

ORDINANCE NO. 876

**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
<i>Administration and Police</i>	
Adult use - investigation	\$1,500.00
Adult use - license	\$10,000.00 /yr
Animal – dangerous dog declaration (if appeal is denied)	up to \$1,000.00
Animal – dangerous dog registration	\$500.00/yr
Animal – dog or cat license (spayed/neutered)	\$10.00/yr
Animal – dog or cat license (unaltered)	\$20.00/yr
Animal – eradication	\$135.00
Animal – failure to license/late payment	50% of license fee
Animal – kennel license (commercial)	\$1,000.00/yr
Animal – kennel license investigation (commercial)	\$500.00
Animal – kennel license with up to 4 animals (private)	\$400.00/yr
Animal – kennel license with 5 or more animals (private)	\$400.00 + \$75.00 per animal/yr
Animal – impound	\$50.00
Animal - small bird/fowl permit	\$25.00/yr
Copy – audio/video	\$25.00
Copy – black and white 8.5” x 11” (4 or more pages)	\$0.25/page
Copy - black and white 11” x 17”	\$0.50/page
Copy – color 8.5” x 11”	\$0.50/page
Copy – color 11” x 17”	\$1.00/page
Copy – large plan sheet	\$4.00/page
Copy – other (100 or more pages)	cost incurred
Election – candidate filing fee	\$10.00
Fireworks – public outdoor display permit	\$100.00/display
Fireworks – consumer sale	\$350.00/exclusive \$100.00/non-exclusive
Flag – City of Bayport logo	\$150.00
Forfeiture - junk/abandoned vehicle processing	\$250.00/vehicle
Forfeiture - junk/abandoned vehicle impound storage (1-30 days)	\$100.00/vehicle
Gambling – allocation of proceeds to city	10%/year
Gambling - investigation or renewing premises permit	\$100.00

Gambling – license for exempt activity under Minn. Stat. 349.166	\$100.00 /yr
Liquor – investigation within last 10 years (in state)	\$500.00
Liquor – investigation (out of state)	\$2,000.00 + cost incurred (\$10,000.00 max.)
Liquor – 3.2% malt liquor license (on or off sale)	\$100.00 /yr
Liquor – off sale license	\$240.00/yr
Liquor – on sale license	\$2,000.00 /yr
Liquor – on sale club license	\$300.00/ yr
Liquor – on sale temporary license (1-4 days)	\$50.00 /day
Liquor – on sale wine only license	\$1,000.00/yr
Liquor - Sunday license	\$200.00/yr
Liquor - violation (1st in 12 months)	\$500.00
Liquor - violation (2 nd in 12 months and subject to suspension or revocation by City Council)	\$1,000.00
Liquor – violation (3 rd in 12 months and subject to suspension or revocation by City Council)	\$2,000.00
Liquor – violation (4th in 12 months and subject to suspension or revocation by City Council)	discretion of City Council
Massage – therapist license application	\$50.00
Massage – therapist license investigation	\$25.00
Massage – therapist license renewal	\$25.00
Massage - therapy business license application	\$50.00
Massage – therapy business license application amendment	\$25.00
Massage – therapy business license investigation	\$50.00
Massage – therapy business license renewal	\$25.00
Offense - misdemeanor	up to \$1,000.00
Offense - misdemeanor (petty)	up to \$300.00
Pawnbroker – investigation within last 10 years (in state)	\$3,000.00
Pawnbroker – investigation (out of state)	actual cost (\$10,000.00 max.)
Pawnbroker – investigation for new manager	\$500.00
Pawnbroker - transaction fee	\$2.00/transaction
Pawnbroker/secondhand dealer - license	\$100.00/yr
Peddler/solicitor – license and investigation	\$30.00/person
Refuse - commercial/multi-family residential hauler license	\$200.00/yr
Refuse – bulk container/dumpster permit	\$25.00
Safety Camp – Registration application	\$50.00/yr*
Service charge - certify or assess charges to a property (under Minn. Stat. 444 or 429 process)	\$25.00
Service charge – certify delinquent refuse charges to a property	10% of delinquent fees

Service charge - late payment of quarterly utility bill	\$10.00
Service charge – miscellaneous	cost incurred
Service charge - notary for non city business	\$5.00
Service charge - recording of documents	cost incurred
Service charge - returned check	\$35.00
Service charge - special assessment deferment application	\$50.00 + cost incurred
Service charge - special assessment search	\$30.00
Short term rental – initial application fee (includes inspection)	\$400.00
Short term rental – reinspection fee	\$60.00
Short term rental – renewal application fee	\$200.00
Short term rental – violation (1 st in 12 months)	\$250.00
Short term rental – violation (2 nd in 12 months)	\$500.00
Short term rental – violation (3 rd in 12 months)	\$750.00
Tobacco – investigation	\$500.00
Tobacco - license (over the counter only)	\$250.00 /yr
Tobacco – violation (1 st in 12 months)	\$250.00
Tobacco – violation (2 nd in 12 months and subject to suspension or revocation by City Council)	\$500.00
Tobacco – violation (3 rd in 12 months and subject to suspension or revocation by City Council)	\$1,000.00
Tobacco – violation (4 th in 12 months and subject to suspension or revocation by City Council)	discretion of City Council
Vacant building – registration (up to 1 year)	\$500.00/yr
Vacant building – registration (more than 1 year)	\$1,000.00/yr
<u>Building</u>	
Construction – Outstanding/damaged infrastructure or landscaping deposit	\$5,000.00 escrow
Contractor – general license	\$100.00 commercial (residential require a state contractor license)
Contractor – specialty license	\$50.00
Contractor – EPA/license verification	\$5.00 each
Inspection – during non-business hours, pre-final for new home or structure, other	\$60.00/hr with 2 hr minimum
Inspection – commercial site prior to new construction (including initial sediment and erosion control)	\$90.00
Inspection – reinspection	\$60.00
Inspection – residential site prior to new construction (including initial sediment and erosion control)	\$60.00
Investigation - special (work started without a permit)	100% of permit fee
Moved-in structure – connection fee for single family dwelling or accessory structure (not including foundation/interior remodel)	\$200.00

Moved-in structure – manufactured home installation (not including foundation/interior remodel)	\$275.00 + applicable connection fees
Moved-in structure - manufactured home mechanical or plumbing connection fee	\$79.00 each + state surcharge
Moved-in structure – pre-move code compliance inspection for single family dwelling	\$175.00 + travel time and mileage
Moved-in structure – pre-move code compliance inspection for accessory structure	\$125.00 + travel time and mileage
Moved-in structure – site work (manufactured, prefab or moved-in home)	valuation based
Occupancy - change of use/classification	\$100.00
Occupancy - temporary certificate of occupancy initial application or reinstatement application due to expiration (valid 30 days)	\$100.00
Occupancy - temporary certificate of occupancy reinspection	\$60.00
Permit – construction requiring plan review for commercial building, plumbing, mechanical, fire alarm, and fire suppression, along with residential building and sprinklers:	
\$0.00 to \$2,000.00 valuation	\$73.75 for first \$2,000.00 + state surcharge
\$2,001.00 to \$25,000.00 valuation	\$73.75 for first \$2,000.00 + \$14.75 for each additional \$1,000.00, including \$25,000.00 + state surcharge
\$25,001.00 to \$50,000.00 valuation	\$413.00 for first \$25,000.00 + \$10.75 for each additional \$1,000.00, including \$50,000.00 + state surcharge
\$50,001.00 to \$100,000.00 valuation	\$681.75 for first \$50,000.00 + \$7.50 for each additional \$1,000.00, including \$100,000.00 + state surcharge
\$100,001.00 to \$500,000.00 valuation	\$1,056.75 for first \$100,000.00 + \$6.00 for each additional \$1,000.00, including \$500,000.00 + state surcharge
\$500,001.00 to \$1,000,000.00 valuation	\$3,456.75 for first \$500,000.00 + \$5.00 for each additional \$1,000.00, including \$1,000,000.00 + state surcharge
\$1,000,001.00 and up valuation	\$5,956.75 for first \$1,000,000.00 + \$4.00 for each additional \$1,000.00 + state surcharge
<i>Pursuant to MN Rules Chapter 1300.0160 subpart 3, building permit values 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.</i>	
Permit – demolition	based on valuation with \$250.00 minimum
Permit – maintenance Residential exterior or garage door (opening not altered)	\$74.00 + state surcharge

Permit – maintenance Residential re-roof or re-side (excludes stucco work)	\$99.00 + state surcharge
Permit – maintenance Residential re-window (up to 3 windows, opening not altered)	\$74.00 + state surcharge
Permit – maintenance Residential re-window (4 or more windows, opening not altered)	\$99.00 + state surcharge
Permit – mechanical Residential new or replacement fixtures (including gas lines)	\$79.00 + state surcharge
Permit – mechanical Residential new single-family home (including gas lines)	\$199.00 + state surcharge
Permit – plumbing Residential new or replacement fixtures	\$79.00 + state surcharge
Permit – plumbing Residential new single-family home	\$199.00 + state surcharge
Permit - renewal within 6 months of expiration (no plan or code changes)	50% of original permit fee
Permit – replacement card (8 ½ x 7 or 8 ½ by 5 ½)	\$25.00
Permit – replacement card (8 ½ x 14)	\$40.00
Plan review - valuation based permits	65% of permit fee
Plan review – additional review required by changes, additions, or revisions to plans	\$60.00/hr with 1 hr minimum
Plan review – master plan (initial review)	65% of permit fee
Plan review – master plan (each subordinate plan submitted for construction)	25% of permit fee
Plan review – state approved plans	25% of plan review fee
Refund – maintenance permits	0%
Refund – permit fee (if work not started) within 6 months of issuance	75%
Refund – permit fee (if work started)	0%
Refund – plan review (if plan review has not started)	100%
Refund – plan review (partial plan review)	50%
Refund – plan review (completed)	0%
SAC - Service Availability Charge to Metropolitan Council to connect to the metropolitan wastewater system	\$2,485.00/unit
<i>State surcharge is based on the currently adopted State Surcharge Table, per MN Statute 326B.148</i>	
<u>Cemetery</u>	
Burial - open and close for casket	\$1,200.00
Burial - open and close for infant casket	\$400.00
Burial - open and close for cremains	\$500.00
Burial - additional charge for winter burial of casket (when feasible)	\$800.00
Burial - additional charge for winter burial of cremains	\$350.00
Burial - additional charge for Saturday burial (casket)	\$600.00
Burial - additional charge for Saturday burial (cremains)	\$300.00

Gravesite - sale of single traditional	\$800.00
Gravesite - sale of single cremains only	\$400.00
Gravesite - transfer of title/license agreement	\$25.00/gravesite
Headstone - deposit	\$600.00
Headstone - mark location (non-veteran)	\$75.00
Headstone - reset single flat	\$100.00
Headstone - reset double flat	\$200.00
<i>Fire</i>	
Inspection - basic/ongoing occurrence	\$25.00
Permit - burning	\$25.00
Report - incident/fire	\$25.00
Service charge - Vehicle fires, accidents, mutual aid, standby, and fire alarm malfunction/non-emergency (more than 4 times per year):	
Engine/tanker	\$ 250.00/hr
Fire chief	\$ 75.00/hr
Fire engine	\$ 250.00/hr
Grass fire vehicle	\$ 125.00/hr
Ladder truck	\$ 350.00/hr
Light rescue	\$ 125.00/hr
Special rescue	\$ 250.00/hr
Tanker	\$ 200.00/hr
Utility vehicle	\$ 75.00/hr
<i>Parks and Recreation</i>	
Beach house - damage deposit	\$100.00/day
Beach house - resident (Monday – Thursday interior only)	\$100.00/day for up to 8 hours*
Beach house - resident (Friday – Sunday interior only)	\$125.00/day for up to 8 hours*
Beach house - non-resident (Monday – Thursday interior only)	\$200.00/day for up to 8 hours*
Beach house - non-resident (Friday – Sunday interior only)	\$250.00/day for up to 8 hours*
Beach house – fireplace usage	\$25.00/day*
Court - Lakeside Park volleyball	\$15.00/day*
Court – Perro Park #1 and #2 tennis	\$15.00/day*
Court – Perro Park #1 and #2 pickle ball	\$15.00/day*
Equipment - additional trash receptacles (up to 3 days)	\$10.00 each*
Equipment - barricades (up to 3 days)	\$10.00 each*
Equipment - additional picnic tables (up to 3 days)	\$25.00 each*
Equipment - satellite toilet (up to 3 days)	\$100.00 each* + any other costs incurred

Field - Barker's Alps north #1 or south #2 ballfield	\$15.00/day, with a seasonal maximum of up to \$225.00*
Field - Lakeside Park or Perro Park ballfield	\$15.00/day, with a seasonal maximum of up to \$125.00*
Field - Barker's Alps north #1 or south #2 soccer	\$15.00/day, with a seasonal maximum of up to \$125.00*
Nature center – damage deposit	\$100.00/day
Nature center – resident (Monday – Thursday)	\$100.00/day for up to 8 hours*
Nature center – resident (Friday – Sunday)	\$125.00/day for up to 8 hours*
Nature center – non-resident (Monday – Thursday)	\$200.00/day for up to 8 hours*
Nature center – non-resident (Friday – Sunday)	\$250.00/day for up to 8 hours*
Parking – daily permit for boat trailer	\$10.00/day*
Parking – resident annual permit for boat trailer	\$50.00/yr*
Parking – non-resident annual permit for boat trailer	\$85.00/yr*
Picnic shelter – resident (50 people or fewer for each shelter)	\$35.00/day*
Picnic shelter – resident (51-100 people with mandatory 2 shelters)	\$70.00/day*
Picnic shelter – non-resident (50 people or fewer for each shelter)	\$100.00/day*
Picnic shelter – non-resident (51-100 people with mandatory 2 shelters)	\$200.00/day*
Special event - application for resident or non-profit organization	\$15.00/event
Special event - application for non-resident	\$50.00/event
Special event –damage deposit for large group (over 100 people)	\$1,000
Special event – exceptional impact/use	cost incurred
Special event – large group at Lakeside Park (101-200 with mandatory 4 shelters)	\$400.00/day*
Special event – large group at Lakeside Park (201-500 with mandatory 4 shelters and beachhouse)	\$800.00/day*
Special event – large group at Lakeside Park (501 or more with mandatory 4 shelters and beachhouse)	\$1,600.00/day*
Special event – large group at Barker's Alps (101-200 with shelter and fields)	\$150.00/day*
Special event – large group at Barker's Alps (201-500 with shelter and fields)	\$300.00/day*
Special event – large group at Barker's Alps (501 or more with shelter and fields)	\$600.00/day*
Special event – large group at Perro Park or Village Green (up to 50 people)	\$25.00/day*
Special event – large group at Perro Park or Village Green (51-100 people)	\$50.00/day*
Warming house - during non-skating hours	\$25.00/hr*
<u>Public Works</u>	
Inspection - right-of-way excavation or utility work	\$50.00
Permit - driveway/curb cut	\$50.00

Permit - grading/land disturbance	\$250.00 + \$1,000.00 escrow and costs incurred
Permit - permitted encroachment	\$250.00
Permit - right-of-way excavation, obstruction, or utility work (includes inspections)	\$300.00 + state bond or \$1,000.00 escrow and any other costs incurred
Service charge - equipment use	Per FEMA equipment schedule + labor costs incurred
Service charge – weed, tree, debris removal or similar work	cost incurred, plus 10% for city administrative costs
<u>Utilities</u>	
Engineering – plan review and/or site inspection for utility service/connection	escrow deposit for costs incurred as calculated by staff
Inflow/infiltration compliance surcharge (commercial)	\$500.00/month
Inflow/infiltration compliance surcharge (residential)	\$100.00/month
Sewer - connection/access (includes inspections)	\$800.00/unit
Sewer - commercial/industrial usage (up to 1,000 gallons)	\$10.00
Sewer - commercial/industrial usage (1,001 - 100,000 gallons)	\$4.65 per 1,000 gal
Sewer - commercial/industrial usage (100,001 - 300,000 gallons)	\$5.05 per 1,000 gal
Sewer - commercial/industrial (over 300,000 gallons)	\$7.55 per 1,000 gal
Sewer –residential usage (up to 1,000 gallons)	\$10.00
Sewer – residential usage (each additional 1,000 gallons)	\$4.05 per 1,000 gal
Sewer - trunk area charge	\$1,000.00/acre
Storm sewer - trunk area charge with on site ponding	\$1,000.00/acre
Storm sewer - trunk area charge without on site ponding	\$3,000.00/acre
Water - connection/access	
Up to 1 inch meter (plus cost of meter)	\$1,700.00/unit
1 inch meter (plus cost of meter)	\$2,500.00/unit
1 ½ inch meter (plus cost of meter)	\$4,500.00/unit
Water - commercial/industrial usage (up to 1,000 gallons)	\$10.00
Water - commercial/industrial usage (1,001 to 100,000 gallons)	\$4.08 per 1,000 gal
Water - commercial/industrial usage (100,001 to 300,000 gallons)	\$5.08 per 1,000 gal
Water - commercial/industrial usage (over 300,000 gallons)	\$7.08 per 1,000 gal
Water - meter read (manual)	\$75.00/meter read
Water - residential usage (up to 1,000 gallons)	\$10.00
Water - residential usage (1,001 to 25,000 gallons)	\$4.08 per 1,000 gal
Water - residential usage (over 25,000 gallons)	\$5.08 per 1,000 gal
Water - hydrant access and water usage	\$35.00 + cost incurred for water
Water – irrigation violation (1 st in 12 months, after verbal or written notice)	\$50.00

Water – irrigation violation (2 nd in 12 months)	\$100.00
Water – irrigation violation (3 rd in 12 months)	\$150.00
Water - meter up to 1 inch (includes inspections)	\$400.00
Water - meter greater than 1 inch	cost incurred
Water - meter remote button installation or reconnection	\$50.00
Water – surcharge for Baytown water service	\$20.00/quarter
Water - tap charge	\$300.00
Water - trunk area charge	\$1,200.00/acre
Water - turn on or off service during city business hours	\$50.00
Water - turn on or off service during non-city business hours	\$100.00
<u>Zoning</u>	
Comprehensive plan amendment	\$500.00 + \$500.00 escrow and costs incurred
Conditional use permit	\$500.00 + \$500.00 escrow and costs incurred
Conditional use permit (interim)	\$500.00 + \$500.00 escrow and costs incurred
Environmental assessment worksheet	\$200.00 + cost incurred
Minor subdivision (lot division/combination)	\$500.00 + \$500.00 escrow and costs incurred
Park dedication - commercial/industrial	\$1,500.00/single family equivalent
Park dedication – residential	\$1,500.00/unit
Permit - fence	\$25.00
Permit - shed	\$25.00
Permit - sign (permanent)	\$30.00 + \$0.50/sq. ft.
Permit - sign (temporary)	\$25.00/week
Permit – site plan	\$50.00
Permit - vegetative cutting within River Bluffland and Shoreland Zoning District	\$50.00
Planned unit development (includes fees for rezoning, site plan review, variance)	\$650.00 + \$2,500.00 escrow and costs incurred
Plat	\$500.00 + \$50.00/lot or unit over two + escrow and other costs incurred
Rezoning	\$500.00 + \$500.00 escrow and costs incurred
Site plan, concept, or engineering review	\$300.00 + escrow and costs incurred
Telecommunication tower	\$250.00 + \$500.00 escrow and costs incurred
Vacation	\$250.00 + \$500.00 escrow and costs incurred
Variance	\$500.00+ \$500.00 escrow and costs incurred

Section 2. Fees listed herein indicated by * include Minnesota sales tax.

Section 3. 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 2nd day of December, 2019.

Susan St. Ores, Mayor

Attest:

Adam Bell, City Administrator