

HAMPTON TOWNSHIP
DAKOTA COUNTY, MINNESOTA
Ordinance No. 2026 01

**AN ORDINANCE ADOPTING AN
UPDATED FEE SCHEDULE FOR THE TOWN**

The Board of Supervisors of the Town of Hampton ordains:

Article I. Schedule Adopted. The attached fee schedule is hereby adopted as the most current Hampton Township Fee Schedule. The fees contained in the schedule replace any fee amounts previously adopted by the Town Board on the same items.

Article II. Not Codified. This ordinance is transitory in nature and shall not be codified. The fee schedule established hereby shall be placed on the Town's website and shall be available for inspection at the Town Hall during usual office hours.

Article III. Zoning Fees. The Town is authorized by Minnesota Statutes, section 462.353, subdivision 4 to impose fees to offset its costs to administer and enforce its official controls. The zoning fees the Town collects shall be used to offset the Town's costs related to the administration and enforcement of its zoning and building regulations and will not be transferred or used for purposes unrelated to planning and zoning.

Article IV. Reasonableness. The Town Board determines the fees established on the attached fee schedule are fair, reasonable, proportionate, and have a nexus to the actual costs the Town incurs related to providing the services to which they relate.


Article V. Collection. The Town may refuse to process any request for failure to submit all required fees and any required escrow amounts. All fees and escrows established on the attached schedule constitute service charges the Town may collect pursuant to Minnesota Statutes, section 366.012 by certifying any unpaid amount to the county auditor for collection together with the property taxes imposed on any property the person owns in the state.

Article VI. Effect. The attached fee schedule replaces the Town's previous fee schedule, which is hereby repealed. Any other fees the Town established, but which are not reflected on the schedule, remain in full force and effect.

Article VII. Effective Date. This ordinance is effective upon the first day of publication and applies to any requests for a service included on the schedule made on or after its effective date.

Adopted this 23rd day of March 2026.

BY THE TOWN BOARD



Chairperson

Attest: 

Clerk

**HAMPTON TOWNSHIP FEE SCHEDULE
ZONING ORDINANCE FEES**

| Request | Non-Refundable Application Fee | Escrow (1) |
|---------------------------------|---|-------------------|
| Driveway Access Permit | \$100 | N/A |
| Land Disturbing Activity Permit | \$100 | \$2000 |
| Animal Feedlot Registration | \$100 | N/A |
| Mineral Extraction Permit | \$200 | \$10,000 (2) |
| Animal Release Permit | \$25 First Impoundment \$50 Second Impoundment \$75 Third Impoundment | N/A |
| Reclaim Animal from Pound | \$25 + Actual Maintenance Costs | N/A |
| Euthanized Animal | \$75 | N/A |
| Animal Clean Up | \$50 | N/A |
| Sewage Sludge Application | \$150 | N/A |
| Zoning Amendment | \$100 | \$2000 |
| Conditional Use Permit | \$100 | \$2000 |
| Interim Use Permit | \$100 | \$2000 |
| Variance | \$100 | \$2000 |
| Appeal | \$100 | \$2000 |
| Ag Building Zoning Permit | \$140 | N/A |
| Building Permit | See attached list of permit fees | |

(1) **Escrow:** Applicants are required to escrow the indicated amount of cash with the Township and sign an escrow agreement. Applicants are responsible for fully reimbursing the Township for all professional costs it incurs related to the request. The Township uses the escrowed funds to reimburse itself for these costs and if the escrow is not sufficient to fully reimburse the Township the applicant will be billed or required to submit additional funds to be placed in escrow. Any unreimbursed amounts constitute a service charge the Township will certify to the County Auditor for collection on the applicant's property as provided in Minn. Stat. § 366.012.

(2) **Financial Guarantee:** The holder of an extraction permit is required to maintain a financial guarantee in a form acceptable to the Town Board of \$5,000 for every acre authorized in the permit. The financial guarantee shall be used to guarantee compliance with the Town's ordinance and development agreement.

**BUILDING PERMIT FEE SCHEDULE
UBC Table 1A**

Fee Schedule Base: 1997

Valuation* Based Permit Fee Calculation Schedule

Total Valuation Permit Fee

| VALUATION | PERMIT 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 \$10.10 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00 |
| \$50,001.00 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 \$5.60 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00 |
| \$500,001.00 to \$1,000,000.00 | \$3,233.75 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 |
| | |
| PLAN CHECK FEE | 65% of the Permit Fee for Residential and Commercial Projects |
| | |
| STATE SURCHARGE FEE | Schedule is based on the currently adopted State Surcharge Table |

* Pursuant to MN Rules, part 1300.0160, subpart 3, building permit valuations shall be set by the Building Official. For determining the permit valuation, the Building Official will use the supplied valuation with a minimum value as calculated by the current Building Valuation Data Table, published each May by the Department of Labor and Industry and other data, as needed, for projects not otherwise specified.

**HAMPTON TOWNSHIP PERMIT
FEE SCHEDULE**

| RESIDENTIAL PERMITS | PERMIT FEE |
|--|--|
| BUILDING PERMITS Residential Permit Fee Plan Review Fee State Surcharge | Valuation based using UBC Table 1A 65% of Permit Fee The greater of .0005 or \$1.00 |
| BUILDING PERMITS - Maintenance Roofing Siding Demolition Window Replacement (same size & different size) Fences and Walls under 6' | \$125 + \$1.00 State Surcharge = \$126.00 \$125 + \$1.00 State Surcharge = \$126.00 \$150 + \$1.00 State Surcharge = \$151.00 Valuation based using UBC Table 1A \$125 + \$1.00 State Surcharge = \$126.00 |
| PLUMBING PERMIT Residential Alteration Residential New Sprinkler/Irrigation System | \$125 + \$1.00 State Surcharge = \$126.00 \$125 + \$1.00 State Surcharge = \$126.00 \$125 + \$1.00 State Surcharge = \$126.00 |
| MECHANICAL PERMIT Residential Alteration Residential Fireplace Residential New | \$125 + \$1.00 State Surcharge = \$126.00 \$125 + \$1.00 State Surcharge = \$126.00 \$125 + \$1.00 State Surcharge = \$126.00 |
| ISTS PERMIT – New, Replace or Repair Permit Fee Township Filing Fee | \$465 \$25 |
| FENCES/WALLS OVER 6 FEET & PERMANENT SIGNS Permit Fee Plan Review Fee State Surcharge | Valuation based using UBC Table 1A 65% of Permit Fee The greater of .0005 or \$1.00 |
| COMMERCIAL PERMITS | PERMIT FEE |
| COMMERCIAL BUILDING PERMITS Building Permit Fee Plan Review Fee State Surcharge | Valuation based using UBC Table 1A 65% of Permit Fee The greater of .0005 or \$1.00 |
| COMMERCIAL DEMOLITION PERMITS Building Permit Fee Plan Review Fee State Surcharge | Valuation based using UBC Table 1A 65% of Permit Fee The greater of .0005 or \$1.00 |

| | |
|--|---|
| COMMERCIAL PLUMBING PERMITS Building Permit Fee Plan Review Fee State Surcharge | Valuation based using UBC Table 1A 65% of Permit Fee The greater of .0005 or \$1.00 |
| COMMERCIAL MECHANICAL PERMIT Building Permit Fee Plan Review Fee State Surcharge | Valuation based using UBC Table 1A 65% of Permit Fee The greater of .0005 or \$1.00 |
| FIRE SUPPRESSION AND ALARM PERMITS Plan Review Fee State Surcharge | Valuation based using UBC Table 1A 65% of Permit Fee The greater of .0005 or \$1.00 |

| ZONING PERMITS | PERMIT FEE |
|--|-------------------|
| AGRICULTURE BUILDINGS INCLUDING GRAIN BIN | \$140 |

| OTHER INSPECTIONS AND FEES AS PER BUILDING INSPECTION CONTRACT | PERMIT FEE |
|---|--|
| Inspections outside of normal business hours; minimum one hour | \$60.00 per hour |
| Inspections for which no fee is specifically indicated | \$30.00 per inspection |
| Additional plan review required by changes, additions, or revisions to approved plans, minimum one hour | \$85.00 per hour in addition to the permit fee |
| Special Investigation Fee Work which was started without a permit shall be subject to an investigation fee | 100% of permit fee, less the surcharge |
| Pre Move-in home: | \$175.00 |
| Pre Move-in accessory structure | \$125.00 |
| Move-in Home | \$275.00 |
| Move-in accessory structure | \$200.00 |