

PART II
LAND DEVELOPMENT REGULATIONS

Chapter 101
GENERAL AND ADMINISTRATIVE PROVISIONS

Sec. 101-1. Applicability of chapter 1.

The provisions of chapter 1 of this Code apply to this part.

Sec. 101-2. Status.

While this part is a codification of the ordinances pertaining to land development regulations, provisions in Part I of this Code may also pertain to land development. The failure to include provisions in this part does not excuse failure to comply with such provisions.

Sec. 101-3. Land use fees.

(a) *Purpose.* The purpose of this section is to comply with Minn. Stats. § 426.353, subd. 4, which states that a municipality may prescribe fees sufficient to defray the costs incurred by it in reviewing, investigating, and administering an application for an amendment to an official control established pursuant to Minn. Stats. §§ 462.351—462.364 or an application for a permit or other approval required under an official control established pursuant to those sections. Fees as prescribed must be by ordinance.

(b) Building and construction fees.

<i>Section</i>	<i>Description</i>	<i>Fee</i>
105-21	Demolition permit – Demolition permit fees are based on valuation and require a regular building permit	
105-24	Residential heating, air conditioning, and gas piping permit fees:	
	For EACH heating or air conditioning unit, including air exchange units, bath/kitchen fans, in-floor heat systems, gas logs/fireplaces, factory wood burning and factory fireplaces – minimum 2 units, maximum 6 units	\$38.00
	For EACH gas fitting or connection, with a \$25.00 minimum on gas fitting (no state surcharge)	\$12.50
	Gas line/gas piping only	\$38.00
	Masonry fireplaces require a building permit with plans; fee is based on valuation	
	Residential Fixture Maintenance (plumbing and mechanical):	\$40.00
	This permit is for replacing a previously existing fixture or appliance where only disconnecting and reconnecting of existing pipes or ducts is to be done. This fee includes one inspection trip. *Examples of Fixture Maintenance Permits: sink, faucet, water heater, water softener, furnace replacement	
	Commercial heating, air condition, and gas piping permit fees:	
	Plumbing and Mechanical permit fees based on valuation	

	Plumbing minimum	\$75.00
	Mechanical minimum	\$75.00
	Gas line (\$25.00 minimum with mechanical permit) no state surcharge	\$12.50
	Gas line only	\$38.00
125-31	Trailers	\$38.00
	Occupancy permit	100.00
125-5	Appeal to applicant	50.00
38-1	Public lands permit (major) (value plus \$1,000.00)	200.00*
	*Fee applies only if public benefit is not derived	
105-21	Fees for building permits, fire suppression, inspection, and plan check shall be as described below	

<i>Total Valuation</i>	<i>Fee</i>
\$0.00 to \$500.00	\$38.50
\$501.00 to \$2,000.00	38.50, plus 3.36 for each add. 100.00 over 500.00 or fraction
\$2,001.00 to \$25,000.00	88.90, plus 15.40 for each add. 1,000.00 over 2,000.00 or fraction
\$25,001.00 to \$50,000.00	443.10, plus 11.11 for each add. 1,000.00 over 25,000.00 or fraction
\$50,001.00 to \$100,000.00	720.85, plus 7.70 for each add. 1,000.00 over 50,000.00 or fraction
\$100,001.00 to \$500,000.00	1,105.85, plus 6.16 for each add. 1,000.00 over 100,000.00 or fraction
\$500,001.00 to \$1,000,000.00	3,569.85, plus 5.23 for each add. 1,000.00 over 500,000.00 or fraction
\$1,000,001.00 and up	6,184.85, plus 4.02 for each add. 1,000.00 over 1,000,000.00 or fraction
Other inspections and fees	
Plan Check Fee (residential maintenance, mechanical and plumbing permits are exempt)	65% of the permit fee for residential building projects and all commercial projects
State Surcharge Fee – per MN Statute 326B.148. State Surcharge applies on all permits unless otherwise noted.	Based on the currently adopted State Surcharge Table

Inspections outside of normal business hours	\$60.00 per hour (two-hour min.)
Re-inspection fee	\$55.00
Inspections for which no fee is specifically indicated	\$60.00 per hour
Site inspection fee (residential)	\$50.00
Site inspection fee (commercial)	\$90.00
Additional plan review for changes	\$60.00 per hour (one hour min.)
Pre-move inspection	\$165.00
Moved-in structure (not including foundation, interior remodel, etc.)	\$275.00
Manufactured home installation plus state surcharge and requires a regular building permit if also doing basement, foundation, garage or entryway, fees are based on sq. ft. State Table	\$275.00
Photocopying incomplete applications 8 ½ x 11 black/white	\$.25
Photocopying incomplete applications 8 ½ x 11 color	\$1.00
Contractor License look-up fee and lead certification look-up fee	\$5.00
Special investigation fee (Work started without obtaining a permit. Applies even if no permit is pulled.)	100% of permit fee
Refunds: 80% of building permit fees on projects not yet started (within 90 days of permit issuance by municipality). No refund on plan review fees or maintenance permits	
Electrical Inspections	See Electric Application
Residential Maintenance Permit Fees:	
Re-Roof	\$75.00
Re-Side (excludes stucco work – building permit required)	\$75.00
Re-Window (if opening is not altered)	\$75.00
Exterior Door (if opening is not altered)	\$75.00
Garage Door (if opening is not altered)	\$75.00
Fence – any fence over 6’ requires a building permit (based on valuation)	
Shed – any shed over 120 square feet requires a building permit (based on valuation)	

Commercial Project Fees:

Building permit fees are based on valuation, including re-roof and re-side projects

Fire Sprinkler Systems require regular building permit; fees based on valuation (no state surcharge)

Fire Alarm Systems require regular building permit; fees based on valuation

(c) *Plumbing fees.*

<i>Section</i>	<i>Description</i>	<i>Fee</i>
	Residential: Per fixture with a minimum of \$75.00	\$7.50
	Residential Fixture Maintenance (plumbing and mechanical):	\$40.00
	This permit is for replacing a previously existing fixture or appliance where only disconnecting and reconnecting of existing pipes or ducts is to be done. This fee includes one inspection trip. *Examples of Fixture maintenance Permits: sink, faucet, water heater, water softener, furnace replacement	
105-21	Per 100 feet of pipe or fraction	\$8.00
	Per 100 feet of repair or fraction	
	Outside sewer and/or water inspection	\$35.00
105-21	Additional inspections	\$10.00
	Commercial plan review (plumbing permits)	
	Water distribution and drain, waste, and vent systems, including interceptor, separator or catch basin	
	25 or fewer drainage fixture units	\$150.00
	26 to 50 drainage fixture units	\$250.00
	51 to 150 drainage fixture units	\$350.00
	151 to 249 drainage fixture units	\$500.00
	250 or more drainage fixture units	\$3.00 per unit (max. of \$4,000.00)
	per interceptor, separator or catch basin	\$70.00
	Building sewer service only	\$150.00
	Building water service only	\$150.00
	Building water distribution (no drainage system)	\$5.00 per fixture unit or \$150.00, whichever is greater

Storm drainage system	\$150.00 min. (or)
per drain opening (maximum of \$500.00)	\$50.00
per interceptor, separator, or catch basin	\$70.00
Manufactured home park or campground	
1 to 25 sites	\$300.00
26 to 50 sites	\$350.00
51 to 125 sites	\$400.00
more than 125 sites	\$500.00
Revision to previously reviewed or incomplete plans	
Review of plans for which commissioner has issued two or more requests for additional information	\$100.00 per review or 10% of orig. fee, whichever is greater
Proposer-requested revision	
No increase in project scope	\$50.00 or 10% of orig. fee, whichever is greater
Increase in project scope	\$50.00 plus differ. between orig. and revised project fee

(d) *Electrical permits.*

- (1) *Schedule.* The city electrical inspection fees shall be paid according to subsection (d)(2)a of this section.
- (2) *Fee for each separate inspection.* The fees for the permit for each separate electrical inspection is as follows:
 - a. The minimum fee for each separate inspection of an installation, replacement, alteration, or repair, up to four circuits is \$40.00.
 - b. The fee for each separate inspection of the bonding for a swimming pool, spa, foundation, an equipotential plane for an agricultural confinement area, or similar installation shall be \$40.00. Bonding conductors and connections require an inspection before being concealed.
- (3) *Fees for service.* Fees for services, temporary services, generators, other power supply sources, or feeders to separate structures. The inspection fee for the installation, addition, alteration, or repair of each service, change of service, temporary service, generator, other power supply source, or feeder to a separate structure is:
 - a. Ampere of 0 to and including 200 ampere capacity, \$50.00.

- b. Amperes of 201 to and including 400 ampere capacity, \$100.00.
- c. Amperes of 401 to and including 800 ampere capacity, \$200.00.
- d. Amperes of 801 and above, \$300.00.

Where multiple disconnects are grouped at a single location and are supplied by a single set of supply conductors the cumulative rating of the overcurrent devices shall be used to determine the supply ampere capacity.

- (4) *Fee for circuits/feeders and transformers.* The inspection fee for the installation, addition, alteration, or repair of each circuit, feeder, feeder tap, or set of transformer secondary conductors, including the equipment served, is:

- a. Fees for circuits, feeders, feeder taps, sets of transformer secondary conductors and transformers.
 - 1. Amperes 0 to and including 200 ampere capacity, \$10.00.
 - 2. Ampere capacity above 200, \$15.00.
- b. The fee for transformers for light, heat, and power is:
 - 1. Transformers up to 10 KVA, \$20.00.
 - 2. Transformers over 10 KVA, \$30.00.

- (5) Limitations to fees of subsections (d)(3) and (4) of this section.

- a. *New one-family and two-family dwellings.* Fees include up to three inspection trips per dwelling. The fee for a new one-family dwelling and each dwelling unit of a new two-family dwelling with a supply of:
 - 1. Up to 200 amperes, \$125.00.
 - 2. Amperes of 201—400, \$175.00.
 - 3. Amperes of 401 or above will be priced as subsections (d)(3) and (4) of this section and does not have the three-inspection trip limitation.
- b. *Existing one-family and two-family dwellings.* Maximum fees include up to three inspection trips per dwelling. The fee for additions, alterations, or repairs to an existing dwelling is as follows:
 - 1. Up to and including a 200 amp service is priced as subsections (d)(3) and (4) of this section but not to exceed \$125.00.
 - 2. With a 201 amp to 400 amp service is priced as subsections (d)(3) and (4) of this section but not to exceed \$175.00.
 - 3. With a 401 amp service or above is priced as subsections (d)(3) and (4) of this section and does not have the three inspection trip limitation.

These fees apply to each separate dwelling unit. The fee for additional inspections or other installations is that specified in subsections (d)(2) through (4) of this section. The installer may submit more than the minimum fee if it is known in advance there will be more inspection trips than covered by the required minimum fees.

- c. *Multifamily dwelling.* The fee for each dwelling unit of a multifamily dwelling is \$50.00. This fee includes only the inspection of the wiring within individual dwelling units and the final feeder to that unit. This limitation is subject to the following conditions:
 - 1. The multifamily dwelling is provided with common service equipment and each dwelling unit is supplied by a separate feeder. The fee for multifamily dwelling services or other power source supplies and all other circuits is that specified in subsections (d)(3) and (4) of this section.
 - 2. This limitation applies only to new installations for multifamily dwellings where the majority of the individual dwelling units are available for inspection during each inspection trip.
 - 3. A separate electrical permit must be filed for each dwelling unit that is supplied with an individual set of service entrance conductors. These fees are the one-family dwelling rate specified in subsection (d)(5)a of this section.
- (6) *Work without permit.* Whenever any work for which an electrical permit is required by the city has begun without the permit being filed with the city, a special investigation shall be made before an electrical permit form is accepted by the inspection department.
 - a. An investigation fee, in addition to the full fee required by subsections (d)(2) through (5) of this section, shall be paid before an inspection is made. The investigation fee is two times the permit fee. The payment of the investigation fee does not exempt any person from compliance with all other provisions of the city electrical ordinance or statutes nor from any penalty prescribed by law.
 - b. When reinspection is necessary to determine whether unsafe conditions have been corrected and the conditions are not the subject of a pending appeal a reinspection fee of \$40.00 may be assessed in writing by the inspector.
 - c. When inspections scheduled by the installer are preempted, obstructed, prevented, or otherwise not able to be completed as scheduled due to circumstances beyond the control of the inspector, a supplemental inspection fee of \$40.00 may be assessed in writing by the inspector.
- (7) *Inspection of transitory projects.* For inspection of transitory projects

including, but not limited to, festivals, fairs, carnivals, circuses shows, production sites, and portable road construction plants. The inspection procedures and fees shall be as specified in subsections (d)(7)a through c of this section.

- a. The fee for services, generators, and other sources of supply and all feeders, circuits and transformers is as specified in subsections (d)(3) and (4) of this section.
- b. Amusement rides, devices, concessions, attractions, or other units must be inspected at their first appearance of the year. The inspection fee is \$20.00 per unit with a supply of up to 60 amps and \$30.00 per unit with a supply above 60 amps.
- c. An owner, operator, or appointed representative of a transitory enterprise shall notify the AHJ of its itinerary and schedule an inspection at least 14 days prior to setup.

(8) *Commercial plan review fees.* An electrical plan review fee will be assessed on all commercial projects that involve the installation of a new or upgraded service, the installation of a new or relocated panel board (sub panel), or if a plan review is requested by the AHJ. Items needed for commercial electrical plan review:

- a. Electrical plans and all related documents, three copies.
- b. Electrical specifications manuals, three copies.
- c. Any additional information requested by the AHJ.

(9) *Fees not already covered in this subsection.* The following are for fees for work not covered in this subsection:

- a. The fee for alarm, communication, signaling circuits, of less than 50 volts is \$0.50 for each device or apparatus.
- b. The fee for inspections not covered in this fee schedule or for requested special inspections is \$57.00 per hour.

(10) *National Electrical Code interpretation of provisions.* For purposes of interpretation of this subsection and Minnesota Rules ch. 3800, the most recently adopted edition of the National Electrical Code shall be prima facie evidence of the definitions, interpretations, and scope of words and terms used.

(e) *Permits for wells.* Permits for drilling or deepening wells are \$65.00 per drilling or deepening.

(f) *Building relocation.* Moving permit fees as follows:

- (1) If not on state or county highway, it requires conditional use permit at \$350.00.
- (2) On state or county highways, there is no fee, but requires evidence of insurance and refundable \$250.00 of cash.

(g) *Land use administration fees.*

- (1) Land use administration fees for the cost of staff reports, meetings, etc., are as follows:

Property file research administration fee for	\$15.00
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nonowners	
Zoning letter	\$25.00
Building permit deposit (to cover staff review time/nonpickup)	
Minor projects (value less than \$1,000.00)	\$100.00
Major projects (value more than \$1,000.00)	\$500.00
Land use application fee (city staff)	
1 to 3 hours	No charge
More than 3 hours	\$75.00 per hour
Unauthorized construction/no permit issued	Double building permit fee

(2) Land use application outstanding balances. Any and/or all land use application outstanding balances from:

- a. An applicant must be paid before a new land application from that applicant will be accepted and deemed to be complete.
- b. A previous applicant seeking the same type of approvals involving the same parcel must be paid before the new application will be accepted and deemed complete.

(h) *Subdivision and zoning fees.*

<i>Section</i>	<i>Description</i>	<i>Fee</i>
105-22	New construction monitoring escrow	\$5,000.00
105-22	Temporary certificate of occupancy escrow	5,000.00
121-33	Waiver of platting fee	200.00
121-33	Subdivision exemption application fee	200.00
129-203	Fence permit	55.00
129-32	Zoning appeals/adjustment application	200.00
129-39	Zoning variance	200.00
129-38	Conditional use permit	350.00
129-40	Expansion permit	200.00
129-70	Vacation	350.00
129-353	Wetlands permit	350.00
129-33	Zoning amendment	350.00
	Preliminary plat	350.00, plus 15.00 per lot
	Final plat	350.00, plus 15.00 per lot
	Minor subdivision	
	Lot split	250.00

<i>Section</i>	<i>Description</i>	<i>Fee</i>
	Per lot over two lots	15.00
	Park dedication fee (minor)	1,100.00 per lot
	Park dedication fee (major)	1,100.00 per lot or 10% of market value (whichever greater)
	Planning Case Escrow Accounts (based on scope/complexity of proposed project)	
	Level 1: SF residential type applications such as setback for house remodel/addition projects	900.00
	Level 2: MF residential type applications (i.e. CUP, etc.)	1200.00
	Level 3: New minor subdivisions or similar type more complex	1500.00
	Level 4: New major subdivisions and CUP for PUD or PDA	5000.00
129-287	Adult establishment license fee	2,000.00
	Police Department background check	65.00 per hour
119-2	Sign permit	100.00
	Sign alteration fee (structural alteration, up to the first \$1,000.00)	50.00
	Temporary sign permit	25.00
105-261	Erosion control const. and grading escrow deposit	5,000.00
105-261	Erosion control site inspection fee	70.00 (per inspection)
54-107	Containers in right-of-way	50.00
117-45	Portable storage container	50.00
129-194	Membrane structure	50.00

(Code 1987, § 380; Ord. No. 13-2003, 12-7-2003; Ord. No. 04-2004, 7-4-2004; Ord. No. 11-2004, 10-31-2004; Ord. No. 12-2004, 12-26-2004; Ord. No. 18-2005, 12-25-2005; Ord. 04-2006, 2-26-2006; Ord. No. 21-2006, 11-12-2006; Ord. No. 24-2006, 12-24-2006; Ord. No. 01-2007, 1-21-2007; Ord. No. 15-2007, 12-11-2007; Ord. No. 01-2008, 1-22-2008; Ord. No. 07-2010, 10-31-2010; Ord. No. 10-2012, 1-1-13; Ord. No. 15-2021, 01-02-2022)