



CITY OF BUFFALO, MINNESOTA

## 2022 Master Fee Schedule

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## Administration and General Government

### Licenses

Service	Fee
On-Sale Liquor License	\$3,800.00
On-Sale Malt Liquor	\$200.00
Club On-Sale Liquor	\$200.00
Wine License	\$100.00
Brewery/Tap Room On-Sale	\$500.00
Distillery/Cocktail Room On-Sale	\$500.00
Limited Culinary On-Sale	\$100.00
Sunday Liquor	\$200.00
Off-Sale Malt Liquor	\$60.00
Growler Off-Sale	\$250.00
Investigation Fee (All first-time licenses)	\$300.00
Set Ups	\$300.00
One-Four Day Liquor (plus Police Officer Fee)	\$250.00
One-Day Malt Liquor (plus Police Officer Fee)	\$10.00
Cigarette License	\$50.00
Theater License	\$30.00
Dance License	\$25.00
Taxi License	\$20.00
Currency Exchange	\$50.00
Craft Retreat License	\$50.00
Coin Operated Machines (per machine per year, \$200.00 maximum)	\$20.00
Golf Cart License	\$5.00
Tattoo License	\$500.00
PLUS Investigation Fee	\$300.00
Pawn Shop	\$50.00
PLUS Investigation Fee	\$300.00
Temporary Structure (Produce Stand)	\$20.00
Fireworks Sales – Outdoor/Tent	\$250.00
Fireworks Sales – Indoor	\$50.00
Reinspection Fee	\$25.00/per
Special Event Permit Application	\$50.00
Noise Ordinance Variance Application	\$25.00
Mobile Food Units (Trucks, Trailers, etc) (as of 3/21/2022)	\$25.00/day or \$100 annually
Food Stand on Public Property	\$5.00

**Copy/Printing Fees – City Wide** (subject to Minnesota Data Practices Act)

<b>Service</b>	<b>Fee</b>
Photocopies – Letter, Legal or 11x17, Black & White	.25/page
Photocopies – Letter, Legal or 11/17, Color	1.00/page
Large Format City & Zoning Maps	\$10.00
Postcards	.25/each or 1.00/5-pack

**Finance**

<b>Service</b>	<b>Fee</b>
Assessment Search	\$50.00
Financial Report	\$25.00

## **Planning, Zoning, and Development**

### **Zoning Permits**

<b>Service</b>	<b>Fee</b>
Fence Permit	\$15.00
Fence Permit with Neighbor/Easement Agreement	\$91.00
Small Accessory Structure/Storage Shed Permit	\$75.00
Temporary Sign Permit	\$20.00

### **Zoning Fee/Escrow Schedule**

<b>Application</b>	<b>Escrow Amount</b>
Preliminary Subdivision/Preliminary Plat <sup>1</sup>	Filing Fee \$285 Plus Planners/Eng Fees \$1,500
Preliminary Planned Unit Development <sup>1</sup>	Filing Fee \$310 Plus Planners/Eng Fees \$1,500
Final Planned Unit Development <sup>1</sup>	Filing Fee \$125
Conditional Use Permit Residential <sup>1</sup>	Filing Fee \$150 Planners Fees \$155
Conditional Use Permit Commercial <sup>1</sup>	Filing Fee \$150 Planners Fees \$1500
Rezoning (when site plan is involved) <sup>1</sup>	Filing Fee \$150 Planners Fees \$155
Interim Use Permit (when site plan is involved) <sup>1</sup>	Filing Fee \$150 Planners Fees \$1500
Final Plat	Filing Fee \$150 Planners/Eng Fees \$500
Minor Subdivision	Filing Fee \$150
Feasibility Study <sup>1</sup>	Escrow \$5,000
Variance	Filing Fee \$150 Planners Fees \$500
Street Vacation	Filing Fee \$200 Legal/Eng Escrow \$1000
Easement Admin/Vacation	Filing Fee \$100 Legal/Eng Escrow \$500
Zoning Letter	\$50.00
All Documents County Recording Fees	\$46 Per Document; Plats as per County fee schedule

<sup>1</sup> These are escrow deposits with minimums/maximums; they are not intended to be actual charges. Actual charges including consultant fees will be taken from escrow and expenses above escrow will be billed and due from applicants.

### **Consultant Fees**

Consulting Planners Review Fee	\$155.00 per hour
Consulting Engineer Review Fee	\$175.00 per hour
On-Site City Engineer Tech Inspection Fee	\$53.00 per hour
TIF Analysis Fee	\$2,000.00 non-refundable

## Building Permit Fee Schedule

### Valuation-Based Permit Fees

EXTRACTED FROM THE 1997 UNIFORM BUILDING CODE

**TABLE NO. 3-A – BUILDING PERMIT FEES \*This is a “valuation” based permit schedule\***

Total Valuation	Fee
Minimum Permit Fee	\$25.00
\$600.00 to \$2,000.00	\$26.55 for the first \$600.00 plus \$3.05 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$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
\$25,001.00 to \$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 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
\$500,001.00 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 \$3.65 for each additional \$1,000.00 or fraction thereof

### Fixed Permit Fees

Permit Type	Amount
Demolition	\$75.00
Fireplace	\$75.00
Reroof (residential)	\$75.00
Reside (residential)	\$75.00
Plumbing (residential)	\$75.00 + \$5.00 per fixture
Water Heater/Water Softener per unit	\$75.00
Mechanical per unit (residential)	\$75.00
Window/Door replacement (existing opening)	\$75.00

**Other Fees**

1. Plan review fee shall be 65% of permit fee.
2. Mechanical fee for commercial shall be based on valuation.
3. Plumbing fee for commercial shall be based on valuation.
4. Re-inspection fee..... \$50.00 \*
5. Inspections outside normal business hours (min. 1 hour) ..... \$50.00 per hour \*
6. Investigation fee shall be equal to building permit fee.
7. Manufactured home install fees shall be based on the valuation of on-site work only.
8. Plan review fees for similar plans shall be 25% of building permit fee.
9. State surcharge fees shall be in accordance with MN Statutes, section 16B.70.
10. Inspections for which no fee is specifically indicated..... \$50.00 per hour\*
11. Additional plan review required by changes, additions, or revisions to approved plans  
..... \$50.00 per hour\*

\* Minimum charge – one-hour or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and benefits of the employees involved.

**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.

**Development Fees**

Service	Fee
Annexation Filing	\$125.00 local fee plus State Municipal Boundary Adjustment Office fees and any township tax reimbursement required per agreements
Trunk Sanitary Sewer Access Charge	\$1,895.00 per acre less dedicated right of way, parks, outlots and storm water holding ponds
Trunk Water Access Charge	\$1,888.00 per acre less dedicated right of way, parks, outlots and storm water holding ponds
Park Dedication (credit can be given for purchase and installation of equipment and/or trail construction as recommended by Parks Advisory Board and approved by administration)	\$2,900.00 per single family unit (\$5,800.00 per two-family dwelling unit – \$1,050.00 per unit for apartments, townhouses, condominiums and other dwelling units plus \$525.00 per bedroom above the first bedroom) or one acre of land for every 75 persons at the rate of 3.5 persons, or combination of cash/land as recommended by the Parks Advisory Board and approved by administration)
Storm Water Management Fee	\$350.00 per acre
Civil Defense/Severe Weather Siren	\$25.00 per acre

\*Other usual expenses as part of development include preliminary/final platting included in zoning fees.

## **Departmental Fees**

### **Street/Engineering Fees**

<b>Service</b>	<b>Fee</b>
Street Cut Permit	\$30.00
Placement of Utilities or Placing of Obstructions on Public ROW	\$30.00
Registration for Occupancy of City of Buffalo ROW	\$25.00

### **Police**

<b>Service</b>	<b>Fee</b>
Animal Impound - First Offense	\$35.00
- Second Offense	\$70.00
- Third Offense	\$140.00
Administrative Penalties (Code Violations)	See Code Chapter 14
Police Officer (per hour)	\$73.50 / Hr
Community Service Officer (per hour)	\$37.80 / Hr
Reserve Officer (per hour)	\$25.73 / Hr

### **Fire Department – Mutual Aid**

The fire department does not charge fees for service in response to 911 calls. These fees are only utilized for the purpose of reimbursement for costs incurred in mutual aid events, when support is requested by another political subdivision.

<b>Apparatus:</b>		<b>Rate Per Hour:</b>
Engine	(Up to 4 Personnel)	\$275.00
Ladder / Aerial	(Up to 4 Personnel)	\$275.00
Water Tender	(Up to 2 Personnel)	\$200.00
Heavy Rescue / Rescue / Ambulance	(Up to 2 Personnel)	\$185.00
Command Vehicle / Utility Truck / Grass Truck	(Up to 2 Personnel)	\$85.00
ATV / UTV with water tank	(Up to 2 Personnel)	\$50.00
Extra Personnel \$15.00/hr		
<b><u>County-Wide Response Teams:</u></b>		
Special Response Unit		\$500.00
Fire Investigation Team		\$300.00

### **Airport**

Contact Airport Manager for map of hangar locations.

<b>T-Hangar Rental</b>	<b># of Hangars</b>	<b>Monthly Rate</b>
A	7	\$150.00
A	1	\$165.00
B	8	\$150.00
B	2	\$205.00
C	6	\$205.00
C	2	\$220.00
C	2	\$245.00

### **Parks and Recreation**

**Civic Center** Contact Civic Center staff for more information

<b>Service</b>	<b>Fee</b>
Hour of Ice Rental Prime	\$213.00
Hour of Ice Rental Non-Prime	\$166.00
Hour Prime Ice Non-Contracted	\$219.00
Non-Prime Non-Contracted/Summer	\$166.00
Daily Building Rent	\$750.00
Staff Fees over 8 hrs	\$50.00
Hourly Rental	\$125.00
Youth Athletic Rental/hr	\$41.00
Event Set Up Fee	\$500.00
Meeting Room Rental	\$25.00
Public Skating – Adult	\$5.00
Public Skating – Kids	\$4.00
Open Hockey	\$5.00
Advertising - Dasher/Banner *	\$500.00
Advertising - Dasher/Banner w/3-year contract *	\$450.00
Advertising - Dasher/Banner (both rinks) *	\$750.00
Advertising – Dasher/Banner (both rinks w/3-year contract) *	\$675.00
Advertising – Large Wall Advertisement *	\$1,000.00
*Ad prices vary depending on size location and manufacturing prices	

### **Park Shelter and Bandshell Rental**

<b>Rental Type and Duration</b>	<b>Fee</b>
7am-2pm or 3pm-10pm Resident	\$50.00
7am-2pm or 3pm-10pm Non-Resident	\$112.00
7am-10pm Resident	\$85.00
7am-10pm Non-Resident	\$200.00
Non-Profit Reservation	\$30.00
Rental Deposit	\$50.00
Bandshell Deposit	\$50.00
Bandshell Rental – Power Charge per hour	\$8.00

### **Athletic Field Use**

<b>Service</b>	<b>Fee</b>
Athletic Field Use for organizations per hour – no lights	\$35.00
Athletic Field Use for organizations per hour – with lights	\$45.00
Tournament Complex Rental	\$55.00/field/day



## Seasonal Use

Rates below cover rental use for one summer season.

<b>Service</b>	<b>Fee</b>
Community Garden Plot	\$34.00
Sailboat Mooring Buoys – Per Lineal Foot Resident	\$15.00
Sailboard Mooring Buoys – Per Lineal Foot Non-Resident	\$23.00
Canoe Rack Slip – Resident	\$50.00
Canoe Rack Slip – Non-Resident	\$99.00

## Parkshore Pavilion & Griffing Park Rentals

<b>Equipment Type and Rental Duration</b>	<b>Fee</b>
Stand Up Paddle Board/ hr	\$15.00
Paddleboat/ 30 min	\$5.00
Canoe or Kayak/hr	\$15.00
Canoe or Kayak/ 4 hrs	\$45.00
Fishing Boat Hr Weekday	\$15.00
Fishing Boat Hr Weekend	\$20.00
Fishing Boat 4hr Weekday	\$45.00
Fishing Board 4hr Weekend	\$60.00
Pontoon (no canopy) Weekday (hourly/4 hrs)	\$30.00 / \$100.00
Pontoon w/canopy Weekday (hourly/4 hours/all day)	\$45.00 / \$150.00 / \$260.00
Pontoon (no canopy) Weekend (hourly/4 hours/all day)	\$40.00 / \$130.00 / \$210.00
Pontoon w/canopy Weekend (hourly/4 hours/all day)	\$55.00 / \$180.00 / \$310.00
Bicycles (hourly/4 hours/all day)	\$5.00 / \$15.00 / \$25.00
Bike Trailer (with paid adult)	\$10.00

## Memorial Furniture

<b>Memorial Type</b>	<b>Fee</b>
Memorial Park Bench	\$750.00
Memorial Park Picnic Table	\$1,000.00

## Utility Fees and Rates

### Electric

Billed Monthly	Rates
Residential	Facilities Charge \$9.50 + .1240/kW+PCA
Commercial (No Demand)	Facilities Charge \$12.50 + .1270/kW+PCA

### Water

Billed Monthly	Rates
<b>Residential</b> First 4,000 gallons	Facilities Charge \$10.50 + \$5.56/1000 gal
Over 4,000 gallons	\$8.69/1000 gal
Irrigation	\$11.25/1000 gal
<b>Commercial</b> First 25,000 gallons	Facilities Charge \$14.00 + \$5.56/1000 gal
Over 25,000 gallons	\$8.69/1000 gal
Irrigation	\$11.25/1000 gal

### Sewer

Billed Monthly	Rates
Standard	Facilities Charge \$7.20 + min \$26.70
Based on monthly water	Facilities Charge \$7.20 + \$13.35 per 1000 gal

**Storm Sewer Utility Rates**      \$5.00/mo. for residential

### Garbage Rates-Billed Monthly

Can Size	Rates
35 Gallon Can	\$7.50
65 Gallon Can	\$14.00
95 Gallon Can	\$23.00

**Recycling Rates-Billed Monthly**      \$2.50/mo. for residential

### Utility Department Fees

Service	Fee
Meter Testing	\$20.00
Water & Sewer Hookup Charge (per hookup)	\$100.00
Water Access Fee (Residential; per unit Commercial/Industrial)	\$1,786
Sewer Access Fee (Residential; per unit Commercial/Industrial)	\$7,512
Electric Access Charge	\$750.00
Utility Re-connect	\$50.00
NSF Utility Payment	\$30.00

## Utility Department Fees

Equipment Hourly Rate is for equipment only, does not include hourly wages for operators/assistants. Billable rate is for working on city services that are billed: property damage, street light poles, hydrants, etc. Actual crew size will depend on task requirements and be billed according to Personnel Hourly Rates.

## Electric Department Equipment

<b>Equipment Type</b>	<b>Billable Rate</b>	<b>Minimum Crew</b>
Digger Derrick 54,000 GVWR	\$217.00	One
Aerial Platform Unit ≥40 Feet	\$128.00	Two
Aerial Platform Unit ≤40 Feet	\$181.00	Two
Cargo Truck (≥ 1 Ton GVWR)	\$57.00	Two
Cargo Truck (≤ 1 Ton GVWR)	\$31.00	One
Transport	\$42.00	One
HDD Directional Drill/Boring (Tow)	\$129.00	Two
Fiber Service Plow/Boring (Tow)	\$67.00	Two
Utility Loaders	\$80.00	One
Excavators	\$61.00	Two
Trenchers	\$47.00	Two
15 Inch Diesel Brush Chipper (Tow)	\$62.00	Two
Air Compressor (Tow)	\$42.00	One
Equipment/Cargo Trailer	\$33.00	One

## Water / Wastewater Equipment

<b>Equipment Type</b>	<b>Billable Rate</b>	<b>Minimum Crew.</b>
Jetter	\$128.00/hr	Two
Trailer Vac	\$117.00/hr	Two
Sewer Rodder	\$117.00/hr	Two
Tanker	\$117.00/hr	One
Service Truck w/Crane	\$54.00/hr	One

## Streets / Parks Equipment

<b>Equipment Type</b>	<b>Billable Rate</b>	<b>Minimum Crew.</b>
Front End Loader	\$137.00 /hr	One
Elgin Street Sweeper	\$121.50 /hr	One
Dump Truck	\$100.00 /hr	One
Mower	\$83.00 /hr	One
Trailer Wood Chipper	\$72.00 /hr	One

## Personnel Hourly Rates

<b>Personnel</b>	<b>Straight Time</b>
Foreperson	\$55.00 /hour
Lineperson	\$46.00 /hour
Operator	\$49.00 /hour
Engineering Tech II	\$55.00 /hour
Engineering Tech I	\$42.00 /hour
Technician Assistant	\$23.00 /hour
Licensed Officer	\$43.00 /hour
Electric Crew Chief	\$67.00 /hour
Electric Supervisor	\$60.00 /hour
Power Lineworker	\$56.00 /hour
Apprentice	\$53.00 /hour
Fiber Optics Tech 1 Lead	\$56.00 /hour
Fiber Optics Tech 3	\$36.00 /hour
Streets & Parks Maintenance	\$51.00 /hour
<b><i>Overtime Rates for all personnel</i></b>	<b><i>1.5 x straight time rate</i></b>