

**2024 FEE SCHEDULE  
CITY OF COLUMBUS  
Effective January 18, 2024**

**BUILDING PERMIT FEE CHARGES**

State Surcharge: Schedule is based on the currently adopted State Surcharge Table – per MN Statute 326B  
State Surcharge is applicable on all permits unless otherwise noted.

**(for permits that are issued over-the-counter and have flat-rate fees)**

*(Definition of residential: **IRC-1 Single Family Dwelling:** Any building that contains one dwelling unit used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or occupied for living purposes. **IRC-2 Two-Family Dwelling:** Any building that contains two separate dwelling units with separation either horizontal or vertical on one lot used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or occupied for living purposes. **IRC-3 – Townhouse:** Definition: A single-family dwelling unit constructed in a group of two or more attached units in which each unit extends from the foundation to the roof and having open space on at least two sides of each unit. Each single-family dwelling unit shall be considered to be a separate building. Separate building service utilities shall be provided to each single-family dwelling unit when required by other chapters of the State Building Code. **IRC-4 Accessory Structure:** Definition: A structure not greater than 3000 ft<sup>2</sup> in floor area, and not over two stories in height, the use of which is customarily accessory to and incidental to that of the dwelling(s) and which is located on the same lot.*

**RESIDENTIAL PERMIT FEES – over-the-counter**

**Maintenance Permit Fees**

Re-Roof		\$99.00	
Re-Side		\$99.00	
Re-Window		\$99.00	opening not altered
Re-Door/Garage Door		\$99.00	opening not altered

**Plumbing Permit Fees**

New Fixtures		\$75.00 base + \$5.00/fixture	
Fixture Maintenance: This permit is for replacing a previously existing fixture or appliance where only disconnecting and reconnecting of existing pipes or ducts is to be done. Changing vent systems, running new drain or supply lines, or replacing or installing new ductwork, pipes, or vents is not fixture maintenance.		\$60.00	Example- sink, toilet, water softener, water heater replacement

**Mechanical Permit Fees**

New Appliance		\$50.00 each minimum \$100.00	
Gas Line (with mechanical permit)		\$15.00 gas line \$35.00 minimum	
Gas Line Only		\$65.00	
Fixture Maintenance: This permit is for replacing a previously existing appliance where only disconnecting and reconnecting of existing pipes or ducts is to be done. Changing vent systems, running new gas lines, or replacing or installing new ductwork, pipes, or vents is not fixture maintenance.		\$60.00	Example- boiler, furnace, A/C, Furnace & A/C replaced at same time count as 1 fixture maintenance appliance.

**COMMERCIAL PERMIT FEES**

ALL Commercial permit applications require plan review and permit fees are based on valuation  
 Building Permit (includes, re-roof, re-side, re-window, re-door, and demolition)  
 Plumbing Permit  
 Mechanical Permit  
 Fire Suppression /Extinguishing/Alarm Permit

**VALUATION BASED FEES**

Residential and Commercial building permits when plan review is required	
\$1.00 - \$25,000.00	\$75.00 for the first \$2,000.00 plus \$14.70 for each \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 - \$50,000.00	\$413.10 for the first \$25,000.00 plus \$10.61 for each \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 - \$100,000.00	\$678.35 for the first \$50,000.00 plus \$7.35 for each \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 - \$500,000.00	\$1,045.85 for the first \$100,000.00 plus \$5.88 for each \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 - \$1,000,000.00	\$3,397.85 for the first \$500,000.00 plus \$5.25 for each \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 - And up	\$6,022.85 for the first \$1,000,000.00 plus \$4.25 for each additional \$1,000.00 or fraction thereof

\*Pursuant to MN Rules Chapter 1300.0160 subpart 3, Building permit valuations shall be set by the Building Official. For determining the permit valuation, the Building Official will use the supplied valuation with a minimum value as calculated by the current Building Valuation Data Table, published each May by the Department of Labor and Industry and other data, as needed, for projects not otherwise specified.

**BUILDING PERMIT RELATED FEES – (COMMERCIAL AND RESIDENTIAL)**

Plan Check/Document Evaluation fee	65% of the permit fee for Residential and Commercial Projects
Master Plan	When submittal documents for similar plans are approved, plan review fees shall not exceed 25 percent of the normal building permit fee established and charged for the same structure. Plan review fees for the original plan review is 65% of the permit fee.
Review of state approved plans	25% of the plan review required by the adopted fee schedule (for orientation to the plans)
Residential Site Inspection (including initial S.E.C.)	required for all new construction (new homes, detached garages, accessory structures) \$65.00.
Nuisance Abatement Inspection	\$60.00 per hour
Commercial Site Inspection (including initial S.E.C)	required for all new construction (new buildings and accessory structures) \$95.00.
S.E.C. (Sediment and Erosion Control)	.0006 x permit valuation for all <i>Building</i> Permits except Re-Roof, Re-Side, Re-Window, Decks & Interior Remodels; Minimum \$150.00 New Home or Commercial Construction, Minimum \$50.00 on any other non-exempt Construction This fee applies only to the Sunrise Watershed District.
Agricultural Site Inspection	\$75.00
Fireplace Masonry	Based on valuation (building permit required)
Demolition Permit Fees	Based on valuation. Demolition is the deconstruction of a building or structure.
Exterior Structures: Retaining Wall (over 4' in height) Fence (over 7' in height) Sheds (over 200 sq. feet)	Based on valuation Based on valuation Based on valuation
Temporary Tent/Canopy	\$100

Seasonal Swimming Pools (Seasonal residential swimming pools requiring permits (over 24" and 5000 gallons, installed entirely above grade) are allowed to be installed with a single application and approval provided that the same pool is installed in the same location each year. Once approved, the pool may be put up and taken down any number of times. A site plan is required to be approved as a part of the permit submittal and must be kept on site for review as needed.)	\$60.00
Permanent and in-ground swimming pools	Based on valuation
Pre-moved in single family dwelling	\$175.00 plus travel time and mileage from municipality office (as calculated by Google maps)
Pre-moved in accessory structure	\$125.00 plus travel time and mileage from municipality office (as calculated by Google maps)
Connection fee – Moved in structure	\$275.00 (does not include foundation/interior remodel)
Connection fee – Accessory structure	\$200.00
Connection fee – plumbing	\$75.00
Connection fee – mechanical	\$75.00
Manufactured home installation	\$275.00 (does not include foundation/interior remodel)
Site work for manufactured, prefab, or moved in home (foundation, basement, etc.)	Based on valuation

Prefabricated SFD, "base permit only"	\$275.00 plus state surcharge, Prefabricated SFD foundation is Based on Valuation for permit, plan review and state surcharge
Subsurface Sewage Treatment System (SSTS) Permit	\$575.00-includes second soils verification
SSTS Abandonment Inspection	\$105.00
SSTS tank only	\$287.50
Septic Repair	\$105.00
Pumping Permit	\$10.00 per permit plus postage if necessary

### Other Inspections and Fees

Re-inspection Fee - A re-inspection fee may be assessed for each inspection or re- inspection when such portion of work for which inspection is called is not complete or when corrections called for are not made. On valuation-based building permits, this fee is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with the requirements of the code, but as controlling the practice of calling for inspections before the job is ready for such inspection or re-inspection. Re-inspection fees shall also be assessed when 1) the address of the jobsite is not posted, 2) the inspection record card is not posted or provided at the worksite, 3) the approved plans are not readily available for the inspector, 4) full access to the site is not provided for the inspector, 5) the inspector is not met by the responsible individual (no show), 6) on residential (IRC) maintenance permits where corrections are required to be inspected, and 7) deviations from the approved plans occur without prior building official approval. Re-inspection fees are due on or before the re-inspection. Payment made payable to the Municipality:	\$75.00
Inspections outside of normal business hours (will include travel time both ways – 2 hour minimum)	\$85.00/hr
Inspections for which no fee is indicated, Miscellaneous and Special Services (1/2 hour minimum)	\$85.00/hr
Additional Plan Review required by changes, additions, or revisions to approved plans (½ hour minimum)	\$105.00/hr
Special Investigation fee (work started without obtaining a permit) – this fee is due whether or not a permit is ultimately issued.	100% of permit fee
Copy charge (black/white 8 ½ x 11 and 8 ½ x 14)	\$.25
Copy charge (black/white 11 x 17)	\$.50
Copy charge (color 8 ½ x 11 and 8 ½ x 14)	\$1.00
Copy charge (color 11 x 17)	\$2.00
Print or copy charge (large plan sheet)	\$4.00
License Look-Up (contractor license verification)	\$5.00
Lead Certification verification (for eligible construction)	\$5.00
Commercial Contractors License	\$50.00 Provide \$1,000,000.00 Minimum in liability insurance
Excavation & Fill	Permit Fee \$250.00 plus associated costs Escrow \$1,000.00 per acre of excavation

Permit Renewal within 6 mos. of expiration (no plan changes, no code changes, new permit number)(City approved flat fee instead of percentage)	½ the original permit fee
Change of Use with no other permits issued (Commercial)	\$100.00
Pre-Final inspection (new home or structure)	\$75.00
Temporary Certificate of Occupancy (C/O) – Escrow (less costs to administer) This fee is for new construction, or other situations where a C/O is required.	\$1,000.00 for Dwelling \$5,000.00 for Comm
Refunds:	
Plan review (if plan review has not started)	100%
Plan review (if plan review has started)	0%
Permit fee (if work not started) within 6 months of permit issuance by municipality	60%
Permit fee (if plan review is complete, but permit is not issued)	80%
Maintenance Permits	0%

### COMMUNITY/SENIOR CENTER

	Rental Fee - Resident	TBD	
	Non-Resident	TBD	
	Damage Deposit	TBD	
	Cleaning fee	TBD	with-out kitchen use
		TBD	with kitchen use

### ECONOMIC DEVELOPMENT AUTHORITY

Tax Increment Financing (TIF)	Application	\$15,000.00	
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### FIRE MARSHAL PERMITS

Fire Marshall Inspection	Per hour	\$47.00	
Fireworks Retail Sales	Base Fee	\$350.00	
	State Surcharge	Mn Statue 326B.148	
Hazardous Material Storage Tank	Per tank	\$100.00	
Fireworks Display	Per event	\$100.00	
	State Surcharge	Mn Statue 326B.148	

### LICENSES

Garbage Hauler License		\$150.00	yearly
Event License Application Fee/Public Hearing		\$50.00	
Event License		\$20.00	per day
Tobacco Sales		\$310.00	

### LIQUOR LICENSE FEES

Comprehensive background check	In state	\$500.00	
	Outstate	\$10,000.000	
(A) 3.2 percent malt liquor on-sale		\$6,000.00	
(B) 3.2 percent malt liquor off-sale license.		\$2,700.00	
(C) Temporary 3.2 percent malt liquor		\$100.00	per day
(D) Off-sale intoxicating liquor licenses		\$240.00	
(E) On-sale intoxicating liquor		\$6,000.00	
(F) Club licenses	<p>The annual license fee for an on-sale intoxicating liquor license issued by a municipality to a club must be no greater than:</p> <ol style="list-style-type: none"> <li>(1) \$300 for a club with under 200 members;</li> <li>(2) \$500 for a club with between 201 and 500 members;</li> <li>(3) \$650 for a club with between 501 and 1,000 members;</li> <li>(4) \$800 for a club with between 1,001 and 2,000 members;</li> <li>(5) \$1,000 for a club with between 2,001 and 4,000 members;</li> <li>(6) \$2,000 for a club with between 4,001 and 6,000 members;or</li> <li>(7) \$3,000 for a club with over 6,000 members</li> </ol>		
(G) Sunday on-sale intoxicating liquor licenses		\$200.00	

(H) Temporary on-sale intoxicating liquor		\$100.00	per day
(I) On-sale wine licenses		\$2,000.00	Not to exceed 1/2 on sale intoxicating fee
(J) One day consumption and display permits		\$25.00	
(K) Approval of the issuance of a consumption and display permit		\$250.00	
(L) Culinary class limited on-sale		See Statute 340A.4041	
(M) Temporary off-sale wine		\$100.00	per day
(N) Brew pub on-sale intoxicating liquor or on-sale 3.2 percent malt liquor		\$500.00	
(O) Brewer off-sale intoxicating liquor		\$500.00	
(P) Brewer temporary on-sale intoxicating liquor		\$100.00	per day
(Q) Sales after 1:00 a.m.		See rates in Statute § 340A.504.	

## **PARK**

Athletic Field Reservation	League Use	\$28.00	per field per 4 hours
Tournament	Reservation Fee	\$400.00	Friday, Saturday and Sunday
	Damage Deposit	\$500.00	
Rental and portable toilet pumping			
<b>For groups over 200: 2 additional unit is required per 50 persons</b> at their expense to be placed next to the City's units (The City will place order). During tournaments, the City will arrange for additional pumping for its 3 units and for any additional units.			
<b>For 600 people: 4 additional units would be required.</b> During tournaments, the City will arrange for additional pumping for its 3 units and for any additional units			
**Teams pay for the additional units and pumping when they make their tournament reservations at current contract rate.			

Picnic Shelter Rental	Columbus Residents	n/c	4 hours maximum/day
	Non-Resident	\$40.00	4 hours maximum/day
Picnic Shelter	Clean up/Damage	\$25.00	groups of 25 or less per day
	Deposit	\$50.00	groups of 26 - 50 per day

## **PLANNING AND ZONING**

Comprehensive Plan Amendment	Fee	\$200.00	plus associated costs
	Escrow	\$2,500.00	
Conditional Use Permit & Public Hearing	CUP Fee	\$200.00	plus associated costs
	Escrow	\$1,500.00	
Conditional Use Permit Amendment	CUP Amend Fee	\$100.00	plus associated costs
	Escrow	\$1,500.00	
Mineral Extraction (Interim Use Permit)	City Council	\$200.00	plus associated costs
	Escrow	\$2,500.00	
Interim Use Permit & Public Hearing	IUP Fee	\$200.00	plus associated costs
	Escrow	\$1,500.00	
Interim Use Permit & Public Hearing - Kennels	IUP Fee	\$200.00	plus associated costs
	Escrow	\$500.00	
Lot Line Adjustment	Fee	\$100.00	plus associated costs
	Escrow	\$500.00	
Parkland Dedication Fee	Commercial	\$762.50	per lot/unit
	Residential	\$1,525.00	per lot/unit
Rezoning	Rezoning Fee	\$150.00	plus associated costs
	Escrow	\$1,500.00	
Sign Permit	Application Fee	\$200.00	
Site Plan Review		\$50.00	plus associated costs
Subdivision	Deposit	\$2,000.00	plus associated costs
	Application Fee	\$100.00	
	Public Hearing	\$200.00	

Vacation of streets, easements, etc.	Fee Escrow	\$150.00 \$500.00	plus associated costs
Administrative Variance	Fee Escrow	\$200.00 \$250.00	
Variance	Variance Fee Escrow	\$300.00 \$500.00	plus associated costs
Watershed Permit (Sunrise)	Permit Fee Escrow	\$100.00 \$500.00	
Watershed Permit (Sunrise) & Public Hearing	Permit Fee Escrow	\$200.00 \$500.00	
Zoning Code Amendment		\$150.00	plus associated costs
Zoning Permit (Agricultural, Driveway)	Permit Fee Escrow	\$50.00 \$500.00	plus associated costs
* Associated costs include: Attorney, Engineer, and Planner service charges			

### **PUBLIC UTILITIES**

MN Dept. of Health Connection Fee (Safe Drinking Water Fee)	Quarterly	\$2.43	per connection
Right of Way Permit		\$60.00	plus associated costs
Dump Station Fee	Quarterly	\$180.26	per dump station
Sewer - Local	Availability Charge (LSAC)	\$511.00	per SAC unit as determined by MCES, minimum 1 unit
Sewer - Metropolitan Council	Availability Charge (SAC)	\$2,485.00	per SAC unit, minimum 1 unit
Sewer Connection Permit	Commercial	\$230.00	
Sewer Connection Permit	Residential	\$180.00	
Sewer - Usage Fee	Quarterly	\$7.31	per 1000 gallons
	Quarterly	\$90.13	residential minimum
	Quarterly	\$180.26	commercial minimum
	Quarterly	\$180.26	residential sewer only
Water Availability Charge	(WAC)	\$1,828.00	(per equivalent Residential Unit (ERU) formula per acre)

Water - Connection Permit	Commercial Potable/Drinking	\$230.00	
Water - Connection Permit	Commercial Fire Suppression	\$230.00	
Water - Connection Permit	Residential	\$180.00	
Water - Usage Fee	Billed Quarterly	\$6.11	per 1000 gallons
	Quarterly	\$75.34	residential minimum
	Quarterly	\$150.67	commercial minimum
	Quarterly	\$150.67	residential water only
Water Meter Purchase	Commercial or Residential	Actual cost + sales tax	
Water Meter Fee	Quarterly	\$0.89	per meter
Water Meter Rental	\$1,500 deposit plus \$25 flat fee plus water usage fee as indicated above		
Utility Billing Penalty Fee of Unpaid Balance		5%	Assessed Quarterly

### **SERVICES AND RESALE - All prices include MN sales tax**

Data Practices Compliance Official Services		Wages	per hour and/or material cost
Filing Fee for Elections		\$2.00	
Photocopies (8-1/2" x 11")		\$0.25	per side
N.S. F. - Checks Returned		\$30.00	
Animal Impound Services			Actual Costs