



City of St. Joseph 2021 Adopted Fee Schedule

ADMINISTRATION

Fee	Taxable (Y/N)	Charge Basis	2021 Adopted Fees	Conditions & Requirements
ACH Online Payments	N	Per Transaction	-	Online ACH Payments made to the City (ex: loans, rent)
Administrative Citations				
1st Violation	N		100.00	
2nd Violation	N		200.00	
3rd Violation	N		300.00	
Assessments				
Certified Assessments	N	Per Invoice	50.00	Delinquent Accounts Only
Assessment Search Request	N	Per Parcel	30.00	Written Requests Required
Bad Check/NSF Fee	N	Per Check	30.00	Account Closed, Stopped Payment, Insufficient Funds Includes Electronic Accounts
Conduit Debt				
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
Copies/Public Data Requests				
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.
Credit Card Payments	N	Per Charge	2.75%	Charged Directly by PSN Charges < \$100.00 charged 2.75% + additional \$0.50
Direct Debit Payments	N	Per Bill Cycle	-	Available for Utility Billing Must Sign Up Before Bill Calculation
Election Filing Fee	N	Per Filing	5.00	
Equipment Rate				
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	



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Equipment Rate (Cont'd)				
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 Plowing	N	Per Hour	145.00	
Street Sweeping	N	Per Hour	145.00	
Fax				
First Page	Y	Initial Fee	3.50	
Second Page and Each Page Thereafter	Y	Per Page	1.00	
Flowers - Hanging on Street Poles				
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
Franchise Fee				
Cable Television				
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	
Stearns Electric				
Franchise Fee	N	% of Net Receipts	8.00%	Stearns Electric Expires 11/20/23 Paid Monthly
Xcel Energy - Electric				
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	Paid Monthly
Small C & I and Muni Pumping - Demand	N	Per Meter	10.00	Paid Monthly
Large C & I	N	% of Net Receipts	2.00%	Paid Monthly
Public Street Lighting	N	Per Meter	8.00	Paid Monthly
Xcel Energy - Gas				
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
CenterPoint Energy - Gas				
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



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Fee	Taxable (Y/N)	Charge Basis	2021 Adopted Fees	Conditions & Requirements
Gambling				
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	
Labor Rate				
Part Time Employees/Reserve Officers	N	Per Hr/Per Person	30.00	Minimum 1 Hour Unless Included with Fee
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	60.00	Minimum 1 Hour Unless Included with Fee
Full Time Employees: Non-Business Hours	N	Per Hr/Per Person	100.00	Minimum 1 Hour Unless Included with Fee
Seasonal/Reserve Officer	N	Per Hr/Per Person	30.00	Minimum 1 Hour Unless Included with Fee
Non-Seasonal/Fire	N	Per Hr/Per Person	60.00	Minimum 1 Hour Unless Included with Fee
Late Fee	N	Per Month	1.50%	Equates to 6.0% Annually
Lodging Tax	N	% of Gross Receipts	3%	Gross Receipts of Lodging < 30 Days Remitted Monthly
Notary	N	Per Document	-	No Charge for St. Joseph Residents
Snow Removal (If Service Contracted)	Y	Per Hr	100.00	Minimum \$100.00 Charge per Parcel
Subrogation Letter	N	Per Parcel	100.00	
Water Tower Antenna Fees				
Other Fees				See Utility Fees



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FIRE DEPARTMENT

Fee	Taxable (Y/N)	Charge Basis	2021 Adopted Fees	Conditions & Requirements
Car/Vehicle Fire				
Labor	N	Per Hr/Per FF	20.00	
Vehicles	N	Per Truck	100.00	
DAMA Box	N	Per Box	150.00	Commercial Buildings & Residents that Request One
Illegal/Intentional Burns				
Labor	N	Per Hr/Per FF	20.00	Includes Only the Firefighters that Respond to the Call
Vehicles	N	Per Truck	100.00	
Reports				
Fire	N	Per Page	0.25	
Medical	N	Per Page	0.25	Must Contain Release Form
Swimming Pool Fill				
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	65.00	
> 10,000 Gallons	Y	Per 1,000 Gallons	5.65	



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POLICE DEPARTMENT

Fee	Taxable (Y/N)	Charge Basis	2021 Adopted Fees	Conditions & Requirements
Accident/Incident Reports	Y	Per Page	0.25	
Administrative Hearing	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
Animal Violations				
Dog 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	
Dog Running at Large	N	Flat Fee	100.00	
Failure to License Dog	N	Flat Fee	100.00	
Background Checks	N	Per Name	15.00	
Fingerprinting				
Additional Cards	N	Per Card	5.00	No Limit on Additional Cards
Initial Fingerprint	N	Flat Fee	15.00	Includes One Fingerprint Card
Liquor Violation				
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	
Miscellaneous Violations				
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	
Park Violations				
Violation of Park Regulations	N	Flat Fee	100.00	
Parking Violations				
Truck Parking Violation	N	Flat Fee	20.00	
Handicap Parking	N	Flat Fee	200.00	
Parking Violation	N	Flat Fee	20.00	
Fire Hydrant	N	Flat Fee	25.00	
Past Due - 1st Notice	N	Flat Fee	40.00	Past Due 11-20 Days from Violation Date Fee is Additional to Original Fine Amount
Past Due - Final Notice	N	Flat Fee	70.00	Past Due 21-30 Days from Violation Date Fee is Additional to Original Fine Amount
Past Due - Sent to Revenue Recapture	N	Flat Fee	100.00	Past Due > 30 Days from Violation Date Fee is Additional to Original Fine Amount
PBT	N	Per Test	5.00	
Police Squad	N	Per Vehicle/Per Hr	100.00	Minimum \$100.00 Charge
Vehicle Impound				
Initial Fee	N	Flat Fee	25.00	
Daily Impound Rate	N	Per Day	10.00	Maximum Fee of \$500.00



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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	2021 Adopted Fees	Conditions & Requirements
Annexation Petition	N		450.00	Minimum \$450.00 Plus State Fee
Certificate of Survey/Minor Subdivision				
City Limits	N	Per Certificate	300.00	
St. Joseph Township	N	Per Certificate	500.00	
Comprehensive/Land Use Plan Amendment	N		500.00	
Conditional Use Permit				
City Limits	N	Per Permit	400.00	
St. Joseph Township	N	Per Permit	650.00	
Interim Use Permit				
City Property	N	Per Permit	400.00	
St. Joseph Township Annexation Area	N	Per Permit	650.00	
Park Dedication Fee				
Single Family	N	Per Unit	914.00	
Multi Family	N	Per Unit	975.00	
Commercial/Industrial	N	% of Avg Land Value	5.00%	
Pass Through Fees	N	At Cost		Cost Engineering, Legal, Building Official Fees, Other Admin Fees
Platting				
Preliminary Plat				
Initial Fee	N	Flat Fee	500.00	
Per Lot	N	Per Lot	5.00	
Escrow Fee	N	Per Lot	5,000.00	
Final Plat	N		400.00	
PUD Application Fee	N	Per Application	800.00	
PUD Amendment	N	Per Amendment	400.00	
Revolving Loan*				
Interest Rate	N	Variable	Variable	Based on Credit Worthiness, Length of Term, and Federal Rates
Origination Fee	N	% of Loan Amount	1.00%	
Site Plan Review				
Residential, Comm/Industrial Develop. Plan Fee	N	Per Plan Review	250.00	
Escrow Fee	N	Per Plan Review	1,500.00	
Small Cell Wireless Antenna				
Initial Escrow	N	Per Escrow	1,500.00	
Install Permit	N	Per Application	250.00	Per Application up to 15 Small Cell Devices
Maintenance Fee	N	Per Yr/Per Device	25.00	
Electricity	N	Pass Through Fee	At Cost	
Rent	N	Per Month	150.00	
Special Meeting	N	Per Meeting	400.00	
Tax Abatement				
Application Fee	N	Per Abatement	2,500.00	
Escrow Fee*	N	Per Abatement	7,500.00	



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Fee	Taxable (Y/N)	Charge Basis	2021 Adopted Fees	Conditions & Requirements
Tax Increment Financing (TIF)				
Application Fee	N	Per Application	2,500.00	
Escrow Fee* - Project < \$1,500,000	N	Per Project	7,500.00	
Escrow Fee* - Project >= \$1,500,000	N	Per Project	15,000.00	
TIF Plan Amendment Application Fee	N	Per Amendment	500.00	
TIF Plan Amendment Escrow Fee*	N	Per Amendment	500.00	
Vacation Petition*	N	Per Petition	500.00	
Variance				
City Limits	N	Per Variance	400.00	
St. Joseph Township Annexation Area	N	Per Variance	650.00	
Zoning Amendment	N		500.00	
Zoning Letter	N		50.00	
Zoning Permit			60.00	



City of St. Joseph 2021 Adopted Fee Schedule

LICENSES & PERMITS (NON-BUILDING)

Fee	Taxable (Y/N)	Charge Basis	2021 Adopted Fees	Conditions & Requirements
Amusement Device License	N	Annually	35.00	Required if there is a Direct or Indirect Charge and is Available to the Public
Animals				
Non-Dangerous Dog				
License - New Dog	N	Annually	10.00	Required for all Dogs > 6 Months Old Current Rabies Vaccine Required
License - Before April 1st	N	Annually	10.00	Required for all Dogs > 6 Months Old Current Rabies Vaccine Required
License - After April 1st	N	Annually	25.00	Required for all Dogs > 6 Months Old Current Rabies Vaccine Required
Dangerous Dog				
License Fee	N	Annually	25.00	Defined by State Statutes 347.50-347.56 Requires \$300,000 Liability Insurance Coverage Current Rabies Vaccine Required
Replacement Tag	N	Per Tag	5.00	
Impound Fee - Owner Pick Up	Y	Per Occurrence	35.00	
Impound Fee - Sent to Kennel	Y	Per Occurrence	75.00	Does not Include Applicable Fees Owed to Contracted Kennel for Boarding
Kennel License	N	Annually	150.00	Required for Households with > 2 Dogs Administrative Hearing also Required
Compost Permit				
City of St. Joseph Residents	N	Per Yr/Per Vehicle	35.00	
St. Joseph Township Residents	N	Per Yr/Per Vehicle	60.00	
St. Wendel Township Residents	N	Per Yr/Per Vehicle	60.00	
City of St. Cloud Residents	N	Per Yr/Per Vehicle	45.00	
Additional Vehicle/Replacement Permit	N	Per Yr/Per Vehicle	5.00	
Excavation Permit/Right of Way Permit	N	Per Excavation	50.00	Required for Excavations within the Public Right-Of-Ways, Alleys, and other Public Grounds Proof of Insurance Required
Fireworks Permit	N	No Charge	-	Permit Application Required For Joetown Rocks Celebration
Food Truck/Confectioners License	N	Per Yr/Per Vehicle	100.00	Proof of Liability Insurance Required
Golf Cart Permit	N	Per Yr/Per Cart	25.00	Proof of Insurance Required
Keg Permit	N	Per Keg	5.00	1 Allowed/Living Unit Sticker Must be Returned or Wait 30 Days to Issue New Permit
Liquor				
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	
Outside/Temporary Liquor Permit	N	Per Event	150.00	
Small Brewer Off Sale Malt License	N	Annually	200.00	For the Sale of Brewed Malt Liquor Proof of Insurance Required Sales Must be < 500 Barrels Annually
Sunday Growler Off Sale License	N	Annually	200.00	For the Sale of Malt Liquor
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
Wine License	N	Annually	225.00	Required to Sell Wine Proof of Insurance Required
Intoxicating Liquor License				
On Sale Liquor License	N	Annually	3,100.00	For the Sale of Intoxicating Liquor Proof of Insurance Required
Off Sale Liquor License	N	Annually	310.00	For the Sale of Intoxicating Liquor Proof of Insurance Required
Special Club License				
000 - 200 Members	N	Annually	300.00	For the Sale of Intoxicating Liquor Proof of Insurance Required
201 - 500 Members	N	Annually	475.00	For the Sale of Intoxicating Liquor Proof of Insurance Required
501 - 1,000 Members	N	Annually	550.00	For the Sale of Intoxicating Liquor Proof of Insurance Required
1,001 - 2,000 Members	N	Annually	700.00	For the Sale of Intoxicating Liquor Proof of Insurance Required
2,001 - 4,000 Members	N	Annually	1,000.00	For the Sale of Intoxicating Liquor Proof of Insurance Required



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LICENSES & PERMITS (NON-BUILDING)

Fee	Taxable (Y/N)	Charge Basis	2021 Adopted Fees	Conditions & Requirements
4,001 - 6,000 Members	N	Annually	2,000.00	For the Sale of Intoxicating Liquor Proof of Insurance Required
> 6,000 Members	N	Annually	3,000.00	For the Sale of Intoxicating Liquor Proof of Insurance Required
Brewer Taproom Liquor License	N	Annually	550.00	For the Sale of Intoxicating Liquor Proof of Insurance Required



City of St. Joseph 2021 Adopted Fee Schedule

LICENSES & PERMITS (NON-BUILDING)

Fee	Taxable (Y/N)	Charge Basis	2021 Adopted Fees	Conditions & Requirements
Intoxicating Liquor License (Cont'd)				
Preliminary Investigation				
Initial Fee	N	Per Investigation	250.00	
Deposit	N	Per Investigation	250.00	
Outside of MN	N	Per Investigation	2,500.00	
Non-Intoxicating Liquor License				
On Sale Malt License	N	Annually	200.00	For the Sale of Malt Liquor Proof of Insurance Required
Off Sale Malt License	N	Annually	150.00	For the Sale of Malt Liquor Proof of Insurance Required
Preliminary Investigation				
Initial Fee	N	Per Investigation	250.00	
Deposit	N	Per Investigation	250.00	
Outside of MN	N	Per Investigation	2,500.00	
May Bowle License	N	Annually	100.00	
Refuse Hauler Permit	N	Per Truck	500.00	Proof of Insurance Required \$1,000 Surety Bond Required
Rental Housing				
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
Second Hand Dealers & Pawn Brokers License	N	Annually	1,000.00	Required for Any Person to Engage in Pawn Broking or Advertising Such
Sexual Oriented Business				
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
Special Event License				
Deposit	N	Per Event	1,000.00	
License - < 500 People	N	Per Event	500.00	12 Days Maximum Only Valid for Non-Profit
License - > 500 People	N	Per Event	750.00	12 Days Maximum Only Valid for Non-Profit
Tattoo License	N	Annually	150.00	Required to Operate a Tattoo Business
Tobacco License	N	Annually	100.00	Required for the Retail Sale of Tobacco
Transient Worker (Solicitor, Peddler, Transient)				
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	
Water Exempt Permit	N	No Charge		Maximum 30 Days to Irrigate New Lawn Daily



City of St. Joseph 2021 Adopted Fee Schedule

RENTALS

Fee	Taxable (Y/N)	Charge Basis	2021 Adopted Fees	Conditions & Requirements
Bike Share Program	N	Per Hour	1.00	Must Download App and Pay Electronically Bikes must be Returned to Stall
Fire Hall Rental				
Business	N	Per Day	100.00	No Alcohol Allowed
Non-Profit Business	N	Per Day	-	No Fee for Approved Non-Profits No Alcohol Allowed
Resident	N	Per Day	100.00	Must Live within Fire Service Area No Alcohol Allowed
Damage Deposit	N	Per Rental	200.00	Non-Refundable Non-Transferrable
Government Center				
Room Rental	Y	Per Day	150.00	8:00am-4:30pm Non-Refundable Non-Transferrable
Damage Deposit	N	Per Rental	200.00	
Park Rental Fees				
Centennial Park				
Rental Fee	Y	Per Rental	100.00	Non-Refundable Non-Transferrable Tax Included in Fee
Damage Deposit	N	Per Rental	200.00	
Millstream Park				
Rental Fee	Y	Per Rental	100.00	Non-Refundable Non-Transferrable Tax Included in Fee
Damage Deposit	N	Per Rental	200.00	
Lake Wobegon Trail Shelter				
Rental Fee	Y	Per Rental	100.00	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
Disc Golf - Tournament				
Event Fee	Y	Per Event	150.00	Fee Charged to Organizer of Event Proof of Insurance Required
Damage Deposit	Y	Per Event	100.00	
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 2021 Adopted Fee Schedule

BUILDING PERMITS

Building Permit Fees are Non-Refundable

Fee	Taxable (Y/N)	Charge Basis	2021 Adopted Fees	Conditions & Requirements
Valuation				
\$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
Building Plan Review Fee				
Commercial/Industrial/Multi Family	N	% of Permit Fee	65%	
Single Family Residential	N	% of Permit Fee	25%	
Building - Residential				
Roofing	N	Flat Fee	60.00	
Siding	N	Flat Fee	60.00	
Window Replacement - Same Size	N	Flat Fee	60.00	Must be Replacing Same Size Opening
Window Replacement - Different Size	N	Flat Fee	100.00	
Parking Pad	N	Flat Fee	See Planning-Zoning	
Building without a Permit	N		Double Permit Fee	
Demolition	N	Flat Fee	60.00	
Expired Permit Fee	N	Flat Fee	Plan Review	
Fire Suppression & Alarms				
Permit Fee	N	Per \$ Valuation	0.006	
Plan Review	N	% of Permit Fee	65%	
Inspections				
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
Land Disturbance	N	Per Permit	50.00	SF Primary Structure, Commercial/Industrial Process to Check for Proper Erosion Control
Mechanical - Commercial	N	Per \$ Valuation	0.006	Minimum Fee of \$50.00
Mechanical - Residential				
Mechanical Alteration	N	Flat Fee	50.00	
New Home	N	Flat Fee	95.00	
Fireplace	N	Flat Fee	50.00	
Plumbing - Commercial	N	Per \$ Valuation	0.006	Minimum Fee of \$50.00
Plumbing - Residential				
Plumbing Alteration	N	Flat Fee	50.00	
New Home	N	Flat Fee	95.00	
Signs				
Permanent Sign	N	Flat Fee	80.00	
Temporary Sign	N	Flat Fee	40.00	
State Surcharge	N	Per Permit	Actual Surcharge Cost	Based on Dept of Labor & Industry Rates



City of St. Joseph 2021 Adopted Fee Schedule

UTILITY RATES

Fee	Taxable (Y/N)	Charge Basis	Fees	Conditions & Requirements
Rates Charged per Bi-Monthly Bill Cycle unless Noted Otherwise				
2021 Adopted				
Late Fee		%	10%	Minimum \$10.00 Late Fee
Refuse				
Recycling Cart 60 gal	N	Per Bill	15.20	
Recycling Cart 90 gal	N	Per Bill	21.20	
Extra Recycling Cart	N	Per Bill	21.00	
Overflow Bag	Y	As needed	5.00	
Senior Citizen Rate (Over 65 Years of Age)	Y	Per Bill	17.50	Must Sign Up at City Hall and Provide Proof of Age Applies to 30 Gallon Refuse Only
30 Gallon Refuse	Y	Per Bill	17.80	
60 Gallon Refuse	Y	Per Bill	19.20	
90 Gallon Refuse	Y	Per Bill	22.50	
2nd Refuse Cart	Y	Per Bill	11.00	
Solid Waste Management Tax		Per Bill	9.75%	
Round-Up Program	N	To Nearest Dollar	Varies	Round-Up Utility Bill to nearest \$1.00 to help improve City Parks
Sewer				
Fixed Charge	N	Per Unit	34.00	
Sewer Usage	N	Per 1,000 Gallons	6.10	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			Line Charge Unit Calculated based upon Sewer Gallons Treated
Storm Water				
Single Family Dwelling		Per Bill	12.40	
Duplex Residential Dwelling		Per Bill	12.40	
Multi Family Dwelling (Non-Duplex)		Per Billable Acre	33.72	Billed Per Acre/Per Bill
Commercial		Per Billable Acre	52.46	Billed Per Acre/Per Bill
Industrial		Per Billable Acre	40.92	Billed Per Acre/Per Bill
Institutional		Per Billable Acre	40.92	Billed Per Acre/Per Bill
Minimum Charge		Per Bill	12.40	
Agriculture		No Charge	-	
Public Facility		No Charge	-	
Street Light Utility				
Residential - Urban		Per Unit/Per Bill	4.80	See Ordinance for How to Calculate
Commercial/Industrial		Per Unit/Per Bill	4.80	See Ordinance for How to Calculate
Mixed Use Facility		Per Unit/Per Bill	4.80	See Ordinance for How to Calculate
Educational & Ecclesiastic Zoned Properties		Per Unit/Per Bill	3.20	See Ordinance for How to Calculate
Water				
Fixed Charge	**	Per Unit	24.00	**Taxable for Non-Residential Users Fee Includes Sewer Only Accounts where Water Services are Available and Property Owner is able to Connect
Water Usage	**	Per 1,000 Gallons	5.15	**Taxable for Non-Residential Users
Sprinkler Usage	**	Per 1,000 Gallons	5.15	**Taxable for Non-Residential Users
MDS Test Fee	N	Per Account	1.62	



City of St. Joseph 2021 Adopted Fee Schedule

UTILITY FEES (OTHER THAN BI-MONTHLY FEES)

Fee	Taxable (Y/N)	Charge Basis	2021 Adopted Fees	Conditions & Requirements
Sewer				
Industrial Discharge Permit				
< 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	
RV Dump Site	N	Voluntary Donation	-	Suggested \$20.00 Donation per Dump
SAC Hook-Up Charge	N	Per Unit	2,500.00	See Ordinance for Unit Determination
Sewage Dumping	N	Per 1,000 Gallons	6.85	Excess Sewage Discharge as Determined by Public Works
Sewer Trunk Charge				
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 Lift Station				
2005 Field Street A Sewer Line	N	Per Acre	1,878.00	
2016 Field Street B Sewer Line	N	Per Acre	1,543.52	
Storm Water				
Illicit Storm Runoff	N	% of Balance	6%	6% Per Annum of the Balance Per City's MS4 Permit
Storm Water Development Fee				
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
Water				
Antenna Fees - Water Tower Lease				
Permanent Antenna	N		See Contract	
Temporary Antenna	N	Per Antenna	2,500.00	6 Month Lease Fee
Damage Deposit/Pass Through Fee	N		5,000.00	
Bulk Water (From Treatment Plant 2)				
Base Fee	Y	Per Card	10.00	
Usage Fee	Y	Per 1,000 Gallons	5.65	
Bulk Water (Mobile Meter)				
Mobile Meter Deposit	Y		1,200.00	From Hydrant For Approved Contractors
Base Fee	Y	Flat Fee	65.00	
Usage Fee	Y	Per 1,000 Gallons	5.65	
Interim Meter Reading	N	Flat Fee	50.00	
Meter Testing				
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
WAC Hook-Up Charge	N	Per Unit	3,500.00	See Ordinance for Unit Determination
Water Meter	N	Per Meter	Cost + Labor	Cost of Meter + Labor to Prepare Meter
Water Meter Lid Cover/Frost Bottom	N	Per Lid	100.00	



City of St. Joseph 2021 Adopted Fee Schedule

UTILITY FEES (OTHER THAN BI-MONTHLY FEES)

Fee	Taxable (Y/N)	Charge Basis	2021 Adopted Fees	Conditions & Requirements
Water Meter Valve	N	Per Valve	120.00	
Water Reconnect Fee				
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



City of St. Joseph 2021 Adopted Fee Schedule

UTILITY FEES (OTHER THAN BI-MONTHLY FEES)

Fee	Taxable (Y/N)	Charge Basis	2021 Adopted Fees	Conditions & Requirements
Water Tap	N		175.00	
Water Trunk Charge				
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 2021 Adopted Fee Schedule

SCHEDULE OF COMPENSATION

Fee	Basis	2021 Adopted Fees	Conditions & Requirements
Cable Commission			
City Council Meetings	Per Meeting	100.00	
Planning Commission Meetings	Per Meeting	100.00	
City Council/Mayor Salaries			
Council	Per Month	435.00	
Mayor	Per Month	650.00	
Meeting Compensation	Per Meeting	N/A	
Daily Per Diem			
< 5 Hours/Day		50.00	Maximum 5 Days/Year
>= 5 Hours/Day		100.00	Maximum 5 Days/Year
Commission/Subsidiary Board Salaries			
Regular & Special Meetings	Per Meeting	35.00	Maximum 1 Stipend/Day Commissions Established by Mayor's Appointments Annually
Election Judges			
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
Fire Department			
Pension Rate	Per Year	2,300.00	Schedule I/II
Fire Call, Drill Pay, Emergency Pay	Per Hour	12.00	Minimum 1 Hour
Fire Chief	Annual Salary	6,000.00	
Asst. Fire Chief	Annual Salary	3,500.00	
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
Per Diem Reimbursements*			
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
Police Compliance Checks	Per Day	50.00	Underage Sales to Minors
Police Reserves	Per Hour	Step 1 Patrol Officer	Special Event Pay (Joe Town Rocks, July 4th, etc)

***Employee Contracts Supercede the Fee Schedule**