

2026 Administrative Fees

Type

Terms & Conditions

2026 Fee

Business Licenses and Permits					
	Adult Use License Application Fee		\$ 20,000.00		
	Adult Use License Application Investigation Fee		\$ 5,000.00		
	Adult Use License Renewal Fee		\$ 5,500.00		
	Pawn Shop License		\$ 10,000.00		
	Cigarette License		\$ 250.00		
	Fireworks Sales and Display Permit		\$ 200.00		
	Garbage Hauler Permit		\$ 100.00		Plus \$50 per truck
	Mobile Home Permit	Per Pad	\$ 20.00		
	Mobile Food Unit		\$ 100.00		Annual
	Peddler Permit		\$ 100.00		Annual

Community Center Rental					
8.375% Tax Rate					
	Resident	Non-Resident		Resident	Non-Resident
\$ 150.00	\$ 200.00	One Room	\$ 162.56	\$ 216.75	Includes Tax
\$ 225.00	\$ 325.00	Two Rooms	\$ 243.84	\$ 352.22	Includes Tax
\$ 300.00	\$ 450.00	Three Rooms	\$ 325.13	\$ 487.69	Includes Tax
\$ 20.00	\$ 25.00	One Room (Mon - Thu) City Hall Hours Hourly Rate	\$ 21.68	\$ 27.09	Includes Tax
	Damage Deposit	One Room	\$ 250.00	\$ 250.00	
	Damage Deposit	Two or Three Rooms	\$ 500.00	\$ 500.00	

Copy and Fax Costs					
			B&W	Color	
		Copy / Fax	\$ 0.25		per page
		8 1/2 x 11	\$ 0.25	\$ 0.50	per page
		11 x 17	\$ 0.50	\$ 1.00	per page
		Custom Printing (Large format)	\$ 5.00	\$ 7.50	per page
	Electronic Copies (Comp Plan, design standards, studies, etc.)		\$ 25.00		
		Video Tape Dubbing	\$ 25.00		

2025 Administrative Fees

Fines		Terms and Contions				
	Code Violations	Includes but not limited to: weeds, mowing, trash	\$	50.00		Plus actual cost incurred
	Smoking Violation	Underage smoking	\$	75.00		
	Vehicle Impound	Towing Fee and Administrative Fee	\$	50.00		Plus cost of tow
	Impound Storage	Per 24 hours	\$	15.00		

Pet Fees and Fines						
	Dog Off Leash		\$	35.00		
	Animal Pick-up Charge		\$	50.00		
	Impoundment Fines	1st Offense	\$	35.00		Kennel fees not included
		2nd Offense	\$	75.00		Kennel fees not included
		3rd Offense	\$	100.00		Kennel fees not included

Service Fees and Miscellaneous						
	Public Notice & Mailing		Cost plus \$50 min staff time			
	Recording Fees		Cost plus \$50 min staff time			
	Rental Housing inspection				Per Rental Inspection Ord.	
	Returned Check Charge		\$	29.00		
	Election Filing Fee		\$	15.00		
	Deliquent Charge Certification		\$	50.00		
	Special Assessment Search		\$	25.00		
	Municipal Subsidy Application Escrow	(application for Tax Increment Financing, Tax Abatement, etc.)		\$9,000		

2026 Liquor Fees

Type

3.2% Malt Liquor On-Sale	\$ 200.00	
3.2% Malt Liquor Off-Sale	\$ 240.00	
Consumption & Display, Bottle Club	\$ 300.00	\$250 state license fee + \$50 City license fee
Consumption & Display, One Day	\$ 25.00	
Bed and Breakfast On-Sale Wine License	\$ 250.00	
Wine/Strong Beer License On-Sale (this includes Sunday sales)	\$ 250.00	
Off-Sale Intoxicating Liquor License	\$ 240.00	State Maximum allowed by law
Off-Sale Small Brewer	\$ 300.00	Includes Sunday Growler sales
Off-Sale Brew Pub	\$ 300.00	Includes Sunday Growler sales
Off-Sale Microdistillery	\$ 240.00	State Maximum allowed by law
On-Sale Intoxicating Liquor License	\$ 5,000.00	
Sunday On-Sale Intoxicating liquor	\$ 200.00	
On-Sale Brewer Tap Room	\$ 300.00	
On-Sale Brew Pub	\$ 300.00	
On-Sale Microdistillery Cocktail Room	\$ 300.00	
Temporary 3.2% Malt Liquor On-Sale	\$ 10.00	One Day
Temporary 3.2% Malt Liquor On-Sale	\$ 30.00	Multi day up to 3 days
Temporary Liquor On-Sale	\$ 50.00	One day
Temporary Liquor On-Sale	\$ 200.00	Multi day up to 4 days
License Investigation Fee	\$ 500.00	All License Types/Deposit Plus Additional Costs if Any
2 a.m. License	Varies	Set by State on Application

2026 Utility Fees

Type

Terms and Conditions

2026 Fee

Sewer - Monthly

	Monthly Basic Charge	Rate per ERU (Equivalent Residential Unit)	\$ 33.05	
	1 to 2,000 gallons	Usage: 1-2000 gallons	\$ 4.55	
	2001 + gallons	per 1000 gallons PLUS rate shown above	\$ 9.59	
	Commercial Sewage Dumping	per 1000 gallons	\$ 67.00	
	Non-metered sewer		\$ 13.02	

Stormwater - Monthly

	Monthly Basic Charge		\$ 11.00	
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Water - Monthly

	Water Base Charge	Rate per ERU (Equivalent Residential Unit)	\$ 21.78	
	Minnesota Water Testing Fee		\$ 1.26	
	1-2,000 gallons	per 1000 gallons	\$ 2.33	
	2001-8000	per 1000 gallons PLUS rate shown above	\$ 4.53	
	8001-15000	per 1000 gallons PLUS rate shown above	\$ 5.51	
	15001-50000	per 1000 gallons PLUS rate shown above	\$ 5.83	
	50000+	per 1000 gallons PLUS rate shown above	\$ 6.46	
	Hydrant Use	Minimum Charge	\$ 7.18	Per 1,000 gallons
	Hydrant Meter deposit	Refundable if returned in preexisting condition	\$ 500.00	
	Utility Penalty (late fee)	10% of unpaid balance per month		

Utility Area Charges

	Sewer Area Charge		\$ 4,495.18	Per acre
	Water Area Charge		\$ 1,002.92	Per acre

2025 Utility Fees

Utility Connection Charges		Terms and Conditions		
	Sewermain Trunk Charge	Fee is per ERU	\$ 6,014.50	
	Sewer Inspection Fee		\$ 60.00	
	Storm System Charge	Fee is per ERU	\$ 2,592.10	
	Watermain Trunk Charge	Fee is per ERU	\$ 4,636.80	
	Water Inspection Fee		\$ 57.00	
	Water Meter Reinspection fee		\$ 134.00	
		Radio Remote (MXU Only)	\$ 195.00	
	5/8" Meter, MXU, horns and connections	Minimum 1 hour installation	\$ 550.00	
	1" Meter, MXU, horns and connections		Material Costs	
	1 1/2" Meter, MXU and flanges		Material Costs	
	2" Meter, MXU and flanges		Material Costs	
	2" C2 compound, MXU and flanges		Material Costs	
	3" C2 compound, MXU and flanges		Material Costs	
	4" C2 compound, MXU and flanges		Material Costs	
	Water Service Involuntary Disconnect Charge		\$ 155.00	
	Water Service Voluntary Reconnect & Disconnect Charge		\$ 52.00	irrigation only
	Water Service Involuntary Reconnect Charge		\$ 155.00	

Utility Miscellaneous				
	Televise Lines	2 person crew - 1 hour minimum	\$ 175.00	Per hour
	Utility research	Minimum 1 hour charge	\$ 50.00	Per hour
	Water Meter Testing Fee		\$ 50.00	
	Utility Franchise Application Fee		\$ 5,000.00	
	Utility Franchise Escrow		\$ 5,000.00	

Watering Restrictions				
		1st Offense	Warning/Citation	
		2nd Offense	\$ 75.00	
		3rd Offense	\$ 250.00	

2026 Planning Zoning Fees

Type

Terms and Conditions

Escrow Deposits						
	Cell/Antenna Tower	Prior to site plan review/CUP	\$10,000.00			
	Environmental Assessment Worksheet	Costs accumulated by city		Cost estimate		
	New Development Escrow	Required as part of sketch plan application	\$15,000.00			
	Project Deemed Necessary by Council		\$10,000.00			
	Resident or Non-Resident Requested feasibility study	Council Approval Required		Cost plus \$1,500 escrow		
	Developer shall maintain the escrow account in good standing throughout the planning process. If the escrow account falls below a zero balance, the city may stop all work on the project until the account is replenished to the pre-determined amount. Any remaining funds in the escrow account will be refunded upon completion of the project and acceptance by the city.					

Planning and Zoning Fees						
	Annexation Application Fee	5 acres or less	\$200.00			
	Annexation Application Fee	Greater than 5 acres	\$500.00			
	Appeal		\$200.00			
	Engineering Grading Survey Review			Cost incurred by City		
	Vacation of Property, Public Right-of-Way and Easements		\$250.00			
	Zoning Permit (Fences 6' or less, swimming pool, shed less than 120 SF, pa	One Time Administrative Fee	\$75.00			
	Subdivision Plat Extension		\$50.00			
	Subdivision	Sketch Plan	\$500.00			
		Preliminary Plat	\$500.00	Plus \$10 per lot		
		Final Plat	\$400.00	Plus \$10 per lot		
	Petition for Municipal Services	One Time Administrative Fee	\$250.00	Non-Refundable		
		Escrow	\$1,500.00			
	Comprehensive Plan Amendment	One Time Administrative Fee	\$750.00	Non-Refundable		
		Escrow	\$2,500.00			

2025 Planning Zoning Fees

Planning and Zoning Fees Continued		One Time Administrative Fee	Escrow			
	Boundary Adjustment/Lot Split	\$500.00	\$1,500.00			
	Conditional Use Permit, Variance, Interim Use Permit	\$500.00	\$1,500.00			
	Minor Subdivision (Lot division or consolidation)	\$500.00	\$1,500.00			
	Site Plan	\$500.00	\$1,500.00			
	Site Plan Amendment	\$500.00	\$1,500.00			
	Rezoning	\$500.00	\$1,500.00			
	Zoning Text Amendment	\$500.00	\$1,500.00			
	Other Planning Requests of the City Council	\$500.00	\$1,500.00			
	In addition to the application fee, the applicant for development plan review must also pay all costs incurred by the City including City staff time, legal, engineering, administrative, building inspection services, and services of other persons or entities employed or contracted by the City for, or in any way involved in, the review and inspection of the development plan and public utility extensions contemplated thereby, including but not limited to streets, sidewalks, trails, water lines, sanitary sewer lines, storm sewer lines, street lights, electric and gas lines, water retention areas and all other improvements intended for public use or benefit constructed or caused to be constructed by the owner and under no condition shall the fee be refunded for the failure of the City to approve the development plan. All charges incurred for this review shall be the sole responsibility of the applicant.					
	All fees are doubled for after the fact applications					

Miscellaneous	
Driveway Deposit	\$ 1,000.00

Meetings						
	Regular Meeting	Planning or City Council	\$ 100.00			
	Special Meeting Fee	Planning Commission	\$ 200.00			
		Park Commission	\$ 200.00			
		City Council	\$ 250.00			
	Sign Permit		\$ 100.00			
	Sign Permit Appeal Fee		\$ 500.00	Plus \$1,500 Escrow		

2026 Park Fees

Type	Terms and Conditions			
Annual Field Use Fee (Watertown Organization/Team)	Per Season (spring, summer, fall, winter)	\$ 300.00	Plus Tax	
Short Season Field Use (Watertown Organization/Team)	Less than 12 events including practice	\$ 100.00	Plus Tax	
Field Use Fee (Watertown Organization/Team)	Per Day	\$ 50.00	Plus Tax	
Field Use Fee (Outside Organization/Team)	Per Day	\$ 75.00	Plus Tax	
Resident Park Facility Reservation Fee	Per Day	\$ 40.00	Plus Tax	
Non-Resident Park Facility Reservation Fee	Per Day	\$ 60.00	Plus Tax	
Highland Park Annual Field Use Fee (Watertown Organization/Team)	Per Season (spring, summer, fall, winter)	\$ 400.00	Plus Tax	
Highland Park Short Season Use Fee (Watertown Organization/Team)	Less than 12 events including practice	\$ 150.00	Plus Tax	
Highland Park Field Use Fee (Watertown Organization/Team)	Per Day	\$ 80.00	Plus Tax	
Highland Park Field Use Fee (Outside Organization/Team)	Per Day	\$ 120.00	Plus Tax	
Highland Park Lights (Outside Organization/Team)	Per Day	\$ 60.00	Plus Tax	
Highland Park Single Event (Circus, Race, Event, etc.)	Per Day	\$ 400.00	Plus Tax	
Damage/Cleanup Deposit Highland Park Single Event		\$ 400.00		
Single Event (Circus, Race, Event, etc.)	Per Day	\$ 300.00	Plus Tax	
Damage/Cleanup Deposit Single Event		\$ 300.00		
Deposit per key (Concessions, Press Box, Restrooms, Warming House)		\$ 60.00		
Damage Deposit for concession Stand		\$ 100.00		
Damage Deposit for scoreboard remote		\$ 100.00		
Damage Deposit for shelter/general use		\$ 100.00		
Damage/Cleanup Deposit Single Event		\$ 250.00		

8.375% Tax Rate

Park Dedication	Valuation per acre	\$ 40,000.00
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Tree Replacement Fee	Per caliper inch for trees not replaced	\$100.00
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2026 Building Permit Fees

Total Valuation		Fees			
Permit Fees	\$0 to \$2,000.00	\$75.00 minimum. \$28.00 for the first \$500.00 plus \$3.70 for each \$100.00 or fraction thereof, to and including \$2,000.00.			
	\$2,001.00 to \$25,000.00	\$83.50 for the first \$2,000.00 plus \$16.55 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00.			
	\$25,001.00 to \$50,000.00	\$464.15 for the first \$25,000.00 plus \$12 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.			
	\$50,001.00 to \$100,000.00	\$764.15 for the first \$50,000.00 plus \$8.45 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00.			
	\$100,001.00 to \$500,000.00	\$1,186.65 for the first \$100,000.00 plus \$6.75 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00.			
	\$500,001.00 to \$1,000,000.00	\$3,886.65 for the first \$500,000.00 plus \$5.50 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00.			
	\$1,000,001.00 and up	\$6,636.65 for the first \$1,000,000.00 plus \$4.50 for each additional \$1,000.00 or fraction thereof.			
Permit Valuations will be based on the supplied construction value with a minimum of the calculated value from the approved building department valuation schedule					
Building Permit Fee:					
	Schedule is 100% of the above fee schedule for Residential and Commercial Projects.				
	(Includes all Residential and Commercial building permits, Commercial plumbing permits, Commercial Mechanical permits, fire alarm/suppression permits, demolitions, etc.) when plan review is required - all permits are valuation-based unless otherwise specified)(Fences over 7', sheds over 200 sq. ft, and retaining walls over 4' required a building permit)				
	Residential Building Permit: \$75.00 minimum				
	Commercial Building Permit: \$75.00 minimum				
	Commercial Plumbing Permit: \$75.00 minimum				
	Commercial Mechanical Permit: \$75.00 minimum				
Plan Check Fee:					
	65% of the Building Permit fee for Residential and Commercial Projects				
	Master Plan: For similar plans submitted under a master plan: 25%.				
	Review of State-Approved Plans: 25% of the plan review required by the adopted fee schedule (for orientation to the plans)				
State Surcharge Fee:	For Residential and Commercial Projects				
	Schedule is based on the currently adopted State Surcharge Table - per MN Statute 326B. State Surcharge is applicable on all permits unless otherwise noted.				
Building Site Condition Escrow	(erosion control & infrastructure protection): \$2,000				
Sediment & Erosion Control Fee:					
	.0006 x permit valuation for all Building Permits except Re-Roof, Re-Side, Re-Window, Decks and Interior Remodels.				
	Minimum \$150.00 New Home or Commercial Construction, Minimum \$50.00 on any other non-exempt Construction.				
Inspections and Other Fees:					
	Reinspection fee: \$50.00				
	Additional plan review required by changes, additions, or revisions to approved plans: \$75.00 (one-half hour minimum)				
	Inspections for which no fee is specifically indicated (minimum ½ hour): \$75.00				
	Commercial Site Inspection (includes initial SEC), required on all new construction (new building and accessory structures): \$90.00				
	Residential Site Inspection (includes initial SEC), required on all new construction (new homes, detached garages, and accessory structures): \$60.00				
	Building Site Condition Escrow (erosion control & infrastructure protection): \$2,000				
	Inspections outside of normal business hours (will include travel time both ways – 2 hour minimum): \$75.00				
	Copy Charge (black/white 8.5x11 and 8.5x14) \$.25/sheet				
	Copy Charge (black/white 11x17) \$.50/sheet				
	Copy Charge (color 8.5x11 and 8.5x14) \$1.00/sheet				
	Copy Charge (color 11x17) \$2.00/sheet				

		Zoning Permit (Fences, swimming pool, accessory structures, patio, etc. - a building permit and/or variance may also be required)	\$75.00		
Anything not listed above the permit cost is based on valuation, unless determined by the Building Official.					

Move-In					
	Pre-Move Inspection: \$180.00 each				
	Moved-In Structure (not including foundation, interior remodel, etc.): \$300.00 each				
	Move-In Mobile Home (not including foundation, interior remodel, etc.): \$500.00 each				

2026 Public Works Fees

Equipment	Terms and Conditions	Charge	
GMC 1 Ton		\$ 50.00	Per hour
GMC 1 Ton	with Plow and Sander	\$ 130.00	Per hour
GMC 1 Ton	with Chip Box and Dump Fee	\$ 200.00	Per hour
Vermeer BC 1500 Chipper		\$ 150.00	Per hour
F-550 Bucket Truck		\$ 125.00	Per hour
Generator - 20 hp		\$ 30.00	Per hour
Generator - Portable		\$ 20.00	Per hour
Jetter/Vac	with 2 Staff	\$ 250.00	Per hour
Toro Grounds Master 7210	with 100" Deck	\$ 100.00	Per hour
Toro Grounds Master 7210	with Broom	\$ 80.00	Per hour
Toro Grounds Master 7210	with Snow Blower	\$ 80.00	Per hour
Toro Grounds Master 7210	with V-Plow	\$ 80.00	Per hour
John Deere 4075R		\$ 100.00	Per hour
John Deere 4075R	with Blower	\$ 160.00	Per hour
John Deere 4075R	with Flail Mower	\$160.00	Per hour
John Deere 4075R	with 14' Mower	\$160.00	Per hour
Tool Cat	with Bucket	\$ 75.00	Per hour
Tool Cat	with Snow Plow	\$ 120.00	Per hour
Tool Cat	with Broom	\$ 120.00	Per hour
Tool Cat	with Snow Blower	\$ 120.00	Per hour
Tool Cat	with V-Box Spreader	\$ 120.00	Per hour
Kubota RTV 1100		\$ 35.00	Per hour
Kubota RTV 1100	with Blade	\$ 60.00	Per hour
Mower - Walk Behind		\$ 20.00	Per hour
Mower - Rider		\$ 50.00	Per hour
Ride-on Paint Sprayer	*add'l cost for paint based on product used	\$ 100.00	Per hour
Stand-on Sprayer/Spreader	*add'l cost for checmical based on product used	\$ 100.00	Per hour
Backpack Chemical Sprayer	*add'l cost for checmical based on product used	\$ 50.00	Per hour
Chain saw		\$ 25.00	Per hour
Weed trimmer		\$ 25.00	Per hour
Cut off saw		\$ 50.00	Per hour
Plate compactor		\$ 25.00	Per hour

Payloader	with Bucket	\$ 200.00	Per hour
Payloader	with Plow	\$ 300.00	Per hour
Pickup		\$ 50.00	Per hour
Pickup	with Plow	\$ 100.00	Per hour
Pickup	with Traffic Control Trailer	\$ 125.00	Per hour
Single Axle Truck		\$ 150.00	Per hour
Single Axle Truck	with Plow and Wing	\$ 300.00	Per hour
Single Axle Truck	with Brine Tank *add'l cost for brine fees under treatments	\$ 350.00	Per hour
Tandem Axle Truck		\$ 175.00	Per hour
Tandem Axle Truck	with Plow and Wing	\$ 325.00	Per hour
Skid Loader	with Bucket	\$ 200.00	Per hour
Skid Loader	with Asphalt Planer	\$ 240.00	Per hour
Skid Loader	with Box Broom	\$ 240.00	Per hour
Skid Loader	with Grappel	\$ 200.00	Per hour
Skid Loader	with Auger & Bit	\$ 200.00	Per hour
Skid Loader	with Plow	\$ 180.00	Per hour
Skid Loader	with Broom	\$ 180.00	Per hour
Skid Loader	with Blower	\$ 180.00	Per hour
Skid Loader	with Stump Grinder	\$ 220.00	Per hour
Snow Blower Walk Behind		\$ 35.00	Per hour
Sweeper		\$ 250.00	Per hour
Water Pumps	Both the 1 1/2" and 2" pumps	\$ 35.00	Per hour
A one hour minimum charge applies to all Public Works fees. City equipment is not rented without a city employee operator. Usage fees do not include labor.			

2025 Public Works Maintenance Supplies

Winter Maintenance Treatments			
	salt brine	\$ 0.25	per gallon
	salt brine amp 80/20 blend	\$ 1.00	per gallon
	salt brine amp 90/10 blend	\$ 0.80	per gallon
	untreated rock salt	\$ 100.00	per ton

Traffic Cones and Barricades	Damage Deposit	\$ 250.00	

2025 Public Works - Tree Removal Fee - City/Property Owner Cost Share

	Total Cost	50 /50 Split Cost
Cost for each inch diameter of the tree after 8 inches	\$50.00	\$25.00
Minimum Cost	\$400.00	\$200.00
Maximum Cost	\$2,000.00	\$1,000.00

2026 Fire Department Fees

Type	Terms and Conditions	
Aerial Ladder or Platform	Hourly Rate with Staff of 4	\$ 525.00
Engine 1250 GPM	Hourly Rate with Staff of 3	\$ 450.00
Tanker with a pump	Hourly Rate with Staff of 2	\$ 260.00
Grass Rig	Hourly Rate with Staff of 2	\$ 200.00
Heavy Rescue	Hourly Rate with Staff of 4	\$ 430.00
Light Rescue	Hourly Rate with Staff of 4	\$ 275.00
Utility	Hourly Rate with Staff of 4	\$ 220.00
Boat	Hourly Rate with Staff of 2 + Tow Vehicle	\$ 195.00
Haz Mat Trailer	Hourly Rate with Staff of 4 + R11	\$ 250.00
UTV	Hourly Rate with Staff of 2 + Tow Vehicle	\$ 175.00
Call Specific Fees		

Type	Terms and Conditions	
False Alarm(Fire Alarms)	excess of 3 calls/calendar year	
	per additional call of service	\$ 300.00
Lift Assists	Group Homes/Assisted Living Facilities	\$ 375.00
Lift Assists	excess of 3 calls/calendar year	
	per additional call of service	\$ 300.00
A one hour minimum charge applies to all Fire Department fees. City equipment is not rented without a city employee operator.		

2026 Right-of-Way Fees

Type

Annual Registration Fee	\$ 25.00			
Extra Work Added Permit	\$ 50.00			
Installing utilities in an existing conduit	\$ 125.00			
Obstruction Permit	0-7 days	8-30 days	31 or more days	
	\$ 25.00	\$ 75.00	\$ 125.00	
Residential Drop	\$ 125.00			
Utility Permit	\$ 400.00	Plus \$0.25 per foot over 300' to be capped at 5,280'		
Work without a permit fine		Double standard permit fee		

2026 Staff Fees

City Staff Rate	\$ 75.00	Per hour		
There is a minimum charge of 2 hours for staff called out after normal business hours.				
Bolton and Menk		Cost incurred		
Campbell Knutson		Cost incurred		
MK Land		Cost incurred		
Other Consultants		Cost incurred		
Police		Per contract cost		
Additional Consultant Fees. There may be situations where additional consultants are needed depending upon the circumstance. These costs will be charged to the applicant at no mark up and based on the actual costs incurred by the City.				