Zoning_Building	2026	2025	
Mechanical(furnance,water heater,garage heater, stove)	$ 55.00	$ 55.00	Appendix B
Residential Primary Structure	per Permit fee schedule Appendix A	per Permit fee schedule Appendix A	Plus Plan Review & State Surcharge
Addition to Residential Structure	per Permit fee schedule Appendix A	per Permit fee schedule Appendix A	Plus Plan Review & State Surcharge
Residential detached Structure	per Permit fee schedule Appendix A	per Permit fee schedule Appendix A	Plus Plan Review & State Surcharge
Residential interior remodel	per Permit fee schedule Appendix A	per Permit fee schedule Appendix A	Plus State Surcharge
Commercial Structure	per Permit fee schedule Appendix A	per Permit fee schedule Appendix A	Plus Plan Review & State Surcharge
Addition to Commercial Structure	per Permit fee schedule Appendix A	per Permit fee schedule Appendix A	Plus Plan Review & State Surcharge
Accessory Structure up to 200 sf, no inspec required	$ 55.00	$ 55.00	Appendix B
Accessory Structure over 200 sf	per Permit fee schedule Appendix A	per Permit fee schedule Appendix A	Garden/Utility Shed/Plus State Surcharge
Windows/Siding/Doors/Decks/Fence	$ 55.00	$ 55.00	Plus State Surcharge
Residential Roof Permit	$ 90.00	$ 90.00	Plus State Surcharge
Deck/Fence w/no inspection required	$ 55.00	$ 55.00	Appendix B
Deck inspection required	per Permit fee schedule Appendix A	per Permit fee schedule Appendix A	Plus State Surcharge
Plat	$ 750.00	$ 750.00	plus professional fees
Variance	$ 100.00	$ 100.00	plus professional fees
CUP	$ 300.00	$ 300.00	plus professional fees
Re-Zone	$ 300.00	$ 300.00	
Simple Lot Division	$ 50.00	$ 50.00	
After-the-fact-permit	25%	25%	in addition to permit

APPENDIX A

City Of Courtland, Minnesota
Building Permit Fee Schedule Established 2024

BUILDING PERMIT FEE SUMMARY (1997 UBC) VALUATION

Total Valuation	Fee
$1.00 to $500.00	$23.00
$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
$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
$25,001.00 to $50,000.00	$391.25 for the first $25,000.00 plus $10.20 for each additional $1,000.00 or fraction thereof, to and including $50,000.00
$50,000.01 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
$100,001.00 to $500,000.00	$993.75 for the first $100,000.00 plus $7.00 for each additional $1,000.00 or fraction thereof, to and including $500,000.00
$500,001.00 to $1,000,000.00	$3,223.75 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

SURCHARGE FEE SUMMARY (STATE OF MINNESOTA)

Total Valuation	Fee
$0 - $1,000,000	Value x $0.0005
$1,000,001 - $2,000,000	$500 + (Value between $1 and 2M x $0.0004)
$2,000,001 - $3,000,000	$900 + (Value between $2 and 3M x $0.0003)
$3,000,001 - $4,000,000	$1,200 + (Value between $3 and 4M x $0.0002)
$4,000,001 - $5,000,000	$1,400 + (Value between $4 and 5M x $0.0001)
$5,000,001 and up	$1,500 + (Value over 5M x $0.00005)

Plan Review Summary
65% of Permit Fee (Commercial Permits) $125.00 Review Fee (Residential Permits) 65% of Permit Fee + 25% of Permit Fee; Each Subsequent Similar Plan (Master Plan with Similar Plans) 25% of Permit Fee, After State Approval (State Permits)
Total Permit Fee
Building Permit + Surcharge + Plan Review Fee = Total Permit Fee

APPENDIX B

City Of Courtland, Minnesota
Building Permit Fee Schedule

RESIDENTIAL FEES
(FOR MAINTENACE-BASED PERMITS AND FLAT FEES)

Definition of residential: IRC-1 Single Family Dwelling: Any building that contains one dwelling unit used, intended, or designed to be built, used, rented, leased, let or hired out to be occupied, or occupied for living purposes. IRC-2 Two-family dwelling: Any building that contains two separate dwelling units with separation either horizontal or vertical on one lot used, intended, or designed to be built, used, rented, leased, let or hired out to be occupied, or occupied for living purposes. IRC-3 Townhouse: A single-family dwelling unit constructed in a group of two or more attached units in which each unit extended from the foundation to the roof and having open space on at least two sides of each unit. Each single-family dwelling unit shall be considered to be a separate building. Separate building service utilities shall be provided to each single-family dwelling unit when required by other chapters of the State Building Code. IRC-4 Accessory Structure: A structure not greater than 3000 square feet in floor area, and not over two stories in height, the use of which is customarily accessory to and incidental to that of the dwelling(s) and which is located on the same lot. All non-residential based permits shall be based on the City adopted building permit fee summary valuation table provided in Appendix A.

Maintenance Permit Fees

- Re-Roof: $90.00 replacement of roofing materials and reroofing activities
- Re-Side $55.00 replacement of siding or exterior wall coverings
- Re-Window $55.00 replacement of same size windows. Not to include new installation or alterations egress windows
- Re-Door $55.00 replacement of same-size exterior doors
- Garage Door $55.00 replacement of same size overhead door

Zoning Permit Fees

- Sheds (under 200 sq. ft.): $55.00 and no state surcharge
  Detached accessory structures used as tool and storage sheds and similar uses, over 200 square feet of floor area will require a building permit.
- Fences (under 7' in height.): $55.00 and no state surcharge
  Fences over 7' in height, and retaining walls over 4' in height will require a building permit.
- Deck and platforms: $55.00 and no state surcharge
  Decks and platforms more than 30 inches above the adjacent grade, larger than 200 square feet of floor area, are attached to a structure, or are designed with frost footings, or are part of an accessible route will require a building permit

APPENDIX B CONTINUED

City Of Courtland, Minnesota
Building Permit Fee Schedule

Plumbing Permit Fees

- New Fixtures $55.00 Minimum, $10 Per Fixture After 8 fixt.
  This permit is specific to new fixtures and replacement of existing fixtures for a like fixtures. Examples include toilet, faucets, exterior hose bibb maintenance.
- Lawn Irrigation Systems: $55.00

Mechanical Permit Fees

- New mechanical appliances: $55.00
  This permit is specific to new appliance units and replacement of existing appliance such as a water heater, fire-place inserts or furnace and air-conditioner change-out. Installation or alterations of existing duct systems or venting with replacement of existing equipment will require a value-based building permit. Single permits may be approved by the Building Official for simultaneous change-outs for heating and cooling systems which do not require more than one (1) inspection for multiple systems.
- Gas line with mechanical permit: $12.50 per line
- Gas line without mechanical permit: $55.00
- Fireplace masonry: Based on value of project

OTHER BUILDING PERMIT FEES
(MOVED BUILDINGS, DEMOLTION AND RELATED BUILDING PERMIT FEES)

Moved Building Fees

- Manufactured Home Installation: $250.00
  This permit is specific to the installation of a manufactured home into the jurisdiction in accordance with Minnesota Rules 1350. Additional permits such as mechanical, plumbing, and gas lines may apply.
- Moved-in single family home: $250.00
- Moved-in accessory structure: $55.00
- Plumbing Connection Fee: $55.00
- Mechanical Connection Fee: $55.00

Other Inspection Related Fees

- Reinspection Fee: $55.00 each
  A re-inspection fee may be assessed for each inspection or reinspection when such portion of work for which inspection is called is not complete or when corrections called for are not made. On valuation-based building permits this fee is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with the requirements of the code, but as controlling the practice of calling for inspections before the job is ready for such inspection or re-inspection. Re-inspection fees shall also be assessed when: 1) the

address of the job site is not posted, 2) the approved plans are not readily available for the inspector, 3) full access to the site is not provided for the inspector, 4) the inspector is not met by the responsible individual, (no show) 5) on residential maintenance-based permits where corrections are required to be inspected and deviations from the approved plans occur without prior approval by the building official. Reinspection fees are due on or before the reinspection is to be rendered. Payment shall be made payable to the municipality.

- Demolition Fee: $55.00 per building
  This permit is specific to demolition of existing residential and commercial buildings only. Permit fee applicable to the demolition of each building structure including accessory structures. Demolition fee not to include removal of fuel storage tank removal. Fuel storage tank removal to be based on Building Permit Fee Valuation Table.
- Inspections outside of normal hours: $68.00/hour
- Additional Plan Review: $68.00/ hour
  Specific to new changes, additions, alteration or revisions to an approved plan.
- Investigation Fee: $68.00/hour
  Specific to initiating work without a permit or work completed outside the scope of an approved plan or permit.
- Permit Renewal: 50% of original permit fee
  Renewal must occur within 180 days of expiration of original approved permit with no changes to the proposed work or plan. A new permit number may apply.
- Change of Use, Occupancy: $100.00
- Change Of Use, State Licensed Facility: $100.00
- Temporary Certificate of Occupancy: $1,000.00
  Temporary certificate of occupancy scenarios may require the use of an escrow account and additional municipal administration costs. Determination for this fee shall be made by the Building Official in consultation with municipal administration.

REFUND OF BUILDING PERMIT AND PLAN REVIEW FEES

Refund Of Fees

- Plan Review: 100%
  If plan review of a submitted project has not been initiated.
- Plan Review: 50%
  If plan review of a submitted project has been initiated but not completed in entirety.
- Plan Review: 0%
  If plan review of a submitted project has been initiated and completed in entirety.
- Permit Fee: 75%
  If work for a submitted project has been permitted and no work has been initiated within 6 month of permit issuance by the municipality.
- Maintenance Based Permits: 0%
  Maintenance based permits do not include a refund after processing of application and issuance of a building permit.