

2021 Fee Schedule

CITY OF OSSEO FEE SCHEDULE

Phone 763-425-2624
effective 1/11/2021

Administration	Fee	Fee Notes
Address Label List	\$25	
Audio Tape Copy	\$25	
Audit Book Copy	\$25	
Brick Paver - Large	\$100	
Small	\$50	
CD Copy	\$25	
City Code (Ordinances) Photocopy	\$25	
Community Center Rental		
Weekdays, per room	\$30	Osseo residents & businesses, up to four hours
Weekdays, per room	\$75	non-residents & businesses, up to four hours
Weekends, must rent both rooms	\$90	Osseo residents & businesses, up to six hours
Weekends, must rent both rooms	\$200	non-residents & businesses, up to six hours
	50% off	tax exempt non-profit organizations, must be registered
Copies - single-sided black & white - up to 11-100	free	or, up to 6 double-sided, or 2 color or oversized each
Copies over 100	**	**actual cost (staff time @ \$20/hr)
Double-sided black & white	\$0.40	each, for more than 6
Color or pictures	\$1.00	each, for more than 2
Electronic Data up to 20 minutes	free	
Electronic Data over 20 minutes	**	**actual cost (staff time @ \$20/hr)
Digital Photo/DVD/VHS Copy	\$25	each photo or tape
Franchise Fees Electric		2% per month
Gas		2% per month
Gateway Sign Message Application	\$100	per slide, per week
Garbage/Recycling/Yard Waste Collection	per contract	residential only
Late Fees	10%	per month
Mailing Costs of Copies/Reports	at cost	
NSF Check	\$30	
Notary Services	N/C	
Special Assessment Search	\$20	per PID
Special Events		
Permit Application Fee	\$50	non-refundable
Special Services (see hourly rates for each dept)		**actual cost for staff time / deposit refundable, if not used
Staff Time - Administration		
City Staff -- Professional	\$75/hour	
City Staff -- Administrative Support	\$50/hour	

Building - Commercial	Fee	Fee Notes
Building Permit Fee	valuation	2003 Fee Schedule *
Plan Review		65% of permit fee
Building Without Permit	double fee	double cost of permit fee amount
Demolition - Commercial or Industrial	\$251	+ \$5,000 deposit (includes state surcharge)
Fire Alarm Systems	valuation	2003 Fee Schedule *
Plan Review		65% of permit fee
Mechanical	valuation	2003 Fee Schedule *
Plan Review		65% of permit fee
Moved Building	valuation	2003 Fee Schedule *
Plumbing	valuation	2003 Fee Schedule *
Plan Review		65% of permit fee

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Building - Residential	Fee	Fee Notes
Accessory Structure (<= 200 sq ft)	\$50	zoning permit + anchoring inspection
Accessory Structure (> 200 sq ft)	valuation	2003 Fee Schedule *
Backflow Preventer - Irrigation	\$51	includes state surcharge
Building Permit Fee	valuation	2003 Fee Schedule *
Plan Review		65% plan review fee
Building Without Permit	double fee	double cost of permit
Demolition (Garage or Shed)	\$76	+ \$1,000 deposit (includes state surcharge)
Demolition (House)	\$151	+ \$1,000 deposit (includes state surcharge)
Fence (<= 6 ft)	\$25	zoning permit
Fence (> 6 ft)	valuation	2003 Fee Schedule *
Fireplace Construction	valuation	2003 Fee Schedule *
Fireplace Insert	\$101	includes state surcharge
Moved House In	valuation	2003 Fee Schedule *
Mechanical - (per unit cost) Furnace, A/C, etc.	\$76	includes state surcharge; needs separate electrical permit
Mechanical - Ductwork, Gas Piping	\$76	includes state surcharge
Alterations, Miscellaneous		
Plumbing (1-5 fixtures)	\$76	includes state surcharge
Each Additional	\$5	
Replace Windows	\$76	includes state surcharge
Re-roof	\$101	includes state surcharge
Re-side	\$101	includes state surcharge; needs separate electrical permit
Re-side Stucco	\$126	includes state surcharge
Underground Tank Removal	\$101	includes state surcharge
Water Heater	\$76	includes state surcharge
Water Softener	\$51	includes state surcharge
<i>All other fees not covered by this fee schedule minimum \$50 or valuation, whichever is greater</i>		

Business Licenses	Fee	Fee Notes
Amusement Machines	\$15	per machine per year
Investigation Fee	\$300/\$500	\$300 individual; \$500 partnership/corporation (initial)
License Fee	\$15	per location per year
Liquor		
Consumption & Display	\$300	state fee may also apply, annual renewal on March 31
Consumption & Display one day	\$50	
Investigation Fee	\$300/\$500	\$300 individual; \$500 partnership/corporation (initial) *valid CUP for property also needed
Off Sale		
Beer 3.2 Off Sale	\$50	annual renewal on July 1
Brew Pub Off Sale	\$200	state fee may also apply, annual renewal on July 1
Brewer Off Sale	\$200	state fee may also apply, annual renewal on July 1
Intoxicating Off Sale	\$240	annual renewal on July 1
Microdistillery Off Sale	\$200	annual renewal on July 1
Wine Temporary Off Sale	\$50/day	
On Sale		
Beer 3.2 On Sale	\$300	annual renewal on July 1
Beer 3.2 On Sale Temporary	\$50/day	
Brew Pub On Sale	\$600	state fee may also apply, annual renewal on July 1
Brewer Temporary On Sale	\$50/day	
Brewer Taproom	\$600	state fee may also apply, annual renewal on July 1
Club	depends on membership	annual renewal on July 1
Culinary Class Limited	\$300	annual renewal on July 1
Intoxicating On Sale	\$6,000	annual renewal on July 1

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Business Licenses (continued)	Fee	Fee Notes
Microdistillery Cocktail Room	\$600	state fee may also apply, annual renewal on July 1
Microdistillery Temporary On Sale	\$50/day	
Sunday On Sale	\$200	annual renewal on July 1
Temporary Intoxicating On Sale	\$50/day	
Wine On Sale	\$650	annual renewal on July 1
Pawnbrokers License	\$250	initial fee
Investigation Fee	\$300/\$500	\$300 individual; \$500 partnership/corporation (initial)
License Fee	\$12,000	annual fee
Peddlers Permits		
Registration	\$15	criminal background check
Solicitors	registration only	per calendar year
Peddlers & Transient Merchant	\$15	1 day
	\$25	7 days
	\$50	30 days
	\$150	365 days
Sexually-Oriented Business License	\$5,000	annual fee
Investigation Fee	\$300/\$500	\$300 individual; \$500 partnership/corporation (initial)
Tobacco License	\$250	annual renewal on July 1
Investigation Fee	\$300/\$500	\$300 individual; \$500 partnership/corporation (initial)

Parks	Fee	Fee Notes
Bandshell Use in Boerboom Park	N/C	Osseo residents and businesses, up to one hour
	\$30	Osseo residents and businesses, one to four hours
	\$50	non-residents & businesses, up to four hours
	50% off	tax exempt non-profit organizations, must be registered
Picnic Shelter Use in Sipe Park	\$30	Osseo residents and businesses, up to four hours
	\$50	non-residents & businesses, up to four hours
	\$25	per additional garbage can requested
	50% off	tax exempt non-profit organizations, must be registered
Sipe Park Ballfield Use	N/C	must register with Public Works at 763-425-5741

Planning & Zoning	Fee	Fee Notes
Appeal Administrative Decision ***	\$150	
Comprehensive Plan Copy	\$25	
Comprehensive Plan Amendment ***	\$500	
Conditional Use Permits ***	\$500	
Conditional Use Permit Amendment **	\$250	
Recording of Documents by City	\$75 + recording costs	recording costs established by Hennepin County; vary by document number & type
Grading/Fill/Excavation Permit		
< = 50 cubic yards	\$50	
51-100 cubic yards	\$100	
Above 100 cubic yards	\$200	
Above 1,000 cubic yards	\$500	Council approval needed if not part of development approval
Grading Permit Review	\$100	
Minor Subdivision or Lot Combination ***	\$500	

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Planning & Zoning <i>(continued)</i>	Fee	Fee Notes
Park Dedication Fees		
Residential	\$500	per unit or acre, whichever is greatest (acreage rounded up to next whole acre)
Commercial/Industrial	\$500	per building, acre, or 10,000 SF floor area, whichever is greatest (acreage rounded up to next whole acre & SF rounded up to next higher 10,000 SF)
Planned Unit Development ***	\$1,000	
Planned Unit Development Amendment	\$250	
Plat Review	\$500	
Rezoning Application ***	\$500	
Site or Building Plan Review ***	\$500	
Vacation of Property***	\$500	
Variances ***	\$500	
Zoning Verification Letter	\$20	
*** Denotes developer and/or third party responsibility for City accrued expenses - staff & legal time, printing, mailing, etc.		

Public Safety	Fee	Fee Notes
Administrative Fine Ordinance Violations		
Code 70.31-Traffic	\$60	
Code 71.01(A)-Parking	\$20	
Code 71.01(B)-Parking	\$20	
Code 71.01(C)-Parking	\$20	
Code 71.02(A)-Parking	\$20	
Code 71.03(A)-Parking	\$20	
Code 71.04-Parking	\$20	
Code 71.06-Parking	\$20	
Code 71.07(A)-Parking	\$20	
Code 71.07(B)-Parking	\$20	
Code 93.16(F)-Criminal	\$40	
Code 93.16(H)-Criminal	\$40	
Code 93.18(F)-Criminal	\$40	
Code 93.18(T)-Criminal	\$40	
Code 93.19(B)(1)-Criminal	\$40	
Code 93.20(A)-Criminal	\$40	
Code 94.31(A)-Criminal	\$40	
Code 94.31(B)-Criminal	\$40	
Code 94.45-Criminal	\$40	
CD Copy	\$25	
Copies - Single-sided	\$0.25	
Doubled-sided	\$0.40	
Oversized	\$1	
Color or Pictures	\$1	
Digital Photo/DVD/VHS Copy	\$25	each photo or tape
Dog, Dangerous Dog License	\$50	annual registration fee
Dog Impound Fees (1st Pickup-Calendar Year)	\$50	+ boarding fees
2nd Pickup	\$75	+ boarding fees
3rd Pickup or more	\$100	+ boarding fees
		<i>fees are doubled if dangerous dog is unlicensed</i>
Fingerprinting	\$10	per card
Fire False Alarm (1st in Calendar Year)	N/C	
2nd	N/C	

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3rd or more	\$200	
Public Safety (continued)	Fee	Fee Notes
Fire Safety Inspections (commercial)		
Initial Safety Inspection & 1st Follow-up	N/C	
2nd	\$100	each
3rd	\$150	each
4th or more	\$200	each
School (Public) Initial Insp & 2 Follow-ups	\$0.01	per building SF
3rd or more	\$0.01	per building SF
School (Charter) Initial Insp & 2 Follow-ups	\$100	each
3rd or more	\$50	each
Commercial Hood Cleaning	\$50	annual permit
Golf (Motorized) Cart	\$25	
Liquor Administrative Penalty - 1st Violation	\$500	within 3 year period
2nd Violation	\$1,000	within 3 year period
3rd or more Violations	\$2,000	within 3 year period
Police False Alarm - 1st, 2nd, 3rd	\$0	no charge
4th-10th	\$50	each
11th-15th	\$100	each
16th or more	\$150	each
Seized/Impounded Property Fees	\$20	per day
Seized Vehicle/Forfeiture Administrative Fee	\$500	
2nd	\$750	within 2 year period
3rd or more	\$1,000	within 2 year period
Minors	\$50	+ referral to dependency counseling; if no fine, community service
Providers & Other Individuals	\$50	
Staff Time/Police Services Time		1.5 times top officer pay + benefits per hour per officer
Towing		actual cost incurred by towing agency
Vehicle Impound Release Fee	\$10	

Public Works	Fee	Fee Notes
Boulevard Feature Permit	\$25	one-time fee due at issuance of new permit
Equipment Charge	\$63	bucket truck per 1/2 hour (minimum charge 1/2 hr)
	\$50	dump truck per 1/2 hour (minimum charge 1/2 hr)
	\$75	pay loader per 1/2 hour (minimum charge 1/2 hr)
	\$38	skid loader per 1/2 hour (minimum charge 1/2 hr)
Re-inspection	\$50	
Right-of-Way Permit	\$75	administration & inspection
Aerial (per 100 linear feet)	\$15	
Directional Bore (per 100 feet)	\$100	+ \$5,000 bond, cashier's check, or letter of credit req'd
Hole in Boulevard	\$75	+ \$5,000 bond, cashier's check, or letter of credit req'd
Street Excavation (per hole)	\$100	+ \$10,000 bond, cashier's check, or letter of credit req'd
Trench (per 100 linear feet)	\$100	+ \$5,000 bond, cashier's check, or letter of credit req'd
ROW Obstruction (no excavation)	N/C	day 1
Days 2-7	\$15	per day
Days 8+	\$30	per day
Staff Time - Public Works Director	\$75	per hour
Maintenance	\$50	per hour
Small Cell Wireless Facility Rent	\$175/yr	\$150/year rent + \$25/year maintenance fee

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Public Works (continued)	Fee	Fee Notes
Small Cell Wireless Electricity (<=100 watts)	\$73	per node/year; per State Statute
Small Cell Wireless Electricity (>100 watts)	\$182	per node/year; per State Statute
Work without Required Permit	double fee	double cost of permit fee amount

Rental Housing Licensing (Annual)	Fee	Fee Notes
Initial Fee for Single Family, Double Bungalow, Triplex, Townhome, Condo	\$150	per unit
Annual Re-inspection Fees		
1-2 inspections	\$150	
3 inspections	\$200	
4 inspections	\$300	
5 inspections	\$500	
6+ inspections	\$1,000	
Small Apartments (2-9 units)	\$225	
Large Apartments (10+ units)	\$25	per unit
Apartment Re-inspection Fee	\$100	per inspection
1-15 Days Late Fee for All Licenses	50%	of license fee
16+ Days Late Fee for All Licenses	100%	of license fee
Point of Conversion Fee	\$750	

Signs	Fee	Fee Notes
Class A & B Signs**	\$75 + \$0.50/sq ft	** may require building inspector approval + plan review per 2003 Fee Schedule
Class C "Dynamic, Temporary" Signs	\$50	7 day period; 3-year maximum

Utility Fees	Fee	Fee Notes
Delinquent Bills - County Certification	\$30+	admin fee per PID + interest
Overdue/Unpaid Bills		cost + 10% per quarter
Private Hydrants		
Flushing	\$40	per hydrant
Sewer Usage Charge (quarterly)	\$53.31+	base of \$53.31 + \$10.26/1000 gallons above 15,000
Snow Removal	\$60+	\$60 per hour/\$120 minimum
Storm Water Charge (quarterly)	\$38.10	per Residential Equivalency Factor
Temporary Hydrant Meters		
Construction (per month)	\$50	
Construction (Deposit)	\$1,000	
Damaged Hydrant		at cost
Damaged Water Main		at cost
Water Usage Charge (quarterly)		
RESIDENTIAL flat rate minimum		*includes 8,000 gallons for single family dwellings
up to 1" meter (includes 8,000 gal for SFD)	\$20.95	*
1.5" meter (includes 8,000 gal for SFD)	\$31.43	*
2" meter (includes 8,000 gal for SFD)	\$41.90	*
3" meter (includes 8,000 gal for SFD)	\$104.75	*
4" meter or larger (includes 8,000 gal for SFD)	\$419	*
RESIDENTIAL Tier 1 (8,001-16,000 gal)	\$4.19	per 1,000 gallons
Tier 2 (16,001-24,000 gal)	\$5.24	per 1,000 gallons
Tier 3 (over 24,000 gal)	\$6.55	per 1,000 gallons
MULTI FAMILY all usage	\$4.45	per 1,000 gallons

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COMMERCIAL Tier 1 (up to 50,000 gal)	\$4.19	per 1,000 gallons
Tier 2 (50,001-100,000 gal)	\$4.82	per 1,000 gallons
Tier 3 (100,001-125,000 gal)	\$5.54	per 1,000 gallons
Tier 4 (over 125,000 gal)	\$6.37	per 1,000 gallons
IRRIGATION all usage	\$6.55	per 1,000 gallons
BULK WATER SALES all usage	\$6.55	per 1,000 gallons
Utility Customer List	\$25	

Utility Trunk Charges	Fee	Fee Notes
Inflow & Infiltration Violation	\$500	per quarter
Sanitary Sewer Non-Compliance	\$100	per month
Sewer Access Charge (SAC)		
MCES (Met Council)	\$2,485	per unit
City Residential	\$475	per residential unit
City Commercial/Industrial	\$2,100	per MCES SAC unit
Sewer Connection Permits		
Permit/Inspection Fee Residential	\$50	
Permit/Inspection Fee Commercial/Ind		2% of contract value
Disconnect/Shut-off	\$50	
Excavation	\$100	+ \$10,000 bond, cashier's check, or letter of credit
Re-connect after Shutoff	\$100	
Repair	\$75	
Storm Water Permit		
Permit/Inspection Fee		2% of contract value
Excavation	\$100	+ \$10,000 bond, cashier's check, or letter of credit
Repair	\$75	
Water Access Charge (WAC)		
Residential	\$1,260	per unit
Commercial & Industrial	\$5,600	per connection
Churches	\$2,800	
Parks	\$700	
Water Connection Permits		
Permit/Inspection Fee Residential	\$50	
Permit/Inspection Fee Commercial/Industrial		2% of contract value
Disconnect/Shut-off	\$50	
New Water Line/upgrade 1"	\$25	
New Water Line/upgrade over 1"	\$35	
New Water Line/upgrade 6"	\$200	
Repair	\$75	
Hydrant Use		same as water usage charge (see Utility Fees)
Re-connect after Shutoff	\$100	
Water Meter		10% over cost