

# 2016 McLEOD COUNTY FEE SCHEDULE

**Effective January 1, 2016**

**DEPARTMENT**

**FEE**

## COUNTY WIDE

<b>Data Processing</b>	
Computer Data Extract Set Up Fee:	
Existing Process	\$ 15.00
New Process	30.00 / hr. (1 hr. min., add'l time by 15 min. increments)
Conversion to Different Platform	30.00 / hr. (1 hr. min., add'l time by 15 min. increments)
<b>Media Fees</b>	
Computer Printout	.50 / page plus tax
Labels	.05 / label plus
<b>Fax</b> – outgoing	\$ .50 / page plus tax
– incoming	.50 / page plus tax
<b>Laminating</b>	
Employees	.75 / page plus tax
<b>Mileage</b> – staff vehicles	.35 / mile
<b>Notary Fee</b>	1.00
<b>NSF Check Charge</b>	30.00
<b>Photocopies</b>	
Public	.25 plus tax / black and white page .35 plus tax / color page
Employees	.05 plus tax / black and white page .10 plus tax / color page
Government Entity	.05 plus tax / black and white page .10 plus tax / color page
<b>Room Rentals</b>	
County Boardroom & North Complex Meeting Room	\$ 50.00 up to 2 hours / \$20.00 per each additional hour to be charged in hour increments only.
Saturdays / day	100.00

## AUDITOR-TREASURER

<b>Special Assessments</b>	
New Assessments	\$ 2.00 / parcel
With annual minimum	5.00
Updated Parcel	1.00 / parcel
Tax Abatements	3.00 / parcel
Special Assessments Search	10.00 / parcel
<b>Ditches</b>	
Individual Ditch Release	\$ 10.00
Copies Ditch Maps & Files	1.00 / page plus tax
Petition for Outlet	5.00
Notices over 10	.30
<b>Delinquent Tax Property</b>	
Court Cost & Publication Fee	20.00 / parcel
Repurchase of Tax Forfeit Property	50.00 / parcel
Confession of Judgment	100.00 / parcel
<b>Elections</b>	
Filing Fee-County Offices	\$ 50.00
Filing Fee-SWCD	20.00
<b>Miscellaneous</b>	
Auditor's Certificate to Values & Taxes	
New Bond Issues	\$ 200.00 / each
Audit Verification	50.00 / each
Community Health Services	3,000.00 / year
Crow River Trails – Snowmobile	175.00 / year
Plat Book	24.00 / book
Book mailed	26.50
TIF District Certificate (Set Up)	100.00 / parcel
Revenue Recapture Fee	25.00 / parcel / year
Certificate of Current Tax	10.00 / parcel
Tax Escrow/Parcel/Year	5.00 / parcel
Automated Escrow Data Exchange	2.50 / parcel / payment file
<b>Licenses</b>	
On Sale Intoxicating Liquor	\$ 2,000.00 / year
On Sale Intoxicating Liquor-Sunday	100.00 / year
Off Sale Intoxicating Liquor	200.00 / year
On Sale Non-Intoxicating Liquor	200.00 / year
County	100.00
Township	100.00
On Sale Non-Intoxicating Liquor – Restricted	100.00 / year
County	50.00
Township	50.00
On Sale Non-intoxicating Liquor	50.00 / day
Off Sale Non-intoxicating Liquor	100.00 / year
County	50.00
Township	50.00
Tobacco	150.00 / year
Dangerous dog	50.00 / year
Auctioneer	20.00 / year
Transient Merchant	150.00 / year
Precious Metal	100.00 / year
Consumption and Display Permits	25.00 / year
Large Assemblies	200.00 / day
Vitals Statistic Certified Copy	\$30.00 + fee

Emergency – Issued Non-Work Hours	
Re-Issue Marriage Document (Applicant Error)	15.00
Outdoor Public Fireworks Display Permit	100.00 / per event

### ASSESSOR

<b>Assessment Fees</b>	
Acoma Township	\$ 7,896.00 / year
Bergen Township	7,298.00 / year
Brownton City	4,200.00 / year
Glencoe City	25,568.00 / year
Glencoe Township	5,523.00 / year
Hale Township	7,508.00 / year
Hassan Valley Township	6,384.00 / year
Helen Township	6,920.00 / year
Hutchinson Township	9,146.00 / year
Hutchinson City	61,005.00 / year
Lester Prairie	8,379.00 / year
Plato	2,384.00 / year
Winsted City	12,023.00 / year
Winsted Township	7,287.00 / year
Faxing assessor field record	4.00 / record (plus tax)
Special Runs	.50 / page

### ENVIRONMENTAL SERVICES

<b>Dye Test</b>	\$ 100.00
<b>After the Fact Permits</b>	Double Fee
<b>Special Committee Meetings for Permit Consideration</b>	350.00
<b>Feedlot</b>	
Permit (Includes one inspection)	\$ 150.00
New Feedlot Renewal Permit Fee unused in first year	2,000.00
Additional Inspections	50.00
Permit Amendment	50.00
Administrative Permit	50.00
GIS Map with or without Feedlot Setbacks	20.00
Check or verification of feedlot setbacks per parcel (except to landowner of parcel for the first lot)	20.00
On-site Feedlot Locating for Measurement	100.00
Feedlot Committee Review for CUP or Variance	\$ 200.00
Re-Inspection Fee for CUPs	50.00
Copy of Feedlot Ordinance	20.00
<b>SSTS Permits</b>	\$ 450.00
Requests to approve SSTS permit in less than 2 working days will require a fee 1.5 times the normal permit fee	
Standard Individual Subsurface Sewage Treatment System SSTS	300.00
Holding Tank	150.00

Operating (new or renewal)	50.00
Advance Designer/Inspector	400.00 or county's actual cost
Soil Verification	100.00 / verification
SSTS Renewal Permit Fee - Unplatted Area	2,000.00
Permit Amendment or Change of Design	50.00
Low interest loan application fee	30.00
Non Standard SSTS Requiring Monitoring	450.00
Fee Paid to Township for Township Inspection	75.00
Re-Inspection Fee	
County	50.00
Township	50.00
Copy of SSTS Ordinance	20.00
<b>Letter of Approval – Contaminated Soil</b>	\$100.00
<b>Wetlands</b>	
Wetland Delineation Review (one lot for a family member is exempt from fee)	
less than 1 acre	\$60.00
more than 1 acre	\$150.00
Assistance on Applications (one hour minimum)	\$50.00 / hour
Replacement Plan & Banking Plan Review	\$100.00
Monitoring of Created or Restored Wetlands	\$100.00 / year
Appeal of Wetland Decision	\$100.00

#### FAIRGROUNDS

Commercial Building Exhibit Hall	\$ 600.00 / day
Commercial Building Meeting Room	80.00 / day
Basketball/Tennis Court	20.00 / hour per court (+ tax)
Agribition Building Livestock Events	220.00 / day
Small Animal	250.00 / day
Large Animal	7.00 / head
Large animal cleanup fee, any building	75.00/ day
Milk Room Rental fee or donation of milk	150.00 / event \$75 will be returned at conclusion of event if clean up is satisfactory
Clean up fee	
Wash Facility Rental fee	75.00 / day
Clean up fee	100.00 / event \$50 will be returned at conclusion of event if clean up is satisfactory
Agribition Building, Non Livestock Events	300.00 / day
Country Diner Meeting Area	\$ 80.00 / day
Country Diner Meeting Area with Kitchen Facilities	80.00/day
Grandstand	2,200.00 / event
4-H Building	\$ 200.00 / day
4-H Café Meeting Area	80.00 / day
Horticulture Building	\$ 200.00 / day
Poultry Building	175.00 / day
Indoor Show Arena	175.00 / day
Outdoor Show Arena	125.00 / event
Horse Barn	275.00 / day
Clean Up Fee	7.00 / animal
Sheep and Swine barns	175.00 / day
Clean Up Fee	7.00 / head
Pavilion with mall area	175.00 / day
Cold Storage (Oct. – May)	10.00 / linear foot

20 Tables with chairs provided with event	7.00 / table and eight chairs / event
Additional table and chairs	3.00 / table / event
Additional tables without chairs	
Janitor	25.00 / hour
Audio Equipment including fee, project, etc.	10.00 / day per piece of equipment
Wireless or portable microphones	50.00 / event
Damage Deposit to be returned if undamaged	30.00
On-Site Stages (all)	75.00

### HIGHWAY DEPARTMENT

<b>Assignment of new address</b> The assignment of new address permit is prepaid at the Zoning Office with fees going to Highway Office	\$210.00 (tax included)
<b>Non Routine replacement of address sign</b>	\$185.00 (tax included) – billed
<b>Material (parts, signs, posts, salt, sand, etc.)</b>	Cost plus 20 percent
<b>Mailbox</b>	
County Road	\$ 75.00 (Support and Installation)
Non-County Road	\$ 80.00 (Support)
	\$ 265.00 (Support and Installation)
<b>Specific Service Sign</b>	\$ 475.00 / sign (tax included)
Gravel Gradation Testing	\$ 120.00 / sample
<b>Permits</b>	
Right of Way Permit (Utility or Special Use)	\$ 125.00
Transportation Permits	
OS/OW Single Move Permit	\$ 50.00 each move
OS/OW Annual Permit	\$ 150.00 / annually
Access/Entrance Permits	
Widen Field Entrance	\$ 50.00 each
New Field/Residential	\$ 125.00 each
Commercial/Industrial/Streets	\$ 250.00 each
<b>Pipe Charge</b>	
New	Cost plus 20 percent
<b>Plat Review (County Roads)</b>	
Residential - less than 6 lots	No Charge
Residential - more than 6 lots	\$ 150.00 plus \$10.00 per lot
Commercial, Industrial, other	\$ 150.00 plus \$10.00 per lot
<b>Township Bridge Inspection</b>	Actual cost plus 10 percent
<b>Township Snow/Ice Control</b>	\$ 135.00 / hour – Regular Rate \$ 155.00 / hour – Holiday Rate
<b>Township Mowing</b>	\$ 85.00 / hour - Regular Rate \$ 105.00 / hour – Holiday Rate
<b>Township Blading</b>	\$ 110.00 / hour - Regular Rate \$ 130.00 / hour – Holiday Rate
<b>Highway Labor Rate</b>	
Maintenance Labor	\$ 30.00 / hour
Engineering Labor	\$ 40.00 / hour
GIS Labor	\$ 40.00 / hour
Administration Labor	\$ 50.00 / hour
<b>Equipment Rental Rates</b>	Cost plus overhead

<b>GIS Fees</b>	
Maps (8.5" by 11")	\$3.00 / copy
(11" by 17")	\$5.00 / copy
Large Prints up to 22" by 34"	\$15.00 / copy
GIS Data	No charge via FTP Site
GIS Custom Data	Labor Rates Apply
Media (CD or Diskette)	\$5.00 / CD or Diskette
Scan Documents up to 36" in length	\$3.00
Aerial Map (8.5 " by 11")	\$10.00/ copy
<b>LiDAR and OrthoPhotography</b>	
1 Foot Contours (digital)	
Non-Government	\$5.00 / acre
2007/2014 Aerial (digital)	
Non-Government	\$35.00 / ¼ section
LAS Files County Wide (digital)	\$24,000.00

### LAW ENFORCEMENT CENTER

Jail Boarding Fees	\$ 55.00
Jail Booking Reports	5.00
Prisoner Booking Fee	10.00
Huber	20.00
Audio Tape Reproduction (CD/DVD)	5.00 / CD/DVD
Fingerprinting Fees (Civilian)	20.00
Color Wheel UA Tests	25.00
UA Tests – in house	25.00 / positive 10.00 / negative
UA Tests-Spice/K2 – in house	25.00 / positive 10.00 / negative
Court Ordered PBT Test	25.00 / week
Oral Swab Testing	55.00/positive - \$5.00 negative
<b>Medical Co-Pay (Inmates)</b>	
Nurse	\$ 10.00
Medication	Refill cost per RX
Doctor	10.00
<b>Home Detention Fees</b>	
Electronic Home Monitoring - landline	13.50 / day – 94.50 / week
Electronic Home Monitoring - cellular	15.50 / day – 108.50 / week <del>w/private counsel</del>
Electronic Home Monitoring w/alcohol - landline	14.50 / day – 101.50 / week <del>w/public defender</del>
Electronic Home Monitoring w/alcohol - cellular	16.50/day - \$115.50/week
Sentenced Electronic Alcohol Monitoring - landline	13.00 / day – 91.00 / week
Sentenced Electronic Alcohol Monitoring - cellular	15.00 / day – 105.00 / week
Pre-sentenced Electronic Alcohol Monitoring– Private attorney	Same listed cost for land or cell above
Pre-sentenced Electronic Alcohol Monitoring– Public Defender	5.00 / day – 35.00/week
Monitoring-Hookup fee	40.00 – onetime fee
<b>Civil Fees</b>	
Service of Process per Paper	\$45.00 including mileage
Additional papers served at same residence	30.00
Execution Commission	5 percent
Sale Notice – Posting 3 copies	45.00
Legal “Not Found” Notice	45.00
Executions Returned “Satisfied”	45.00

Executions Returned "Unsatisfied"	45.00
Return of Process – When no service made	\$45.00
All Sheriff's Sales	75.00
Redemption of Property - Mortgagor	250.00
Redemption of Property - Other	250.00
Certificate of Real Estate Sale	65.00
Securing Property/Deputy Sheriff with Squad	100.00 / hour / deputy
Handgun Permit to Carry (New Applicant)	\$70.00
Handgun Permit to Carry (Late Renewal)	60.00
Handgun Permit to Carry (Renewal)	50.00
Permit to Carry - Replacement Card	10.00
Insurance Reports: First 3 pages	free
Four pages	1.00 (plus tax)
Additional pages	.25 / each (plus tax)
Investigation Reports: First 3 pages	free
Four pages	\$1.00 (plus tax)
Additional pages	.25 / each (plus tax)
Records Research Fee	30.00/hour (min. chg \$30.00)
Scale Drawing	45.00
Daily Firearm Storage Fee	1.00 / day per weapon
Digital Photos to CD	5.00 / CD
Transcription of tapes / 911 calls	30.00 / hour (min. charge \$30.00)
False Alarm Charge (after 4 <sup>th</sup> incident)	50.00
Fire Arms Training	50.00 / peace officer plus cost of ammunition
Deputy Sheriff with Squad	100.00 / hour / deputy
Deputy Sheriff without Squad	50.00 / hour / deputy
Charge for Backgrounds for other agencies	30.00/ hour plus expenses
Storage fees: Small items	15.00 / day
Vehicles	25.00 / day
Large equipment / items	35.00 / day
<b>Posse</b>	
Security for all events with squad	\$50.00 / hour / posse member
Security for all events without squad	\$20.00 / hour / posse member
<b>Mounted Posse</b>	
Security for all events	\$15.00 / hour / posse member
Trailer Charge	\$30.00
Use of Light Tower	\$ 150.00 per day (24 hr period)
Use of Command Post	100.00 per day (does not include personnel)

## PARKS

<b>Camping Fee</b>	
Electrical per day	\$ 25.00
Electrical per week	\$132.00
Electrical per month	\$456.00
Non-electrical per day	\$18.00
Non-electrical per week	\$90.00
Non-electrical per month	\$307.00
<b>Picnic Shelters</b>	35.00 (includes \$10.00 non-refundable administration fee)

## PUBLIC HEALTH

<b>Immunizations</b>	
Regular Immunizations	\$20.00
Those with MN Vaccine for Children Account	\$10.00
Flu Shots	\$20.00

Adult Hepatitis B	\$40.00
Adult Hepatitis A & B	\$60.00
Measles-Mumps-Rubella	\$45.00
Mantoux-Tuberculosis Test	\$20.00
Adult Tetanus with Pertussis Shot Tdap	\$35.00
<b>Early Childhood Screening Clinics</b>	\$48.00/ hour
<b>Foot Clinics</b>	\$20.00
<b>School Health</b>	\$40.00 / hour
<b>Shelter</b>	\$44.00/ hour
<b>Jail Health</b>	\$47.00 / hour
<b>Child Passenger Safety Program &amp; Car Seat</b>	
Income Eligible Families on Medical Assistance	\$20.00
All other	\$50.00

### RECORDER

<b>Fax / e-mail of Record</b>	\$ 10.00 + copy fee
<b>Copies/ Images of Record</b>	1.00 / page
<b>Copies/ Images of Record Mailed</b>	1.00 / page (\$2.00 min.)
<b>Copies Reduced Plats/ RLS/Half sections/Parcel Maps</b>	3.00
<b>Uncertified Copies of Certificate of Title Document Deposit (600.23)</b>	1.00 / page (Maximum of \$10.00)
<b>Security Deposit (386.78)</b>	150.00 per doc / per year
<b>Passport Picture</b>	500.00 minimum
	12.00
<b>Landshark Fees</b>	
Setup Fee	\$ 50.00
Monthly Fee	50.00
Document Image	2.00
Torrens Certificate	2.00
<b>Ordination Recording</b>	20.00
<b>Certificate of Delinquent Tax</b>	10.00 / parcel

### SOCIAL SERVICES

<b>Copy of Audio Tape of Child Protection Assessments and Interviews</b>	\$ 5.00
<b>Copy of Typed Reports of Child Protection Assessments and Interviews</b>	.50 / page
<b>Background Checks for Abuse/Neglect Issues Charge to other States</b>	Up to \$100.00 (actual cost) per background
<b>Day Care Licensing Fee</b>	50.00 total fee (includes fire inspection)
<b>Day Care Licensing Fee</b>	25.00 (if \$50 fire inspection fee is required)
<b>Day Care Re-Licensing Fee</b>	100.00 total fee (effective for two years)
<b>Corporate Adult Foster Care Licensing</b>	500.00 total fee (generally effective for 2 years)
<b>Legal Non-Licensed Child Care Provider Registration</b>	75.00 two year fee

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## SOLID WASTE

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### **Solid Waste Licensing**

Solid Waste Transportation	\$ 150.00/ business
Collection and Disposal	30.00 / vehicle
Recycling	10.00/vehicle
Vehicle Change or Addition	30.00 / vehicle
MSW/Demo Decal Replacement	30.00 / vehicle
Recycling Decal/Access Card Replacement	10.00 / vehicle
Solid Waste & Abatement MSW Facility License	500.00
Solid Waste & Abatement Demolition Facility License	500.00
Solid Waste & Abatement Recycling Facility License	500.00

### **Non-Compliance Penalty Fees**

Reporting Requirements not met	150.00/occurrence
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### **Labor (Equipment Operation) Transportation**

Time and one half / hour  
\$1.25/mile

### **Problem Materials**

Fluorescent Bulbs	\$ .75 / bulb
Household Light Bulbs	.50 / pound
PCB Ballasts	1.50/ pound
Non-PCB Ballasts	.50 / pound
Lt. car and truck oil filters	.75/ filter
Large vehicle/tractor oil filters	1.50 / filter
Individual use/camping cylinders	2.00/ each
High Intensity Discharge Bulbs	2.50 / bulb
Capacitors	3.50/ pound
Neon Bulbs	1.00 / pound
Quartz Lamps	1.50 / each
Mattresses	20.00 / each
Box Springs	20.00 / each
Crib Mattresses	7.00 / each
Tires (light car and/or truck only)	3.00 / each
Rims	2.00 / each
Electronic Items (laptop and larger)	10.00 / each
Appliances	10.00 / each
Misc. Cylinders	Vendor pricing
Artificial Christmas Tree	5.00 / each
Carpet/Carpet Padding	20.00 / roll

### **VSQG Waste Disposal**

Paints, Solvents, Antifreeze, Motor Oil and Roofing Tars	.75/ pound
Aerosol Cans	.75/ can
Asbestos Containing Products	1.50/ pound
Contaminated Sorbents	1.75/ pound
Lab-Pack Wastes	3.00/ pound
Pesticide Wastes	3.25 / pound
Waste Containing Inorganic Mercury	10.00 / pound
Household Hazardous Waste Supplies	Current Cost + 25 percent + tax
VSQG Technical Support	>30 minutes @ \$30 / hour

**MRF Processing**

Baling Fee w/ICI Rebate	45.00 / ton
Non-Contracted Single-Sort Proc. Fee	35.00 / ton
Out of County Agricultural Plastic Fee	40.00 / ton

**Special Cart Delivery Requests****(more than one cart switch within a 12 mo. Pd.)**

<b>Cart Replacement Costs (95)</b>	60.00 / each
(65)	50.00 / each
(35)	40.00 / each

**Cardboard**

Gaylord Boxes (Selective)	10.00/ each
Gaylord Boxes (Non-Selective)	5.00/ each
Pallets - (Reuseable)	5.00/ each
Pallets - (Non-Reuseable)	1.00/each
Pieces by the ton	Official Board Market Value

**PLANNING & ZONING****LAND USE PERMITS****Home and Mobile Home**

County	250.00
Township	75.00

**Dwelling Additions Attached Garage**

County	100.00
Township	50.00

**Dwelling Additions of Livable Area**

County	150.00
Township	50.00

**Three Season and Enclosed Porches**

County	50.00
Township	25.00

**Commercial/Industrial**

County	\$ 600.00
Township	150.00

**Commercial Additions**

County	\$ 300.00
Township	\$ 75.00

Min. fee \$750.00 for new construction \$375.00 for additions, plus \$2.00/\$1,000 value charged for construction over \$100,000.00

Handicap Accessible code will have its own predetermined fee established by the State not to exceed \$1,000.00.

Min. fee \$200.00. \$2.00/\$1,000.00 value charged for construction over \$100,000.00

**Accessory Building & Grain Bin**

County	\$ 75.00
Township (that share fees with County)	\$ 25.00

**Accessory Structures > 2,400 sq. ft. or Holding**

<b>Livestock</b>	\$ 150.00
County	\$ 120.00
Township	\$ 30.00

<b>Accessory Structures less than 200 square feet and Decks greater than 50 square feet</b>	\$ 30.00
County	\$ 20.00
Township	\$ 10.00
<b>Accessory Additions</b>	\$ 75.00
County	\$ 50.00
Township	\$ 25.00
Township Administrator will complete application & permit for Ag-Accessory Structures and Ag Additions, <u>not</u> housing Animals.	
<b>LUP Revision Check</b>	
County	\$ 25.00
<b>Sign</b>	50.00 up to 32 square feet, 2.00 per foot up to 500 square feet per side
<b>Floodplain Certifications</b>	50.00
<b>Zoning Certification</b>	50.00
<b>Ordinance Amendments</b>	400.00
<b>Conditional Use Permits (CUPs)</b>	\$ 450.00 plus Recorder fee and state surcharges
<b>After the fact CUP's</b>	1,000.00 plus permit fees
<b>Mining</b>	750.00 plus Recorder fees, state surcharges and CUP for up to 5 years.
<b>Major Essential Services</b> (pipelines, transmitters, etc)	650.00 minimum, \$100.00 for each additional mile.
<b>Solar Array</b>	\$200.00 or \$20 /acre whichever is greater
<b>Towers and Antennas</b>	5,000.00
Less than 199 feet & CUP	9,000.00
Greater than 199 feet & CUP	\$1,250.00
Co-location of Antennas & LUP	
<b>Antenna Equipment Upgrade on Tower</b>	\$ 750.00 Plus Structural & Frequency Approved Plans Signed by a Licensed Engineer. 1,250.00 if no signed licensed plans are applies
<b>Electrical Wind Generator Towers</b>	
Less than 40 kw and/or 125 feet	\$ 125.00
Greater than above kw & height	\$ 500.00
<b>Solar Panels not on Grid (residential)</b>	\$ 25.00
<b>Dwelling Renewal Permit Fee</b>	
In an unplatted area	\$ 2,000.00
<b>Plats</b>	\$ 650.00 for 1 <sup>st</sup> lot; \$200.00 for every lot Thereafter
<b>Rezoning</b>	700.00 plus Recorder fees and state surcharges

<b>Special Meeting or Meeting for when Construction is Started without Approval by Official Control of the County Board of Commissioners</b>	900.00 plus Recorder fees and state surcharges
<b>Transfer Development Rights</b>	500.00 plus Recorder fees and state surcharges
<b>Transfer Development Rights Amendment</b>	250.00 including recording fees
<b>Variance Permits</b>	\$ 450.00 plus Recorder fee and state surcharges
After-the Fact Variance	1,000.00 plus Recording fees and state surcharges
<b>Appeal from Order, Requirement, etc.</b>	300.00
<b>Copies</b>	
Conditional Use Permits & Variance Orders	\$ 1.00 / per page
Others	.25 / per page plus tax
Construction started without required permits when requiring official controls by McLeod County Board of Commissioners or Board of Adjustment.	\$ 750.00 plus official control permit fees
Same Day Land Use Permits	Double the standard fee

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