



Fee Schedule

Adopted June 04, 2018

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CITYWIDE FEES

Photocopies	
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 (when time exceeds 15 minutes)	\$30.00 per hour

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 (when time exceeds 15 minutes)	\$30.00 per hour

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	\$100.00
Class B - Residential	\$100.00	\$50.00
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	\$125
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
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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	\$200
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Refund Policy - If a written request for no further action is received for the submitted document between the Planning Commission meeting & Council or BOA meeting then \$75 will be refunded.

Permitted Conditional Use Fee (paid prior to Planning Commission review)

Fee for each permitted conditional use	\$200
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Refund Policy - If a written request for no further action is received for the submitted document between the Planning Commission meeting & Council or BOA meeting then \$100 will be refunded.

Zoning Map Change or Zoning Text Change

Fee for each zoning map change or zoning text change	\$400
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Demolition Permit Fee

Demolish any structure or facility	\$50
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Flood Plain Development Permit Fee

All work in a designated flood area within the city	\$125
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Sign Permit

For each new sign erected	\$75
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Building Permits

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

Carport Permit Fee	\$25
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Inspection Fees

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

Request for Special Planning Commission Meeting

Request for Special Planning Commission Meeting	\$250 per meeting
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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	\$100
Lawn Maintenance Administrative Fee*	\$50
Snow Removal Violation	\$100
Snow Removal Administrative Fee*	\$50
*(other charges also apply)	
Other Nuisance Violation	\$100
Other Nuisance Administrative Fee*	\$50
*(towing cost and other charges also apply)	
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
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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)
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(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	\$85.00
Skid Steer Attachment	\$20.00
Large Patrol	\$150.00
Back Hoe	\$110.00
Loader	\$150.00
Dump Truck (Large)	\$100.00
Dump Truck (Small)	\$80.00
Plow Truck	\$90.00
Sander	\$80.00
Sweeper	\$120.00
Cherry Picker	\$80.00
Jet Machine	\$100.00
Saw (Cutoff, Chain, Concrete)	\$75.00
Water Truck (Plus Cost for Water)	\$80.00
Vacuum Trailer	\$80.00
Mower / Weed Eater	\$80.00
Pickup Truck	\$60.00

****Equipment (per hour, operator NOT included) when available (includes sales tax)**

Chipper	\$80.00
Compressor	\$50.00
Soil Tamper	\$50.00
Trash Pump	\$25.00
Pump - 6"	\$50.00

**** 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
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PUBLIC WORKS DEPARTMENT FEES

Water Hookup Bond

For Excavating of Alley or Street (12.08.070)	\$100
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Fine for Damage to Asphalt (including any holes placed in asphalt)

Fine per damage hole	\$100
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Water (treated) used for Fire purposes-Custer Volunteer Fire Department exempt (covered under other contract)

Per Gallon Charge	\$0.01
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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	

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