

**ORDINANCE NO. 226  
(Fee Schedule)**

**CITY OF MAYER  
CARVER COUNTY, MINNESOTA**

**January 14, 2019**

**AN ORDINANCE ESTABLISHING A UNIFORM SYSTEM OF FEES, CHARGES, COSTS AND RATES FOR CITY LICENSES, PERMITS, APPLICATIONS, INFORMATION, SERVICES AND OTHER MATTERS.**

THE CITY COUNCIL OF CITY OF MAYER, CARVER COUNTY, MINNESOTA, ORDAINS:

**Section 1. Authorization and Establishment of Fees.** The City of Mayer is authorized by law and does hereby establish and impose certain fees, charges, costs and rates for licenses, permits, applications, information, services and other matters required or provided by the City.

**Section 2. Fee Schedule.** The fees, charges, costs and rates for such licenses, permits, applications, information, services and other matters are adopted as set forth on **Schedule A** attached and made part of this ordinance. These fees and charges are deemed appropriate and reasonable. Schedule A and this ordinance may be amended or revised from time to time by subsequent ordinance adopted by the City Council. The Fees and charges shall be collected by City staff as required and collected prior to the issuance of a license or permit or acceptance of an application as the case may be. Fees are not refundable unless otherwise provided by ordinance or council action.

**Section 3. Conflict.** In the event of any conflict between this ordinance and any other provisions of the Code of Ordinances of the City of Mayer, this ordinance shall control.

**Section 4. Non-exclusive.** This ordinance shall not limit or preclude any other fees, charges, costs or rates as required by the Code of Ordinances of the City of Mayer or as otherwise established by ordinance or resolution.

**Section 5. Summary Approval.** Pursuant to Minnesota Statutes Section 412.191, Subd. 4, the council hereby determines that publication of the title and a summary of this ordinance will clearly inform the public of the intent and effect of this ordinance. The text of the summary of this ordinance entitled "Official Summary of Ordinance No. 226, a copy of which is attached

hereto, is hereby approved and the council determines that it clearly informs the public of the intent and effect of this ordinance.

**Section 6. Publication, Inspection and Posting.** The City Administrator is hereby directed that only the title of this ordinance and the attached summary be published with a notice that a printed copy of this ordinance is available for inspection by any person during regular office hours at the office of City Hall. A copy of the entire text of the ordinance shall also be posted at the Mayer City Hall, 413 Bluejay Avenue, Mayer, Minnesota.

**Section 7. Effective Date.** This ordinance shall be in full force and effect upon its adoption and publication according to law.

Passed and adopted by the City Council of the City of Mayer this 14<sup>th</sup> day of January, 2019.

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Mike Dodge, Mayor

ATTEST:

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Margaret McCallum, City Administrator

Title and Official Summary of Ordinance No. 226 Published in the \_\_\_\_\_ Newspaper on \_\_\_\_\_, 2019.

**2019 Administrative Fees**

		<b>2019 ADMINISTRATIVE FEES</b>
<b>Community Center</b>	Gym, Bar area and Kitchen Weddings	\$350.00
	*Gym, Bar area and Kitchen Non Residents	\$350.00
	*Gym, Bar area and Kitchen Residents	\$250.00
	Bar area and Kitchen Only Residents	\$150.00
	Bar area and Kitchen Only Non Residents	\$200.00
	Extra Day Fee	\$75.00
	Gym only (2 hours minimum)	\$18.50
	Church/Funeral	\$50.00
	Birthday Party Rental (4 hours) - Resident	\$75.00
	Birthday Party Rental (4 hours) - Non-Resident	\$100.00
	Rental for Non-Profit Local/Non-Local Organization	One/Half Rental Cost
	Damage Deposit	\$150.00
	*Events other than weddings the resident/nonresident rates apply	
<b>Electronic Sign</b>	For Profit week	\$7.00
	For Profit month	\$20.00
	Non Profit week	\$5.00
	Non Profit month	\$10.00
	Public Entity week or month	Free
	Out of Town one month	\$30.00
	Out of Town one week	\$10.00
<b>Concession Stand</b>	Damage Deposit	\$25.00
	Four hour rental	\$25.00
<b>Copy and Fax Costs</b>	Copy Cost	\$.25 per page (BW) \$.50 per page (Color)
	City map	Cost
	Zoning map	\$15.00 per map
	Copy: Comprehensive Plan	\$50.00 per document
	Copy: Zoning Ordinance	\$50.00 per document
	Copy: City Standard Specs & Plates	\$50.00 per document
	Copy: Subdivision Ordinance	\$50.00 per document
	Copy: Code Of Ordinances	\$75.00 per document
	Copy: Financial Statement/Audit	\$50.00 per document
	Copy: City Budget	\$30.00 per document

**2019 Administrative Fees**

	Copy: City Fee Schedule	\$30.00 per document
<b>Pet Fees &amp; Fines</b>		
Dog License - Natural	Annual renewal January 1st	\$10.00
Dog License - Neutered	Annual renewal January 1st	\$7.50
	Lifetime Dog License	\$10.00
	Duplicate license	\$2.00
	Unlicensed dog fine	Double License Fee
	Animal pick up charge	Actual Cost
	Impound fines	Actual Cost
	Running at large/creating nuisance - 1st Offense	Warning
	Running at large/creating nuisance - 2nd Offense	\$50.00
	Running at large/creating nuisance - 3rd Offense	\$75.00
	-Subsequent Offenses (each)	\$100.00
<b>Chicken License</b>	Initial Fee	\$50.00
	Annual Renewal	\$25.00
<b>Bee License</b>	Initial Fee	\$50.00
	Annual Renewal	\$25.00
<b>Service Fees &amp; Miscellaneous</b>		
	Public Notice and Mailing	Actual Cost plus Staff Time
	Recording Fees	Actual Cost plus Staff Time
	Returned Check Charge	\$25.00 plus City Bank Fees
	Election Filing Fee	\$15.00
	Delinquent Charge Certification	\$50.00
	Special Assessment Search	\$20.00
	Peddler License & Background Check Each	\$100.00
	Right-of-Way Permit - Large Utilities	\$250.00
	IRS Guidelines - Travel Reimbursement	0.58/mile
Tobacco	Licensed by Carver County	
<b>Fines</b>		
<b>Parking Violations</b>	First Offense	\$25.00 plus towing costs
	Second Offense	\$50.00 plus towing costs
	Third Offense	\$75.00 plus towing costs
	Minimum Tow Fee	COST
	Impound Lot Fee	COST

**2019 Administrative Fees**

<b>Weeds</b>	Weed Violation Mowing - per hour charge/2 hr min.	\$75.00
<b>Snow Removal</b>	Snow Removal - per hour charge/2 hour min.	\$75.00
<b>Abandoned Vehicles</b>	Abandoned Vehicle Violation-1st offense/plus towing	\$60.00
	Abandoned Vehicle Violation-2nd offense/plus towing	\$150.00
	Abandoned Vehicle Violation-3rd offense/plus towing	\$200.00
	Water Service Disconnect/Reconnect Charge	\$50.00

**2019 BUILDING PERMIT FEES**

<b>Building Permits</b>	<b>Building Permits Fees</b>
<b><u>TOTAL VALUATION</u></b>	
\$1.00 to \$500.00	\$25.58 for the first \$500.00 plus \$3.36 for each additional \$100.00
\$501.00 to \$2,000.00	or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$76.25 for the first \$2,000.00 plus \$15.40 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	430.35 for the first \$25,000.00 plus \$11.11 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$708.10 for the first \$50,000.00 plus \$7.70 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1093.10 for the first \$100,000.00 plus \$6.16 for each additional \$1,000.00 or fraction thereof
\$500,001.00 to \$1,000,000.00	\$3,557.10 for the first \$500,000.00 plus \$5.23 for each addition \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$6,172.10 for the first \$1,000,000.00 plus \$4.02 for each additional \$1,000.00 or fraction thereof
Building Permit Fee	Schedule is 100% of the above fee schedule, plus 10%, plus a State Surcharge as follows: \$1,000,000 or less = .0005 x the valuation (minimum of \$5.00) \$1,000,001 to \$2,000,000 = \$500.00 + .0004 x ( Value - \$1,000,000) Greater than \$2,000,001 see State Table.

**OTHER INSPECTIONS AND FEES AS PER CONTRACT**

**Terms, Conditions & Fee**

Inspections outside of normal business hours minimum two hour charge	\$75.00/hour (\$150.00 Minimum)
Re-Inspection Fee	\$50.00
Inspections for which no fee is specifically indicated	\$50.00
Additional plan review required by changes, additions, or revisions to approved plans	
Minimum one half hour charge	
For miscellaneous and special services, as per contract	\$50.00
City Sewer Inspection/ hookup	\$45.00
City Water Inspection/ hookup	\$45.00
Moved in House/Garage	\$50.00/hr + Mileage from Loretto
Moved in House/Foundation/LL Finish	Valuation

<b>Plan Check Fee</b>	Is 65% of the Permit Fee for Residential and Commercial Projects	
<b>Plumbing Permit Fees</b>	\$5.50 per fixture or minimum of \$75.00 plus \$1.00 Surcharge Plumbing Change outs: Water heaters or softeners	\$75.00 ea + \$1.00 Surcharge
<b>Heating, Air Conditioning, &amp; Gas Piping Permit Fees</b>	<i>New Home Construction</i> For EACH Heating or Air Conditioning unit, including Air Exchange units, Heating and Air Conditioning replacement is considered one unit In-Floor heat systems, gas logs/fireplaces, wood burning and factory fireplaces, etc. plus \$1.00 Surcharge Permit issued for gas line/gas piping only Masonry Fireplaces requires a regular building permit, submit plans & fee is <b>based on Valuation</b>	\$75.00 plus \$1.00 Surcharge \$75.00 plus \$1.00 Surcharge \$75.00 plus \$1.00 Surcharge \$75.00 plus \$1.00 Surcharge \$75.00 plus \$1.00 Surcharge
<b>Residential General Fees</b>	Re-Roof: Re-Side: Re-Window: If replaced with the same size Any size change requires a regular building permit Fence: <b>(Over 7' based on value)</b> Shed: (>200 SQ FT - Based on Value) Residential Demo:	\$75.00 plus \$1.00 Surcharge \$75.00 plus \$1.00 Surcharge \$75.00 plus \$1.00 Surcharge \$75.00 plus \$1.00 Surcharge \$75.00 plus \$1.00 Surcharge \$100.00 plus \$1.00 Surcharge
<b>Commercial Project Fees:</b>	Demo Permit Fees Re-Roof and Re-Side Projects Plumbing & Mechanical Permit Fees Plumbing Minimum Mechanical Minimum Fire Sprinkler Systems require a regular building permit Fire Alarm	Valuation Valuation Valuation Valuation Valuation Valuation

**2019 PLANNING & ZONING FEES**

<b>Planning &amp; Zoning Fees</b>		
Annexation Application Fee		\$500.00
Appeal		\$200.00
Vacation of Property, Public Right-of-Way & Easements		\$300.00
Zoning Permit (Fences 6' or less, swimming pools, shds less than 120 sf, etc)	One Time Admin Fee	\$50.00
Concept Plan	One Time Fee	\$500.00
	Escrow	\$1,000.00
Preliminary Plat	One Time Fee	\$500 & \$15/lot
	Escrow	\$5,000.00
Final Plat	One Time Fee	\$400 & \$15/lot
	Escrow	\$5,000.00
Concept Planned Unit Development (PUD)	One Time Fee	\$300.00
	Escrow	\$1,000.00
Preliminary Planned Unit Developent (PUD)	One Time Fee	\$500.00
	Escrow	\$1,500.00
Final Planned Unit Development (PUD)	One Time Fee	\$400.00
	Escrow	\$1,500.00
Comprehensive Plan Amendment	One Time Fee	\$500.00
	Escrow	\$1,500.00
Conditional Use, Variance, Interim Use Permit	One Time Fee	\$500.00
	Escrow	\$1,500.00
Minor Subdivision (lot division or consolidation)	One Time Fee	\$500.00
	Escrow	\$1,500.00
Site Plan	One Time Fee	\$500.00
	Escrow	\$1,500.00
Rezoning	One Time Fee	\$500.00
	Escrow	\$1,500.00
Zoning Text Amendments	One Time Fee	\$500.00
	Escrow	\$1,500.00
Other Planning Requests of the City Council	One Time Fee	\$500.00
	Escrow	\$1,500.00

Utility Feasibility Study - Council approval required

Cost

In addition to the application fee, the applicant for development plan review must also pay all costs incurred by the City including staff time, legal, engineering, administrative, building inspection services, and services other persons or entities employed or contracted by the City for, or in any way involved in, the review and inspection of the development plan and public utility extensions contemplated thereby, including but not limited to streets, sidewalks, trails, water lines, sanitary sewer lines, storm sewer lines, street lights, electric and gas lines, water retention areas and all other improvements intended for public use or benefit constructed or caused to be constructed by the owner and under no condition shall the fee be refunded for failure of the City to approve the development plan. All charges incurred for this review shall be the sole responsibility of the applicant.

All Fees are doubled for after the fact applications

<b>MEETINGS</b>	Councilmember per diem for Special Meeting	\$30.00
	Board and Commission Per diem	\$30.00
	Special Council Meeting held before Regular Meeting	\$150.00
	Special Council Mtg other date -requested by residents	\$150.00
	Special Planning Commission Meeting	\$210.00

**PARK DEDICATION FEE**

Per Ordinance

**2019 LICENSE FEES**

<b>Liquor License</b>	3.2 Beer - On Sale	\$10.00/non profit only/yr
	Intoxicating - On Sale (yearly renewal March 1st)	\$1,800.00
	Intoxicating - Off Sale (yearly renewal March 1st)	\$100.00
	Intoxicating - Sunday Sale (yearly renewal Mar 1st)	\$200.00
	Non Refundable Investigative Fee New License	\$100.00
	Wine and Beer License	\$200.00
	3.2 Beer Annual License	\$200.00
<b>Amusement Licenses</b>	Annual renewal January 1st - \$15.00 per location	\$15.00 per location plus \$15.00 per machine

**2019 UTILITY FEES**

<b>Sewer - Monthly</b>	Sewer = No Gallon Base	\$20.04
	Sewer = per 1000 gallons	\$7.62

<b>Stormwater - Monthly</b>	REU	
Residential	1	\$4.00
Commercial	3.6	\$12.00
Schools & Churches	1.8	\$4.00
Industrial	3.6	\$12.00
Multi Family	2	\$8.00
Storm water Fees based on a \$2.00 fee per lot		

<b>Water - Monthly</b>	Water = No Gallon Base	\$12.24
	Water = 0 -6,000 gallons	\$5.41
	6,001-15,000	\$6.26
	15,001-20,000	\$7.36
	20,001 and above	\$9.97
	MPFA Replacement fund	\$.10 per 1000
	Minnesota Water Testing Fee	\$0.53
	Utility penalty	10.00%

<b>Area Charges - Gross Per Acre</b>	Residential Storm Sewer	\$2,650.00
	Commercial Storm Sewer	\$2,900.00
	Industrial Storm Sewer	\$3,200.00
	Water	\$2,350.00
	Sewer	\$2,350.00

<b>Connection Charges</b>	Water (WAC)	\$4,640.00
	Sewer (SAC)	\$4,640.00
<b>Main Connection Charge</b>	Water - Permit Fee	\$100.00
	Sewer - Permit Fee	\$100.00
	Excavation - Permit Fee	\$200.00
	Escrow for Excavation	Set By Council

<b>Utility Misc</b>	Utility Franchise Application Fee	\$5,000.00
	Utility Franchise Escrow	\$5,000.00

<b>Hydrant Meter</b>	Damage Deposit	\$800.00
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1 - 10,000 gallons (minimum)	\$70.00
10,001- 15,000	\$6.26
15,001-20,000	\$7.36
20,001 and above	\$9.97

<b>Water Meters</b>	(2) 3/4 "Water Meters Horns, and MXU New Houses	\$545.00
	3/4" Water meter, MXU & connections	\$350.00
	5/8" Water meter alone	\$140.00
	1" Water meter, MXU & connections	Cost + 10%
	1" Water meter alone	Cost + 10%
	2" Water meter, MXU & connections	Cost + 10%
	2" Water meter alone	Cost + 10%
	MXU	\$175.00
	Curb Box Fee Parts	\$24.00
	Curb Box Repair Fee	\$20.00
	Water Meter other sizes	Cost + 10%
	Meter wire (per foot)	\$0.12
	5/8" Meter Horn (#2)	\$80.00
	1" Meter Horn (#3)	Cost + 10%
	2" Meter Horn (#4)	Cost + 10%

<b>Watering Violations</b>	Watering Ban - 1st Violation	\$50.00
	2nd Violation	\$50.00 /day fine added to UB
	3rd Violation	\$100.00/day fine added to UB
	4th violation or more increases by \$50.00 per time	

**2019 FIRE DEPARTMENT FEES**

<b>FIRE DEPARTMENT</b>	3000 gallon tanker - load of water	\$75.00 per load (within Fire Dist).
	2000 gallon tanker - load of water	\$50.00 per load (within Fire Dist)
	3000 gallon tanker - load of water	\$125.00 per load (outside Fire Dist).
	2000 gallon tanker - load of water	\$85.00 per load (outside Fire Dist)
	Fire/Accident Call Not Covered by Contract	\$450 First Hr. + \$350 Each Addnl Hr.
	*Structure burning permit	\$1,000 Recmd Donation
	* does not include Asbestos Inspection	
	Hazmat Fee	\$450 plus \$10 per hour per Fire Fighter

**2019 CITY STAFF/CONSULTANT FEES**

City Staff Rate \$75/Hour\*

**\*There is a minimum charge of 2 hours for staff called out after normal business hours.**

**Bolton and Menk - Engineer**

Senior Principal	\$150-\$270/Hour
Principal Engineer/Surveyor/Planner/GIS/Landscape Architect	\$140-\$195/hour
Senior Engineer/Surveyor/Planner/GIS/Landscape Architect	\$110-\$175/hour
Project Manager	\$100-\$190/hour
Project Engineer/Surveyor/Planner/Landscape Architect	\$85-\$175/hour
Design Engineer/Landscape Designer/Graduate Engineer/Surveyor	\$80-\$185/hour
Specialist	\$60-\$165/hour
Senior Technician	\$85-\$175/hour
Technician	\$65-\$140/hour
Administrative	\$45-\$100/hour
Structural/Electrical/Mechanical/Architect	\$120-\$150/hour

**Countryside Kennels**

Per contract Cost

**Municipal Development Group - Planner**

\$90/hour

**Ratwik, Rosak and Maloney - Attorney**

Cost Incurred

**Other Consultants**

Cost Incurred

**Police**

Per contract Cost