

**ORDINANCE NO. 890**  
**2<sup>ND</sup> SERIES**

**AN ORDINANCE ESTABLISHING THE 2024 FEE SCHEDULE FOR VARIOUS LICENSES AND PERMITS FOR THE CITY OF ALEXANDRIA**

The City Council of the City of Alexandria, Minnesota, does **ORDAIN**:

**SECTION I.** The fee schedule for the City of Alexandria starting January 1, 2024 shall be as follows and continuous until which time it is amended by the Alexandria City Council:

**CITY OF ALEXANDRIA**  
**FEE SCHEDULE**

<u>City Code Reference</u>	<u>Type of License or Permit</u>	<u>Fee</u>
§2.70, Subd. 18	Refuse Collection License Fee	\$ 300.00
§3.02, Subd. 3 C. Subd. 4	Transfer fee (beer license)	\$ 30.00
	Duplicate fee	\$ 10.00
§3.06, Subd. 2	Annual on-sale beer license	\$375.00
	Annual off-sale beer license	\$ 50.00
	Temporary beer license fee	\$ 35.00/day
§3.07, Subd. 7	On-Sale Liquor License - Annual	\$3,600.00
	On-Sale Liquor License – 9 Month Seasonal	\$2,700.00
	On-Sale Liquor License – 6 Month Seasonal	\$1,800.00
§3.08, Subd. 2	Temporary on-sale liquor license	\$100.00/day fee
§3.12, Subd. 3	Club License Fee - Annual	
	Under 200 members	\$300.00
	201-500 members	\$500.00
	501-1,000 members	\$650.00
	1,001-2,000 members	\$800.00
	2,001-4,000 members	\$1,000.00
	4,001-6,000 members	\$2,000.00
	Over 6,000 members	\$3,000.00
§3.13, Subd. 2	Public Display, Mixing & Consumption of Intoxicating Liquor	\$225.00
§3.14, Subd. 4.1	Wine license - annual	\$375.00
3.16, Subd. 3.1	Brewer Taproom License – annual	\$375.00
3.17, Subd. 2.1	Off-Sale Malt Liquor License – annual	\$375.00
§3.20, Subd. 4	Tetrahydrocannabinol Product Sales	\$500.00
§3.21, Subd. 3	Annual Private Off-Sale Liquor license	\$580.00
§4.34, Subd. 3	Tobacco license	\$250.00
	Electronic Delivery Device license	\$250.00
	Nicotine and Lobelia Delivery Product license	\$250.00
§4.35, Subd. 4	Transient Merchant	\$200.00
§4.35.1	Mobile Food Truck/Vendor	\$300.00
§4.36, Subd. 3	Taxicab (per vehicle)	\$ 25.00 (initial)
		\$15.00 (renewal)
	Taxicab (per driver)	\$30.00 (initial)
		\$20.00 (renewal)
§4.37	Motorized Vehicle Races & Events	\$ 15.00
	*2 cylinder, or less, engines	\$ 10.00
§4.38, Subd. 2	Fireworks License Fee (inside stores)	\$100.00
	Fireworks License Fee (tent sales)	\$350.00

§4.41, Subd. 2	Sign and Awning Hangers	\$100.00
§4.46, Subd. 2	Excavation	\$100.00
§4.49, Subd. 5	Massage License Individual	\$ 50.00
	Massage License Business	\$150.00
§4.51, Subd. 4	Pawnbrokers - annual fee	\$150.00
§4.54, Subd. 2	Sidewalk Cafés	\$ 25.00
§5.05, Subd. 2	Heating, Ventilation and Air Conditioning Installers	\$100.00
§5.06	Fire Protection Systems (New installation inspection, sprinklers, alarm systems)	\$ 150.00
	Private Fire Service Mains (New installations to buildings)	\$ 150.00
	Tent and Other Membrane Structures (300 square feet or larger)	\$ 150.00
	Fireworks Display (Outdoor Pyrotechnics) (State Fire Marshal-licensed pyrotechnician) **refer to City Code 4.35 for retail sales fee	\$ 50.00
	Vehicle Fire	\$300.00
	Natural/LP Gas Leaks	\$400.00
§5.08	Rental Registration Seven or fewer rental units on a single site: Eight or more rental units on a single site: Units that are currently eligible for HUD Section or IRS 4D occupancy based on a current certificate: Late Registration Fee (after January 1) shall be triple the per year fee	\$25.00/unit per year \$20.00/unit per year \$12.50/unit per year
§5.08, Subd. 8	Rental Inspection No Show	\$ 75.00
§5.09	Private/Vacation Home Rental	\$250.00 Plus \$12.50/bedroom
§6.12, Subd. 4	Right-of-Way Permit Deposit	\$ 50.00 \$300.00
§7.18, Subd. 3	Loading Zone Permit Fee	\$180.00
§7.19	Reserved Parking Fee - Annual	\$180.00
§7.20	Special Use Vehicle Registration Special Use Vehicle Permit (Individual)	\$50 per vehicle (annual) \$25 (annual)
§9.21, Subd. 2	Dog License	\$ 20.00
§9.21, Subd. 8	Animal Impound (1 <sup>st</sup> time) Boarding Animal Impound (2 <sup>nd</sup> time) Boarding Dangerous Dog Registration	\$ 75.00 \$ 12.00/day \$115.00 \$ 15.00/day \$500.00/dog
§9.21, Subd. 17	Kennel License	\$ 75.00
§9.55, Subd. 7	Nuisance Repeat Offense Escalating \$100.00 each additional site visit	\$100.00
§10.03, Subd. 2.J.3.C.	Tree Replacement Fee	\$100.00/diameter inch
§10.03.1	Fence Permit Fee	\$25.00
§10.03	Portable Storage Unit Fee	\$20.00

§10.20, Subd. 3.A.3	Shoreland Alteration Permit	\$150.00
§10.23	Zoning Text Amendment	\$ 75.00
§10.23	Zoning District Amendment (Rezoning)	\$250.00
	(Planned Unit Development)	\$450.00 plus \$10/lot
§10.23	Conditional Use	\$250.00
	After-the-fact Conditional Use Permit	\$750.00
§10.24	Sign Review	\$ 50.00
§10.24	Sign Hanger License	\$100.00
	Sign Permit Fees	
	0-25 sq. ft.	\$ 15.00
	25-50 sq. ft.	\$ 20.00
	51-100 sq. ft.	\$ 25.00
	101+ sq. ft.	\$25 + \$0.20/sq. ft.
§10.24	Temporary Sign	\$ 20.00
§10.24	Sign Impound/Removal Fee	\$75.00 + \$1.00 per day storage
§10.24	After-the-fact Sign Permit Fees	\$100.00 or double the permit fee, whichever is greater
§10.25	Zoning Variance	\$250.00
	Appeal	\$250.00
§10.29	Environmental Review	Varies
§11.01, Subd. 12	Exception to Platting (“Split”)	\$100.00
§11.03	Subdivision (Platting)	\$350.00 plus \$10/lot
§11.09	Subdivision Variance	\$ 50.00
§6.09	Street Vacation	\$100.00
§5.03	Building Permit Fees	listed below

Total Valuation

Fee

EXAMPLE:

\$1.00 to \$500.00

\$23.50

Value – 180,000  
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\$501.00 to \$2,000.00

\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00 or fraction thereof, to and including \$2,000.00

Permit 1,441.75  
Plan Review 720.88  
(½ permit)  
St. Surcharge 90.00  
(150,000 x .0005)  
Occ. Permit Fee 10.00

\$2,001.00 to \$25,000.00

\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00

TOTAL \$2,262.63

\$25,001.00 to \$50,000.00

\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00

Surcharge - .0005  
(value x .0005)

\$50,001.00 to \$100,000.00

\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00

\$100,001.00 to \$500,000.00

\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00

\$501,000.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000, 001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each additional \$1,000.00 or fraction thereof

**\*\*A plan review fee will be charged for all building permits required to have a plan. The fee will be 50% of the building permit fee for 1 & 2 Family Dwellings. The fee will be 65% for all other buildings. There will be a fixed fee of \$50 for plan review for detached garages and \$25 for decks.**

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### OTHER INSPECTIONS & FEES

1. Inspections outside of normal business hours (minimum charge – two hours)	\$65.00 per hour
2. Reinspection fees assessed (minimum charge 2 hours)	\$65.00 per hour
3. Inspections for which no fee is specifically indicated (minimum charge – one hour)	\$65.00 per hour
4. Additional plan review required by changes, additions or revisions to plans (minimum charge – one hour)	\$65.00 per hour

Re-roofing, residing and insulating (1 & 2 Family Dwellings only)	\$39.00
Re-roofing, residing and insulating all others	See Building Permit Fees
Razing a building	\$39.00
Building removed from City of Alexandria	\$39.00
Moving a building	\$39.00
Moving permits for buildings moved outside the City of Alexandria	\$39.00
Moved building initial inspection	\$60.00
Excavation and Grading permits	See Table A-33-A & Table A-33-B 1997 UBC

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### PLUMBING PERMITS FEE SCHEDULE

Installation, replacement, or moving of all domestic water heaters, domestic hot water storage tanks, range boilers, and all domestic water heating appliances pertaining to plumbing: \$24.00/each

All repair or remodeling jobs, changing or replacements of each individual plumbing fixtures: \$7.50/each

Installation of roof drains and roof overflow drains when piping to such drains are run inside of buildings and wasted into a storm drain system including natural storm drain run-off areas: \$7.50/each

In commercial, industrial, multi-family residential, one and two family dwellings and institutional structures, the permit fee shall be based on the valuation of the entire plumbing installation, which is to be declared on the permit applications.

Following is the fee schedule:

\$ 0 to 2000 = \$40.00	\$9001 to\$10000 = \$115.00
2001 to 3000 = 45.00	10001 to 11000 = 125.00
3001 to 4000 = 55.00	11001 to 12000 = 135.00
4001 to 5000 = 65.00	12001 to 13000 = 145.00
5001 to 6000 = 75.00	13001 to 14000 = 155.00
6001 to 7000 = 85.00	14001 to 15000 = 165.00
7001 to 8000 = 95.00	15001 to 16000 = 175.00
8001 to 9000 = 105.00	16001 to 100,000; add \$10.00/1000
	Over 100,000 = add \$5.00/1000

Plus Water hook-up fee = \$29.00

Private Sewage Disposal System = \$200.00

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### MECHANICAL PERMITS FEE SCHEDULE

Fee for the installation, replacement, or moving of all mechanical equipment: \$24.00/each unit

In commercial, industrial, multifamily residential, one and two family dwellings and institutional structures, the permit fee shall be based on the valuation of the entire mechanical installation, which is to be declared on the permit application.

Following is the fee schedule:

\$ 0 to 2000 = \$40.00	\$9001 to \$10000 = \$115.00
2001 to 3000 = 45.00	10001 to 11000 = 125.00
3001 to 4000 = 55.00	11001 to 12000 = 135.00
4001 to 5000 = 65.00	12001 to 13000 = 145.00
5001 to 6000 = 75.00	13001 to 14000 = 155.00
6001 to 7000 = 85.00	14001 to 15000 = 165.00
7001 to 8000 = 95.00	15001 to 16000 = 175.00
8001 to 9000 = 105.00	16001 to 100,000; add \$10.00/1000
	Over 100,000 = add \$5.00/1000

Other Inspections & Fees:

Inspections outside of normal business hours (2 hours minimum charge)	\$65.00 per hour
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COMPUTATION OF FIXED-FEE PERMIT SURCHARGES

Where the fee for the permit issued is a fixed amount the surcharge is equivalent to ½ mill. (.0005) of the fee or \$5.00, whichever is greater.

COMPUTATION OF VALUATION-BASED PERMIT SURCHARGES

Where the fee for the permit is based upon valuation the surcharge is as follows:

<u>Construction value range</u>	<u>Surcharge computation</u>
\$1,000,000 or less	.0005 X valuation
\$1,000,001 to \$2,000,000	\$500 + .0004 X (valuation - \$1,000,000)
\$2,000,001 to \$3,000,000	\$900 + .0003 X (valuation - \$2,000,000)
\$3,000,001 to \$4,000,000	\$1200 + .0002 X (valuation - \$3,000,000)
\$4,000,001 to \$5,000,000	\$1400 + .0001 X (valuation - \$4,000,000)
\$5,000,001 or more	\$1500 + .00005 X (valuation - \$5,000,000)

STORM WATER UTILITY FEES

<u>Land Use Category</u>	<u>Fee Unit</u>	<u>Rate</u>
Residential - Single Family	Each	\$4.50
Duplex	Each	\$2.25
Multi Family Residence	Acre	\$23.87
Institutional	Acre	\$28.98
Industrial	Acre	\$28.98
Airport/Fairground	Acre	\$28.98
Commercial	Acre	\$37.15
Public/Government	Acre	\$37.15
Park/Cemetery/Open Space	Acre	\$2.20

UNCODED FEES:

E-Permits (Building Permits) Credit Card Transaction Convenience Charges	\$ 2.00
All Other Credit Card Transaction Convenience Charges	\$1.50 or 3% of transaction
Construction Stormwater Management Permit Re-Inspection Fee:	
Second consecutive non-compliant inspection	\$100.00
Third consecutive non-compliant inspection	\$200.00
Fourth consecutive non-compliant inspection	\$300.00
Each subsequent consecutive non-compliant inspection	\$500.00
City Maps	\$ 15.00
Zoning Verification Letter	\$ 50.00
Insufficient Funds Fee	\$ 30.00
City Park Shelter Reservation	\$ 20.00/day
Park Special Events	\$100.00
Adult/High School Baseball Games	\$ 50.00/per game
Knute Nelson Memorial Park Rental	\$350.00/day (Non Profit)

911 Signs and posts	\$500.00/day \$ 37.58
False Fire Alarms: (for third and each subsequent false alarm each calendar year)	\$300.00
False Police Alarm (Annual):	
0-5 calls	No fee
6-10 calls	\$100.00 per call
11-15 calls	\$200.00 per call
16 or more calls	\$300.00 per call
Culvert Installation and Survey Fee	50/50 cost share with property owner
Mechanical Competency Card	\$15.00
Data Discs	\$10.00
Photos-Digital Copies	\$10.00
Photos-Printed Copies	\$1.00
Copies	\$0.25 per sheet
Overtime Rate (Police Department- 2 hour minimum)	\$70.00 per hour
Vehicle Impound Fee	\$15.00 per day

**SECTION II.** This Ordinance shall be in full force and effect from and after its passage and publication.

**ADOPTED** by the City Council of the City of Alexandria, Minnesota, this 25th day of September 2023, by the following vote:

YES:           FRANZEN, THALMAN, ALLEN, MACE, WIENER

NO:            NONE

ABSENT:       NONE

ATTEST:



Martin D. Schultz, City Administrator



Bobbie Osterberg, Mayor