

**Ordinance No. 150**

**AN ORDINANCE ADOPTING RATES AND A SCHEDULE FOR THE COLLECTION OF BUILDING AND LAND USE RELATED FEES FOR 2026**

THE CITY COUNCIL OF THE CITY OF MEDICINE LAKE HEREBY ORDAINS AS FOLLOWS:

**Section 1. Purpose.** The purpose of this ordinance is to comply with Minnesota State Statutes, 426.353, Subd. 4, which states that a municipality may prescribe fees sufficient to defray the costs incurred in reviewing, investigating, and administering an application for the amendment to an official control established pursuant to sections 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.

**Section 2. Land Use Fees.**

<b>Permit/Application Type</b>	<b>Fee</b>	<b>Escrow</b>
Road and Driveway Permits	\$50	\$500
Land Excavation /Filling/Grading Permit (Fee waived if in conjunction with a stormwater management plan)	\$250	\$1,000
Storm Water Management Plan	\$250	\$3,000
Conditional Use Permit or Site Plan Review	\$500	\$4,000
Variance	\$500	\$4,000
Silt Fence Inspection (if not included as part of other permit/application type)	\$150	
Sign Permit <ul style="list-style-type: none"> <li>• Temporary</li> <li>• Permanent</li> </ul>	\$50 \$150	
Subdivision - Preliminary / Final Plat <ul style="list-style-type: none"> <li>• Minor (less than 3 lots)</li> <li>• Major (4 or more lots)</li> </ul>	\$400 \$400	\$2,000 \$5,000**
Planned Unit Development	\$500	\$5,000**
Zoning Ordinance Amendment (text and/or map)	\$500	\$3,000
Amendment to Comprehensive Plan (text and/or map)	\$500	\$3,000
<b>Potable Water Area Charge upon hookup to municipal water (per Sept 8, 2023 JPA)</b> <ul style="list-style-type: none"> <li>• <i>Note: all other permit costs required as part of the water service connection will be paid upon time of connection when permitted</i></li> </ul>	\$2,813	

<i>through the City of Plymouth at the Plymouth Council set rates for that year. This includes but is not limited to Residential Equivalent Connection Charge (WREC), Water Connection Permit, Plumbing Permit, and Meter Fee.</i>		
<b>Right of Way Work</b>		
Annual Registration Fee (If Applicable)	\$200.00	
Excavation Permit Fee	\$325- First 250 ft, \$0.30 per additional ft	
Obstruction Permit Fee	\$325.00 (not required with Excavation Permit and not required for resident social event)	
Supplemental Application Fee (Permit Extension)	\$50.00	
Unauthorized Work Permit Fee (Per Occurrence)	\$500.00	
<b>Construction Management Plan Escrows:</b>		
• Demolition Permit		\$2,500
• Remodel which includes new additional space		\$2,500
• New single or two-family construction (if no Demolition escrow, otherwise, \$1500 if demo Escrow is paid and unused)		\$4,000
• Construction of an accessory building		\$2,500
• Land Excavation and Grading		\$2,000
<b>Pre-planning contract with City Planner (concept or sketch plan review)</b>		\$500
<b>Rental Housing Inspection and 3yr License (Inspection includes primary and one follow-up Appointment. Additional inspection appointments are charged an hourly rate as designated by Plymouth)</b>	\$ <del>215</del> 225	
• Multi-unit property will be \$30/unit/year for Licensing + \$ <del>125-135</del> inspection fee + \$ <del>10</del> 11/unit.		
<p><b>** Project-specific escrow amounts require a minimum deposit of \$5,000 at the time of submittal. The total escrow required is estimated based on the size, location, and complexity of the project. Additional funds may be required from time to time and shall be estimated based on a preliminary review of the project.</b></p> <p><i>Escrow funds will be used to reimburse the City for professional fees accrued during the review process of the application. These professional fees may be borne by the City Planning or Engineering</i></p>		

consultant, Building Official or City Attorney, or other professional advice as needed from time to time.

*Escrow fund deviation:* from time to time, the required escrow may be reduced at the discretion of the City Planner or Engineer based on the complexity of the proposed project. If applicable, this determination will be made at the time of application.

**Section 3. Building Permit Fees.** See Exhibit A attached.

**Section 4. Liquor License Fees.**

**For the sale of intoxicating liquor an annual fee of \$8,300. Liquor – Sunday \$200.**

**Section 45. Repealer.** All previously adopted ordinances related to land use application fees and building permit fees are hereby repealed.

**Section 56. Effective Date of Ordinance.** This Ordinance shall take effect upon its adoption and publication.

Adopted by the City Council of the City of Medicine Lake, Minnesota this ~~2<sup>nd</sup>~~-5<sup>th</sup> day of ~~December~~January, 20264.

\_\_\_\_\_  
Mayor: Chris Heim

ATTEST:

\_\_\_\_\_  
City Clerk: Therese Polum

**EXHIBIT A – CITY OF MEDICINE LAKE  
BUILDING PERMIT FEES 20265**

The following **Residential** work requires payment of the fees indicated:

- a) Re-roofing; Re-siding; Fireplaces 1 and 3
- b) Room additions; Porches; Decks; Garages; Basement Finishes; Pools; Remodeling: 1, 2 and 3
- c) New Single-Family Dwellings 1, 2 and 3

The following **Multi-Family** and **Non-Residential** work requires payment of the fees indicated:

- a) New or additions to Multi-Family, Commercial, Industrial, Public and all other non- residential structures served with Municipal Sewer and/or Water 1, 2, 3, 4 and 5
- b) Remodeling existing structures 1, 2 and 3
- c) Finishing off vacant tenant spaces 1, 2 and 3

**NOTE:** If space is to be finished into a more intense use, fees under 4 and 5 may also be required.

All fees are paid at the time of permit issuance. Please be advised that there are separate fees which make up the overall "permit fee". They are as follows: Building Permit, Plan Review, State Surcharge, SAC's, and REC's. A description of the fees and how they are calculated is listed below.

**1. BUILDING PERMIT FEE**

This amount is calculated from the fee schedule below and is based on the total value of all construction work including plumbing, electrical and mechanical systems, finish work and labor, even if you are doing the work yourself. **Please note: Valuations will be adjusted by the City when the proposed valuation indicated on the application form is under estimated or in error.**

<b><u>TOTAL VALUATION</u></b>	<b><u>PERMIT FEE</u></b>
\$1.00 to \$500.00	\$40.00
\$501.00 to \$2,000.00	\$40.00 for the first \$500.00 plus \$2.25 for each additional \$100.00 or fraction thereof, to and including \$2,000.00.
\$2,001.00 to \$25,000.00	\$73.75 for the first \$2,000.00 plus \$14.75 each additional \$1,000.00 or fraction thereof, to and including \$25,000.00.

\$25,001.00 to \$50,000.00	\$413.00 for the first \$25,000.00 plus \$10.75 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.
\$50,001.00 to \$100,000.00	\$681.75 for the first \$50,000.00 plus \$7.50 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00.
\$100,001.00 to \$500,000.00	\$1056.75 for the first \$100,000.00 plus \$6.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00.
\$500,001.00 to \$1,000,000.00	\$3456.75 for the first \$500,000.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00.
\$1,000,001.00 and up	\$5956.75 for the first \$1,000,000.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof.

**2. PLAN REVIEW**

This amount is **65%** of the Building Permit Fee. Multiply .65 x the Building Permit Fee which you calculated in #1 on page 1. Do not use the original building valuation amount.

**3. STATE SURCHARGE**

This amount is based on the table below. For valuation use the same building valuation amount as you used for #1.

<b><u>BUILDING VALUATION</u></b>	<b><u>SURCHARGE FEE</u></b>
One Million or less	.0005 x Valuation
\$1,000,001 to \$2,000,000	\$500 + .0004 x (Value - \$1,000,000)
\$2,000,001 to \$3,000,000	\$900 + .0003 x (Value - \$2,000,000)
\$3,000,001 to \$4,000,000	\$1200 + .0002 x (Value - \$3,000,000)
\$4,000,001 to \$5,000,000	\$1400 + .0001 x (Value - \$4,000,000)
Greater than \$5,000,000	\$1500 + .00005 x (Value - \$5,000,000)

**4. SAC (STATE) SEWER AVAILABILITY CHARGE: CURRENT RATE IS \$2,485.00 PER UNIT**

- a) For construction of single-family dwellings: One (1) unit is charged.
- b) For construction of multi-family buildings: One (1) unit is charged for each dwelling unit.
- c) For construction of non-residential buildings: Units are calculated according to the current guidelines of the Metropolitan Council Environmental Services. It will save time if you contact them directly for their written SAC Determination. MCES telephone number is (651) 602-1000.

**5. REC (CITY) RESIDENTIAL EQUIVALENT CONNECTION CHARGE**

<b>WREC (Water)</b>	<b>CURRENT RATE IS \$1,407.00 per unit.</b>
<b>SREC (Sewer)</b>	<b>CURRENT RATE IS \$549.00 per unit.</b>

- a) For construction of single-family dwellings: One (1) unit is charged.

- b) For construction of multi-family buildings: One (1) unit is charged for each dwelling unit.
- c) For construction of non-residential buildings: Units are calculated by the following:
- (1) Determine number of SAC units per item 4.c. above; and
  - (2) Multiply number of SAC units by 1.39. (Round off to nearest whole number.)

<b>Mechanical Permit Fee Schedule</b>	
<b>New</b>	<b>Alterations or Miscellaneous</b>
A. Permit Fee: 1.5% x Job Cost, (when job cost is \$1,000,000 or less)	A. Permit Fee: 1.5% x Job Cost, (when job cost is \$1,000,000 or less)
B. State Surcharge Fee: .0005 x Job Cost (when job cost is \$1,000,000 or less)	B. State Surcharge Fee: .0005 x Job Cost (when job cost is \$1,000,000 or less)
Total Fee (A + B)	Total Fee (A + B)

**Plumbing Fixtures & Alterations**

- A. Permit Fee: 2% x Job Cost (\$45.00 min)
- B. State Surcharge Fee: .0005 x Job Cost (when job cost is \$1,000,000 or less)

Total Fee: (A + B)