



City of
Shorewood

MASTER FEE SCHEDULE

Introduction

In May of 2017 the Shorewood City Council approved an amendment to Chapter 1300: Municipal Fees of the Shorewood City Code removing the actual fees from the Code, with the exception of Land Use Fees, and replacing it with referencing the Master Fee Schedule which will establish fees by Council resolution. Land Use Fees are required pursuant to MN State statutes to be amended and established by ordinance in communities that collect in excess of \$5,000 in said fees on an annual basis. Previous and future resolutions and ordinances amending or establishing new fees will be collated into the Master Fee Schedule as necessary and prudent. These updates are set forth by Council resolution (and ordinance in the case of land use fees) and incorporated into the Master Fee Schedule upon adoption of the proposed established fees. This provides a cost-effective and expedient process for reviewing fees for relevance and providing annual updates to the schedule of city fees and a user-friendly document for public use.

A copy of the Master Fee Schedule is available on the city website at www.ci.shorewood.mn.us or at city offices located at 5755 Country Club Road in Shorewood, MN 55331. To obtain an electronic copy please email cityofshorewood@gmail.com.

TABLE OF CONTENTS

SECTION I: License and Permit Service Fees 4-6

SECTION II: Liquor License Fees and Charges 7

SECTION III: Utility Rates; Sewer, Water, Stormwater, Recycling 8-9

SECTION IV: Miscellaneous Fees and Charges 10-12

SECTION V: Park and Recreation Fees 13

SECTION VI: Building, Zoning and Land Use 14-16

| LICENSE, PERMIT, SERVICE CHARGES AND MISCELLANEOUS FEES | | |
|--|----------------------------|---|
| <i>Type of Charge/Fee</i> | <i>City Code Reference</i> | <i>Charge/Fee</i> |
| I. License and Permit Service Fees | | |
| Administrative enforcement | 104.03 | <p>Class A Offenses: \$100 Violations of Public Health Regulations (Chapters 501-503, except those violations which are also Zoning Code Violations)</p> <p>Class B Offenses: \$300 Violations of Rental Housing Regulations (Chapter 1004) Subsequent Class B Violations \$1,000</p> <p>Class C Offenses: \$300 Violations of Building Regulations (Chapters 1001-1003 and 1005) Violations of Wetland Regulations (Chapter 1102) Violations of Tree Preservation Regulations (Chapter 1103) Violations of Zoning Regulations (Chapter 1201)</p> <p>Subsequent Class C Violations:</p> <p>2nd citation within 24 months of issuance of previous citation: 25% increase over scheduled civil penalty</p> <p>3rd citation within 24 months of issuance of previous citation: 50% increase over scheduled civil penalty</p> <p>4th citation within 24 months of previous citation: 100% increase over scheduled civil penalty</p> |

| LICENSE, PERMIT, SERVICE CHARGES AND MISCELLANEOUS FEES | | |
|--|----------------------------|--|
| <i>Type of Charge/Fee</i> | <i>City Code Reference</i> | <i>Charge/Fee</i> |
| I. License and Permit Service Fees | | |
| Adult use license | 309 | |
| Investigative fee | | \$500 |
| Adult use facility license | | \$1,675 + \$50/video booth or stall |
| Animal impound fees | 701.08.4 | \$25 first offense of year, \$50 thereafter |
| Daily boarding fee | | \$25 |
| Additional services when required | | \$95 inoculation \$35 bath |
| Commercial lawn fertilizer application license (annual) | 310.03.2d | \$30 |
| Dock - Boat docks and boat storage facility license | 304.05 | \$35 |
| Dock - Multiple dock facility license | 1201.24, Subd. 10 | \$2 per slip/per year |
| Dog licenses, per animal | 701.03.2 | \$10/\$5 license late fee |
| Domestic partnership registry | 110.06 | \$25 |
| Registration | | \$25 |
| Amendment | | \$25 |
| Termination certificate, certified | | \$2 |
| Farm and other animals | 704.09 | \$50 |
| Fire alarm permits | 601.06.1 | \$200 2nd false alarm and thereafter |
| Fire (recreational fire permit) | 501.03 | No charge |
| Fireworks dealer license/permit | | \$100 per site/per year |
| Gambling permit - exempt | 301.09.3 | \$25 |
| Gambling premises permit - new investigation fee | 301.08.4 | \$100 |
| Horse permit | 702.04 | \$25 |
| Kennel license | 701.04.2 | \$25/initial license \$10/renewal license |
| Police alarm permits | 601.06.1 | \$100 3rd false alarm and thereafter |
| Street excavation permit | 901.01.2b | \$150 |

| | | |
|---|-----|--|
| System contractor license | | \$1,000 bond |
| Therapeutic massage annual business license fee | | \$100 |
| Tobacco retailer license | 302 | \$250/premise |
| Tobacco administrative fines: Tobacco licensees in violation Individuals in tobacco violation | | \$75/first offense \$200/second offense in 24-month period \$250/thereafter within 24-month period \$50 per offense |

| II. Liquor License Fees and Liquor Violation Fines | | |
|---|----------------------------|---|
| <i>Type of Charge/Fee</i> | <i>City Code Reference</i> | <i>Charge/Fee</i> |
| Intoxicating liquor license - on-sale | 401.06.1 | \$7,500 |
| Wine license - on-sale | 401.06.1 | \$1,000 |
| Intoxication malt liquor/wine license - on-sale | 401.06.1 | \$2,000 |
| Intoxicating liquor - off-sale | 401.06.1 | \$310 |
| Liquor special club license | 401.06.1 | \$250 |
| Special Sunday license | 401.06.1 | \$200 |
| 3.2% malt/liquor license - on-sale | 401.06.2 | \$300 |
| 3.2% malt liquor license - off-sale | 401.06.2 | \$50 |
| 3.2% malt liquor or intoxicating liquor Temporary license | 401.06.2 | \$25 |
| Liquor license investigation fee -New license | 401.06.1 | \$500 |
| Liquor license investigation fee - Renewal with change in managers/owners/like | 401.06.1 | \$250 |
| Liquor licensees' in violation | 40121 | \$500/first offense \$1,000/second offense in 24-months \$1,500/third offense in 24-months \$2,000/fourth offense in 24-months |

| III. Utility Rates | | |
|---|----------------------------|--|
| <i>Sewer</i> | | |
| <i>Type of Charge/Fee</i> | <i>City Code Reference</i> | <i>Charge/Fee</i> |
| Sewer connection permit | 904.07.1 | \$150 |
| Sanitary Sewer Service | 904.15.1a | Residential: \$77.29/qtr/sewer only \$51.53/qtr/low income sewer only Commercial: \$8.75 Base \$2.02/1,000 gallons |
| Sanitary sewer surcharge | 904.09.5 | \$100/month |
| Local sewer availability charge | 904.18.3 | \$1,200 |
| <i>Water</i> | | |
| <i>Type of Charge/Fee</i> | <i>City Code Reference</i> | <i>Charge/Fee</i> |
| Water connection permit | 903.03.1a | |
| Inside | | \$50 |
| Outside | | \$60 |
| Watering restriction violation | 903.12 | \$50 first violation \$25 increase each succeeding violation (e.g. 2nd violation \$75, 3rd violation \$100, and the like) |
| Water service | 903.09.1a | \$17.50/quarter first 5,000 gallons, plus \$2.95 per 1,000 gallons in excess of 5,000 gallons up to 50,000 gallons, and \$4.25 per 1,000 gal in excess of 50,000 gal/qtr |
| Water service - low income | 903.09.1a(1) | \$15/quarter minimum |
| Water turn-on and shut-off fee | 903.04 | \$50 |
| Water connection fee | 903.03.3 | \$10,000 |
| Single-family residential | | See chart and formula in ' 903.04 Subd. 3. |
| Multi-family residential, Commercial | | |
| Schools, churches, government and other non-residential | | See chart and formula in ' 903.04 Subd. 3.a. |

| <i>Stormwater Management</i> | | |
|---|----------------------------|--|
| <i>Type of Charge/Fee</i> | <i>City Code Reference</i> | <i>Charge/Fee</i> |
| Stormwater Management Utility Residential equivalent factor Basic system rate | 905.03 | \$18.30/qtr: lots less than 10,000 sq. ft. \$26.13/qtr: lots 10,000-50,000 sq. ft. \$34.01/qtr: lots 50,000 plus sq. ft. |
| <i>Recycling</i> | | |
| <i>Type of Charge/Fee</i> | <i>City Code Reference</i> | <i>Charge/Fee</i> |
| Residential recycling fee | | \$14/quarter/household |

| IV. Miscellaneous Fees and Charges | | |
|--|----------------------------|--|
| <i>Type of Charge/Fee</i> | <i>City Code Reference</i> | <i>Charge/Fee</i> |
| Special assessment search | | \$25 |
| Mailed minutes (nonresident) | | \$75.00 annual \$.25/page/individual |
| Mailed agendas | | \$35 annual \$.25/page/individual |
| Copies Color copies | | \$.25/page/single side 8.5 x 11@ \$.50/page/single side anything larger \$1/page/single side |
| Mailing labels (all city residents) | | \$35 all residents on printed mailing Labels |
| Aerial topography: Mylar copy Electronic | | \$16/acre plus \$5/mylar \$50/megabyte of data |
| City Code book CD Rom Updates | | \$75 \$25 \$25/year |
| City Zoning Code | | \$20 |
| Assessment Certification Fee | 903.10.3(e) | \$50 |
| City Zoning Code | | \$20 |

| | | |
|--|----------------------------|---|
| Comprehensive Plan (softbound color copy) | | \$35 |
| City Subdivision Ordinance (softbound copy) | | \$8 |
| Election filing fee | | \$2 |
| Spring clean-up fees | 507.09.1 507.09.2 | Up to \$10 \$20 air conditioners* \$20 water softeners* \$12 appliances, including water heaters* \$10 mattresses and rolled carpets/padding* \$15 large furniture* \$5 tires with or without rims* \$13 truck tires without rims* \$0 auto batteries* * Or as determined based upon actual cost of disposal |
| Transient business, peddling/soliciting | 308.08 | \$50/applicant |
| Sand barrel/sand charge | | \$40 barrel and sand/\$30 sand only |
| *Rental Housing Licenses are effective for a period of three (3) years. | | |
| Appeal filing fee | | \$100 |
| *License application fee, per rental dwelling in building with one to five rental units (includes up to two inspections per unit) | 1004.06.6 | \$75 |
| *License application fee, per rental dwelling in building with six or more rental units (includes up to two inspections per unit) | 1004.03(3) (Res.17-089) | \$400 plus \$10 per rental unit up to \$750 maximum |
| Additional inspections as necessary | 1004.03(3) (Res.17-089) | \$35/inspection |
| Rental license application fee for buildings with six (6) or more units constructed within one year from date of application shall be base license fee excluding \$10 per rental unit fee. | 1004.03(3) (Res.17-089) | |

| | | |
|--------------------------------------|--|------|
| | | |
| Return check fee | | \$25 |
| Plans and specifications, paper copy | | \$35 |
| Plans and specifications, CD copy | | \$25 |

| V. Park and Recreation | | |
|---|--|--|
| <i>Type of Charge/Fee</i> | <i>City Code Reference</i> | <i>Charge/Fee</i> |
| Park and recreation use fees Organized sports participant Skating rinks (per rink) Lights Tournaments, per rink Special Event Registration and Permit | 902.06.3 505.02.4 | \$10/per participant, per sport, per season \$15/hour \$30/day plus attendant salary \$50/day for events on public property with 75 or more attendees/participants. |
| Soccer/Football/Baseball/Softball Fields (per field) Damage deposit, all fields Football Field, unlighted Lights Diamond field (baseball) Entire soccer area, unlighted Tennis Courts | | \$125/flat fee \$50/hour or \$210/day \$30/hour \$50/day \$150/day \$5/court/hour |
| Multi-use buildings Damage deposit, all buildings Manor/Badger Eddy Station | | <i>Resident Base Fee</i> \$50 \$25 \$100 |
| Picnic Pavilions Manor/Freeman Eddy Station Pavilions | | <i>Resident Base Fee</i> \$25 \$50 |

| VI. Building, Zoning, Land Use * | | |
|--|--------------------------|---|
| *Land Use Fees must be amended or established by Ordinance | | |
| Zoning/amendments | 1201.04.1a | \$600 plus \$1,000 escrow |
| Zoning permits | 1201.07 | \$20 |
| Conditional use permit | 1201.04.1a 1201.05.3a | \$200 (residential) \$400 plus \$100 escrow (nonresidential) \$1,000 plus \$1,000 escrow (communication facilities) |
| Variances and appeals | 1201.05.3a | \$250 plus \$150 escrow (residential) \$300 plus \$150 escrow (nonresidential) |
| Planned unit development Concept plan Development stage plan Final plan | 1201.25.6b(2)(b) | \$300 plus \$100 escrow \$300 plus \$100 escrow \$300 plus \$100 escrow |
| Site plan review/certificate | 1201.07.2 | \$150 |
| Subdivision sketch plan review | 1202.03.1 | \$200 |
| Subdivision (Metes and Bounds) | 1202.03.1a(2) | \$350 plus \$100 escrow (three lots or less) |
| Subdivision (Preliminary plat) | 1202.03.1a(2) | \$350 plus \$25/lot plus \$1,000 escrow |
| Subdivision (final plat) | 1202.03.1a(2) | \$500 plus \$25/lot plus \$1,000 escrow |
| Park dedication (cash in lieu of land) | 1202.07 | \$6,500/unit or 8% of raw land value |

| | | |
|--|-------------|--|
| Comprehensive plan amendment | | \$200 pre-application \$800 formal application |
| Extension of deadline for recording resolutions | | 50% of original application fee |
| <p>Note: Base fees are non-refundable. Escrow deposits are to cover consulting engineer and attorney expenses. Applicants are informed that any city expenses not covered by these fees will be billed to them. Unused escrow fees will be returned to applicant upon written request.</p> | | |
| Building permit | 1001.03 | 1997 U.B.C. SECTION 107 1997 U.B.C. TABLE 1-A AND STATE RULE 1300.0160 |
| Reinspection fee | | \$35 |
| Residential | | \$75 |
| Roofing permit | | \$75 |
| Siding permit | S.B.C. | \$75 |
| Window permit | S.B.C. | |
| Mechanical permit | | State Statute or 2.5% of value, \$35 minimum |
| Plumbing permit | S.B.C. | State Statute or \$15/fixture, \$35 minimum |
| Removal or abandonment, underground tanks | U.F.C. | \$35 first tank plus \$20 each additional |
| Demolition permit | S.B.C. | \$50* |
| Sign permit application fee Approved sign permit fee | 1201.03.11f | \$20 Per 1997 U.B.C. Table 1-A |
| Fence permit | 1201.03.2f | \$20 |
| Grading/filling permit | S.B.C. | Per 1997 U.B.C. Table A-33-A and A-33-B |
| Home occupation permit | 1201.03.12c | \$200 (special) |
| | | |

| | | |
|--|-----------|---|
| Underground irrigation system permit | 901.01.2d | \$20 |
| R.O.W. Encroachment permit | 901.01.2b | \$40 |
| R.O.W. or easement vacation request | | \$300 |
| R.O.W. work annual registration | 901.07 | \$200 |
| R.O.W. excavation permit administration fee | 901.09 | \$75 |
| Per additional excavation - unpaved area | 901.09 | \$20 |
| Underground utility/telecom installation - direct boring or tunneling | 901.09 | \$45 per 100 L. Ft. (plus minimum permit fee) |
| Underground utility/telecom installation-open trenching | 901.09 | \$60 per 100 L. Ft. (plus minimum permit fee) |
| Obstruction permit | 901.09 | \$20 |
| Degradation fee | 901.09 | Varies |
| Restoration fee | 901.12 | Varies |
| * Fee is waived when done in conjunction with a building permit or when burned by Fire Department. | | |