



2024 FEE SCHEDULE City of Prior Lake

2024 CHARGES

DEVELOPMENT FEES:	
Administration Fee on Development Agreements	6.0%
Administrative Charge for No-Notice to Commence Construction for Utility Connections	\$100.00
Escrow for Construction Observation on Development Agreements	Estimate of 8.0% of construction cost. Actual costs to be paid by developer.
Escrow for Professional Service on Development Agreements (unrelated to Construction Observation)	Actual costs to be paid by developer
Preliminary Plat, Final Plat, Planned Unit Development, and Major PUD Amendment Review	\$5,000.00
Park Dedication Fee	
Residential	\$3,750.00 / unit
Commercial/industrial	\$9,000.00 / ac.
Street Seal Coat Fee	\$2.25 / sy
UTILITY DEVELOPMENT FEES:	
Trunk Sewer Acreage Charge	\$5,166.00 / ac.
Trunk Water Acreage Charge	\$4,209.00 / ac.
Trunk Stormwater Acreage Charge	
Low density residential (R1,R2)	\$4,582.00 / ac.
High density residential (R3)	\$7,563.00 / ac.
Commercial/industrial	\$9,456.00 / ac.
UTILITY CONNECTION AND PERMIT CHARGES:	
Sewer Connection Charge	\$1,208.00 / ac.
Water Connection Charge	\$876.00 / ac.
MCES Direct Interceptor Connect Permit Review Charge	\$1,000.00
MCES Metro Sewer Availability Charge	\$2,485.00 / unit
Water Permit	
Industrial, commercial, multi-residential	1.0% of cost (\$54.50 min.)
Residential	\$54.50
Sewer Permit	
Industrial, commercial, multi-residential	1.0% of cost (\$54.50 min.)
Residential	\$54.50
UTILITY RATES AND CHARGES:	
Water Consumption Rates (Residential, Commercial, Industrial, Churches and Schools)	
Tier 1 - up to 10,000 gallons	\$3.64 per 1,000 gallons
Tier 2 -10,001 to 20,000 gallons	\$4.37 per 1,000 gallons
Tier 2 -20,001 to 30,000 gallons	\$5.68 per 1,000 gallons
Tier 4 - over 30,000 gallons	\$8.53 per 1,000 gallons
Water Consumption Rate (Multi-Unit Residential)	\$5.37 per 1,000 gallons
Water Base Rate (Residential, Commercial, Industrial, Churches and Schools)	\$21.42 per billing cycle
Water Base Rates (Multi-Unit Residential) Based on # of Units at Property	
100+ Units	\$1500 per billing cycle
50 - 99 Units	\$1000 per billing cycle
20 - 49 Units	\$400 per billing cycle
10 - 19 Units	\$200 per billing cycle
Under 10 units	\$40 per billing cycle
Bulk Water Charge	\$5.00 per 1,000 gallons
Prepaid Card Initial/Replacement Fee (for bulk water)	\$5.00
Bulk Water Meter Rental	
Administrative Fee	\$100.00
Meter Deposits	< 1.5 inch - \$500.00 1.5 inch or larger - \$1,500.00
Water Meter - residential 5/8"	cost plus 15%
Pressure Reducer	cost plus 15%
Frost Plates	\$7.50
Meter Testing Costs	Actual cost
Delinquent Utility Account - Door Hanger Charge	\$25.00

UTILITY RATES AND CHARGES:	
Water service thawing	1 st time – no charge All subsequent times – actual cost
Sprinkling Violations:	
First Offense	Warning
Second Offense	\$50.00
Third Offense	\$100.00
Each Subsequent Offense (in same calendar year)	Shall Double from the Prior Offense
Meter Tampering Penalty	\$100.00
Sewer Consumption Rates - City (Residential, Commercial, Industrial, Churches and Schools)	
Tier 1 - up to 10,000 gallons	\$2.73 per 1,000 gallons
Tier 2 -10,001 to 20,000 gallons	\$3.28 per 1,000 gallons
Tier 2 -20,001 to 30,000 gallons	\$4.26 per 1,000 gallons
Tier 4 - over 30,000 gallons	\$6.39 per 1,000 gallons
Sewer Consumption Rate (Multi-Unit Residential)	\$3.82 per 1,000 gallons
Sewer Base Rate (Residential, Commercial, Industrial, Churches and Schools)	\$18.59 per billing cycle
Sewer Base Rates (Multi-Unit Residential) Based on # of Units at Property	
100+ Units	\$1500 per billing cycle
50 - 99 Units	\$1000 per billing cycle
20 - 49 Units	\$400 per billing cycle
10 - 19 Units	\$200 per billing cycle
Under 10 units	\$40 per billing cycle
Met Council Sewer Rate (MCES) - in addition to City Sewer Rate	\$3.40 per 1,000 gallons
Intergovernmental Utility Rates:	
Sewer (City)	Cost per Agreement
Water	Cost per Agreement
Stormwater Management Fee	\$21.31 (residential) / \$63.93 acre per billing cycle
PERMITS:	
Building Permit	Per City Code Section 401.300
Change of Occupancy Permit	\$54.50
Commercial Contractor's Deposit (Escrow prior to Certificate of Occupancy)	110% of remaining work
Common Home Improvements	Fixed valuation fee
Additions	Use State Average Value or use Contractor/Homeowner Value, whichever is greater
Decks	1-200 square feet = valuation of \$4,000; Permit cost of \$199.39
Re-roofing (per unit)	201 and larger square feet = valuation of \$7,000; permit cost of \$108.00
Re-siding	\$108.00
Windows	\$108.00
Solar Panel	\$108.00
Drain Tile	\$108.00
Egress Window	\$108.00
Lower level finish (2 rooms or less)	\$200.00
Lower level finish (3 room)	\$250.00
Lower level finish (4 room)	\$300.00
Swimming pool (above ground)	\$201.79
Swimming pool (below ground)	\$450.16
Driveway Permit (Single-family residential)	\$50.00
Driveway Permit (Multi-family residential & commercial parking lots and private streets)	\$150.00
Demolition Permit	\$200.00
Electrical Inspection	Per State Electrical Inspection Fee Schedule
Excavation & Grading Permits & Escrows	
Permit for Residential < 1 acre	\$125.00
Permit for Residential >= 1 acre	\$955.00 / month; \$250 minimum
Security for Residential Restoration	\$2,000 / acre
Permit for Commercial/Developers	\$955.00 / month; \$250 minimum
Security for Commercial/Developer Restoration	\$2,000 / acre
Plan Review	65% Building Permit Fee
Repetitive Plan Review	25% Building Permit Fee
Reimbursement of Permit Fees for Failure to Initiate Work	up to 80% Building Permit Fee
Construction Observation - work performed by city appointed outside consultant	Per Estimate
Structural Review - work performed by city appointed outside consultant	Per Estimate

PERMITS:	
Retaining Wall Structural Review	Actual cost
Small Wireless Facility Collocation Agreement Application Fee	\$1,500.00
Plumbing Permits	
Industrial, commercial, multi-residential	1.0% of cost (\$54.50 min.)
Residential - new construction (single/two family)	\$154.50
Residential - additions/alterations	\$54.50
Mechanical Permits	
Industrial, commercial, multi-residential	1.0% of cost (\$54.50 min.)
Industrial, commercial, residential Sprinkler/Fire Suppression	1.0% of cost (\$154.50 min.)
Residential - heating/air (single/two family)	\$154.50
Residential - gas fireplaces	\$54.50
Residential - additions/alterations	\$54.50
Moving Permit	\$100.00
Residential Contractor's Deposit	\$2,500.00
Short Term Rental Permit	\$250.00
Tree Preservation Lot Deposit	\$400 per inch of required replacement; minimum \$2,000
Right-of-Way Permit and Telecommunications User Registration	
Yearly Registration Fee for Online Program – paid by each applicant with the first Right-of-Way Permit they obtain	\$30.00
Right of Way Permit (waived for companies with franchise agreements with City)	\$250.00
Delay Penalty	\$100.00 per day
Right of Way Security Boulevards (waived for companies with franchise agreements with City)	\$500.00
Right of Way Security Streets	125% of restoration estimate
Telecommunications User Registration Fee	\$255.00
SERVICE CHARGES:	
Assessment Search	\$25.00
Customer Lists (annual charge)	\$55.00
Administrative Fee for Assessment of Delinquent Charges	\$100.00
Erosion and Sediment Control or Cleanup (gravel driveways, private property erosion, etc.)	\$192.20/hr
Late License Processing Charge	\$55.00
Merchant Fees for Debit/Credit Card Payments - All Services	Paid by Customer
NSF Charge	\$30.00
Public Works Contracted Service	\$102/hour
Recurring autopayments/ACH completed through online service provider	Paid by Customer
Street Overlay/Resurfacing Assessment	\$1,385 / Residential Equivalent Density Unit
POLICE, FIRE & RESCUE SERVICE CHARGES:	
Burning Permit	\$40.00
False Alarms (effective upon 4th false alarm each year)	\$100.00 / \$150.00 / \$200.00 / \$250.00
Police Contracted Rate	\$115/ hour
Police Body Camera Video	\$25.00
Police Evidence Room Storage	\$1/day
Dangerous Dog/Potentially Dangerous Dog Initial Registration	\$250.00/annual
Dangerous Dog/Potentially Dangerous Dog Renewal	\$150.00/annual
Dangerous Dog Warning Yard Sign	\$10.00
Dangerous Dog Collar Tag	\$5.00

LIQUOR LICENSES:	
On Sale Intoxicating - Club	\$650.00
Consumption & Display License (Temporary)	\$25.00
Consumption & Display License	\$550.00
Off Sale Intoxicating	\$380.00
Off Sale 3.2 Malt Liquor	\$100.00
On Sale Intoxicating	\$7,000.00
On Sale 3.2 Malt Liquor	\$500.00
On Sale Sunday Liquor	\$200.00
Temporary On Sale & Temporary On Sale 3.2 Malt Liquor (1-3 days)	\$75.00
On Sale Wine License	\$2,000.00
Investigation Fee - On/Off Sale Intoxicating	New \$500/Renewal \$250
Investigation Fee - On Sale 3.2 Malt Liquor	New \$500/Renewal \$250
Investigation Fee - Off Sale 3.2 Malt Liquor	New \$500/Renewal \$250
Refund Retainage Fee - On Sale Intoxicating	\$400.00
Late Fee for License Renewals	\$200.00
On-Sale Malt Liquor Brewer Taproom	\$650.00
Off-Sale Malt Liquor Small Brewer (Growler)	\$200.00
On-Sale Malt Liquor Brew Pub	\$650.00
Off-Sale Malt Liquor Brew Pub (Growler)	\$200.00
MISCELLANEOUS LICENSES & PERMITS:	
Gambling Premise Permit	\$105.00
Banner Permit	\$150.00
Cigarette License	New \$500/Renewal \$250
Low Dose THC License	\$700.00
Community Event Application	\$50/\$100
Community Event Costs	100% cost recovery
Community Event Costs: Co-Sponsored	% of cost recovery as determined by City Manager
Fireworks Application	\$100/display
Massage Therapy License	\$200.00
Investigation Fee	\$200.00
Public Private Gathering Event Permit	\$30.00
Refuse Haulers License	1st truck - \$255.00 each additional truck - \$50.00
Peddler's Permit application	\$150.00
Solicitor Registration/Permit	\$50.00
Transient Merchant License	\$250.00
PARK FACILITY RENTALS:	
Boat slip rental	
Seasonal-resident/non-resident	\$4,500/\$5,500 per boat slip
Non-refundable cancellation fee for seasonal boat slip rental	10% of rental fee
Canoe/Kayak Rack rental (Sandpoint) - Seasonal (05/01 - 09/30)	
Resident	\$100.00
Non-Resident	\$200.00
Community Garden (05/01 - 10/31) Rental - Resident/Nonresident:	\$75/\$100
Community Garden Clean Up Fee	\$300.00
Lakefront Park Pavilion Rental (includes Gazebo):	
Resident Group (private)	\$350/day, \$300 damage deposit
Non-Resident* Group (private, public or business)	\$500/day, \$300 damage deposit
*Outside of corporate city limits of Prior Lake	
Picnic Shelter/Band Shell (Community Parks)	
Resident/non-resident	\$100/\$150 per day
Prior Lake Lions Club (Sand Point Beach Only)	No Charge
School District #719, Youth Organizations, Non-Profit Civic Groups, Churches and Governmental Agencies	No Charge - Monday through Thursday
Other:	
Park Facility Reservation Change/Cancel Fee (Lakefront Park pavilion only) (Resident/Non-resident)	10% of rental fee
Park Facility Reservation Change/Cancel Fee (All other shelters, Canoe/Kayak Rack)	10% of rental fee

CITY FACILITY RENTALS:	
Facility Usage Fee (City Hall, Beaches, Main St., Athletic facilities) Resident/Non-resident	\$300/\$450/day, Clean-up fee, if needed
Athletic Tournament Fee (Resident/Non-resident)	\$550/\$650 per tournament
City Hall Conference Room-Parkview and Council –Resident/Non-resident	Clean-up fee, if needed
FIELD RESERVATIONS:	
Field Reservations (with maintenance services)	Cost Per Agreement
Field Reservations (no maintenance services)	\$50/\$100 per field, per day
Field Striping	\$0.06/linear foot
Field Lighting	\$23 per hour, per field
RECREATION AND CLUB PRIOR PROGRAMS	
Registration late fee (registrations received after the deadline)	Cost Per Agreement \$10.00/registration
Adult Sports Programs	Cost Per Agreement
Classes	Cost Per Agreement and City admin fees
Community Events	Free
Youth Camps	\$15-\$225/camp
Youth/Senior Trips	Cost Per Agreement
Late Pick Up Fee	\$1/minute, per child after 10 minute grace period
Registration Cancellation Fee	\$5/participant/program
PARK PERMITS	
Daily Admission (<i>Sand Point Beach</i>)	\$6/day
Seasonal Parking Pass (<i>Sand Point Beach</i>)	\$60/season
Barricades /Cones	\$130 (up to 4 barricades) / additional \$20/barricade
ZONING/SUBDIVISION FEES:	
Administrative Plat Fee	\$255.00
CIC Plat Fee	\$255.00
Comprehensive Plan Amendment	\$555.00
Concept Plan	\$255.00
Conditional Use Fee	\$530.00
Conditional Use Minor Amendment	\$280.00
Controlled Access Lot, Commerical Marina, or Recreational Marina Dock Modification Request	\$275.00
Fence Permit (under 7 feet in height)	n/c
Fence Permit (over 7 feet in height)	\$55.00
Final Plat Application Fee	\$255.00 + \$10/lot
Final Plat Minor Modification	\$205.00
Final Plat Major Modification	\$205.00
Interim Use Permit	\$530.00
Letter of Credit (residential building relocation)	\$5,000.00
Metes & Bounds Subdivision	\$255.00
P.U.D. (prelim)	\$780.00
P.U.D. (final)	\$505.00
P.U.D. Minor Amendment	\$255.00
P.U.D. Major Amendment	\$630.00
Preliminary Plat Application Fee	\$530.00 + \$15/lot
Preliminary/Final Plat Combination Fee	\$530.00 + \$15/lot
Registered Land Survey	\$280.00
Rezoning	\$555.00
Sidewalk Sales Permit	\$105.00
Sign Permit (permanent) - Single Tenant Buildings	\$80.00 - 1st 40 sq. ft. plus .50/sq. ft. thereafter
Sign Permit (permanent) - Multiple Tenant Buildings	\$80.00 - 1st 40 sq. ft. plus .50/sq. ft. thereafter
Sign Permit (temporary)	\$55.00
Site Plan	\$255.00
Tree Preservation Lot Deposit	\$400 per inch of required replacement; minimum \$2,000
Vacation Fee	\$305.00
Variance Fee	\$530.00
Variance Fee Extension	\$150.00
Zoning Code Amendment	\$505.00
Zoning Appeal (Administrative & Planning Commission)	\$305.00
Zoning Verification Letter	\$40.00

MUNICIPAL FINANCING APPLICATION FEES:	
Annexation Filing Fee (plus city expenses)	\$500.00
Bond Administration fee (new money)	The greater of \$10,000 or .5% of the principle amount of the bonds allocated to the city.
Bond Administration fee (refunding)	The greater of \$10,000 or .25% of the principle amount of the bonds allocated to the city.
Non-Refundable application fee	\$2,500.00
TIF Application Fee (plus additional city expenses incurred)	\$5,000.00
TIF Reassignment	Cost
PUBLICATIONS: (many are available online at no charge)	
Comprehensive Utility Plans (each)	\$30.00
Public Works Design Manual	\$15.00
MAPS: (many are available online at no charge)	
Printed Maps (small/regular/large)	\$10.00 / \$15.00 / \$20.00
GIS data files (cd format)	
2-ft contours, planimetric data	\$12.00/ac.
parcels only	\$.05/parcel
custom data	\$50.00/hr.
Plan Copies (regular/large)	\$10.00 / \$15.00
Developers will be given 1 set of S&W as-builts at no charge-add'l prints will be charged above rate	
Topo Maps (small/regular/large)	\$15.00/ \$20.00 / \$30.00
MISCELLANEOUS:	
Copy charge per 8 1/2 x 11 page in accordance with MN Government Data Practices Act	\$.25 ea.
Charge for compiling data in accordance with MN Government Data Practices Act	Actual Cost
Lost key cards (external meeting room users only)	\$5.00
Key fobs	\$5.00
Flash Drive	\$5.00
Any failure to obtain required permit/license/approval/registration for project/work/activity/business	Double the Stated Fee
Memorial benches: 6' metal coated	\$2,000.00
Memorial bench concrete base (new locations only)	\$550.00
Memorial plaques	\$300.00
Sand bags (empty)	\$.25/bag
Street standard plates (cd format)	\$10.00
Wetland marker signs	\$10.00
Wetland Conservation Act (WCA) application fee	\$150.00
Wetland field estimate	\$250.00
Wetland Conservation Act (WCA) administration	Actual Cost

Amd. Ord. 113-13, publ. 12/14/13
 Amd. Ord. 114-10, publ. 05/17/14
 Amd. Ord. 115-01, publ. 01/17/15
 Amd. Ord. 115-14, publ. 06/05/15
 Amd. Ord. 115-22, publ. 08/22/15
 Amd. Ord. 115-27, publ. 01/02/16
 Amd. Ord. 116-02, publ. 03/05/16
 Amd. Ord. 116-11, publ. 05/09/16
 Amd. Ord. 116-23, publ. 12/17/16
 Amd. Ord. 117-04, publ. 04/01/17
 Amd. Ord. 117-14, publ. 07/29/17
 Amd. Ord. 117-20, publ. 12/09/17
 Amd. Ord. 118-09, publ. 07/21/18
 Amd. Ord. 118-21, publ. 12/15/18
 Amd. Ord. 119-14, publ. 12/7/19
 Amd. Ord. 120-11, publ. 11/14/20
 Amd. Ord. 121-17, publ. 12/25/21
 Amd. Ord. 122-11 publ. 12/17/22
 Amd. Ord. 123-012 publ. 12/16/23