

ISANTI COUNTY
FEE SCHEDULE
EFFECTIVE JANUARY 1, 2023
Adopted 12/20/2022

NOTE: All fees and related information are subject to change without notice. Certain fees are established by state statute and provided in this schedule for informational purposes only. Requests for data may incur additional fees pursuant to the Minnesota Government Data Practices Act.

FEE DESCRIPTION	AMOUNT	NOTES / OTHER INFORMATION
ADMINISTRATOR		
Economic Development Abatement Application	\$3,000	
Photocopies	\$0.25	Per page
Fax	\$1.00	Per page
ATTORNEY		
Photocopies	\$0.25	Per page
CD/DVD/USB	\$10.00	
ENVIRONMENTAL SERVICES		
PARKS		
Picnic Shelter Reservation	\$55.00	Per 4 hour period
ZONING		
Variance	\$500.00	
Conditional Use Permit	\$500.00	Plus postage for mailings beyond ¼ mile
Conditional Use Permit – Gravel Pit	\$500.00	
Interim Use Permit	\$375.00	Plus postage for mailings beyond ¼ mile
Amendment	\$500.00	
Rezoning	\$500.00	
Preliminary Plat	\$500.00	
Re-Submittal of Preliminary Plat	\$100.00	
Final Plat	\$100.00	
Final Plat Check Fee	\$300.00	Plus \$30.00 per lot; plus re-check fee of \$150.00 if needed
Sewage Treatment System Permits:		
Septic Tank or Holding Tank Permit	\$150.00	
Residential Septic System Permit	\$300.00	
Additional Drain Field to an Existing Drain Field (Compliant)	\$150.00	
Large Commercial and Community System	\$500.00	
Performance System	\$250.00	
Performance System – Operating Permit	\$50.00	
Performance System – Annual Operating Renewal Permit	\$10.00	
Septic Repair Permit	\$50.00	
Re-Inspection Fee	\$45.00	After required inspection
Building Permit	Variable	Based on valuation as determined by 1997 Uniform Building Code fee schedule; contact department at 763-689-5165 for specific amount.
Plan Review Fee	Variable	65% of building permit fee
New House Park Fee	\$600.00	
Miscellaneous Permit	\$71.00	Furnace, stove, water heater, air conditioner, re-roofing, re-siding, and pool
In Ground Pool	\$169.38	
Zoning Ordinance	\$9.00	
Zoning Maps	\$3.50	
Subdivision Ordinance	\$3.00	
Comprehensive Plan	\$10.00	
Isanti County Plat Manual	\$6.00	
Notary Fee	\$1.00	
Move-In House Inspection Fee – Out of County	\$42.00	Per hour; plus mileage
Demolition Permit – Houses and Commercial	\$100.00	
Agricultural Building Permit Administrative Fee	\$100.00	

Wetland Permits:		
Wetland Agriculture Activity	No Fee	Maintaining existing drainage ditches, drain tile, etc.
Wetland Permit (After-the-Fact)	\$500.00	Effective October 1, 2019
Wetland Permit:		
Less Than One Acre Total Impacted	\$100.00	
More Than One Acre Total Impacted	\$250.00	
Wetland Replacement Plan	\$250.00	
Wetland Banking	\$250.00	
Exemptions/No Loss Determination	\$100.00	
Site Visits	\$42.00	Per hour; minimum one hour
Grading and Filling Permit	\$150.00	
Environmental Assessment Worksheet (EAW) and Environmental Impact Statement (EIS)	Variable	The developer is to pay all costs of preparation and review including hourly rate of staff (with benefits), postage and copies

FINANCE AND PROPERTY SERVICES

General Fees:		
Photocopies	\$0.25	
Election Administration Fee	\$100.00	Spring township elections only
Electronic Reports	\$15.00	
Mailing Labels	\$2.00	Per page; \$15.00 minimum
Notary Fee	\$1.00	Per document notarized
NSF Check Charge	\$30.00	
Staff Time	\$22.50 to \$66.00	Per hour; rate varies depending on nature of task and staff level required to complete task.
Licenses/Permits/Passport Fees:		
Auctioneer License	\$20.00	
Fireworks Permit	\$50.00	
Liquor Licenses:		
Off Sale Intoxicating Liquor	\$500.00	Prorated on monthly basis in initial year
On Sale Intoxicating Liquor	\$2,000.00	Prorated on monthly basis in initial year
On Sale Intoxicating Liquor - Investigation Fee	\$200.00	Non-refundable; required for all initial license applications or transfers of applications to a new legal entity; fee does not apply to renewal of existing license.
Sunday On Sale Intoxicating Liquor	\$200.00	Prorated on monthly basis in initial year
On Sale Intoxicating Liquor Club	\$300 to \$2,000	Based on number of members per state statute up to \$2,000; prorated on monthly basis in initial year.
Temporary Intoxicating Liquor	\$75.00	
Wine	\$200.00	Prorated on monthly basis in initial year
Temporary Wine	\$75.00	
Off Sale 3.2 Malt Liquor	\$75.00	Prorated on monthly basis in initial year
On Sale 3.2 Malt Liquor	\$75.00	Prorated on monthly basis in initial year
Temporary 3.2 Malt Liquor	\$20.00	
Brew Pub Off Sale	\$200.00	Prorated on monthly basis in initial year
Small Brewer Off Sale	\$200.00	Prorated on monthly basis in initial year
Brewer Taproom On Sale	\$300.00	Prorated on monthly basis in initial year
Consumption & Display Permit (Bottle Club)	\$100.00	Additional fee above State of Minnesota fee
Microdistillery On Sale Cocktail Room	\$300.00	Prorated on monthly basis in initial year
Microdistillery Off Sale	\$200.00	Prorated on monthly basis in initial year
Culinary Class Limited On Sale	\$100.00	Prorated on monthly basis in initial year
Late Fee – Application and Payment (renewals only)	\$50.00	Required if application and other required documentation not received or required license fee not paid prior to expiration of existing license.
Passport Photo	\$16.00	Includes Minnesota sales tax
Precious Metal License	\$50.00	
Tobacco License	\$150.00	
Transient Merchant License	\$150.00	
Financial Data Fees:		
Auditor Certificate – Bond	\$175.00	
Auditor Verification	\$75.00	
Comprehensive Annual Financial Report	\$20.00	Per hard copy; no charge for electronic copy

Property Tax/Land Records Fees:		
Assessment Data	\$0.03	Per record
Confession of Judgment	\$100.00	
Delinquent Administrative Fee	\$30.00	
Delinquent Tax List – Monthly PDF	\$15.00	
Escrow Accounts (Electronic):		
Full File	\$75.00	
Payment File	\$0.20	Per parcel
Forfeited Tax Repurchase Fee	\$100.00	
Forfeited Tax Auditor Fee	\$0.50	
Special Assessment Fee:		
Initial Year	\$5.00	Per parcel
Each Additional Year	\$1.00	Per parcel
Special Assessment Search	\$5.00	Per parcel
TIF District Setup Fee	\$200.00	
TIF District Administrative Fee (Annual)	\$5.00	Per parcel
Recording Fees:		
Copies of Documents	\$1.00	Per page (Deeds are provided at no charge to landowners)
Mailed Documents	\$5.00	
Certified Copy of Document	\$10.00	
Reduced size or digital copy of plat	\$5.00	
Full size copy of plat	\$10.00	
Copies made with KIP printer	\$5.00	
Land Shark Usage (with contract):		
Initial Setup	\$50.00	
Monthly Fee	\$50.00	Per month; plus \$0.25 per image viewed
Land Shark Usage (per use basis, via credit card)		
Access Fee	\$7.00	Per session, includes \$2 service charge to CC company; plus \$0.25 per image viewed
Add funds to escrow CC convenience fee	\$10.00	
Purchase plat through Land Shark	\$5.00	Plus Access Fee charges
Bulk Purchase of Images (with contract)		
Initial Setup	\$100.00	
Monthly Fee	\$500.00	
ArcaSearch Usage (by Subscription)	\$10.00	Daily
ArcaSearch Usage (by Subscription)	\$30.00	Monthly
ArcaSearch Usage (by Subscription)	\$300.00	Yearly
Vital Statistics		
Ordination/Credential Filing	\$20.00	
Application for Marriage License	\$115.00	\$40.00 with required documentation pertaining to marriage education
Reissue Marriage License & Certificate	\$20.00	
Marriage License – Amendment to Application for License	\$20.00	
Certified Marriage Certificate	\$9.00	
Marriage Ceremony	\$50.00	
Certified Birth Certificate	\$26.00	\$19.00 each additional of the same certificate
Death Certificate	\$13.00	\$6.00 each additional of the same certificate
Death Certificate Amendment	\$40.00	
Notary Commission Registration	\$20.00	
Certified Copy of Notary Commission	\$10.00	
NOTE: Most fees for recording documents are set by state statute and not included above. Please see the department’s section of the website or contact the department at 763-689-1191 for these statutory recording charges.		
GIS		
Beacon Subscription:		
Daily	\$10.00	
Monthly	\$35.00	
Yearly	\$300.00	
Paper Copy of Maps with Aerial Imagery:		
8½ x 11 Size	\$1.00	No charge to property owner or government
11 x 17 Size	\$8.00	No charge to property owner or government

Digital Aerial Imagery:		
Entire County	\$2,000.00	Base Price for Year Flown. Each year after flown, price shall drop \$200
Mailing Lists	\$25.00	
HEALTH AND HUMAN SERVICES		
Photocopies	\$0.25	Per side
Faxes	\$0.25	Per page
Adoption Fees – Background Check	\$45.00	
Adult Foster Care License:		
Initial License for Community Residential/Corporate Setting	\$500.00	
Re-Licensure for Community Residential/Corporate Setting	\$500.00	
Fire Marshal Inspection Fee for all foster care homes and daycare where applicable	\$50.00	Cashier's Check, Money Order, or Business Check if Corporate Provider
Licensed Child Care	\$50.00	Home visit; one year license
Child Care Orientation Binder	\$45.00	
Re-Licensed Child Care	\$100.00	Home visit; two year license
Estate Recovery	Variable	All date-of-death assets remaining after allowable funeral expenses and allowable administrative costs, up to the amount of services provided to county burial, Medical Assistance, and Alternative Care recipients. On the Isanti County Website see County Board allowable funeral expenses, DHS-7273 and DHS-5186 under Departments>Family Services>Fiscal and Collections.
Detox Fees	Variable	Based on poverty guidelines; contact department at 763-689-1711 for amounts
Child Out-of-Home Placements	Variable	All income attributable to child plus parental fees based on State Fee Schedule and approved by the County Board. On the Isanti County Website see DHS-2977 for Important Notice and Parental Fee Worksheet under Departments>Family Services>Fiscal and Collections.
Income Withholding Only Services Type Cases	\$15.00	Per month
Social Welfare Rep Payee Fees	\$48.00	
Car Seat Training	\$30.00	Per individual; some exceptions apply, contact 763-689-1711.
Developmental Screening Fee	Variable	See sliding fee scale at end of this document
Dental Varnish Fee	Variable	See sliding fee scale at end of this document
HIGHWAY		
Access Permit	\$500.00	
Mailbox Support	\$100.00	
Mailbox Support Adjustment/ Installation	\$50.00	
MAINTENANCE		
Cleaning of Office Space Leased from County	\$28.00	Per hour
Maintenance of Office Space Leased from County	\$35.00	Per hour
PROBATION		
Correctional Fees		
Adult Msd/Gross Msd/Felony Supervision	\$165.00	Per year (\$13.75 per month)
Adult Felony Sex Offender Supervision	\$200.00	Per year
Adult Stay of Adjudication	\$100.00	Per year
Adult Felony Worksheet	\$50.00	If full PSI –if ordered after full PSI is completed fee is waived.
Adult Conditional Release Supervision	\$165.00	Per year (\$13.75 a month)
Adult Transfer In – 1st Year	\$50.00	Per year
Adult Transfer In – Subsequent Years	\$165.00	Per year
Adult Transfer Out	\$75.00	If more than three months of supervision
Juvenile Diversion Supervision	\$25.00	
Juvenile Supervision	\$40.00	
Monitoring Program		
Adult REAM/HEM/GPS Monitoring	\$15.00	Per day

Adult REAM/HEM/GPS Monitoring Grant Eligible	\$7.50	Per day
Adult REAM/HEM/GPS Monitoring Hook Up Fee	\$25.00	Non REAM eligible
Upfront Costs	\$210.00	Per two weeks
Upfront Costs Grant Eligible	\$105.00	Per two weeks
Juvenile HEM Hook-up/REAM	\$30.00	
Assessments and Screenings		
Bail Evaluation	\$30.00	Per bail completed
Chemical Use Screening	\$100.00	Per screening
Chemical Use Screening	\$25.00	If referred out for further assessment
Urinalysis - Pretrial/ Probation	\$20.00	Adult positive/negative test
Urinalysis - Pretrial/ Probation	\$15.00	Juvenile Positive Test
Urinalysis - Pretrial/ Probation	\$30.00	Confirmation If Offender Denies
Programs		
Adult COG Program	\$150.00	Plus \$25.00 to reschedule
Juvenile COG Program	\$75.00	Plus \$25.00 to reschedule
Juvenile Positive Change Program	\$25.00	Plus \$10.00 to reschedule
Juvenile Diversion Payable – 1 st Offense	\$25.00	
Juvenile Diversion Payable – 2 nd Offense	\$50.00	
Juvenile Diversion Payable – 3 rd Offense	\$75.00	
Miscellaneous		
Paper Copy/Document Copy	\$0.25	Per page/side
NOTE: All offenders who can show proof that they cannot pay because they are receiving assistance through a county, state, or federal assistance program will be screened by probation based on their ability to pay. If fees cannot be paid, appropriate fees can be worked off through community work service. Unpaid fees that are not waived or worked off by way of Community Work Service will be sent to Revenue Recapture.		
SHERIFF		
Jail		
Booking	\$20.00	
Fingerprinting	\$20.00	
Huber	\$20.00	Per day
Preliminary Breath Screening Test	\$6.00	
Prisoner Boarding – Out of County	\$75.00	Per inmate; per day
Nurse/Doctor Visit	\$10.00	
Administrative Fee for Medication	\$10.00	
Mantoux Testing Fee	\$15.00	
RSI Baseline Urinalysis	\$50.00	
Urinalysis	\$20.00	
Civil Unit (All fees required in advance)		
Basic Service Fee	\$70.00	Per person; 3 attempts
Basic Service Fee	\$25.00	Per person; each additional attempt at same address
Writ of Recovery and Unlawful Detainers - Post	\$70.00	
Service Fee, one person	\$70.00	
Commission on Executions	5%	Percent based on gross amount collected, seized, or stipulated to by parties; or any settlement occurring after the Sheriff's Office has taken ANY action on the Writ of Execution or Sheriff's Levy.
Legal "Not Found" Affidavits Per Person	\$70.00	
Redemptions - Recorded Fee Owner	\$250.00	
Non-Sheriff Redemption	\$20.00	
Posting of Notices	\$70.00	
Other Sheriff's Sale/Liens	\$70.00	
Evictions	\$180.00	Additional fee if more than three hours
Replacement Certificate of Service (lost or damaged)	\$10.00	
Records Unit (All fees required in advance)		
Copies of Reports - Research/Preparation Fee may apply		
Records Under 19 Pages	Free	
Records 20 to 39 Pages	\$5.00	
Records 40 to 59 Pages	\$10.00	
Records 60 to 79 Pages	\$15.00	
Records 80 to 99 Pages	\$20.00	
Records 100 and More Pages	\$25.00	

Records over 100 Pages (increments of 20 pages)	\$5.00	
Photos	\$1.00	Each
Copy of audio file (cost of disc included)	\$10.00	Each
911 Voice audio copy (cost of disc included)	\$10.00	*Retention time is 1 year
911 Typed Transcripts	\$25.00	Per hour
Squad Video/Body Cam (cost of disc included)	\$10.00	Per recording
Research/Preparation Time	\$25.00	Per hour, after first 1/2 hour
CD/DVD	\$1.00	
Query Reports	\$5.00	
Clearance Letters	\$5.00	Per person
Background Check	\$5.00	Per person
Daily Incident Report (emailed business days)	\$240.00	Billed annually; must be prepaid
Jail Summary	\$1.00	Per 10 Pages
Gun Permits (All fees required in advance)		
New Permit to Carry	\$100.00	
Renewal Permit to Carry	\$75.00	Up to 90 days prior to expiration
Renewal Permit to Carry	\$85.00	Within 30 days after permit expires
Personal Data Change New Card/Replacement Card	\$10.00	
Other Fees		
Dangerous Dog Registration	\$500.00	Per year per Dog
Deputy Hourly Rate	\$80.00	Per hour; 3 hour minimum
Vehicle/Trailer Storage	\$20.00	Per day
Firearm Storage	\$1.00	Per day per firearm

HEALTH AND HUMAN SERVICES

DEVELOPMENTAL SCREENING SLIDING FEE SCALE

Client Monthly Income Levels					
Family Size	Poverty	185% of Poverty	200% of Poverty	225% of Poverty	250% of Poverty
1	< \$1,041	\$1,042 - \$1,926	\$1,927 - \$2,082	\$2,083 - \$2,342	\$2,343 - \$2,603
2	< \$1,409	\$1,410 - \$2,607	\$2,608 - \$2,818	\$2,819 - \$3,170	\$3,171 - \$3,523
3	< \$1,778	\$1,779 - \$3,289	\$3,290 - \$3,556	\$3,557 - \$4,001	\$4,002 - \$4,445
4	< \$2,146	\$2,147 - \$3,970	\$3,971 - \$4,292	\$4,293 - \$4,829	\$4,830 - \$5,365
5	< \$2,514	\$2,515 - \$4,651	\$4,652 - \$5,028	\$5,029 - \$5,657	\$5,658 - \$6,285
6	< \$2,883	\$2,884 - \$5,334	\$5,335 - \$5,766	\$5,767 - \$6,487	\$6,488 - \$7,208
7	< \$3,251	\$3,252 - \$6,014	\$6,015 - \$6,502	\$6,503 - \$7,315	\$7,316 - \$8,128
8	< \$3,619	\$3,620 - \$6,695	\$6,696 - \$7,238	\$7,239 - \$8,143	\$8,144 - \$9,048
Client Pays	\$10.00	\$20.00	\$30.00	\$50.00	\$50.00

Clients with incomes greater than 250% of poverty guidelines will be charged 100% of the fee -- \$50.00

HEALTH AND HUMAN SERVICES

DENTAL VARNISH SLIDING FEE SCALE

Client Monthly Income Levels					
Family Size	Poverty	185% of Poverty	200% of Poverty	225% of Poverty	250% of Poverty
1	< \$1,041	\$1,042 - \$1,926	\$1,927 - \$2,082	\$2,083 - \$2,342	\$2,343 - \$2,603
2	< \$1,409	\$1,410 - \$2,607	\$2,608 - \$2,818	\$2,819 - \$3,170	\$3,171 - \$3,523
3	< \$1,778	\$1,779 - \$3,289	\$3,290 - \$3,556	\$3,557 - \$4,001	\$4,002 - \$4,445
4	< \$2,146	\$2,147 - \$3,970	\$3,971 - \$4,292	\$4,293 - \$4,829	\$4,830 - \$5,365
5	< \$2,514	\$2,515 - \$4,651	\$4,652 - \$5,028	\$5,029 - \$5,657	\$5,658 - \$6,285
6	< \$2,883	\$2,884 - \$5,334	\$5,335 - \$5,766	\$5,767 - \$6,487	\$6,488 - \$7,208
7	< \$3,251	\$3,252 - \$6,014	\$6,015 - \$6,502	\$6,503 - \$7,315	\$7,316 - \$8,128
8	< \$3,619	\$3,620 - \$6,695	\$6,696 - \$7,238	\$7,239 - \$8,143	\$8,144 - \$9,048
Client Pays	\$10.00	\$10.00	\$10.00	\$10.00	\$25.00

Clients with incomes greater than 250% of poverty guidelines will be charged 100% of the fee -- \$25.00