

CITY OF SPRING LAKE PARK
2019 FEE SCHEDULE

1. PERMIT FEE - VALUATION TABLE

Valuation	Permit Fee
\$1 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.

Pursuant to MN Rules Chapter 1300.0160, subpart 3, building permit valuations shall be set by the Building Official. For determining the permit valuation, the Building Official will use the supplied valuation with a minimum value as calculated by the current Building Valuation Data Table, published each May by the Department of Labor and Industry and other data, as needed, for projects not otherwise specified.

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. RESIDENTIAL PERMIT FEES

Item	Fee
Maintenance Permit Fees (re-roof, re-side, re-door/garage door, re-window, if replacing existing opening)	Valuation based permit
Plumbing Permit Fees:	
Per Fixture Fee	\$75.00 plus \$9.00 per fixture after five (5) fixtures (includes each of any of the following: floor drains, toilets, bidets, sinks, hose bibs, laundry, dishwasher and/or refrigerator connections, water heater, whole-house humidifier, water softener, lawn irrigation system, shower, tub, sump pump, future rough-in fixture and water supply pipe replacement)
Lawn Irrigation System	\$60.00
Fixture Maintenance (replacing a previously existing fixture or appliance where only disconnecting and reconnecting of existing pipes or ducts is to be done)	\$60.00
Fire Suppression	Valuation based permit
Mechanical Permit Fees	

AC (only); Furnace (only); Air Exchanger; Sheet Metal/Duct Work; Gas Appliance (inc. Fireplace Insert) Gas, oil piping; Steam, hot water heating	\$40.00/unit; minimum fee \$75.00
Fire Place Masonry	Valuation based; building permit required
Fixture Maintenance (replacing a previously existing fixture or appliance where only disconnecting and reconnecting of existing pipes or ducts is to be done)	\$60.00

4. COMMERCIAL PERMIT FEES

Item	Fee
Plumbing	Valuation based; minimum fee \$95.00
Mechanical	Valuation based; minimum fee \$95.00
Gas line minimum (unless included with other mechanical work)	\$95.00
Irrigation system	Valuation based; minimum fee \$95.00
Fire Sprinkler Systems	Valuation based; building permit required
Fire Alarm Systems	Valuation based

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	\$75.00 for the first 40 square feet plus \$1.25 for each additional square feet thereafter	§152
Fire Alarm Systems	\$100.00	§91.03
Tank Installation (fuel, oil, gas, etc.)	Valuation based; no surcharge	§93
Tank Removal (fuel, oil, gas, etc.)	Valuation based; no surcharge	§93
Temporary Structures (Tents < 200 sq. ft.)	\$50.00	§150.049
Moving Principal Structure	\$175.00 per building (plus \$1.00 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 \$1.00 surcharge)	§150.120

6. SURCHARGES

Building Surcharge: Unless otherwise stated, where the fee for the permit is based upon valuation, 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	\$1.00 per permit (or .0005 of the permit fee if fee exceeds \$1,000).

7. BUILDING PERMIT RELATED FEES (COMMERCIAL AND RESIDENTIAL)

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
Plan Review Fee	65% of permit fee for residential and commercial projects	§150.003
Master Plan	When submittal documents for similar plans are approved, plan review fees shall not exceed 25% of normal building permit fee established and charged for same structure. Original structure plan review fee is 65% of permit fee	§150.003
Review of State Approved Plans	25% of the Plan Review required by the adopted fee schedule (for orientation to the plans)	§150.003
Plumbing Plan Review	State Fee Schedule	§150.003
Residential Site Inspection (required for all new construction -- new homes, detached garages, accessory structures)	\$60.00	§150.003
Commercial Site Inspection (required for all new construction -- new buildings and accessory structures)	\$90.00	§150.003
Fire Inspection Fee	\$75.00/hr.	§93.02
Certificate of Occupancy fee	\$200.00 Commercial/Industrial Business \$150.00 Residential	§150.044
Temporary Certificate of Occupancy -- Escrow	\$500 -- Residential \$1,000 -- Commercial	§150.044
Demolition -- Commercial	Based on valuation; minimum \$250.00	§153.222
Demolition -- Residential	Based on valuation; minimum \$150.00	§153.222

Exterior Structures:		
Retaining Wall (under 4' in height)	\$60.00	§153.102
Retaining Wall (over 4' in height)	Based on valuation	§150.003
Fence (under 7' in height)	\$60.00	§153.102
Fence (over 7' in height)	Based on valuation	§150.003
Shed (under 200 square feet)	\$60.00	§153.102
Shed (over 200 square feet)	Based on valuation	§150.003
Seasonal Swimming Pools (over 24" and 5,000 gallons, installed entirely above grade and located in the same place in yard year after year)	\$80.00 (one time fee)	§150.003
Permanent and In-ground Swimming Pools	Based on valuation	§150.003
Pre-moved in single family dwelling	\$175.00 plus travel time and mileage from City Hall (as calculated by Google Maps)	§150.003
Pre-moved in accessory structure	\$175.00 plus travel time and mileage from City Hall (as calculated by Google Maps)	§150.003
Connection fee – moved in structure (does not include foundation/interior remodel)	\$200.00	§150.003
Connection fee – plumbing	\$50.00	§150.003
Connection fee – mechanical	\$50.00	§150.003
Manufactured home installation (does not include foundation/interior remodel)	\$200.00 plus connection fees (if applicable)	§150.003
Site work for manufactured, prefab or moved in home (foundation, basement, etc)	Based on valuation	§150.003

8. OTHER INSPECTIONS AND FEES

Re-inspection Fee	\$60.00	§150.003
Inspections outside of normal business hours (will include travel time both ways – 2 hour min.)	\$60.00/hour	§150.003
Inspections for which no fee is indicated; Miscellaneous and Special Services (1/2 hour minimum)	Designated Building Official - \$125.00/hour Senior Building Official - \$95.00/hour Fire Inspector -- \$90.00/hour Building Inspector -- \$75.00/hour Other staff -- \$60.00/hour	§150.003
Additional Plan Review required by changes, additions, or revisions to approved plans (1/2 hour minimum)	Designated Building Official - \$125.00/hour Senior Building Official - \$95.00/hour Fire Inspector -- \$90.00/hour Building Inspector -- \$75.00/hour Other staff -- \$60.00/hour	§150.003
Special Investigation Fee (work started without a permit)	100% of the permit fee	§150.003
Duplicate permit card fee	\$25.00 – short card (8½ x 7) \$50.00 – long card (8½ x 14)	§150.003
Lead Certification (for eligible construction) (contractor Lead Certification verification)	\$5.00	§150.003

Permit Renewal (within 6 months of expiration)	50% of fee	\$150.003
Permit Renewal (> 6 months after expiration)	Valuation of remaining work; new permit required	\$150.003
Pre-Final inspection (new home/structure)	\$60.00	\$150.003
Refunds		
Plan Review (if plan review has not begun)	100%	\$150.003
Plan Review (if plan review has started)	50%	\$150.003
Plan review (if plan review has been completed)	0%	\$150.003
Permit fee (if work not started) within 6 months of permit issuance	80%	\$150.003
Permit fee (if work has started)	0%	\$150.003
Maintenance permits	0%	\$150.003

9. 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 \$250.00 Escrow	§153.200
Conditional Use Permit (CUP) All other Districts	\$500.00 plus \$1,500.00 Escrow	§153.200
Conditional Use Permit (CUP) Amendment	Same as CUP Fee	§153.200
Site Plan/Concept Plan Review Fee	\$400.00 plus \$1,000.00 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	\$2,200.00 per unit	§152.034
Planned Unit Development (PUD)	\$750.00 plus \$1,500.00 Escrow	§153.150
Planned Unit Development (PUD) Amendment	\$375.00 plus \$1,500.00 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 \$5,000.00 Escrow	§152.001
Major Subdivision – Final Plat	\$400.00 plus \$1,000.00 Escrow	§152.001
R-1 Variance	\$150.00 plus \$300.00 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.

10. 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	\$10.00	
Assessment Search Fee	\$25.00	
Administrative Fee for Certification to Tax Roll	\$125.00	
Photocopies per Page	\$.25 per sheet (8½ x 11; b/w) \$.50 per sheet (11 x 17; b/w) \$1.00 per sheet (8½ x 11; color) \$2.00 per sheet (11 x 17; color) \$4.00 per sheet (large plan 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	\$100.00	
Map Copies	Small - \$1.00 Large - \$15.00 Zoning (Ledger) - \$5.00	
City Mowing	Cost plus \$75.00/mo. 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	

11. 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	\$25.00/set	
Digital Photos	\$30.00 plus costs	
Digital Recordings	\$30.00	
Electronic copies to Digital Media	\$50.00 per disc	

12. Administrative Offenses (Chapter 34)

Item	Fee	Reference
Abandoned, Wrecked or Inoperable Vehicle	\$50.00	§90.02
Animals	\$75.00	§92.00
ATV Violation	\$50.00	§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	§50.75- §50.81
Deposit Debris onto Roadway	\$50.00 for 1 st offense, \$75.00 for 2 nd offense \$100.00 for 3 rd + offense	§90.02
Expired License Plates – Motorized Vehicle	\$50.00	§156.027
Fire Code Violations	\$100.00	§93.10
Fire Hydrant	\$50.00	§93.09
Fire Lane	\$50.00	§93.09
Fire Prevention Violations	\$50.00	§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	\$50.00	§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	\$50.00	§70.01
License and Permit Violations	\$100.00	§10.99
License Plat/Tabs Missing – Motorized Vehicle	\$50.00	§153.065
Load Limit Violation	\$100.00	§70.15
Loud Parties/Noise (City Noise Codes)	\$50.00	§94.18
Missing Address Numbers	\$50.00	§150.106
Other Illegal Parking	\$50.00	§71.30
Outdoor Storage of Wood	\$50.00	§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	\$50.00	§71.19
Sign Code Violations	\$100.00	§153
Snowmobile Violation	\$50.00	§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	\$50.00	§50.04
Weeds and Grass	\$50.00	§94.35
Zoning Code Violations	\$100.00	§153

13. 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 + \$200.00 - Background Check	§119.07
Technician License	\$100.00 + \$100.00 - 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
Off-Sale Intoxicating	\$310.00/yr	§111.08
Off-Sale 3.2% Malt Liquor	\$100.00/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	\$6.00/yr	§92.03
Unsprayed or Unneutered – Cats and Dogs	\$10.00/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

D. Rental Housing Licenses

Item	Fee	Reference
Single Family	\$150.00	§150.079
Duplex	\$200.00	§150.079
Apartment	\$250.00 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	\$50.00 per incident	§150.192
Conversion Fee	\$750.00 includes 1 st year registration fee	§150.080
Late Conversion Fee	\$1,000.00	§150.080

E. Vacant Property Licenses

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

14. 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	
Triangle Park (Special Event) - Resident	\$25.00 plus \$100.00 Deposit	

Triangle 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	

15. WATER, SEWER, STREET AND OTHER FEES

A. Water

Item	Fee	Reference
Water Availability Charge (WAC)	\$1,200.00/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	\$50.00 (plus WAC)	§50.15
Water Connection Inspection Fee – New Commercial Connection	\$75.00 (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. – \$25.00, 2 nd est. - \$50.00, 3 rd and subsequent est. - \$75.00	
Disconnect Tag Fee	\$25.00	

B. Sewer

Item	Fee	Reference
Sewer Access Charge (SAC)	\$2,485.00/Unit (M.C. determines no. of units)	§50.16
SAC Administrative Fee	\$100.00/Unit	§50.16
Sewer Connection/Disconnect 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	\$11.21/quarter per residential unit	§51.11