

2024 FEE SCHEDULE

Service/Description	Fee	Notes
ADMINISTRATIVE		
Assessment Search - All	\$15.00	per parcel
Comprehensive Plan Copy (B & W)	\$10.00	
Comprehensive Plan Copy (Full Color)	\$25.00	
Land Use and Subdivision Ordinance Copy	\$15.00	
Certification of unpaid City bill to County	\$15.00	per parcel
Copies	\$0.25	per page
Outgoing Fax	\$1.00	
Election Filing Fee	\$2.00	
Returned Check Fee	\$30.00	
Special Event Fee	\$25.00	
Special Meeting Fee	\$250.00	
Pavilion Rental - Converse Park <i>(NOTE: fee discounted for community groups subject to council approval)</i>	\$50.00	for 4 hours
	\$100.00	per day
	\$100.00	damage deposit (refundable)
Meeting Room Rental - City Hall <i>(NOTE: fee waived for community groups subject to council approval)</i>	\$25.00	per day

FIRE DEPARTMENT		
Fire Run Fees (including motor vehicle fires)	\$500.00	per hour
Emergency Fee (any rescue operations, motor vehicle accident, oil or gas leak, etc.)	\$400.00	per call 1 minute to 1 hour
	\$200.00	per hour after 1 hour
Swimming Pool Fill	\$50.00	per load (2,000 gallons) PLUS WATER VOLUME CHARGES AT RESIDENTIAL RATE, FUEL CHARGES, AND ANY APPLICABLE TAX

POLICE DEPARTMENT		
Police Officer services (security, abatements, etc.)	\$80.00	per hour, per officer, includes squad
Police Officer deposition	\$100.00	per hour, per officer
Fingerprinting - resident	no cost	
Fingerprinting - non-resident	\$5.00	

UTILITY AND MAINTENANCE		
Administrative fee on all water/sewer/garbage bills	\$0.50	per property, per month
Residential connection charge - water - old line	\$800.00	
Residential connection charge - water - new line	\$1,000.00	
Commercial connection charge - water - old line	\$900.00	
Commercial connection charge - water - new line	\$1,000.00	
Residential connection charge - sewer	\$1,200.00	
Commercial connection charge - sewer	\$1,400.00	
Sewer permit	\$2.00	
Reconnect fee for disconnect due to nonpayment - 1st offense per calendar year	\$20.00	
Reconnect fee for disconnect due to nonpayment - Each subsequent instance of all other offenses in the same year	\$50.00	
Meter testing (will be reimbursed if faulty meter)	actual cost	
1½ curb stop	\$52.26	plus tax
Curb box	\$24.61	plus tax
Curb stop valve	\$85.06	plus tax
Chamber	\$16.42	plus tax

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Frost bottom	\$6.89	plus tax
Complete meter bottom	\$60.00	plus tax
New style meter unit (2024)	Actual cost	plus tax
Shop rate	\$65.00	per hour, per worker
Equipment (riding mower, tractor, skid steer, etc.)	\$75.00	per hour (includes operator)
New Line applies to Lawrence's Addition - 2 block area behind Spilman's - not assessed for improvements		

WATER		
Meter Size	Monthly service charge	Volume/usage charge (per 1,000 gallons) - billed monthly
less than 1"	\$13.00	\$3.98
1"	\$14.00	\$3.98
1.5"	\$22.00	\$3.98
1" & 5/8"	\$27.00	\$3.98
2"	\$24.00	\$3.98
3" & 4"	\$85.00	\$2.98
4"	\$50.00	\$2.98
MN Department of Health Connection Fee	\$0.81	State mandated, per water connection, per month (subject to change)
Unmetered water	\$10 convenience fee per month	\$3.98

SEWER		
Meter Size	Monthly service charge	Volume/usage charge (per 1,000 gallons) - billed monthly
less than 1"	\$10.00	\$4.50
1"	\$10.00	\$4.50
1.5"	\$16.00	\$4.50
1 & 5/8"	\$10.00	\$4.50
2"	\$21.00	\$4.50
3" & 4"	\$50.00	\$3.20
4"	\$50.00	\$3.20
Sewer without water hookup	\$35.00	per month

Seasonal shut-off of 2+ months	50% reduction of monthly sewer and water if bill is paid in full at time of shut-off
Indeterminate shut-off	\$50 disconnect and \$50 reconnect fee

SOLID WASTE/RECYCLE		
Solid waste - 32 gallon	\$9.75	per month, plus solid waste tax
Solid waste - 64 gallon	\$12.00	per month, plus solid waste tax
Solid waste - 96 gallon	\$16.00	per month, plus solid waste tax
Recycling	\$3.50	per month
Fuel Surcharge	Percentage of solid waste & recycling charges - set by Long Prairie Sanitation biannually on January 1st & July 1st	

LICENSES & FEES		
Tobacco License	\$80.00	per year

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<i>Service/Description</i>	<i>Fee</i>	<i>Notes</i>
THC License	\$300.00	per year
Off-Sale Liquor	\$125.00	per year
On-Sale Liquor	\$2,000.00	per year
Off-Sale - 3.2 Malt Liquor	\$25.00	per year
Temporary 3.2 On-Sale Malt Liquor	\$10.00	
Temporary On-Sale Intoxicating Liquor License	\$10.00	
Dance Permit	\$25.00	
Peddler or Transient Merchant	\$50.00	per day
Food & Beverage Truck/Trailer	\$75.00	temporary - up to 7 days in a calendar year
	\$200.00	annual - up to 21 days in a calendar year
Animals		
Dog & Cat License	\$5.00	per year
Late License Fee	\$5.00	additional (\$10 total)
Re-issued Pet Tag	\$1.00	
Animal Impound - 1st in calendar year	\$100.00	
Each subsequent impound of same animal in calendar year	double previous impound fee (i.e. \$100 - 1st, \$200 - 2nd, \$400 - 3rd, etc.)	
Actual cost of all boarding and any necessary inoculations must be paid before animal will be released from impound.		

EV CHARGING STATIONS

Charger Type	Hook-up Fee (per use)	Usage Charge (per minute)
DC Fast Charger	\$3.00	\$0.30
Level 2 Charger	Free	Free

ADMINISTRATIVE OFFENSES

Code Violations that the Council has approved having an optional administrative penalty rather than a misdemeanor or petty misdemeanor

Public Nuisance	\$75.00	
Public Nuisances Affecting Health	\$75.00	
Public Nuisances Affecting Morals and Decency	\$75.00	
Public Nuisances Affecting Peace and Safety	\$75.00	
Nuisance Parking and Storage	\$75.00	
Inoperable Motor Vehicles	\$75.00	
Building Maintenance and Appearance	\$75.00	
Grass & Weed Cutting & Trimming	\$75.00	
Animal Running at Large	\$50.00	
Each subsequent instance of same animal in calendar year	double previous fee (i.e. \$50 - 1st, \$100 - 2nd, \$200 - 3rd, etc.)	
Animal Causing Damage	\$100.00	
Animal Attacks Other Animal or Human	\$100.00	
Unlicensed dog or cat	\$100.00	
Farm Animals Prohibited	\$100.00	
Habitual Noise - Animal	\$50.00	
Inhumane Living Conditions - Animal	\$75.00	
Exhibition Driving	\$75.00	
Excessive motor vehicle noise	\$75.00	
Repairing of Vehicles	\$25.00	
No Parking in Fire Lane	\$50.00	
No Parking where posted	\$25.00	
No Parking in Snow Emergency Route	\$25.00	
Prohibited Parking in Front Lawns	\$25.00	

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<i>Service/Description</i>	<i>Fee</i>	<i>Notes</i>
Parking wrong direction on street	\$25.00	
Parking of Semi Tractor or Trailer Prohibited	\$75.00	
Snowmobile on Private Property w/o Consent	\$75.00	
Snowmobile on Public Property w/o Consent	\$75.00	
Snowmobile Loud or Unnecessary Noise	\$75.00	
Snowmobile Operation in Careless or Reckless Manner	\$75.00	
Snowmobile Unregistered with State	\$75.00	
Snowmobile Right-of-Way w/o Valid Driver's License	\$75.00	
Snowmobile on Sidewalks	\$75.00	
Snowmobile Operation After Hours	\$75.00	
Snowmobile Speed Violation	\$75.00	
Snowmobile Off Trail	\$75.00	
Snowmobile Operation on Prohibited Streets	\$75.00	
ATV on Private Property w/o Consent	\$75.00	
ATV on Public Property w/o Consent	\$75.00	
ATV Loud or Unnecessary Noise	\$75.00	
ATV Operation in Careless or Reckless Manner	\$75.00	
ATV Unregistered with State	\$75.00	
ATV Right-of-Way Violation w/out license or ATV permit	\$75.00	
Golf cart operation between sunset & sunrise	\$75.00	
Golf cart slow moving sign required	\$75.00	
Golf cart exceed number of occupants	\$75.00	
Curfew Violation <16 yoa	\$50.00	
Curfew Violation 16-17 yoa (< 18)	\$50.00	
Illegal Tobacco Sale to Minor	\$75.00	
Minor in Possession of Tobacco Products or Purchased/Attempted to Purchase Tobacco Products	\$75.00	
Diseased Tree prohibited	\$100.00	
Burning of prohibited materials	\$100.00	
Burning without permit	\$100.00	
Use, Display, Possess Illegal Fireworks	\$100.00	
Garbage Cans set outside of permitted hours	\$25.00	
For any Ordinance violation cited as an administrative offense that has not previously had a penalty fee specified above, the penalty fee shall be \$75.		

PLANNING & ZONING		
Construction Permits		
		All construction represents actual footprint of dwelling plus attached garage, deck, porch of other usable area being constructed.
New Residential		
0 to 1,500 square feet	\$200.00	
Over 1,500 square feet	\$300.00	
		All construction based on actual square footage of structure.
New Commercial		
0 to 1,500 square feet	\$400.00	
Over 1,500 square feet	\$600.00	
		Include: decks, sheds, garages, porches, existing structure expansion, addition, etc.
Accessory Structures		
0 to 600 square feet	\$55.00	
601 to 1,000 square feet	\$75.00	

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Over 1,000 square feet	\$100.00	
Miscellaneous Permits		
Sign	\$45.00	
Fence	\$45.00	
Keeping of Hen Chickens	\$35.00	
Recreational Vehicle	\$35.00	
Land Use Permits		
Variance*	\$300.00	
Conditional Use*	\$300.00	
Interim Use*	\$300.00	
* Fee includes public and mailed notices, filing fee and other preparation. All other costs to be billed to applicant. Does not include permit fees.		
Construction & Land Use Permit Review	\$55.00	per hour; minimum 1 hour charge
Extra site visit/inspection	\$55.00	per hour; minimum 1 hour charge
<i>Note: If costs of zoning review exceeds original application fee, review will be completed at the above rates.</i>		
Other Services		
Grade & Fill	\$100.00	Wetlands issued only after SWCD and/or COE approval.
Lot Splits	\$100.00	
Initial Review PUD/Subdivision plats	\$100.00	
Preliminary Plat Approval	\$300.00	
Final Plat Approval	\$100.00	plus \$10.00 per lot
PZ/BOA Special Meeting	\$400.00	Fee charged if initiated/requested by anyone other than Planning Commission or City Council
Zoning Map Change/Zoning Ordinance Amendment*	\$300.00	Fee charged if initiated/requested by anyone other than Planning Commission or City Council
Appeals		
To Board of Adjustment (from action of Zoning Administrator)	\$0.00	
To Council (action of Planning Commission or Board of Adjustment)**	\$200.00	
** If appeal is upheld by City Council, fee shall be refunded.		
AFTER THE FACT FEES FOR PERMITTED STRUCTURES - Two times base fee. Penalty when violation is corrected by removal or restoration shall be 50% of the penalty fee (i.e. structure w/out permit = \$400.00 x .5 = \$200.00)		
<i>Note: Any illegal non-permitted work or construction shall be removed and/or restored.</i>		
<i>Note: When costs associated with processing or reviewing an application exceed the original application fees, the applicant shall reimburse the City for any additional costs. Such expenses may include, but are not limited to, payroll, mailing costs, consultant fees and other professional services the City may need to retain in reviewing permits. The City will notify you of any additional fees before proceeding further. If you have questions regarding your permit and need to contact the City's Zoning Administrator, you may be charged up to \$55.00 per hour in additional fees. You are liable for paying the fees. If the fees are not paid prior to the approval of your permit, these additional fees may be assessed to your property taxes.</i>		

All costs incurred by the City in the enforcement of the City Ordinance shall be paid by the owner of the property which is the subject of the violation.