



## City of St. Joseph 2023 Adopted Fee Schedule

### ADMINISTRATION

Fee	Taxable (Y/N)	Charge Basis	2023 Adopted Fees	Conditions & Requirements
<b>ACH Online Payments</b>	N	Per Transaction	-	Online ACH Payments made to the City (ex: loans, rent)
<b>Administrative Citations</b>				
1st Violation	N		100.00	
2nd Violation	N		200.00	
3rd Violation	N		300.00	
<b>Assessments</b>				
Certified Assessments	N	Per Invoice	50.00	Delinquent Accounts Only
Assessment Search Request	N	Per Parcel	30.00	Written Requests Required
<b>Bad Check/NSF Fee</b>	N	Per Check	30.00	Account Closed, Stopped Payment, Insuffecient Funds   Includes Electronic Accounts
<b>Conduit Debt</b>				
Administrative Fee	N	Original Principal Amount	.5% up to \$50,000	Original Bond Issue
Administrative Fee	N	Original Refunded Principal Amount	.5 % up to \$50,000	Refunding Bond Issue
Application fee (Non-Refundable)	N	Per Application	3,000.00	
Costs Incurred by City	N	Per Application	At Cost	Costs Incurred by City to Designate Bonds as Non-Bank Qualified
<b>Copies/Public Data Requests</b>				
Council Meeting Tapes/DVD Copies	Y	Per Tape/DVD	15.00	
Photocopies (1st 100 Pages)	Y	Per Page	0.25	
Photocopies (100+ Pages)	Y	Per Page	0.15	Charge is \$0.25/page for 1st 100 pages, then \$0.15/page thereafter
Photocopies (100+ Pages) Staff Fee	Y	Per Hour	16.00	Staff Time per hour to make over 100 copies
Data Retrieval for Public Data Requests	Y			Salary & Benefit Costs of Lowest Cost Employee Able to do Data Retrieval.
<b>Credit Card/PayPal/Venmo Payments</b>	N	Per Charge	3.00%	Charged Directly by PSN   Charges < \$100.00 charged 3% + additional \$0.95
<b>Direct Debit Payments</b>	N	Per Bill Cycle	-	Available for Utility Billing   Must Sign Up Before Bill Calculation
<b>Election Filing Fee</b>	N	Per Filing	5.00	



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Fee	Taxable (Y/N)	Charge Basis	2023 Adopted Fees	Conditions & Requirements
<b>Equipment Rate</b>				
Utility Truck	N	Per Hour	85.00	
Backhoe	N	Per Hour	145.00	
Crane truck	N	Per Hour	145.00	
Grader/Loader	N	Per Hour	145.00	
Gator	N	Per Hour	25.00	
Gator Rental - Hanging Flowers Project	N	Per Month	-	
John Deere tractor	N	Per Hour	95.00	
Lawn mower	N	Per Hour	85.00	
Post Driller	N	Per Hour	25.00	
Sander/Salter	N	Per Hour	145.00	
Sewer Jetter/Vacuum	N	Per Hour	145.00	
Sewer Easement Machine	N	Per Hour	50.00	
Mobile Generator	N	Per Hour	100.00	
Skid Steer	N	Per Hour	95.00	
Snow Plow	N	Per Hour	145.00	
Street Sweeper	N	Per Hour	145.00	
<b>Fax</b>				
First Page	Y	Initial Fee	3.50	
Second Page and Each Page Thereafter	Y	Per Page	1.00	
<b>Flowers - Hanging on Street Poles</b>				
Full Basket	N	Annually	Collected by SJ Action Group	City will Water & Fertilize Flower Pots Hanging in Public Right of Way Daily
Half Basket	N	Annually	Collected by SJ Action Group	City will Water & Fertilize Flower Pots Hanging in Public Right of Way Daily
<b>Franchise Fee</b>				
<b>Cable Television</b>				
Franchise Fee	N	% of Net Receipts	3.00%	Midcontinent Expires 9/21/30   Charter Expires 9/30/30
Peg Access Fee	N	Per Equipment/ Subscription	0.60	
<b>Stearns Electric</b>				
Franchise Fee	N	% of Net Receipts	8.00%	Stearns Electric Expires 11/20/23 Paid Monthly
<b>Xcel Energy - Electric</b>				
Residential & Muni Pumping - Non Demand	N	Per Meter	1.00	Xcel Energy Expires 11/20/23 Paid Monthly
Small C & I - Non Demand	N	Per Meter	1.75	
Small C & I and Muni Pumping - Demand	N	Per Meter	10.00	
Large C & I	N	% of Net Receipts	2.00%	
Public Street Lighting	N	Per Meter	8.00	



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### ADMINISTRATION

Fee	Taxable (Y/N)	Charge Basis	2023 Adopted Fees	Conditions & Requirements
<b>Franchise Fee Continued</b>				
<b>Xcel Energy - Gas</b>				
Residential	N	Per Meter	1.00	Xcel Energy Expires 11/20/23 Paid Monthly
Commercial Firm - Non Demand	N	Per Meter	1.75	Paid Monthly
Commercial Firm - Demand	N	Per Meter	10.00	Paid Monthly
Small & Large Interruptible, Firm & Interruptible Transportation	N	% of Net Receipts	0.50%	Paid Monthly
<b>CenterPoint Energy - Gas</b>				
Residential	N	Per Meter	1.00	CenterPoint Energy Expires 1/6/2040 Paid Monthly
Commercial Firm - Non Demand	N	Per Meter	1.75	Paid Monthly
Commercial Firm - Demand	N	Per Meter	10.00	Paid Monthly
Small & Large Interruptible, Firm & Interruptible Transportation	N	% of Net Receipts	0.50%	Paid Monthly
<b>Gambling</b>				
Charitable Gambling	N		10%	Quarterly & Annual Financial Statements Required   10% of Net Profits in Donations to Community   Includes Electronic Pull Tabs
Temporary Gambling Permit	N	Per Event	40.00	
Premise Permit Application	N	Per Location	100.00	
<b>Labor Rate</b>				
Firefighters	N	Per Hr/Per Person	20.00	Minimum 1 Hour Unless Included with Fee
Full Time Employees: Business Hours	N	Per Hr/Per Person	65.00	Minimum 1 Hour Unless Included with Fee
Full Time Employees: Non-Business Hours	N	Per Hr/Per Person	120.00	Minimum 1 Hour Unless Included with Fee
Part Time Employees	N	Per Hr/Per Person	65.00	Minimum 1 Hour Unless Included with Fee
Seasonal Employees	N	Per Hr/Per Person	30.00	Minimum 1 Hour Unless Included with Fee
<b>Late Fee</b>	N	Per Month	1.50%	Equates to 6.0% Annually
<b>Lodging Tax</b>	N	% of Gross Receipts	3%	Gross Receipts of Lodging < 30 Days   Remitted Monthly
<b>Notary</b>	N	Per Document	-	No Charge for St. Joseph Residents
<b>Subrogation Letter</b>	N	Per Parcel	100.00	
<b>Water Tower Antenna Fees</b>				
Other Fees			See Utility Fees	



## City of St. Joseph 2023 Adopted Fee Schedule

### FIRE DEPARTMENT

Fee	Taxable (Y/N)	Charge Basis	2023 Adopted Fees	Conditions & Requirements
<b>Car/Vehicle Fire</b>				
Labor	N	Per Hr/Per FF	20.00	
Vehicles	N	Per Truck	100.00	
<b>DAMA Box</b>	N	Per Box	200.00	Commercial Buildings & Residents that Request One
<b>Illegal/Intentional Burns</b>				
Labor	N	Per Hr/Per FF	20.00	Includes Only the Firefighters that Respond to the Call
Vehicles	N	Per Truck	100.00	
<b>Reports</b>				
Fire	N	Per Page	0.25	Must Contain Release Form
Medical	N	Per Page	0.25	
<b>Swimming Pool Fill</b>				
Labor	N	Per Hr/Per FF	20.00	Available Only to Residents in the Fire Service Area   Must be Approved by Fire Chief
Tanker	N	Per Truck	100.00	
0-10,000 Gallons	Y	Flat Fee	70.00	
> 10,000 Gallons	Y	Per 1,000 Gallons	6.00	



## City of St. Joseph 2023 Adopted Fee Schedule

### POLICE DEPARTMENT

Fee	Taxable (Y/N)	Charge Basis	2023 Adopted Fees	Conditions & Requirements
<b>Accident/Incident Reports</b>	Y	Per Page	0.25	
<b>Administrative Hearing</b>	N	Must be < Civil Fine	150.00	Due Prior to Hearing   Fee Refunded if Determined No Violation Occurred NOTE: If Case Lost, Defendant Responsible for City Attorney/Overtime Fees
<b>Animal Violations</b>				
Animal Violation	N	Flat Fee	100.00	
2nd Violation in 12 Months	N	Flat Fee	150.00	
Hearing Fee for Violation	N	Flat Fee	150.00	
Animal Running at Large	N	Flat Fee	100.00	
Failure to provide proof of rabies vaccination	N	Flat Fee	100.00	
<b>Background Checks</b>	N	Per Name	15.00	
<b>Fingerprinting</b>				
Additional Cards	N	Per Card	5.00	No Limit on Additional Cards
Initial Fingerprint	N	Flat Fee	15.00	Includes One Fingerprint Card
<b>Liquor Violation</b>				
Intoxicating Beverage in Parade	N	Flat Fee	100.00	
Permit Underage in Liquor Establishment	N	Flat Fee	200.00	
Permit Patron in Bar After Hours	N	Flat Fee	200.00	
<b>Miscellaneous Violations</b>				
Water Restriction Violation	N	Flat Fee	20.00	
Failure to Remove Obstruction from Sidewalk	N	Flat Fee	100.00	
Junk Car Violation	N	Per Day	100.00	
Nuisance Violation	N	Flat Fee	100.00	
Discharge Firearm in City Limits	N	Flat Fee	100.00	
<b>Park Violations</b>				
Violation of Park Regulations	N	Flat Fee	100.00	
<b>Parking Violations</b>				
Handicap Parking	N	Flat Fee	200.00	
Parking Violation	N	Flat Fee	20.00	
Past Due 21-30 Days from Violation Date	N	Flat Fee	40.00	Fee is Additional to Original Fine Amount
Past Due >30 days, Sent to Revenue Recapture	N	Flat Fee	100.00	Fee is Additional to Original Fine Amount
<b>PBT</b>	N	Per Test	5.00	
<b>Police Squad</b>	N	Per Vehicle/Per Hr	100.00	Minimum \$100.00 Charge
<b>Vehicle Impound</b>				
Initial Fee	N	Flat Fee	25.00	
Daily Impound Rate	N	Per Day	10.00	Maximum Fee of \$500.00



## City of St. Joseph 2023 Adopted Fee Schedule

### PLANNING/ZONING/DEVELOPMENT

\*Applicant will be Responsible for Additional Charges incurred Above the Escrow Collected. Escrow Accounts can be in the form of Cash.

Fee	Taxable (Y/N)	Charge Basis	2023 Adopted Fees	Conditions & Requirements
<b>Annexation Petition</b>	N		450.00	Minimum \$450.00 Plus State Fee
<b>Certificate of Survey/Minor Subdivision</b>				
City Limits	N	Per Certificate	300.00	
St. Joseph Township	N	Per Certificate	500.00	
<b>Comprehensive/Land Use Plan Amendment</b>	N		500.00	
<b>Conditional Use Permit</b>				
City Limits	N	Per Permit	400.00	
St. Joseph Township	N	Per Permit	650.00	
<b>Interim Use Permit</b>				
City Property	N	Per Permit	400.00	
St. Joseph Township Annexation Area	N	Per Permit	650.00	
<b>Park Dedication Fee</b>				
Single Family	N	Per Unit	914.00	
Multi Family	N	Per Unit	975.00	
Commercial/Industrial	N	% of Avg Land Value	5.00%	
<b>Pass Through Fees</b>	N	At Cost	Cost	Engineering, Legal, Building Official Fees, Other Admin Fees
<b>Platting</b>				
<b>Preliminary Plat</b>				
Initial Fee	N	Flat Fee	500.00	
Per Lot	N	Per Lot	5.00	
Escrow Fee	N	Per Lot	5,000.00	
<b>Final Plat</b>	N		400.00	
Escrow Fee	N		1,500.00	
<b>PUD Application Fee</b>	N	Per Application	800.00	
<b>PUD Amendment</b>	N	Per Amendment	400.00	
<b>Revolving Loan</b>				
Interest Rate	N	Variable	Variable	Based on Credit Worthiness, Length of Term, and Federal Rates
Origination Fee	N	% of Loan Amount	1.00%	
<b>Site Plan Review</b>				
Residential, Comm/Industrial Develop. Plan Fee	N	Per Plan Review	250.00	
Escrow Fee	N	Per Plan Review	2,500.00	



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Fee	Taxable (Y/N)	Charge Basis	2023 Adopted Fees	Conditions & Requirements
<b>Small Cell Wireless Antenna</b>				
Initial Escrow	N	Per Escrow	1,500.00	Per Application up to 15 Small Cell Devices
Install Permit	N	Per Application	250.00	
Maintenance Fee	N	Per Yr/Per Device	25.00	
Electricity	N	Pass Through Fee	At Cost	
Rent	N	Per Month	150.00	
<b>Special Home Occupation permit</b>	N	Initial permit	\$100	
<b>Special Meeting</b>	N	Per Meeting	400.00	
<b>Tax Abatement</b>				
Application Fee	N	Per Abatement	2,500.00	
Escrow Fee	N	Per Abatement	10,000.00	
Tax Abatement Amendment Application Fee	N	Per Abatement	1,500.00	
Tax Abatement Amendment Escrow Fee	N	Per Abatement	2,500.00	
<b>Tax Increment Financing (TIF)</b>				
Application Fee	N	Per Application	2,500.00	
Escrow Fee - Project < \$1,500,000	N	Per Project	10,000.00	
Escrow Fee - Project >= \$1,500,000	N	Per Project	15,000.00	
TIF Plan Amendment Application Fee	N	Per Amendment	1,500.00	
TIF Plan Amendment Escrow Fee	N	Per Amendment	2,500.00	
<b>Vacation Petition</b>	N	Per Petition	500.00	
<b>Variance</b>				
City Limits	N	Per Variance	400.00	
St. Joseph Township Annexation Area	N	Per Variance	650.00	
<b>Zoning Amendment</b>	N		500.00	
<b>Zoning Letter</b>	N		50.00	
<b>Zoning Permit</b>	N		60.00	



City of St. Joseph 2023 DRAFT Fee Schedule

LICENSES & PERMITS (NON-BUILDING)

Fee	Taxable (Y/N)	Charge Basis	2023 Adopted Fees	Conditions & Requirements
<b>Amusement Device License</b>	N	Annually	35.00	Required if there is a Direct or Indirect Charge and is Available to the Public
<b>Animals</b>				
Potentially Dangerous Animal Registration	N	Annually	100.00	
Dangerous Animal Registration	N	Annually	200.00	
Impound Fee - Sent to Kennel	Y	Per Occurrence	150.00	Does not Include Applicable Fees Owed to Contracted Kennel for Boarding
Kennel License	N	Per License	150.00	Required for Households with > 2 Dogs
<b>Compost Permit</b>				
City of St. Joseph Residents	N	Per Yr/Per Vehicle	45.00	
St. Joseph Township Residents	N	Per Yr/Per Vehicle	70.00	
St. Wendel Township Residents	N	Per Yr/Per Vehicle	70.00	
City of St. Cloud Residents	N	Per Yr/Per Vehicle	60.00	
Additional Vehicle/Replacement Permit	N	Per Yr/Per Vehicle	5.00	
<b>Excavation Permit/Right of Way Permit</b>	N		50.00	Required for Excavations within the Public Right-Of-Ways, Alleys, and other Public Grounds   Proof of Insurance Required
		Per Excavation		
<b>Fireworks Permit</b>	N	No Charge	-	Permit Application Required   For Joetown Rocks Celebration
<b>Food Truck/Confectioners License</b>	N	Per Yr/Per Vehicle	100.00	Proof of Liability Insurance Required
<b>Golf Cart Permit</b>	N	Per Yr/Per Cart	25.00	Proof of Insurance Required
<b>Keg Permit</b>	N	Per Keg	5.00	1 Allowed/Living Unit   Sticker Must be Returned or Wait 30 Days to Issue New Permit
<b>Liquor - Intoxicating</b>				
Preliminary Investigation				On initial application or transfer to new ownership
Initial Fee	N	Per Investigation	250.00	
Deposit	N	Per Investigation	250.00	
Outside of MN	N	Per Investigation	2,500.00	
On Sale Liquor License	N	Annually	3,100.00	Proof of Insurance Required
Off Sale Liquor License	N	Annually	310.00	Proof of Insurance Required
Special Club License				
000 - 200 Members	N	Annually	300.00	Proof of Insurance Required
201 - 500 Members	N	Annually	475.00	Proof of Insurance Required
501 - 1,000 Members	N	Annually	550.00	Proof of Insurance Required
1,001 - 2,000 Members	N	Annually	700.00	Proof of Insurance Required
2,001 - 4,000 Members	N	Annually	1,000.00	Proof of Insurance Required
4,001 - 6,000 Members	N	Annually	2,000.00	Proof of Insurance Required
> 6,000 Members	N	Annually	3,000.00	Proof of Insurance Required
2AM Bar Close License	N		-	Charged through the State of Minnesota   Required to Purchase and Use an ID Scanner
Inspection Fee - Class A Occupancy	N		150.00	
Temporary On-Sale Liquor Permit (clubs/non-profits/amall brewer/microdistillery)	N	Per Event	150.00	Proof of Insurance Required/Approved by Council/Issued by State of MN
Outdoor Liquor Sales - No Music	N	Annually	-	Included as part of On-Sale Liquor License
Special Event Permit - Music after 9:30PM				Applicant has an on-sale liquor license, 1 special event permit allowed per establishment per year
<500 people	N	Per Event	500.00	Deposit Required
>500 people	N	Per Event	750.00	Deposit Required
Staffing		Per Event	At Cost	At City's Discretion
Sunday On Sale Liquor License	N	Annually	200.00	Valid 10:00am - 10:00pm
Sunday Off Sale Liquor License	N		-	Valid 11:00am - 8:00pm
Small Brewer Off Sale Malt License	N	Annually	200.00	Proof of Insurance Required   Sales Must be < 500 Barrels Annually
Small Brewer Off Sale Malt License - 128 Ounces	N	Annually	-	Included in fee of Small Brewer Off-Sale license
Sunday Growler Off Sale License	N	Annually	200.00	For the Sale of Malt Liquor
Off-Sale Micro Distillery License	N	Annually	200.00	Proof of Insurance Required
Intoxicating Liquor License				
Brewer Taproom Liquor License	N	Annually	550.00	Proof of Insurance Required
On-Sale Micro Distillery License (Cocktail Room)	N	Annually	550.00	Proof of Insurance Required





City of St. Joseph 2023 DRAFT Fee Schedule

**LICENSES & PERMITS (NON-BUILDING)**

Fee	Taxable (Y/N)	Charge Basis	2023 Adopted Fees	Conditions & Requirements
<b>Non-Intoxicating Liquor</b>				
On Sale Malt (3.2%) License	N	Annually	200.00	Proof of Insurance Required
Off Sale Malt (3.2%) License	N	Annually	150.00	Proof of Insurance Required
Temporary 3.2 On Sale - per day	N	Per Event	150.00	Proof of Insurance Required
Wine License	N	Annually	225.00	Proof of Insurance Required
Preliminary Investigation				On initial application or transfer to new ownership
Initial Fee	N	Per Investigation	250.00	
Deposit	N	Per Investigation	250.00	
Outside of MN	N	Per Investigation	2,500.00	
<b>Therapeutic Massage</b>				
Therapeutic Massage Establishment Investigation Fee	N	one-time	465.00	New Applicants
Therapeutic Massage Therapist Investigation Fee	N	one-time	80.00	New Applicants
Therapeutic Massage Establishment License	N	Annually	465.00	Per establishment
Therapeutic Massage Therapist License	N	Annually	40.00	Per therapist
<b>Refuse Hauler Permit</b>	N	Per Truck	500.00	Proof of Insurance Required   \$1,000 Surety Bond Required
<b>Rental Housing</b>				
Rental License				
1 Unit Dwelling/Initial Dwelling Unit	N	Per Unit	100.00	Initial Fee Charged for ALL Dwelling Units
2-7 Unit Dwelling	N	Per Unit	20.00	Charged from Unit 2
> 8 Unit Dwelling	N	Per Unit	35.00	Charged from Unit 2 to Max Dwelling (Ex: 35 Dwelling charged Initial \$100, then 34 x \$35)
Re-Inspection Fee	N	Per Inspection	50.00	for >= 2 Re-Inspections
<b>Second Hand Dealers &amp; Pawn Brokers License</b>	N	Annually	1,000.00	Required for Any Person to Engage in Pawn Broking or Advertising Such
<b>Sexual Oriented Business</b>				
Annual License	N	Annually	750.00	
Background Check	N	Initial Fee	2,000.00	Non-Refundable
License per Employee	N	Per Employee	75.00	Annual License per Employee
<b>Special Event Permit</b>				
Permit			150.00	No Liquor Served
Staffing		Per Event	At Cost	Street/Alley Closures/5ks/ROW/amplified music or such events triggering Council approval
<b>Tattoo License</b>	N	Annually	150.00	Required to Operate a Tattoo Business
<b>Cannabinoid License</b>				
Annual License	N	Annually	100.00	
Background Check	N	Initial Fee	250.00	
<b>Tobacco License</b>	N	Annually	100.00	Required for the Retail Sale of Tobacco
<b>Transient Worker (Solicitor, Peddler, Transient)</b>				
1-14 Days	N	Per Person	50.00	
15-30 Days	N	Per Person	75.00	
31-60 Days	N	Per Person	125.00	
61-90 Days	N	Per Person	175.00	
Annual Permit	N	Per Person	500.00	
<b>Water Exempt Permit</b>	N		No Charge	Maximum 30 Days to Irrigate New Lawn Daily



## City of St. Joseph 2023 Adopted Fee Schedule

### RENTALS

Fee	Taxable (Y/N)	Charge Basis	2023 Adopted Fees	Conditions & Requirements
<b>Bike Share Program</b>	Y	Per Hour	2.00	Must Download App and Pay Electronically   Bikes must be Returned to Stall
<b>Fire Hall Rental</b>				
Business	N	Per Day	200.00	No Alcohol Allowed
Non-Profit Business	N	Per Day	-	No Fee for Approved Non-Profits Renewed Annually   No Alcohol Allowed
Resident	N	Per Day	200.00	Must Live within Fire Service Area   No Alcohol Allowed
Damage Deposit	N	Per Rental	200.00	Non-Refundable   Non-Transferrable
<b>Government Center</b>				
Room Rental	Y	Per Day	150.00	8:00am-4:30pm   Non-Refundable   Non-Transferrable   Tax Included in Fee
Damage Deposit	N	Per Rental	200.00	
<b>Park Rental Fees</b>				
Centennial Park				
Rental Fee	Y	Per Rental	200.00	Non-Refundable   Non-Transferrable   Tax Included in Fee
Damage Deposit	N	Per Rental	200.00	
Millstream Park				
Rental Fee	Y	Per Rental	200.00	Non-Refundable   Non-Transferrable   Tax Included in Fee
Damage Deposit	N	Per Rental	200.00	
Lake Wobegon Trail Shelter				
Rental Fee	Y	Per Rental	200.00	Non-Refundable   Non-Transferrable   Tax Included in Fee
Damage Deposit	N	Per Rental	200.00	
Archery Range	N		-	Open to Public at No Charge   Donations Requested for Maintenance
Dog Park	N		-	Open to Public at No Charge   Donations Requested for Maintenance
Footgolf - General Usage	N		-	Open to Public at No Charge   Donations Requested for Maintenance
Disc Golf - General Usage	N		-	Open to Public at No Charge   Donations Requested for Maintenance
Park Keys - No Show to Pickup	N		60.00	Charged when Police Department or Public Works has to Open Park due to No Key Pickup
Schneider Field				
Non-Contracted Users				
Practice	Y	Per Hour	75.00	Field must be Prepped and Returned to Pre-Game/Pre-Practice Condition
Games	Y	Per Game	100.00	Field must be Prepped and Returned to Pre-Game/Pre-Practice Condition
Contracted Users				
Practice	N	Per Hour	50.00	Field must be Prepped and Returned to Pre-Game/Pre-Practice Condition
Games	N	Per Game	75.00	Field must be Prepped and Returned to Pre-Game/Pre-Practice Condition



## City of St. Joseph 2023 Adopted Fee Schedule

### BUILDING PERMITS

\*Building Permit Fees are Non-Refundable\*

Fee	Taxable (Y/N)	Charge Basis	2023 Adopted Fees	Conditions & Requirements
<b>Valuation</b>				
\$1 - \$1,200	N	Flat Fee	23.00	
\$1,201 - \$2,000	N	Flat Fee	45.00	
\$2,001 - \$10,000	N	Flat Fee	100.00	
\$10,001 - \$25,000	N	Flat Fee	175.00	
\$25,001 - \$50,000	N	Per \$ Valuation	0.006	
\$50,001 - \$100,000	N	Per \$ Valuation	0.006	
\$100,001 - \$500,000	N	Per \$ Valuation	0.006	
\$500,001 - \$1,000,000	N	Per \$ Valuation	0.006	
> \$1,000,000	N	Equation	6,000 + .005x	\$6,000 + \$0.005x value over \$1,000,000
<b>Building Plan Review Fee</b>				
Commercial/Industrial/Multi Family	N	% of Permit Fee	65%	
Single Family Residential	N	% of Permit Fee	25%	
<b>Building - Maintenance Permits</b>				
Roofing - Residential	N	Flat Fee	80.00	
Roofing - Commercial	N	Per \$ Valuation	Per \$ Valuation	
Siding - Residential	N	Flat Fee	80.00	
Siding - Commercial	N	Per \$ Valuation	Per \$ Valuation	
Window Replacement - Same Size	N	Flat Fee	80.00	Must be Replacing Same Size Opening
Window Replacement - Different Size	N	Flat Fee	100.00	
Door Replacement - Same Size	N	Flat Fee	60.00	Must be Replacing Same Size Opening
Door Replacement - Different Size	N	Flat Fee	100.00	
Parking Pad	N	Flat Fee	See Planning-Zoning	
<b>Building without a Permit</b>	N		Double Permit Fee	
<b>Demolition</b>	N	Flat Fee	60.00	
<b>Expired Permit Fee</b>	N	Flat Fee	Plan Review	
<b>Fire Suppression &amp; Alarms</b>				
Permit Fee	N	Per \$ Valuation	0.006	
Plan Review	N	% of Permit Fee	65%	
<b>Inspections</b>				
After Normal Business Hours	N	Per Hour	80.00	One Hour Minimum
Other Miscellaneous Inspections	N	Per Hour	50.00	One Hour Minimum
Investigation Fee	N	Per Hour	50.00	One Hour Minimum   New, Repair, Or Maintenance
<b>Land Disturbance</b>	N	Per Permit	50.00	SF Primary Structure, Commercial/Industrial   Process to Check for Proper Erosion Control



## City of St. Joseph 2023 Adopted Fee Schedule

### BUILDING PERMITS

\*Building Permit Fees are Non-Refundable\*

Fee	Taxable (Y/N)	Charge Basis	2023 Adopted Fees	Conditions & Requirements
<b>Mechanical - Commercial</b>	N	Per \$ Valuation	0.006	Minimum Fee of \$50.00
<b>Mechanical - Residential</b>				
Mechanical Alteration	N	Flat Fee	50.00	
New Home	N	Flat Fee	95.00	
Fireplace	N	Flat Fee	50.00	
<b>Plumbing - Commercial</b>	N	Per \$ Valuation	0.006	Minimum Fee of \$50.00
<b>Plumbing - Residential</b>				
Plumbing Alteration	N	Flat Fee	50.00	
New Home	N	Flat Fee	95.00	
<b>Signs</b>				
Permanent Sign	N	Flat Fee	80.00	
Temporary Sign	N	Flat Fee	40.00	
<b>State Surcharge</b>	N	Per Permit	Actual Surcharge Cost	Based on Dept of Labor & Industry Rates



## City of St. Joseph 2023 Adopted Fee Schedule

### UTILITY RATES

\*Rates Charged per Bi-Monthly Bill Cycle unless Noted Otherwise\*

Fee	Taxable (Y/N)	Charge Basis	2023 Adopted Fees	Conditions & Requirements
<b>Late Fee</b>		%	10%	Minimum \$10.00 Late Fee
<b>Refuse</b>				
Recycling Cart 60 gal	N	Per Bill	17.50	
Recycling Cart 90 gal	N	Per Bill	28.00	
Extra Recycling Cart	N	Per Bill	17.50	
Overflow Bag	Y	As needed	5.00	
30 Gallon Refuse	Y	Per Bill	21.00	
60 Gallon Refuse	Y	Per Bill	24.00	
90 Gallon Refuse	Y	Per Bill	28.00	
2nd Refuse Cart	Y	Per Bill	11.00	
Solid Waste Management Tax		Per Bill	9.75%	
<b>Round-Up Program</b>	N	To Nearest Dollar	Varies	Round-Up Utility Bill to nearest \$1.00 to help improve City Parks
<b>Sewer</b>				
Fixed Charge 3/4" and 5/8" Meter	N	Per Base Meter Size	35.00	AWWA Equivalency Factor
Fixed Charge 1" Meter	N	Per Base Meter Size	87.50	AWWA Equivalency Factor
Fixed Charge 1.5" Meter	N	Per Base Meter Size	175.00	AWWA Equivalency Factor
Fixed Charge 2" Meter	N	Per Base Meter Size	280.00	AWWA Equivalency Factor   Compound Meters only charged on one side
Fixed Charge 3" Meter	N	Per Base Meter Size	525.00	AWWA Equivalency Factor   Compound Meters only charged on one side
Fixed Charge 4" Meter	N	Per Base Meter Size	875.00	AWWA Equivalency Factor   Compound Meters only charged on one side
Fixed Charge 6" Meter	N	Per Base Meter Size	1,750.00	AWWA Equivalency Factor   Compound Meters only charged on one side
Sewer Usage	N	Per 1,000 Gallons	6.28	Single Family Residential Rate Based on Previous Year Nov/Dec Usage   Rate Set at 13,500 Gallons for New Construction or New Residents not Living in Property during Nov/Dec
Contract User	N			Fixed Charge Unit Calculated based upon Sewer Gallons Treated
<b>Storm Water</b>				
Single Family Dwelling	N	Per Bill	14.00	
Duplex Residential Dwelling	N	Per Bill	14.00	
Multi Family Dwelling (Non-Duplex)	N	Per Billable Acre	38.08	Billed Per Acre/Per Bill
Commercial	N	Per Billable Acre	59.22	Billed Per Acre/Per Bill
Industrial	N	Per Billable Acre	46.20	Billed Per Acre/Per Bill
Institutional	N	Per Billable Acre	46.20	Billed Per Acre/Per Bill
Minimum Charge	N	Per Bill	14.00	
Agriculture	N	No Charge	-	
Public Facility	N	No Charge	-	



## City of St. Joseph 2023 Adopted Fee Schedule

### UTILITY RATES

\*Rates Charged per Bi-Monthly Bill Cycle unless Noted Otherwise\*

Fee	Taxable (Y/N)	Charge Basis	2023 Adopted Fees	Conditions & Requirements
<b>Street Light Utility</b>				
Residential - Urban	N	Per Unit/Per Bill	4.80	See Ordinance for How to Calculate
Commercial/Industrial	N	Per Unit/Per Bill	4.80	See Ordinance for How to Calculate
Mixed Use Facility	N	Per Unit/Per Bill	4.80	See Ordinance for How to Calculate
Educational & Ecclesiastic Zoned Properties	N	Per Unit/Per Bill	3.20	See Ordinance for How to Calculate
<b>Water</b>				
Water Head Cellular Read Phone App Access	N	Per Month	0.89	as available on cellular meter read head accounts
	**	Per Base Meter Size	25.00	**Taxable for Non-Residential Users   Fee Includes Sewer Only Accounts where Water Services are Available and Property Owner is able to Connect
Fixed Charge 3/4" and 5/8" Meter				
Fixed Charge 1" Meter	N	Per Base Meter Size	62.50	AWWA Equivalency Factor
Fixed Charge 1.5" Meter	N	Per Base Meter Size	125.00	AWWA Equivalency Factor
Fixed Charge 2" Meter	N	Per Base Meter Size	200.00	AWWA Equivalency Factor   Compound Meters only charged on one side
Fixed Charge 3" Meter	N	Per Base Meter Size	375.00	AWWA Equivalency Factor   Compound Meters only charged on one side
Fixed Charge 4" Meter	N	Per Base Meter Size	625.00	AWWA Equivalency Factor   Compound Meters only charged on one side
Fixed Charge 6" Meter	N	Per Base Meter Size	1,250.00	AWWA Equivalency Factor   Compound Meters only charged on one side
Water Usage	**	Per 1,000 Gallons	5.40	**Taxable for Non-Residential Users
Sprinkler Usage	**	Per 1,000 Gallons	6.00	**Taxable for Non-Residential Users
				**Taxable for Non-Residential Users   Fee charged during months customer waters lawns and other vegetation  AWWA Equivalency factor times the base charge
Sprinkler Fixed Charge	**	Per Base Meter Size	25.00	
MDS Test Fee	N	Per Account	1.62	



## City of St. Joseph 2023 Adopted Fee Schedule

### UTILITY FEES (OTHER THAN BI-MONTHLY FEES)

Fee	Taxable (Y/N)	Charge Basis	2023 Adopted Fees	Conditions & Requirements
<b>Sewer</b>				
<b>Industrial Discharge Permit</b>				
< 1,000,000 Gallons Per Year	N	Annual Permit	1,000.00	
1,000,000 - 10,000,000 Gallons Per Year	N	Annual Permit	1,500.00	
> 10,000,000 Gallons Per Year	N	Annual Permit	2,000.00	
<b>RV Dump Site</b>	N	Voluntary Donation	-	Suggested \$20.00 Donation per Dump
<b>SAC Hook-Up Charge</b>	N	Per Unit	2,500.00	See Ordinance for Unit Determination
<b>Sewage Dumping</b>	N	Per 1,000 Gallons	7.40	Excess Sewage Discharge as Determined by Public Works
<b>Sewer Trunk Charge</b>				
Co Rd 121 Water Line				
Residential (Includes Country Manor Homes)	N	Per Unit	150.00	
Commercial/Industrial	N	Per Acre	300.00	
Industrial Park Lift Station (DBL)				
Residential	N	Per Unit	400.00	
Commercial/Industrial	N	Per Acre	800.00	
Northland Business Center Add'l DBL	N	Per Acre	917.82	
Northland Lift Station	N	Per Unit	600.00	
2005 Field Street A Sewer Line	N	Per Acre	1,878.00	
2016 Field Street B Sewer Line	N	Per Acre	1,543.52	
<b>Storm Water</b>				
<b>Illicit Storm Runoff</b>	N	% of Balance	6%	6% Per Annum of the Balance   Per City's MS4 Permit
<b>Storm Water Development Fee</b>				
Single Family Residential	N	Per Square Foot	0.10	Credit is Allowed for Storm Water Improvements Constructed
Multi Family Residential	N	Per Square Foot	0.134	Credit is Allowed for Storm Water Improvements Constructed
Commercial/Industrial	N	Per Square Foot	0.20	Credit is Allowed for Storm Water Improvements Constructed
<b>Water</b>				
<b>Antenna Fees - Water Tower Lease</b>				
Permanent Antenna	N		See Contract	
Temporary Antenna	N	Per Antenna	2,500.00	6 Month Lease Fee
Lease Application - New or Modification	N		1,500.00	
Damage Deposit	N		5,000.00	
Site Plan Review	N	Escrow	15,000.00	
<b>Bulk Water (From Treatment Plant 2)</b>				
Base Fee	Y	Per Card	10.00	
Usage Fee	Y	Per 1,000 Gallons	6.00	
<b>Bulk Water (Mobile Meter)</b>				
Mobile Meter Deposit	Y		1,200.00	From Hydrant   For Approved Contractors
Base Fee	Y	Flat Fee	70.00	
Usage Fee	Y	Per 1,000 Gallons	6.00	
<b>Interim Meter Reading</b>	N	Flat Fee	50.00	
<b>Meter Testing</b>				
Residential	N	Per Test	100.00	If Test is 98% or More Accurate, Actual Testing Charges will be Invoiced to Customer
Commercial	N	Per Test	100.00	If Test is 98% or More Accurate, Actual Testing Charges will be Invoiced to Customer



City of St. Joseph 2023 Adopted Fee Schedule

**UTILITY FEES (OTHER THAN BI-MONTHLY FEES)**

Fee	Taxable (Y/N)	Charge Basis	2023 Adopted Fees	Conditions & Requirements
<b>WAC Hook-Up Charge</b>	N	Per Unit	3,500.00	See Ordinance for Unit Determination
<b>Water Meter</b>	N	Per Meter	Cost + Labor	Cost of Meter + Labor to Prepare Meter
5/8" M25	N	Per Meter	Cost + Labor	
3/4" M35	N	Per Meter	Cost + Labor	
1" M70	N	Per Meter	Cost + Labor	
1.5" M120	N	Per Meter	Cost + Labor	
1.5" Turbine T160	N	Per Meter	Cost + Labor	
2" M170	N	Per Meter	Cost + Labor	
2" Compound	N	Per Meter	Cost + Labor	
2" Turbine T200	N	Per Meter	Cost + Labor	
3" Turbine T450	N	Per Meter	Cost + Labor	
3" Compound	N	Per Meter	Cost + Labor	
4" Turbine T1000	N	Per Meter	Cost + Labor	
4" Compound	N	Per Meter	Cost + Labor	
6" Turbine T2000	N	Per Meter	Cost + Labor	
6" Compound	N	Per Meter	Cost + Labor	
<b>Water Meter Cellular Read Head</b>	N	Per Read Head	200.00	charged only when customer neglect
<b>Water Meter Lid Cover/Frost Bottom</b>	N	Per Lid	140.00	
<b>Water Meter Valve</b>	N	Per Valve	120.00	
<b>Water Reconnect Fee</b>				
Non-Delinquent Property	N	Per Reconnection	150.00	
Delinquent Property - First Reconnect	N	Per Reconnection	150.00	1st Disconnect on Delinquent Property
Delinquent Property - Subsequent Reconnect	N	Per Reconnection	300.00	2nd or Greater Disconnects on Delinquent Property in a Calendar Year
<b>Water Tap</b>	N		175.00	
<b>Water Trunk Charge</b>				
Co Rd 121 Water Line				
Residential (Includes Country Manor Homes)	N	Per Unit	150.00	
Commercial/Industrial	N	Per Acre	300.00	
2016 1st Ave NE Water Line	N	Per Assessable Unit	4,724.36	
2005 Field Street A Water Line	N	Per Acre	777.25	
2016 Field Street B Water Line	N	Per Acre	1,085.23	
2020 20th Ave SE Water Line	N	Per Acre	698.95	





## City of St. Joseph 2023 Adopted Fee Schedule

### SCHEDULE OF COMPENSATION

Fee	Basis	2023 Adopted Fees	Conditions & Requirements
<b>Cable Commission</b>			
City Council Meetings	Per Meeting	100.00	
Planning Commission Meetings	Per Meeting	100.00	
<b>City Council/Mayor Salaries</b>			
Council	Per Month	435.00	
Mayor	Per Month	650.00	
Meeting Compensation	Per Meeting	N/A	
Daily Per Diem			
< 5 Hours/Day		50.00	
>= 5 Hours/Day		100.00	Council budgeted 5 days/year; Mayor budgeted 10 days/year
<b>Commission/Subsidiary Board Salaries</b>			
Regular & Special Meetings	Per Meeting	35.00	Maximum 1 Stipend/Day   Commissions Established by Mayor's Appointments Annually
<b>Election Judges</b>			
Election Judge	Per Hour	14.00	Training, Primary, General, and Special Election Days
Head Judge	Per Hour	15.00	Training, Primary, General, and Special Election Days
<b>Fire Department</b>			
Pension Rate	Per Year	2,400.00	Schedule I/II
Fire Call, Drill Pay, Emergency Pay	Per Hour	17.00	Minimum 1 Hour
Fire Chief	Annual Salary	8,000.00	
Asst. Fire Chief	Annual Salary	5,000.00	
Captain (5 Appointed)	Annual Salary	1,000.00	
Secretary	Annual Salary	500.00	
Data Entry Clerk	Annual Salary	450.00	
Fire Board Meeting Stipend	Per Meeting	35.00	Maximum 1 Stipend/Day
<b>Per Diem Reimbursements*</b>			
Breakfast	Per Day	Per IRS Rate	Detailed Receipts Required   Alcohol cannot be Reimbursed
Lunch	Per Day	Per IRS Rate	Detailed Receipts Required   Alcohol cannot be Reimbursed
Supper	Per Day	Per IRS Rate	Detailed Receipts Required   Alcohol cannot be Reimbursed
Mileage	Per Mile	Per IRS Rate	
Lodging	Per Day	Actual	Not to Exceed IRS Rate   Detailed Receipt Showing \$0.00 Balance Owing Required
<b>Police Compliance Checks</b>	Per Day	50.00	Underage Sales to Minors
<b>Public Works</b>			
Summer Seasonal	Per Hour	18.25	
Winter Seasonal	Per Hour	20.98	
Rink Attendant/Flower Watering	Per Hour	17.03	
<b>Recreation</b>			
Coaches/Judges/Referees	Per Hour	17.03	