

City of Stillwater 216 4th Street N, Stillwater, MN 55082 651-430-8800 www.stillwatermn.gov

2024 FEE SCHEDULE

Effective March 15, 2024

I. ADMINISTRATION FEES

Fee

| ADMINISTRATION FEES | ree |
|--|--|
| Data Practices Requests and/or Copies - Fee must be paid | d before any data is released (MS 13.03) |
| Electronically Stored Data/Transmitted via pdf, | Actual Cost |
| 100 or fewer pages of letter or legal size | (minimum rate is \$30 per hour) |
| Paper Copies (black and white), 100 or fewer pages | 25¢ for a one-sided copy |
| letter or legal size | 50¢ for a two-sided copy |
| Paper copies (black and white) 11 x 17 | \$0.75/page |
| Paper Copies (color/prints) per side | |
| 8.5 x 11 (1-5 pages) | \$2.00/page |
| 8.5 x 11 (6-50 pages) | \$1.75/page |
| 8.5 x 14 (1-5 pages) | \$2.50/page |
| 8.5 x 14 (6-50 pages) | \$2.25/page |
| 11 x 17 (1-5 pages) | \$3.00/page |
| 11 x 17 (6-50 pages) | \$2.75/page |
| Copies or Electronic Transmittal of more than 100 | Actual Cost |
| pages or Other Types of Copies | (minimum rate is \$30 per hour) |
| Data on CD/DVD/Flash Drive (does not include costs of | \$15 |
| retreiving data) | |
| Data Practices Research Deposit | \$300 |
| Police In-house Statistical Computer Run | \$25 |
| Police Audio/Video (BWC) | \$25 per case no. |
| Police Photographs | \$25 per case no. |
| Prepared Maps - Black/White/Blue Line | |
| As-built Drawings (11 x 17) | \$10 minimum or \$3 per page |
| City Map (8.5 x 11) or (11 x 17) | \$2 |
| Land Use Map (11 x 17) | \$4 |
| Zoning (8.5 x 11) | \$2 |
| Zoning (11 x 17) | \$4 |
| Prepared Maps - Color | |
| City Map (8.5 x 11) or (11 x 17) | \$2 |
| Land Use Map (11 x 17) | \$7 |
| Parcel Map and Topographic Maps | Available from Washington County |
| Zoning Map (8.5 x 11) | \$5 |
| Zoning Map (11 x 17) | \$7 |
| Publications/Minutes/Agendas | |
| Budget Book | \$25 |
| City Code Book Unbound | \$100 |
| City Code Book Bound | \$125 |
| Comprehensive Plan printed & bound | \$75 |
| Comprehensive Plan CD | \$15 |

| Design Manual | \$5 | |
|--|----------------|--|
| Downtown Plan | \$10 | |
| Financial Report | \$50 | |
| Mailed agendas – per year | \$20 + Postage | |
| Mailed minutes - per year | \$60 + Postage | |
| Zoning Book | \$25 | |
| Other – (City meetings available on DVD through Valley Access Channel at 651-430-2921) | | |
| Election Candidate Filing Fee | \$5 | |

| II. BUILDING PERMIT FEES | Fee | Minimum Fee | | |
|--|---|--------------------|--|--|
| Plumbing Permit | | | | |
| Commercial | 1% of bid plus | \$55 plus state | | |
| | state surcharge | surcharge | | |
| Residential | \$10 per opening | \$55 plus state | | |
| | plus state | surcharge | | |
| | surcharge | | | |
| Water Softeners | \$25 plus state sur | charge | | |
| Sewer and Water | \$55 plus state sur | charge | | |
| Mechanical Permit | | | | |
| Commercial | 1% of bid plus | \$55 plus state | | |
| Commercial | state surcharge | surcharge | | |
| Residential – if installing both heat and air conditionin | Residential – if installing both heat and air conditioning on the same permit | | | |
| Heating plant | \$55 plus state surcharge | | | |
| Air conditioning | \$25 plus state sur | charge | | |
| Residential – if installing either heat and air conditioni | ng | | | |
| Heating plant only | \$55 plus state sur | charge | | |
| Air conditioning only | \$55 plus state surcharge | | | |
| Heating plant includes fireplaces | \$55 plus state surcharge | | | |
| Miscellaneous work such as duct work, new gas | \$55 plus state surcharge | | | |
| line, etc. | \$55 plus state sur | charge | | |
| Building Permit Fees – Total Valuation | | | | |
| \$1.00 to \$500.00 | \$30 | | | |
| | \$30 for the first \$! | 500 plus \$3 for | | |
| \$501.00 to \$2,000.00 | each additional \$100 or fraction | | | |
| | thereof, to and inc | cluding \$2,000 | | |
| | \$75 for the first \$2 | 2,000 plus \$15 | | |
| \$2,0001 to \$25,000 | for each additiona | al \$1,000, or | | |
| φ2,0001 to φ23,000 | fraction thereof, to | o and including | | |
| | \$25,000 | | | |
| \$25,001.00 to \$50,000.00 | \$425 for the first | \$25,000 plus \$10 | | |
| | for each additiona | al \$1,000, or | | |
| | fraction thereof, to | o and including | | |
| | \$50,000 | | | |
| | \$675 for the first | | | |
| \$50,001.00 to \$100,000.00 | \$11.50 for each ac | · | | |
| | or fraction thereo | • | | |
| | including \$100,00 | 00 | | |

| \$100,001.00 to \$500,000.00 | \$1,250 for the first \$100,000 plus \$5.50 for each \$1,000, or fraction thereof, to and including \$500,000 | |
|--|---|--|
| \$500,001.00 to \$1,000,000.00 | \$3,500 for the first \$500,000 plus \$4.50 for each Additional \$1,000, or fraction thereof, to and including \$1,000,000 | |
| \$1,000,001.00 and up | \$5,750 for the first \$1,000,000 plus \$3.15 for each additional \$1,000, or fraction thereof | |
| Other Inspections and Fees | | |
| Inspections outside of normal business hours | \$55*/hour | |
| Reinspection fees assessed under provisions of Section 305.8 | \$55*/hour | |
| Inspections for which no fee is specifically indicated | \$55*/hour (minimum charge = one half hour) | |
| Additional plan review required by changes, additions or revisions to plans | \$55*/hour | |
| For use of outside consultants for plan checking and inspections, or both | Actual costs** | |
| Working without a permit | Twice permit fee | |
| *Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved. **Actual costs include administrative and overhead costs. | | |

III. BUSINESS LICENSING FEES

Fee Per Year

| III. DUSINESS LICENSING FEES | ree rei Teal |
|--|---------------------------------------|
| Adult Use License | |
| Prinicpal (primary activity) | \$250 |
| Accessory (limited activity) | \$100 |
| Initial Investigation Fee | \$300 |
| Annual Investigation Fee | \$150 |
| Alcohol Licenses | |
| On-Sale | \$2,887.50 |
| On-Sale Club | \$446.25 |
| On-Sale Sunday | \$200 |
| On-Sale Extend Hours for World Cup | \$250 |
| Off-Sale | \$200 |
| On-Sale Wine | \$315 |
| On-Sale Wine w/Strong Beer | \$477.75 |
| On-Sale 3.2% Malt Liquor | \$162.75 |
| On-Sale 3.2% Malt Liquor Extra Hours for World Cup | \$250 |
| Off-Sale 3.2% Malt Liquor | \$57.25 |
| Brewer Tap Room | \$500 |
| Brewer Off-Sale | \$200 |
| Small Brewer Off-Sale | \$200 |
| Brewers Tap Room On-sale Sunday | \$200 |
| Consumption & Display | \$250 initial + \$250 payable to AGED |
| 2 A.M. On-Sale | \$200 initial + \$200 payable to AGED |
| | |

| Micro Distiller Cocktail Room | \$2,887.50 |
|--|--|
| Micro Distiller Off-Sale | \$200 |
| Culinary Class | \$100 |
| Temporary On-Sale or 3.2% Liquor License (*Fee include: | s AGED license and public safety services) |
| Using Private Property | \$25 per day |
| Using City Property with over 250 people | \$1,000/day* |
| Using City Property with 75 to 250 people | \$250/day* |
| Using City Property with under 75 people | \$25/day |
| Initial Investigation Fee | \$300 |
| Annual Investigation Fee | \$150 |
| Building Contractor License | \$100 |
| Buskers Permit | \$50 |
| CBD Retail Establishment License | \$4,000 |
| Initial Investigation Fee | \$300 |
| Annual Investigation Fee | \$150 |
| Gambling Premises Permit Background Check Fee | \$100 |
| Hotel License | \$150 |
| Pawn Broker Fee | \$5,000 plus \$200 monthly fee for |
| | computer access charges |
| Peddler Background Check | \$15 per individual or representative |
| Short Term Home Rental License (valid 3 years) | \$300 |
| Background Check Investigation Fee | At City Cost |
| Additional Inspection (1st inspection included in license fee) | \$150 each |
| Solid Waste, Recycling and/or Roll-off Hauler License | |
| Commercial Property (including roll-off) | \$300 |
| Residential Property (including roll-off) | \$300 |
| Roll-off Only | \$50 |
| Therapeutic Massage Business and Massage Therapist | License |
| Therapeutic Massage Business License | \$100 |
| Individual Massage Therapist Background Check | \$15 |
| Tobacco License | \$250 |
| Initial Investigation Fee | \$300 |
| Annual Investigation | \$150 |

IV. ENGINEERING FEES Fee Escrow

| An Escrow shall be established to cover engineering and fee shall be doubled for after-the-fact permit application. | legal fees incurred by the City as part of the plan review. The s. |
|---|--|
| AUAR | - |
| Single Family | \$4,564.45/acre |
| Multi-family/Commercial | \$9,128.89/acre |
| Trunk Sewer and Water | |
| Phase III Annexation | \$22,793.12/acre |
| Long Lake East | \$12,819.58/acre |
| Long Lake West | \$18,891.93/acre |
| Middle Trunk A | \$8,141.97/acre |
| Boutwell East | \$18,157.36/acre |
| Boutwell West | \$14,031.27/acre |
| Park & Trail Fee | See city code Chapter 26, Article VI |

| Other Engineering Fees | | |
|--|------------------------------|--------------------|
| Sanitary Sewer Hookup | \$5,000/unit | |
| Water Hookup | \$5,000/unit | |
| Public ROW or Pubic Easement Vacation | \$350 | |
| Small Wireless Facility | \$50/device | \$5,000 |
| | \$150/rent | |
| Small Winglage Engility Collegation on City Structure | \$25/maintenanc | e |
| Small Wireless Facility Collocation on City Structure | \$73/radio if less | than 100 watts |
| | \$182/radio if mo | ore than 100 watts |
| Industrial Waste Strength Charge | Met Council rate | |
| Grading Erosion Control - Residential | \$250 | \$2,500 |
| - Non-Residential | \$700 | \$7,000 |
| Grading Permits | See Uniform Building Code | |
| Vegetation Cutting Permit (St. Croix Overlay District) | \$25 | |
| Obstruction Permit | \$50/week | |
| Right-of-Way Permit | | |
| Hole: | \$200 per hole | |
| Trench: | \$200 plus | |
| | \$0.50 per lineal f | oot of trench |
| Boring: | \$200 plus | |
| | \$0.50 per lineal f | foot of trench |
| Extension: | \$200 plus | |
| | \$0.50 per lineal f | |
| Penalty: | 2 times the amou | unt of standard |
| | permit | |
| Degradation: homeowners are exempt on repairs to | To be calculated by City | |
| existing sewer and water services in the right-of-way | (see below for estimates) | |
| Degradation Fee Estimates for Bituminous Stree | | <i>c</i> . |
| New Street - 0 to 5 years | \$4.00 per square foot | |
| Existing Street | \$2.00 per square foot | |
| Street to be reconstructed in next 5 years | \$1.00 per square foot | |
| Degradation Fee Estimates for Bituminous Pathy | 1 | .1 1 .1 |
| New Path - 0 to 5 years | \$1.50 x path width x length | |
| Existing Path - 5 years old to 5-year plan | \$1.00 x path width x length | |
| Path to be reconstructed in next 5 years | \$0.50 x path wid | th x length |

V. FINANCE FEES Fee

| Assessment Searches | \$25 | |
|--|---------------------------|--|
| Assessment Roll Copy (each) | \$25 | |
| Merchant Credit Card Processing Fee | At City Cost | |
| Mowing & Snow Removal Services - in addition to contractual services | | |
| 1 time service call or first reoccurring service call | \$100 | |
| Second service call and each additional | \$50 | |
| reoccurring service calls | | |
| NSF Checks or denial of ACH Fee | Maximum allowed by law | |
| Special Service District Assessment Fee | \$500/commercial building | |
| Lodging Tax | 3% of gross receipts | |
| Lodging Tax Penalty | 10% of amount due | |

VI. FIRE FEES Fee

| VI. I INL I LLS | 1 00 | |
|--|------------------------------|-------------|
| Annual license for retail sales of consumer fireworks | \$100 | |
| Fireworks Display Permit (Pyrotechnics) | \$100 | |
| Automatic fire extinguishing systems | 1.2% of value, \$100 minimum | |
| Fire alarm systems | 1.2% of value, \$100 minimum | |
| Open burning permit | \$20 | |
| Residential daycare and foster care inspection | \$50 | |
| Tank removal permit | \$75 | |
| Yearly nuisance/false alarm fees* - Residential | \$0 | 1-2 |
| *False alarm fees based on calendar year and per call basis | \$75 | 3-4 |
| | \$150 | 5-6 |
| | \$300 | 7-8 |
| | \$400 | 9+ |
| Yearly nuisance/false alarm fees* - Commercial | \$0 | 1-2 |
| *False alarm fees based on calendar year and per call basis | \$90 | 3-4 |
| | \$180 | 5-6 |
| | \$360 | 7-8 |
| | \$425 | 9+ |
| Lift Assists (non-injury) Independent Living | \$0 | 1-2 / year |
| Facilities/Residential | \$100 | 3-4 / year |
| | \$200 | 5-6 / year |
| | \$400 | 7 + / year |
| Lift Assists (non-injury) Assisted Living Facilities, Nursing Care Facilities | \$400/call | |
| Fire Personnel Fees (Services that do not fall under Events) | <u> </u> | • |
| Fire Department Personnel | Overtime Rate – 3 ł | nr. Minimum |
| | | |

| VII. PARK RESERVATION FEES | Fee |
|----------------------------|-----|
| | |

First 3 hrs. (1st floor)

Add'l hour (1st floor)

First 3 hrs. (2nd floor)

| Ded Carlier (1997) | ¢100 C J-1-1- J J' | |
|--|--|--|
| Park Facilities (picnic shelters, gazebos, pergolas) | \$100 refundable damage deposit | |
| | and \$100/day reservation fee | |
| Ball fields (for tournaments) | \$150 refundable damage deposit | |
| | and \$300 reservation fee | |
| Preparation of Ball fields | | |
| Lower Lily Lake field | \$20/game | |
| Upper Lily Lake field or Public Works Field | \$15/game | |
| Baseball & Softball | \$15/game except Lower Lily Lake field | |
| Lacrosse or Soccer | \$20/application | |
| Football | \$25/application | |
| Park Open Space | \$100 refundable damage deposit | |
| | and \$50/day reservation fee | |
| Pioneer Park Bandshell & Lowell Park Amphitheater | \$100 refundable damage deposit | |
| All groups, including not-for-profit and educational institutions must | and \$125/day reservation fee | |
| pay to use the bandshell and amphitheater | and \$125/day reservation fee | |
| Teddy Bear Park Building Rates - A \$100 refundable damage deposit per floor plus the following: | | |
| <u>Mon-Thurs</u> | <u>Fri-Sun</u> | |

First 3 hrs. (1st floor)

Add'l hour (1st floor)

First 3 hrs. (2nd floor)

\$160

\$45

\$125

\$80

\$25

\$60

| Add'l hour (2nd floor) \$15 | | Add'l hour (2nd floor) \$35 | | | |
|---|------------------------------|--|--|--|--|
| Events & Special Events | | | | | |
| Event Application Fee | | \$25 | | | |
| Special Event Application Fee | | \$50 | | | |
| Special Event with Contract Appli | cation Fee | \$100 | | | |
| Application Late Fee | | \$75 for events/\$500 for special | | | |
| | | events | | | |
| Event Fees (Defined): *Per Day inclu | ıdes each day of event. Sepo | arate load-in day fee of \$500/day will apply. | | | |
| <u>Event</u> | Special Event | Special Event With Contract | | | |
| No event base fee required | \$500/day* base fee | \$500/day* base fee plus \$1,000 | | | |
| but \$100 refundable damage | plus \$1,000 | security deposit – subject to negotiated | | | |
| deposit if using park + park | security deposit | contract provisions | | | |
| reservation fees apply | reservation fees apply | | | | |
| Food Service Vendors at Events | | | | | |
| 1-10 Vendors | | \$50/day of service at event | | | |
| 11+ Vendors | | \$200/day of service at event | | | |
| Materials for Events | | | | | |
| Porta Potty – ADA Compliant | | Actual Cost from City Vendor | | | |
| Porta Potty – Standard | | Actual Cost from City Vendor | | | |
| Additional Service | | Actual Cost from City Vendor | | | |
| Traffic Control for Events requiring intersection(s) controlled | | | | | |
| Organizer required to provide proper traffic control equipment | | | | | |
| Route Events under 4 hours | | \$300/day | | | |
| Parades or Route Events over 4 hours | | \$1,000/day | | | |
| Road Closure for Events without Routes | | \$0 | | | |

VIII. PARKING FEES Fee

| quipment |
|---------------|
| Not available |
| |
| \$200/day |
| \$9/day/space |
| |
| \$20/month |
| \$20/month |
| \$25/month |
| \$35/month |
| |
| |
| \$1/hour |
| , |
| |
| \$10/day |
| , , |
| At City Cost |
| |

| IX. POLICE FEES | Fee |
|-----------------------------------|-------|
| Potentially Dangerous Dog License | \$200 |

| Dangerous Dog License | | \$400 | |
|--|-----------------------|------------|--|
| Dangerous or Potentially Dangerous Dog License Re | placement Tag | \$5 | |
| Dangerous Dog Designation Appeal | | \$200 | |
| Dog Impound | | \$50 | |
| Kennel Fees | | \$250 | |
| Special Motorized Electric Cart Permit | | \$100 | |
| Police Personnel Fees (Services that do not fall under Events) | | | |
| Police Dept. Personnel/Officers | Overtime Rate - 3 h | r. Minimum | |
| Police Reserves | \$25 per hour - 3 hr. | Minimum | |

X. ST. CROIX VALLEY RECREATION CENTER RATES

| Hourly Rates | Prime Time | Non-Prime Time | Summer Ice |
|------------------|------------|----------------|------------|
| Rec Center Ice | \$245/hour | \$190/hour | \$190/hour |
| Lily Lake Ice | \$240/hour | \$190/hour | \$190/hour |
| Full Field Hours | \$345/hour | \$280/hour | \$190/hour |
| Half Field House | \$245/hour | \$215/hour | \$190/hour |
| Other Rates | | | |
| Open Skating | \$7/child | \$8/adult | |
| Open Field | \$7/child | \$8/adult | |

XI. UTILITY FEES Fee

| AI. OTILITITEES | ree | | |
|--|-----------------------|---------------------|--|
| Sanitary Sewer Rates - Per Quarter | | | |
| First Minimum Charge | \$78.11 | | |
| Overage Charge | \$10.71 | | |
| Penalty/Late Fee | 10% | | |
| Street Lighting Rates - Per Quarter Residential | \$12.36 | 3% increase in 2025 | |
| Per Quarter Non-Residential | Based on acreas | ge | |
| Storm Sewer Rates - Per Quarter | \$15.75 | \$16.22 for 2025 | |
| Water Rates: Commercial Winter | \$2.77/1000 gal | | |
| Commercial Summer | \$3.02/1000 gal | | |
| Residential 1000-8000 gallons | \$1.70/1000 gal | · | |
| Residential 9000-18,000 gallons | \$2.23/1000 gal | | |
| Residential 19,000-28,000 gallons | \$2.76/1000 gal | | |
| Residential 29,000+ gallons | \$4.35/1000 gal | | |
| Curb turn on/shutoff (during business hours) No Charge | | | |
| Curb turn on/shutoff (after business hours) | \$100 | | |
| Hydrant Connection or meter | \$35 | | |
| Water Availability Charge | | | |
| Water Meter – ¾" | \$300 | | |
| Water Meter – 1" | \$400 | | |
| Water Meter - >1" | At Cost | | |
| Parts (curb stop, valves, fitttings) – Residential and At Cost | | | |
| Commercial properties only | | | |
| Bulk water | \$2 per 1,000 gallons | | |
| Hydrant meter deposit | \$2,500 | | |
| | | | |

| XII. VIOLATIONS | | | Fine | | Cit | y Code | |
|--|---|-------------------------------------|-------------------------|-------------|-------------|----------------|--|
| Administrative Citations (Chapter 2, Art | ticle VI) | | | | ı | | |
| Animal - Wild or Dangerous Dog | | | \$500 | | | ı. 8 | |
| Animal violations including bees, f | | nall | \$55 | | | ı. 8, Ch. 28 | |
| domestic animals (except dangerou | | | | | | | |
| Building Demolition violations of hi | storic structure | es | \$500 | <u> </u> | Cł | ı. 28 | |
| Curfew | | | \$50 | | Cł | ı. 12 | |
| Disposal of waste into sewer syster | n | | \$100 | | Cł | n. 10, Ch. 22 | |
| Failure to obtain a license, registrat | ion or permit | | \$250 | 1 | Cł | ı. 6 | |
| Fire Code violations | | | \$100 | <u> </u> | Cł | n. 24 | |
| Garbage & Rubbish | | | \$25 | | Cł | ı. 22 | |
| Noise violations | | | \$150 | 1 | Cł | n. 10 | |
| Parking violation | | | \$25 | | Ch | ı. 18 | |
| Parking violation snow emergencie | es | | \$50 | | Cł | ı. 18 | |
| Parking violation late fee | | | \$25 | | Ch | ı. 2 | |
| Public nuisance, general | | | \$200 | 1 | Cł | n. 10 | |
| Public nuisances affecting health, p | eace and safety | 1 | \$500 | 1 | Ch | n. 10 | |
| Public health, safety, welfare violat | tions (except as o | therwise | \$100 | | Cł | n. 10 | |
| stated) | | | ¢EO | | CL | . 11 | |
| Public parks violations Public waters violations | | | \$50 | | | n. 14 n. 22 | |
| Recreational vehicles violation | | | · · | | | n. 18 | |
| ROW permit violations | | | \$100 | | | ı. 18 ı. 10 | |
| Self-propelled devices violations | | | · · | | | n. 18 | |
| Short Term Home Rental 1st verifie | nd complaint | | · · | | | n. 28 | |
| Short Term Home Rental 2 nd verific | | | \$1,00 | | | n. 28 | |
| | | | \$2,00 | | | n. 28 | |
| Snowmobiles | t Term Home Rental 3 rd verified complaint | | \$70 | | | n. 18 | |
| Special & Conditional Use Permit v | iolations | | \$250 | | | n. 28 | |
| State Building Code violations, gene | | | \$200 | | | n. 24 | |
| State Building Code violations, haza | | | \$500 | | | n. 24 | |
| Stormwater violations | aruous | | \$200 | | | n. 22 | |
| Subdivision Ordinance violations | | | \$250 | | | n. 26 | |
| Watering restriction violations | | \$250 | | | n. 10 | | |
| Zoning Ordinance violations, unles | s otherwise sta | ated | \$100 | | | n. 28 | |
| Except as otherwise stated above, a | | | | | | | |
| City Code | | | , | | | | |
| Repeat Violations within 12 month | ıs (except park | (except parking Double the amo | | int c | f scheduled | | |
| violations) | | fine for the previous violation, up | | | | | |
| , | • | | to a maximum of \$2,000 | | | | |
| Administration Citation Appeal | | | \$200 | | | | |
| Alcohol Violations | | | | | | | |
| *Look back period for multiple offenses is no more than 5 years | 1st Offense | 2nd Off | ense | 3rd Offens | se* | 4th Offense | |
| Sale of alcoholic beverages to | \$750 + 3 | | 3 day | \$1,000 + 9 | dav | _ | |
| underage person as part of | \$500 | Susper | - | Suspension | - | Revocation | |
| compliance check | | Jaspei | - Juspensio | | | | |

| Alcohol-related Civil Penalties Grid - For penalities other than sale to underage persons as part of a compliance check | | | | |
|--|--|--|--|--|
| Key: Level 3 – HFLS: High Frequency, Lowe Severity Level 1 – LFLS: Low Severity, Low Frequency | Level 4 – HFHS: High Frequency, High Severity Level 2 – LFHS: Low Frequency, High Severity | | | |
| Level 3 – HFLS \$500 – \$1,000 fine and/or 5-10 day suspension revocation | Level 4 – HFHS or 3 or more Aggravating Factors \$1,000 – \$2,000 fine and/or 10-60 day suspension revocation | | | |
| Level 1 LFLS | Level 2 – LFHS | | | |

\$0 - \$500 fine

Options: Training, installation of alcohol devices, video surveillance, security, etc

\$500 - \$1,000 fine and/or 3-5 day suspension

- Incident Severity and Frequency The city department reporting the violation to the City Council will sustatiate the severity and frequency of the incident in a report based on the number of incidents occurring at the licensed location under the same licnesee for the previous five years. Incident severity and frequency will take into consideration the totality of the circumstances and the potential or actual impact on a specific neighborhood or to the overall community.
- 2. Aggravating Factors Aggravating Factors in a single incident may cause a move in the grid to the next level (either up or sideways). Examples of Aggravating Factors include, but are not limited to:
 - Any prior violation of alcohol-related incidents in the last 5 years of the new incident (each prior shall be counted as on Aggravating Factor);
 - *Felony or gross misdemeanor charges were issued out of the new incident;
 - Any weapons, drugs or violence involved in the new incident;
 - *The act endangered the public;*
 - *The act involved a juvenile;
 - The act involved bias or discrimination;

| 3. Penalities may include a Fine, Suspension, or Revocation or any combination thereof. | | | | | |
|---|---------------------|--------------------------|--|--|--|
| CBD Violations | | | | | |
| *Same licensed premises within 36 month period of first violation | 1st Offense | 2nd Offense* | 3rd Offense and subsequent* | | |
| Sale/purchase of CBD intoxicating products to/by underage person | \$500 | \$750 + 3 day Suspension | \$1,000 and Revocation | | |
| Refusal to allow City Inspectors & Police to inspect premises | 5 day Suspension | 15 day Suspension | Revocation | | |
| CBD Ordiance Violations | \$500 | | ouble amount of scheduled fine for the evious violation, up to a max. of \$2,000 | | |
| Tobacco Violations | | | | | |
| *Same licensed premises within 36-month period of first violation | 1st Offense | 2nd Offense* | 3rd Offense and subsequent* | | |
| Refusal to allow City Inspectors & Police admission to inspect premises | \$300 | \$600 | \$1,000 and Revocation | | |
| Sale/purchase to/by underage person | \$300 | \$600 | \$1,000 and Revocation | | |
| Unlawful self-service sale | \$300 | \$600 | \$1,000 and Revocation | | |
| Unlawful vending machine | \$300 | \$600 | \$1,000 and Revocation | | |
| All other tobacco violations | \$300 | \$600 | \$1,000 and Revocation | | |

XIII. ZONING AND LAND USE APPLICATION FEES Per Ordinance 1198, Adopted May 7, 2023

Escrow payment. Applicants shall be required to pay a cash escrow fee as required by the Fee Schedule in this Ordinance. The escrow fee shall be used to pay any outside expenses and fees incurred by the City, including, but not limited to consultants, attorneys, planning and engineering fees or other expenses due to the application. If, at any time, the balance in the cash escrow account is depleted to less than ten percent (10%) of the originally required cash escrow amount, the applicant shall deposit additional funds in the cash escrow account as determined by the Community Development Director. All expenses and fees in excess of the escrow deposit, shall be paid by the applicant to the City within thirty (30) days of final action on the matter by the City. If not paid within thirty (30) days, the account shall be deemed delinquent. Any balance remaining in the cash escrow account upon completion of the process shall be returned to the applicant after all expenses and fees thereto have been deducted, following final action by the City in the matter.

| ajter ali expenses ana jees thereto nave been aeauctea, jollowing jihal a | Fee | Escrow |
|--|------------------------|-----------------|
| Application Type | | |
| Annexation Request | \$2,000 | |
| Building Demolition Application | \$500 | |
| Chicken Permit | \$50 (initial app | olication only) |
| Encroachment Agreement | \$500 | |
| Fence Permit | \$25 | |
| Front Yard Parking Permit | \$25 | |
| Home Occupation – Type I | \$250 | |
| Home Occupation – Type II & III | \$500 | |
| Seasonal Outdoor Sales | | |
| Seasonal Food Vending (food trucks) | \$25 | |
| Sign Permit | \$50 | |
| Tax Increment Financing | | \$10,000 |
| Zoning Verification Letter | \$150 | |
| Park and Trail Dedication Fees | | |
| Single-family residential/commercial condominium lot | Estimated \$2,000/unit | |
| Duplexes | Estimated \$1,500/unit | |
| Townhomes | Estimated \$1,500/unit | |
| Multifamily | Estimated \$1,500/unit | |
| General Zoning Applications | , | , |
| Administrative Lot Combination | \$100 | |
| Administrative Lot Split | \$750 | |
| Administrative lot line adjustment | \$500 | |
| Appeals | \$250 | |
| Comprehensive Plan Amendment | \$2,500 | |
| Concept Plan Review | | \$1,000 |
| Conditional Use Permit/Interim Use Permit – Use | \$250 | , |
| Approval (not site plan review) | | |
| Conditional Use Permit/Interim Use Permit (with site | \$250 | \$1,500 |
| plan review for commercial, industrial, multifamily, | | |
| environmental overlay district, neighborhood conservation overlay district and central business district | | |
| Heritage Preservation Commission Design Review – | \$250 | |
| new dwellings & structures on National Registry of | ¥ 2 00 | |
| Historic Places | | |
| Heritage Preservation Commission Design Review – | \$100 | |
| additions to existing structures | , _ 0 0 | |
| Planned Unit Developments | \$2,500 | |

| Subdivision/Plat (4 lots or less) | \$750 | |
|--|---------|---------|
| Subdivision/Plat (5 or more lots) | | |
| Preliminary Plat | \$750 | \$5,000 |
| Final Plat | \$750 | \$5,000 |
| Site Plan Review (commercial, industrial, multifamily, environmental overlay districts, central business district) | \$500 | \$1,500 |
| Variance – Residential | \$150 | |
| Variance – Commercial, Industrial, Multifamily | \$500 | |
| Variance – HPC Use Variance | \$500 | |
| Zoning Amendment – Map | \$2,500 | |
| Zoning Amendment - Text | \$1,000 | |