escrow	\$ 5,000.00
	Home Occupation Permit	\$ 55.00
	Interim Use Permit - (plus escrow listed below)	\$ 500.00
	Interim Use Permit Escrow	\$ 1,000.00
	Investigation Fee	\$ 55.00
	Map Upgrade Fee for new developments - per lot as determined in the development agreement	see agreement
	Park & Trail Dedication Residential	\$2,500 per dwelling unit or land
	Per state statute, this meets the requirement of Subd 2C, Nexus; which indicates that the fee must bear a rough proportionality to the need created by the proposed subdivision or development.	
	Park & Trail Dedication Commercial or Industrial	4% of FMV of Land Value or land
	*All new subdivisions must satisfy park dedication requirements (land and/or cash) as determined by the City Council	

Community Development Land Use Fees Continued

<u>Code</u>	<u>Description</u>	<u>Amount</u>
COMMUNITY DEVELOPMENT LAND USE FEES (Planning, Zoning, Subdivision)		
<i>In addition to the fees listed, the actual costs incurred for services provided by the City Engineer, City Attorney, Planning Consultant, or other consultants, along with advertising expenses associated with Public Hearings and postage for mailings, will be charged on a direct cost basis. These charges will be passed through to the developer's escrow account.</i>		
	Parking Pad Administrative Permit SEE ZONING PERMIT	\$ 55.00
	Planned Unit Development (PUD) - Development Stage and Final Plan (plus escrow listed below)	\$ 750.00
	Planned Unit Development (PUD)-Development Stage and Final Plan - Escrow	\$ 3,000.00
	Plat - Final - (plus escrow listed below)	\$ 300.00
	Plat - Final Escrow	\$ 3,000.00
	Plat - Preliminary - (plus escrow listed below)	\$ 300.00
	Plat - Preliminary Escrow	\$ 5,000.00
	Recording Fee	Actual Cost
	Rezoning	\$ 500.00
	Site Plan Review - (plus escrow listed below)	\$ 300.00
	Site Plan Review Escrow	\$ 2,000.00
	Special Planning Commission Meeting	\$ 350.00
	**requested by developer and not one of regular scheduled meeting - fee covers cost of expense for extra meeting	
	Subdivisions Administrative	\$ 300.00
	Subdivisions Administrative - Escrow	\$ 1,000.00
	Subdivisions Simple - (plus escrow listed below)	\$ 500.00
	Subdivisions Simple Escrow	\$ 3,000.00
	Temporary Use Permits (non-profit or community events - within City Limits - waived)	\$ 25.00
	Temporary Structure (Tent) Permit - approved by Fire Department - (could be multi tents)each permit	\$ 25.00
	Vacations - (plus escrow listed below)	\$ 500.00
	Vacations Escrow	\$ 1,000.00
	Variances - Residential/Commercial/Industrial - (plus escrow listed below)	\$ 350.00
	Variances - Residential - Escrow	\$ 1,000.00
	Variances - Commercial/Industrial - Escrow	\$ 1,000.00
	Wetland Application - (plus escrow listed below) plus actual cost	\$ 500.00
	Wetland Escrow -	\$ 350.00
	Zoning letter - formal letter attesting to the land use regulations for a specific site	\$ 55.00
	Zoning Permit - I.E., Chicken Coops, Bee Hives, Parking Pad, Accessory Structures less than 200 sq. ft	\$ 55.00



**Planning
& Zoning**
CITY OF BIG LAKE

2026 Water/Wastewater (Sewer)/Storm Water Fees

<u>Code</u>	<u>Description</u>	<u>Amount</u>
WATER/WASTEWATER/STORM WATER FEES:		
Water Rates - Residential		
800.21	0 - 6,500 gallons monthly usage - Per 1,000 gallons	\$ 3.89
	over 6,500 gallons monthly usage - Per 1,000 gallons	\$ 4.84
	Monthly Fixed Fee	\$ 6.81
Water Rates - Multi-Family		
	0 - 88,600 gallons monthly usage - Per 1,000 gallons	\$ 3.89
	over 88,600 gallons monthly usage - Per 1,000 gallons	\$ 4.84
	Monthly Fixed Fee - IF LESS THAN 2" otherwise see charge under commercial based on meter size	\$ 15.63
Water Rates - Municipal		
	All gallons monthly usage - Per 1,000 gallons	\$ 12.57
	Monthly Fixed Fee	\$ 21.66
Water Rates - Irrigation		
	0 - 88,600 gallons monthly usage - Per 1,000 gallons	\$ 3.89
	over 88,600 gallons monthly usage - Per 1,000 gallons	\$ 4.84
	Monthly Fixed Fee	\$ 15.63
Water Rates - Commercial		
800.21	0 - 51,000 gallons monthly usage - Per 1,000 gallons - plus sales tax	\$ 2.39
	over 51,000 gallons monthly usage - Per 1,000 gallons - plus sales tax	\$ 2.62
	Monthly Fixed Fee - based on meter size - see chart below all rates per month fee:	
	5/8" - 1"	\$ 6.81
	1 1/2 "	\$ 9.72
	2"	\$ 15.63
	3"	\$ 59.32
	4"	\$ 75.50
	6"	\$ 113.24
	8"	\$ 156.38
Water Rates - Industrial (per Contract)		
800.21	0 - 51,000 gallons monthly usage - Per 1,000 gallons - plus sales tax	\$ 4.78
	over 51,000 gallons monthly usage - Per 1,000 gallons - plus sales tax	\$ 5.31
	Monthly Fixed Fee -	\$ 485.86
Water Access Charges		
	Water Access Charges (WAC)- anticipated daily use of water less than 25,000 gallons - Per Unit	\$ 3,585.00
<i>Units will be determined by Building Official and/or Engineer, based on Met Council Formula. Credit will be given for prior WAC paid for property</i>		
<i>WAC total charge is calculated utilizing the same unit charge per multiplier as per the Metropolitan Council Environmental Services (MCES) Sewer Availability Charge (SAC) Procedure</i>		
	Water Access Charges (WAC)- for multi-tenant buildings greater than 4 units - Per Unit	\$ 2,200.00
<i>Units will be determined by Building Official and/or Engineer, based on Met Council Formula. Credit will be given for prior WAC paid for property</i>		
<i>WAC total charge is calculated utilizing the same unit charge per multiplier as per the Metropolitan Council Environmental Services (MCES) Sewer Availability Charge (SAC) Procedure</i>		
	Water Access Charges (WAC) - anticipated daily use of water greater than 25,000 gallons - Per Unit	Determined by City Engineer
Other Water Service Fees		
	Water Availability Charge -parcels that have city water available but are not connected - Fee Per Year	\$ 75.00
	Water Inspections - New Hook-up	\$ 75.00
	Water Inspections - Repair	\$ 35.00
	Water Late Charges - Per Monthly billing	10% or \$5, whichever is greater
	OPT - Out for Automatic Meter Reading - per month fee to have meter read by staff	\$ 5.00
	Water Meters - Residential (includes end points)	\$ 469.00
	Water Meters - Commercial -can fluctuate depending on model and brand -based on size	
	1" meter	\$350 to \$400
	1 1/2" meter	\$ 1,000.00
	2" meter	\$ 1,500.00
	3" meter	\$2000 to \$3000
	4" meter	\$3000 to \$9000
	Water Meter Certificate of Occupancy Inspection	\$ 40.00
	Water Meter Siding Inspection	\$ 40.00
	Water Bulk -water consumption use per 1,000 gallon-also billed MN Test Fee and Water Base Fee	\$ 5.00
	Water Shut Off Charge - at owners request	\$ 30.00

Water/Wastewater (Sewer)/Storm Water Fees continued

<u>Code</u>	<u>Description</u>	<u>Amount</u>
WATER/WASTEWATER (SEWER)/STORM WATER FEES:		
	Water Shut Off Charge - at owners request	\$ 30.00
	Water Turn On Charge - at owners request	\$ 30.00
	Water Shut Off Charge - delinquency - 2 employees always sent for safety reasons	\$ 60.00
	Water Turn On Charge - delinquency - 2 employees always sent for safety reasons	\$ 60.00
	Water Test Fee - State of MN - Per Month - new amount per state	\$ 1.27
	Water Trunk Area Fee - Per Acre	\$ 1,650.00
	Water Use Restrictions - 1st violation within calendar year	waived
	Water Use Restrictions - 2nd violation within calendar year	\$ 25.00
	Water Use Restrictions - 3rd violation within calendar year	\$ 50.00
	Water Use Restrictions - 4th violation within calendar year	\$ 100.00
	Water Use Restrictions - 5th violation within calendar year	\$ 250.00
	Utility - Meter Reading (owner requested) for non electronic meters only	\$ 5.00
	Utility Credit for opting out of paper bills - per month	\$ (0.50)
Sewer Rates - Residential		
810.17	Per 1,000 gallons of monthly water usage-summer months bills are based on Average of Nov - April water bi	\$ 10.89
	Monthly Fixed Fee	\$ 11.55
Sewer Rates - Multi - Family		
810.17	Per 1,000 gallons of monthly water usage-summer months bills are based on Average of Nov - April water bi	\$ 10.89
	Monthly Fixed Fee	\$ 11.55
Sewer Rates - Municipal		
810.17	Per 1,000 gallons of monthly water usage- summary months based on Nov - April average usage of water	\$ 12.22
	Monthly Fixed Fee	\$ 17.49
Sewer Rates - Commercial		
810.17	Per 1,000 gallons of monthly water usage-summer months bills are based on Average of Nov - April water bi	\$ 10.89
	Monthly Fixed Fee	\$ 18.28
Sewer Rates - Industrial		
810.17	Per 1,000 gallons of monthly water usage based on actual water usage	\$ 15.99
	Monthly Fixed Fee	\$ 33.50
Sewer Rates - Significant Industrial User (SIU) Charge w/o Treatment Agreement		
	Per 1,000 gallons of monthly usage based on actual water usage - (double the current industrial rate)	\$ 31.98
	Monthly Fixed Fee (double the current industrial rate)	\$ 67.00
Brewery		
810.17	Per barrel based on actual monthly production	\$ 4.98
Cargill Contract		
	Flow	\$ 14.63
	BOD	\$ 0.33
	TSS	\$ 0.05
	TP	\$ 8.50
	Sewer Base Rate	\$ 31.02
<i>Sewer usage will be determined as follows for new accounts and non-winter residents:</i>		
	New Owner - Existing Property: Usage will be based on 4,000 gallons	
	New Owner OR New Construction: Usage will be based on 4,000 gallons	
	Non-winter Residents: Usage will be based on 4,000 gallons	
Sewer Service Fees		
	Sanitary Sewer Trunk Area Fee - Per Acre	\$ 5,330.00
	Septage/Solids Dumping - billed at current commercial sewer rates per 100/gallons	\$ 10.89
	Septage Dumping - MN Limited - pipe water - per 1000 gallons (new)	\$ 40.00
Sewer Access Charges		
	Sewer Access Charges (SAC)- anticipated daily use of water less than 25,000 gallons - Per Unit	\$ 5,325.00
<i>Units will be determined by Building Official and/or Engineer, based on Met Council Formula. Credit will be given for prior SAC paid for property</i>		
<i>SAC total charge is calculated utilizing the same unit charge per multiplier as per the Metropolitan Council Environmental Services (MCES) Sewer Availability Charge (SAC) Procedure</i>		
	Sewer Access Charges (SAC)- for multi-tenant buildings greater than 4 units - Per Unit	\$ 3,235.00
<i>Units will be determined by Building Official and/or Engineer, based on Met Council Formula. Credit will be given for prior SAC paid for property</i>		
<i>SAC total charge is calculated utilizing the same unit charge per multiplier as per the Metropolitan Council Environmental Services (MCES) Sewer Availability Charge (SAC) Procedure</i>		
	Sewer Access Charges (SAC) - anticipated daily use of water greater than 25,000 gallons - Per Unit	Determined by City Engineer

Water/Wastewater (Sewer)/Storm Water Fees continued

<u>Code</u>	<u>Description</u>	<u>Amount</u>
WATER/WASTEWATER/STORM WATER FEES:		
Other Sewer Service Fees		
	Sewer Inspections - New Hook-up	\$ 75.00
	Sewer Inspections - Repairs	\$ 35.00
810.19	Sewer Late Charges - Per Monthly billing	10% or \$5, whichever is greater
	Sludge Processing Fee - per dry pound	\$ 0.65
Storm Water Service Fees		
820	Storm Water Drainage Utility Fee - Properties less than 1 acre - Per Month	\$ 4.93
	Storm Water Drainage Utility Fee - Properties greater than 1 acre - Per Month Per Acre	\$4.93/month/acre
	Storm Water Trunk Area Fee -	Determined by Engineer
	Storm Water Trunk Area Fee - developments where storm water is contained within the plat boundary	waived



Utilities
CITY OF BIG LAKE



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