



City of Watford City
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Application Fee Schedule

Adopted: 02/06/2012
 Amended: 03/07/2022; 09/05/2023
 Resolution: 2023-14

Department	Application Type	Fee
Planning and Zoning	Annexation	
	Application	\$750.00
	Appeal – Non-Public	\$100.00
	Appeal – Public	\$200.00
	Division of Land	
	Minor Plat	\$675.00
	Subdivision Preliminary Plat	\$1,125.00 + \$15.00/Lot
	Subdivision Final Plat	\$450.00 + \$15.00/Lot
	Amended Final Plat	\$525.00
	Land Use	
	Conditional Use Permit (CUP)	\$525.00
	CUP Continuance & Rehearing (Applicant Request)	\$375.00
	Variance	\$300.00
	Height Variance	\$2,500/ft
	Zone Change	\$300.00
	Zone Ordinance Text Amendment	\$1,125.00
	Petition to Vacate	
	In place more than one year.	\$750.00
	In place less than one year.	\$3,000.00
	Site Development Plan	
	Commercial, Industrial, Institutional, 4+ Unit Multi Family	See Exhibit B.
	Community Unity Plan District	
	Preliminary Map	\$825.00 + \$40/acre
Final Map	\$225.00	
Temporary Mining Permit	\$125.00	
Property Report Fee	\$75.00	
Building	Building Permit	
	Residential	See Exhibit A
	Commercial	See Exhibit B
	Miscellaneous Permits	
	Demolition	\$25.00
	Fence	\$25.00
	General	\$20.00
	Moving	\$150.00
	Septic	\$25.00
	Sign	\$100.00
	Storage	\$100.00
Contractor's Business License	\$50.00	
Permit Renewal Form	\$20.00	

Public Works	Excavation Permit	Residential	See Exhibit A
		Commercial	See Exhibit B
Department	Application Type		Fee
Public Works	Water and Sewer Access Permit		Utility Rate Resolution
	Construct/Repair Permit	Residential	See Exhibit A
		Commercial	See Exhibit B
	Utility Account Move In		\$35.00
	Snow and Ice Removal from Sidewalks		\$250.00 min + \$50.00/hour beyond first hour
	Grass, Weeds, and Lawn	Occupied	\$150.00 min + \$50.00/hour beyond first hour
		Unoccupied	\$250.00 min + \$50.00/hour beyond first hour
	Commercial Tree and Compost Dump Fee		\$18.00/yard
Waste Hauler Permit		\$25.00	
Engineering	Erosion Control Checklist & Review		No Fee
	Storm Water Checklist & Review		No Fee
	Floodplain Development Permit		No Fee
	Utility Occupancy Permit		See Exhibit B
Auditor	Taxi Cab Application (Annual)		
	Application Fee		\$250.00
	Per Driver Fee		\$30.00/driver
	Miscellaneous Fees		
	NSF Return Item Fee		\$30.00/item
Police	Special Police Security		\$50.00/hour

Application Fee Schedule: Exhibit A
Residential Application Fee Schedule

Adopted: 02/06/2012
 Amended: 03/07/2022; 09/05/2023
 Resolution: 2023-14

Residential Application Fee Schedule	
Total Valuation*	Permit Fee Schedule
\$1.00 to \$500.00	\$12.50
\$501.00 to \$2,000.00	\$12.50 for the first \$500 plus \$1.50 for each additional \$100, or fraction thereof, to and including \$2,000.
\$2,001.00 to \$25,000.00	\$35.00 for the first \$2,000 plus \$7.00 for each additional \$1,000, or fraction thereof, to and including \$25,000.
\$25,001.00 to \$50,000.00	\$196.00 for the first \$25,000 plus \$5.00 for each additional \$1,000, or fraction thereof, to and including \$50,000.
\$50,001.00 to \$100,000.00	\$321.00 for the first \$50,000 plus \$3.75 for each additional \$1,000, or fraction thereof, to and including \$100,000.
\$100,001.00 to \$500,000.00	\$508.50 for the first \$100,000 plus \$3.25 for each additional \$1,000, or fraction thereof, to and including \$500,000.
\$500,001.00 to 1,000,000.00	\$1,808.50 for the first \$500,000 plus \$2.75 for each additional \$1,000, or fraction thereof, to and including \$1,000,000.
\$1,000,000.00 and up	\$3,183.50 for the first \$1,000,000 plus \$2.00 for each additional \$1,000, or fraction thereof.

Potential Additional Fees**	Fee Amount
Building Inspections (outside of normal business hours)	\$100.00 per inspection ^{1 2}
Re-Inspection Fee	\$100.00 per inspection ^{1 2}
Outside Consultant Inspections	\$100.00 per hour ^{1 2}
Outside Consultant Plan Review	Actual Costs Incurred
Outside Consultant Testing	Actual Costs Incurred
Sprinkler/ Fire Alarm System Inspection	\$100.00 per hour ^{1 2}
Witness Gas Line Pressure Test	\$30.00 per inspection

* Total Valuation shall be calculated according to the total value of Labor + Materials of the project. For new building projects, Applicant provided valuations shall be compared by City Staff to the current Building Valuation Data (BVD) provided by the current version of the International Building Code (IBC) and Section 109.3. If the Applicant's provided valuation is more than 10% less than the calculated BVD value, the Permit Fee will be based on the BVD value.

¹ Or the total hourly cost to the jurisdiction, whichever is greater. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

² Minimum Charge = One (1) Hour.

Application Fee Schedule: Exhibit B
Commercial Application Fee Schedule

Adopted: 02/06/2012
 Amended: 03/07/2022; 09/05/2023
 Resolution: 2023-14

Commercial Application Fee Schedule	
Total Valuation*	Permit Fee Schedule
\$1.00 to \$500.00	\$17.50
\$501.00 to \$2,000.00	\$17.50 for the first \$500 plus \$2.10 for each additional \$100, or fraction thereof, to and including \$2,000.
\$2,001.00 to \$25,000.00	\$49.00 for the first \$2,000 plus \$9.80 for each additional \$1,000, or fraction thereof, to and including \$25,000.
\$25,001.00 to \$50,000.00	\$274.40 for the first \$25,000 plus \$7.00 for each additional \$1,000, or fraction thereof, to and including \$50,000.
\$50,001.00 to \$100,000.00	\$449.40 for the first \$50,000 plus \$5.25 for each additional \$1,000, or fraction thereof, to and including \$100,000.
\$100,001.00 to \$500,000.00	\$711.90 for the first \$100,000 plus \$4.55 for each additional \$1,000, or fraction thereof, to and including \$500,000.
\$500,001.00 to 1,000,000.00	\$2531.90 for the first \$500,000 plus \$3.85 for each additional \$1,000, or fraction thereof, to and including \$1,000,000.
\$1,000,000.00 and up	\$4456.90 for the first \$1,000,000 plus \$2.80 for each additional \$1,000, or fraction thereof.

Potential Additional Fees**	Fee Amount
Building Inspections (outside of normal business hours)	\$100.00 per inspection ^{1 2}
Re-Inspection Fee	\$100.00 per inspection ^{1 2}
Outside Consultant Inspections	\$100.00 per hour ^{1 2}
Outside Consultant Plan Review	Actual Costs Incurred
Outside Consultant Testing	Actual Costs Incurred
Sprinkler/ Fire Alarm System Inspection	\$100.00 per hour ^{1 2}
Witness Gas Line Pressure Test	\$30.00 per inspection

* Total Valuation shall be calculated according to the total value of Labor + Materials of the project. For new building projects, Applicant provided valuations shall be compared by City Staff to the current Building Valuation Data (BVD) provided by the current version of the International Building Code (IBC) and Section 109.3. If the Applicant's provided valuation is more than 10% less than the calculated BVD value, the Permit Fee may be based on the BVD value. A detailed list/bid/estimate showing labor + materials may be required to be submitted.

¹ Or the total hourly cost to the jurisdiction, whichever is greater. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

² Minimum Charge = One (1) Hour.

Regarding projects requiring Site Development Plan Applications:

1. If a Commercial Building Permit is not required for the project, the Commercial Application Fee Schedule shall be utilized to calculate the Site Development Plan permit fee.
2. If a Commercial Building Permit is required for the project, the Site Development Plan Application shall not have a fee.

The above resolution was amended at a regular meeting of the City Council of Watford City on the 5th day of September, 2023. Council Member Bulzomi moved to approve amending the Application Fee Schedule. Motion seconded by Council Member Devlin and carried by the following roll call vote: ayes: Liebel, Sanford, Beard, Devlin, Bulzomi, and Renville; nays: none. Absent and not voting: none.

CITY OF WATFORD CITY



Philip K. Riely, Mayor

ATTEST:



Peni Peterson, City Auditor