



BELTRAMI COUNTY

2026 Fee Schedule

Adopted: December 2, 2025

Updated: 1-20-26

GENERAL ADMINISTRATIVE FEES & CHARGES (Unless Higher Fee is Approved for Department)

	Current Fee
Photocopying	\$0.25/page
Color Printing (8-1/2 x 11)	\$1.00/page
Fax	\$5.00
Notary Fee	\$5.00
NSF Fee Per statute Max	\$30.00
General Research & Computer Generated List Fees	(Not otherwise addressed in Departmental Fee Schedules)
Base Research Rate/Public Data Request	\$50/hour (1 hr minimum)
Shipping	Actual Cost to Send
	\$100/hour (1 hr minimum)
Property Management Portal	Subscription Fee
Property and Tax Records Fees	\$50.00/month (3 month minimum) No transaction fee
SOLID WASTE	Current Fee
Residential	\$181.00/year
Commercial	\$150.00/year
Seasonal	75% of residential/year
Low income/disabled rate if application approved	50% of residential/year
Out of County MSW	\$191.00/ton
Commercial MSW	\$181.00/ton
C & D (Demolition Landfill)	\$20.00/yard
C & D (Demolition Landfill w/o solid waste ID/Fee)	\$40.00
Demo-Clean Shingles (Demo Landfill)	\$10.00/yard \$15/Non-resident
Stumps (Landfill)	\$5.00/yard
Non-Resident/Commercial Tree Debris	\$5.00/yard
Out of County Recycling	\$85.00/ton
Crushed Concrete (when available at the Demo Landfill)	\$23.00/cubic yard
C & D (Blackduck & Bemidji Transfer Stations)	\$20.00/yard

Beltrami County, Minnesota

Furniture, bypass & treated wood	\$20.00/yard \$178.00/ton
Shredding	\$25.00 min \$75.00/cart
Commercial self haul license	\$10.00/year
Commercial Hauler License	\$200.00/year Late fee \$25.00
Certified Scale Weight	\$5.00/each
E-Bike batteries	\$25.00/each
Commercial Disposal Fee	
Appliances	\$30.00/each
Compost	\$45/ton
Electronics	\$0.60/lb
Tires	\$4.50/passenger \$19.00/semi \$450.00/ton
Commercial/Ag Off Road Tires	
	\$500.00/ton
Commercial Oil filter	\$5.00/lb
Lamps (Neon/UV/LED,HID)	Current State Contract price
Fluorescent tubes	\$0.25/each/4 ft \$0.50/each More than 4 ft
Ballasts	\$1.50/lb
Administrative Fees	
Sorting/Clean-up Fee	\$100.00/hr with $\frac{1}{2}$ hr minimum
NSF Fee	Included in general fees
Late Payment Fee	1.5%/month after 30 days
Min. Remote Transfer Site Clean-up Fee	\$250.00
Haul Rate	\$3.00/mile
AUDITOR/TREASURER FEES	
Licenses:	Current Fee
Ordination Filing Fee	\$35.00
Duplicate Marriage License	\$25.00
Marriage Certificate Amendment	\$40.00
Marriage Ceremony	\$50.00
Fireworks Permit	\$25.00
Pawn/Second Hand Goods	
• Pawn/Second Hand Goods License	\$75.00
• Pawn – Manually Entered Monthly	\$3 per transaction \$100 minimum
• New Applicant Investigation Fee	In State maximum \$500.00 Out of State maximum \$10,000.00

Beltrami County, Minnesota

• Renewal Investigation Fee	\$60.00
Cannabis Registration	Initial \$500.00 or 50% of license fee, whichever is less
Cannabis Registration Renewal	\$1,000.00 or 50% of license fee, whichever is less
Cigarette License	\$100.00
Cigarette License Transfer Fee	\$25.00
Transient Merchant	\$150.00
Transient Merchant Late Application Fee	\$25.00 additional
Auctioneer License	\$20.00
Liquor Licenses	
• On Sale	\$1,500.00**
• On/Off Sale Combo	\$2,000.00**
• Off Sale	\$500.00**
• Sunday Sale	\$200.00
• Seasonal	75% of License Fee
• Northern & Turtle Lake Township	Plus 20%
• Set-up (Club Licenses)	State \$250.00 County \$100.00
• Wine/Strong Beer	\$500.00
• New Investigation Fee In State	minimum \$100.00 maximum \$500.00
• New Investigation Fee Out of State	Actual Cost up to \$5,000.00
• Renewal Investigation Fee	\$60.00
• Duplicate Display License Fee	\$10.00
• Late Application Fee	Up to \$100.00
• Temporary License	\$100.00
**Prorated per month after January	
Beer Licenses	
• On Sale	\$100.00
• Off Sale	\$50.00
• Combination On/Off	\$150.00
• Late Application Fee	\$20.00
• Temporary Beer – On Sale	\$25.00
• Investigation Fee	Same as Liquor License Fees
• On Sale Tap Room	\$400.00
• Off Sale Brew Pub	\$265.00
Base Research Rate	\$100.00/hr
Registered Voter Certification	\$5.00
Passport Photo	\$15.00
• Each Additional	\$5.00
Driver's License Manual	\$7.00
Motorcycle Manual	\$7.00
Commercial Driver's License Manual	\$15.00
Certified Bonding Information Request	\$100.00
Certified 10 Largest Taxpayer List	\$100.00
Certified Audit Reports	\$50.00
Delinquent Tax List	\$50.00
Bulk Tax Roll	\$0.05/parcel
Refunds of Overpayment	Any amount over \$10

Service	Current Fee
Bail Bond Accounting Fee	\$25.00
Tax Abatement	\$25.00
Escrow Annual Fee	\$5.00/parcel
Escrow Annual Fee – Local Bank	\$3.00/parcel
Escrow Noncompliant Submission	\$25.00
Escrow Refund/Correction Fee	\$25.00
Escrow Out of Balance Research Fee	\$50.00/hour
Special Assessment Delinquent Solid Wste	\$25/parcel
Special Assessment Initial Fee	\$100.00
Special Assessment Maintenance Fee (10+ parcels)	\$50.00 Plus \$1.00/parcel
Special Assessment Maintenance Fee (Less than 10 parcels)	\$1.00/parcel
Special Assessment Abatement/Adjustment	\$25/1-10 parcels \$50/11-25 parcels \$100/26+ parcels
TIF Initial Fee	\$400.00
TIF Maintenance Fee (10+ parcels)	\$250.00
Confession of Judgment Fee	\$200.00
Repurchase Application Fee	\$150.00/plus recording fee
Delinquent Tax Publication Fee	\$35.00
Forfeiture Auditor Treasurer Fee	\$300.00
Forfeiture Sheriff Service	\$60.00
Forfeiture Eviction Attorney Fee	\$50.00
Forfeiture Eviction Court Filing	\$250.00
Forfeiture Eviction Writ Fee	\$40.00
Supplemental Certificate	\$100.00/plus recording fee

COUNTY ASSESSOR

Service	Current Fee
Manual Split of Taxes	\$20.00
New Parcel Set-up	\$20/hr plus labor
Assessment Fee for townships per parcel	Adjusted based on COLA
Bulk Assessment Roll	\$0.05/parcel
Homestead Abatement	\$25/\$10 per additional parcel
Local Assessor Training (May be waived if local assessor trains w/county staff)	\$60.00/hr
Local Assessor Parcel Admin Fee	\$2.00/parcel
Local Assessor Rework Fee	\$60.00/hr

COUNTY RECORDER & REGISTRAR OF TITLES

Service	Current Fee
Plat Fee (copy or email)	\$10.00
Partial Plat Photocopy Fee	\$5.00
Report Fee	\$125.00/month all docs or \$25.00/month per doc type
Refunds of Overpayment	Any amount over \$10.00

Deposit of Papers (MS 600.23)	\$200.00/year
Certified Mail	\$5.00 or Actual Cost
Recorder Fax Fee	\$5.00 plus \$1.00/page
CIC Document Review for other governing agencies	\$150.00
Electronic Bulk Images	\$0.25/image

NATURAL RESOURCE MANAGEMENT

Service	Current Fee
Agricultural Leases	\$26.75/acre
Balsam Bough Permit	\$50.00
Easements	Land value and timber value within easement, plus recording fee Application fee \$250.00
Land Exchange	Application fee: \$250.00
Maple Syrup Permit	\$25.00 per requested area
Salvage Permit	\$25.00
Sand and Gravel Permit	Township \$1.50/cubic yard includes \$0.10 per cubic yard reclamation fee
	County Highway Dept \$1.00/cubic yard includes \$0.10 per cubic yard reclamation fee
	Natural Resource Management \$0.10 per cubic yard reclamation fee
Movil Maze Shelter	\$75.00/day \$100/Damage deposit
Three Island Park Shelter	\$60.00/day \$100/ Damage deposit Plus \$25/day for additional space for tents, etc.
Timber Stumpage Base Rates	Set Annually by Department
Timber Trespass (M.S. 90.301)	Double Stumpage (casual & involuntary) Triple Stumpage (willful)
Harvest Extension (1-year when authorized)	10% of un-cut balance (based on bid price)
Overrun Accounts (Logger harvests more timber than was estimated and paid for)	Timber Overrun Payment due 30 days from date of overrun – 10% annual interest for overruns exceeding 30 days
Timber Sale Down Payment	15% of appraised value day of auction sale. Balance of 15% “bid-up” value due with 15 days of sale date.

Special Use Leases	Reviewed individually and set by County Board
Recreation Map	\$4.00
Plans (free on website)	
• Forest Management Plan	\$10.00/copy
• Recreation Trails Plan	\$10.00/copy
• Park Plan	\$10.00/copy
Timber Sale Permits/maps (free on website)	
• Responsible Operators	Free
• Other interested parties	\$3.00/copy

ENVIRONMENTAL SERVICES

Service	Current Fee
Building Permit Fee (Commercial or Residential)	\$150/Minimum \$0.40/sf (footprint)
Accessory Buildings	\$0.29/sf
Decks	\$90.00
Fences	\$90.00
Violations – Work Without Required Permits	Regular fee plus administrative fee (minimum 2 hours)
Sanitary Sewer Permits (New)	\$250.00
Sanitary Sewer Permits (Repair)	\$175.00
Sanitary Permit Privy	\$120.00
Sanitary Permit for Holding Tank	\$300.00
Soils Verification	\$125.00
Administrative Fee	\$65.00/hr
Commercial Sanitary Sewer Permit	
Small (0-999GPD)	\$350.00
Medium (1,000-2,499 GPD)	\$550.00
Large (2,500-9,999 GPD)	\$750.00
Variance Application	\$650.00
After the fact Application	Double application fee
Variance Recording Fee	\$46.00
Shoreland Alteration	
• Shoreland Alteration Permit	\$150.00
Conditional Use Permit	\$650.00
Recording Fee	\$46.00
Plats (including PUD & CIP)	\$600.00 plus \$50.00 per lot
Division	
Preliminary Request	\$50.00 per parcel
Approved Division	\$75.00 per parcel
Public Gathering Permit (plus actual costs if they exceed permit fee)	Tier 1: \$1,000 Tier 2: \$2,500 Tier 3: \$5,000
Short-Term Rental Application Fees	Type A: \$200.00

Beltrami County, Minnesota

After-the-fact applications are double the normal fee	Type B: \$400.00 Type C: \$800.00 plus recording fee
Wetland Service Fees	
Completed Combined WCA Project Application	\$350 (\$1050 if application issued after the fact)
Exemption Certificate	\$50.00
Wetland Onsite Replacement	\$500.00
Appeal on Wetland Decision	\$500.00
Wetland Bank Concept Plan Review Part A	\$300.00
Wetland Bank Full Application	\$1300.00
	(Additional hours over 20, \$65.00/hr)

HIGHWAY DEPARTMENT

Service	Current Fee
Equipment Rental Cost Schedule (Intergovernmental Only)	Motor grader blading/plowing \$180/hr
	Tandem truck plowing \$180/hr
	Mowing \$135/hr
	Steaming Culverts \$160/hr
	Other Equipment
	Internal Equipment Rate +Operator Labor Rate
	Patching/Crack Filling
	\$180.00/hr
	Plus Materials
Labor (Intergovernmental Only)	Employee Labor Rate Plus Labor Benefit Additive
Materials (Intergovernmental Only)	Salt & Sand Culverts, Aprons, Bands Blades, Cutting Edges Set Monthly by Dept. plus 8% handling & Admin Fee
Mail Box Support, includes installation	On County Roads No Charge Off County Roads \$225.00
Specific Service Sign	\$300/each
Adopt-a-Highway Sign	\$0.00
Right-of-Way Management Fees	
Registration Fee	\$0
Excavation/Obstruction/Utility Permit Fee	\$100 up to 1 mile \$50 each additional mile
Construction Performance Bond	\$100,000 for utility companies \$1,500 Commercial \$500 Residential
Permit Extension Fee	\$0

Delay Penalty	\$500.00/day plus any damages charged by the construction contractor and including any liquidated damages consistent with the contract
Work done without Permit Fee	\$1000.00 plus costs to correct damages (both excavation & obstruction fees will be considered to be \$500 for this item)
	Municipalities of Beltrami County must register but shall be exempt from fees
Entrance Permit	\$200 Residential Plus \$500 construction performance deposit \$300 Commercial Plus \$1,500 construction performance deposit
Moving Permit	\$25/oversize single trip w/legal axel weight \$200/annual oversize up to 14' H x 14.5' W x 95" L/legal axel weight \$50/single trip overweight Plus \$500 each bridge load rating review \$300/annual for 6 axel 90,000 construction materials & raw agricultural products \$500/annual for 7 axel 97,000 construction materials & raw agricultural products
Special Event Permit	\$0 Government Sponsored \$100 Private/Non-Govt Sponsored

Road Maintenance for Townships & Small Cities	Current Fee
Snow Plowing Gravel Roads	\$650/mile
Snow Plowing Paved Roads	\$2,050/mile
Gravel Road Blading	\$850/mile
Bridge Safety Inspections for Townships & Small Cities	
Service	
Bridge Inspection	\$400/each
Contract Administration for Grants	
Service	
Grant Administration for Grants	10% of grant w/\$3,000/minimum \$100/hour minimum \$3,000 max 10% of grant

SHERIFF'S OFFICE

Service	Current Fee
Notice of Intent to Redeem	\$100.00
Dangerous Dog	\$100.00
Civil Service, plus mileage	\$75.00
Short notice paper services (received less than 3 days before deadline)	\$100.00
• Duplicate certificate of service	\$10.00/each
Mileage Rate, based on round trip	Current IRS Rate, minimum fee \$10
Collections after Execution	8% of amount collected
Filing Fee	\$46.00
Sale Notices, posting three times	\$70.00
Legal Not Found, plus mileage	\$60.00
Securing Property in Replevin, Attachment or Execution, Escorts, Court Orders, Private Events	\$60.00 per document served plus (2) Deputy's time (2 hour min) plus mileage
Sheriff's Sale, per sale held	\$90.00
Certificate of Sale	\$50.00
Redemption of Property	\$250.00 (\$50.00 non-refundable)
Levy	\$50.00
Writ of Execution Deposit in Advance of Service	\$120.00 Additional funds may be needed
Deputy Time Based on Overtime Plus Benefits plus County Squad Costs	\$125.00/hr (2 hr minimum)
Lockout (remove evicted party) Based on Deputy Time (up to 2 Deputies)	\$125.00/hr/each Deputy (2 hr minimum) Plus mileage
Background Checks	\$5.00 per check
Handgun Permit	
• New Permit	\$100.00
• Veteran - New Permit or Renewal (DD214 required for verification)	\$50.00
• Renewal(up to 90 days before expire) (within 30/days after expire) (31 days after expire)	\$75.00
• Gun Transferee Permit	\$85.00
• Replace lost or stolen permit	\$100.00 N/C \$10.00
Intake of Firearms – Domestic violence & court ordered	\$26/firearm (due immediately) thereafter \$26/month/firearm. 90 days w/o payment, weapon is considered abandoned

Explosives Permit for Govt entity or Contractor for Govt entity	\$0.00
Explosives Permit for Non-Govt entity	\$15.00

Data Request from the Public	Actual Cost Actual Cost includes search & retrieval (research fee) Includes cost of employee time, make, certify & electronically transmit all data
Data Request from Data Subject	Actual Cost Includes employee time to make copy (includes paper or copy to electronic medium), cost of storage medium, and no charge for search and retrieval
Employee time (search & retrieval) (transcription)	Billed at the rate of the lowest paid employee able to complete the task \$35.00/hour
Boat & Water Permit Admin Fees	
• Swim raft or object that constitutes a hazard to navigation	\$10.00/2 yrs
• Races, competitions & Exhibitions	\$20.00/event N/C for non-profits
Fingerprinting	\$25.00
• Duplicate copies (2)	\$5.00
Forfeited Vehicle Storage Fees	\$50/first 24 hrs \$10/day thereafter Plus actual towing expense
Immobilization Removal	\$5,000.00
Security Video Research & Recording	\$50/hr to research, retrieve & save to usb thumb drive \$13/per drive

JAIL

Service	Current Fee
Booking Fee	\$25.00
Portable Breath Test (PBT)	\$10.00
Huber Work Release Fee	\$20.00
Medical Co-Pay/Doctor/Nurse visit	\$5.00 nurse/\$10.00/doctor
Prescription Service Fee	Actual cost of prescription
OTC Medications	\$1.00
Electronic Monitoring	\$15.00-\$22.00/day
Drug Testing Fee	\$5.00 for subsequent test, \$25.00 for appeals/requests to send to Medtox for testing
Out of County – Court Ordered Drug Test	\$25.00
Research, copying & other related expenses	See Sheriff Fees

GIS

Service	Current Fee
Special Requests & Technical Services	\$100.00/hr

County Surveyor Plat Checking Fee	\$80.00/hour
Labels	\$1.00/sheet
Data written to CD-R/DVD-R	\$5.00/disc

911/Addressing Fees

Locatable Address Application Fee	\$200.00
Noncompliant Address Assessment Fee (individuals who do not follow application process to obtain an address)	\$200.00 if paid by end of current tax year, after that \$400.00/time and certified to property taxes to ensure payment
911 Assessment Fee	\$10.00/year
Road Name Signage in new subdivision	\$300/each intersection

Maps

Aerial Photo/GIS Map- 8-1/2"x11"	\$1.00/page
Aerial Photo/GIS Map 11"x17"	\$2.00/page
Large Format Aerial Photo/GIS Map (larger than 11"x17")	\$10.00/each

County Highway Maps

County Highway Map	\$4.00/each (includes tax)
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Plat Books

Plat Book, printed	\$50.00/each (includes tax)
PDF on CD	\$20/each (includes tax)
Plat Book and CD combo	\$60.00/each (includes tax)
Plat Book, Individual Township or City	\$5.00/each (includes tax)
Plat Book, Mail Order	Postage varies based on current USPS rate

Plat Book Advertising:

Outside Back Cover Full Page (7.5" x 10")	\$500.00
Outside Back Cover Half Page (7.5" x 5")	\$375.00
Inside Cover Full Page (7.5" x 10")	\$400.00/ad
Inside Cover Half Page (7.5" x 5")	\$300.00/ad
Inside Full Page (7.5" x 10")	\$300.00/ad
Inside Half Page (7.5" x 5")	\$200.00/ad
Inside Business Card (3.5" x 2")	\$100.00/ad

HEALTH & HUMAN SERVICES

Service	Current Fee
Out of Home Placement Fee	Varies According to Approved Dept Fee Policy
Chemical Health Assessments	\$200.00
Data requests from data subject – copies, photographs, videos, audio, data on electronic storage	Actual cost no matter how many copies including electronic storage device
Search and Retrieval	Employee time \$28.00/hour
Detoxification Services	\$0 to 100% Full Cost of Service, Dependent on Income & Assets
Child Care licensing & license renewal Fee	\$50.00
Child Care Provider Change of Premises Inspection Fee	\$150.00

Beltrami County, Minnesota

Guardianship Fees	The lesser of 5% of monthly income or \$100/month
Mental Health Service Fees	\$0 to 100% Full Cost of Service, Dependent on Income & Assets
Representative Payee Fees	Up to Maximum Allowed by Social Security Association
Adult Foster Care Background Study Fees	\$44.000 per person No maximum
Corporate Child, Adult Foster Care and Community Residential Setting Licensing and Renewal Fees	Actual cost of inspection, not to exceed \$250.00 annually

Nursing Service Fees	Current Fee
Flu Vaccination	\$22.00
Child VFC/	\$10.00
Adult UUAV	\$15.00
Mantoux	\$15.00/Adult \$10.00/Child
Child & Teen Checkups Sliding Fee	\$80.00
Hair Follicle 5-panel	\$125.00
Hair Follicle 30/60/90	\$225.00
Contracted Nursing	\$52.00/hr