

Wabasha County 2026 Fee Schedule - Approved 12/15/2025

GENERAL FEES

Faxing and Photocopying (County and Non-County Materials)

Fax	\$ 0.25 / Page
Fax-International	\$7.00 First Page, \$4.00 Each Addtl Page
Photocopies*	\$.10 / Page 8 1/2" x 11" and 8 1/2" x 14"
	\$.20 / Page 11" x 17"
	\$.70 / Page 8 1/2" x 11" and 8 1/2" x 14" Color Copy
	\$1.00 / Page 11" x 17" Color Copy
	\$10.00 / Page Large Format (Over 11" x 17")
<i>*For copies in excess of 100 pages of letter or legal sized black and white documents, actual charges may be required if they exceed the per page charge</i>	
Photocopies-Central Services	10% Above the Normal Fee Schedule
Reproduction of DVDs	\$5 / Copy, County Furnished DVD
	\$2 / Copy, DVD Provided
	No Charge if Provided for Public Broadcast

Other General Fees

Reproduction of CDs	\$15 / Disk
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Sales of Computer Lists

Sales of Computer Lists 1-25 Pages	\$1.00 / Page
Sales of Computer Lists 26-50 Pages	\$.50 / Page
Sales of Computer Lists 51-100 Pages	\$.25 / Page
Sales of Computer Lists 101+ Pages	\$.10 / Page
Database Queries and Data Reports (Custom)	\$60.00 / Hour -- 1 Hour Minimum
Flash drives	1-64GB \$10, 65-128GB \$15, Over 128GB Will Vary
Labels	Base Fee \$20.00; \$.04 Each Label-Tax Included
Mailing Charges	Current Postage Rates
Notary Fee	\$1.00
Notary Fee-County Related	No Charge
Non-Sufficient Funds (NSF)	\$30.00
Print Screen	\$0.25

General Fees for Solid Waste, Planning and Zoning, Community & Environmental Health

Flood Map Review Assessment / Site	\$5.00
Late Fee 15-30 Days Past Due	\$25.00
Late Fee 30-60 Days Past Due	Double Fee
Late Fee Over 60 days Past Due	Triple Fee
Permit After the Fact	Double Fee through 12-31-2007 - Triple Fee after 1-1-2008

ASSESSOR

Copies of Assessment Field Cards	\$2.50
Additional Sheets	\$0.50
Phone Requests Information	No Charge (3 per day)
Written Assessment Certifications	\$1.50
Judicial Data Security Fee	\$75.00 Per document/ transaction

AUDITOR-TREASURER

Admin/Collection of Special Assessment-Set Up	\$3.00
Admin/Collection of Special Assessment Yrly/Maint	\$1.50
Auctioneer License	\$20.00
Certified School Record	\$2.00
Certified Tax Search-Current	\$5.00
Certified Tax Search-Delinquent, GA & Specials	\$10.00
Certificate as to Taxes & Taxable Property- Top 10 Taxpayers	\$200.00
Certificate as to Taxes & Taxable Property-Top 25 Taxpayers	\$250.00
Certificate as to Taxes Collected, Delinquent and Settlements	\$60.00
Confession of Judgments	\$80.00
Delinquent Tax Publication Fee	\$40.00
Delinquent Tax Report	\$40.00
Escrow Maintenance Fee Per Parcel-Manual	\$5.00
Escrow Maintenance Fee Per Parcel-Electronic	\$2.50
Fireworks Permits (\$20.00 A/T and \$30.00 Sheriff)	\$50.00
Forfeit Land List	\$3.00
Forfeited Tax Sales Fee	\$300.00

Full File Mass Escrow with Dollar Amounts	\$300.00
Judicial Data Security Fee	\$75.00 Per document/ transaction
Notice of Expiration-Cost of Publishing Notice	\$50.00
Notice of Expiration-Cost of Mailing Certified Mail	Current Postal Rates
Notice of Expiration-Cost of Serving the Notice	Set by Sheriff
On-Sale Intoxicating Liquor License (Board Resolution 5/5/09)	\$1,500.00
The On-Sale Intoxicating Liquor License fee may be prorated for partial-year operations	
On-Sale Sunday Intoxicating Liquor License (Board Resolution 5/5/09)	\$150.00
On-Sale Intoxicating Liquor License Temporary 1 to 4 Days	\$50.00
Temporary License Per Day Fee	\$10.00
On-Sale Club Intoxicating Liquor License	Fee Based on Number of Members per State Statute
On-Sale Non-Intoxicating License Temporary 1 to 4 Days	\$20.00
On-Sale Non-Intoxicating Malt Beverage License	\$50.00
On-Sale Wine License (Board Resolution 5/5/09)	\$200.00
Off-Sale Intoxicating Liquor License	\$500.00
Off-Sale Non-Intoxication Malt Beverage License (Board Resolution 5/5/09)	\$50.00
Repurchase Fee (Board Resolution 10/20/09)	\$60.00
Research Fee	\$20-\$60 / Hour
Tax Search in Person or by Phone-Over 3 Parcels (Limit 3 / Day)	\$1.00 / Parcel
Tax Increment Finance District- Set up Fee	\$230.00
Tax Increment Finance District-Maintenance Fee	\$140.00
Transit Merchant License	\$150.00
Wabasha County Directory	\$3.00
Truth in Taxation Mailings	Based on Current Postage Rates
1/3 to Cities & Towns, and 1/3 to School Districts	
Mortgage Registry	Amount of Mortgage X .0023
State Deed Tax	Amount of Selling Price X.0033

COURT SERVICES/PROBATION

Adult Supervised Probation - Misdemeanor	\$150.00
Adult Supervised Probation - Gross Misdemeanor	\$250.00
Random Drug Testing	\$25.00
Transfer Out Fee	\$50.00
<i>The local Correctional Agency may establish a schedule of fees to defray cost associated with correctional services.</i>	
<i>The chief executive officer of the local Correctional Agency may waive the fee under certain circumstances.</i>	

ELECTIONS

Mailing Lists- Voters Registered Households	\$20.00 Emailed / \$40.00 Printed & Mailed
Mailing List- Registered Voters List / Labels	\$20.00 Emailed / \$40.00 Printed & Mailed
Registered Voter Certificate	\$2.00
Special or Requested Election Training Includes Staff and Supplies	\$100.00

EMERGENCY MANAGEMENT

Sand Bags (Sand Not Included)	Small \$.25 Each, Large \$.35 Each
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EXTENSION

For Extension Information offered by the University of Minnesota, Please go to: <http://www.extension.umn.edu>

GIS

Beacon Subscription-24 hour / User	\$11.00
Beacon Subscription-Monthly / User	\$40.00
Beacon Subscription-Annually / Single-User	\$375.00
Beacon Subscription-Annually / 2 to 12 users	\$410.00
Custom Queries, Map Creation, Data Processing, and Other GIS Custom Services	\$60.00 / Hour, Billed 30 Min Increments
<i>GIS Related Fees: No fee for GIS Shapefiles, Except for Parcel Data and Custom Queries as Specified Below:</i>	
Other GIS Data (Shapefile/File Geodatabase)	No Charge, Custom Queries @ GIS Hourly Rate
Ortho Imagery (MrSID or GeoTIFF)	GIS Custom Services Hourly Rate & User Must Provide FTP or External Hard Drive For Imagery

HIGHWAY

Address Sign Replacement (Includes Sales Tax and Admin Fee)	Warrantied Inventory \$7.00 / Sign Not in Inventory \$45.00 / Sign Installation \$30.00 / Sign
Mailbox Support (Includes Sales Tax and Admin Fee) (Includes Post, Swing Arm, Mounting Board, and Hardware)	\$80.00 Materials and \$70.00 Installation by County

Materials (Culverts, Bands, Elbows, Aprons, Bolts, Salt, Sand, Signs, Sign Posts)	New: Cost + 10% (Admin Fee) Used: New Cost / 2 + 10% Admin Fee
Maps - Wabasha County	NO CHARGE, 11 x 17 (Oversize) \$25.00
Permits - Transportation - Single trip	(Over Weight) \$25.00+ESAL Cost
Permits - Transportation - Annual on Specific Roads 6 Axle 90k or 7 Axle 97k Forest, Ag and Construction Materials	\$100.00 / Vehicle
Permits- Transportation - Annual on Specific Roads Less than 15 Miles up to 155,000 GVW	\$100.00 / Vehicle
Permits - Utility	\$100.00 + \$100.00 / Mile for Installations Greater than 1 Mile
Permits - Access Driveway	\$50.00
**MN Sales Tax (7.375%) is charged as applicable	

Material Purchases Available for Governmental Entities Only-Except New Culverts for Driveway Accesses along County Highways, and Mailbox Supports for County Residents, Used Culverts, and New Bands when Purchased for Use with Used Culvert, or New or Used Sign Post When Purchased with Mailbox Support

HIGHWAY-OTHER GOVERNMENT AGENCY USE ONLY

Gasoline (County and Other Authorized Agencies Only)	Current Inventory Gas Price + \$.10 / Gallon
Air Compressor	\$35.00 / Hour + Operator
Crack filling Machine	\$35.00 / Hour + Operator
Crawler Dozer	\$90.00 / Hour + Operator
Equipment Trailer	\$15.00 / Hour
Heated Asphalt Box Trailer	\$15.00 / Hour
Hydroseeder	\$35.00 / Hour + Operator and Materials
Loader	\$80.00 / Hour + Operator
Mechanic Truck	\$25.00 / Hour + Operator
Motor Grader	\$90.00 / Hour + Operator
Pickup Truck	\$20.00 / Hour + Operator
Pipe Jetter/Pumper Truck	\$75.00 / Hour + Operator
Pneumatic Tire Roller	\$10.00 / Hour
Power Broom	\$40.00 / Hour + Operator
Sign Truck	\$40.00 / Hour + Operator
Skidsteer	\$45.00 / Hour + Operator
Steel Drum Roller	\$30.00 / Hour + Operator
Trackhoe Excavator	\$90.00 / Hour + Operator
Tractor Backhoe	\$55.00 / Hour + Operator
Tractor with Brush Cutter or Mower	\$40.00 / Hour + Operator
Truck 10 C.Y. Hauling	\$75.00 / Hour + Operator
Truck 10 C.Y. Plowing & Sanding	\$90.00 / Hour + Operator
1-Ton Truck	\$30.00 / Hour + Operator
Wacker - Compactor	\$15.00 / Hour + Operator
Operator	Employee Rate + 65% Fringe

**FEES FOR EQUIPMENT APPLY ONLY TO OTHER GOVERNMENT AGENCIES
EQUIPMENT IS NOT AVAILABLE TO RENT BY THE GENERAL PUBLIC**

JAIL

Boarding	
House Inmates for Another County	\$75.00 / Day
Public	
Fingerprinting	\$20.00 / Card

LICENSE BUREAU

Drivers License Fees	
See the Driver & Vehicle Services Website for Current State License Fees	https://dps.mn.gov/divisions/dvs/Pages/dvs-services.aspx

PLANNING AND ZONING

Planning and Zoning	
Appeal	\$2,000.00
Conditional Use Permit	\$400, After-the-fact \$1,000
Land Use Permit	\$0, After-the-fact \$1,000
Ordinance Amendment/Rezoning	\$500.00
Subdivision Preliminary Plat	\$700.00
Subdivision Final Plat	\$300.00
Variance	\$500, After-the-fact \$1,000

Non-Metallic Mining Reclamation Plan Application
Judicial Data Security Fee

\$400.00
\$75.00 Per document / transaction

Building Permit

Air Conditioning Permit	\$63.50
Application for Address and Initial Installation	\$150.00
Building Permit-1997 Edition State Bldg Code-Fee Guideline	40%
*Cancellation Fee-Based on Cost Incurred	65% of Permit Fee
Demolition Permit	\$176.00
Fireplace Conversion	\$137.00
Furnace Permit	\$63.50
Gas Line Permit	\$63.50
Mechanical Permit	\$36.00
MFG/Blocks Permit	\$221.00
MFG/Piers Permit	\$221.00
Plumbing Permit	\$36.00
Replacement Address Sign (Materials Only)	Cost + 10% Admin
Replacement Address Sign Post (Materials Only)	Cost + 10% Admin
Re-Roofing Permit	\$63.50
Siding Permit	\$63.50
Unit Heater Permit	\$63.50
Water Heater Permit	\$63.50

Citations For Zoning Violations

Bluffland Grading Violation	\$800.00
Creation of Lot Without Required Survey	\$500.00
Failure to Obtain Conditional Use Permit	\$500.00
Failure to Obtain a Grading Permit	\$500.00
Failure to Obtain Building/Land Use Permit	\$500.00
Non-Operating/Non-Licensed Vehicles Stored in the Open	\$200.00
Setback Violation	\$500.00
Shoreland Buffer Violation	\$800.00
Shoreland Grading and Filling Violation	\$800.00
Violation of Building/Land Use Permit	\$500.00
Violation of Conditional Use Permit	\$500.00
Violation of Floodplain Provision	\$800.00
Failure to Keep Property Reasonably Neat and Clean	\$200.00
Violation of Nonmetallic Mining Provisions	\$600.00
Violation of Sign Provisions	\$100.00
Violation of Variance	\$500.00

General Fees for Solid Waste, Planning & Zoning, Community & Environmental Health

Document Charge / Page	\$1.00
Flood Map Review Assessment / Site	\$5.00
Permit After the Fact	Triple Fee
Late Fees for failed on-time payment:	
Late Fee 15-30 Days Past Due	\$25.00
Late Fee 30-60 Days Past Due	Double Fee
Late Fee Over 60 Days Past Due	Triple Fee
Research Fee / Hour	\$30.00

Individual Sewage Treatment System Fees

ISTS Permit	\$390.00
Type IV Septic System (Flow Rated Over 2,500 Gallons / Day)	\$700 Base Fee + \$65/Hour for Addtl Inspects/Svcs
Type IV & Type V Operating Permit, Annual	\$85.00
ISTS Permit-Tank Only	\$160.00
Renewal (12 Months-One Time Only)	\$75.00
Privy Permit	\$150.00
Additional Site Visit Fees	\$125.00
*Cancellation of ISTS Permits	
A) If Applied to Another Permit with Same Calendar Year-Full Funds Transferred	
B) If Check is Issued for Refund-Less 20% of Permit Fee	

Water Test Fees ** No Refunds on Water Tests

Anions (Nitrate, Fluoride, Chloride, Sulfate & Nitrite)	Lab Fee + 10%
Coliform Bacteria & Anions	Lab Fee + 10%
Coliform Bacteria	Lab Fee + 10%

UPS Return Shipping

Based on Current Postage Rates

Well Fees

Annual Maintenance Permit	\$125.00
Well Construction (Includes State Surcharge)	\$320.00
Well Sealing (Includes State Surcharge)	\$40.00
Well Permit Renewal (12 Months-1 Time Only)	\$75.00
Late Fees	See General Schedule

General Fees For Public Health Environmental

Document Charge / Page	\$1.00
Research Fee for Real Estate Agent	\$60.00

Late Fee

Late Fee 1-7 Days Past Due	\$100.00
Late Fee 8 Days or More Past Due	Double Fee

PUBLIC HEALTH

Copies of Medical Records	\$13.79 plus \$1.05 / page
Foot Care / Visit	\$130.00
Immunization	Cost of Vaccine plus \$15.00
Influenza Vaccine	Cost of Vaccine plus \$15.00
In Office Blood Pressure Checks	\$10.00
Nursing/Case Manager/Care Coordinator / Hour / Visit	\$200.00
Paraprofessional / Hour	\$60.00
Tobacco License-Annual	\$225.00
Tobacco Ordinance Violations - Administrative Fines	1st \$200.00; 2nd \$500.00; 3rd or Subsequent \$750.00

RECORDER

Amended Floor Plan, Condominium, Cic Plat or Amend	\$.50 / Apartment or Unit With a \$56.00 Minimum
Certified Copy of Document	\$10.00
Certified Copy of Plat /Plat	\$15.00
Copy of Plat (Complete) / Plat	\$10.00
Copy of CIC or Condo Floor Plan	\$1.00 / Page
Document Copies	\$1.00 / Page
	\$46.00 with 4 Documents Citations or Less \$10.00 for Document Cited Over 4
Documents Containing Multiple Assignments, Partial Releases or Satisfactions	\$75.00 Per document / transaction
Judicial Data Security Fee	\$30.00
Monthly Subscription Fee / User	\$1.00 / Page
Plain Copy -Electronic/Manual	\$56.00
Plats/CIC/Condominium Floor Plans	\$46.00
Recording Fee	\$20.00 / Hour
Research Fee	
RecordEase Web Fee Schedule:	
Search Fee	\$0.50
Set-Up Fee (One-Time Fee)	\$100.00
View Recorded Documents	\$1.50
View Certificates of Title (Torrens)	\$2.50
View Tract Card	\$2.50
Well Certificate Fee	\$54.00

Torrens:

All Deeds Changing Fee Ownership	\$46.00, \$40.00 Each Addtl Certificate Thereafter
All Other Documents	\$46.00 / \$20.00 for Multiple Certificate Entries Thereafter
Amended Floor Plan	\$56.00
Amendment to CIC Declaration and Plan	\$46.00, \$20.00 Each Additional Copy
Certified Copy of Certificate of Title	\$10.00
Certified Copy of Registered Land Survey	\$30.00
Certified Copy of Document	\$10.00
CICCT	\$40.00
Condominium or CIC Plat or Amendment	\$56.00
Copy Non-Certified	\$10.00
Document Copies	\$1.00 / Page
Exchange Certificate	\$20.00 / Cancelled, \$20.00 / New
Original Registration	Call Registrar of Titles-Fees Based on
Plats	Order to Register Land Title
	\$56.00

Plats/CIC/Condominium Floor Plans	\$56.00 /\$40.00 for Each New Certificate Thereafter
Registered Land Survey	\$56.00
Residue Certificate	\$40.00
Section 515B CIC Affection 2 or More Units	\$46.00, \$10.00 Each Additional Affected Certificate
Well Certificate Fee	\$54.00

Vital Records

Certified Birth Record	\$26.00
	Each Additional Copy \$19.00
Uncertified Birth Record	\$13.00
Certified Death Record	\$13.00
	Each Additional Copy \$6.00
Uncertified Death Record	\$13.00
Marriage License	\$125.00
	(Reduce by \$50.00 With Proof of Classes Form)
Certified Marriage Record	\$9.00
Notary Commission Filing	\$20.00
Ordination Filing Fee	\$40.00

SHERIFF

Accident Report Change 9/1/2006	\$0.25
CD/DVD for Photo, Reports, Etc.	\$10.00
Certificate Of Sale of Real Estate	Included in Sale
Civil Division/Administrative Fee (Covers Copies and Filings)	\$5.00
Commission of Execution \$1-\$1,000	8%
\$1,001-10,000	6%
Over \$10,000	4%
Commission of Execution on Child Support Judgment	4%
Copies, Inventory (On Executions)	\$2.00
Copies, Video Tapes / Tape	\$25.00
Dangerous Dog	\$100.00
Driver's License Check	\$5.00
Execution (Officer's Hourly Rate of Pay) / Hour	\$100.00
Execution Returned Unsatisfied 9/1/2006	\$100.00
Fingerprints	\$20.00
Impound Lot Fee / Day	\$20.00
License / Animal, Up to \$250 Max (Dangerous Dog)	\$25.00
Lost Affidavit of Service of Process	\$5.00
Mechanic Lien Sale	\$250.00
Mortgage Foreclosure Sale 9/1/2006	\$100.00
Mortgage Foreclosure Copies/Research / Case	\$5.00
Notice of Intent to Redeem	\$100.00
Permit to Carry - Background Check	\$10.00
Permit to Carry Handgun (New In-State Resident)	\$75.00
Permit to Carry Handgun (New Active/Retired Military & Law Enforcement)	\$25.00
Permit to Carry Handgun (New Out of State Resident)	\$100.00
Permit to Carry Handgun (Renewal In-State Resident)	\$50.00
Permit to Carry Handgun (Renewal Active/Retired Military & Law Enforcement)	\$25.00
Permit to Carry Handgun (Renewal Out of State Resident)	\$75.00
Permit to Carry Handgun (Data Change)	\$10.00
Permit to Carry Handgun (Reissue Lost/Destroyed)	\$10.00
Photos	\$10.00
Photos up to 4 / Page	\$5.00
Posting Three Notices of Sale 9/01/2006	\$100.00
Postponing Mortgage Foreclosure Sale	\$5.00
Quiet Title Actions (Attorney Needs "Not Found" Affidavit on One or More Defendants - They Know We Won't Be Able to Locate Defendants in All Likelihood But Officer Does Diligent Search Before Preparing Affidavit)	\$100.00
Reprint (Photos)	\$6.00
Seizure of Property on Replevin, Order of Seizure, Writ of Attachment, Execution or Any Other Court Ordered Papers. (Per Hour / Deputy)	\$100.00
Service of Civil Papers (Maximum of 5 Attempts)	\$100.00
Service for Eviction Papers	\$100.00
Site Inspection (Dangerous Dog)	\$50.00
Standing by on Property Exchange on Writ of Restitutions (Evictions) and Other Court Orders. (Per Hour / Deputy)	\$100.00
Storage of Firearm(s) - Court Ordered Per Day / Up to 10 Items	\$5.00
Per Day / 11 to 20 Items	\$10.00

	Per Day / 21 to 30 Items	\$20.00
	Per Day / 30+ Items	\$30.00
Supplemental Report / Page		\$0.25
Per Hour, with Minimum Charge of \$60.		
Securing Property in Replevin or Attachment or on		
Mortgage Foreclosure Reinstatement Fee		\$250.00
Officer Hourly Rate - to be Charged Only in Hour Increments		\$100.00
Vehicle License Plate		\$5.00
Warrant Fee		\$50.00
Writ of Execution- When Property is Requested to be Seized and Sold		
Appropriate Deposit Fee to be Determined Depending on Objects(s) to be Seized and Sold, but Minimum Deposit will be \$1000		\$1,000.00

Any Service not Herein Enumerated, Same Fees as for Similar Duties

SOLID WASTE	
Late Tonnage Report Infraction Fee	\$100.00
Recycling Haulers License	\$75.00
Recycling Bins	\$5.00
Solid Waste Haulers License	\$75.00
Transfer Station New License	\$300.00
Transfer Station Yearly License Renewal	\$150.00

SOCIAL SERVICES

See Social Services Policy and Procedures Manual

All Wabasha County Departments charging for fees shall post the Schedule of Fees for public view

Sales Tax is charged (if applicable)

Receipts are to be given out for any fees collected

All fees collected shall be deposited daily to the Finance Department

Late Fees may be charged up to the maximum listed on the Fee Schedule