

**ORDINANCE NO. 844**

**AN ORDINANCE OF THE CITY OF BAYPORT, WASHINGTON COUNTY, MINNESOTA,  
AMENDING APPENDIX D, FEE SCHEDULE, OF THE CITY CODE**

**THE CITY COUNCIL OF THE CITY OF BAYPORT DOES HEREBY ORDAIN:**

Section 1. Appendix D – Fee Schedule of the Bayport City Code is hereby deleted in its entirety and the following shall be substituted therefore:

Description	Fee
<b><i>Administration Department – License fees</i></b>	
Adult use license	\$10,000.00 /yr
Adult use investigation fee	\$1,500.00
Commercial / residential refuse hauler license	\$200.00/yr
Fireworks - sale of consumer fireworks	\$350.00 for exclusive license \$100.00 for non-exclusive license
Fireworks – public outdoor display permit	\$100.00
Gambling – license fee for gambling exempt under Minnesota Statutes 349.166	\$100.00 /yr
Gambling - investigation fee or renewing premises permit	\$100.00
Gambling proceeds	10%
Liquor - off-sale liquor	\$240.00
Liquor - on-sale liquor	\$2,000.00 /yr
Liquor - on-sale temporary (1-4 days)	\$50.00 /day
Liquor - Sunday	\$200.00 /yr
Liquor - on-sale club	\$300.00
Liquor – 3.2% malt liquor (on or off sale)	\$100.00 /yr
Liquor – on sale wine only	\$1,000.00
Liquor, wine, tavern investigation - in state last 10 years	\$500.00
Liquor, wine, tavern investigation – out of state	\$2,000.00 + cost incurred (\$10,000.00 max.)
Pawnbroker / secondhand dealer license	\$100.00 /yr
Pawnbroker investigation - in state last 10 years	\$3,000.00
Pawnbroker investigation - out of state in last 10 years	actual cost (\$10,000.00 max.)
Pawnbroker investigation – new manager	\$500.00
Pawnbroker transaction fee	\$2.00 per transaction
Peddler / solicitor license	\$30.00/person
Tobacco (over the counter only)	\$250.00 /yr
<b><i>Administration Department - General fees</i></b>	
Tree removal	cost incurred, plus 10% for city administrative costs
Weed cutting / debris removal / etc.	cost incurred, plus 10% for city administrative costs

Admin. charge to certify or assess charges to a property (under the 444 or 429 process)	\$25.00
Admin. charge for late payment of quarterly utility bill	\$5.00
Admin. charge for special assessment deferment application	\$50.00 + cost incurred
Charges for miscellaneous city department services	cost incurred
Cemetery - sale of single grave	\$800.00
Cemetery - sale of single cremains grave	\$400.00
Cemetery - open and close grave (casket)	\$700.00
Cemetery - open and close grave (casket for infant)	\$400.00
Cemetery – open and close grave (cremains)	\$300.00
Cemetery - additional charge for winter burial of casket	\$500.00
Cemetery - additional charge for winter burial of cremains	\$250.00
Cemetery – additional charge for Saturday burial	\$200.00
Cemetery - set single flat headstone	\$100.00
Cemetery - reset single flat headstone	\$50.00
Cemetery - set double flat headstone	\$150.00
Cemetery - reset double flat headstone	\$75.00
Cemetery - transfer of title (per gravesite)	\$15.00
Cemetery - marking headstone location (non-veteran)	\$75.00
Cemetery - headstone deposit	\$500.00
Comprehensive plan / zoning code / subdivision ord. - copy	\$15.00
Filing for election - affidavit of candidacy application	\$2.00
Fines - liquor violation-first in 12 months	\$500.00
Fines - liquor violation-second in 12 months (subject to suspension or revocation by City Council)	\$1,000.00
Fines - liquor violation-third in 12 months (subject to suspension or revocation by City Council)	\$2,000.00
Fines - liquor violation-fourth in 12 months (subject to suspension or revocation by City Council)	discretion of City Council
Fines - tobacco violations-first in 12 months	\$250.00
Fines - tobacco violations-second in 12 months (subject to suspension or revocation by City Council)	\$500.00
Fines - tobacco violations-third in 12 months (subject to suspension or revocation by City Council)	\$1,000.00
Fines - tobacco violations-fourth in 12 months (subject to suspension or revocation by City Council)	discretion of City Council
Map - City streets (11x17 max.) – black and white only	\$2.00
Map - Zoning (11x17 max.) - color	\$3.00
Map - Flood (11x17 max.) - color	\$3.00
Notary – Not city business related	\$1.00

Park usage damage deposit	Maximum of up to \$500.00 per discretion of city staff
Park usage fees for facilities, fields and courts (see below)	
Additional trash receptacles, barricades (includes city pick-up/delivery)	\$10.00 each
Additional picnic tables (includes city pick-up/delivery)	\$25.00 each
Barker's Alps ball field(s) – north #1 and south #2	\$5.00 per day, with a seasonal maximum of up to \$100.00
Lakeside Park / Perro Park ball field	\$5.00 per day, with a seasonal maximum of up to \$50.00
Lakeside Park volleyball court	\$10.00 per day
Perro Park tennis court(s)	\$10.00 per day
Barker's Alps soccer field	\$5.00 per day, with a seasonal maximum of up to \$100.00
Park usage / picnic shelter reservation fee for residents – 100 people or less	First shelter –no charge \$25.00 each additional shelter
Park usage fee / picnic shelter reservation for residents – 101 to 250 people (includes up to four shelters)	\$150.00
Park usage fee / picnic shelter reservation for residents – 251 to 500 people (includes all four shelters)	\$500.00
Park usage fee / picnic shelter reservation for residents – 501 people or more (includes all four shelters)	\$1,000.00
Park usage fee and picnic shelter reservation for non-residents – 100 people or less	\$75.00 per shelter
Park usage fee and picnic shelter reservation for non-residents – 101 to 250 people (includes up to four shelters)	\$350.00
Park usage fee and picnic shelter reservation for non-residents – 251 to 500 people (includes all four shelters)	\$700.00
Park usage fee and picnic shelter reservation for non-residents – 501 people or more (includes all four shelters)	\$1,500.00
Park usage fee and beach house interior reservation for residents – Any 6 hour block of time on Monday through Thursday	\$50.00 + \$100.00 deposit and \$25.00 optional fireplace usage fee
Park usage fee and beach house interior reservation for residents – Any 6 hour block of time on Friday through Sunday	\$75.00 + \$100.00 deposit and \$25.00 optional fireplace usage fee
Park usage fee and beach house interior reservation for non-residents – Any 6 hour block of time on Monday through Thursday	\$150.00 + \$100.00 deposit and \$25.00 optional fireplace usage fee
Park usage fee and beach house interior reservation for non-residents – Any 6 hour block of time on Friday through Sunday	\$200.00 + \$100.00 deposit and \$25.00 optional fireplace usage fee
Parking fee – daily rate for vehicles with boat trailers	\$10.00
Parking permit – annual resident sticker for vehicles with boat trailers	\$25.00
Photocopies (8.5 x 11) – black and white (4 or more pages)	\$0.25 per page
Photocopies (11 x 17) – black and white	\$0.50 per page
Photocopies (8.5 x 11) – color	\$0.50 per page
Photocopies (11 x 17) – color	\$1.00 per page
Photocopies – electronic scan (4 or more pages)	\$0.25 per page

Recording fee for official city documents	\$50.00
Returned checks	\$35.00
Small bird/fowl permit	\$25.00/yr
Special assessment search	\$30.00
Special event application – private individual or for-profit organization	\$50.00
Special event application – public entity or non-profit organization	\$15.00
Utility rate for commercial/industrial sewer – up to 1,000 gal	\$10.00
Utility rate for commercial/industrial sewer – 1,001 to 100,000 gal	\$4.65 per 1,000 gal
Utility rate for commercial/industrial sewer – 100,001 to 300,000 gal	\$5.05 per 1,000 gal
Utility rate for commercial/industrial sewer – over 300,000 gal	\$7.55 per 1,000 gal
Utility rate for residential sewer – up to 1,000 gal	\$10.00
Utility rate for residential sewer – each additional 1,000 gal	\$4.05 per 1,000 gal
Utility rate for commercial/industrial water – up to 1,000 gal	\$10.00
Utility rate for commercial/industrial water – 1,001 to 100,000 gal	\$4.08 per 1,000 gal
Utility rate for commercial/industrial water – 100,001 to 300,000 gal	\$5.08 per 1,000 gal
Utility rate for commercial/industrial water – over 300,000 gal	\$7.08 per 1,000 gal
Utility rate for residential water – up to 1,000 gal	\$10.00
Utility rate for residential water – 1,001 to 25,000 gal	\$4.08 per 1,000 gal
Utility rate for residential water – over 25,000 gal	\$5.08 per 1,000 gal
Warming house reservation	\$25.00 per hour
<b><u>Engineering/Public Works Department</u></b>	
Driveway/curb cut permit	\$25.00
Engineering plan review	\$250.00
Equipment usage	Per FEMA equipment schedule + labor costs incurred
Grading/land disturbance permit	\$250.00 + 1,000.00 escrow
Inflow / infiltration compliance surcharge - commercial	\$500.00 per month
Inflow / infiltration compliance surcharge - residential	\$100.00 per month
Permitted encroachment application	\$250.00
Right-of-way excavation, obstruction, or utility work permit (includes inspections)	\$300.00 + state bond or \$1,000.00 escrow and any other costs incurred
Right-of-way permit inspection	\$50.00
Satellite toilet rental for special events (up to 3 days)	\$100.00 + any other costs incurred
Sewer connection/access (includes inspections)	\$800.00 per unit
Water Connection/access	
Up to 1 inch (plus cost of meter)	\$1,200.00 per unit
1 inch meter (plus cost of meter)	\$2,000.00 per unit

1 ½ inch meter (plus cost of meter)	\$4,000.00 per unit
Water hydrant access and water usage	\$35.00 + cost incurred for water
Water meter – up to 1 inch (includes inspections)	\$350.00
Water meter – greater than 1 inch	cost incurred
Water turn off and on – during city business hours	\$30.00
Water turn off and on – during non-city business hours	\$100.00
Water - tap charge	\$300.00
Water / Sewer meter remote button installation or reconnection	\$50.00
Trunk area charge – sanitary sewer	\$1,000.00/acre
Trunk area charge – water system	\$1,200.00/acre
Trunk area charge – storm sewer with on site ponding	\$1,000.00/acre
Trunk area charge – storm sewer without on site ponding	\$3,000.00/acre
<b><u>Fire Department</u></b>	
Burning permit	\$ 20.00
Incident Fire Reports	\$ 25.00
Inspection – Fire suppression system (includes up to three inspections)	\$250.00, plus \$75.00 per additional inspection
Inspection – Commercial (cooking) hood fire suppression system	\$75.00
Use of engine/tanker for mutual aid	\$ 250.00/hr
Use of fire chief for mutual aid	\$ 75.00/hr
Use of fire engine for mutual aid	\$ 250.00/hr
Use of grass fire vehicle for mutual aid	\$ 125.00/hr
Use of ladder truck for mutual aid	\$ 350.00/hr
Use of light rescue for mutual aid	\$ 125.00/hr
Use of special rescue for mutual aid	\$ 250.00/hr
Use of tanker for mutual aid	\$ 200.00/hr
Use of utility vehicle for mutual aid	\$ 75.00/hr
<b><u>Planning and Zoning Department</u></b>	
Conditional use	\$250.00 + 500.00 escrow
Interim conditional use	\$125.00 + 500.00 escrow
Fence permit	\$25.00
Sign permit - Permanent	\$30.00 + 0.50 per sq. ft.
Sign permit - Temporary	\$25.00 per week
Vegetative cutting permit - within River Bluffland and Shoreland Zoning District	\$50.00
Minor subdivision (lot division/combination)	\$250.00 + 500.00 escrow

Planned unit development (includes fees for rezoning, site plan review, variance)	\$650.00 + 2,500.00 escrow
Plat	\$300.00 + 50.00 per lot over two
Rezoning	\$500.00 + 1,000.00 escrow
Variance	\$250.00+ 300.00 escrow
Comprehensive plan amendment	\$300.00 + 500.00 escrow
Environmental assessment worksheet	\$200.00 + cost incurred
Park dedication – commercial/industrial (per single family equivalent)	\$1,000.00
Park dedication – per residential unit	\$1,000.00
Site plan review/concept review	\$300.00 + escrow
Telecommunication towers-application fee	\$250.00 + 500.00 escrow
Vacations	\$250.00 + 500.00 escrow
<b><u>Police Department</u></b>	
Animal – dangerous dog registration	\$500.00
Animal – dog or cat license-spayed/neutered when rabies shot expires	\$10.00/yr
Animal – dog or cat license-unspayed when rabies shot expires	\$20.00/yr
Animal – kennel license-1-4 animals	\$400.00
Animal – kennel license-5+ animals	\$400.00 + 75.00 per animal
Animal – failure to license	\$125.00
Animal – impound	\$200.00
Audio, video, photo, CD/DVD	\$25.00
Fingerprinting	\$20.00
Forfeiture/junk/abandoned vehicle – Administrative handling fee	\$250.00 per vehicle
Forfeiture/junk/abandoned vehicle – Impound storage fee (1-30 days)	\$100.00 per vehicle
Misdemeanor offense	up to \$1,000.00
Petty misdemeanor offense	up to \$300.00
Police report (4 or more pages)	\$0.25 per page
State accident reports (4 or more pages)	\$0.25 per page
Vacant building registration	\$500.00/yr
<b><u>Building Department</u></b>	
Building permit - \$1.00 to \$500.00 valuation	\$25.00, plus state surcharge
Building permit - \$501.00 to \$2,000.00 valuation	\$25.00 for the first \$500.00, plus \$3.25 for each additional \$100.00, including \$2,000.00, plus state surcharge
Building permit - \$2,001.00 to \$25,000.00 valuation	\$73.75 for the first \$2,000.00, plus \$14.75 for each additional \$1,000.00,

	including \$25,000.00, plus state surcharge
Building permit - \$25,001.00 to \$50,000.00 valuation	\$413.00 for the first \$25,000.00, plus \$10.75 for each additional \$1,000.00, including \$50,000.00, plus state surcharge
Building permit - \$50,001.00 to \$100,000.00 valuation	\$681.75 for the first \$50,000.00, plus \$7.50 for each additional \$1,000.00, including \$100,000.00 plus state surcharge
Building permit - \$100,001.00 to \$500,000.00 valuation	\$1,056.75 for the first \$100,000.00 plus \$6.00 for each additional \$1,000.00, including \$500,000.00 plus state surcharge
Building permit - \$500,001.00 to \$1,000,000.00 valuation	\$3,456.75 for the first \$500,000.00, plus \$5.00 for each additional \$1,000.00, including \$1,000,000.00, plus state surcharge
Building permit - \$1,000,001.00 and up valuation	\$5,956.75 for the first \$1,000,000.00, plus \$4.00 for each additional \$1,000.00, plus state surcharge
<i>Determination of valuation: Determination of value or valuation under any provisions of the adopted building code(s) shall be made by the building official. The value to be used in computing permit and plan review fee shall be the total of all construction work for which the permit is issued.</i>	
Bulk container/dumpster permit	\$25.00
EPA license verification fee	\$5.00
Inspection - outside of normal business hours or re-inspection	\$63.75 per hour*
Inspection – if no fee is specifically indicated (minimum charge – one-half hour)	\$63.75 per hour*
Inspection – outside consultant	actual costs**
Plan review	65% of building permit fee
Plan review - outside consultant	actual costs**
Plan review – additional review required by changes, additions, or revisions to plans	\$63.75 per hour*
Plan review – additional review for similar plans	25% of building permit fee
Minor improvements per Minnesota Statutes 16B.655 (no modifications to electric/gas service, total cost of \$500.00 or less, excluding the fixture or appliance, and work is done by homeowner or licensed contractor)	5% of the cost of improvements, installation, or replacement, or \$15.00, whichever is greater, plus \$5.00 state surcharge
Contractor license - General	\$100.00 commercial (residential require a state contractor license)
Contractor license - Specialty	\$50.00
Mechanical permit - Commercial/Industrial	1% of contract price***, with a minimum of \$75.00, plus \$5.00 state surcharge

Mechanical permit - Residential	\$75.00, plus \$5.00 state surcharge
Plumbing permit - Commercial/Industrial	1% of contract price***, with a minimum of \$75.00, plus \$5.00 state surcharge
Plumbing permit - Residential	\$75.00, plus \$5.00 state surcharge, and \$50.00 sewer/water repair inspection fee (if applicable)
SAC - Service availability charge to Metropolitan Council to connect to the metropolitan wastewater system	\$2,485.00 per unit
* Or the total hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.	
** Actual costs include administrative and overhead costs.	
*** Contract price shall be defined as the fair market value of all materials and labor reasonably incurred for the installation, repair or alteration of plumbing equipment or by building official using the May 2011 Building Valuation Data as determined by the MN State Building Codes and Standards.	

Section 2. This ordinance shall be in full force and effect from and after its passage and publication according to law. Passed by the City Council for the City of Bayport this 9<sup>th</sup> day of June, 2014.

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Susan St. Ores, Mayor

Attest:

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Logan Martin, City Administrator