

**CITY OF OTTERTAIL**

**RESOLUTION #2024-53**

**RESOLUTION APPROVING MASTER FEE SCHEDULE FOR 2024**

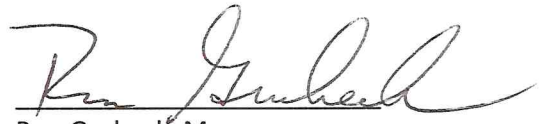
**WHEREAS**, The City of Ottertail has adopted Ordinance 2019-01 establishing certain fees and permits set from time to time by the City; and

**WHEREAS**, upon consideration of annual review of the current Master Fee Schedule changes and amendments can be recommended by resolution; and

**AND WHEREAS**, upon consideration and review by the City council the 2025 Master Fee Schedule will be available for inspection in the office of the City Clerk-Treasurer, after duly approved and adopted.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Ottertail Minnesota, the 2025 Master Fee Schedule shall be approved and effective January 1, 2025 and available for inspection and attached to this resolution.

**BE IT FURTHER RESOLVED** this resolution is hereby duly passed and adopted this 19<sup>th</sup> day of December, 2024 by order of the OTTERTAIL CITY COUNCIL.

  
Ron Grobeck, Mayor

ATTEST:  
  
Amanda Thorson, Clerk-Treasurer

Attached Master Fee Schedule for 2025

**MASTER FEE SCHEDULE**

**SERIES 2025**

<u>Type</u>	<u>Fee</u>
<b>Liquor License</b>	
On-Sale Liquor (annual)	\$1400.00
Off-Sale Liquor (annual)	\$200.00
Sunday On-Sale Liquor (annual)	\$200.00
Combination On/Off (annual)	\$1800 (semi-annual \$900.00)
Wine License	\$120.00
Club License	N/A
1-4 Day Temporary Liquor (charitable)	\$15.00/day
3.2 On-Sale (charitable)	\$15.00/day
1 Day Temp Consumption & Display (charitable)	\$15.00/day
3.2 On-Sale	\$60.00
3.2 Off-Sale	\$50.00
<b>Planning &amp; Zoning</b>	
Re-Zone Application	\$250.00
Variance or Conditional Use	\$250.00
Variance or Conditional Use/Sp. Meeting	\$500.00
Sign Permit/Fence Permit	\$30.00
Grade and Fill Permit (Land Alterations)	\$50.00
Right-Of-Way Permits	\$40.00
Site Fee – Recreational Vehicle	\$100.00
Dock Permits (per lot)	\$275.00
Sub-Division Application & Lot Splits	
Preliminary Plat	\$250.00
Final Plat	\$250.00
Metes & Bounds	\$100.00
Lot Split / Adjustments	\$100.00
Vacation requests (streets, alleys or easements)	\$250.00
Zoning Map	\$10.00
Plan Review	\$85.00 per hour (1 hr. minimum)
Note: Direct costs incurred for Engineering, Legal and other Consulting Service necessary for application review must be paid by applicant.	
<b>Zoning Permit</b>	
<b>Accessory Structures</b> (includes decks, sheds, garages, porches, existing accessory structure expansion, driveways, ground-mounted solar energy system, or etc.)	
0 – 200 sq. ft.	\$50.00
201 – 500 sq. ft.	\$75.00
501 – 1,000 sq. ft.	\$100.00
Over 1,001 sq. ft.	\$150.00
<b>Residential</b> (new structure, additions.)	
0 – 500 sq. ft.	\$75.00
501 – 1,000 sq. ft.	\$150.00
1,001 – 2,000 sq. ft.	\$250.00
2,001 – 3,000 sq. ft.	\$300.00
Over 3,001 sq. ft.	\$350.00
<b>Commercial</b> (new structure, additions.)	
0 – 1,500 sq. ft.	\$200.00
1,501 – 3,000 sq. ft.	\$300.00
Over 3,001 sq. ft.	\$400.00
<b>Commercial Internal Remodel</b> (Flat Fee)	\$75.00
<b>Other</b>	\$50.00
(miscellaneous land uses, roof-mounted solar energy system, and land coverings not listed above)	

Water Tower Antenna Rent	\$1323.00 per unit/yr. adjusted annually
Cell Tower Rent	\$900.93/mo. adjusted annually
Special Event Fees	\$200.00 +Actual Costs reimbursed to City
<b>Water Service Rates</b>	
Residential Water Users Base Rate	\$25.00/mo.
Tier 1 – Up to 1,500 gallons	\$7.03 per 1,000 gallons
Tier 2 – 1,501 to 4,000 gallons	\$7.74 per 1,000 gallons
Tier 3 – Over 4,001 gallons	\$9.66 per 1,000 gallons
Residential 2 <sup>nd</sup> Meter-All Usage	\$7.03 per 1,000 gallons
Residential Curb Stop Availability	\$14.00/mo.
Vacant Lots	\$14.00/mo.
Multi Family & Multi Units Base Rate	\$25.00/mo.
All Usage	\$7.74 per 1,000 gallons
Commercial Curb Stop Availability	\$14.00 +tax
Commercial Water Users Base Rate	\$25.00/mo. +tax
Tier 1 – Up to 40,000 gallons	\$7.03 per 1,000 gallons +tax
Tier 2 – 40,001 to 100,000 gallons	\$7.38 per 1,000 gallons +tax
Tier 3 – Over 100,001 gallons	\$7.75 per 1,000 gallons +tax
Commercial 2 <sup>nd</sup> Meter-All Usage	\$7.03 per 1,000 gallons +tax
ACH/Email Water Account Billing	\$-5.00/one-time credit
Water/On Off	\$50.00
MN Connection Fee	\$0.81/mo.
Frozen/Repair Meter Fee – (parts not included)	\$25.00 +tax on parts
Late Fee	\$10.00
Delinquent Disconnect	\$75.00
Water Inspection Fee	\$75.00
Connection to Water System	\$2000.00
Water from Hydrant – Per Day	\$30.00 + \$7.75 per 1,000 gallons +tax
Water from Well – Per Day	\$30.00 + \$5.00 per 1,000 gallons +tax
Water Meter & Parts – non-refundable deposit	Cost of materials +tax
<b>Code Violations</b>	
Administrative Penalty	\$100.00
After-The-Fact Zoning Penalty	\$300.00
<b>Miscellaneous</b>	
Peddlers, Solicitor & Transient License	\$150.00/yr. or \$50.00/3mo.
Retail Sale of Low Potency THC Products License	\$250.00/yr.
E911 Sign w/ Post	\$70.00 +tax
Golf Cart Permit	\$25.00/yr.
Copies	\$0.25 ea.
NSF Check or ACH	\$25.00
Special Assessment Search	\$25.00
Delinquent Utility/Other Special Assessment	\$45.00 +6% interest
Background Check	\$500.00 refundable
License to operate Sexually Oriented Business	\$5000.00
Gopher Feet	\$5.00/Pair
<b>Community Center Rental</b>	\$50.00 deposit- refundable
Large Room w/ Kitchenette	\$75.00/day or event
Fire Training Room (Meeting Only)	\$35.00/day or event
Technical Equipment Rental	\$20.00/day or event
Churches (service Only)	\$25.00/day or event
<i>No charge for-non-profits when space is used for Meetings only</i>	
<b>Fire Calls</b> <i>No fire call charge for City of Ottertail Residents No charge for 1<sup>st</sup> Responder Calls</i>	
<i>If Negligence if found to be the cause of a false alarm the City has authority to bill Chapter 33.05 (E) &amp; (F)</i>	
Ottertail Tail Township 1 <sup>st</sup> Hour	\$500.00 then \$150.00/hr.
All other Townships 1 <sup>st</sup> Hour	\$250.00 then \$150.00/hr.
Pool Fill (City Limits)	\$25.00 Trip + \$7.75 per 1000 gal +tax
Pool Fill (Fire District)	\$30.00 Trip + \$7.75 per 1000 gal +tax