

**City of Mayer
Ordinance 238**

An Ordinance Amending Certain Fees Charged by the City of Mayer

WHEREAS, the City of Mayer (“City”) is a Minnesota Municipal Corporation, duly organized and authorized to conduct its affairs under the laws of the State of Minnesota; and

WHEREAS, the City periodically reviews services to ensure that the fee collected is commensurate with the cost of providing those services and adjusts those fees by adoption of an ordinance; and

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF MAYER, MINNESOTA,
DOES ORDAIN:

Section 1: Appendix A of the City of Mayer Code of Ordinances is repealed in its entirety and a new Appendix A, as attached to this ordinance, is added.

Section 2: This Ordinance shall be in force and effect upon adoption and publication in the official newspaper of the City in accordance with applicable law. The City will publish a summary of this Ordinance.

Adopted by the City Council of the City of Mayer on this 24th day of April, 2023.

Attest:

Mayor

City Administrator

Title and Official Summary of Ordinance 238 Published in the Harold Journal Newspaper on March 17th, 2023.

City of Mayer
Ordinance 238 Official Summary of

An Ordinance Amending Certain Fees Charged by the City of Mayer

The following is the official summary of Ordinance 238 of the City of Mayer adopted on March 13th, 2023, pertaining to the establishment of certain fees and charges.

The City of Mayer has adopted a fee schedule that establishes a system of fees, charges, costs, and rates for City licenses, permits, applications, information, services and other matters provided by the City.

The fee schedule is attached to and made part of Ordinance 238 adopted on April 24th, 2023, and sets fees and charges for such categories as the following:

Administrative Fees, Amusement Devices, Assessment Searches, Building Permits, Planning and Zoning, Community Center Rental, Fire Department, Licenses, Meetings, Utilities, Public Works, Consultant Fees, Area Charges and Title Insurance Fee for Development.

A PRINTED COPY OF THIS ENTIRE ORDINANCE IS AVAILABLE FOR INSPECTION AND REVIEW BY ANY PERSON AT THE OFFICE OF CITY HALL OF THE CITY OF MAYER LOCATED AT 413 BLUEJAY AVENUE, MAYER, MINNESOTA 55360.

City Administrator

City of Mayer
2023 Fee Schedule

Administrative Fees

Community Center:

Small Group Daily Rental – Resident (50 or less)	\$75.00
Small Group Daily Rental – Non-Resident (50 or less)	\$100.00
Large Group Daily Rental – Resident (51 or more)	\$250.00
Large Group Daily Rental – Non-Resident (51 or more)	\$350.00
Two Day Event Rental – Resident	\$500.00
Two Day Event Rental – Non-Resident	\$600.00
Three Day Event Rental – Resident	\$625.00
Three Day Event Rental – Non-Resident	\$725.00
Small Group Non-Profit Rental – Resident (50 or less)	\$37.50
Small Group Non-Profit Rental – Non-Resident (50 or less)	\$50.00
Large Group Non-Profit Rental – Resident (51 or more)	\$125.00
Large Group Non-Profit Rental – Non-Resident (51 or more)	\$175.00
Open Gym Fee (2 hours minimum)	\$15 Per Use
Church/Funeral	\$50.00
Damage Deposit – Groups 50 or less	\$175.00
Damage Deposit – Groups 51 or more	\$325.00

Electronic Sign:

Regular Weekly Rate	\$10.00
Regular Monthly Rate	\$30.00
Non-Profit Weekly Rate	\$7.00
Non-Profit Monthly Rate	\$20.00
Public Entity Rate	Free

Concession Stand:

Four Hour Rental	\$25.00
Damage Deposit	\$25.00

Copier and Documents:

Black and White Page	\$0.25
Color Page	\$0.50
City Map	Actual Cost
Zoning Map	\$15.00
Comprehensive Plan	\$50.00
Zoning Ordinance	\$50.00
City Standard Specs & Plates	\$50.00
Subdivision Ordinance	\$50.00
Code of Ordinances	\$75.00
Financial Audits	\$50.00

City Budget	\$30.00
City Fee Schedule	\$30.00
Scanning and Emailing Readily Available Documents Above Compiling Data Requests	Free Staff Time and Materials

Animal Control:

Running At-Large/Nuisance – 1 st Offense	Warning
Running At-Large/Nuisance – 2 nd Offense	\$50.00
Running At-Large/Nuisance – 3 rd Offense	\$75.00
Running At-Large/Nuisance – Subsequent	\$100.00
Chicken License – Initial Fee	\$50.00
Chicken License – Renewal Fee	\$25.00
Beekeeping License – Initial Fee	\$50.00
Beekeeping License – Renewal Fee	\$25.00

Service Fees and Miscellaneous:

Public Notice and Mailing	Actual Cost Plus Staff Time
Recording Documents	Actual Cost Plus Staff Time
Returned Check Charge	\$30.00
Election Filing Fee	\$15.00
Delinquent Charge Certification	\$5.00
Peddler License & Background Check	\$100.00
Right-of-Way Permit – Large Utilities	\$250.00

Fines:

Parking Violation – 1 st Offense	\$25.00 Plus Towing Cost
Parking Violation – 2 nd Offense	\$50.00 Plus Towing Cost
Parking Violation – 3 rd Offense	\$75.00 Plus Towing Cost
Abandoned Vehicle Violation – 1 st Offense	\$60.00
Abandoned Vehicle Violation – 2 nd Offense	\$150.00
Abandoned Vehicle Violation – 3 rd Offense	\$200.00
Towing Cost	Actual Cost
Impound Lot Fee	Actual Cost
Weed Violation Mowing (1 hour minimum)	\$75.00 Per Hour
Sidewalk Snow Removal (1 hour minimum)	\$75.00 Per Hour

Liquor Licenses:

On-Sale Intoxicating Liquor License	\$1,000.00
Off-Sale Intoxicating Liquor License	\$75.00
Sunday On-Sale Intoxicating Liquor License	\$75.00
On-Sale 3.2 Beer License	\$75.00
New Annual License Investigation	\$100.00
Wine and Beer License	\$75.00
All Temporary/Seasonal Licenses and Permits	\$15.00

Golf Cart License:

Annual Golf Cart License \$20.00

Amusement Licenses:

Amusement License \$15.00 Per Location

Amusement License \$15.00 Per Machine

Fire Department Charges:

2000 Gallon Tanker – Load of Water \$85.00 Per Load

3000 Gallon Tanker – Load of Water \$125.00 Per Load

Fire/Accident Call Not Covered by Contract \$450.00 For First Hour
\$350.00 Each Hour After

Structure Burning Permit (asbestos check not included) \$1,000.00 Donation

Hazmat Fee \$450.00 Flat Fee
\$12 Per Hour Per Firefighter

Staff and Consultant Rates:

City Staff (minimum 2 hours if called out after hours) \$75.00 Per Hour

Bolton and Menk – City Engineer Actual Cost

Municipal Development Group – City Planner Actual Cost

Ratwik, Rosak and Maloney – City Attorney Actual Cost

Other Consultants and Contractors Actual Cost

Building Permit Fees

Valuation Table:

\$1.00 to \$2,000.00	\$25.58 for the first \$500.00 \$3.36 for each additional \$100.00
\$2,001.00 to \$25,000.00	\$76.25 for the first \$2,000.00 \$15.40 for each additional \$1,000.00
\$25,001.00 to \$50,000.00	\$430.35 for the first \$25,000.00 \$11.11 for each additional \$1,000.00
\$50,001.00 to \$100,000.00	\$708.10 for the first \$50,000.00 \$7.70 for each additional \$1,000.00
\$100,001.00 to \$500,000.00	\$1,093.10 for the first \$100,000.00 \$6.16 for each additional \$1,000.00
\$500,001.00 to \$1,000,000.00	\$3,557.10 for the first \$500,000.00 \$5.23 for each additional \$1,000.00
\$1,000,001.00 and Above	\$6,172.10 for the first \$1,000,000.00 \$4.02 for each additional \$1,000.00

Building Permit Fee:

Fee is calculated using the above Valuation Table amount, plus 10%, plus a State Surcharge as follows:

\$1,000,000.00 or less = $0.0005 \times \text{Valuation}$ (minimum of \$5.00)

\$1,000,001.00 to \$2,000,000.00 = \$500.00 + $0.0004 \times (\text{Value} - \$1,000,000.00)$

\$2,000,001.00 and above = See State Table

Other Inspections and Fees:

Inspections Outside Normal Business Hours (2 hour minimum)	\$75.00 Per Hour
Re-Inspection Fee	\$50.00 Per Hour
Additional Inspection Fee (Half hour minimum) (Additional plan review required by changes, additions, or other revisions to approved plans)	\$50.00 Per Hour
Miscellaneous and Special Services	\$50.00 Per Hour
City Sewer Inspection/ hookup	\$45.00
City Water Inspection/ hookup	\$45.00
House/Garage Moved-In Structure	\$50.00 Per Hour Plus Mileage
House Foundation/Lower Level Finish Moved-In	Valuation
Plan Check Fee	65% of Permit Fee

Plumbing Permit Fee	\$5.50 Per Fixture or \$75.00 Plus \$1.00 Surcharge Whichever is Greater
Plumbing Change Outs (Water Heaters or Softeners) Each	\$75.00 Plus \$1.00 Surcharge
New Home Construction – 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 log/fireplaces, wood burning fireplace, factory fireplace, gas line/gas piping only	\$75.00 Plus \$1.00 Surcharge
Masonry Fireplaces	Valuation
Residential Solar Panel	Valuation
Residential Re-Roofing	\$75.00 Plus \$1.00 Surcharge
Residential Re-Siding	\$75.00 Plus \$1.00 Surcharge
Residential Re-Windowing (same size only)	\$75.00 Plus \$1.00 Surcharge
Residential Fence	\$75.00 Plus \$1.00 Surcharge
Residential Shed (under 200 square feet)	\$75.00 Plus \$1.00 Surcharge
Residential Demolition	\$100.00 Plus \$1.00 Surcharge
Commercial – Solar panels, demolition, re-roofing, re-siding, plumbing permit, mechanical permit, fire sprinkler system, fire alarm	Valuation

Planning and Zoning Fees

Annexation Application Fee	\$500.00
Appeal	\$200.00
Vacation of Property, Public Right-of-Way & Easements	\$300.00
Zoning Permit	\$50.00
Landscape Escrow	\$2,500.00
Concept Plan	\$500.00
Preliminary Plat	\$1,000.00 Escrow \$500.00 Plus \$15.00 Per Lot \$5,000.00 Escrow
Final Plat	\$400.00 Plus \$15.00 Per Lot \$5,000.00 Escrow
Concept Planned Unit Development (PUD)	\$300.00 \$1,000.00 Escrow
Preliminary Planned Unit Development (PUD)	\$500.00
Final Planned Unit Development (PUD)	\$1,500.00 Escrow
Comprehensive Plan Amendment	
Conditional Use, Variance, Interim Use Permit	
Minor Subdivision (lot division or consolidation)	
Site Plan, Rezoning, Zoning Text Amendments	
Other Planning Requests of the City Council	
Utility Feasibility Study - Council Approval Required	Actual Cost
Special Council Meeting	\$30.00 Per Council Member Attending
Special Planning Commission Meeting	\$30.00 Per Commissioner Attending
Park Dedication Fee	Per Ordinance

*****All fees are doubled for after-the-fact applications*****

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 lines, 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.

Utility Rate Schedule

Water Charges:

Water Base Charge	\$12.98 Per Month
Water – 0 to 6,000 Gallons	\$5.74 Per 1,000 Gallons
Water – 6,001 to 15,000 Gallons	\$6.64 Per 1,000 Gallons
Water – 15,001 to 20,000 Gallons	\$7.81 Per 1,000 Gallons
Water – 20,001 and Above	\$10.58 Per 1,000 Gallons
MPFA Replacement Fund	\$0.10 Per 1,000 Gallons
Minnesota Water Testing Fee	\$0.81 Per Month
Late Fee Penalty	10%

Sewer Charges:

Sewer Base Charge	\$21.90 Per Month
Sewer Usage Rate	\$8.34 Per 1,000 Gallons

Storm Sewer Charges:

Storm Sewer – Residential – 1 REU	\$7.00 Per Month
Storm Sewer – Commercial – 3.6 REU	\$21.00 Per Month
Storm Sewer – Schools and Churches – 1.8 REU	\$7.00 Per Month
Storm Sewer – Industrial – 3.6 REU	\$21.00 Per Month
Storm Sewer – Multi Family – 2 REU	\$14.00 Per Month

Area Charges – Gross Per Acre Delineated Wetlands Not Impacted by Construction:

Water	\$2,350.00
Sewer	\$2,350.00
Storm Sewer – Residential	\$2,650.00
Storm Sewer – Commercial	\$2,900.00
Storm Sewer – Industrial Storm	\$3,200.00

Connection Charges:

Water Availability Charge	\$4,920.00
Sewer Availability Charge	\$4,920.00
Water Main Connection Permit	\$100.00
Sewer Main Connection Permit	\$100.00
Excavation Permit	\$200.00
Escrow for Excavation	Set by Council
Hydrant Meter – Damage Deposit	\$800.00
Hydrant Meter – 1 to 10,000 Gallons	\$70.00 Flat Fee
Hydrant Meter – 10,001 to 15,000 Gallons	\$6.26 Per 1,000 Gallons
Hydrant Meter – 15,001 to 20,000 Gallons	\$7.36 Per 1,000 Gallons
Hydrant Meter – 20,001 and Above	\$9.97 Per 1,000 Gallons
Utility Franchise Application Fee	\$5,000.00
Utility Franchise Escrow	\$5,000.00

Water Meters:

Two 3/4" Water Meters Horns and MXU New Houses	\$545.00
3/4" Water Meter, MXU, and Connections	\$350.00
5/8" Water Meter	\$140.00
1" Water Meter, MXU, and Connections	Cost Plus 10%
1" Water Meter	Cost Plus 10%
2" Water Meter, MXU, and Connections	Cost Plus 10%
2" Water Meter	Cost Plus 10%
MXU	\$175.00
Curb Box Fee Parts	\$24.00
Curb Box Repair Fee	\$20.00
Water Meter (other sizes)	Cost Plus 10%
Meter Wire	\$0.12 Per Foot
5/8" Meter Horn (#2)	\$80.00
1" Meter Horn (#3)	Cost Plus 10%
2" Meter Horn (#4)	Cost Plus 10%

Watering Ban Violation:

1 st Offense	\$50.00
2 nd Offense (added to utility bill)	\$50.00 Per Day
3 rd Offense (added to utility bill)	\$100.00 Per Day
4 th Offense or More	Additional \$50.00 Per Time