



Food, Beverage & Lodging Program 2020 Fees and Definitions

Type of Establishment	Fee	Definition
Food Establishment (Full Service) > 18 employees ≤ 18 employees	\$938 \$724	An establishment that stores, prepares packages, serves, vends or otherwise provides food and/or beverage for human consumption.
Additional Facility Bar Kitchen	\$184 each \$219 each	A location within a Food Establishment, other than the primary food preparation and service area, which is used to prepare or serve food or beverage to the public (e.g., bar facilities in a Food Establishment, additional kitchen areas or an outdoor bar).
Deli/Fast Food/Coffee Shop > 18 employees ≤ 18 employees	\$859 \$649	A food establishment in which the patron orders and receives the food at a counter; or provides its food via delivery or take-out only, such as pizza.
Caterer/Commissary > 18 employees ≤ 18 employees	\$938 \$724	A caterer prepares, transports, or serves food to a location other than the Commissary for immediate consumption. A commissary is a food establishment where food, containers, or supplies are kept, handled, prepared, packaged and stored.
Catering Food Vehicle	\$89 each \$434 maximum	Any food vehicle used only to transport any food, other than pizza, from its point of preparation to a point where the food is served to the consumer.
Seasonal Food Establishment > 18 employees ≤ 18 employees	\$607 \$547	A food establishment which is closed five (5) consecutive months of the year or more.
Seasonal Concession Stand Limited	\$431	A food establishment which is closed five (5) consecutive months of the year or more. The Seasonal Food Concession Stand serves a limited menu, provides pre-cooked food products only (no raw meat on site), and does very limited food preparation on site (no vegetable cutting or washing). Complex items that require cooling or multiple preparation steps are not allowed.
Seasonal Temporary Food Stand	\$150	A food establishment that is disassembled and moved from location to location, remaining no more than twenty one (21) consecutive days in one place.
Mobile Food Unit	\$150	A food establishment that is a vehicle-mounted unit either motorized or trailered, operating no more than twenty one (21) consecutive days annually at any one (1) place.
Limited Food Establishment	\$416	A food establishment that provides one or more of the following: <ul style="list-style-type: none"> a) prepackaged food that receives heat treatment and is served in the package; b) frozen pizza that is heated and served; c) a continental breakfast such as rolls, coffee, juice, milk and cold cereal; d) any beverage such as soft drinks, coffee, alcoholic or nonalcoholic drinks; or e) cleaning for eating, drinking, or cooking utensils, when the only food served is prepared off site. f) primarily provides beverages that consist of combining dry mixes and water or ice for immediate service to the consumer. Must use equipment and utensils that are nontoxic, durable, and retain their characteristic qualities under normal use conditions and may request a variance for plumbing requirements from the commissioner.

Type of Establishment	Fee	Definition
Congregate Dining	\$416	Any place where food has been delivered from a separate licensed Commissary and then reheated for immediate service.
School Food Service High Risk Medium Risk Low Risk Concession/School District 1 School 2 – 10 Schools 11+ Schools	\$645 \$536 \$319 \$47 \$94 \$151	A full kitchen and/or commissary. The majority of foods is prepared off-site, but provides limited food prep such as grilled foods or salad bar. All food prepared off-site; serving kitchen or satellite facilities only.
Bed and Breakfast	\$448	A private home where sleeping accommodations are offered for one or more nights for transient use to no more than ten (10) persons; in addition, a breakfast meal is served on the premises.
Board and Lodging	\$448	Building, structure or enclosure, or any part thereof, used, as maintained as, or advertised as, or held out to be an enclosure where meals are furnished to five (5) or more regular boarders, whether with or without sleeping accommodations, for periods of one (1) week or more.
Board	\$336	A food and beverage service establishment where food or beverages, or both, are furnished to five or more regular boarders, whether with or without sleeping accommodations, for periods of one week or more.
Motel/Hotel	\$194 + \$7.72 per room	Any building, structure or enclosure, or any part thereof, kept, used as, maintained as, advertises as, or held out to the public to be an enclosure where sleeping accommodations are furnished to the public and furnishing accommodation for periods of less than one (1) week.
Lodging	\$194 + \$7.72 per room	A place where sleeping accommodations are furnished to the public as regular roomers, for periods of one week or more, and having five or more beds to let to the public.
Public Swimming Facility Pool Whirlpool/Spa	\$412 for 1 st pool; \$261 for each additional pool \$343 for 1 st spa; \$223 for each additional spa	A structure, chamber, or tank containing an artificial body of water for swimming, diving, relaxation or recreational use including special purpose pools, wading pools, and spa pools.
Manufactured Home Park\Recreational Camping Area	<u>MHP</u> \$146 base fee + \$8.52 per site (A) Or \$7.34 per site (B) <u>RCA</u> \$158 base fee + \$8.52 per site (A) Or \$7.34 per site (B)	<u>Class/Category A</u> A MHP or RCA that meets one or more of the following: a) has a public pool b) draws its drinking water from a surface water supply; or c) has fifty (50) or more sites <u>Class/Category B</u> A MHP or RCA that is not a class/category A.
MHP/RCA Retail Food	\$110	A grocery or convenience store located at a MHP or RCA

Type of Establishment	Fee	Definition
<p align="center">Youth Camp 0-99 Campers 100-200 Campers 201 or More Campers</p>	<p align="center">\$203 \$317 \$431</p>	<p>A camp established and maintained where both food and beverage service and lodging facilities are provided for ten (10) or more minors, and is operated continuously for a period of five (5) days or more each year for educational, recreational, or vacation purposes.</p>
<p align="center">Private Well Water Test</p> <p align="center">Water Test Repeat or Quarterly Samples</p> <p align="center">Sanitary Survey</p>	<p align="center">\$111 base + \$56 for each additional well</p> <p align="center">\$77 per visit</p> <p align="center">\$56 base + \$34 for each additional well</p>	<p>Establishment utilizing a private water supply. The fee can be waived if the establishment provides current samples for total Coliform bacteria and nitrate-nitrogen, and is collected and analyzed by a certified laboratory certified by the Minnesota Department of Health. Samples must be collected after January 1 and results must be provided to this Department by May 1 of the licensing year.</p> <p>An on-site review of the adequacy of the water source, facilities, equipment, operation and maintenance of a public water system for producing and distributing safe drinking water that is conducted at establishments utilizing a private water supply.</p>
<p align="center">Day Care Centers</p> <p align="center">Day Care Center with Food Prep</p> <p align="center">Day Care Limited</p>	<p align="center">\$607</p> <p align="center">\$370</p>	<p>A facility other than a private home which meets the requirements for licensing by the Minnesota Department of Human Services under Minnesota Rules Chapter 9503 which provides care of six or more children for periods of more than 3 hours but less than 24 hours. The term includes, but is not limited to, nursery schools, hospital centers, after school programs, and child day care centers.</p> <p>Day Care Center with Food Prep – A day care facility where food is prepared and served on-site.</p> <p>Day Care Limited - A day care facility where food preparation is limited to snacks or catered foods only. On-site preparation of potentially hazardous foods as defined in the Minnesota Food Code (4626.0020 subp 62) is not permitted</p> <p>Snacks are foods that require limited, on-site food handling or service including, but not limited to, fruits, cereals, prepackaged bakery products, candy and chips. Catered foods must not require additional preparation or heating at the day care center.</p>

Plan Reviews

A plan review for review and approval of all construction, remodeling or alterations of facilities.

Plan Review Late Fee	50% of annual license fee	Late fee – plans submitted less than 30 days prior to construction are subject to 50% late fee.
Minor Equipment	\$141	Replacement of, or the addition of one (1) item (such as a walk-in cooler, dishwashing machine, flooring) that requires an on-site inspection and/or submittal of plans.
Minor Remodeling	100% of annual license fee	Remodeling of, replacement of, or the addition of more than one (1) item, (such as a walk-in cooler, dishwashing machine flooring that requires an on-site inspection and/or submittal of plans.
New/Initial/Extensive Remodel	\$150% of annual license fee	An addition or change to the physical facility, a major equipment addition, or an equipment installation that results from changes in the menu. Extensive Remodeling does not include redecorating, cosmetic, refurbishing, altering seating design, or reducing seating capacity.
MHP/RCA	\$318 base fee + \$60 for each 10 sites	New construction, remodeling, alterations, or changes/additions to the site plan.
Board and Lodging Plan Review ≤ 10 guests	100% of annual license fee	Plan review fee for Board and Lodging facilities serving 10 or fewer guests.
> 10 guests	200% of annual license fee	Plan review fee for Board and Lodging facilities serving more than 10 guests.
Youth Camp Camping Site Plan Review	\$141 base fee + \$63 for each 10 sites	New construction, alterations or changes/additions to the site plan.
Youth Camp – Lodging Plan Review	\$115 + \$7.00 per room	
Youth Camp – Food Plan Review	\$572	
School Concession Plan Review	\$404	Plan review fee for school district concession stand.
Exempt Organization Plan Review	\$572	A plan review conducted of a facility that is not required to be licensed.

Additional Fees

Change of Ownership Inspection	50% of annual license fee	An establishment with an ownership change that requires an on-site inspection and/or submittal of plans will pay 50% of annual license fee.
Variance Hearing	\$153/variance Maximum \$459	A modification or variation to the requirements of the ordinance where it is determined that, by reason of exceptional circumstances, the strict enforcement of the ordinance would cause unnecessary hardship.
Operating without a License	50% of annual license fee	An establishment discovered to be operating without a license shall pay 50% of annual license fee.
Penalty Fee		A penalty fee will be assessed if payment, signed renewal form and completed worker's compensation insurance form are not received by the due date. (1 to 7 days late – 15% penalty of the total license fee; 8 to 30 days late – 25% of the total license fee – after expiration of 30 days – activity for which a license is required shall cease.