



# Schedule of County Fees

2024

Adopted by the Martin County Board of Commissioners December 21, 2023

# Martin County, Minnesota

## 2024 Fee Schedule

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## Countywide Fees

Note: There are certain fees and charges that are set by statute or ordinance. Sales tax included where applicable

<b>Clandestine Labs - Cleanup</b>	Costs are Assessed Set by ordinance
<b>Fax</b>	\$1.00/page
<b>“Mass Gathering”</b>	\$100/day/location Set by ordinance – other charges may apply based on staff time
<b>Meeting Rooms (if not County Business)</b>	
<b>Photocopying/Printed Pages – Black and White</b>	8 ½ x 11 - \$0.25/copy (unless otherwise noted)
<b>Photocopying/Printed Pages – Color</b>	8 ½ x 11 - \$0.50/copy (unless otherwise noted)
<b>Postage or Package Rate</b>	Actual cost (charges added as required)

## Assessor’s Office

<b>CD Production</b>	\$5.00
<b>Copies</b>	\$0.25
<b>Custom Data Reports – Setup Fee</b>	\$60.00
<b>Data Download Reports</b>	\$60.00 set-up fee + \$0.06/parcel
<b>Faxing Fee</b>	\$5.00
<b>Field Sheet Reports or Copies</b>	\$1.00
<b>Per Parcel Layer</b>	\$0.06/parcel/layer
<b>Pictometry Imagery</b>	4% of County Cost for 100% 5% x Portion of County x County Cost County Cost 2019 = \$101,985
<b>Pre-Programmed Computer Reports</b>	\$5.00 + \$0.10/page

## Auditor/Treasurer Office

<b>Annexations or Deannexations – Set Up Fee</b>	\$100 shared with Assessors + \$2.00/parcel
<b>Auctioneer License</b>	\$20.00
<b>Certificate as to taxes and taxable property</b>	\$200/certificate
<b>Certificate as to taxes collected, delinquent &amp; settlement</b>	\$60.00/certificate
<b>Computer Labels</b>	\$25.00 set up fee + \$0.05/label
<b>Computer Print-out</b>	\$25.00 set up fee + \$0.25/page
<b>Confession of Judgement</b>	\$100.00/parcel
<b>County Office – Filing Fee</b>	\$50.00
<b>Dangerous Dog Permit</b>	\$25.00
<b>Delinquent Tax Publication</b>	\$25.00/parcel
<b>Duplicate Tax Statements</b>	
Current Year – Print New Tax Statement	\$4.00/parcel
Current Year – Yellow	\$1.00/parcel
Prior Year (copy of yellow or white)	\$3.00/parcel
<b>Economic Development Tax Abatements</b>	\$250.00/district – shared with Assessor

<b>Economic Development Tax Abatements – annual maintenance</b>	\$150.00/district – shared with Assessor
<b>Fax Copies</b>	\$1.00/page
<b>Filing Plat Fee</b>	\$100.00 shared with Assessors + \$2.00/parcel
<b>Fireworks Display</b>	
<b>Liquor License</b>	
3% On-Sale	\$25.00
3% Off-Sale	\$25.00
Intoxicating Liquor On-Sale (based on Statutes depending on club membership)	\$500-\$3,000
Intoxicating Liquor Off-Sale	\$400
<b>Liquor - Sunday Sales</b>	\$75.00
<b>NSF Checks (Auditor/Treasurer has authority to waive)</b>	\$30.00
<b>Martin County Map (white)</b>	\$1.00/map
<b>Martin County Parks Map</b>	Free
<b>Photocopies</b>	\$0.25/page
<b>Plat Book</b>	\$35.00 + tax
<b>Precious Metals License</b>	\$28.00 + tax
<b>Print Screen</b>	\$0.25/page
<b>Registered Voter Certification</b>	\$2.00/registered voter
<b>Repurchase of Forfeited Land</b>	\$100.00/parcel
<b>Research Fee – General</b>	\$25.00/hour
<b>Soil &amp; Water District Filing Fee</b>	\$20.00
<b>Special Assessment Annual Maintenance (Administration, collection, settlement)</b>	\$0.50/parcel/assessment code yearly
<b>Split Fee</b>	\$25.00/parcel shared with Assessors
<b>Tax Abatement Application Fee</b>	\$250.00
<b>Tax Searches</b>	
Certified	\$4.00/parcel
Uncertified	\$3.00/parcel
<b>Tobacco License</b>	\$75.00
<b>Transient Merchant’s License</b>	\$150.00
<b>Drainage</b>	
<b>Copy of Ditch Map (from an existing cd)</b>	\$3.00
<b>Scanning large images and copy</b>	\$10.00 set up fee/\$3.00 for copy

## Department of Corrections

<b>Gross Misdemeanor Fee (Mandated by DOC)</b>	\$200.00
<b>Misdemeanor Fee (Mandated by DOC)</b>	\$100.00

## Fifth Judicial District

Refer to [mncourts.gov](http://mncourts.gov) website for fee schedule

## Highway Department

<b>County Maps</b>	\$1.00 (one free to each county resident)
<b>E911 Signs</b>	
Sign Only	\$13.00
Sign and Post	\$15.00
Sign and Post Installed by County	\$25.00
<b>Entrance Permit</b>	
Standard Driveway	\$250.00 with \$150.00 returned after satisfactory final inspection
Commercial Driveway	\$500.00 with \$400.00 returned after satisfactory final inspection
Temporary Intersection Radius Extension	\$1,000 with \$800.00 returned after satisfactory final inspection
<b>Mailbox Supports</b>	\$60.00
<b>Moving Permit</b>	
Standard Single Permit	\$25.00
Vehicle with Over 7 Axles and GVW Over 80,000 lbs.	\$100.00
Annual Permit	\$200.00
<b>Per Use of County Garage by Township</b>	\$50.00
<b>Plans and Proposals</b>	
Mailed	\$25-\$50 (based on size of packet)
Pick Up at Counter	\$20-\$40 (based on size of packet)
<b>Utility Permit</b>	
Minimum Fee	\$25.00*
Underground Utility / Tile Greater Than 4"	\$100.00*
Open Cut Road Crossing (gravel roads only)	\$200.00*
	* The County Engineer has the option of putting on an additional larger refundable fee until satisfactory restoration is complete

## Library

<b>Equipment Rentals</b>	
Multimedia Projector	\$25.00/week
Overhead Projector	\$3.00/day
Large Screen	\$1.00/day
Slide Projector	\$3.00/day
Tape Recorder	\$1.00/day
Meeting Room (for-profit organizations only – nonprofits rent free)	\$10.00/hour
<b>Fax</b>	\$1.00/page
<b>Overdue Items</b>	
Books and DVDs	\$1.00/day (Maximum \$5.00 fine/item)
Books, etc.	\$0.10/day (Maximum \$5.00 fine/item)
Damaged or Lost Materials	Value of the Item
Arts Prints	\$2.00/month

<b>Photocopies / Printed Pages</b>	
Black & White	\$0.25/page
Color	\$0.50/page

## Parks

<b>Camping</b>	
Electrical Site	\$20.00/night
Primitive	\$10.00/night
<b>Firewood</b>	\$3.00/bundle
<b>Shelter House</b>	
Cedar-Hanson Large	\$25.00/day
Cedar-Hanson Small	\$15.00/day

## Planning & Zoning

<b>Administrative Appeal</b>	\$800.00
<b>"After The Fact" Conditional Use Permit (CUP) or Variance</b>	\$1,000.00
<b>"After The Fact" Zoning and Land Permit</b>	\$500.00
<b>Commercial Pesticide Test</b>	\$25.00/test
<b>Conditional User Permit (CUP)</b>	\$350.00
<b>Feedlot Inspection Fee (Every Four Years)</b>	
0-50 Animal Units	\$100.00
51-150 Animal Units	\$150.00
151-300 Animal Units	\$200.00
301-600 Animal Units	\$275.00
601 + Animal Units	\$400.00
Change of Ownership	\$50.00
<b>Feedlot Permit Fee</b>	\$500.00
<b>Re-Zone</b>	\$450.00
<b>Septic Permit</b>	
Type 1-3	\$200.00
Type 4 or 5	\$400.00
Cluster System	\$200.00/household
Loan Program Administration Fee	\$275.00
<b>Special Meeting or Hearing</b>	\$550.00
<b>Sub Division</b>	\$400.00 + \$100.00/lot
<b>Variances</b>	\$350.00
<b>Zoning Permit (Building)</b>	\$150.00
Commercial	\$0.05/square feet - \$175.00 minimum
Communication Towers	\$250.00
Land Alteration (Grading or Filling)	\$150.00
Meteorological Tower	\$250.00
Solar Energy System	\$250.00
Wind Turbines	\$250.00

## Solid Waste Ordinance

<b>License Fees</b>	
Composting Facility	\$10.00
Demolition Disposal Facility	\$10.00
Incineration Facility	\$10.00
Intermediate Waste Disposal Facility	\$10.00
Land Disposal Facility	\$10.00
Recycling Collection and Transportation	\$10.00/vehicle
Recycling Facility	\$10.00
Solid Waste Collection and Transportation	\$10.00/vehicle

## Sheriff's Office

<b>Background Checks</b> (excludes human services, military, other law enforcement)	\$5.00
<b>Burning Permits</b>	\$10.00/year – county only
<b>Fax</b>	\$1.00/page
<b>Impound Fees</b>	\$5.00/day
<b>Permit to Carry Firearm</b>	
New	\$100.00
Renew	\$75.00
Renew + Late (expire within 30 days)	\$85.00
<b>Reports</b>	
MV Accident	\$1.00
Non-Accident	\$0.25/page
<b>Storage Media</b> (Audio/Photos/Video)	\$10.00
<b>Jail Fees</b>	
<b>Board of Prisoners</b>	\$60.00/day
<b>EHM Fees</b>	\$17.00-\$19.50/day depending on equipment
<b>Fingerprinting (Non-Criminal)</b>	\$10.00
<b>Huber Fees</b>	\$30.00/day
<b>PBT</b>	\$5.00
<b>Process Fee</b>	\$30.00
<b>Transportation</b>	Mileage + Hourly Rate
<b>Urinalysis/Drugs (Private)</b>	\$20.00

## Sheriff's Office Civil

<b>Cancellation of Mortgage Foreclosure Sale on Day of Sale</b>	\$75.00
<b>Certificate of Sale of Real Estate</b>	\$75.00
<b>Collecting on Writ of Execution (Deposit/Service)</b>	\$50.00 + 6% commission on money collected
<b>Deputy Time</b>	\$65.00/hour, 1 hour minimum
<b>Executions Returned/Not Satisfied</b>	\$50.00
<b>Mortgage Foreclosure Sales</b>	\$75.00 each

<b>Notice of Intention to Redeem</b>	\$100.00/lien
<b>Paper Service</b> (includes 3 attempts)	\$50.00 (prepayment not required)
Additional Attempts	\$10.00 each after 3
Additional Papers (same address or additional named person)	\$25.00
Certificate Not Found/Returned, Posting or Vacancy	\$50.00
Posting Three Notices of Sale	\$50.00
<b>Redemption of Foreclosed Property</b>	\$150.00
<b>Securing &amp; Safely Keeping Property in Replevin, Attachment or Execution Deposit Required</b>	\$75.00 minimum, fees may vary depending on property
<b>Sheriff's Sale of Personal Property</b>	\$75.00

## Recorder's Office

<b>Liens</b>	
<b>County Federal and State Tax Lien Searches</b>	\$15.00/name
<b>Office Fees</b>	
<b>Bound Book Copy</b>	\$3.00/page
<b>Computer Data Report</b> (set up fee)	\$25.00 + \$1.00/page printed
<b>Copy</b>	\$1.00/page
<b>Fax/Email</b>	\$5.00 minimum / \$1.00/page after 5 pages
<b>Research</b>	\$20.00/hour
<b>Real Estate Recording</b>	
<b>Attested Copies of Documents</b>	\$2.00/document
<b>Certified Copies of Documents</b>	\$10.00/document flat fee
<b>Copy of Plat</b>	\$10.00
<b>Laredo Service (internet access to real estate)</b>	\$50.00, \$100.00, \$200.00, \$300.00, \$500.00 monthly depending upon chosen program + per-minute charge
<b>Multiple Satisfactions/Assignments</b>	\$46.00 for first 4 documents + \$10.00/document after 4
<b>Plat</b>	\$56.00
Certification (large size only)	\$5.00
Copy	\$10.00
<b>Recording Documents</b>	\$46.00/document
<b>Well Disclosure Certificates (effective 7/21/11)</b>	\$50.00
<b>Vital Records</b>	
<b>Birth Verification</b>	\$9.00
<b>Birth Record</b>	
Certified – effective 07/01/2010	\$26.00/record, \$19.00 for additional copies of same record requested at same time
Uncertified	\$13.00



<b>Certified Marriage Record</b>	\$9.00
<b>Consent for Minor to Marry</b>	\$20.00
<b>Death Record</b> Certified	\$13.00/record, \$6.00 for additional copies of same record requested at same time \$13.00
Uncertified	
<b>Duplicate Marriage License</b>	\$20.00
<b>Filing of Notary Commission</b>	\$20.00/commission
<b>Marriage License</b>	\$115.00 or \$40.00 with 12 hours counseling
<b>Officiant/Ordination Certificate of Filing – effective 01/01/2024</b>	\$50.00
<b>Passports</b> 16 Years Old and Over	\$130.00 U.S. Dept of State / \$35.00 Recorder's Office \$100.00 U.S. Dept of State / \$35.00 Recorder's Office \$60.00 added to U.S. Dept of State's fees
Under 16 Years Old	
Expedited Fees (all ages) (additional mail options available)	
<b>Passport Cards</b> 16 Years Old and Over	\$30.00 U.S. Dept of State / \$35.00 Recorder's Office \$15.00 U.S. Dept of State / \$35.00 Recorder's Office \$60.00 added to U.S. Dept of State's fees
Under 16 Years Old	
Expedited Fees (all ages) (additional mail options available)	
<b>Re-filing Notary Name Change</b>	\$20.00
<b>Re-filing Notary Address Change</b>	\$20.00