

**RESOLUTION 14-30**

**AMENDING THE FEE SCHEDULE AS ADOPTED BY CITY ORDINANCE**

**WHEREAS,** according to Chapter 5, Article 5 of the City Code of Ordinances, the City shall have the right to assess or charge to said applicant or requester the reasonable fees as set forth in the City's fee schedule; and

**WHEREAS,** the City reviews its fees and charges on an annual basis to ensure that the fees charged are fair and cover the City's costs associated with the application or transaction; and

**WHEREAS,** the attached fee schedule is an amendment to the fee schedule adopted by ordinance on January 1, 2008.

**NOW, THEREFORE BE IT RESOLVED,** that the Pequot Lakes City Council hereby adopts the attached amended fee schedule effective January 1, 2015.

Passed and adopted by the Pequot Lakes City Council on December 2, 2014.

\_\_\_\_\_  
Nancy A. Adams, Mayor

ATTEST:

\_\_\_\_\_  
Sandra A. Peine, City Clerk

## EXHIBIT A

### CITY OF PEQUOT LAKES 2015 FEE SCHEDULE

Adopted by Ordinance on 1/8/2008  
Amended by Resolution 12/2/2014

<b>Accident Reports - taxable</b>	\$5 plus additional costs if needed (CDs or pictures)
<b>Address Assignment and 911 Sign Installation</b>	<b>\$75</b>
911 Sign and Post Replacement	\$50
911 Sign Post Replacement	\$25
911 Sign Replacement	<b>\$35</b>
<b>Administrative Fines</b>	See Attached Administrative Fine Fee Schedule
<b>Cemetery</b>	
Lots	\$400
Winter Interments – Opening Lots	\$65 per Hour / \$65 Minimum
Deed Transfer	\$25
<b>Civil Service - Documents Service</b>	\$25
<b>Cole Memorial Building Reservations</b>	<i>*See Use Policy for Details</i>
• Local non-profit and government agencies <i>*See Use Policy for Details</i>	No Charge – If during regular business hours
• Full Day 5-8 Hours	\$100
• Half Day 0-4 Hours	\$50
• Damage Deposit	\$100
<b>Copies - taxable</b>	
Black and White	.25 Each
Color Documents	.75 Each
Color Photos	\$2 Each
<b>Driveways &amp; Approaches</b>	\$300/ Deposit
<b>Dubbing - taxable</b>	
Videos	\$20
Cassette Tapes	\$10
CD's	\$10
<b>Finance Service Fees</b>	
Credit Card Charge Back Fee	\$15

Non-Sufficient Funds Charge	\$35
Stop Payment Charge	\$35
<b>Finger Printing</b>	\$10
<b>Fire Calls</b>	
**First Hour	\$500
Each Additional Hour or Fraction thereof	\$350
Use of Hurst Extraction Tool	\$500
Foam	\$50 / Gallon
<b>Library Fees</b>	
<b>Library Cards – taxable</b>	
Family	\$5
Individual	\$4
• <b>Library Building Reservations</b>	
•    Local non-profit and government agencies <i>*See Use Policy for Details</i>	No Charge – If during regular business hours
Full Day 5-8 Hours	\$100
Half Day 0-4 Hours	\$50
•    Damage Deposit	\$100
•	
• <b>Liquor Licenses</b>	
•    On-Sale Intoxicating	\$1,800
On-Sale Wine	\$150
On-Sale Sunday	\$200
On-Sale Beer	\$75
Off-Sale Intoxicating	\$100
Off-Sale Beer	\$25
Special Event Liquor License	\$25
Temporary Liquor Licenses	\$100
Temporary Malt Liquor License	\$25
Club	\$300
<b>Investigation Fees</b>	
Individual License	\$200
Corporation	\$400
▪ <b>Mailbox Posts - Taxable</b>	\$80
▪ <b>Mailbox Post Installation</b>	\$25
<b>Pawnbroker</b>	
License Fee	\$150
Background Check	\$50
Renewal Background Check	\$25

<b>Sewer Permit and Inspection Fees</b>	
On-Site Sanitary Sewer Inspection	\$100
On-Site Sanitary Sewer Permit – Single Family	\$100
On Site Sanitary Sewer Permit – Multi Family	\$75 / Family
On-Site Commercial Small Flow System Permit (less than 1,000 gallons per day.)	\$175
On-Site Commercial Large Flow System Permit (greater than 1,000 gallons per day.)	\$225
<b>Sidewalk Snow Removal</b>	\$75/hour – 1 hr. minimum
<b>Special Assessment Searches</b>	\$10
<b>Street Repair Deposit</b>	(Actual cost of repair)
Blacktop	\$1,000 Deposit
Gravel	\$500 Deposit
<b>Street Vacation</b>	\$500 escrow “\$500 Escrow to cover associated costs. Additional associated costs will be covered by the applicant.”
<b>Tobacco License</b>	\$50
<b>Transient Merchant, Peddler</b>	\$25 / Day
Solicitor	No Fee
<b>Water/Sewer Usage Fees</b>	
Contractor Water Usage	\$50 / first 2,000 gallons \$25 /each addnl. 1,000 gallons
<b>See Attached Water Sewer Rates and Fees</b>	
Disconnect / Reconnect Fee for Nonpayment	\$50
Disconnect / Reconnect Fee - Seasonal	\$25
Duplicate Bill Fee	\$1 per month
Late Fee	\$5 per month
Water Sewer Personnel	\$50 / Hour per Employee

**All professional fees such as legal, engineering, surveying, consulting, architectural, etc. shall be at actual cost and at the same rate the City pays.**

**Mileage, postage, publications, service, meeting expenses, etc., at actual cost.**

## 2015 - WATER / SEWER RATES AND FEES

### 2015 Water / Sewer Rates

#### RESIDENTIAL

**Water** \$18.38 for first 2,000 gallons \$6.89 for each additional 1,000 gallons

**Sewer** \$22.13 for first 2,000 gallons/\$10.23 for each additional 1,000 gallons

#### COMMERCIAL

**Water** \$20.68 for first 5,000 gallons/\$7.38 for each additional 1,000 gallons

**Sewer** \$23.47 for first 5,000 gallons/\$10.23 for each additional 1,000 gallons

#### RESIDENTIAL & COMMERCIAL

**Un-Metered Water** \$35.00 per month

**Un-Metered Sewer** \$35.00 per month

### 2015 Meter Maintenance Fees

**5/8" and 3/4" Meters** \$2.46 per month

**1" and Larger Meters** \$4.00 per month

### Duplicate Billing Fee

**Residential** \$1.00

**Commercial** \$1.00

### 2015 - WAC / SAC Fees

#### Residential

**WAC** - \$2,900 per Equivalent Residential Connection (ERC) (Amended by Council 3/2/2013)

**SAC** - \$6,300 per Equivalent Residential Connection (ERC) (Amended by Council 3/2/2013)

#### Commercial

**WAC** - \$2,900 **plus sales tax** per Equivalent Residential Connection (ERC) (Amended by Council 3/2/2013)

**SAC** - \$6,300 per Equivalent Residential Connection (ERC) (Amended by Council 3/2/2013)

**2015 Meter Fees**

Cost varies depending on size of meter and if single or double MXU is needed.

	<b>Meter Only</b>	<b>Single Port MXU</b>	<b>Double Port MXU</b>
5/8" Meter	\$135	\$136	\$163
3/4" Meter	\$172		
1" Meter	\$220		
1 1/2" Meter	\$514		
Meter Frost Plates	\$11		
5/8" Copperhorn	\$57		
3/4" Copperhorn	\$67		
1" Copperhorn	\$123		

Revised: 12-6-2011

**CITY OF PEQUOT LAKES  
2015 LAND USE FEE SCHEDULE**

<b>Residential Construction*</b>	
Main Floor (basement not included in cost factor)	\$.20 sq. ft.
Additional Floors (includes basement & attached garage)	\$.10 sq. ft.
Accessory Building (over 100 sq. ft. & without plumbing)	\$.15 sq. ft.
Accessory Building (over 100 sq. ft. & with plumbing)	\$.20 sq. ft.
Accessory Building (100 sq. ft. or less)	\$50 (min. fee does not apply)
Demolition	\$75
<b>Minimum Permit Fee</b>	\$125
<b>Commercial Construction**</b>	
Building (without plumbing)	\$.20 sq. ft.
Building (with plumbing)	\$.25 sq. ft.
Accessory Building (100 sq. ft. or less)	\$50 (min. fee does not apply)
Paved Parking Lots	\$100
Demolition	\$75
<b>Minimum Permit Fee</b>	\$125
<b>Signage</b>	
Commercial, Permanent	\$100
Home Occupation	\$50
Commercial Sign Concept Plan	\$100
Residential Sign Concept Plan	\$100
<b>Hearing Fees</b>	
Residential Conditional Use	\$350 Plus Recording Fee - \$46
Commercial Conditional Use	\$450 Plus Recording Fee - \$46
Residential Variance	\$350 Plus Recording Fee - \$46
Commercial Variance	\$450 Plus Recording Fee - \$46
Rezoning Request	\$350
Petition for Ordinance Amendment	\$250
<b>Subdivisions</b>	
Sketch Plan Review	\$150 (credited to preliminary plat)
Preliminary Plat (less than 14 lots)	\$600
Preliminary Plat (14 lots or more)	\$3,000 Deposit (direct expenses invoiced and taken from deposit)
Final Plat	\$250
Metes and Bounds (less than 10 acres per parcel)	\$300
Metes and Bounds (10 acres or greater per parcel)	\$50
<b>Miscellaneous Fees</b>	
Communication Towers (50 ft. – 1,000 ft.)	\$500 + CUP

Communication Towers (over 1,000 ft.)	\$1,000 + CUP
Fence	\$50
Shoreline Alteration	\$150
Mobile Home in Mobile Home Park	\$25
<b>Administrative Fees</b>	
Extension of Permit	10% original fee (\$50 min.)
Special Meetings (per applicants request)	\$500
Appeals to Board of Adjustment (from action of Zoning Administrator)	\$0
Appeals to Council (from action of Planning Commission or Board of Adjustment)***	\$300

**AFTER THE FACT FEES FOR PERMITTED STRUCTURES** – 5 times base fee (included) with a minimum penalty of \$300.

\*Residence (for more than two families, use commercial schedule).

\*\*There is a \$5,000 maximum permit charge for one commercial development.

\*\*\*If appeal is upheld by Council, fee shall be refunded.

**Note:** Any non-permitted work or construction shall be removed and/or restored.

**Note:** When costs associated with processing or reviewing an application exceeds the original application fee, the applicant shall reimburse the City for any reasonable and customary additional costs. Such expenses may include, but are not limited to, payroll, mailing costs, consultant fees and other professional services the City may need to hire in reviewing permits. Any outstanding fees due to the City shall be paid before issuance of the permit and any construction of the project begins.

## ADMINISTRATIVE FINE PENALTIES

2015

**The Administrative Fine Penalties were amended with  
Resolution 09-27 as stated below**

<u>Offense</u>	<u>Statute/Code</u>	<u>Penalty</u>
Abandoned or Inoperable Vehicles Violation	Zoning Ordinance 05-04	\$100
Animal Husbandry Violation	Zoning Ordinance 05-04	\$100
Child Restraint Violation	MN Statute Chapter 169	\$60
Construction Materials	Zoning Ordinance 05-04	\$100
Crossing over Fire Hose	MN Statute Chapter 169	\$60
Curfew Violation	City Ordinance 165	\$60
Disorderly Conduct	MN Statute Chapter 609	\$100
Dog Ordinance Violation - No / Exp Vaccinations	City Ordinance 164	\$100
Dog Ordinance Violations - All Other Sections	City Ordinance 164	\$60
Excessive Vehicle Noise	City Ordinance 06-21	\$60
Exterior Storage Violation	Zoning Ordinance 05-04	\$100
Failure to Stop – Using Paul Bunyan Trail	MN Statute Chapter 169	\$20
Fence Standards Violation	Zoning Ordinance 05-04	\$100
Garbage-Refuse-Debris Violation	Zoning Ordinance 05-04	\$100
Handicapped Parking	MN Statute Chapter 169	\$60
Handlebar Height on MC	MN Statute Chapter 169	\$60
Lawn/Noxious Weeds Violation	Zoning Ordinance 05-04	\$100
Littering – small amount	MN Statute Chapter 169	\$60
Loud Muffler	MN Statute Chapter 169	\$60
No Eye Protection	MN Statute Chapter 169	\$60
Parking Violations	MN Statute Chapter 169	\$25
Possession of Drug Paraphernalia	MN Statute Chapter 169	\$60
Possession of Small amount of Marijuana	MN Statute Chapter 169	\$60
Property Maintenance Violation	Zoning Ordinance 05-04	\$100
Public Nuisance	MN St Ch 169 / City Ord 183	\$60
Seatbelt Violation	MN Statute Chapter 169	\$60
<b>SNOWMOBILES</b>		
Allow Illegal Operation by Owner	MN Statute Chapter 84.872(2)	\$60
Careless/Reckless/Negligent Operation	MN Statute Chapter 84.87(2.2)	\$100
Complete Stop Prior to Crossing Road	MN Statute 84.87(1c1)	\$60
Equipment Required	MN Statute Chapter 84.871	\$60
Metal Traction Devices on Paved Trails	MN Statute Chapter 84.8712(1)	
First Offense	“(Per State Statute)	\$50
Second Offense	“(Per State Statute)	\$200
Third Offense	“(Per State Statute)	\$500
Must Make 90 Degree Road Crossing	MN Statute Chapter 84.87(1c1)	\$60
Operate in Tree Nursery/Planting	MN Statute Chapter 84.87(2.4)	\$60

Operation On Bridge	MN Statute Chapter 87.87(1c6)	\$60
Operate Snowmobile on Airport	MN Statute Chapter 84.87(2a)	\$60
Operate Under 18 Without Helmet	MN Statute Chapter 84.872(1a)	\$60
Operate Without Headlights/Taillights	MN Statute Chapter 84.87(2.3)	\$60
Operate w/o Headlights/Taillights on Road	MN Statute Chapter 84.87(1d)	\$60
Owner Allow Operation Under the Influence	MN Statute Chapter 84.91	\$100
Proper Operation of Snowmobile	MN Statute Chapter 84.87(1a)	\$60
Snowmobile Training Required (Born After 12/31/1976)	MN Statute Chapter 84.862(1.1)	\$60
Speed: 1-10 mph Over Limit	MN Statute Chapter 84.87(2.1)	\$75
11-20 mph Over Limit	"	\$100
Yield Right-of-Way to Oncoming Traffic	MN Statute Chapter 84.87(1c3)	\$60
Youth Operation – Prohibitions	MN Statute Chapter 84.872	\$60
Snow Removal Parking Violation	City Ordinance 05-09	\$40
Sign Standards Violation	Zoning Ordinance 05-04	\$100
Unreasonable Acceleration	City Ordinance 06-22	\$60
Visual Standards / Negative Impact Violation	Zoning Ordinance 05-04	\$100
Waste Violation	Zoning Ordinance 05-04	\$100