ORDINANCE 2026-06

CITY OF BALDWIN
SHERBURNE COUNTY, MINNESOTA

The Baldwin City Council hereby ordains:

Section 1. Ordinance 600.01(A) (Fee Schedule) is hereby amended to read as follows:

(A) General Fees, Permits, Development Applications, and Liquor Licenses:

General Fees	
Animals	
Canine Pick Up	$150.00 plus $5.00 if online payment
Bank Fees Incurred	
Closed account	$11.00
Electronic payment	2.9% of transaction + $0.30 for each successful transaction
Insufficient funds	$24.00
City Staff Research Fee	$75.00/hr.
DVDs (if borrowed from the City)	$1.00
EMS sign, post, and hardware	$70.00
Electronic data	$10.00
~~Electronic payment~~	~~2.9% of transaction~~ ~~+ $0.30 for each successful transaction~~
Fines and Penalties	
Administrative Citation Civil Fine	$50.00
Overdue Utility Fee	7% of delinquent balance plus $25.00/month
Parking Violation	$50.00
Fire Report	$20.00
Notary Fee	$2.00
Photo Copies:	
Up to 100 copies of letter size paper	$0.25 per page
Over 100 pages, any size	Actual cost to copy and locate requested documents
Letter	$0.25/page or $0.35/page color
Legal	$0.50/page or $0.60 page color
Ledger	$1.00/page
Postage:	Actual cost
Public Hearing Fee	$1,000.00
Special Assessment Search Charge	$20.00
Tape/CD of Meeting Recording	$20.00
Zoning Confirmation Letter	$65.00
Permits	
Fence Permit	$50.00
Gambling Permit	
Local Premises	$100.00
1 Day Local Premises Permit	$15.00
Donation of Net Profits	10%
Right-of-Way Permit	
Application fee:	$500.00

Review escrow:	As determined by City Engineer
Sign Permit	$65.00
Development Applications	
Comprehensive Plan Amendment	
Fee	$500.00
Escrow – Single Family	$1,000.00
Escrow – All Others	$3,000.00
Zoning Amendment (Map or Text):	
Fee	$500.00
Escrow – Single Family	$1,000.00
Escrow – All Others	$3,000.00
Variance:	
Fee	$500.00
Escrow – Single Family	$1,000.00
Escrow – All Others	$3,000.00
Conditional Use Permit:	
Fee	$500.00
Escrow – Single Family	$1,000.00
Escrow – All Others	$3,000.00
Interim Use Permit:	
Fee	$500.00
Escrow – Single Family	$1,000.00
Escrow – All Others	$3,000.00
Administrative Permit and Appeals:	
Fee	$200.00
Escrow	$400.00
Grading Permit:	
Engineering Review	$1,000 escrow
Construction Escrow	$3,000/disturbed acre
Site Plan Review:	
Fee	$200.00
Escrow	$3,000.00
Shoreland/WS Alteration Permit:	
Fee	$200.00
Escrow	$800.00
Subdivision Sketch Plan:	
Fee	$200.00
Escrow	$2,000.00
Simple Plat:	
Fee	$500.00
Escrow	$1,000.00
Plat:	
Preliminary Plat:	
Fee	$500.00
Escrow	$5,000.00
Final Plat:	
Fee	$500.00
Escrow	$5,000.00
Administrative Subdivision:	
Fee	$200.00
Escrow	$800.00

Registered Land Survey:	
Fee	$200.00
Escrow	$800.00
Environmental Assessment Worksheet Review	
Fee	$200.00
Escrow	$3,000.00
Vacation Petition	
Fee	$500.00
Escrow	$1,000.00
Wetland Review	
Fee	$500.00
Delineation Escrow	$1,500.00
Replacement Plan/Banking Plan Escrow	$2,000.00
After the fact Review	2x of base fee and escrow
Other Development Fees	
Development Contract Minimums	
Legal Escrow	Minimum $3,500.00
Engineering / Construction Observation Escrow	Minimum $5,000.00
City Administrative Fee	$1,000.00
Driveways	
First Access Permit	
Fee	$200.00
Inspection Escrow	$100.00
Second Access Permit	
Fee	$200.00
Inspection Escrow	$800.00
Construction Escrow (only when required):	$5,000.00
~~Lots Platted after April 3, 2023~~	~~$15,600.00~~
~~All Other Lots and Unplatted Parcels~~	~~$10,700.00~~
Park Dedication	
Residential	$1,200.00/lot
Commercial/Industrial/Institutional	$0.00/acre
Residential Construction Escrows:	
Landscaping	$300.00/tree required
Liquor License Fees	
Background Investigation Fee	$100.00/name
Club	$300.00 per year
Consumption and display	State License fee
Off-sale intoxicating liquor	$500.00 per year
Off-sale 3.2 malt liquor	$100.00 per year
On-Sale Intoxicating Liquor	$2,500.00 per year
On-Sale Intoxicating Liquor, Sunday	$200.00 per year
On-Sale Taproom	$210.00 per year
On-Sale wine	$200.00 per year
On-Sale 3.2 malt liquor	$100.00 per year
On-Sale wine	$200.00 per year
Setup sale (not including State Fee)	$50.00
Temporary Intoxicating On-Sale (1 to 4 days)	$100.00 per event
Temporary 3.2 malt On-Sale	$10.00 per day
Cemetery Lots	

	Resident interned	$750.00
	Non-resident interned	$1,500.00

Section 2. Effective Date. This Ordinance shall become effective after passage and publication.

Section 3. Repealer. Any portion of any prior ordinance that conflicts with this ordinance is hereby repealed and replaced by this ordinance.

(remainder of page intentionally blank signatures follow)

ADOPTED by the Baldwin City Council this 15th day of April, 2026.

MOTION BY: Rush
SECONDED BY: Case
IN FAVOR: All
OPPOSED: None
Jeff Holm Absent

CITY OF BALDWIN

Jay Swanson, Mayor

ATTEST:

Joan Heinen, City Clerk/Treasurer