



2025 Fee Schedule

SECTION 1: ADMINISTRATIVE/CITY CLERK

Bad Check Fee	\$50
Certified Copies	\$10 (after first copy)
Certify for Non-Payment to Taxes	15% of the bill (Utilities/Escrow)
Credit Card Processing Fee	2.95%, or a minimum of \$1.95
Interest Charge on Past Due Escrows	12% annually (if not paid within 30 days of bill date)
Adult Entertainment Establishment	\$5,000
Public Hearing Notices	
Mailings	Actual Cost
Champlin-Dayton Press Publication	Actual Cost
Mailing Labels (Hennepin/Wright County)	Actual Cost
Recording – Hennepin/Wright County	
Abstract & Torrens Properties	Actual Cost + Staff Time
Rental Housing License- Valid for 2 years	
Single Family/Townhome, includes inspection (per unit)	\$300
Re-Inspections (per inspection)	\$100
Apartments (3 or more units)	\$600 per building + \$50 per unit
Solicitor/Peddler/Transient Merchants	
Application Fee	\$35
Weekly Fee	\$30
Monthly Fee	\$65
Yearly Fee	\$300
Liquor/Tobacco/Cannabis Licensing - Per Year	
On Sale Liquor License (due July 1st)	\$3,000
Off Sale Liquor (due July 1st)	\$400
On Sale Sunday Liquor (due July 1st)	\$200
Set up License (due April 1st)	\$150
On-Sale 3.2 License (due July 1st)	\$200
Off-Sale 3.2 License (due July 1st)	\$100
On-Sale Wine License (due July 1st)	\$300
Temporary Intoxicating Beverage License (per day)	\$25
Brewpub Off-Sale	\$200
Brewpub On-Sale	\$500
Brewer Off-Sale	\$200
Brewer/Tap Room On-Sale	\$300
Microdistillery Off-Sale	\$200
Microdistillery Room On-Sale	\$300
Cocktail/Tasting Room On-Sale	\$300
Tobacco License (due January 1st)	\$300
Cannabis Registration (due July 1st)*	\$500
Renewal Registration (due July 1st)	\$1,000
Low Potency Cannabis Registration (due July 1st)	\$125
1st Failed Compliance Check – Any	\$500 Administrative Fine
2nd Failed Compliance Check – Any	\$1,500 Administrative Fine
3rd Failed Compliance Check – Any	Revocation of License

*Note: If Cannabis registration is for a microbusiness, the fee is waived.

SECTION 2: ACTIVITY CENTER

Park Reservation Fees - Per Day

Refundable Deposit	\$300
Central Park	\$250
Gazebo reservation (e.g. Cloquet Overlook and Sue McLean Park)	\$75
McNeil Park	\$100
McNeil Park with Lights	\$250
Concession Stand	\$50

Elsie Stephens Park

Weekday Rates (Mon-Thur)	
Resident	\$75
Non-Resident	\$200
Weekend Rates (Fri-Sun)	
Resident	\$175
Non-Resident	\$350

Facility Reservation Fees

Refundable Damage Deposit	\$450 (Civic Groups or Non-Profit \$150 deposit)	
Weekday Rates (Mon-Thur)		
	Full Day	Hourly (max of full day rate)
Resident	\$150	\$35
Non-Resident	\$225	\$55
Non-Profit or Civic Group (501c3 or 501c4 – e.g. scouts or lions)	Free	Free
Weekend Rates (Fri-Sun)		
	Full Day	Hourly (max of full day rate)*
Resident	\$250	\$60
Non-resident	\$375	\$90
Non-Profit or Civic Group (501c3 or 501c4 – e.g. scouts or lions)	\$100	\$25*

Linen Rental Fees

75-100 people (11 tables, double white linen, black linen chair covers, chair sashes, 2 skirted buffet tables, 1 skirted head table)	\$270
50-75 people (8 tables, double white linen, black linen chair covers, chair sashes, 2 skirted buffet tables, 1 skirted head table)	\$200
25 people (4 tables, double white linen, black linen chair covers, chair sashes, 2 skirted buffet tables, 1 skirted head table)	\$125
Ala Carte Rental - Each	
Skirted Buffet Or Head Table With Top Linen	\$10
Single White Table Linen	\$3
Chair Cover	\$2
Chair Sash	\$1

TECHNOLOGY RENTAL

Refundable deposit	\$300
Basic Event Package (includes A/V podium system, HDMI compatible, Blu-ray player, projector, screen, wireless mic)	\$250
Ala Carte Rental	
Flat Screen TV Cart (HDMI compatible)	\$75
Wireless Mic & Sound System	\$75
Second Mic	\$25
Computer with wireless mouse & keyboard	\$125

ACTIVITY CENTER & ELSIE STEPHENS PARK PACKAGE**

Refundable deposit	\$500
Resident	\$375
Non-resident	\$600

CORPORATE MEETING PACKAGE***

Refundable deposit	\$500
Rental fee	\$650

WEDDING RENTAL PACKAGE****

Refundable deposit	\$1,500
Resident	\$800
Non-resident	\$1,100

* Rentals Fri-Sun are available no more than 45 days ahead of event date

** Activity Center & Elsie Stephens Package includes one day rental (Fri-Sun) at Elsie Stephens Park between 10a-sunset and one day rental (Fri-Sun) activity center rental 10a-midnight. Package is for same-day rental only. Does not include linens, technology package, security, or other additions. City Staff has discretion to temporarily adjust ordinances upon review of the application and event.

*** Corporate Meeting Package includes one day rental of activity center, Mon-Thurs 8a-5p, basic event technology package, and choice of linens package. price does not include any ala carte or additional items.

**** Wedding Package includes one day rental for 3 hours (Fri-Sun) at Elsie Stephens Park between 10a-Sunset and one day rental (Fri-Sun) Activity Center Rental 10a-midnight. Park & full day Activity Center is for same-day rental only. The price includes 2 hours of setup time at the Activity Center the night before event, if the building is not previously rented. Package also includes Basic Event Technology Package, and choice of Linens Package. Price does not include any Ala Carte or additional items.

SECTION 3: BUILDING**

Accessory Building over 200 square feet (Non-Residential)	Based on valuation ¹ + Plan Check ² + State Surcharge ³
Additional C/O Inspections (after 3 inspections, each)	\$100
Basement Refinishing, Remodels, and Additions Requiring Building Permit Discount for homes 20 years or older (remodels, basement finishes, additions)	Based on valuation ¹ + Plan Check ² + State Surcharge ³
Building moving permit	25% reduction on Permit fee ¹ and Plan Check ² + State Surcharge ³
Building Re-inspection fee (after 2 nd inspection)	Based on valuation ¹ + State Surcharge ³
Deck permit	\$47
Driveway Permit (residential)	\$325 + \$1 State Surcharge ³
Driveway/Parking area permit (non-residential Less than 1 acre disturbed)	\$50 + \$1 State Surcharge ³
Driveway/Parking area permit (non-residential 1 acre or more disturbed)	\$100 + \$1 State Surcharge ³
Fire Suppression Permit	Based on valuation ¹ + Plan Check ² + State Surcharge ³
Fence permit, fences < 7 feet	Based on valuation ¹ + Plan Check ²
Fence Permit, Fences > 7 feet	\$100
Fireplace permit (residential)	Based on valuation ¹ + Plan Check ² + State Surcharge ³
Landscaping/Site Review Escrows (if required)	\$85 + \$5 Per Additional Fixture + \$1 State Surcharge ³
Mechanical Permit (Non-residential and apartment buildings)	\$3,000
Mechanical Permit (Residential)	Based on valuation ¹ + Plan Check ² + State Surcharge ³
Mobile Home	\$85 + \$5 Per Additional Fixture + \$1 State Surcharge ³
Modular Home Plan Review	Based on valuation ¹ + State Surcharge ³
New Construction Homes (Includes Townhomes, Row Homes, and similar)	Based on valuation ¹ + State Surcharge ³
Non-Residential New Construction	Based on valuation ¹ + Plan Check ² + State Surcharge ³
Plan Check fees	Plan Check ²
Plumbing permit (Non-Residential)	Based on valuation ¹ + State Surcharge ³
Plumbing Permit (Residential)	\$85 + \$5 Per Additional Fixture + \$1 State Surcharge ³
Water Meter (Residential): With New Construction Permit	Actual Cost incurred by City
Accessory Buildings over 200 square feet (Residential)	
200 to 1,250 square feet (sq. ft.)	\$300 + \$1 State Surcharge ³
1,251 sq. ft. and over	\$400 + State Surcharge ³

*Any building permit type not mentioned (e.g. residential, commercial, industrial, new construction) fee will be **Based on valuation¹ + Plan Check² + State Surcharge³** (see section 10 below). When work requiring a permit has been commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued for such work. An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The minimum investigation fee shall be no greater than the permit fee.

**NOTES: Connection fees, and building permits are non-transferable. In the event that escrows are depleted, the applicant shall be invoiced or additional escrow may be required.

SECTION 4: Over The Counter

Drain Tiling	\$85 + \$1 State Surcharge ³
Permit to exceed road restrictions	\$100
Re-roofing permit (per structure)	\$85 + \$5 Per Additional Fixture + \$1 State Surcharge ³
RPZ	\$85 + \$1 State Surcharge ³
Septic system tank demolition	\$50
Septic system permit/site inspection	\$400
Septic system repair	\$125
Siding Permit (per structure)	\$85 + \$5 Per Additional Fixture + \$1 State Surcharge ³
Utility/ROW Permit	\$100 + \$3,000 Escrow or \$10,000 annually
Water Heaters	\$30 + \$1 State Surcharge ³
Water Softener	\$30 + \$1 State Surcharge ³
Windows/Door replacement (per structure)	\$85 + \$5 Per Additional Fixture + \$1 State Surcharge ³
Connection Charges	
Sewer	\$100 + \$1 State Surcharge ³
Water	\$100 + \$1 State Surcharge ³ + Water Meter Fee in Section 3
Demolition Permits	
Commercial Units	\$200 + \$1 State Surcharge ³
Garages/Barns/Pool/Mobile Homes	\$50 + \$1 State Surcharge ³
Multiple Family Structures	
First two units	\$150 + \$1 State Surcharge ³
Each additional unit	\$50
Single-Family Structure	\$100 + \$1 State Surcharge ³
Small Cell Wireless Facility Co-location Permit	
5 or less	\$500
Each additional unit	\$100
New Structure Permit (Per Pole)	\$1,000

SECTION 5: Planning*

Additional Consultant Review	Actual cost
Commercial Kennel License (5 dogs)	See IUP/CUP in Section 6
Irrigation systems for new systems not installed with home (city sewer/water)	\$99 + \$1 State Surcharge ³
Residential Kennel License (5 dogs)	See IUP/CUP in Section 6
Swimming pool permit (in ground pools or above ground pools over 5,000 gallons)	Based on valuation ¹ + State Surcharge ³
Project Recovery Rate Factor	
Engineering Services	Actual Cost
Legal services	Actual Cost
Miscellaneous Consultants	Actual Cost
City Staff Services	\$85.00 (Per Hour)
Public Hearing Notices	
Mailings	Actual Cost
Champlin-Dayton Press Publication	Actual Cost
Mailing Labels (Hennepin/Wright County)	Actual Cost
Agriculture Preserve Application (min 40 acres)	\$50.00 per application
Zoning Letter	\$50.00 per property
Sign Permit	
Change in sign face (no increase in size)	\$25
Increase in size of existing sign	Based on valuation ¹ + State Surcharge ³ (\$85 min)
New sign on existing support	Based on valuation ¹ + State Surcharge ³ (\$85 min)
New permanent monument sign	Based on valuation ¹ + State Surcharge ³ (\$85 min)
New permanent pole mounted sign	Based on valuation ¹ + State Surcharge ³ (\$85 min)
New permanent wall sign	Based on valuation ¹ + State Surcharge ³ (\$85 min)
Temporary/Event signage	\$25
Non-Profit Temporary Event signage	No Cost (if documented 501c3)
Work Without Permit	
	Double Fee

*Any building permit type not mentioned (e.g. residential, commercial, industrial, new construction) fee will be based on **Based on valuation¹ + Plan Check² + State Surcharge³** (see section 10 below) with the most similar construction type. When work requiring a permit has been commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued for such work. An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The minimum investigation fee shall be no greater than the permit fee.

SECTION 6: Development **

Administrative Subdivision	\$600 Application Fee;
Comprehensive Plan Amendment	\$400 Application Fee; \$3,500.00 Escrow
WCA Violation	\$5,000 Escrow
EAW, EIS, AUAR Application	\$400 Application Fee; \$6,000 Escrow
Conditional Use Permit (CUP) or Interim Use Permit (IUP)	
Residential/Agriculture District	\$250 Application Fee; \$800.00 Escrow
All Other Districts	\$400 Application Fee; \$1,800.00 Escrow
Administrative Home Occupation	\$85 Application Fee
Extended Home Business	Same as IUP Fees and Escrow
Concept Plan Review	\$400 Application Fee; \$3,500.00 Escrow
Grading/Excavating Permit When Not in a Development (cubic yards)	
50 – 99	Free
100 – 999	\$100.00 for first 100 cubic yards, plus \$65.00 per each additional 100 cubic yards or fraction thereof
1000 – 9,999	\$350.00 for the first 1,000 cubic yards plus \$60.00 per each additional 1,000 cubic yards or fraction thereof
10,000 – 99,000	\$650.00 for the first 10,000 cubic yards plus \$50.00 per each additional 10,000 cubic yards or fraction thereof
100,000 and over	\$1,200.00 for first 100,000 cubic yards plus \$25.00 per each additional 10,000 cubic yards or fraction thereof.
Hauling Fee When Using City Streets (materials hauled in or out of site)	
Less than 50,000 cubic yards	Free
Greater than 50,000 cubic yards	First 50,000 cubic yards costs \$0 plus \$.55 per additional one cubic yard or fraction thereof
Planned Unit Development	
Preliminary	\$400 Application Fee; \$5,000.00 Escrow
Final	\$400 Application Fee; \$5,000.00 Escrow
Amendment	\$400 Application Fee; \$2,000.00 Escrow
Plat Fees	
Preliminary Plat	\$400 Application Fee; \$275.00 per lot, <u>or \$5,000 (whichever is greater)</u> . Escrow. <u>Initial escrow shall be capped \$15,000</u>
Final Plat	\$400 Application Fee and \$6,000 escrow at application AND <i>Initial</i> Escrow of 4% of Construction costs as determined by City Engineer due at pre-construction meeting prior to development work starting
Rezoning or Text Amendment	\$400 Application Fee; \$2,500.00 Escrow
Site Plan Application	\$400 Application Fee; \$1,500.00 Escrow
Technology/Software fee included in final plat, paid at time of application	\$250 per lot fee
Variance	
Residential or Agriculture District	\$250 Application Fee; \$1,000.00 Escrow
All other districts	\$400 Application Fee; \$2,000.00 Escrow
Waiver of Plat	\$400 Application Fee; \$1,500.00 Escrow
Wetland Application	
No loss determination	\$250 Application Fee; \$2,000.00 Escrow
Exemption	\$250 Application Fee; \$650.00 Escrow
Replacement Plan	\$250 Application Fee; \$1,800.00 Escrow
Wetland Delineation Review	\$250 Application Fee; \$2,000.00 Escrow
Wetland Banking Application	\$250 Application Fee; \$1,250.00 Escrow
Land Development WCA Review 1-25 Lots	\$400 Application Fee; \$2,500.00 Escrow
Land Development WCA Review 26-50 lots	\$400 Application Fee; \$3,000.00 Escrow
Land development WCA review each lot over 50	\$400 Application Fee; \$25.00 Per Lot Escrow after 50 lots (base \$3,000 Escrow)
Inspection of Restoration Plan	\$250

**** Note:** In addition to the above fees, applicants shall be responsible for any and all staff fees/costs, attorney fees/costs, and outside consultant fees/costs incurred by the City for the review of the application and other appurtenant work. The current attorney's fee hourly rate is \$200.00-\$225.00 (subject to change). The applicant shall be required to deposit with the City an escrow in an amount determined by the City sufficient for payment of projected staff, attorney's, and outside consultant fees/costs. If the escrow amount is not deposited with the City, the application shall be deemed incomplete. Additional escrow will be required should the account be depleted or deemed insufficient to cover costs incurred. Any remaining escrow left after the project's close out shall be refunded. For each final plat application, construction cost estimates shall be submitted to the City and will be subject to review and approval of the City Engineer.

Section 7: Police, Fire, & Public Safety

POLICE

False Alarm – Police (Third One and Each Thereafter Per Calendar Year)	\$100
Contract Security (per hour)	\$125
Finger Printing (each)	\$20
Police Reports (each)	\$10
Color/Digital Photos (each)	\$10
Squad Video (each)	\$30
Body Worn Camera Video (each)	\$30
Other Videos (each)	\$30
Accident Report (each)	\$10
Special Vehicle Permit (valid for 3 years)	\$30

Equipment Charge: (Per Hour)

Police Squad	\$50
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DANGEROUS DOG

Annual Registration (includes sign)	\$499
Additional Sign	\$50

FIRE

Fire Watch/Fire Department Standby (Per Hour)	\$95
Hazardous Material Incident (Per Hour)	\$95
False Alarm Fine – Fire (Third One and Each Thereafter Per Calendar Year)	\$100
Fireworks Permit	\$500
Fire Code Violation	\$250
Burn Permit	\$50
Burning Without a Permit (Unauthorized Burn)	\$300
Fire Reports (each)	\$10

Equipment Charge: (Per Hour)

Pumper/Utility	\$150
Tanker	\$150
Rescue/Chief Squad/UTV	\$50
Staff Cost (Per Hour Per Employee)	\$95

Fire Inspections

First follow-up	Free
Second follow-up	\$100
Third follow-up	\$150
Fourth follow-up	\$200

Temporary Membrane Structure and Tents

First Unit	\$75
Each Additional Unit	\$25

PUBLIC SAFETY

Large Assembly Permit (Per Event)	\$60
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Section 8: Utilities

Water Utility Rates (billed bi-monthly)

Water Availability Fee*	\$17.10
Water Base	\$17.10
Water Usage Billed per 1,000 gallons	
0-6,000 gallons	\$3.73
6,001-10,000 gallons	\$4.12
0,001-33,000 gallons	\$4.51
More than 33,001 gallons	\$4.94
Hydrant water usage	\$4.94

Irrigation Accounts Only (billed bi-monthly)

Water Usage Billed per 1,000 gallons	
0-500,000 gallons	\$3.73
500,001-1,250,000 gallons	\$4.12
1,250,001-2,500,000 gallons	\$4.51
More than 2,500,000 gallons	\$4.94

Sewer Utility Rates (billed bi-monthly)

Sewer Base	\$23.82
Sewer Usage Billed per 1,000 (gallons)	\$5.19
Sewer Only NDL 1,000 (gallons) and over	\$9.85
MN Connect Fee	\$1.62
Champlin Fee Per Unit Natures Crossing (monthly)	\$13.31

Water Meter Base Fees (billed bi-monthly)

5/8 or 3/4 inch meter	\$17.10
1 inch meter	\$50.82
1-1/2 Inch meter	\$65.34
2 inch meter	\$105.22
3 inch meter	\$399.15
4 inch meter	\$507.21
6 inch meter	\$761.97
10 inch meter	\$1,814.22

Late Charges/Penalties/Fees

Late Fee Penalty (Current Amount Due)	10%
Assessment Certification Penalty (When Assessed to County)	15%
Non-Response for Water Meter Maintenance (Initiated by City)	\$200 per billing cycle
Water Shut-Off and Reconnection Fee	\$150

*Notes: (Residents with available water service and have not connected)

Section 9: Development Trunk & Connection Fees

Trunk Area Charges	Non-Residential	Residential (per unit)	High Density (12 units or greater)
Storm Water	\$10,218/acre	\$3,669/unit	\$507/unit
Sanitary Sewer	\$7,592/acre	\$2,727/unit	\$374/unit
Water	\$11,839/acre	\$4,251/unit	\$707/unit
Park Dedication	\$7,900/acre	\$4,497/unit	\$3,129/unit
Trail Dedication	\$3,214/acre	\$2,796/unit	\$2,541/unit

Connection Fees (Paid with Building permit)	Non-Residential	Residential	High Density
Sewer Access Charge (SAC)	\$967/unit	\$967/unit	\$575/unit
Met Council Sewer Access Charge (SAC)	\$2,485/unit	\$2,485/unit	\$2,485/unit
Water Access Charge (WAC)	\$15.078/acre	\$5,415/unit	\$836/unit
Maple Grove WAC (paid to Maple Grove in South Dayton)	\$13,226/acre, \$6,613/acre (church with no weekday usage)	\$3,306/unit	\$2,645/unit

*Acre represents development acre defined as: Developable Area = Total Site Area - Wetland per NWI Floodplain

*Per unit residential based on average 3 units per acre density

Section 10: Valuation Building Permit Fees, Plan Check, & State Surcharge

¹ Total Valuation:	Fee
\$1.00 - \$500.00	\$23.50
\$501.00 - \$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
\$2,001.00 - \$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 \$2,000.00
\$25,001.00 - \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 - \$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 - \$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
\$500,001 - \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00
\$1,000,001.00 and up	\$5,608.75 for the first 1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof.

² Plan Check Types:	Charge
New Construction Homes (includes townhomes, row homes, and similar)	65% of Permit Fee
Non-Residential and Apartment Buildings	65% of Permit Fee
Master Plan Designated New Construction Homes	25% of Permit Fee

³ Total Valuation:	State Surcharge
Fixed permit fee amount	\$1 or one-half mill (.0005) of the fee whichever is greater
Valuation of \$1,000,000 or less	One-half mill (.0005) of the valuation of the structure, addition, or alteration
Valuation between \$1,000,000 to \$2,000,000	\$500 plus two-fifths mill (.0004) of the value between \$1,000,000 to \$2,000,000
Valuation between \$2,000,000 to \$3,000,000	\$900 plus three-tenths mill (.0003) of the value between \$2,000,000 to \$3,000,000
Valuation between \$3,000,000 to \$4,000,000	\$1,200 plus one-fifth mill (.0002) of the value between \$3,000,000 to \$4,000,000
Valuation between \$4,000,000 to \$5,000,000	\$1,400 plus one-tenth mill (.0001) of the value between \$4,000,000 to \$5,000,000
Valuation greater than \$5,000,000	\$1,500 plus one-twentieth mill (.00005) of the value greater than \$5,000,000.