

CITY OF HUGO  
ATTACHMENT TO ORDINANCE NO. 2022-518  
2023 FEES, RATES AND CHARGES

	FEES	ESCROW AND OTHER			
<b>BUSINESS LICENSES:</b>					
ALCOHOL RELATED:					
On/Off Sale Liquor License Application	\$	500.00			
3.2 Off-Sale	\$	100.00			
3.2 On-Sale	\$	150.00			
Club On-Sale	\$	200.00			
Intoxicating Off-Sale	\$	100.00			
Intoxicating On-Sale	\$	2,300.00			
Sunday On-Sale	\$	200.00			
Wine On-Sale	\$	200.00			
Temporary 3.2 or Intoxicating Liquor	\$	15.00	per day		
<b>ALCOHOL LAW VIOLATIONS:</b>					
Type of Violation		<b>1st Violation</b>	<b>2nd Violation</b>	<b>3rd Violation</b>	<b>4th Violation</b>
Sale of alcoholic beverage while license is under suspension		Revocation	N/A	N/A	N/A
Sale/purchase of alcoholic beverages to/by underage person	\$	300.00	\$ 750.00	\$ 1,000.00 *	Revocation
*and mandatory alcohol awareness class for all employees					
Sale of alcoholic beverages to obviously intoxicated person	\$	200.00	\$ 500.00	\$ 1,000.00	Revocation
After hours sale of alcoholic beverages	\$	300.00	\$ 750.00	\$ 1,500.00	Revocation
After hours display or consumption of alcoholic beverages	\$	200.00	\$ 500.00	\$ 1,000.00	Revocation
<b>TOBACCO RELATED:</b>					
Cigarette/Tobacco	\$	100.00			
<b>TOBACCO LAW VIOLATIONS:</b>					
Type of Violation		<b>1st Violation</b>	<b>2nd Violation</b>	<b>3rd Violation</b>	<b>4th Violation</b>
Prohibited sale and/or other illegal acts as defined by ordinance (or permit a person under the age of 21 years to use tobacco products on the licensed premises)	\$	300.00	\$ 600.00	\$1,000 and seven (7) day suspension	At City Council's discretion
<b>OTHER BUSINESSES:</b>					
Auto Dismantling/Junk Yard	\$	200.00			
Mining	\$	275.00	\$ 5,000.00		
Peddlers Permit	\$	25.00			
Small Cell Permit					
- for up to 5 small wireless facility	\$	500.00	(installed on existing structures)		
- each additional small wireless facility after initial 5	\$	100.00	per facility (installed on existing structures)		
- a new wireless support structure	\$	1,000.00	per structure		
Utility Installation	\$	75.00			
Waste Hauler License Application	\$	540.00			
Waste Hauler	\$	165.00			
<b>NON-BUSINESS LICENSES &amp; PERMITS:</b>					
Open Burning - Commercial	\$	50.00			
Open Burning - Residential	\$	25.00			
Special Event Permit	\$	75.00			
Special Event Sign Permit	\$	20.00			
Temporary Mobile Home/Sales Trailer	\$	110.00	\$ 2,500.00		
<b>BUILDING PERMITS:</b>					
		<i>Schedule Adopted by LMC/AMM Bldg Permit Fee Working Group in 2004</i>			
VALUE RANGE					
\$1 - \$500	\$	25.00			
\$501 - \$2,000	\$	25.00	for the first	\$ 500.00	
	\$	3.25	each additional	\$ 100.00	
\$2,001 - \$25,000	\$	73.50	for the first	\$ 2,000.00	
	\$	14.75	each additional	\$ 1,000.00	
\$25,001 - \$50,000	\$	415.75	for the first	\$ 25,000.00	
	\$	10.75	each additional	\$ 1,000.00	
\$50,001 - \$100,000	\$	682.50	for the first	\$ 50,000.00	
	\$	7.50	each additional	\$ 1,000.00	
\$100,001 - \$500,000	\$	1,053.50	for the first	\$ 100,000.00	
	\$	6.00	each additional	\$ 1,000.00	
\$500,001 - \$1,000,000	\$	3,427.75	for the first	\$ 500,000.00	
	\$	5.00	each additional	\$ 1,000.00	
\$1,000,001 and up	\$	5,945.25	for the first	\$ 1,000,000.00	
	\$	4.00	each additional	\$ 1,000.00	

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<b>BUILDING PERMIT SURCHARGES:</b>			
<b>The following fees are found in Minnesota Statute 326B.148</b>			
Fixed Fee Permit (includes building, plumbing, mechanical, utility and electrical permits): fee is the greater of .0005 of fee or \$1.00			
Permits Based on Value:			
(1) if valuation is \$1,000,000 or less	.0005 of value		
(2) if valuation is greater than \$1,000,000	\$ 500 + .0004 of value between \$1,000,000 and \$2,000,000		
(3) if valuation is greater than \$2,000,000	\$ 900 + .0003 of value between \$2,000,000 and \$3,000,000		
(4) if valuation is greater than \$3,000,000	\$1,200 + .0002 of value between \$3,000,000 and \$4,000,000		
(5) if valuation is greater than \$4,000,000	\$1,400 + .0001 of value between \$4,000,000 and \$5,000,000		
(6) if valuation is greater than \$5,000,000	\$1,500 + .00005 of value that exceeds \$5,000,000		
<b>TECHNOLOGY FEE</b>	\$	2.00	per permit
<b>BUILDING RELATED:</b>			
Air Conditioning (central)	\$	30.00	
Air-to-Air Heat Exchanger	\$	30.00	
Building Moving	\$	110.00	\$ 2,500.00
City Inspection Fee (one hour minimum)	\$	60.00	per hour
Building Permit Refund Charge		20% of permit	
Driveway	\$	55.00	
Electrical		set by contractor	fees are available at <a href="https://www.ci.hugo.mn.us/building_permits">https://www.ci.hugo.mn.us/building_permits</a>
Fireplace (zero-clearance)	\$	30.00	
Gas Piping	\$	30.00	
Mechanical	\$	35.00	plus 1 hour minimum inspection fee
Plumbing (per fixture)	\$	8.00	plus 1 hour minimum inspection fee
Plan Review Fee - Identical Plans		25% of building permit fee	
Plan Review Fee - Non-Identical Plans		65% of building permit fee	
<b>DEMOLITION RELATED:</b>			
Accessory Building	\$	60.00	
Commercial or Residential Building	\$	120.00	\$ 1,000.00
<b>DEVELOPMENT FEES:</b>			
Escrow for Engineering & Legal			4% of cost of improvements
Letter of Credit or Cash Escrow			125% of cost of improvements
City Engineering Technician Inspections	\$	93.00	per hour
Parkland Dedication:			
Commercial and Industrial		Exempt	
Residential	\$	3,400.00	per unit
Pavement Maintenance (formerly sealcoating fee)	\$	4.00	per lineal foot
Snowplowing	\$	0.500	per lineal foot
Stormwater Trunk Fee	\$	0.07	per square foot of net developable area
<b>LOCAL GOVERNMENT UNIT (LGU) FEES:</b>			
No-Loss Exemption Determination	\$	350.00	\$ 1,000.00
Delineation Approval	\$	500.00	\$ 1,000.00
Replacement Plan Application	\$	700.00	\$ 2,500.00
Wetland Banking Application	\$	1,600.00	\$ 5,000.00
Annual Wetland Mitigation Monitoring			\$ 2,500.00
All Other Wetland Services	\$	200.00	5-year escrow (annually)
<b>LGU fees are in addition to planning &amp; zoning fees (and escrows) identified below.</b>			
<b>PLANNING &amp; ZONING RELATED:</b>			
<b>CONDITIONAL/INTERIM USE RELATED:</b>			
Conditional/Interim Use Permit Application	\$	500.00	\$ 1,000.00
Conditional/Interim Use Permit Amendments	\$	250.00	
Interim Use Permit Renewal	\$	250.00	
<b>COMPREHENSIVE PLAN RELATED:</b>			
Comprehensive Plan Amendment	\$	540.00	
<b>PLANNED UNIT DEVELOPMENT RELATED:</b>			
Planned Unit Development Application	\$800 + \$20 per lot	\$	5,000.00
Planned Unit Development Amendment	\$	325.00	\$ 2,500.00
<b>PROPERTY LINE RELATED:</b>			
Encroachment Agreements	\$	120.00	
Property Line Adjustment Application	\$	150.00	
<b>REZONING RELATED:</b>			
Rezoning Application (less than 5 acres)	\$	540.00	\$ 1,000.00
Rezoning Application (more than 5 acres)	\$	1,080.00	\$ 1,000.00
Rezoning to Long-Term Agricultural	\$	135.00	
<b>SITE PLAN RELATED:</b>			
Commercial or Industrial Site Plan	\$	350.00	\$ 5,000.00
Farm Site Plan	\$	30.00	
Sketch Plan Review	\$	110.00	

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<b>PLANNING &amp; ZONING RELATED: (continued)</b>			
<b>STREET &amp; ROADWAY RELATED:</b>			
Street and Easement Vacation	\$	110.00	\$ 1,000.00
<b>SUBDIVISION RELATED: Payable with Preliminary AND Final Plat Applications</b>			
Minor Subdivision - Rural (3 lots or less)	\$	220.00	\$ 1,000.00
Minor Subdivision - Urban (3 lots or less)	\$	220.00	\$ 2,000.00
Subdivision - 4 to 15 lots	\$	540.00	\$ 5,000.00
Subdivision - 16 to 30 lots	\$	700.00	\$ 10,000.00
Subdivision - 31 to 100 lots		\$25 per lot	\$ 20,000.00
Subdivision - Over 100 Lots		\$25 per lot	\$ 30,000.00
<b>VARIANCE RELATED:</b>			
Variance to Zoning Ordinance	\$	200.00	
Minor Deviations to Zoning Ordinance	\$	200.00	
<b>PUBLICATIONS:</b>			
Audit/Comprehensive Plan	\$	55.00	
Municipal Code	\$	125.00	
Zoning Map	\$	7.00	
Zoning Ordinance	\$	65.00	
Other Publications		Cost + 10%	
DVD Recordings	\$	10.00	Official Newspaper Exempt
<b>PUBLIC WORKS RELATED:</b>			
Grass/Weed Mowing	\$	75.00	first half hour (minimum charge)
Grass/Weed Mowing	\$	60.00	each additional hour or fraction thereof
Maintenance Worker (no equipment)	\$	60.00	per hour
Maintenance Worker w/pickup truck	\$	90.00	per hour
All Other Equipment w/operator	\$	150.00	per hour
<b>ROADWAY RECONSTRUCTION/REHAB:</b>			
<b>Single-Family Residential/Duplex Rates:</b>			
Complete Reconstruction	\$	5,200.00	per unit
Partial Reconstruction	\$	4,100.00	per unit
Roadway Reclamation/Overlay	\$	3,400.00	per unit
Urban Roadway Overlay	\$	2,100.00	per unit
Rural Roadway Overlay	\$	1,800.00	per unit
<b>UTILITY RELATED:</b>			
Water Utility Permit	\$	30.00	
Water Infrastructure Fee (in lieu of assessment)	\$	3,100.00	per SAC unit as determined by MCES
Sewer Utility Permit	\$	30.00	
Sewer Infrastructure Fee (in lieu of assessment)	\$	3,100.00	per SAC unit as determined by MCES
<b>City Sewer Availability Charges (SAC):</b>			
- Sewer Infrastructure Trunk Fee	\$	1,632.00	per SAC unit as determined by MCES
- Sewer Infrastructure Connection Fee	\$	588.00	per SAC unit as determined by MCES
- Total SAC Fee	\$	2,220.00	
<b>City Water Availability Charges (WAC):</b>			
- Water Infrastructure Trunk Fee	\$	1,960.00	per SAC unit as determined by MCES
- Water Infrastructure Connection Fee	\$	680.00	per SAC unit as determined by MCES
- Total WAC Fee	\$	2,640.00	
Water Meter Rental - Standard Residential 3/4"	\$	430.00	plus sales & transit tax of \$31.71
Water Meter Rental - Commercial - 1" M70	\$	623.00	plus sales & transit tax of \$45.95
Water Meter Rental - Commercial - 1&1/2" Meter	\$	1,095.00	E-Series plus sales & transit tax of \$80.76
Water Meter Rental - Commercial - 2" Meter	\$	1,400.00	E-Series plus sales & transit tax of \$103.25
Water Meter Rental - Commercial - Larger than 2"		Cost + 10%	Not a stocked item Call for availability and pricing
Water Meter Rental - Irrigation - 1" M70	\$	623.00	+ 1 WAC Fee \$2,640 plus sales & transit tax of \$45.95
Water Meter Rental - Irrigation - 1&1/2" Meter	\$	1,095.00	+ 2 WAC Fees \$5,280 plus sales & transit tax of \$80.76
Water Meter Rental - Irrigation - 2" Meter	\$	1,400.00	+ 2 WAC Fees \$5,280 plus sales & transit tax of \$103.25
Water Meter Rental - Irrigation - Larger than 2"		Cost + 10%	+ WAC Fees as determined by City Engineer

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<b>UTILITY RELATED: (continued)</b>	
Water Meter Testing	\$ 80.00 Refundable if meter is faulty
Water Meter No-Access Penalty	\$ 150.00
Hydrant Water (per truck load)	\$ 20.00
Hydrant Meter Rental - Deposit	\$ 700.00 refundable deposit
Hydrant Meter Rental - Use Charges	\$ 20.00 per day rental fee + 4.88/thousand gallons
Water Shut-Off Cap	\$ 33.00 plus sales & transit tax of \$2.43
Water Shut-Off Cap Repair Lid	\$ 33.00 plus sales & transit tax of \$2.43
Driveway Curb Stop Cover (A1-AY McDonald)	\$ 154.00 plus sales & transit tax of \$11.36
Gate Valve Cap	\$ 33.00 plus sales & transit tax of \$2.43
Standard Radio	\$ 195.00 replacement plus sales & transit tax of \$14.38
Dual Port Radio	\$ 226.00 replacement plus sales & transit tax of \$16.67
<b>RENTALS:</b>	
<b>Room Rental (City Hall, Rice Lake Centre, Hanifi Shelter &amp; Lions Park Pavilion):</b>	
NON-PROFIT RATE:	
Rice Lake Centre (RLC)	\$ - Free
Oneka Room, Hanifi Gathering Room	\$ 20.00 for up to 4 hours
RESIDENT RATE:	
Oneka Room, RLC, Hanifi Gathering Room	\$ 100.00 per rental up to 4 hours \$500.00 Alcohol Damage Deposit
Oneka Room, RLC, Hanifi Gathering Room	\$ 150.00 per rental more than 4 hours \$500.00 Alcohol Damage Deposit
Pedersen Pavilion Gathering Room	\$ 200.00 per rental up to 4 hours \$500.00 Alcohol Damage Deposit
Pedersen Pavilion Gathering Room	\$ 400.00 per rental more than 4 hours \$500.00 Alcohol Damage Deposit
Pedersen Pavilion Gathering Room w/ Servery	\$ 250.00 per rental up to 4 hours \$500.00 Alcohol Damage Deposit
Pedersen Pavilion Gathering Room w/ Servery	\$ 450.00 per rental more than 4 hours \$500.00 Alcohol Damage Deposit
Pedersen Pavilion Entire Building	\$ 300.00 per rental up to 4 hours \$500.00 Alcohol Damage Deposit
Pedersen Pavilion Entire Building	\$ 600.00 per rental more than 4 hours \$500.00 Alcohol Damage Deposit
Pedersen Pavilion Conference Room	\$ 20.00 for 2 hours
Pedersen Pavilion Picnic Shelter	\$ 100.00 for 2 hours
NON-RESIDENT RATE:	
Oneka Room, RLC, Hanifi Gathering Room	\$ 200.00 per rental up to 4 hours \$500.00 Alcohol Damage Deposit
Oneka Room, RLC, Hanifi Gathering Room	\$ 300.00 per rental more than 4 hours \$500.00 Alcohol Damage Deposit
Pedersen Pavilion Gathering Room	\$ 400.00 per rental up to 4 hours \$500.00 Alcohol Damage Deposit
Pedersen Pavilion Gathering Room	\$ 800.00 per rental more than 4 hours \$500.00 Alcohol Damage Deposit
Pedersen Pavilion Gathering Room w/ Servery	\$ 450.00 per rental up to 4 hours \$500.00 Alcohol Damage Deposit
Pedersen Pavilion Gathering Room w/ Servery	\$ 850.00 per rental more than 4 hours \$500.00 Alcohol Damage Deposit
Pedersen Pavilion Entire Building	\$ 500.00 per rental up to 4 hours \$500.00 Alcohol Damage Deposit
Pedersen Pavilion Entire Building	\$ 1,100.00 per rental more than 4 hours \$500.00 Alcohol Damage Deposit
Pedersen Pavilion Conference Room	\$ 20.00 for 2 hours
Pedersen Pavilion Picnic Shelter	\$ 200.00 for 2 hours
<b>Park Shelter Rental:</b>	
Permit	\$ 5.00 per permit
<b>Soccer Field Rental:</b>	
Permit for Youth Organizations (full-sized field)	\$ 3,250.00 per season
Permit for Youth Organizations (U11/U12 or other)	\$ 2,750.00 per season
Youth Tournament Fee	\$ 40.00 per game
Permit for Adult or Other Organizations	\$ 75.00 per hour
<b>Baseball Field Rental:</b>	
Permit for Youth Organizations	\$ 10.00 per day
Permit for Other Organizations	\$ 30.00 per day
<b>MISCELLANEOUS CHARGES:</b>	
Animal Impound Fee (collected by animal hospital)	\$ 150.00 flat fee per occurrence
Assessment Search	\$ 30.00
Conduit Bond Financing	1/2 of 1 % of bond principal (may be negotiated based on size and purpose)
Copies:	
Public Data Requests (100 copies and under)	\$ 0.250 per copy
Public Data Requests (over 100 copies)	\$ 0.300 per copy over 100
All Other	\$ 0.300 per copy
Document Certification	\$ 20.00
Document Recording	\$ 80.00
Property Ownership Search	\$ 55.00
Records Search	\$ 60.00 per hour
Service Charge for Returned Checks	\$ 30.00
Special Meetings:	
City Council	\$ 1,030.00
Planning Commission	\$ 515.00