

West St. Paul-2024 Final Fee Schedule

Fee Description	2024 Final	Background NEW *	Background RENEWAL
* statutory limits			
BUSINESS LICENSE FEES			
Liquor, Wine & Beer:			
Intoxicating Liquor			
Off-Sale (MS 340A.408 Subd 3 (a)(3)) *	380.00	1,400.00	100.00
On-Sale (MS 340A.408 Subd 2 (a)(b))			
Category 1	7,500.00	1,400.00	100.00
Category 2 (formerly tavern)	7,500.00	1,400.00	100.00
On-Sale Installment Option			
Due December 15	3,750.00		
Due June 15 (includes \$25 Admin Fee)	3,775.00		
On-Sale Outside Service	205.00	100.00	100.00
Sunday Sale (MS 340A.408) *	200.00	100.00	100.00
On-Sale Temporary - per application	50.00	100.00	-
Wine (MS 340A.408 Subd 2©)	1,500.00	1,400.00	100.00
3.2% Malt Liquor			
Off-Sale	128.00	100.00	100.00
On-Sale	500.00	100.00	100.00
On-Sale Outside Service	205.00	100.00	100.00
On-Sale Temporary*	25.00	100.00	-
On-Sale Temporary Outside Service *	25.00	100.00	-
Brewpub/Taproom			
Off-Sale (Growler sale-refillable container)	200.00	100.00	100.00
On-Sale	500.00	100.00	100.00
Cocktail Room	500.00	100.00	100.00
Temporary Off-sale Wine*	50.00	100.00	-
Culinary Class limited On-sale*	50.00	100.00	-
A 10% surcharge may be applied for provisional or conditional liquor, wine or beer licenses			
* per application			
THC License			
Specialty Intoxicating THC License	Product sales are > than 10 percent of gross revenue or the retail space	2,625.00	
Regular Intoxicating THC License	Product sales are 10 percent or less of gross revenue or the retail space	1,415.00	
Under Age Sales Violations-THC Sales, Alcohol sales			
Level 1 - Training		0-500.00 fine	
Level 2 - Fine and/or Suspension 3-5 days		500.00-1,000.00	
Level 3 - Fine and/or 5-10 day suspension		500.00-1,000.00	

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Level 4 Fine and/or 10-60 days suspension	500.00-1,000.00		
Under Age Sales Violations-tobacco			
First Violation			
License Holder	300.00		
Employee	50.00		
Second Violation in 36 months			
License Holder	600.00		
Employee	50.00		
Third Violation in 36 months			
License Holder	1,000.00		
Employee	50.00		
Special Events			
Consumption and Display Permit (Annual)	300.00	100.00	100.00
Consumption and Display Permit (One-Day)	25.00	100.00	-
Live Entertainment (Annual)	350.00	100.00	100.00
Live Entertainment (Additional, Similar Events)	50.00	100.00	100.00
Live Entertainment (Additional, but Significantly Different Events)^	150.00	100.00	100.00
<i>^ events requiring staff to revisit site</i>			
Amusement & Amusement Devices:			
Carnival - per week	2,750.00	135.00	100.00
Gambling (MS 349.213)			
Gambling - annual license *	NA	100.00	100.00
Gambling - one day license *	NA	25.00	25.00
Commercial & Service Activities:			
Adult Use (Sexually-Oriented Business)	7,250.00	1,450.00	100.00
Laundry			
Self-Service up to 10 machines	105.00		
each additional machine	5.00		
Massage Therapy			
Business	95.00	150.00	100.00
Personal	95.00	150.00	100.00
Pawnbroker	7,100.00	1,450.00	100.00
Pawn Transaction Fees			
Modem Transmissions	2.00		
Manual Transmissions	5.00		

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Peddlers, Solicitors and Transient Merchants			
License	95.00	135.00	100.00
Registration	85.00		
Photo ID Badge	14.00		
Precious Metals Dealer	1,925.00	175.00	100.00
Rubbish Hauler (commercial and residential)	625.00		
Truck Sticker	50.00		
Roll Off Sticker	50.00		
Second Hand Dealer	280.00		
Tattoo/Body Art - Business	400.00	135.00	100.00
Firework Sales			
Permit (MS624.20-624.25) *	25.00		
Inspection Fee (goes to SMFD)	75.00		
Tobacco	500.00	1,400.00	100.00
Building, Construction, Mechanical and Related Trades:			
Motor Vehicle Related Business:			
Motor Vehicle Sales and Rentals	92.00		
Motor Vehicle Related Business	92.00		
New & Used Motor Vehicle Dealer/Broker	180.00		
Residential Rental License			
Residential Rental Dwellings - per Unit > 1			
Category A			
Base Fee	35.00	100.00	
Per Unit	8.00	NA	
Category B			
Base Fee	40.00	100.00	
Per Unit	10.00	NA	
Category C			
Base Fee	50.00	100.00	
Per Unit	15.00	NA	
Late Payment of Application Fee	50% of Application Fee		
Rental Housing Inspection			
Base Fee	150.00		
Per Unit	20.00		
Re-inspection	50.00		
No Show Fee	50.00		

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Other Businesses:				
Courtesy Benches - each		35.00		
NON-BUSINESS LICENSE FEES				
Animals:				
Cats-Life Time NO REFUNDS		30.00		
Spayed or Neutered		25.00		
Duplicate License		5.00		
Dogs-Life Time NO REFUNDS		30.00		
Spayed or Neutered		25.00		
Duplicate License		5.00		
Potentially Dangerous Animal		210.00		
Dangerous Animal (including warning symbol and tag)		420.00		
Exotic Animal Permit		200.00		
Special Permit - Exceeding Number of Animals Allowed		200.00		
Renewal of Special Permit-Exceeding Number of Animals Allowed		100.00		
Animal Impoundment - plus boarding fees (by contract)		25.00		
BUILDING PERMITS				
For all Building Permits the City follows the MN Statute 326B.153 Building Permit Fee Schedule (includes general contracting, sheetrock, fences, and parking lots)				
Residential Contractor License Verification		5.00		
Contractor Lead Certification Verification		5.00		
Residential Roofing permit	Fixed fee + State Surcharge	145.00		
Residential Window permit	Fixed fee + State Surcharge	145.00		
Residential Siding permit	Fixed fee + State Surcharge	145.00		
Penalty for Working without a Permit		Permit Fee Doubles		
Solar PV System Permit				
0 watts to and including 5,000 watts		90.00		
5,001 watts to and including 10,000 watts		150.00		
10,001 watts to and including 20,000 watts		225.00		
20,001 watts to and including 30,000		300.00		
30,001 watts to and including 40,000 watts		375.00		

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40,001 watts to and including 1,000,000. \$25.00 for each additional 10,000 watts over 40,000 watts		375.00		
1,000,001 watts to 5,000,000 watts and \$15.00 for each additional 10,000 watts over 1,000,000 watts		3,975.00		
5,000,001 watts and larger and \$10.00 for each additional 10,000 watts over 5,000,001 watts		12,975.00		
State Surcharge - Value Based Permits:				
Valuation of 1,000,000 or less -		Valuation*.005 or (.50*1,000)		
Valuation of 1,000,001 to 2,000,000 -		500.00+.004*(value-1,000,000.00)		
Valuation 2,000,001 to 3,000,000 -		900.00+.003*(value-2,000,000.00)		
Valuation of 3,000,001 to 4,000,000 -		1,200.00+.002*(value-3,000,000.00)		
Valuation of 4,000,001 to 5,000,000 -		1,400.00+.001*(value-4,000,000.00)		
Valuation greater than 5,000,000 -		1,500.00+.0005*(value-5,000,000.00)		
State Surcharge - Fixed Fee Permits:				
Permit fee less than 10,000		1.00		
Permit fee more than 10,000		Fee*.0005		
Plumbing Permits:				
Commercial		Greater of 1.5% of total value of work or minimum \$100 fee (plus the state surcharge as required)		
Residential		For existing buildings there will be a base fee of \$100 (plus the state surcharge of \$5) - this includes on fixture. Each additional fixture will add \$10 for the fee.		
Plumbing Fixtures - each		10.00		
For new single family dwelling		300.00 + state surcharge of 5.00		

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Plumbing and Gas Permit		10.00		
Minnesota State Surcharge As Required		5.00		
Mechanical Permits:				
Commercial				
HVAC - Commercial Project		min 100.00 Or 1.5% of value		
Residential				
New Single Family Dwelling HVAC Systems		300.00		
Furnace		10.00		
Air Conditioner		10.00		
Boiler		10.00		
In Floor Heat		10.00		
Air Exchanger		10.00		
Fireplace		10.00		
Garage Heater / Unit Heater		10.00		
Exhaust Fans		10.00		
Radon System		10.00		
Heat Pump		10.00		
Duct Work Only / Duct Extension		10.00		
Energy Recovery Ventilator		10.00		
Gas Appliance		10.00		
Miscellaneous / Other		10.00		
Gas Piping		40.00		
Solar Heating Systems				
Electrical Permits:				
Electrical Permits:				
Service/Power Supply 0-400 Amp		70.00		
Service/Power Supply 401-800 Amp		140.00		
Service/Power Supply Over 800 Amp		200.00		
Multi-Family Units Up To 10 Circuits - 2 Inspections		100.00		
New Single-family Dwelling (0-25 circuits & feeders/unit)		200.00		
Existing Single-family Dwelling (15+ circuits & feeders are installed/extended)		100.00		
Reattachment of Electrical Components (Multiples)				
Each unit has PID & Separate Service - each		50.00		
Building has 1 PID & 1 Service - base & each		50.00		
Transformer Up To 10 KVA - each		20.00		

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Transformers Above 10 KVA - each		50.00		
Carnivals/Fairs/Transient Projects Minimum Plus Power Supplies & Units		174.00		
Special Inspection Fee - Per Trip		50.00		
Over 250 Volts				
Service/Power Supply 0-400 Amp		140.00		
Service/Power Supply 401-800 Amp		280.00		
Service/Power Supply Over 800 Amp		400.00		
Tech Circuits/Fire & Temp Control/Alarm Communication Remote Control/Signal Circuits (0-50 V) - each		0.95		
Commercial Remodels Min of 2 Inspections		100.00		
Commercial Remodels With Ceiling 3 Inspections		150.00		
Separate Bonding Inspections For Swimming Pools & Equipotential Planes - Per Trip		50.00		
Furnace/Air Conditioner or Combination - Per Trip		50.00		
Luminaire Retrofit Modifications - Per Fixture		0.32		
Concrete-Encased Electrode Inspection - Per Trip		50.00		
Investigative	78.00 Total fee doubled, whichever is greater up to 1,000	78.00-1,000.00		
Permit Fee Minimum per Inspection		50.00		
State Surcharge		1.00		
Environmental Compliance				
Environmental Permit - All construction requiring ground disturbance activity for residential, commercial, and industrial		800.00/ Per Acre (250.00 Minimum)		
ESCROW for Environmental Compliance - Single Family (2 Units or Less)		1,000.00		
ESCROW for Environmental Compliance - Multi-Family (3 or more units), Commercial, Industrial		3,000.00/ Per Acre		
Sign Permits:				
Temporary Signs per permit		26.00		
Other Signs				
PLANNING, ZONING AND COMMUNITY DEVELOPMENT FEES				
Rezoning				
Fee		350.00		
Escrow Deposit		1,000.00		

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Variance				
Residential - Fee		200.00		
Residential - Escrow Deposit	Single variance	500.00		
Residential - Escrow Deposit	Multiple variance	600.00		
Commercial - Fee		300.00		
Commercial - Escrow Deposit	Single variance	800.00		
Commercial - Escrow Deposit	Multiple variance	1,000.00		
Interim Use Permit				
Fee		300.00		
Escrow Deposit				
Conditional Use Permit				
Residential - Fee		300.00		
Residential - Escrow Deposit		500.00		
Commercial - Fee		300.00		
Commercial - Escrow Deposit		1,000.00		
Preliminary/Final Plat - Fee	1-2 Lots	300.00		
Preliminary/Final Plat - Fee	3+ Lots	500.00		
Preliminary/Final Plat - Escrow Deposit	1-2 Lots	1,000.00		
Preliminary/Final Plat - Escrow Deposit	3+ Lots	2,500.00		
Vacation of Rights of Way - Fee		175.00		
Vacation of Rights of Way				
Special Meetings of the Planning Commission		275.00		
Special Meetings				
Site Plan - Fee		300.00		
Site Plan - Escrow Deposit		1,500.00		
Planned Development - Fee		500.00		
Planned Development - Escrow		2,000.00		
Comp Plan Amendment - Fee		500.00		
Comp Plan Amendment - Escrow		1,500.00		
Zoning Letter				
Standard		100.00		
Detailed		200.00		
PARKS & RECREATION FEES				
All fees, except for Park Dedication, are subject to state and local taxes				
Park fees are based on a Reserved or Exclusive basis				
Park Dedication Fees:				
Commercial, per acre	Per acre	12,500.00		
Industrial, per acre	Per acre	12,500.00		

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Residential - lesser of 8% of market value or:				
R1	Per unit	3,000.00		
R2	Per unit	2,500.00		
R3	Per unit	2,250.00		
R4	Per unit	2,250.00		
Mixed use	Per unit	2,250.00		
PUD	Amount based on actual usage	TBD		
Regional Athletic Center (Sports Dome):				
November - April				
Field 1	Prime Time (M-F: 5pm-10pm, Sat: 7am-10pm, Sun: noon-10pm) per hour	185.00		
Field 2	Prime Time (M-F: 5pm-10pm, Sat: 7am-10pm, Sun: noon-10pm) per hour	185.00		
Field 3	Prime Time (M-F: 5pm-10pm, Sat: 7am-10pm, Sun: noon-10pm) per hour	160.00		
Late Night	After 10 pm, Any Day, Any Field, Per hour	110.00		
Batting Cages (1 batting cage is included with field rates above)	Per Hour	35.00		
May - October				
Fields 1 and 2 together	Prime Time (M-F: 5pm-10pm, Sat: 7am-10pm, Sun: noon-10pm) per hour	150.00		
Field 3	Prime Time (M-F: 5pm-10pm, Sat: 7am-10pm, Sun: noon-10pm) per hour	50.00		
<i>*All other times - rates may be adjusted per contract or for seasonal marketing purposes</i>				
Batting Cages (1 batting cage is included with field rates above)	Per Hour	30.00		
Pool				
Season Pass				
Individual, Resident	Per Season	60.00		
Family (up to 5 members) Resident	Per Season	200.00		
Each Additional Member, Resident	Per Season	25.00		
Individual, Non-Resident	Per Season	75.00		
Family (up to 5 members) Non-Resident	Per Season	250.00		
Each Additional Member, Non-Resident	Per Season	35.00		
Daily Pass				
Individual	Per Day	6.00		
Group Reservation	Per Day	4.00		
Ice Arena				

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Ice Arena Prime (Oct-Feb)	Per Hour	210.00		
Ice Arena Non-Prime (Mar-Sept)	Per Hour	145.00		
Damage Deposit	Per Rental	100.00		
Open Skate	Per Person	5.00		
Open Hockey	Per Person	7.00		
Multi Purpose – 2 hr. minimum				
Two Hours - Resident	Per 2-hour block	20.00		
Two Hours - Non-Resident	Per 2-hour block	30.00		
Each Additional Hour(s)	Per Hour	5.00		
Damage Deposit	Per Rental	100.00		
Fields-Baseball/Softball				
Harmon, Sports Complex				
<u>Seasonal</u>				
Field, Youth	per field per game/practice (3 hours)	30.00		
Field, Adult	per field per game/practice (3 hours)	40.00		
Seasonal Damage Deposit	Per Season	250.00		
<u>Athletic Special Events(Tournaments, Short-term Events)</u>				
Weekday (Mon-Thurs)				
Youth	Per field per day	125.00		
Adult	Per field per day	200.00		
Weekend (Fri-Sun)				
Youth	Per field per day	150.00		
Adult	Per field per day	225.00		
Athletic Special Events Damage Deposit	Per rental	250.00		
Haskell, Southview				
Field	Per field per hour	20.00		
Damage Deposit	Per rental	100.00		
Fields-Soccer/Football				
Premier Fields-Sports Complex				
<u>Seasonal</u>				
Youth	Per field per game/practice (3 hours)	40.00		

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Adult	Per field per game/practice (3 hours)	40.00		
Seasonal Damage Deposit	Per season	250.00		
Athletic Special Events(Tournaments, Short-term Events)				
Weekday (Mon-Thurs)				
Youth	Per field per day	100.00		
Adult	Per field per day	125.00		
Weekend (Fri-Sun)				
Youth	Per field per day	125.00		
Adult	Per field per day	150.00		
Athletic Special Events Damage Deposit	Per rental	250.00		
Other Fields-Haskell				
Other Fields Damage Deposit	per rental	100.00		
Courts, Rinks, & Other Athletic Facilities				
Basketball	Per court per hour	5.00		
Tennis/Pickleball	Per court per hour	5.00		
Ice Rink, cement	Per rink per hour	15.00		
Ince Rink, grass	Per rink per hour	10.00		
Ice Rink Warming House Attendant	Per hour	25.00		
Disc Golf	Tournaments, per 9-holes per day	50.00		
Park Amenities and Athletic Special Event Fees				
Lights	Per field per hour	35.00		
Fields Chalking - baseball/softball	Per field	25.00		
Fields Lining - football	Per field	200.00		
Fields Lining - soccer	Per field	100.00		
Attendant	Per Hour	25.00		
Portable Bathroom	Per restroom	75.00		
Portable Bathroom ADA	Per restroom	125.00		
Traffic Control	Per off-duty Officer hourly rate	TBD		
Waste Collection	Per waste collection			
Additional waste collection	Per additional	50.00		
Additional dumpster	Per additional	175.00		
Additional waste bin	Per additional	15.00		

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Pavilions			
Sports Complex Pavilion (Horseshoe)			
Weekday Resident	Per day	150.00	
Weekday Non-Resident	Per day	175.00	
Weekend Resident	Per day	175.00	
Weekend Non-Resident	Per day	200.00	
Horseshoe	Per day	125.00	
Marthaler Pavilion			
Weekday Resident	Per day	125.00	
Weekday Non-Resident	Per day	150.00	
Weekend Resident	Per day	150.00	
Weekend Non-Resident	Per day	175.00	
Damage deposit	Per rental	125.00	
Picnic Shelters			
Marthaler and Garlough Shelters			
Resident		80.00	
Non-Resident		100.00	
Oakdale, Southview & Sports Complex Playground Shelters			
Resident	Per day	50.00	
Non-Resident	Per day	60.00	
Damage deposit	Per rental	50.00	
Harmon Park Neighborhood Center			
Weekday Resident	Per hour	55.00	
Weekday Non-Resident	Per hour	75.00	
Weekday Non Profit	Per hour	35.00	
Weekend Resident	Per hour	60.00	
Weekend Non-Resident	Per hour	85.00	
Weekend Non Profit	Per hour	40.00	
Damage Depsoit	Per rental	125.00	
Alcohol Add on fee	Pert rental	125.00	
Thompson Park Activity Center			
Weekday Resident	Per hour	55.00	
Weekday Non-Resident	Per hour	75.00	
Weekday Non Profit	Per hour	35.00	
Weekend Resident	Per hour	60.00	
Weekend Non-Resident	Per hour	85.00	

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Weekend Non Profit	Per hour	40.00		
Damage Depsoit	Per rental	125.00		
Alcohol Add on fee	Pert rental	125.00		
PUBLIC WORKS FEES				
Cell Antenna Escrow		12,000.00		
Right-of-way permits:				
General Work in Right-of-Way	Up to 500ft. Plus .20ft 501+ ft.	160 + .20ft		
Right-of-Way Obstruction		55.00		
Delay Penalty for ROW Permit/per day fee		50.00		
Sewer Permits:				
Singe Family Homes	2 Units or Less	175.00 + 1.00 State Surcharge		
Multi-Family, Industrial, Commercial	3 or more units			
Sewer Connection Charge				
Residential	Single and Multi Family	250.00 per Unit		
Commercial & Industrial		250.00 per 1,000 sq. ft.		
Storm Water Review Escrow				
New development Escrow for third party consultant fees		5,000.00		
Vacation of Property				
All costs to process the vacation of a property		TBD		
Inspection fee				
I&I Inspection fee-no show		-		
Traffic Control Signs:				
Street or Traffic Signs Requested		Actual Costs		
Permit Parking signs/per sign		200.00		
Permit Parking stickers	1st sticker no charge	15.00		
1 day sticker-limit of 15 stickers per request	Each	1.00		
Rental Rates for Radio Equipment, Marie Ave Tower :				
Conventional Radio Equipment				
Single User	Per month	330.00		
Community Repeater	Per month	435.00		

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Multi-Use System (cellular, paging, etc.)				
Per Antenna				
Radio Common Carrier	Per month	550.00		
Microwave Relays				
Per Antenna	Per month	550.00		
800 MHZ Trunking System and E-SMR				
Per month each Transmitter		112.00		
Per month each Receiver		112.00		
Per month each Antenna		112.00		
Per month each Standard, 2x2 floor space		112.00		
Deposit fee for Technical Review of Applications		TBD		
Single User, Cellular or Trunking E-SMR				
Per Frequency Pair		1,095.00		
Per Application		2,185.00		
POLICE DEPARTMENT FEES				
Reports, Media on CD or Flash Drive		10.00		
Clearance Letter		12.00		
Drug Lab Clean-up		Actual Cost of Clean up + 10% Admin fee		
Public Crash Data for commercial requestors, annual fee per organization (provides weekly reports to each requestor)		75.00		
Reports - per 8-1/2 x 11 page (MS 13.03 Subd 3-c)		0.25		
General Police Services:				
1 officer plus vehicle	Per hour	150.00		
False Alarms				
0-3 Alarms per year		Free each year		
4-6 Alarms per year		130.00		
7-10 Alarms per year		190.00		
More than 10 Alarms per year		300.00		
Fingerprinting	Residents only	17.00		
Abandoned Property Storage				
On-site (per item)	Per item	7.50		

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Off-site (per item)	Per item	Actual Cost + 25.00		
Firearm Storage Fee				
In take of Firearm		50.00		
Removal of Firearm		50.00		
Storage Fee	Daily	0.50		
PUBLICATIONS AND OTHER SERVICES				
Abatement Fee		20% of actual cost		
Admin Fee		21.00		
Annual Budget Book		93.00		
Annual Financial Statements		93.00		
City Code Book		220.00		
Copies per 8-1/2 x 11 copy (MS 13.03 Subd 3-c)		0.25		
Filing Fee *Per City Charter		20.00		
Non-Sufficient Funds (NSF) per State Statue	Per item	30.00		
Notary Fee (when not performed with other fee-based service)		1.00		
Precinct Map		1.00		
Property Assessment Search		20.00		
Zoning Book		155.00		
Other Staff Costs besides Police Officer		2 X the salary rate		
UTILITY RATES-SEWER				
Base Rate	Per the 10 year plan	36.35		
Volume Rates per 748 gallons of water				
Residential	Per CEF-Winter Qtr. Use	6.67		
All Other	Per CEF	7.72		
City SAC admin fee	Per SAC Unit	50.00		
UTILITY RATES-STORMWATER				
Flat Rates				
Residential	Per quarter	14.76		
All Other	Per month-per REF	5.07		
ADMINISTRATIVE CITATIONS				
Building Code - All violations except otherwise noted		200.00		
Building Code - All violations involving hazardous conditions		500.00		
Public Health - All violations except otherwise noted		200.00		
Public Health - All violations involving hazardous conditions		500.00		

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Gift Card Sales Violations		250.00		
All animal violations except otherwise noted		100.00		
All animal license violations		55.00		
All violations of the Dangerous Dog regulations		500.00		
All violations involving business licenses, except rental		500.00		
All parking violations		20.00		
All misdemeanor violations, except as otherwise stated		200.00		
Except as otherwise stated herein, all violations of the City Code or Zoning Ordinance		200.00		
Repeat violations within 12 months				
Rental license violations				
First Violation		500.00		
Second Violation within 12 months		1,000.00		
Third Violation and subsequent violations within 12 months		2,000.00		
REPEAT NUISANCE SERVICE CALLS				
1-2 nuisance service call(s) within 12 months		no charge		
3rd nuisance service call within 12 months		200.00		
4th nuisance service call within 12 months		400.00		
5th nuisance service call within 12 months		800.00		
6th nuisance service call within 12 months		1,600.00		
7th nuisance service call within 12 months and all subsequent nuisance service calls within 12 months		2,000.00		
<i>Unless otherwise required by the Code, a late fee of 1.5% shall be applied to all invoices that are not paid in a timely manner.</i>				

Adopted: 11.13.23 Revised and adopted 3.25.24