



CITY OF BUFFALO, MINNESOTA

## 2023 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	\$59.00
Brewery Off-Sale	\$250.00
Investigation Fee (All first-time licenses)	\$300.00
Set Ups	\$300.00
One-Four Day Liquor (plus Safety Fee)	\$75.00
One-Day Malt Liquor (plus Safety Fee)	\$10.00
Cigarette License	\$50.00
Theater License	\$30.00
Currency Exchange	\$50.00
Craft Retreat License	\$50.00
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 \$100.00 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	\$0.25/page
Photocopies – Letter, Legal or 11/17, Color	\$1.00/page
Large Format City & Zoning Maps	\$10.00
Postcards	\$0.25/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 Fee/Escrow Schedule**

<b>Application</b>	<b>Escrow Amount</b>
Preliminary Subdivision/Preliminary Plat <sup>1</sup>	Filing Fee \$285.00 Plus Planners/Eng. Fees \$1,500.00
Preliminary Planned Unit Development <sup>1</sup>	Filing Fee \$310.00 Plus Planners/Eng. Escrow Residential \$1,500.00/Commercial \$2,500.00
Final Planned Unit Development <sup>1</sup>	Filing Fee \$125.00
Conditional Use Permit Residential <sup>1</sup>	Filing Fee \$150.00 Plus Planners/Eng. Escrow \$1,500.00/\$2,500.00
Conditional Use Permit Commercial <sup>1</sup>	Filing Fee \$150.00 Plus Planners/Eng. Escrows Residential \$1,500.00/Commercial \$2,500.00
Rezoning (when site plan is involved) <sup>1</sup>	Filing Fee \$150.00 Planners Escrow \$1,500.00
Interim Use Permit (when site plan is involved) <sup>1</sup>	Filing Fee \$150.00 Planners Escrow \$1500.00
Final Plat	Filing Fee \$150.00 Planners/Eng. Escrow \$500.00
Minor Subdivision	Filing Fee \$150.00
Feasibility Study <sup>1</sup>	Escrow \$5,000.00
Variance	Filing Fee \$150.00 Planners Escrow \$500.00
Street Vacation	Filing Fee \$200.00 Legal/Eng. Escrow \$1000.00
Easement Admin/Vacation	Filing Fee \$100.00 Legal/Eng. Escrow \$500.00
Zoning Letter	\$50.00
TIF Analysis Fee	\$2,000 non-refundable
All Documents County Recording Fees	\$46.00 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.

## 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
Temporary Sign Permit	\$20.00
Driveway Permit (new or addition)	\$75.00
Irrigation Permit	\$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 (minimum 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\*
12. Assessor’s fee (based upon valuation) ..... \$25.00 or \$50.00

\* 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**

<b>Service</b>	<b>Fee</b>
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	\$2,007.00 per acre less dedicated right of way, parks, outlots and storm water holding ponds
Trunk Water Access Charge	\$1,894.00 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

Service	Fee
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

Service	Fee
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)	\$85.00 / Hr
Community Service Officer (per hour)	\$45.00 / Hr
Reserve Officer (per hour)	\$30.00 / 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.

Apparatus:		Rate Per Hour:
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>County-Wide Response Teams:</b>		
Special Response Unit		\$500.00
Fire Investigation Team		\$300.00

### Airport

Contact Airport Manager for map of hangar locations.

T-Hangar Rental	# of Hangars	Monthly Rate
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	\$228.00
Hour of Ice Rental Non-Prime	\$177.00
Hour Prime Ice Non-Contracted	\$230.00
Non-Prime Non-Contracted/Summer	\$179.00
Daily Building Rent - Alcohol	\$1500.00
Daily Building Rent – w/o Alcohol	\$1000.00
1 Day Trade Show Rent	\$1000.00
Hourly Rental	\$150.00
Youth Athletic Rental/hr	\$50.00
Event Set Up Fee	\$500.00
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 Rental**

<b>Rental Type and Duration</b>	<b>Fee</b>
7am-2pm or 3pm-10pm Resident	\$54.00
7am-2pm or 3pm-10pm Non-Resident	\$121.00
7am-10pm Resident	\$91.00
7am-10pm Non-Resident	\$216.00
Non-Profit Reservation	\$32.00

## **Athletic Field Use**

<b>Service</b>	<b>Fee</b>
Athletic Field Use per hour – no lights	\$38.00
Athletic Field Use per hour – with lights	\$49.00
Athletic Field Use for organizations (range dependent upon usage and maintenance needs)	\$500-7,000 range
Tournament Complex Rental	\$59.00/field/day

## Seasonal Use

Rates below cover rental use for one summer season.

Service	Fee
Community Garden Plot	\$36.50
Sailboat Mooring Buoys – Per Lineal Foot Resident	\$15.00
Sailboard Mooring Buoys – Per Lineal Foot Non-Resident	\$25.00
Canoe/Kayak Rack Slip – Resident	\$54.00
Canoe/Kayak Rack Slip – Non-Resident	\$107.00

## Griffing Park & Sturges Park Rentals

Equipment Type and Rental Duration	Fee
Stand Up Paddle Board/ hr	\$15.00
Canoe or Kayak/hr	\$15.00
Canoe or Kayak/4 hrs	\$45.00
Pontoon (no canopy) Weekday (hourly/4 hrs/all day)	\$35.00 / \$110.00 / \$195.00
Pontoon w/canopy Weekday (hourly/4 hours/all day)	\$45.00 / \$150.00 / \$260.00
Pontoon (no canopy) Weekend (hourly/4 hours/all day)	\$45.00 / \$140.00 / \$225.00
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

Memorial Type	Fee
Memorial Park Bench	\$750.00
Memorial Park Picnic Table	\$1,000.00

## Furniture Rental

Rental Type	Fee
Picnic Tables/per 8 ft table/48 hours (Buffalo resident or business)	\$20.00
Picnic Tables/per 8 ft table/48 hours (Buffalo non-profit)	\$10.00
Additional 24 hours (per reservation)	\$5.00

## Community Center

Rental Type and Duration	Fee		
	Resident	Non-Resident	Non-Profit
Whole Facility – all day	\$350.00	\$350.00	\$350.00
Whole Facility - hourly	\$80.00	\$90.00	\$70.00
Game Room – hourly	\$20.00	\$25.00	\$17.00
Main Room – hourly	\$35.00	\$50.00	\$30.00
Kitchen/Dining Room - hourly	\$35.00	\$50.00	\$30.00
Meeting Room/Library – hourly	\$10.00	\$15.00	\$8.00



## Utility Fees and Rates

### Electric

Billed Monthly	Rates
Residential	Facilities Charge \$11.50 + .1240/kW+PCA
Commercial (No Demand)	Facilities Charge \$14.50 + .1270/kW+PCA

### Water

Billed Monthly	Rates
<b>Residential</b> First 4,000 gallons	Facilities Charge \$11.50 + \$6.10/1,000 gal
4,000-11,999 gallons	\$9.00/1,000 gal
Over 12,000	\$11.75/1,000 gal
Irrigation	\$11.75/1,000 gal
<b>Commercial</b> First 25,000 gallons	Facilities Charge \$16.50 + \$6.10/1,000 gal
Over 25,000 gallons	\$9.00/1,000 gal
Irrigation	\$11.75/1,000 gal

### Sewer

Billed Monthly	Rates
Standard	Facilities Charge \$7.90 + minimum \$27.80
Based on monthly water	Facilities Charge \$7.90 + \$13.90 per 1,000 gal

**Storm Sewer Utility Rates**     \$5.00/month for residential

### Fiber

Billed Monthly	Rates
Bison300	\$65.00
Bison600	\$80.00
BisonGig	\$95.00
Bison100 – GPON	\$120.00
Bison200 – GPON	\$140.00
Bison400 – GPON	\$160.00
BisonGig – GPON	\$180.00
Bison100 – Active Ethernet	\$160.00
Bison200 – Active Ethernet	\$180.00
Bison400 – Active Ethernet	\$200.00
BisonGig – Active Ethernet	\$220.00

### Garbage Rates-Billed Monthly

Can Size	Rates
35 Gallon Can	\$8.00
65 Gallon Can	\$14.50
95 Gallon Can	\$23.80

**Recycling Rates-Billed Monthly**     \$3.00/month for residential

### Utility Department Fees

Service	Fee
Meter Testing	\$50.00
Water & Sewer Hookup Charge (per hookup)	\$100.00
Water Access Fee (Residential; per unit Commercial/Industrial)	\$1,894.00
Sewer Access Fee (Residential; per unit Commercial/Industrial)	\$7,962.00
Electric Access Charge	\$750.00
Utility Re-connect	\$50.00
NSF Utility Payment	\$30.00

### Equipment Billable Rates

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

Equipment Type	Billable Rate	Min. Crew
Digger Derrick 54,000 GVWR	\$237.00/hr	One
Aerial Platform Unit ≥40 Feet	\$140.00/hr	Two
Aerial Platform Unit ≤40 Feet	\$197.00	Two
Cargo Truck (≥ 1 Ton GVWR)	\$62.00	Two
Cargo Truck (≤ 1 Ton GVWR)	\$34.00	One
Transport	\$46.00	One
HDD Directional Boring (Tow) (Electric & Fiber)	\$10/ft	Two
HDD Plowing Electric & Fiber	\$5/ft	Two
Large Excavators	\$125	Two
Mini Excavators	\$65.00	
Utility Loaders	\$80.00	One
Trenchers	\$51.00	Two
15 Inch Diesel Brush Chipper (Tow)	\$68.00	Two
Air Compressor (Tow)	\$46.00	One
Cable Splicing Trailer	\$50.00	
Equipment/Cargo Trailer	\$36.00	One

### Water / Water Reclamation Equipment

Equipment Type	Billable Rate	Min. Crew
Jetter/Vac Combo Truck	\$200.00/hr	Two
Service Truck w/Crane	\$100.00/hr	One

### Bulk Water Station

Service	Fee
Bulk Water Station Access	\$50.00/year
Bulk Water	\$10.00/1,000 gal

**Streets / Parks Equipment**

<b>Equipment Type</b>	<b>Billable Rate</b>	<b>Min. 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 Woodchipper	\$72.00 /hr	One

**Personnel Hourly Rates**

<b>Personnel</b>	<b>Straight Time</b>
Engineering Tech I	\$55.00 /hour
Engineering Coordinator	\$75.00 /hour
Operator	\$60.00 /hour
Apprentice	\$75.00 /hour
Power Lineworker	\$85.00 /hour
Electric Supervisor	\$100.00 /hour
Electric Crew Chief	\$125.00 /hour
Technician Assistant	\$50.00 /hour
Fiber Optics Tech	\$65.00 /hour
Fiber Supervisor	\$100.00 /hour
Streets & Parks Maintenance	\$51.00 /hour
Service Call	\$100.00 minimum charge
<b><i>Overtime Rates for all personnel</i></b>	<b><i>1.5 x straight time rate</i></b>