Fee Schedule

Adopted April 15, 2019

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CITYWIDE FEES

Photocopies (includes sales tax)	
Photocopies - Black & White - all sizes	$0.15 per page
Photocopies - Color - all sizes	Single: $0.25 Double-sided: $0.40

Faxes	
Faxes - Send and Receive	First Page: $1.00 Additional Pages: $0.15

Research (includes sales tax)	
Time involved by City Employee to research information	$30.00 per hour
(when time exceeds 15 minutes)	

Electronic Media Duplication	
CD-ROM, DVD	$7.00 per CD-ROM, DVD

Register of Deeds Filing	
Filing Fee - Deeds, Easements, Contracts, Resolutions	$30.00 for the first 50 pages

Non Sufficient Funds Fee	
Non Sufficient Funds Fees	$20.00 per item

Peddling & Transient Merchants Permit	
0-3 Days	$25.00
4-12 Days	$100.00

Liquor Licenses	
Off-Sale Liquor License (January 1st - December 31st)	$1,500 per year
On-Sale Liquor License (January 1st - December 31st)	$1,200 per year
On-Sale Convention Facility License	$1,200 per year
Full-Service On-Sale Restaurant License	$25,000 Initial Fee, $1,200 yearly renewal
On-Off Sale Wine License (January 1st - December 31st)	$500 per year
On-Off Sale Malt Beverage & SD Farm Wine License	
(July 1st - June 30th)	$300 per year
Transfer Fee	$150.00
Special Malt Beverage Retailer's License & Retail On-Sale	
Wine Retailer's License to Organizations	$50 for first day, $5 per day thereafter
Special Malt Beverage License by Current Licensee	Per SDCL 35-4-2(16)
Special Permit for Alcohol on Public Property (Brown Bag)	$5.00
Video Lottery License Fee	$50 per video lottery machine

CITYWIDE FEES

Tattooing & Body Piercing Registration	
Tattooing Establishment Registration	$75.00
Body Piercing Establishment Registration	$100.00
Tattooing & Body Piercing Establishment Registration	$175.00

Pawnbrokers License	
Pawnbrokers License Fee	$100 annually

Showmobile Use	
Setup Fee	$200 per setup
Damage Deposit (refundable) - insurance also required	$500.00

Background Checks	
Background Checks	$45 per person

PLANNING DEPARTMENT

Maps	
8x10 -with topography	$1.00
8x10 -without topography	No Charge
8x10 -special request	$2.00
11x17 -with topography	$2.00
11x17 -without topography	$1.00
11x17 -special request	$3.00
12x18 thru 36x24 -with topography	$15.00
12x18 thru 36x24 -without topography	$10.00
12x18 thru 36x24 -special request	$20.00
37x25 thru 60x42 -with topography	$25.00
37x25 thru 60x42 -with topography	$20.00
37x25 thru 60x42 -with topography	$30.00

Research (includes sales tax)	
Time involved by City Employee to research information	$30.00 per hour
(when time exceeds 15 minutes)	

Register of Deeds Filing	
Filing Fee - Deeds, Easements, Contracts, Resolutions	$30.00 for the first 50 pages
Filing Fee - Plats	$60.00 per plat

Contractor License Fee		
Contractor License Fee	New	Yearly Renewal
Class A - Commercial & Residential	$200.00	$25.00
Class B - Residential	$100.00	$25.00
Class C - Others	$50.00	$25.00

Commercial Refuse Collection Fee	
Commercial Refuse Collections Fee (per vehicle)	$25.00 annually

Subdivision Fee (fee paid prior to Planning Commission review however no fees for sketch plans)	
Subdivision Fee - within City	$400 plus $125 per lot
Subdivision Fee - within 3 mile limit	$400 plus $25 per lot
Approval of Non-Subdivision Plats	$150
Refund Policy - If a written request for no further action is received for a subdivision plat between the Planning Commission meeting & Council meeting then $200 plus the per lot fee will be refunded.	

PLANNING DEPARTMENT

Easement, Encroachment and Street/Alley Vacation (paid prior to Planning Commission review)	
Easement, Encroachment or Vacation Fee	$400
Refund Policy - If a written request for no further action is received for the submitted document between the Planning Commission meeting & Council meeting then $200 will be refunded.	

Variance Fee (paid prior to Planning Commission review)	
Fee for each variance request to any zoning, subdivision, building or	$250
Refund Policy - If a written request for no further action is received for the submitted document between the Planning Commission meeting & BOA meeting then $125 will be refunded.	

Permitted Conditional Use Fee (paid prior to Planning Commission review)	
Fee for each permitted conditional use	$200
Refund Policy - If a written request for no further action is received prior to the Planning Commission but after public notification has commenced, $75 will be refunded.	

Zoning Map Change or Zoning Text Change	
Fee for each zoning map change or zoning text change	$400

Demolition Permit Fee	
Demolish any structure or facility	$50

Flood Plain Development Permit Fee	
All work in a designated flood area within the city	$125

Sign Permit	
For each new sign erected	$75

Building Permits	
$0.00 to $5,000.00 Total Valuation	$50
$5,000.01 to $10,000.00 Total Valuation	$150
$10,000.01 and up	$150.00 for first $10,000 valuation plus $8.50
	per additional $1,000 valuation
Residential Roofing Fee	$25
Commercial Roofing Fee	$50
Patching under 100 sq feet doesn't require a roofing permit.	
Carport Permit Fee	$25

Inspection Fees	
Inspections outside of the normal business hours (minimum charge - two hours)	$75.00 per hour
Reinspection Fees	$75.00 per hour
Inspections for which no fee is specifically indicated (minimum charge - one hour)	$75.00 per hour
Additional plan review required by changes, addition or revisions to approved plans (minimum charge-one hr)	$75.00 per hour

PLANNING DEPARTMENT

Request for Special Planning Commission Meeting	
Request for Special Planning Commission Meeting	$250 per meeting

Mobile Home or Manufactured Housing Park Fees	
Construction Fees	$250 for the first 6 spaces plus $25 for each additional spaces
Certificate of Occupancy	$25
Moving Permit	$25

Nuisance Violation Fees	
Lawn Maintenance Violation Lawn Maintenance Administrative Fee* Snow Removal Violation Snow Removal Administrative Fee* *(other charges also apply)	$100 $50 $100 $50
Other Nuisance Violation Other Nuisance Administrative Fee* *(towing cost and other charges also apply)	$100 $50
Storage of Vehicle or Personal Property	$10 per day
Camping on Public Streets or Right-of-Ways	$25 per occurrence
These fees are charged if property goes through the abatement process	

Wireless Communications	
Wireless Communications Tower Permit Fee (Res. 9-19-16A)	$5,000

PUBLIC WORKS DEPARTMENT FEES

Utility Account Fees	
New Account Setup Fee	$10.00
Residential Owner Deposit	$50.00
Rental Account Deposit	$100.00
Commercial Account Deposit	$100.00
Delinquent Account Deposit	$100.00
Delinquent Account Charge	$10 for water service $5 for sewer service
No Reading Charge	$15.00
Hand Delivery Charge	$10.00
Turn On Fee - Monday - Friday between 8 am and 4 pm	$25.00
Turn On Fee - After Hours	$75.00

Water Meter Testing (includes sales tax)	
Water Meter Testing Fee (13.04.190)	$25

Water Tap Fees	(Paid with Building Permit)
1 Inch	$500.00
1 1/2 Inch	$1,000.00
2 Inch	$2,000.00
Over 2 Inch	Determined by Public Works Director

Sewer Tap Fees (Cost based on water tap size)	(Paid with Building Permit)
1 Inch Water Tap	$300
1 1/2 Inch Water Tap	$600
2 Inch Water Tap	$1,200
Over 2 Inch Water Tap	Determined by Public Works Director

Water Meters & ERT Radio Module (plus sales tax)	
3/4 Inch	$425.00
1 Inch	$615.00
Over 1 Inch	Determined by Public Works Director
ERT Radio Module	$225
Meter Freeze Plate - 3/4 Inch	$20
Meter Freeze Plate - 1 Inch	$25
Check Valve - 1 Inch	$80

Lawn Watering Meters without ERT	
Rent (1 summer)	$25
Purchase	$100 (plus sales tax)

PUBLIC WORKS DEPARTMENT FEES

Diseased Tree Abatement (per hour) - 1 hour minimum (includes sales tax)	
Diseased Tree Abatement	$100 (per tree)

(includes saw, fall tree, chunk and delimb only no clean-

**Equipment (per hour, operator included) when available (includes sales tax)	
Skid Steer/Tool Cat with Bucket	$170.00
Skid Steer Attachment	$40.00
Large Patrol	$300.00
Back Hoe	$220.00
Loader	$300.00
Dump Truck (Large)	$200.00
Dump Truck (Small)	$160.00
Plow Truck	$180.00
Sander	$160.00
Sweeper	$240.00
Cherry Picker	$160.00
Jet Machine	$300.00
Saw (Cutoff, Chain, Concrete)	$150.00
Water Truck (Plus Cost for Water)	$160.00
Vacuum Trailer	$160.00
Mower / Weed Eater	$160.00
Pickup Truck	$120.00

**Equipment (per hour, operator NOT included) when available (includes sales tax)	
Chipper	$160.00
Compressor	$100.00
Soil Tamper	$100.00
Trash Pump	$50.00
Pump - 6"	$100.00

** The Public Works Director is to be contacted at least 24 hours prior to any projected use of equipment. The minimum rate charged will be at a one-hour rate fee and the Director will approve the area of use. Usage of any equipment other than between the hours of 7 am and 4 pm on Monday through Friday will be at the rate of time and a half (1.5). Equipment is available only upon the condition that no other rentals are available privately & that an emergency exists.

Labor Cost (per person) (includes sales tax)	
Labor Cost - 1 hour minimum during working hours	$35

PUBLIC WORKS DEPARTMENT FEES

Water Hookup Bond	
For Excavating of Alley or Street (12.08.070)	$100

Fine for Damage to Asphalt (including any holes placed in asphalt)	
Fine per damage hole	$100

Water (treated) used for Fire purposes-Custer Volunteer Fire Department exempt (covered under other contract)	
Per Gallon Charge	$0.01

CEMETERY FEES

Grave Space	
Single	$200.00 per space
Double (only noted spaces are available for double)	$350.00 per space
Cremation (only noted spaces where rocks or trees interfere)	$100.00 per space

Perpetual Care	
Perpetual Care	$200.00 per space (plus sales tax)

Monument Permit	
Monument Permit	$25.00 per monument
*Veteran's Markers placed by Veteran's Service Organization - Fee is waived however paperwork must still be completed	*For any single infant monument that the monument company is not charging family, there will be no charge for the monument permit.

Register of Deeds Filing	
Filing Fee - Deeds	$30.00 per deed

ANIMAL CONTROL FEES

Animal Licenses	
Spayed or Neutered Animal	$7.00 per animal
Non-Spayed or Non-Neutered Animal	$25.00 per animal
Animal that has been Micro-Chipped	$2.00 per animal

Animal Control Citation Schedule (first offense listed below, second offense is double, third offense is triple and so on per licensing year)	
Use of any license for any animal other than the animal for which it is issued	$25.00
Failure to License	$25.00
Female Animal in Heat Not Contained	$25.00
Licensed Animal at Large	$25.00
Renewal of Vaccination	$25.00
Failure to Vaccinate	$25.00
Failure to Vaccinate After Release	$25.00
Unlicensed Animal at Large	$30.00
Barking Dogs	$30.00
Public Nuisance Violation (as defined in chapter 6.04)	$30.00
Teasing, Molesting, Bothering Animals	$30.00
Vehicle Accident involving Animal	$50.00
Feeding of Wild Animals	$50.00
Excreta Removal	$50.00
Vicious Animal - Mandatory Appearance Bond	$75.00
Attacking Animal - Mandatory Appearance Bond	$75.00
Chasing, Wounding, Worrying Livestock - Mandatory Appearance Bond	$125.00
Killing of Livestock - Mandatory Appearance Bond	$125.00
Cruelty to Animals - Mandatory Appearance Bond	$125.00
Any Other Violation of Ordinance Book Chapter 6.04	$30.00
Shelter Fees Set by Animal Control Officer/Law Enforcement Officer	