



Olmsted County Planning Department

City of Chatfield Building Permit Administration

Beginning **February 1, 2024**, the Olmsted County Planning Department will be administering the building permit process for projects taking place within the City of Chatfield. To apply for a building permit with our office, you can email/mail/drop off your application and plans:

Email (preferred) – planningweb@olmstedcounty.gov

Mail – Building Inspections 2122 Campus Dr SE, Suite 100, Rochester, MN 55904

Online – The following website can be used for online applications, payments, permit tracking, inspections and more:

Olmsted County Accela Citizen Access: <https://aca-prod.accela.com/OLMSTED>

In Person – You can bring your application and submittal materials to our office at 2122 Campus Drive, Suite 100, in Rochester. Applications will still be accepted in person at Chatfield City Hall as well: 21 2nd St SE Chatfield, MN 55923.

Permit fees for the City of Chatfield will be changed to follow the Olmsted County Fee Schedule (attached). Zoning inquiries for the City of Chatfield can be directed to Chatfield City Hall 507-867-3810. For building permits **applied for prior to February 1st, 2024**, please contact Construction Management Services (CMS) at 507-282-8206

When you create an account with Olmsted County Accela Citizen Access, you will be able to:

- Apply for permits online (residential plumbing/mechanical; more online applications coming soon)
- Schedule inspections online
- Pay permit fees online
- Obtain real-time permit status
- Manage multiple permits in one location
- Upload supporting documents to permit files
- Search property information such as property owner names, parcel numbers, subdivision names, lot, and block information

Our office requests 1-days' notice for inspections; however, if there are extenuating circumstances such as weather, please contact our office to speak with an inspector about scheduling. If you are scheduling inspections online, you can request an inspection for the next day up until 11:59 p.m. Inspections can also be scheduled by calling 507-328-7100.

We are here to support you through this transition, and welcome any and all questions, concerns, and feedback. To share your thoughts or ask questions, you can contact us at 507-328-7100 or Chatfield City Hall at 507-867-3810. Also, you can e-mail us at planningweb@olmstedcounty.gov. We look forward to working with you!

2122 Campus Drive SE, Suite 100, Rochester MN 55904

507 328-7100

www.olmstedcounty.gov



Olmsted County Planning Department

Building, Well & Septic Fees

Building Permit Fees – Cities of Byron, Chatfield & Stewartville, Townships of Eyota, Marion, Oronoco, and Quincy

Residential Building Permit Fees (Groups U and R-3 Occupancies)

| TOTAL VALUATION | BUILDING PERMIT FEE* |
|----------------------|---|
| \$1.00 to \$5,000 | \$84.00 |
| \$5,001 to \$100,000 | \$84.00 for the first \$5,000 plus \$4.90 per additional \$1,000 |
| \$100,001 and Up | \$549.50 for the first \$100,000 plus \$3.00 per additional \$1,000 |

Commercial Building Permit Fees (Groups A, B, E, F, H, I M, S, U and R Occupancies)

| TOTAL VALUATION | BUILDING PERMIT FEE* |
|--------------------------|---|
| \$1.00 to \$5,000 | \$84.00 |
| \$5,001 to \$25,000 | \$84.00 for the first \$5000 plus \$11.00 per additional \$1,000 |
| \$25,001 to \$50,000 | \$304.00 for the first \$25,000 plus \$8.30 per additional \$1,000 |
| \$50,001 to \$100,000 | \$511.50 for the first \$50,000 plus \$6.70 per additional \$1,000 |
| \$100,001 to \$500,000 | \$846.50 for the first \$100,000 plus \$4.80 per additional \$1,000 |
| \$500,001 to \$1,000,000 | \$2,766.50 for the first \$500,000 plus \$2.50 per additional \$1,000 |
| \$1,000,001 and up | \$4,016.50 for the first \$1,000,000 plus \$1.00 per additional \$1,000 |

Plumbing and Mechanical Permit Fees - Cities of Byron, Chatfield & Stewartville, Townships of Eyota, Marion, Oronoco, and Quincy

| TOTAL VALUATION | BUILDING PERMIT FEE* |
|--------------------------|---|
| \$1.00 to \$5,000 | \$84.00 |
| \$5,001 to \$25,000 | \$84.00 for the first \$5,000 plus \$16.30 per additional \$1,000 |
| \$25,001 to \$100,000 | \$410.00 for the first \$25,000 plus \$9.90 per additional \$1,000 |
| \$100,001 to \$500,000 | \$1,152.50 for the first \$100,000 plus \$6.70 per additional \$1,000 |
| \$500,001 to \$1,000,000 | \$3,832.50 for the first \$500,000 plus \$3.50 per additional \$1,000 |
| \$1,000,001 and up | \$5,582.50 for the first \$500,000 plus \$2.30 per additional \$1,000 |

Zoning Permit Fees – Residential Uses

Values of improvement building, grading, etc., according to the following schedule.

2122 Campus Drive SE, Suite 100, Rochester MN 55904
507 328-7100

www.olmstedcounty.gov

| | |
|----------------------------|------------------------------|
| \$1 to \$500..... | \$28 per permit |
| \$501 to \$2,000 | \$28 + \$1.5 per \$100 |
| \$2,001 to \$25,000 | \$50.5 + \$3 per \$1000 |
| \$25,001 to \$50,000..... | \$119.5 + \$2.15 per \$1000 |
| \$50,001 to \$100,000..... | \$173.25 + \$0.75 per \$1000 |
| \$100,001 and up..... | \$210.75 + \$0.25 per \$1000 |

Zoning Permit Fees - Multiple Family and Non-Residential Uses

(Values of improvement building, grading, etc., according to the following schedule)

| | |
|----------------------------|------------------------------|
| \$1 to \$500..... | \$28 per permit |
| \$501 to \$2,000 | \$28 + \$2.05 per \$100 |
| \$2,001 to \$25,000 | \$58.75 + \$4.4 per \$1000 |
| \$25,001 to \$50,000..... | \$159.95 + \$1.8 per \$1000 |
| \$50,001 to \$100,000..... | \$204.95 + \$1.1 per \$1000 |
| \$100,001 and up..... | \$259.95 + \$0.25 per \$1000 |

Double Fee: When the building construction or remodeling has occurred prior to issuing of the zoning certificate, a double fee maybe imposed.

City Specific Fees

As determined by the municipality based on scope of work, including but not limited to Zoning Fee, Parkland Determination Fee, Water Access Charges, Sewer Access Charges, etc.

Other Permit Fees

| | |
|--|----------------------|
| Agricultural Building Permit..... | \$135 per permit |
| Footings | |
| Residential – New | \$89 per permit* |
| Residential Addition..... | \$61 per permit* |
| Commercial – New | \$118 per permit* |
| Commercial Addition..... | \$89 per permit* |
| Inspection Request for less than 24-Hour Notice..... | \$89 per inspection |
| Manufactured Home | |
| Installation Inspection | \$360 per permit* |
| Pier Footings | \$89 per permit* |
| Re-Inspection | \$89 per inspection |
| Special Inspections | |
| Inspections outside of Normal Business Hours | \$315 per inspection |
| Additional/Required Inspection | \$89 per inspection |

Construction Permits (U# = Unique Number)

| | |
|---|-----------|
| Water Supply Well | \$619.00* |
| Water Supply Well Reconstruction..... | \$619.00* |
| Dewatering Well | \$439.00* |
| Environmental Well >72 hours (ex. Monitoring; Site fee over 5 permit) | \$439.00* |
| Environmental Well Reconstruction | \$250.00* |

Maintenance Permits

| | |
|--|-----------|
| Water Supply Well | \$619.00* |
| (a well not in use or should be sealed per Ordinance) (3-year) | |
| Water Supply Well Renewal Fee | \$175.00 |
| (annual fee after initial 3 years) | |
| Environmental Well | \$175.00 |
| (annual fee after 14 months - ex. monitoring) | |
| Environmental Well | \$0.00 |
| (for Government only - State, County & City) | |

Sealing Permits (H# = Sealing Number)

| | |
|--|-----------|
| Well Sealing - Water Supply Well/Dewatering | \$304.00* |
| Environmental Well (existing) (Site fee over 5 permit/\$875 max) | \$175.00* |

Other Fees

| | |
|---------------------------------------|-----------|
| Variance Application | \$ 523.00 |
| Demolition Permit | \$ 186.00 |
| Reinspection/Special Inspection | \$ 125.00 |

*State Surcharges apply to permits where noted:

| | |
|--|----------------------|
| Residential and Commercial building | 0.0005% of valuation |
| Plumbing and Mechanical | 0.0005% of valuation |
| Manufactured home installation | \$1.00 |
| Single water/environmental/dewatering well construction..... | \$20.00 (U#) |
| Single water/environmental/dewatering well sealing | \$5.00 (H#) |

Well Fees effective January 1, 2020 in accordance with Resolution #19-283.

Demolition Permit

Review and Inspection\$186 per application

*Governmental Owed Wells are exempt from these well fees. Minnesota Department of Health Fees are NOT included in the above County Fees. Surcharge still applies.

Subsurface Sewage Treatment Program (SSTS)

Drainfield Replacement\$495 per application
Investigation and Notice of Improper Disposal\$67/Hour/Person
Operating Permit – Private System.....\$85 per year (annual permit)
Operating Permit – Cluster System.....\$255 every 3 years
SSTS Permit
 Up to 1,000 gpd\$495 per application
 1,001 gpd to 5,000 gpd.....\$1495 per application
 5,001 gpd to 10,000 gpd.....\$1969 per application
Sewer Line\$315 per application
Tank Permits and Alterations to Complying Drainfields\$371 per application

Exceptions

Environmental Commission\$523 per application
Staff Authorized\$225 per application

Plats

Subdivision requiring review of both SSTS and Private Wells
 Base Fee\$1304 per plat
 Add for Each Lot.....\$360 per lot
Subdivision requiring review of only private wells
 Base Fee\$1304 per plat
 Add for Each Lot.....\$120 per lot

Other

Document Research\$20 per property
Environmental Review Fee for applications including:

| | |
|--|----------------------|
| Zoning/Building permit | \$86 per application |
| Metes & Bounds application | \$86 per application |
| Conditional Use Permit | \$86 per application |
| Zoning Variance | \$86 per application |
| Environmental Review Fee for Environmental Assessment Worksheet or | |
| Impact statement | |
| Base Fee include 1 hour | \$84 per application |
| Additional Time | \$67/hour/person |
| Failure to be ready for Scheduled Inspection | \$89 per inspection |
| Inspection request for less than 24-hour notice | \$89 per inspection |
| Special Inspections | |
| Inspections outside of normal business hours..... | \$315 per inspection |
| Additional/Required Inspections | \$89 per inspection |