

CITY OF BIRCHWOOD VILLAGE 2026 FEE SCHEDULE

All fees in this schedule are subject to "Other Inspections and Fees" (under Additional Fees)

| Category | Description | Code | Fee | Last Revised |
|------------------------------------|---|--------------------------------------|---|--------------|
| ADMINISTRATIVE SERVICE FEES | 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 | | \$75.00 per 24 hours or \$25 per hour + \$100.00 refundable deposit | 1/1/26 |
| | Postage & Envelopes for Mailings & Public Hearing Notices | | \$5.00 + postage | 1/1/26 |
| | Returned Check | Minnesota Statute 604.113 Subd. 2(a) | \$30.00 | |
| ANIMAL FEES | Dog Permit - first year of term (2025) | 605.021.1(1), 605.021.2 | \$40.00 | 1/2026 |
| | Dog Permit - second year or term (2026) | 605.021.1(1), 605.021.2 | \$33.00 | 1/2026 |
| | Dog Permit - third year or term (2027) | 605.021.1(1), 605.021.2 | \$25.00 | 1/2026 |
| | Dog Permit Late Fee | 605.021.2 | \$10.00 | 1/2026 |
| | Dog Permit Administrative Fee | 605.021.2 | \$35.00 | 1/2026 |
| | 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 | |
| | Annual Dock Permit Fee (\$1000 per boat) | 617.44, 617.119 | \$1000 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. | 3/2018 |
| SMALL CRAFT STORAGE FEES | Annual Small Craft Permit | 617.215(2) | \$40.00 | 2/2024 |
| | Annual Small Craft Permit for household upon proof of adjusted gross income of \$35,000 or less | 617.215(2) | no cost | 1/2020 |
| | Use of Small Craft Rack without a permit | 617.215(3) | \$100.00 | 2/2024 |
| | Small Craft Removal Fee | 617.215(3) | \$75.00 | 2/2024 |
| | Post-season Boat Storage Violation Fee | 617.240 | \$40.00 | 2/2024 |

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| 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 refundable permit escrow when listed. | Conditional Use Permit (CUP) Application or Amendment * | 306.010 | \$3,000.00 | 1/2026 |
| | Refundable Conditional Use Permit or CUP Amendment Escrow for permitting costs incurred by city | 301.055 | \$3,500.00 | 1/2026 |
| | Interim Use Permit Application * | 305.020, 305.040(6) | \$2,000.00 | 1/2026 |
| | Refundable Interim Use Permit Escrow for permitting costs incurred by city | 301.055 | \$3,500.00 | 1/2026 |
| | Street Vacation Application * | | \$1,000.00 | 1/2026 |
| | Refundable Street Vacation Escrow for permitting costs incurred by city | 301.055 | \$3,500.00 | 1/2026 |
| | Variance Application * | 304.020 | \$5,000.00 | 1/2026 |
| | Refundable Variance Escrow for staff review time incurred by city | 301.055 | \$3,500.00 | 1/1/26 |
| | Subdivision: Lot Split Application * | 308.121 | \$500.00 | 1/2026 |
| | Refundable Lot Split Escrow for permitting costs incurred by City | 301.055 | \$1,200.00 | 1/2026 |
| | Subdivision: Preliminary Plat Application * | 308.040(3) | \$1,500.00 | 1/2026 |
| | Subdivision: Refundable Preliminary Plat Application Escrow for permitting costs incurred by city | 301.055 | \$15,000.00 | 1/2026 |
| | Subdivision: Final Plat Application * | 308.050 | \$1,000.00 | 8/2021 |
| | Subdivision: Refundable Final Plat Application Escrow for permitting costs incurred by city | 301.055 | \$10,000.00 | 8/2021 |
| | Zoning Permit * | 307.010 | \$120.00 | 1/2026 |
| | Refundable Zoning Permit Escrow for permitting costs incurred by city | 301.055 | \$3,500.00 | 1/2026 |
| | Move a building from its present location in Birchwood to any other site, whether or not the new site is within the City. * | | \$750.00 | 1/2026 |
| | Refundable building move escrow for permitting costs incurred by city | 301.055 | \$2,000.00 | 1/2026 |
| | Certificate of occupancy | | \$50.00 | 1/2026 |
| | Public Property Access Limited License | 607.510 | \$50.00 | 1/2019 |
| | Stormwater Management Maintenance Review | 302.050(8) | \$100.00 | 9/2023 |
| | Escrow for permit where city planner is consulted | | \$300.00 | 1/2026 |
| | Escrow for permit where city engineer is consulted | | \$800.00 | 1/2026 |

| ROOFING, SIDING REPLACEMENT, WINDOW REPLACEMENT, AND BUILDING PERMIT FEES | VALUATION OF STRUCTURE, ADDITION OR ALTERATION | CODE | FEE COMPUTATION | Last Revised |
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| | \$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 | \$200.00 | 1/2026 |
| UTILITY AVAILABILITY FEES | Metropolitan Council Environmental Services Sewer Availability Charge (SAC) | 202.070 | The most recent fee published by MCES. \$2485.00 as of July, 2022. | 2/2024 |
| | Water Connection Fee (WAC) | 202.070 | \$1960.00 | 2/2024 |
| | Sewer Connection Fee | 202.070 | \$2,016.00 | 6/2023 |
| 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 | |

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| 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 | \$0.00456 per gallon | 1/2026 |
| | Residential and non-residential water use: Tier 2 - after 6,000 gallons up to 9,000 gallons | 201.090 | \$0.00525 per gallon | 1/2026 |
| | Residential and non-residential water use: Tier 3 - after 9,000 gallons up to 15,000 gallons | 201.090 | \$0.00598 per gallon | 1/2026 |
| | Residential and non-residential water use: Tier 4 - after 15,000 gallons up to 44,883 gallons | 201.090 | \$0.00684 per gallon | 1/2026 |
| | Residential and non-residential water use: Tier 5 - after 44,883 gallons | 201.090 | \$0.00777 per gallon | 1/2026 |
| | Quarterly Safe Drinking Water Fee | Minnesota Statute 144.3831 | The most recent fee assessed by the Minnesota commissioner of health, divided into quarters. \$3.81 per billing cycle. Effective 1/2026 | 1/2026 |
| | Sewer Fee (metered, quarterly) | 202.110 | \$36.00 + \$0.00497 per gallon based on first quarter water consumption | 1/2026 |
| | Sewer Fee (unmetered, quarterly) | 202.110 | \$88.25 | 1/2026 |
| | Water Utility User Fee | | \$65.00 | 1/2026 |
| | 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 |
| | Lift Station Replacement Fee | | \$25.00 | 1/2026 |
| | Street excavation permit * | | \$60.00 | 2/2024 |
| | Refundable Street Excavation Damage Deposit | | \$3,000.00 | 12/2022 |

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| 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 (ACH) Discount | | \$3 Discount | 5/2022 |
| Non-electronic water meter fee | 201.080 | \$100.00/quarter | 1/2023 |
| Non-submission of emailed photo of non-electronic water meter | 201.080 | \$100.00 | 1/2023 |
| 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 |

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| OTHER FEES. All fees in this schedule are subject to the following charges when required by the City. (See Addendum A regarding unpaid fees) | 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: Plan Review fee | Minnesota Statute 326B.153 Subd. 2 | 65% of permit fee | 6/2019 |
| | Building Official: Plan Review fee for exact same 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 |
| | Planner: Consult or review land use plans, 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 | 2/2024 |
| | Engineer: Consult or review land use plans, inspect or other services | | \$165.00/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 | 2/2024 |
| | 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) | \$480.00 + City costs incurred for property maintenance | 2/2024 |
| 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 | |

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| 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 | |
| RIGHT OF WAY FEES | Refundable ROW Excavation Permit Deposit | 301.055(2) | \$3,000.00 | 6/2023 |
| | Obstruction Permit | 208B.060(2) | \$200.00 | 6/2023 |
| | Excavation Permit | 208B.060(1) | \$200.00 | 6/2023 |
| | Small Wireless Facility Permit | 208B.060(3) | \$500 up to 5 sites, \$100 for each additional | 6/2023 |
| | Delay Fee Minimum | 208A.090(3) | \$60 plus \$20 per day each day late over 3 days | 6/2023 |
| | Delay Fee, One Lane Blocked to Motor Vehicle Traffic | 208A.090(3) | \$60 per day | 6/2023 |
| | Delay Fee, Fully Blocked to Motor Vehicle Traffic | 208A.090(3) | \$100 per day | 6/2023 |
| | Refundable Right of Way Non-Excavation Damage Deposit | 208A.100(6) | \$3,000.00 | 6/2023 |
| 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 |
| ADDENDUM A: Notice to applicants applying for permits or using city consulting services | Past due permit expenses: Residents that have past-due permitting expenses may not apply for a new permit until prior permitting expenses are paid. | 701 | | 2/2024 |
| | Expenses incurred prior to permit application: City fees incurred due to necessary engineering, inspection, or administrative review prior to permit submittal are the resident's responsibility. This also applies to fees incurred for permits that are cancelled, withdrawn or rejected. | 701 | | 2/2024 |
| | Permit expenses post permit approval: Occasionally permit expenses arise after permit issuance. These expenses are billed separately and are the resident's responsibility. | 701 | | 2/2024 |
| | Disputing expenses appeals process: If you wish to appeal an expense presented, you may refer to Birchwood City Code, section number 701 and follow the appeals process. | 701 | | 2/2024 |
| FOOTNOTES | * Escrow for City Permitting costs is required. Unused portion is returned to applicant. | | | |
| | ** State Surcharge is required | | | |