

CITY OF SPRING LAKE PARK

2017 FEE SCHEDULE

1. PERMIT FEE - VALUATION TABLE

Valuation	Permit Fee
\$1 to \$500	\$31
\$501 to \$2,000	\$31 for the first \$500 value, plus \$4 for each additional \$100 value or fraction thereof
\$2,001 to \$25,000	\$79.44 for the first \$2,000 plus \$16.34 for each additional \$1,000 or fraction thereof
\$25,001 to \$50,000	\$445.38 for the first \$25,000 plus \$12.18 for each additional \$1,000 or fraction thereof
\$50,001 to \$100,000	\$731.80 for the first \$50,000 plus \$8.80 for each additional \$1,000 or fraction thereof
\$101,001 to \$500,000	\$1,128.64 for the first \$100,000 plus \$7.24 for each additional \$1,000 or fraction thereof
\$500,001 to \$1,000,000	\$3,671.86 for the first \$500,000 plus \$6.20 for each additional \$1,000 or fraction thereof.
\$1,000,001 and up	\$6,368.06 for the first \$1,000,000 plus \$5.16 for each additional \$1,000 or fraction thereof.
Inspections outside of normal business hours	\$61.70
Re-inspection & miscellaneous inspection fees	\$61.70
Additional plan review fee required for revisions	\$61.70

Permit fee to be based on job cost valuation. The determination of value or valuation shall be made and approved by the building official. The value to be used in computing the building permit and plan review fees shall be the total of all construction work for which the permit is issued, as well as all finish work including painting, roofing, electrical, plumbing, and heating, air conditioning, elevators, fire extinguishing systems and any other permanent equipment.

2. ELECTRICAL

As established in the Minnesota State Board of Electricians, March 1, 1972 Edition of Laws and Regulations Licensing Electricians and Inspections of Electrical Installations as Amended.

3. HEATING, VENTILATION, AIR CONDITIONING

Item	Fee
Residential - Minimum HVAC	\$40.00 (+ \$5.00 surcharge)
Residential - Heating & AC Install	\$50.00 (+ \$5.00 surcharge)
Residential - Air Conditioning (Only)	\$40.00 per unit (+ \$5.00 surcharge)
Residential - Furnaces (Only)	\$40.00 per unit – New/Replace (plus \$5.00 surcharge)
Residential - Air Exchanger	\$40.00 per unit
Residential - Sheet Metal / Duct Work	\$40.00 (+ \$5.00 surcharge)
Residential - Gas Appliance Installation	\$40.00 (+ \$5.00 surcharge)
Residential - Gas, oil piping	\$40.00 per unit (+ \$5.00 surcharge)
Residential - Steam, hot water heating	\$40.00 per unit (+ \$5.00 surcharge)
Commercial - Minimum HVAC	\$80.00 (+ \$5.00 surcharge)
Commercial - HVAC	2% of contract price (+ surcharge at .0005 times)

4. PLUMBING

Item	Fee
Residential - Minimum	\$45.00 plus \$9.00 each fixture after 5 (plus \$5.00 surcharge)
Commercial – Minimum	\$85.00 plus \$9.00 each fixture after 5 (plus \$5.00 surcharge)
Fire Suppression - Plan Check Fee	65% of permit fee (for new construction of 20 heads or more only)
Fire Suppression - Residential	\$45.00 plus \$4.50 for each ten sprinkler heads or fraction thereof over the ten heads.
Fire Suppression - Commercial	1.5% of the contract price plus surcharge at .0005 times the contract price
Irrigation Systems - Residential	\$45.00 (plus \$5.00 surcharge)
Irrigation Systems - Commercial	\$85.00 (plus \$5.00 surcharge)

5. MISCELLANEOUS PERMIT FEES

Item	Fee	Reference
Billboards	\$250 per billboard side	§152
Temporary Signs	\$35.00 per side per 14 day period Maximum of 3 permits or six weeks per year	§152
Permanent Signs	\$60.00 for the first 40 square feet plus \$1.00 for each additional square feet thereafter	§152
Fire Alarm Systems	\$100.00	§91.03
Tank Installation (fuel, oil, gas, etc.)	\$100.00 per tank (no surcharge)	§93
Tank Removal (fuel, oil, gas, etc.)	\$50.00 per tank (no surcharge)	§93
Temporary Structures (Tents < 200 sq. ft.)	\$50.00	§150.049
Moving Principal Structure	\$175.00 per building (plus \$5.00 surcharge)	§150.120
Moving Accessory Structure (400 sq. ft. or less)	\$25.00	§150.120
Moving Accessory Structure (< than 400 sq. ft.)	\$50.00 per building (plus \$5.00 surcharge)	§150.120

6. SURCHARGES

Building Surcharge: Where the fee for the permit is based upon valuation, the surcharge is as follows:

A. Building Surcharge (For valuation-based permits, the surcharge is as follows)

Valuation of Work	Surcharge Computation
\$1,000,000 or less	.0005 x valuation
\$1,000,000 to \$2,000,000	\$500 + .0004 x (Value - \$1,000,000)
\$2,000,000 to \$3,000,000	\$900 + .0003 x (Value - \$2,000,000)
\$3,000,000 to \$4,000,000	\$1,200 + .0002 x (Value - \$3,000,000)
\$4,000,000 to \$5,000,000	\$1,400 + .0001 x (Value - \$4,000,000)
Greater than \$5,000,000	\$1,500 + .00005 x (Value - \$5,000,000)
For fixed-fee permits	\$5.00 per permit (or .0005 of the permit fee if fee exceeds \$1,000).

B. Heating, Plumbing and Sewer Surcharge

Residential	\$5.00 per permit (or .0005 of the permit fee if fee exceeds \$1,000).
Commercial	Use the above Valuation Table

7. BUILDING INSPECTIONS / CODE ENFORCEMENT

Item	Fee	Reference
Contractor Licenses	\$65.00 per Year State License	§150.015
Contractor's License Verification Fee	\$5.00 per Permit	§150.015
Investigation Fee	Equivalent to permit fee (when work commences without an approved permit)	§150.015
Permit/Plan Review Refund Policy	All but \$40 of the permit fee can be refunded within 100 days of application if work has not commenced. No plan review fee may be refunded after review has been completed.	§150.002
Plan Review Fee	65% of permit fee for all commercial permits and for residential permits for new dwellings, dwelling additions, garages, garage additions, decks, sheds over 216 square feet, and major remodeling. Additional Plan Review Fee required by changes, additions or revisions to plans \$61.70/ hr. (Minimum charge one half hour) Plan review for outside consultants for plan checking and inspections, or both. Actual costs including admin. & overhead costs.	§150.002
Zoning Permit (Sheds<120, Fence, Driveways)	\$45.00	§153.102
Fire Inspection Fee	\$75.00/hr.	§93.02
Certificate of Occupancy fee	\$200.00 Commercial/Industrial Business \$150.00 Residential	§150.044
Demolition	\$200.00 – Commercial \$100.00 - Residential	§153.222

8. ZONING / DEVELOPMENT

Item	Fee	Reference
Comprehensive Plan Amendment	\$750.00/amendment plus \$1,000.00 escrow	§153
Conditional Use Permit (CUP) R-1	\$100.00 plus \$150.00 Escrow	§153.200
Conditional Use Permit (CUP) All other Districts	\$500.00 plus \$1,000.00 Escrow	§153.200
Conditional Use Permit (CUP) Amendment	Same as CUP Fee	§153.200
Site Plan/Concept Plan Review Fee	\$400.00 plus \$750.00 Escrow	§153.055
Park Dedication Fee – Commercial/Industrial	3% fair market of improved/unimproved land value or monetary fund by discretion of City.	§152.034
Park Dedication Fee - Residential	\$2,027.00 per unit	§152.034
Planned Unit Development (PUD)	\$750.00 plus \$1,000 Escrow	§153.150
Planned Unit Development (PUD) Amendment	\$375.00 plus \$1,000 Escrow	§153.150

Planned Unit Development (PUD) Refund Policy	All but \$40.00 of the permit fee can be refunded within 100 days of application if no work done.	§153.150
Rezoning / Text Amendment	\$500.00 plus \$1,000.00 Escrow	§153.225
Minor Subdivision & Lot Combination Fee	\$200.00 plus \$250.00 Escrow	§152.001
Major Subdivision – Preliminary Plat	\$400.00 plus \$5,000 Escrow	§152.001
Major Subdivision – Final Plat	\$400.00 plus \$1,000 Escrow	§152.001
R-1 Variance	\$150.00 plus \$150 Escrow	§153.224
All Other Districts Variance	\$375.00 plus \$1,000.00 Escrow	§153.224
Street or Easement Vacation	\$250.00 per property	§153.069
Zoning Letter	\$100.00	

Applicants are responsible for all costs incurred associated with the filing, review and processing of development applications. Such fees are to be paid in escrow up front or upon receipt of statement from the City of Spring Lake Park. Fees may include but are not limited to costs for consultants retained by the City, consultant planning services, attorney, and engineer fees. A deposit may also be required to cover costs of public notices, materials and staff time spent in the review, research or preparation of materials associated with this application. The applicant shall be responsible for all reasonable incurred costs in excess of the initial deposit amount. Payment of park dedication fees is required with subdivision applications. Application fees are not refundable.

9. MISCELLANEOUS FEES

Item	Fee	Reference
Copy of City Code & Comp. Plan	\$150.00	
Annual Financial Report	\$25.00	
Adopted Annual Budget	\$25.00	
Copy of any Code Chapter	\$10.00	
Zoning Code Photocopy	\$50.00	
Capital Improvement Plan	\$25.00	
Non-Resident Assessment Search Fee	\$25.00	
Administrative Fee for Certification to Tax Roll	\$100.00	
Photocopies per Page	\$.50 per sheet	
Certified Copies	\$5.00 plus photocopy fee	
Non-Resident Notary Fee	\$2.00	
Video/DVD Copy Fee	\$20.00	
Filing Fee for Public Office	\$15.00 (no sales tax)	M.S. 205.13
Insufficient Funds (NSF) checks/Credit Card Chargebacks	\$35.00	
Mailed City Council Agendas	\$60.00/year	
Mailed Planning Commission Agendas	\$30.00/year	
Mailed City Council Minutes	\$150.00/year	
Mailed Planning Commission Minutes	\$75.00/year	
Mailed City Council Meeting Packets	\$250.00/year	
Mailed Planning Commission Meeting Packets	\$200.00/year	
Residential Address Labels	\$50.00	

Map Copies	Small - \$1.00 Large - \$15.00 Zoning (Ledger) - \$5.00	
City Mowing	Cost plus \$50.00 Administration fee	
Credit Card Transaction Fees Utility E-Billing with Online Payment (USTI) E-checks (ACH) All other Transactions	\$0.35 + 3.00% of utility bill balance \$1.50 per Transaction \$3.00 or 2.95% of transaction, whichever is greater	
Scanning Fee	\$100.00 per building permit/zoning application if full size plans are not provided in electronic format	

10. Police Administration

Item	Fee	Reference
Excess Alarm Fee – Police Calls/year	1 st – 3 rd No Charge; 4 th + - \$75.00 for each	§91.02
Excess Alarm Fee – Fire Calls/year	1 st – 2 nd No Charge 3 rd - \$75.00 Each after doubles the previous charge	§91.02
Finger Printing – Residents Only	\$20.00/set	
Digital Photos	\$10.00 plus costs	
Digital Recordings	\$30.00	
Electronic copies to Digital Media	\$50.00 per disc	

11. Administrative Offenses (Chapter 34)

Item	Fee	Reference
Abandoned, Wrecked or Inoperable Vehicle	\$50.00	§90.02
Animals	\$50.00	§92.00
ATV Violation	\$35.00	§70.30
Blocking Driveways	\$50.00	§71.18
Building Code Violations	\$100.00	§150.003
Critical Water Deficiency Declaration Ordinance Violation	warning letter - 1 st offense \$100.00 - 2 nd offense \$200.00 - 3 rd offense \$300.00 - 4 th and subsequent offense	Ordinance 432
Deposit Debris onto Roadway	\$35.00 for 1 st offense, \$50.00 for 2 nd +	§90.02
Expired License Plates – Motorized Vehicle	\$35.00	§156.027
Fire Code Violations	\$100.00	§93.10
Fire Hydrant	\$50.00	§93.09
Fire Lane	\$50.00	§93.09
Fire Prevention Violations	\$35.00	§93.10
Fireworks Violations	\$100.00	§94.18
Flammable Products	\$100.00	§93
Garage Sale Violations	\$50.00	§110.21
General Municipal Water and Water Violations	\$35.00	§10.99
Handicap Parking Violation	\$200.00	§71.30

Housing Code Violations	\$100.00	§150
Illegal Garbage Dumping	\$100.00	§51.09
Intoxicating Beverages in Parks and Other Public Areas	\$50.00	§111.011
Junk or Debris	\$50.00	§94.16
Keys in Ignition	\$35.00	§70.01
License and Permit Violations	\$50.00	§10.99
License Plat/Tabs Missing – Motorized Vehicle	\$35.00	§153.065
Load Limit Violation	\$100.00	§70.15
Loud Parties/Noise (City Noise Codes)	\$50.00	§94.18
Missing Address Numbers	\$35.00	§150.106
Other Illegal Parking	\$35.00	§71.30
Outdoor Storage of Wood	\$35.00	§94.03
Park Hours Violation	\$50.00	§96.01
Public Nuisances	\$50.00	§94.15
Regulated Business Activity	\$100.00	§10.99
Rental Code Violations	\$50.00/Unit	§150.079
Seasonal Parking Violation	\$35.00	§71.19
Sign Code Violations	\$100.00	§153
Snowmobile Violation	\$35.00	§70.45
Subdivision Regulation	\$100.00	§152
Trespass	\$100.00	§110.12
Trucks Parking on Restricted Route	\$50.00	§71.16
Waste Disposal Violations	\$50.00	§51.26
Water Ban Violations	\$35.00	§50.04
Weeds and Grass	\$35.00	§94.35
Zoning Code Violations	\$100.00	§153

12. Licenses (All licenses subject to a 10% late fee where applicable.)

A. General Business Licenses

Item	Fee	Reference
Administrative Application Fee	\$50.00	
Amusement Devices and Centers	\$15.00 per location plus \$15.00 per machine	§115.01
Automobile Sales, New and Used	\$300.00/year	§114.56
Amusement Rides, Carnivals, Circuses	\$130.00 for first day plus \$20.00 for each additional day	§115.01
Boxing and Wrestling Processing Fee	Regulated by the State of Minnesota	
Cigarette and Tobacco License Fee	\$150.00/year	§112
Food Sales & Service Application Fee	\$100.00/Application	§117
Garbage and Rubbish Hauler	\$50.00/1 st Truck & \$15.00 additional	§51.02
Pawn Shops		
Non-Refundable Application Fee (includes cost of investigation)	New - \$500.00 Renewal - \$100.00	§113.16
New Manager Investigation Fee	\$150.00	§113.16
Annual License	\$6,250.00	§113.16

Billable Transaction Fee	\$.60 per transaction	§113.16
Performance Bond	\$5,000.00	§113.16
Peddlers / Transient Merchants		
Permits	Transient - \$100.00 SUP + \$150.00 Escrow Peddlers - \$60.00/day, \$200.00/month, \$500.00/year	§110.03
Investigation fee	\$10.00 investigation fee for each new peddler	§110.04
I.D. Card	\$5.00/person	§110.09
Therapeutic Massage		
Partnership/Corporation License	\$350.00 + \$50 - 1 st Time Background Check	§119.07
Technician License	\$100.00 + \$50 - 1 st Time Background Check	§119.07

B. Liquor Licenses

Item	Fee	Reference
On-Sale Intoxicating	Class A - \$6,200/yr & Class B - \$9,300/yr	§111.08
On-Sale Wine	\$500.00/yr	§111.08
On-Sale Malt Liquor/3.2 Beer	\$300.00/yr	§111.08
Brewer Tap Room	\$400.00/yr	§111.08
On-Sale Brewer Pub License	\$400.00/yr	§111.08
Off-Sale Brewer Pub License	\$100.00/yr	§111.08
Cocktail Room License	\$400.00/yr	§111.08
Culinary Class Ltd. On-Sale Malt Liquor/Wine	\$300.00/yr	§111.08
Consumption and Display – City Fee	\$250.00/yr	§111.08
Club	\$300.00/yr	§111.08
Sunday On Sale	\$200.00	§111.08
Two A.M. Closing Permit	\$100.00	§111.19
Investigation Fee: Preliminary Background and Financial Application	\$750.00 + \$500.00 Escrow	§111.15
Investigation Fee: Comprehensive Background and Financial Information (<i>if required after preliminary background</i>)	\$750.00 + \$500.00 Escrow (in state) \$750.00 + \$10,000 Escrow (out of state)	§111.15
Investigation Fee: Corporation	\$750.00 + \$250.00 Escrow	§111.15
Temporary 3.2% Liquor License Fee	\$25.00/Event	§111.08
Temporary Intoxicating Liquor License Fee	\$50.00/Event	§111.08

C. Animal Licenses

Item	Fee	Reference
Spayed or neutered – Cats and Dogs	\$3.00/yr	§92.03
Unsprayed or Unneutered – Cats and Dogs	\$5.00/yr	§92.03
Duplicate tags	\$2.00 per	§92.03
Kennel – Residential	\$50.00/year	§92.07
Kennel – Commercial	\$100.00/year	§92.07

Impound Fee	1 st offense - \$50.00 plus Animal Hospital fees as outlined in Animal Control agreement 2 nd offense - \$100.00 plus Animal Hospital fees as outlined in Animal Control agreement 3 rd offense - \$150.00 plus Animal Hospital fees as outlined in Animal Control agreement 4 th and subsequent offense - \$300.00 plus Animal Hospital Fees as outlined in Animal Control agreement	\$92.04
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D. Rental Housing Licenses

Item	Fee	Reference
Single Family	\$120.00	\$150.079
Duplex	\$175.00	\$150.079
Apartment	\$200.00 per Building plus \$25.00 per Unit	\$150.079
Reinspection Fee	\$50.00 each after 3 rd Inspection	\$150.079
Excessive Consumption Fee: rental/non-rental	\$35.00 per incident	\$150.192
Conversion Fee	\$500.00 includes 1 st year registration fee	\$150.080
Late Conversion Fee	\$700.00	\$150.080

E. Vacant Property Licenses

Item	Fee	Reference
Residential Unit	\$200.00	\$150.140
Monitoring Fee	\$20.00 per visit	\$150.144

13. SPRING LAKE PARK ATHLETIC FIELDS

Item	Fee	Reference
Picnic Shelter Reservation Fees:		
Under 50 People - Resident	\$25.00	
Under 50 People – Non-Resident	\$50.00	
Over 50 People - Resident	\$50.00	
Over 50 People – Non-Resident	\$100.00	
Field/Court Reservation Fee	\$50.00	
Special Event (Multiple Faculties)	\$100.00	
John Conde Park (Special Event) - Resident	\$25.00 plus \$100.00 Deposit	
John Conde Park (Special Event) – Non-Resident	\$50.00 plus \$100.00 Deposit	
Athletic Field/Rink Lighting Fee	\$40.00 per Hour	
Athletic Field Use by Youth Sports Teams	\$10 per rostered player per sports season	

14. WATER, SEWER, STREET AND OTHER FEES

A. Water

Item	Fee	Reference
Water Availability Charge (WAC)	\$945.00/Unit (City determines # of units)	§50.15
Water Connection/Disconnect and/or Demo Inspection Fee	Residential - \$50.00 Commercial – \$75.00	§50.15
Water Connection Inspection Fee – New Residential Connection	\$35.00 (plus WAC)	§50.15
Water Connection Inspection Fee – New Commercial Connection	\$60.00 (plus WAC)	§50.40
Connection and Reconnection Fee	\$125.00/Hour (\$187.50/Hour after Business Hours)	§50.15
Water Meter Installation Fee	5/8" meter - \$50.00 3/4" – 1" meter - \$75.00 Over 1" meter - \$100.00	§50.15
Water Meters and Parts	Cost plus 2%	§50.40
Call out Fee	Regular Business Hours N/C – After Business Hours O.T. Fees apply (minimum \$100.00)	§50.15
Estimated Water Meter Reading	1 st est. – \$0, 2 nd est. - \$15.00, 3 rd and subsequent est. - \$20.00	
Disconnect Tag Fee	\$15.00	

B. Sewer

Item	Fee	Reference
Sewer Access Charge (SAC)	\$2,485.00/Unit (M.C. determines no. of units)	§50.16
SAC Administrative Fee	\$75.00/Unit	§50.16
Sewer Connection/Disconnection and/or Demo Inspection Fee	\$50.00 – Residential \$75.00 - Commercial	§50.16
Sewer Hook-up Fee – New Only	\$145.00 (plus SAC)	§50.16
Call out Fee	Regular Business Hours N/C – After Business Hours O.T. Fees apply (minimum \$100.00)	§50.15

C. Street

Item	Fee	Reference
Load Limits Permit Fee	\$25.00/entry/truck	§70.17
Street Opening Permit	\$150.00 permit fee plus \$1,000 Security Fee	
Right of Way Permit (ROW) - Excavation Permit	\$150.00	§151.01
ROW - Obstruction Permit	\$50.00	§151.01
ROW - Permit Extension	\$25.00	§151.01
ROW Security Fee	Subject to the Discretion of the Public Works Director	§151.01

D. Miscellaneous

Item	Fee	Reference
Municipal Street Light	\$17.20/year per water connection	§94.01
Recycling Fee	\$10.21/quarter per residential unit	§51.11