

ORDINANCE 2022-10-06

**CITY OF BIRCHWOOD VILLAGE
WASHINGTON COUNTY, MINNESOTA**

AN ORDINANCE AMENDING THE FEE SCHEDULE

The City Council of the City of Birchwood Village hereby ordains that the Fee Schedule of the Municipal Code of the City of Birchwood Village is hereby amended to read as specified in EXHIBIT A.

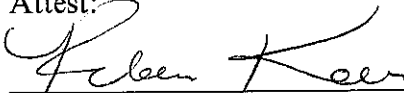
EFFECTIVE DATE: This Ordinance shall be in full force and effect from and after its passage and approval and publication as required by law.

Adopted by the City of Birchwood Village City Council this 13th day of December 2022



Mary Wingfield, Mayor

Attest:



Rebecca Kellen, City Administrator-Clerk



EXHIBIT A

CITY OF BIRCHWOOD VILLAGE 2023 FEE SCHEDULE				
All fees in this schedule are subject to "Other Inspections and Fees" (under Additional Fees).				12/2022
Category	Description	Code	Fee	Last Revised
ADMINISTRATIVE SERVICE FEES	Compact Disc		\$1.00	
	Copies (Black and White) per page 8 1/2 x 11 or 8 1/2 x 14		\$0.25	
	Copies (Black and White) per page 11 x 17		\$0.35	
	Copies (Color) per page		\$1.00	
	Hall Rental		\$25.00 + \$100.00 refundable deposit	
	Postage & Envelopes for Mailings & Public Hearing Notices		\$1.00 + postage	
		Minnesota Statute 604.113 Subd. 2(a)		
	Returned Check		\$30.00	
ANIMAL FEES	Chicken License - three years	605.028(2)	\$25.00	12/2022
	Pig License - three years	605.029(3)	\$25.00	12/2022
	Dog Permit - first year of term (2022)	605.021.1(1), 605.021.2	\$25.00	12/2022
	Dog Permit - second year or term (2023)	605.021.1(1), 605.021.2	\$20.00	12/2022
	Dog Permit - third year or term (2024)	605.021.1(1), 605.021.2	\$15.00	12/2022
	Dog Permit Late Fee	605.021.2	\$5.00	12/2022
	Dog Permit Administrative Fee	605.021.2	\$25.00	12/2022
	Potentially dangerous dog or dangerous dog appeal fee		\$100.00	12/2022
	Dangerous dog annual fee	605.024(9)	\$500.00	12/2022
	Potentially dangerous dog annual fee	605.024(11)	\$100.00	12/2022
	Potentially dangerous dog or dangerous dog administrative review fee	605.024(12)	\$100.00	12/2022
DOCK ASSOCIATION FEES	Annual Boat Slip Permit Fee	617.118	Set and collected by Dock Association	
			\$875 times the number of Boat Slip Permits issued by the Birchwood Dock Association (BDA) on or before April 1, due by April 1. In the event of low water, the greater of the number of boats proposed next year or Boat Slip Permits issued by the BDA in the most recent year. For Boat Slip Permits issued by BDA after April 1, the additional amount is due before the permitted watercraft is placed at the dock.	
	Annual Dock Permit Fee (\$875 per boat)	617.44, 617.119		3/2018
	Lake Tract Personal Property Abandonment Fee	617.250	\$300.00	12/2022
	Fee in Lieu of Personal Property Removal	617.255	\$100.00/day	12/2022
	Boat Hoist Registration Fee	617.380(11)	\$25.00/owner	12/2022
Annual Feistner Beach Boat Slip Beach Permit		\$1,000.00	1/2021	
SMALL CRAFT STORAGE FEES	Annual Small Craft Permit	617.215(2)	\$30.00	7/2022
	Annual Small Craft Permit for household upon proof	617.215(2)	no cost	1/2020
	Use of Small Craft Rack without a permit	617.215(3)	\$75.00	
	Small Craft Removal Fee	617.215(3)	\$50.00	
	Post-season Boat Storage Violation Fee	617.240	\$25.00	3/2018
PLANNING AND ZONING FEES, ESCROWS AND DEPOSITS *subject to additional fees, in that section of the fee schedule. All planning and zoning permits require an additional	Conditional Use Permit (CUP) Application or Refundable Conditional Use Permit or CUP Amendment Escrow for permitting costs incurred by city	306.010	\$460.00	
			\$3,000.00	8/2021
	Interim Use Permit Application *	305.020, 305.040(6)	\$400.00	
	Refundable Interim Use Permit Escrow for permitting costs incurred by city	302.050	\$3,000.00	8/2021
	Street Vacation Application *		\$300.00	12/2022
	Refundable Street Vacation Escrow for permitting costs incurred by city	302.050	\$3,000.00	12/2022
Variance Application *	304.020	\$600.00	4/2021	

refundable permit escrow when listed.

	Refundable Variance Escrow for staff review time incurred by city	302.050	\$3,000.00	
Subdivision:	Lot Split Application *	308.121	\$225.00	
	Refundable Lot Split Escrow for permitting costs incurred by City	301.055(2)	\$1,000.00	12/2022
Subdivision:	Preliminary Plat Application *	308.040(3)	\$1,000.00	8/2021
	Plat Application Escrow for permitting costs incurred by city	301.055(2)	\$10,000.00	8/2021
Subdivision:	Final Plat Application *	308.050	\$1,000.00	8/2021
	Application Escrow for permitting costs incurred by city	301.055(2)	\$10,000.00	8/2021
Zoning Permit *		307.010	\$50.00	
	Refundable Zoning Permit Escrow for permitting costs incurred by city	301.055(2)	\$3,000.00	11/2021
Right-of-Way (ROW) Permit Application Fee *		309.061	\$300.00 + \$100.00/hour for plan review after two hours	1/2018
	Refundable ROW Permit Escrow for permitting costs incurred by city	301.055(2)	\$3,000.00	11/2021
Right-of-Way Degradation Fee		309.080	Permit holder responsible for actual costs	
Move a building from its present location in Birchwood to any other site, whether or not the new site is within the City. *			\$500.00	12/2022
	Refundable building move escrow for permitting costs incurred by city	301.055(2)	\$1,000.00	12/2022
Certificate of occupancy			\$25.00	12/2022
Public Property Access Limited License		607.235	\$50.00	1/2019

ROOFING, SIDING REPLACEMENT, WINDOW REPLACEMENT, AND BUILDING PERMIT FEES

	VALUATION OF STRUCTURE, ADDITION OR ALTERATION	CODE	FEE COMPUTATION	Last Revised
\$1 to \$500 **, **		203.050, Minnesota Statute 326B.153	\$29.50	
\$501 to \$2,000 **, **		203.050, Minnesota Statute 326B.153	\$23.50 for the first \$500 + \$3.05 for each additional \$100, or fraction thereof, to and including \$2,000.00.	
\$2,001 to \$25,000 **, **		203.050, Minnesota Statute 326B.153	\$69.25 for the first \$2,000 + \$14.00 for each additional \$1,000, or fraction thereof, to and including \$25,000.	
\$25,001 to \$50,000 **, **		203.050, Minnesota Statute 326B.153	\$391.25 for the first \$25,000 + \$10.10 for each additional \$1,000, or fraction thereof, to and including \$50,000.	
\$50,001 to \$100,000 **, **		203.050, Minnesota Statute 326B.153	\$643.75 for the first \$50,000 + \$7.00 for each additional \$1,000, or fraction thereof, to and including \$100,000.	
\$100,001 to \$500,000 **, **		203.050, Minnesota Statute 326B.153	\$993.75 for the first \$100,000 + \$5.60 for each additional \$1,000, or fraction thereof, to and including \$500,000.	
\$500,001 to \$1,000,000 **, **		203.050, Minnesota Statute 326B.153	\$3,233.75 for the first \$500,000 + \$4.75 for each additional \$1,000, or fraction thereof, to and including \$1,000,000.	
\$1,000,001 and up **, **		203.050, Minnesota Statute 326B.153	\$5,608.75 for the first \$1,000,000 + \$3.15 for each additional \$1,000, or fraction thereof.	
	State Surcharge	Minnesota Statute 326B.148	Using calculator at: https://www.dli.mn.gov/about-department/permit-surcharge-report	

DEMOLITION FEES

Demolition Permit		203.050	\$100.00	12/2022
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UTILITY AVAILABILITY FEES	Prior to connecting, the owner or representative of a building or dwelling constructed in the City must pay the Metropolitan Council Environmental Services (MCES) Sewer Availability Charge (SAC) as set by the Metropolitan Council per Minnesota statute 473.517. Dwelling units replacing an existing dwelling unit with a water meter or that was assessed previously for sanitary sewer and that can establish that a dwelling unit on the lot was connected to the municipal sanitary sewer system before January 1, 2009, or that previously paid the fee for the existing dwelling unit, are exempt from one fee per dwelling unit. This fee must be collected when a plumbing permit for sewer connection or a building permit is issued for construction of dwelling.		The most recent fee published by MCES. \$2485.00 as of July, 2022.	
	Dwelling units existing or constructed in the City must connect to the municipal sanitary sewer system so long as it is reasonably available. Prior to connecting, the owner or representative must pay the City Sewer Availability Charge (SAC). Dwelling units replacing a dwelling unit with a water meter or that were specially assessed previously for sanitary sewer are exempt from the fee for one dwelling unit. This fee must be collected when a plumbing permit for sewer connection or a building permit is issued for construction of dwelling.	202.070	\$5,500.00	8/2021
	Dwelling units existing or constructed in the City must connect to the municipal water system so long as it is reasonably available. Prior to connecting, the owner or representative must pay the City Water Availability Charge (WAC). Dwelling units replacing a dwelling unit with a water meter or that were specially assessed previously for City water are exempt from the fee for one dwelling unit. This fee must be collected when a plumbing permit for water connection or a building permit is issued for construction of dwelling.	201.070	\$3,500.00	8/2021
PLUMBING AND FIRE PERMIT FEES	Plumbing Permit (piping inside the house) **	202.040	\$150 + \$100/hour after one hour	12/2022
	State Surcharge	Minnesota Statute 326B.148	\$1.00	
	Fire Sprinkler Permit **	202.040	\$150 + \$100/hour after one hour	12/2022
	State Surcharge	Minnesota Statute 326B.148	\$1.00	
GAS, HEATING AND MECHANICAL PERMIT FEES	Mechanical Permit **	202.040	\$150 + \$100/hour after one hour	12/2022
	State Surcharge	Minnesota Statute 326B.148	\$1.00	
	Gas Piping Permit (that is not part of mechanical installation) **	202.040	\$150 + \$100/hour after one hour	12/2022
	State Surcharge	Minnesota Statute 326B.148	\$1.00	
	Air Conditioning Installation Permit **	203.050	\$150 + \$100/hour after one hour	12/2022
	State Surcharge	Minnesota Statute 326B.148	\$1.00	
	Air Conditioning Permit (part of mechanical installation) **	203.050	\$150 + \$100/hour after one hour	12/2022
	State Surcharge	Minnesota Statute 326B.148	\$1.00	
Fireplace Permit (gas, wood or other type) **	203.050	\$150 + \$100/hour after one hour	12/2022	

	State Surcharge	Minnesota Statute 326B.148	\$1.00	
WATER AND SEWER FEES	Residential and non-residential water use: Tier 1 - up to 6,000 gallons	201.090	\$0.00356 per gallon	1/2022
	Residential and non-residential water use: Tier 2 - after 6,000 gallons up to 9,000 gallons	201.090	\$0.00410 per gallon	1/2022
	Residential and non-residential water use: Tier 3 - after 9,000 gallons up to 15,000 gallons	201.090	\$0.00471 per gallon	1/2022
	Residential and non-residential water use: Tier 4 - after 15,000 gallons up to 44,883 gallons	201.090	\$0.00544 per gallon	1/2022
	Residential and non-residential water use: Tier 5 - after 44,883 gallons	201.090	\$0.00623 per gallon	1/2022
	Quarterly Safe Drinking Water Fee	Minnesota Statute 144.3831	The most recent fee assessed by the Minnesota commissioner of health, divided into quarters. \$2.43 as of July, 2022.	
	Sewer Fee (metered, quarterly)	202.110	\$36.00 + \$.00451 per gallon based on first quarter water consumption	6/2019
	Sewer Fee (unmetered, quarterly)	202.110	\$80.00	6/2019
	Water Utility User Fee		\$35.00	12/2022
	Water Main Break Surcharge (as City exhausts budgeted funds for water main breaks)		As required (\$25.00 for June - December, 2022 as of June, 2022)	5/2022
	Street excavation permit *		\$50.00	12/2022
	Refundable Street Excavation Damage Deposit		\$3,000.00	12/2022
	Turning water service on or off at street, including seasonally	201.240	\$150.00	
	Water Meter Installation or Replacement 3/4" or smaller	201.080	\$500.00 + \$150.00/hour after one hour	12/2022
	Water Meter Installation or Replacement 1" or larger or other non-standard meter	201.080	Cost of meter + \$150.00/hour, with 1 hour minimum	12/2022
	Utility Bill Late Fee	201.100, 202.120	5% of the unpaid balance	
	Utility Bill Quarterly Automated Clearing House		\$3.00	5/2022
	Non-electronic water meter fee	201.080	\$25.00/quarter	11/2022
	Non-submission of emailed photo of non-electronic water meter	201.080	\$25.00	11/2022
	Open water and sewer account		\$25.00	
Close water and sewer account		\$25.00		
Costs to City for damages and liabilities for irrigation system backflow into water system	202.095	actual costs	3/2022	
Water meter testing (refundable as described in City code)	201.170	\$300.00	12/2022	
ADDITIONAL FEES (All fees in this schedule are subject to the following charges when required by the City)	Investigation Fee: If work or activity for which a license or permit is required by the code has been commenced without first obtaining the permit or license.	701.061	Up to the amount equal to the permit fee, in addition to the permit fee.	12/2022
	Additional Fee: An additional fee, not to exceed actual expenses or the original amount of the fee, whichever is less, shall be paid if the City Council determines that the applicant has changed the project after submission of the initial application, or if it is necessary to conduct an excessive number of re-inspections of the project in order to ensure compliance with the City Code or the terms of the permit or license.	701.062		
	Building Official: Inspections outside of normal business hours		\$126.50 + \$63.25/hour after two hours	6/2019
	Building Official: Reinspection fee		\$63.25/hour	6/2019
	Building Official: Inspection for which no fee is specifically indicated		\$31.63 + \$63.25/hour after one half hour	6/2019
	Building Official: Plan Review fee	Minnesota Statute 326B.153 Subd. 2	65% of permit fee	6/2019

	Building Official: Plan Review fee for similar plans	Minnesota Statute 326B.153 Subd. 5	25% of permit fee	12/2022
	Building Official: Additional plan review for changes, additions or revisions to plans		\$31.63 + \$63.25/hour after one half hour	6/2019
	Engineer & Planner: Consult or review land use plans		\$100.00/hour, or the total hourly cost to the city, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved, as well as any consulting fees	12/2021
	Engineer & Planner: Inspections or other services		\$100.00/hour, or the total hourly cost to the city, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved, as well as any consulting fees	12/2021
	Attorney: Consultations, reviews and analysis		actual costs, including administrative and overhead costs, and attorney review and analysis expenses	
	Other Professionals: Consultations, reviews and inspections		actual costs, including administrative and overhead costs, and consultant review and analysis expenses	
VACANT BUILDING FEES	Vacant building annual registration fee	407.03(k)	\$360.00 + City costs incurred for property maintenance	
LAW ENFORCEMENT FEES	Excessive Use of Law Enforcement - first incident	406.03(3)(b)	cost, with \$100.00 minimum	
	Excessive Use of Law Enforcement - second incident	406.03(3)(b)	cost, with \$200.00 minimum	
	Excessive Use of Law Enforcement - after second incident	406.03(3)(b)	cost, with \$300.00 minimum	
TREE FEES AND DEPOSITS	Diseased Tree Abatement fee	403.080(c)	\$50.00 + cost of abatement	12/2022
	Significant Tree Removal Replacement deposit	302.055(2)(d)(3)	amount necessary to cover the cost of replacement trees	
COMMUNICATIONS FEES	Permit to install, repair, remove or relocate communications facilities *, **	208.020	\$50.00	12/2022
REFUNDS	Permit, license or fee refund, if the applicant requests a refund within 15 days after payment, and the City has incurred no expenses to process the application.		50% of the fee	4/2018
FOOTNOTES	* Escrow for City Permitting costs is required. Unused portion is returned to applicant. ** State Surcharge is required			