



**OFFICIAL 2017 FEE SCHEDULE**  
**City of Prior Lake**

**Current Charges**

**DEVELOPMENT FEES:**

Administration Fee on Development Agreements	4.0%
Administrative Charge for No-Notice to Commence Construction for Utility Connections	\$100.00
Construction Observation and Professional Service Fee on Development Agreements	Minimum of 5.0% or such larger amount as desired by the developer
Escrow for Preliminary and Final Plats	
3 lots or fewer	\$1,000.00
4 - 10 lots	\$2,500.00
11 or more lots	\$5,000.00
Park Dedication Fee	
Residential	\$3,750.00 / unit
Commercial/industrial	\$6,400.00 / ac.
Street Oversize Acreage Charge	\$5,953.00 / ac.
Trunk Sewer Acreage Charge	\$3,678.00 / ac.
Trunk Water Acreage Charge	\$6,960.00 / ac.
Trunk Stormwater Acreage Charge	
Low density residential (R1,R2)	\$3,376.00 / ac.
High density residential (R3)	\$5,566.00 / ac.
Commercial/industrial	\$6,994.00 / ac.
Utility Connection Charge - Sanitary Sewer	\$9,000.00
Utility Connection Charge - Water	\$9,000.00

**PERMITS:**

Building Permit	2003 AMM Schedule
Building Permit Technology Charge	\$5.00 per permit
Change of Occupancy Permit	\$40.00
Common Home Improvements	Fixed valuation fee
Additions/Decks	Use State Average Value or use Contractor/Homeowner Value, whichever is greater
Re-roofing	\$103.00
Re-siding	\$103.00
Windows	\$103.00
Lower level finish (1 room)	\$122.69
Lower level finish (2 room)	\$147.11
Lower level finish (3 room)	\$171.95
Lower level finish (4 room)	\$221.63
Swimming pool (above ground)	\$196.79
Swimming pool (below ground)	\$445.16
Driveway Permit	\$30.00
Electrical Inspection	2007 State Electrical Inspection Fee Schedule
Excavation & Grading Permits & Escrows	
Permit for Residential < 1 acre	\$100.00
Escrow for Residential >= 1 acre	\$950.00 / month; \$250 minimum
Security for Residential Restoration	\$2,000 / acre
Escrow for Commercial/Developers	\$950.00 / month; \$250 minimum
Security for Commercial/Developer Restoration	\$2,000 / acre
Investigation Fee - for work done without obtaining a permit	Amount of permit fee required
Plan Review	65% Building Permit Fee
Repetitive Plan Review	25% Building Permit Fee
Retaining Wall Structural Review	Actual cost
Plumbing Permits	
Industrial, commercial, multi-residential	1.0% of cost (\$49.50 min.)
Residential - new construction (single/two family)	\$149.50
Residential - additions	\$49.50
Mechanical Permits	
Industrial, commercial, multi-residential	1.0% of cost (\$49.50 min.)
Residential - heating/air (single/two family)	\$149.50
Residential - gas fireplaces	\$49.50
Residential - additions	\$49.50
Moving Permit	\$50.00
Residential Contractor's Deposit	
January 1st through December 31st	\$2,500.00
Short Term Rentals	\$200.00
Tree Deposit	\$100 per inch of required replacement; minimum \$500
Right-of-Way Permit	



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<b>PERMITS: (continued)</b>	
Yearly Registration Fee for Online ROWAY Program (includes landscaping ROW)	\$25.00
Right of Way Permit (waived for companies with franchise agreements with City)	\$250.00
Right of Way Security Boulevards (waived for companies with franchise agreements with City)	\$500.00
Right of Way Security Streets	125% of restoration estimate
Water Tower Access Permit	
Short Term Rental Permit	\$200.00
Plan Review and Construction Observation	Est. \$1000
Structural Review	Per Estimate
<b>UTILITY BILLING RATES:</b>	
Water Rate	\$4.53/1000 gals. 1st 25,000 gals. \$6.25/1000 gals. above 25,000 gals.
Sewer Rate (City)	\$2.69/1000 gals.
Met Council Sewer Rate (MCES)	\$2.57/1000 gals.
Minimum Charge for Water	\$2.50
Minimum Charge for Sewer	\$2.50
Bulk Water Charge	\$5.00/1000 gals.
Capital Facility Charge	10.00/billing cycle
Storm Water Charge	\$13.93 (residential) / \$41.79 acre
Prepaid Card Initial/Replacement Fee (for bulk water)	\$5.00
Sewer Rate - for users not connected to the Municipal Water System	\$25.00
Odd-Even Sprinkling Ban Penalties:	
First Offense	Warning
Second Offense	\$50.00
Third Offense	\$100.00
Each Subsequent Offense	Shall Double
Bulk Water Meter Rental	
Administrative Fee	\$100.00
Meter Deposits	< 1 1/2 inch - \$500.00 >or = 1 1/2 inch - \$1,500.00
Meter Tampering Penalty	\$100.00
Meter Testing Costs	Actual cost
Intergovernmental Utility Rates:	
Sewer (City)	Cost per Agreement
Water	Cost per Agreement
<b>SERVICE CHARGES:</b>	
Assessment Search	\$20.00
Customer Lists (annual charge)	\$50.00
Delinquent Assessment Administration Charge	\$60.00
Delinquent Utility Account - Door Hanger Charge	\$25.00
Erosion and Sediment Control or Cleanup (gravel driveways, private property erosion, etc.)	1) Street sweeping - \$150.00/hr. (Min. \$150.00) 2) Other methods - Actual cost
Late License Processing Charge	\$50.00
Merchant Fees for Debit/Credit Card Payments - All Services	Paid by Customer
NSF Charge	\$30.00
Plumbing Registration	\$25.00
Public Works Contracted Service	Actual Cost
Recurring autopayments/ACH completed through online service provider	Paid by Customer
Street Overlay/Resurfacing Assessment	\$1,200/Residential Equivalent Density Unit (RED)
Water service thawing	1 <sup>st</sup> time - no charge All subsequent times - actual cost
Water Shut-off Charge (Day/Night)	\$45.00/\$95.00
<b>POLICE, FIRE &amp; RESCUE SERVICE CHARGES:</b>	
Burning Permit	\$30.00
False Alarms (effective upon 4th false alarm each year)	\$100.00 / \$150.00 / \$200.00 / \$250.00
Police Accident Reports	\$5.00
Police Contracted Overtime	\$84/ hour



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<b>LIQUOR LICENSES:</b>	
Club License	\$650.00
Consumption & Display License (Temporary)	\$25.00
Consumption & Display License	\$550.00
Off Sale Intoxicating	\$380.00 w/100.00 credit available for training
Off Sale 3.2 Malt Liquor	\$100.00
On Sale Intoxicating	\$6,600.00
On Sale 3.2 Malt Liquor	\$500.00
On Sale Sunday Liquor	\$200.00
Temporary On Sale & Temporary On Sale 3.2 Malt Liquor (1-3 days)	\$75.00
On Sale Wine License	\$2,000.00
Investigation Fee - On/Off Sale Intoxicating	\$500 min./actual cost up to \$10,000 max.
Investigation Fee - On Sale 3.2 Malt Liquor	\$100.00
Investigation Fee - Off Sale 3.2 Malt Liquor	\$50.00
Refund Retainage Fee - On Sale Intoxicating	\$400.00
Late Fee for License Renewals	\$50.00
<b>MISCELLANEOUS LICENSES &amp; PERMITS:</b>	
Animal License (Cats and Dogs)	
Spayed/Neutered Pets	\$15.00
Non-Spayed/Neutered Pets	\$25.00
Temporary Gambling Permit	\$10.00
Gambling Premise Permit	\$100.00
Cigarette License	\$250.00
Community Event Application	\$50/\$100
Community Event Costs	100% cost recovery
Community Event Costs: Co-Sponsored	% of cost recovery as determined by City Manager
Dog Boarding Fees	\$10.00
Dog Impoundment Fines	1st licensed/unlicensed - \$25.00/\$50.00
	2nd offense - \$50.00
	3rd offense - \$100.00
Dangerous Dog Annual Registration	\$50.00
Kennel License	\$50.00
Massage Therapy License	\$100.00
Investigation Fee	actual cost up to \$500 max.
Public Private Gathering Event Permit	\$25.00
Refuse Haulers License	1st truck - \$250.00
	each additional truck - \$50.00
Peddler's Permit	\$50.00
Taxi Cab License	\$100.00/\$50.00 each additional cab
Golf Cart Permit	\$25.00
Special Hunting Permit	\$25.00
<b>CONNECTION PERMIT CHARGES:</b>	
Frost Plates	\$7.50
MCES Direct Interceptor Connect Permit Review Charge	\$1,000.00
MCES Metro Sewer Availability Charge	\$2,485.00
Pressure Reducer	cost plus 15%
Sewer Connection Charge	\$726.00
Water Connection Charge	\$1,095.00
Water Meter - residential 5/8"	cost plus 15%
Water Tower Charge	\$1,400.00
Water Inspection	
Industrial, commercial, multi-residential	1.0% of cost (25.50 min.)
Residential	\$25.50
Sewer Inspection	
Industrial, commercial, multi-residential	1.0% of cost (25.50 min.)
Residential	\$25.50



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<b>PARK FACILITY RENTALS:</b>	
Boat slip rental	
Resident/non-resident-weekday (Monday noon through Friday 10:00 a.m.)	\$70.00/\$90.00
Resident/non-resident-weekend (Friday noon through Monday 10:00 a.m.)	\$85.00/\$115.00
Seasonal	\$3,500/boat slip
Canoe/Kayak Rack rental (Sandpoint) - Seasonal (05/01 - 09/30)	
Resident	\$60.00
Non-Resident	\$150.00
Club Prior Rental:	
Resident (Mon-Fri, 2 hr. min./Sat, Sun, City Holidays 4 hr. min)	\$50.00/hour, \$200.00 damage deposit
Non-Resident (Mon-Fri, 2 hr. min./Sat, Sun, City Holidays 4 hr. min)	\$75.00/hr, \$200.00 damage deposit
Community Garden (05/01 - 10/31) Rental - Resident/Nonresident:	Cost Per Agreement
10x10	\$30.00/\$45.00
10x20	\$45.00/\$65.00
20x20	\$75.00/\$90.00
Lakefront Park Pavilion Rental (includes Gazebo):	
Resident Group (private)	\$300.00/day, \$200.00 damage deposit
Non-Resident* Group (private, public or business)	\$450.00/day, \$200.00 damage deposit
*Outside of corporate city limits of Prior Lake	
(Sat., Sun. & City Holidays)	\$300.00/day, \$200.00 damage deposit
School District #719, Prior Lake youth organizations, Prior Lake non-profit civic groups & Prior Lake Churches (Mon-Friday, 3 hr min.)	\$25.00/hour, \$200.00 damage deposit
School District #719, Prior Lake youth organizations, Prior Lake non-profit civic groups & Prior Lake Churches (Mon-Friday bathrooms only)	\$35.00/day
Picnic Shelter/Band Shell (Community Parks)	
Resident/non-resident	\$75.00 - \$125.00/day
Prior Lake Lions Club (Sand Point Beach Only)	No Charge
School District #719, Youth Organizations, Non-Profit Civic Groups, Churches and Governmental Agencies	No Charge - Monday through Friday
Other:	
Park Facility Reservation Change/Cancel Fee (Lakefront Park pavilion only) (Resident/Non-resident)	\$50.00
Park Facility Reservation Change/Cancel Fee (All other shelters, Club Prior, Boat Slips, Canoe/Kayak Rack)	\$25.00
Field Striping	
Initial Layout	\$0.17/ft.
Restripe	\$0.05/ft.
<b>CITY FACILITY RENTALS:</b>	
Facility Usage Fee (City Hall, Beaches, Main St., Athletic facilities) Resident/Non-resident	\$300/\$450/day, Clean-up fee, if needed
Athletic Tournament Fee (Resident/Non-resident )	\$300/\$450/per tournament
Fire Station, City Hall Conference Room-Parkview and Council –Resident/Non-resident	Clean-up fee, if needed
<b>FIELD RESERVATIONS:</b>	
Field Reservations (with maintenance services)	Cost Per Agreement
Field Reservations (no maintenance services)	\$50/\$100 per field, per day
<b>SOFTBALL TOURNAMENTS:</b>	
	Cost Per Agreement
<b>RECREATION AND CLUB PRIOR PROGRAMS</b>	
	Cost Per Agreement
Registration late fee (registrations received after the deadline)	\$10.00/registration
Adult Kickball	\$30-\$45/team
Adult Softball Team Fee:	
Men's/Women's/Church Summer Program	\$725/team
Co-Rec Summer Program	\$425/team
Co-Rec Fall Program	\$305/team
Adult Volleyball Team Fee:	
Co-Rec Summer Program	\$105/team
Co-Rec Fall Program	\$85/team
Classes	\$3-\$30/person/class
Community Events	Free
Playground/Tot Lot Summer Program	\$25-\$35/week
Youth Camps	\$10-\$155/week/camp
Youth/Senior Trips	Cost Per Agreement



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<b>PARK PERMITS</b>	
Boat Trailer Parking ( <i>Sand Point Beach</i> ) - Saturday, Sunday & Holidays	\$25.00/day
Daily Admission ( <i>Sand Point Beach</i> ) - Saturday, Sunday & Holidays	\$5.00/day
Season Park Sticker (resident/non-resident)	\$30.00 / \$55.00
Park Program Surcharge (non-resident)	\$5.00/person, per program
Beach Groups Parking Fee	\$20.00 / bus
Barricades (minimum 2 barricades)	\$13.00 / barricade
Garbage Barrels (minimum 2 barrels)	\$13.00 / barrel
Picnic Table Moves (minimum 4 tables)	\$18.00 / table
<b>ZONING/SUBDIVISION FEES:</b>	
Administrative Plat Fee	\$250.00
CIC Plat Fee	\$250.00
Comprehensive Plan Amendment	\$750.00
Concept Plan	\$250.00
Conditional Use Fee	\$500.00
Conditional Use Major Amendment	\$250.00
Fence Permit	n/c
Final Plat Application Fee	\$250.00 + \$5/lot
Final Plat Major Modification	\$200.00
GIS final plat fee	\$25.00 + \$10/lot
Interim Use Permit	\$500.00
Home Occupation Permit	\$10.00
Letter of Credit (residential building relocation)	\$5,000.00
Metes & Bounds Subdivision	\$250.00
P.U.D. (prelim)	\$750.00
P.U.D. (final)	\$500.00
P.U.D. Minor Amendment	\$250.00
P.U.D. Major Amendment	\$600.00
Preliminary Plat Application Fee	\$500.00 + \$10/lot
Preliminary/Final Plat Combination Fee	\$500.00 + \$10/lot
Registered Land Survey	\$250.00
Rezoning	\$750.00
Sidewalk Sales Permit	\$100.00
Sign Permit (permanent) - Single Tenant Buildings	\$75.00 - 1st 40 sq. ft. plus .50/sq. ft. thereafter
Sign Permit (permanent) - Multiple Tenant Buildings	\$75.00 - 1st 40 sq. ft. plus .50/sq. ft. thereafter
Sign Permit (temporary)	\$50.00
Sign Permit Deposit (temporary)	\$100.00
Site Plan	\$500.00
Survey Waiver	\$50.00
Tree Preservation Lot Deposit	\$100 per inch of required replacement; minimum \$500
Vacation Fee	\$300.00
Vacation Variance (Other)	\$300.00
Variance Fee (Single Family Residential)	\$500.00
Variance Fee (Subdivision Ordinance)	\$500.00
Zoning Code Amendment	\$500.00
Zoning Appeal (Administrative & Planning Commission)	\$250.00
Zoning Verification Letter	\$35.00
<b>MUNICIPAL FINANCING APPLICATION FEES:</b>	
Annexation Filing Fee (plus city expenses)	\$500.00
Bond Administration fee (new money)	The greater of \$10,000 or .5% of the principle amount of the bonds allocated to the city.
Bond Administration fee (refunding)	The greater of \$10,000 or .25% of the principle amount of the bonds allocated to the city.
Conduit bond financing origination fee and annual reporting	
Non-Refundable application fee	\$2,500.00
TIF Application Fee (plus additional city expenses incurred)	\$5,000.00
TIF Reassignment	Cost
<b>PUBLICATIONS: (many are available online at no charge)</b>	
Comprehensive Utility Plans (each)	\$25.00
Public Works Design Manual	\$10.00



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<b>MAPS: (many are available online at no charge)</b>	
Aerial Maps ( <i>small/regular/large</i> )	\$5.00 / \$10.00 / \$15.00
City Maps ( <i>small/regular/large</i> )	\$2.50 / \$5.00 / \$10.00
GIS data files (cd format)	
2-ft contours, planimetric data	\$12.00/ac.
parcels only	\$.05/parcel
custom data	\$50.00/hr.
Plan Copies (regular/large)	\$5.00 / \$10.00
Developers will be given 1 set of S&W asbuilts at no charge-addnl prints will be charged above rate	
Topo Maps ( <i>small/regular/large</i> )	\$10.00/ \$15.00 / \$25.00
<b>MISCELLANEOUS:</b>	
Copy charge per 8 1/2 x 11 page in accordance with MN Government Data Practices Act	\$.25 ea.
Charge for compiling data in accordance with MN Government Data Practices Act	Actual Cost
DVD/VHS copies	\$5.00
Memorial benches: 6' metal coated	Market Price
Memorial plaques	Market Price
Memorial trees	Market Price
Sand bags	Actual cost
Street standard plates (cd format)	\$5.00
Wetland marker signs	\$5.00