

FEE SCHEDULE

January 1, 2025 (All fees are Non-Refundable)

Make Checks Payable to: Otter Tail County Treasurer		
2025		
Conditional Use Permit Application	\$600	Includes State Legislative Recording Fee - \$46.00
Variance Application	\$600	Includes State Legislative Recording Fee - \$46.00
After-the-Fact Request	\$2,500	Plus Normal Fee
Appeal	\$300	
Commercial PUD Expansion of Dwelling Units (up to 6 Dwelling Units)	\$200	Additional \$50 per added dwelling unit
Subdivision Applications		
Major Plat Application Fee	\$670	
Plus	\$55	Per Lot
Minor Plat Application Fee	\$335	
Plus	\$55	Per Lot
Soil Verification Fee - Plats	\$195	
Metes and Bounds Subdivision Application Fee	\$150	
Plus	\$55	Per Lot
* Final Plat Application	\$56	Set by State Legislature
* Common Interest Community	\$56	Set by State Legislature
* Covenants	\$46	Set by State Legislature
Shoreland Permit Application		
Application Fee	\$110	Due at the time of permit application submission
Structure ≤ 260 ft ²	\$80	If the installation of a structure requires earth work that requires a permit, the permit fee is the sum of the Structure Permit Fee and the Shoreland Alteration Permit Fee**
Structure > 260 ft ²	\$270	
Shoreland Alteration	\$110	
Sewage System Permit Application		
*** Soil Verification Fee	\$200	Due before soil verification is scheduled
Full System	\$200	Due with permit application submission
Tank Replacement Only or Holding Tank	\$200	Due with permit application submission
Advanced		
0-2500 GPD	\$395	Due with permit application submission
2501-5000 GPD	\$605	Due with permit application submission
5001-10,000 GPD	\$1,130	Due with permit application submission
10,000 or more GPD	MPCA Permit	
Annual Operating Permit	\$100	
Annual Operating Permit (for LGU's)	Fee Waived	LGU: township, county, state or federal building
Periodic Soil Saturation Dispute Resolution	\$200	Per Hour
Miscellaneous		
Wind Energy Conversion System Permit Application		
Non-Commercial	\$155	
Commercial	\$285	
Permit Renewal Fee	\$50	SSTS, Structure & Shoreland Alteration Permits and CUP's that have expiration dates
SSTS Financial Assistance		
Application Fee for Loan	\$100	

* Make Checks Payable to: Otter Tail County Recorder

** See Section 3 of the Shoreland Management Ordinance to determine if a permit is required

*** If County staff have been onsite to the property, the soil verification fee is non-refundable and/or non-transferable to another parcel.