

**ORDINANCE NO. 920  
2<sup>ND</sup> SERIES**

**AN ORDINANCE ESTABLISHING THE 2025 FEE SCHEDULE FOR VARIOUS  
LICENSES AND PERMITS FOR THE CITY OF ALEXANDRIA**

The City Council of the City of Alexandria, Minnesota, does **ORDAIN**:

**SECTION I.** The fee schedule for the City of Alexandria starting March 1, 2025, shall be as follows on Exhibit A and continuous until which time it is amended by the Alexandria City Council.

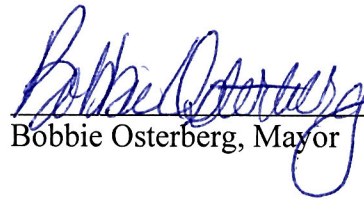
**SECTION II.** This Ordinance shall be in full force and effect from and after its passage and publication.

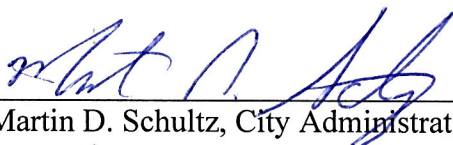
**ADOPTED** by the City Council of the City of Alexandria, Minnesota, this 10th day of February 2025, by the following vote:

YES:           FRANZEN, THALMAN, MACE

NO:            ALLEN, KVALE

ABSENT:      NONE

  
Bobbie Osterberg, Mayor

ATTEST:   
Martin D. Schultz, City Administrator

## CITY OF ALEXANDRIA FEE SCHEDULE

City Code Reference	Type of License or Permit	2025 Fee
§2.70, Subd. 18	Refuse Collection License Fee	\$300.00
§3.02, Subd. 3 C.	Transfer fee (beer license)	\$36.00
Subd. 4	Duplicate fee	\$12.00
§3.06, Subd. 2	Annual on-sale beer license	\$450.00
	Annual off-sale beer license	\$75.00
	Temporary beer license fee	\$42.00
§3.07, Subd. 7	On-Sale Liquor License - Annual	\$3,600.00
	On-Sale Liquor License – 9 Month Seasonal	\$2,700.00
	On-Sale Liquor License – 6 Month Seasonal	\$1,800.00
§3.08, Subd. 2	Temporary on-sale liquor license	\$120.00/day
§3.12, Subd. 3	Club License Fee - Annual	
	Under 200 members	\$300.00
	201-500 members	\$500.00
	501-1,000 members	\$650.00
	1,001-2,000 members	\$800.00
	2,001-4,000 members	\$1,000.00
	4,001-6,000 members	\$2,000.00
	Over 6,000 members	\$3,000.00
§3.13, Subd. 2	Public Display, Mixing & Consumption of Intoxicating Liquor	\$270.00
§3.14, Subd. 4.1	Wine license - annual	\$450.00
3.16, Subd. 3.1	Brewer Taproom License – annual	\$450.00
3.17, Subd, 2.1	Off-Sale Malt Liquor License – annual	\$450.00
§3.20, Subd. 4	Tetrahydrocannabinol Product Sales	\$500.00
§3.21, Subd. 3	Annual Private Off-Sale Liquor license	\$580.00
§4.34, Subd. 3	Tobacco license	\$250.00
	Electronic Delivery Device license	\$250.00
	Nicotine and Lobelia Delivery Product license	\$250.00
§4.35, Subd. 4	Transient Merchant	\$200.00
§4.35.1	Mobile Food Truck/Vendor	\$300.00
§4.37	Motorized Vehicle Races & Events	\$30.00/Race
	*2 cylinder, or less, engines	\$20.00/Race
§4.38, Subd. 2	Fireworks License Fee (inside stores)	\$120.00
	Fireworks License Fee (tent sales)	\$420.00

## CITY OF ALEXANDRIA FEE SCHEDULE

City Code Reference	Type of License or Permit	2025 Fee
§4.41, Subd. 2	Sign and Awning Hangers	\$120.00
§4.46, Subd. 2	Excavation	\$120.00
§4.49, Subd. 5	Massage License Individual	\$60.00
	Massage License Business	\$180.00
§4.51, Subd. 4	Pawnbrokers - annual fee	\$180.00
§4.54, Subd. 2	Sidewalk Cafés	\$30.00
§5.05, Subd. 2	Heating, Ventilation and Air Conditioning Installers	\$120.00
§5.06	Fire Protection Systems	\$150.00
	(New installation inspection, sprinklers, alarm systems)	
	Private Fire Service Mains	\$150.00
	(New installations to buildings)	
	Tent and Other Membrane Structures	\$150.00
	(300 square feet or larger)	
	Fireworks Display (Outdoor Pyrotechnics)	\$60.00
	(State Fire Marshal-licensed pyrotechnician)	
	**refer to City Code 4.35 for retail sales fee	
	Vehicle Fire	\$360.00
	Natural/LP Gas Leaks	\$480.00
§5.08	Rental Registration	
	Seven or fewer rental units on a single site:	\$25.00/unit per year
	Eight or more rental units on a single site:	\$20.00/unit per year
	Units that are currently eligible for HUD Section or IRS 4D occupancy based on a current certificate:	\$12.50/unit per year
	Late Registration Fee (after January 1) shall be triple the per year fee	
§5.08, Subd. 8	Rental Inspection No Show	\$75.00
§5.09	Private/Vacation Home Rental	
	2 Bedrooms or Less	\$300.00
	3 Bedrooms	\$400.00
	4 Bedrooms or More	\$500.00
§6.12, Subd. 4	Right-of-Way Permit	\$100.00
		\$300.00 Deposit
§7.18, Subd. 3	Loading Zone Permit Fee	\$216.00
§7.19	Reserved Parking Fee - Annual	\$216.00
§7.20	Special Use Vehicle Registration	\$60.00

## CITY OF ALEXANDRIA FEE SCHEDULE

City Code Reference	Type of License or Permit	2025 Fee
	Special Use Vehicle Permit (Individual)	\$30.00
§9.21, Subd. 2	Dog License	\$24.00
§9.21, Subd. 8	Animal Impound (1 <sup>st</sup> time)	\$90.00
	Boarding	\$15.00/Day
	Animal Impound (2 <sup>nd</sup> time)	\$138.00
	Boarding	\$18.00/Day
	Dangerous Dog Registration	\$600.00/Dog
§9.21, Subd. 17	Kennel License	\$90.00
§9.55, Subd. 7	Nuisance Repeat Offense	\$120.00
	Escalating \$120.00 each additional site visit	
§10.03, Subd. 2.J.3.C.	Tree Replacement Fee	\$120.00/Diameter Inch
§10.03.1	Fence Permit Fee	\$30.00
§10.03	Portable Storage Unit Fee	\$24.00
§10.20, Subd. 3.A.3	Shoreland Alteration Permit	\$150.00
§10.23	Zoning Text Amendment	\$400.00
§10.23	Zoning District Amendment	
	(Rezoning)	\$400.00
	(Planned Unit Development)	\$540.00 plus \$12/lot
§10.23	Conditional Use	\$400.00
	After-the-fact Conditional Use Permit	\$1,200.00
§10.24	Sign Review	\$60.00
§10.24	Sign Hanger License	\$120.00
	Sign Permit Fees	
	0-25 sq. ft.	\$18.00
	25-50 sq. ft.	\$24.00
	51-100 sq. ft.	\$30.00
	101+ sq. ft.	\$30 + \$0.20/sq. ft.
§10.24	Temporary Sign	\$24.00
§10.24	Sign Impound/Removal Fee	\$90.00 +
		\$1.20/Day Storage
§10.24	After-the-fact Sign Permit Fees	\$120.00 or double the permit fee, whichever is greater

# CITY OF ALEXANDRIA FEE SCHEDULE

City Code Reference	Type of License or Permit	2025 Fee
§10.25	Zoning Variance	\$400.00
	Appeal	\$400.00
§10.29	Environmental Review	Varies
§11.01, Subd. 12	Exception to Platting (“Split”)	\$120.00
§11.03	Subdivision (Platting)	\$420.00 plus \$12/Lot
§11.09	Subdivision Variance	\$60.00
§6.09	Street Vacation	\$200.00
§3.25	Adult Use Cannabis	
	* Microbusiness	
	- Initial Fee	\$0.00
	- Renewal Fee	\$1,000.00
	*Mezzobusiness	
	- Initial Fee	\$500.00
	- Renewal Fee	\$1,000.00
	*Cultivator	
	- Initial Fee	\$500.00
	- Renewal Fee	\$1,000.00
	*Manufacturer	
	- Initial Fee	\$500.00
	- Renewal Fee	\$1,000.00
	* Retailer	
	- Initial Fee	\$500.00
	- Renewal Fee	\$1,000.00
	* Wholesaler	
	- Initial Fee	\$500.00
	- Renewal Fee	\$1,000.00
	* Transporter	
	- Initial Fee	\$250.00
	- Renewal Fee	\$500.00
	* Testing Facility	
	- Initial Fee	\$500.00
	- Renewal Fee	\$1,000.00
	* Delivery Service	

## CITY OF ALEXANDRIA FEE SCHEDULE

City Code Reference	Type of License or Permit	2025 Fee
	- Initial Fee	\$250.00
	- Renewal Fee	\$500.00
	* Event Organizer	
	- Initial Fee	\$375.00
	- Renewal Fee	N/A
	* Lower Potency Hemp Edible Manufacturer	
	- Initial Fee	\$500.00
	- Renewal Fee	\$500.00
	* Lower Potency Hemp Edible Retailer	
	- Initial Fee	\$125.00/location
	- Renewal Fee	\$125.00/location
	* Medical Cultivator	
	- Initial Fee	\$0.00
	- Renewal Fee	\$0.00
	* Medical Processor	
	- Initial Fee	\$0.00
	- Renewal Fee	\$0.00
	* Medical Retailer	
	- Initial Fee	\$0.00
	- Renewal Fee	\$0.00
	* Medical Combination Business	
	- Initial Fee	\$500.00
	- Renewal Fee	\$1,000.00

## CITY OF ALEXANDRIA FEE SCHEDULE

<b>UNCODED FEES:</b>	<b>2025 Fee</b>
E-Permits (Building Permits) Credit Card Transaction Convenience Charges	\$2.00
All Other Credit Card Transaction Convenience Charges	\$1.50 or 3% of transaction
Construction Stormwater Management Permit Re-Inspection Fee:	
Second consecutive non-compliant inspection	\$100.00
Third consecutive non-compliant inspection	\$200.00
Fourth consecutive non-compliant inspection	\$300.00
Each subsequent consecutive non-compliant inspection	\$500.00
City Maps	\$15.00
Zoning Verification Letter	\$50.00
Insufficient Funds Fee	\$30.00
City Park Shelter Reservation	\$50.00/day
Park Special Events	\$200.00
Adult/High School Baseball Games	\$ 50.00/per game
Knute Nelson Memorial Park Rental	\$350.00/day (Non Profit)
	\$500.00/day
911 Signs and posts	\$37.58
False Fire Alarms: (for third and each subsequent false alarm each calendar year)	\$360.00
False Police Alarm (Annual):	
0-5 calls	No fee
6-10 calls	\$120.00
11-15 calls	\$240.00
16 or more calls	\$360.00
Culvert Installation and Survey Fee	50/50 cost share w/ property owner
Mechanical Competency Card	\$15.00
Data Discs	\$10.00
Photos-Digital Copies	\$10.00
Photos-Printed Copies	\$1.00
Copies	\$0.25 per sheet
Overtime Rate (Police Department- 2 hour minimum)	\$84.00/hr
Vehicle Impound Fee	\$15.00 per day
Community Festival Event	\$200.00 per day
Special Assessment Search	\$25.00

STORM WATER UTILITY FEES

CITY OF ALEXANDRIA FEE SCHEDULE

Land Use Category	Fee Unit	Rate
Residential - Single Family	Each	\$4.50
Duplex	Each	\$2.25
Multi Family Residence	Acre	\$23.87
Multi Family Discounted	Acre	\$5.19
Institutional	Acre	\$28.98
Institutional Discounted	Acre	\$6.30
Industrial	Acre	\$28.98
Industrial Discounted	Acre	\$6.30
Airport/Fairground	Acre	\$28.98
Airport/Fairground Discounted	Acre	\$6.30
Commercial	Acre	\$37.15
Commercial Discounted	Acre	\$8.08
Public/Government	Acre	\$37.15
Public/Government Discounted	Acre	\$8.08
Park/Cemetery/Open Space	Acre	\$2.20

**BUILDING PERMIT FEES**

**CITY OF ALEXANDRIA FEE SCHEDULE**

<u>Total Valuation</u>	<u>Fee</u>	<u>EXAMPLE:</u>
\$1.00 to \$500.00	\$23.50	Value – 180,000
\$501.00 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00 or fraction thereof, to and including \$2,000.00	Permit 1,441.75 Plan Review 720.88
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00	(½ permit) State Surcharge 90.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00	(150,000 x .0005) Occ. Permit Fee 10.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00	TOTAL \$2,262.63
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00	Surcharge - .0005 (value x .0005)
\$501,000.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00	
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each additional \$1,000.00 or fraction thereof	

\*\*A plan review fee will be charged for all building permits required to have a plan. The fee will be 50% of the building permit fee for 1 & 2 Family Dwellings. The fee will be 65% for all other buildings. There will be a fixed fee of \$50 for plan review for detached garages and \$25 for decks.

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<u>OTHER INSPECTIONS</u>	<u>FEES</u>
Inspections outside of normal business hours (minimum charge – two hours)	\$65.00 per hour
Reinspection fees assessed (minimum charge 2 hours)	\$65.00 per hour
Inspections for which no fee is specifically indicated (minimum charge – one hour)	\$65.00 per hour
Additional plan review required by changes, additions or revisions to plans (minimum charge – one hour)	\$65.00 per hour
Re-roofing, residing and insulating (1 & 2 Family Dwellings only)	\$39.00
Re-roofing, residing and insulating all others	See Building Permit Fees
Razing a building	\$39.00
Building removed from City of Alexandria	\$39.00
Moving a building	\$39.00
Moving permits for buildings moved outside the City of Alexandria	\$39.00
Moved building initial inspection	\$60.00
Excavation and Grading permits - See Table A-33-A & Table A-33-B 1997 UBC	
Building Permit Transfer Fee	\$500.00

**PLUMBING PERMITS FEE SCHEDULE**

Installation, replacement, or moving of all domestic water heaters, domestic hot water storage tanks, range boilers, and all domestic water heating appliances pertaining to plumbing:	\$24.00/each
All repair or remodeling jobs, changing or replacements of each individual plumbing fixtures:	\$7.50/each
Installation of roof drains and roof overflow drains when piping to such drains are run inside of buildings and wasted into a storm drain system including natural storm drain run-off areas:	\$7.50/each

In commercial, industrial, multi-family residential, one and two family dwellings and institutional structures, the permit fee shall be based on the valuation of the entire plumbing installation, which is to be declared on the permit applications.

**Following is the fee schedule:**

\$ 0 to 2000 = \$40.00	\$9001 to 10000 = \$115.00
2001 to 3000 = 45.00	10001 to 11000 = 125.00
3001 to 4000 = 55.00	11001 to 12000 = 135.00
4001 to 5000 = 65.00	12001 to 13000 = 145.00
5001 to 6000 = 75.00	13001 to 14000 = 155.00
6001 to 7000 = 85.00	14001 to 15000 = 165.00
7001 to 8000 = 95.00	15001 to 16000 = 175.00
8001 to 9000 = 105.00	16001 to 100,000; add \$10.00/1000
	Over 100,000 = add \$5.00/1000

Plus Water hook-up fee = \$29.00  
 Private Sewage Disposal System = \$200.00  
 Plumbing Permit Transfer Fee = \$500.00

**MECHANICAL PERMITS FEE SCHEDULE**

Fee for the installation, replacement, or moving of all mechanical equipment:	\$24.00/each unit
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In commercial, industrial, multifamily residential, one and two family dwellings and institutional structures, the permit fee shall be based on the valuation of the entire mechanical installation, which is to be declared on the permit application.

**BUILDING PERMIT FEES**

**CITY OF ALEXANDRIA FEE SCHEDULE**

**Following is the fee schedule:**

\$ 0 to 2000 = \$40.00	\$9001 to 10000 = \$115.00
2001 to 3000 = 45.00	10001 to 11000 = 125.00
3001 to 4000 = 55.00	11001 to 12000 = 135.00
4001 to 5000 = 65.00	12001 to 13000 = 145.00
5001 to 6000 = 75.00	13001 to 14000 = 155.00
6001 to 7000 = 85.00	14001 to 15000 = 165.00
7001 to 8000 = 95.00	15001 to 16000 = 175.00
8001 to 9000 = 105.00	16001 to 100,000; add \$10.00/1000
	Over 100,000 = add \$5.00/1000

**Other Inspections & Fees:**

Inspections outside of normal business hours (2 hours minimum charge)	\$65.00 per hour
Mechanical Permit Transfer Fee	\$500.00

**COMPUTATION OF FIXED-FEE PERMIT SURCHARGES**

Where the fee for the permit issued is a fixed amount the surcharge is equivalent to ½ mill. (.0005) of the fee or \$5.00, whichever is greater.

**COMPUTATION OF VALUATION-BASED PERMIT SURCHARGES**

Where the fee for the permit is based upon valuation the surcharge is as follows:

<u>Construction value range</u>	<u>Surcharge computation</u>
\$1,000,000 or less	.0005 X valuation
\$1,000,001 to \$2,000,000	\$500 + 0.0004 X (valuation - \$1,000,000)
\$2,000,001 to \$3,000,000	\$900 + 0.0003 X (valuation - \$2,000,000)
\$3,000,001 to \$4,000,000	\$1,200 + 0.0002 X (valuation - \$3,000,000)
\$4,000,001 to \$5,000,000	\$1,400 + 0.0001 X (valuation - \$4,000,000)
\$5,000,001 or more	\$1,500 + 0.00005 X (valuation - \$5,000,000)