

ORDINANCE NO. \_\_\_\_

**AN ORDINANCE ESTABLISHING A FEE SCHEDULE FOR 2023**

**Section I.** The Maplewood City Council adopts the following schedule to the Maplewood Code of Ordinances:

**Section II.** The fees established in this ordinance supersede all fees established by ordinance, resolution, or policy prior to this ordinance.

**Section III.** Any unpaid fees or charges constitute a service charge the City may collect pursuant to its authority under Minnesota Statutes, Sections 415.01, Subdivision 1 and Minnesota Statutes 366.012 by certifying the unpaid amount to the County Auditor for collection together with the property taxes imposed on the affected property or on any other property the person may own in the State.

**Section IV.** This ordinance shall be effective January 1, 2023.

Adopted on this 12th day of December 2022.

**BY THE CITY COUNCIL:**



\_\_\_\_\_  
Mayor

**ATTEST:**



\_\_\_\_\_  
City Clerk

# City of Maplewood 2023 Fee Schedule

City Clerk

ITEM/ACTIVITY	2023
<b>LICENSING</b>	
<b>ANIMAL PERMITS/REGISTRATIONS (initial AND renewal, unless noted otherwise)</b>	
<b>Dangerous/Potentially Dangerous Dog Registration</b>	
Dangerous Dog	\$150.00
Potentially Dangerous Dog	\$100.00
Appeal Request	\$100.00
Tag	\$3.00
Sign	\$7.00
<b>Poultry Permit (2yr permit)</b>	
Initial Application	\$75.00
Renewal	\$50.00
<b>Goat Permit</b>	
Temporary Keeping of Goats Permit	\$75.00
Renewal	\$75.00
<b>RESIDENTIAL LICENSES/PERMITS/REGISTRATIONS (initial AND renewal, unless noted otherwise)</b>	
<b>Home Occupation License</b>	
Initial Application	Set by CD
Renewal	\$63.00
<b>Recreational Vehicle Permit</b>	
	\$15.00
<b>LIQUOR LICENSES (initial AND renewal, unless noted otherwise)</b>	
<b>Off-Sale Licenses</b>	
3.2% Malt Liquor	\$350.00
Intoxicating Liquor	\$200.00
<b>On-Sale Licenses</b>	
3.2% Malt Liquor	\$500.00
Wine	\$2,000.00
Club	
-Under 200 Members	\$300.00
-Between 201 and 500 members	\$500.00
-Between 501 and 1,000 members	\$650.00
-Between 1,001 and 2,000 members	\$800.00
-Between 2,001 and 4,000 members	\$1,000.00
-Between 4,001 and 6,000 members	\$2,000.00
-Over 6,000 members	\$3,000.00
Intoxicating Liquor	
-Class A	\$7,000.00
-Class B	\$8,500.00
-Class C	\$11,000.00
-Class E	\$4,667.00
2AM	
-Up to \$100,000 in on sale gross receipts for alcoholic beverages	\$300.00
-Over \$100,000, but not over \$500,000 in on sale gross receipts for alcoholic beverages	\$750.00
-Over \$500,000 in on sale gross receipts for alcoholic beverages	\$1,000.00
-3.2% On Sale Malt Liquor licensees or Set Up license holders	\$200.00
-Did not sell alcoholic beverages for a full 12 months prior to this application	\$200.00
Sunday Sales	\$200.00
Patio	\$200.00
<b>BUSINESS LICENSES/PERMITS/REGISTRATION (initial AND renewal, unless noted otherwise)</b>	
<b>Alarm System Permit - Business</b>	
	\$57.00
<b>Amusement Park License</b>	
	\$388.00
<b>Automobile &amp; Trailer Rental License</b>	
1st Five Rental	\$46.00
Each Additional Rental	\$13.00
<b>Body Art Establishment License</b>	
	\$309.00
<b>Business Registration</b>	
	\$40.00

<b>Catering Food Vehicle</b>	
1st Vehicle	\$129.00
Each Additional Vehicle	\$89.00
Fleet (6+ Vehicles)	\$347.00
<b>Cigarette and Tobacco License</b>	
	\$250.00
<b>Commercial Kennel License</b>	
	\$85.00
<b>Courtesy Bench License</b>	
1st Bench	\$69.00
Each Additional Bench	\$41.00
<b>Currency Exchange Review</b>	
	\$356.00
<b>Food Establishment License</b>	
Full Service	\$673.00
Seasonal (6mo or less)	\$337.00
Special Food Handling	\$103.00
<b>Mobile Food Unit</b>	
Mobile Food Unit - PHF (Potentially Hazardous Food) - 1st Vehicle	\$181.00
- Each Additional Vehicle	\$89.00
- Fleet (6+ Vehicles)	\$520.00
Mobile Food Unit - NPF (Non Perishable Food) - 1st Vehicle	\$76.00
- Each Additional Vehicle	\$46.00
- Fleet (6+ Vehicles)	\$176.00
<b>Gasoline Station License</b>	
1st Pump	\$183.00
Each Additional Pump	\$15.00
<b>Lodging Establishments License</b>	
1 - 15 Units	\$124.00
16 - 35 Units	\$169.00
36 - 100 Units	\$311.00
Over 100 Units	\$356.00
<b>Motor Vehicle Repair License</b>	
	\$162.00
<b>Pawn Shop License</b>	
	\$10,218.00
<b>Massage</b>	
Center	\$259.00
Therapist	\$224.00
<b>Public Pool License</b>	
Hot Tubs	\$118.00
Indoor Swimming Pool	\$118.00
Outdoor Swimming Pool	\$118.00
Combination	\$162.00
<b>Secondhand Dealer License</b>	
	\$367.00
<b>Solid Waste Collection License</b>	
	\$250.00
<b>Used Car Dealer License</b>	
	\$333.00
<b>Annual License/Permit/Registration - Late Fee</b>	
	\$25.00 or 10%, whichever is greater
<b>TEMPORARY LICENSES/PERMITS</b>	
<b>Amusement Permit (Carnival /Carnival Rides/Circus)</b>	
	\$381.00
<b>Body Art Event</b>	
	\$100.00
<b>Christmas Tree Lot Permit</b>	
	\$231.00
<b>Fireworks - Pyrotechnic Display Permit</b>	
	\$250.00
<b>Fireworks - Retail Sales Permit</b>	
Exclusive Firework sales	\$350.00

Firework sales with other merchandise	\$100.00
<b>Food Service Permit</b>	
Per Day (received 7 days or more prior to event)	\$55.00
Per Day (received 2-6 days prior to event)	\$80.00
Flea Market Season	\$336.00
<b>Large Assembly Permit</b>	
500 to 1,000 Participants	\$258.00
1,001 to 2,500 Participants	\$515.00
2,501 to 3,500 Participants	\$773.00
3,501 and over Participants	\$1,030.00
Cash Escrow to cover health items	
15-30 food vendors	\$500.00
30+ food vendors	\$1,000.00
Outside health inspectors	Actual Cost
<b>Local Lawful Gambling</b>	
	\$58.00
<b>MCC On-Sale Liquor Catering</b>	
Maplewood Providers	\$50.00
Non Maplewood Providers	\$100.00
<b>Noise Control Waiver Permit</b>	
	\$15.00
<b>On-Sale 3.2 Beer License</b>	
	\$55.00
<b>On-Sale Intoxicating Liquor License</b>	
	\$204.00
<b>One-Time Event Permit</b>	
	\$225.00
<b>Special Event Permit</b>	
	\$103.00
<b>Tent Permit</b>	
	\$52.00
<b>Transient Sales Permit</b>	
Up to 5 Days	\$27.00
6+ Days	\$106.00
<b>BACKGROUND INVESTIGATIONS</b>	
<b>Liquor</b>	
	\$500.00
<b>Body Art Establishment</b>	
	\$250.00
<b>Cigarette &amp; Tobacco Sales</b>	
	\$135.00
<b>Lawful Gambling</b>	
	\$250.00
<b>Personal Services</b>	
	\$135.00
<b>Secondhand Dealer</b>	
	\$135.00
<b>Pawn Shop</b>	
	\$500.00
<b>PASSPORTS</b>	
<b>Photos</b>	
	\$10.00
<b>Acceptance Fee</b>	
	\$35.00
<b>ELECTIONS</b>	
<b>Filing Fee</b>	
	\$5.00
<b>Precinct Boundaries and Polling Locations Map 11" x 17"</b>	
	\$3.00
<b>City Map with Street Index 11" X 17"</b>	
	\$3.00
<b>City Map with Street Index 24" x 36"</b>	
	\$5.00

## DATA PRACTICES

### Data Subjects

Paper or Electronic

No fee if it takes less than 15 minutes of staff time to transmit electronic copies; otherwise the fee may include (1) actual employee time to make/transmit copies; (2) \$0.15 per page, black and white single sided; (3) \$0.75 per page, color copy single sided; (4) CD/DVD \$0.50; (5) flash drive 8GB \$2.50, (6) standard USPS mailing fee

### Members of the Public

Paper copies

No fee if 10 or fewer pages requested; otherwise \$0.25 per page, black and white single sided if under 100 pages; If more than 100 pages the following fees may apply: (1) actual employee time to search and retrieve and make copies if it takes more than 15 minutes of staff time plus the cost of materials (\$0.15 per page, black and white single sided; \$0.75 per page, color copy single sided) and standard USPS mailing fee

Electronic copies

Actual employee time to search and retrieve and make electronic copies if it takes more than 15 minutes of staff time. If the request includes making copies on a media the following additional fees apply: CD/DVD \$0.50, flash drive 8GB \$2.50 and standard USPS mailing fee

### City Maps

City map with street index 11"x17"

\$3.00

City map with street index 24"x36"

\$5.00

## Communications

ITEM/ACTIVITY	2023
<b>Partnership Packages &amp; Rates</b> (Please note: Packages may be customized at the discretion of the Communications Manager, which may change the price of the package)	
<b>Maplewood Leaders</b>	
* Color ¼ - page ad in all 12 editions of Maplewood Living, the City's official newsletter distributed to more than 20,000 homes. (\$5,000 value)	\$9,500.00
* Top-tier sponsorship of the following major City of Maplewood events: State of Maplewood, 4th of July and Community Engagement Breakfast (\$2,200 Value).	
* Partner video (\$2,500)	
* Partnership recognition on City Hall Digital Display (\$1,500 value)	
<b>Maplewood Friends</b>	
* Color ¼ page ad in every other edition of Maplewood Living (6 months), the City's official newsletter distributed to more than 20,000 homes. (\$2,640 Value)	\$3,000.00
* Sponsorship at two City of Maplewood events (\$1,000 – \$1,200 Value).	
* Partnership recognition on City Hall Digital Display (\$1,500 value)	
<b>Maplewood Supporter</b>	
* Color ¼ page ad in three editions of Maplewood Living, the City's official newsletter distributed to more than 20,000 homes. (\$1,500 Value)	\$1,500.00
* Sponsorship at one of the following major City of Maplewood events: State of Maplewood, Community Engagement Breakfast or 4th of July Celebration. (\$500 - \$700 Value)	
<b>Light it Up 4th of July partners ONLY:</b>	
<b>Deluxe Bar-be-que Package</b>	
* Booth at 4th of July Celebration	\$695.00
* Quarter-page ad in one summer edition of Maplewood Living recognizing the partnership	
* Individual ad in city hall digital display	
* Significant signage exposure on event promotional flyers and banners in Maplewood Living, social media, city hall, Maplewood Community Center/YMCA, and at event)	
<b>Pop &amp; Brat Package</b>	
* Placement in city hall digital display with other sponsors	\$295.00
* Signage exposure (on event promotional flyers and banners in Maplewood Living, social media, city hall, Maplewood Community Center/YMCA, and at event)	
<b>Ad Rates for Maplewood Living</b>	
<b>Distributed to 20,000 households monthly - 1/4 Page - Approximately 3.75' (w) x 4.5" (h)</b>	
Single Run	\$650.00
4 Ad Package	\$2,300.00
6 Ad Package	\$3,300.00
12 Ad Package	\$6,000.00
<b>Customizable package rates:</b>	
4 Month Package, plus a booth and sponsorship of two events*	\$3,100.00
6-month run, plus a booth and sponsorship of three events*	\$4,800.00
12-month run, plus a booth and sponsorship of five events*	\$8,500.00
Single event*	\$600.00
Events include: 4th of July (expected crowd 2,000 people); Touch-a-Truck (up to 600 people); Summer in the Park events (up to 400 people); other events TBD	

## Community Development

ITEM/ACTIVITY	2023
<b>Permits</b>	
<i>* Stated permit fees do not include the surcharge imposed on most permits by the State of Minnesota.</i>	
<b>Building Permits Based on Valuation</b>	
<b>Total Valuation:</b>	
\$1.00 to \$500.00	\$28.05
\$501.00 to 2,000.00	\$28.05 for the first \$500.00 plus \$3.62 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$82.35 for the first \$2,000.00 plus \$16.42 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$460.01 for the first \$25,000.00 plus \$11.97 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$759.26 for the first \$50,000.00 plus \$8.36 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,177.26 for the first \$100,000.00 plus \$6.68 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,849.26 for the first \$500,000.00 plus \$5.57 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$6,634.26 for the first \$1,000,000.00 plus \$4.46 for each additional \$1,000.00, or fraction thereof
<b>Residential Electrical Permit Fee (Single family homes, apartments, and condominiums)</b>	
<b>*Residential electrical permit fees are the greater of the total inspection fee or total service and circuit calculation plus the administrative fees</b>	
<b>Inspection Fees</b>	
Minimum Fee	\$50.00
Inspection / Reinspection Fee	\$50.00 per Inspection
Residential Maximum Fee (200 amps or Less)	\$200.00
All Other Fees	N/A
<b>New or Repair Services/Power Supply</b>	
0 to 300 amp	\$55.00
400 amp	\$71.00
Each Additional 100 amps	\$16.00
<b>Transformers and Generators</b>	
1 to 10 kVA	\$5.00
11 to 74 kVA	\$45.00
75 to 299 kVA	\$60.00
Over 299 kVA	\$165.00
<b>Feeders/Circuits</b>	
0 to 100 amps	\$9.00
101 to 200 amps	\$15.00
Each Additional 100 amps	\$6.00
<b>Solar Fees</b>	
0 to 5 kw	\$90.00
5.1 to 10 kw	\$150.00
10.1 to 20 kw	\$225.00
20.1 to 30 kw	\$300.00
30.1 to 40 kw	\$375.00
Over 40 kw	\$375.00 plus \$25.00 for each additional 10 KW

<b>Other Fees</b>	
Residential Panel Replacement	\$110.00
Residential Sub Panel	\$45.00
Apartment Buildings	\$90.00 per unit
Retrofit Lighting	\$0.85 per fixture
Sign Transformer or Driver	\$9.00 per transformer
Swimming Pools and Hot Tubs	\$100.00 plus \$9.00 per circuit
Residential additions, remodels or basement finishes (up to 10 circuits and two inspections)	\$100.00
Residential Accessory Structures	\$55.00 plus \$9.00 per circuit
Traffic Signals	\$8.00 per standard
Street Lights and Parking Lot Lights	\$5.00 per standard
Low Voltage Fire Alarm, Heating and Air Conditioning Controlling Wiring	\$0.85 per device
Electronic Inspection of AC, Furnace, Bath Fan, Fireplace, Water Heater Vent Receptacle	\$40.00
Hourly Rate for Carnivals	\$90.00
<b>Administrative Fees</b>	
State Surcharge	\$1.00
Administrative Fee	\$9.50
<b>Commerical Electrical Permit Fees (Based on electrical valuation)</b>	
<b>Electrical Work Valuation:</b>	
\$1.00 to \$1,000.00	\$50.00 Per trip
\$1,001.00 to 2,000.00	\$50.00 for the first \$1,000.00 plus \$3.25 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$82.00 for the first \$2,000.00 plus \$14.85 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$423.55 for the first \$25,000.00 plus \$10.70 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$691.05 for the first \$50,000.00 plus \$7.45 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,063.55 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	\$3,463.55 for the first \$500,000.00 plus \$5.10 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$6,013.55 for the first \$1,000,000.00 plus \$4.00 for each additional \$1,000.00, or fraction thereof
<b>Other Commerical Electrical fees</b>	
Reinspection fee (in addition to all other fees)	\$50.00 Per trip
Investigative fee (working without permit)	The fee is doubled
<b>Commercial Electrical Administrative Fees</b>	
State Surcharge	(see State of Minnesota for surcharge based on valuation)
Administrative Fee	\$9.50
<b>Manufactured Home Permit Fee</b>	
New installation or replacement	\$175.00
<b>Residential Mechanical Permit Fee</b>	
Minimum fee	\$40.00
Gas piping – Repair or new installation	\$40.00
Gas or oil fired furnace or boiler	\$40.00
Warm air furnace or hot water heating system	\$40.00
Construction or alt. of any warm air furnace per unit Construction or alteration of each hot water system	\$40.00
Installation or replacement of each hot water system per unit Per unit heaters based on first 100,000 BTU input	
Air conditioning – new or replacement	\$40.00
Wood burning furnace per unit	\$40.00
Swimming pool heater per unit	\$40.00



Air exchanger	\$40.00
Gas or oil space heater per unit	\$40.00
Gas direct vent heater per unit	\$40.00
Gas fireplace, Gas log or insert	\$40.00
In floor Heat system	\$40.00
Furnace	\$120.00
Other	\$40.00
<b>Commercial Mechanical Permit Fee</b>	
All commercial work	1.5% of estimated job cost + \$78.00
Mechanical plan review	25% of the permit fee
<b>Residential Plumbing Permit Fee</b>	
Minimum fee (includes one fixture opening)	\$45.00
Each additional fixture opening	\$10.00
<b>Commercial Plumbing Permit Fee</b>	
All commercial work	1.75% of estimated job cost Plus \$91.00
<b>Sign Permits</b>	
Billboard	\$500.00
Dynamic Display Sign	\$175.00
Dynamic Display Sign Yearly License Fee	\$175.00
Freestanding Sign	\$175.00
Temporary Sign	\$45.00
Wall Sign	\$110.00
<b>Residential Permit Flat Fee</b>	
Windows	\$145.00
Deck	\$145.00
Residential roof	\$145.00
Residential egress window	\$145.00
Residential siding	\$145.00
Residential Solar Permits	\$200.00
Above-Ground Pools	\$145.00
In-Ground Pools	\$145.00
Drain tile	\$145.00
Building relocation	\$100.00
<b>Miscellaneous Fees</b>	
<b>Plan Review Fee</b>	
When a building permit is required and a plan is required to be submitted, a plan review fee shall be paid. The plan review fees specified are separate fees from the permit fees specified and are in addition to the permit fees.	Plan review fees for all buildings shall be sixty five percent (65%) of the building permit fee, except as modified in M.S.B.C. Section 1300.
When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items an additional plan review fee shall be charged at the above rate.	
Expiration of plan review: Applications for which no permit is issued within 180 days following the date of application shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the building official. The building official may extend the time for action by the applicant for a period not exceeding 180 days on request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken. No application shall be extended more than once. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new plan review fee.	
<b>Refund Fee</b>	
The building official may authorize refunding of any fee paid hereunder which was erroneously paid or collected. The building official may authorize refunding of not more than 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code. The building official may authorize refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has paid is withdrawn or canceled before any plan review is done. The building official shall not authorize refunding of any fee paid except on written application filed by the original permittee not later than 180 days after the date of fee payment.	
<b>Investigation Fee</b>	
If work for which a permit is required by the code has been commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued for the work. An investigation fee, in addition to the permit fee, shall be collected. The investigation fee shall be no more than the amount of the permit fee required. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of the city code nor from any penalty prescribed by law.	

<b>Demolition Fee</b>	
Structures not connected to utilities	\$95.00
Structures connected to city utilities	\$220.00
<b>Other Inspections and Fees</b>	
Inspections outside of normal business hours (minimum 2 hour charge)	\$100.00 per hour
Re-inspection fees	\$100.00 per hour
Re-inspection fees from Health Officer on pools	\$100.00 per hour
Inspections with no specific fee indicated (minimum 1/2 hour charge)	\$100.00 per hour
Investigation Fee	\$100.00 per hour
Interior Preparation fee	\$100.00
Occupancy permit	\$100.00
Replacement of inspection record card	\$50.00
Re-issue of approved plans	\$50.00
Housing with services inspection fee	\$50.00
<b>State Surtax Collected</b>	
Permits with a flat fee	\$1.00 per permit
Permits based on valuation	Calculated based on the permit valuation
Use of outside consultants for plan review, inspections and similar costs	Actual costs*
*Actual costs include administrative and overhead costs.	
<b>Miscellaneous Service Fees</b>	
Abatement Fee (Community Development and Public Works)	\$300.00
Contractor License / Truth-in Housing Evaluator License	\$130.00
Trash Hauling Exemption (Opt-Out)	\$35.00
Tree replacement fee for trees that cannot be replaced on site	\$60.00 per caliper inch
Truth-in-Housing Filing Fee	\$30.00
Reasonable Accommodation License Application	\$50.00
<b>Health Fees</b>	
<b>Restaurant Plan Review</b>	
Existing restaurant	\$330.00
New restaurant	\$685.00
<b>Lodging Plan Review</b>	
1 - 15 units	\$200.00
16+ units	\$250.00
<b>Mobile Food Unit Plan Review</b>	
	\$250.00
<b>Administrative Penalties</b>	
<b>First Offense</b>	
Level One Violation	\$50.00
Level Two Violation	\$100.00
Level Three Violation	\$400.00
<b>Second Offense (within 24 month of prior)</b>	
Level One Violation	\$100.00
Level Two Violation	\$200.00
Level Three Violation	\$800.00
<b>Third/Subsequent Offense (within 24 months of at least two)</b>	
Level One Violation	\$200.00
Level Two Violation	\$400.00
Level Three Violation	\$1,000.00
<b>Planning Fees</b>	
<b>Planning Fees</b>	
Administrative Variance	\$500.00
Building Relocation	\$925.00
Comprehensive Plan Amendment <sup>1</sup>	\$1,650.00
Conditional Use Permit (CUP) <sup>1,3</sup>	\$1,650.00
CUP Revision <sup>1,3</sup>	\$1,000.00
Community Garden CUP <sup>1,3</sup>	\$825.00
Community Garden CUP Revision <sup>1,3</sup>	\$500.00
Final Plat <sup>2</sup>	\$430.00
Front Yard Setback Authorization	\$500.00
Home Occupation	\$1,385.00
Lot Divisions <sup>1</sup>	\$500.00
Planned Unit Development <sup>1,3</sup>	\$2,735.00
Preliminary Plat <sup>3</sup>	\$2,050.00
Preliminary Plat Revision or Extension	\$990.00
Public Vacation <sup>1</sup>	\$1,200.00
Rezoning <sup>1</sup>	\$1,650.00
Variance <sup>1</sup>	\$1,385.00
Woodlot Alteration Permit	\$375.00

Zoning Compliance Letter	\$100.00
1 County Recording Fee (In Addition to Planning Application Fee)	\$46.00
2 Plat Opinion Letter Fee (In Addition to Planning Application Fee)	\$200.00
3 Development Sign Fee (In Addition to Planning Application Fee)	\$200.00
<b>Community Design Review</b>	
Commercial/Multi-family	\$1,650.00
Minor Construction	\$500.00
Residential	\$500.00
Revision	\$500.00
Comprehensive Sign Plan	\$500.00
<sup>3</sup> Development Sign Fee (In Addition to Community Design Review Fee)	\$200.00
<b>Tax-Exempt and Tax Increment Financing Fees</b>	
<b>Tax-Exempt and Mortgage Revenue Financing</b>	
Amount paid with application (non-refundable)*	\$2,500.00
Base charge (% of bond issue) par on the first \$20 million due at closing	0.50%
Par on portion in excess of \$20 million due at closing	0.10%
Refinancing Fee	50% of the above
The City will be reimbursed for any technical changes to a bond issue previously issued at 25% of the above schedule.	
<b>Tax Increment Financing</b>	
Application Fee (non-refundable)	\$6,760.00
Escrow Deposit	\$5,000.00
<b>Code Enforcement Fees</b>	
<b>Excessive Consumption of Inspection Services</b>	
Third Inspection	\$75.00
Fourth Inspection	\$100.00
Each Additional Inspection	\$150.00
<b>Nuisance Abatement (Community Development and Public Works)</b>	
Abatement Fee	\$300.00
Administrative Fee	25% of abatement cost
Abatement Cost	100% of the cost to complete the abatement
<b>Rental Licensing Fees</b>	
<b>Rental Dwelling License</b>	
Annual License	\$150.00 plus \$50.00 per unit
First Re-Inspection	\$0.00
Second Re-Inspection	\$250.00
Third and Subsequent Re-Inspection	\$500.00

## Finance

ITEM/ACTIVITY	2023
<b>Miscellaneous Fees</b>	
Late Penalty (Utility Accounts, Abatements, False Alarms, Etc.) (One-time charge if invoice is not paid within 30 days.)	5%
NSF	\$30.00
Special Assessment Certification Fee	10%
Credit Card Convenience Fee	Credit Card Processor will charge a fee.
<b>Utility Rates</b>	
<b>Sewer</b>	
St. Paul (100 cubic ft) (ave 22 units per qtr)	\$4.00
Other (1,000 gallons) (ave 16.5 units per qtr)	\$5.34
Minimum charge - quarterly	\$22.44
Flat rate for well accounts	\$60.60
<b>EUF</b>	
Residential charge - quarterly	\$28.08
Discount fee for raingardens (Little Canada 70%)	\$19.66
Multi Family - monthly	\$59.49
Institutional - monthly	\$72.39
Commercial - monthly	\$92.61
<b>Recycling</b>	
Base Quarterly charge	\$17.22
Additional Cart Fee per Quarter	\$0.00
<b>Water Surcharge</b>	
St. Paul - % of St. Paul water bill (ave \$50/qtr) 22 units per quarter ave for family of 4	7.00%
N. St. Paul - quarterly	\$3.60
<b>Trash Hauling</b>	
20 EOW - Monthly - Rates reflect all taxes and fees and the City's \$0.75 per household cart fee.	\$12.55
20 Gallon - Monthly - Rates reflect all taxes and fees and the City's \$0.75 per household cart fee.	\$13.10
35 Gallon - Monthly - Rates reflect all taxes and fees and the City's \$0.75 per household cart fee.	\$14.60
65 Gallon - Monthly - Rates reflect all taxes and fees and the City's \$0.75 per household cart fee.	\$21.85
95 Gallon - Monthly - Rates reflect all taxes and fees and the City's \$0.75 per household cart fee.	\$28.00
Yard Waste Rate (per season - for residents who opt in) (no tax on yard waste)	\$134.98
Bulky Items Rates (Appliances, Electronics, Furniture, etc.) (plus tax)	\$10-\$35
<b>FRANCHISE FEES</b>	
<b>Gas Utility Monthly Franchise Fee</b>	
Residential	\$3.00
Commercial Non Demand	\$12.00
Commercial Demand	\$100.00
Small Interruptible	\$75.00
Medium & Large Interruptible	\$110.00
Firm Transportation	\$2.50
Interruptible Transportation	\$2.50
<b>Electric Utility Monthly Franchise Fee</b>	
Residential	\$3.00
Small C&I Non-Demand	\$4.75
Small C&I Demand	\$30.00
Large C&I	\$180.00
p	\$4.00
Municipal Pumping Non-Demand	\$4.00
Municipal Pumping Demand	\$4.00
<b>Cable Franchise Fee</b>	
Cable Franchise Fees - Monthly	5% of gross revenue
Cable PEG Fees - Monthly	2% of gross revenue

## Parks & Natural Resources

ITEM/ACTIVITY	2023
<b>Parks &amp; Recreation</b>	
<b>Wakefield Park Community Building</b>	
Monday-Thursday Meeting Rates: Between 8a-4p (per hour, 2hr min)	\$50.00
Monday-Thursday Meeting Rates: Between 8a-4p Additional Hours (per hour)	\$50.00
Monday-Thursday Regular Rental: 4hrs - Resident	\$150.00
Monday-Thursday Regular Rental: 4hrs - Non Resident	\$190.00
Friday-Sunday Regular Rental: 4hrs - Resident	\$200.00
Friday-Sunday Regular Rental: 4hrs - Non Resident	\$250.00
Friday-Sunday Regular Rental: 7hrs - Resident	\$300.00
Friday-Sunday Regular Rental: 7hrs - Non Resident	\$370.00
Regular Rental Additional Hours (per hour)	\$75.00
<b>Picnic Shelter Rental</b>	
Applewood Park	\$55.00
Hazelwood Park	\$55.00
Lion's Park	\$55.00
Maplewood Heights Park	\$35.00
Pleasantview Park	\$35.00
Wakefield Park	\$75.00
<b>Community Gym Rental Fees</b>	
Half Court Rental (per hour per court)	\$40.00
Full Court Rental (per hour per court)	\$60.00
Edgerton Community Gym 'Entire Gym Rental (8+ hour rental) per hour	\$55.00
<b>Field Rental Fees</b>	
Hazelwood - Soccer - Full Size (per game)	\$65.00
Hazelwood - Soccer - Small Size	\$40.00
Other Locations - Soccer - Full Size	\$55.00
Baseball/Softball (per game)	\$35.00
Baseball/Softball - Tourney (per day/per field)	\$100.00
Volleyball Tourney/Large Group Rental - Harvest, Geranium, Wakefield (per day/per park)	\$300.00
Food Vendor In Park Permit - Weekdays (per day)	\$15.00
Food Vendor In Park Permit - Weekends or Holidays (per day)	\$45.00
<b>Nature Center</b>	
<b>Nature Center Program Fees</b>	
Basic Program Fee per person	\$5.00
School Fee per child	\$4.00
Birthday Party Fee- up to 12 children	\$80.00
Birthday Party Fee- up to 15 children	\$100.00
Basic Outreach Fee- plus mileage	\$130.00
Outreach, additional shows same site- \$30	
<b>Item Rental Fees</b>	
Snowshoes- per pair, for use on site	\$5.00
<b>Room Rental Fees</b>	
Sunroom rental- per hour	\$30.00
Sunroom rental - All day - 5 hours or more	\$150.00
Touch and See Room Reservation- self -guided groups- 45 minutes	\$50.00
<b>Community Garden Rental Plot</b>	
Rental of Garden Plot - Resident Raised Bed	\$30.00
Rental of Garden Plot - Resident In Ground Bed	\$35.00
Rental of Garden Plot - Non-Resident Raised Bed	\$35.00
Rental of Garden Plot - Non-Resident In Ground Bed	\$40.00

## Public Safety - Police/Fire/EMS

ITEM/ACTIVITY	2023
<b>POLICE</b>	
<b>Police Reports</b>	
Public traffic crash report (requester is not involved in crash)	\$0.50 per page
Public traffic crash report (requester is involved in crash)	no charge
Monthly email of public traffic crash reports	\$60.00/month
Certified copy of any report	\$5.00
<b>Evidence Requests</b>	
911 Audio transcripts	\$50.00 deposit plus actual cost of transcription through current transcription provider and
	Staff time to get audio ready for transcription and
	Staff time to review transcription for accuracy before release
<b>Towing</b>	
Owners of vehicles towed to 1830 or 1902 County Road B E for law enforcement purposes	\$125.00 per vehicle
<b>Overnight Parking Permits</b>	
Permit for vehicle to be parked on a city street overnight good for no more than 365 days	\$50.00 per vehicle/permit
<b>Excessive Calls for Service</b>	
Third and subsequent calls, within 365 days, deemed excessive by definition in ordinance	\$250.00 each
<b>False Alarms</b>	
1st	\$0.00
2nd (within 12 months of the 1st false alarm)	\$0.00
3rd (within 12 months of the 1st false alarm)	\$100.00
4th (within 12 months of the 1st false alarm)	\$200.00
5th (within 12 months of the 1st false alarm)	\$300.00
6th (within 12 months of the 1st false alarm)	\$400.00
7th (within 12 months of the 1st false alarm)	\$500.00
8th (within 12 months of the 1st false alarm)	\$500.00
9th (within 12 months of the 1st false alarm)	\$500.00
10th & Over (within 12 months of the 1st false alarm)	\$500.00
<b>Outside Employment</b>	
Police Officers	\$106.68/hour
Squad Car only available with an officer	no charge

## FIRE/EMS

False Alarm Fees	
<b>Commercial</b>	
Commercial - 1st False	\$0.00
Commercial - 2nd False (within 12 months of the 1st false alarm)	\$0.00
Commercial - 3rd False (within 12 months of the 1st false alarm)	\$200.00
Commercial - 4th False (within 12 months of the 1st false alarm)	\$300.00
Commercial - 5th False and more (within 12 months of the 1st false alarm)	\$400.00
<b>Residential</b>	
Residential - 1st False	\$0.00
Residential - 2nd False (within 12 months of the 1st false alarm)	\$0.00
Residential - 3rd False (within 12 months of the 1st false alarm)	\$200.00
Residential - 4th False (within 12 months of the 1st false alarm)	\$300.00
Residential - 5th False and more (within 12 months of the 1st false alarm)	\$400.00
Ambulance Transport Fees	
<b>Resident</b>	
ALS2 (Advanced Life Support)	\$2,600.00
ALS (Advanced Life Support)	\$2,350.00
ALS Treatment No Transport	\$1,800.00
BLS (Basic Life Support)	\$1,900.00
BLS (Basic Life Support) Non Emergency	\$1,800.00
No Load	\$700.00
Mileage	\$26.00
<b>Non-Resident</b>	
ALS2 (Advanced Life Support)	\$2,900.00
ALS (Advanced Life Support)	\$2,700.00
BLS (Basic Life Support)	\$2,000.00
No Load	\$800.00
Mileage	\$28.00
<b>Sliding Fee Schedule to Assist Those with a Financial Need</b>	
Annual Income Threshold by Sliding Fee Discount Pay Class and Percent Poverty	
At or Below 100% of the Poverty Guideline - Patient Responsibility: % of Total Charges *	50%
At 125% of the Poverty Guideline - Patient Responsibility: % of Total Charges *	60%
At 150% of the Poverty Guideline - Patient Responsibility: % of Total Charges *	70%
At 175% of the Poverty Guideline - Patient Responsibility: % of Total Charges *	80%
At 200% of the Poverty Guideline - Patient Responsibility: % of Total Charges *	90%
Above 200% of the Poverty Guideline - Patient Responsibility: % of Total Charges	100%
* Must complete the Sliding Fee Application and submit required documentation.	
<b>Outside Employment</b>	
	\$106.68/hour
<b>Equipment Standby - Based on FEMA's current Schedule of Equipment Rates</b>	

## Public Works

ITEM/ACTIVITY	2023
<b>Connection Charges</b>	
<b>Sanitary Sewer Service Main Line Permit</b>	
Base Fee	\$114.00
Plus Each Connection to Existing System, New Structures, Alteration, or Re-Inspection	\$59.00
<b>Sanitary Sewer Service Connection Permit</b>	
New Sanitary Sewer Service	\$110.00 per service
Disconnect or Repair	\$39.00 per service
<b>Septic Systems</b>	
Private Individual Septic Systems	\$500.00
<b>Sanitary Sewer Cash Connection Charge</b>	
Residential Connection Charge <small>For all new connections for properties that have not been previously charged or assessed for construction of the public system.</small>	\$4,325.00
Commercial Connection Charge (per front footage) <small>For all new connections for properties that have not been previously charged or assessed for construction of the public system. Commercial Connection Charge = Residential Connection Charge / 75 (Average Lot Width)</small>	\$57.00
<b>Sewer Assessment for City Project</b>	
Residential Sanitary Service Installed to New Main	\$1,530.00
Residential Sanitary Service Installed to Existing Main	\$2,880.00
Comm/Ind Sanitary Service Installed to New Main	\$20.00 cost per front footage
Comm/Ind Sanitary Service Installed to Existing Main	\$38.00 cost per front footage
<b>Sewer Availability Charge (SAC)</b>	
SAC Unit Fee (Rate Set by MCES) <small>1 SAC Unit = 1 Single family dwelling (SFD) SAC Unit for all other types of developments total number of equivalent SFD SAC Units is determined by MCES.</small>	\$2,485.00
Local SAC Fee per SFD Unit	\$130.00
<b>Water System Fees</b>	
<b>Water Main Cash Connection Charge</b>	
Residential Connection Charge <small>For all new connections for properties that have not previously been charged or assessed for construction of the public system.</small>	\$4,325.00
Commercial Connection Charge <small>For all new connections for properties that have not previously been charged or assessed for construction of the public system. Commercial Connection Charge = Residential Connection Charge / 75 (Average Lot Width)</small>	\$57.00
<b>Water System Assessment for City Project</b>	
Residential Water Service Installed to New Main	\$1,530.00
Residential Water Service Installed to Existing Main	\$1,900.00
Comm/Ind Water Service Installed to New Main	\$20.00 cost per front footage
Comm/Ind Water Service Installed to Existing Main	\$25.00 cost per front footage
<b>Water Availability Charge (WAC)</b>	
WAC Unit Fee <small>The total number of WAC units to be paid is equal to the total number of equivalent SAC Units required as determined by MCES.</small>	\$285.00
<b>Storm Sewer System Fees</b>	
<b>Storm Sewer Permit</b>	
Private Storm Sewer Main Base Fee	\$114.00
Plus Each Connection to Existing System, New Structures, Alteration, or Re-Inspection	\$59.00
Base Escrow (Cover first 10 Connections or New Structures) <small>Escrow released after passing inspection.</small>	\$300.00
Plus Additional Escrow (Per Each Additional Connection or New Structure) <small>Escrow released after passing inspection.</small>	\$30.00
<b>Storm Sewer System Assessment for City Project</b>	
Storm Drainage Improvements <small>Assessment rate will be based on independent special benefit appraisals.</small>	\$1,090.00
<b>Street, Driveway, and Parking Lot Fees</b>	
<b>Driveway and Parking Lot Permits</b>	
Driveway Permit	\$28.00
Parking Lot Paving Permit (\$104.00 Base Fee for 0-50,000SF)	\$104.00
50,000SF and greater = base fee + (SF over 50,000 x 0.002)	



ITEM/ACTIVITY	2023
<b>Grading Permit, Plan Review, and Inspection Fee</b>	
<b>Grading Permit, Plan Review, and Inspection Fee Based on Total Estimate Material Moved</b>	
Fee based on complexity of the project, proximity to environmental sensitive areas, and scope of project.	
<=50 C.Y.	\$37.00
51 to 100 C.Y.	\$94.00
101 to 1000 C.Y.	\$94.00
plus each additional 100 C.Y.	\$30.00
1001 to 10,000 C.Y.	\$364.00
plus each additional 1000 C.Y.	\$23.00
10,001 to 100,000 C.Y.	\$571.00
plus each additional 10,000 C.Y.	\$137.00
100,001 to 200,000 C.Y.	\$1,804.00
plus each additional 10,000 C.Y.	\$77.00
200,000 C.Y. or more	\$2,574.00
plus each additional 10,000 C.Y.	\$13.00
<b>Park Availability Charge (PAC)</b>	
<b>PAC</b>	
PAC per Capita Base Unit Charge	\$1,040.00
1 SFD PAC Fee = \$1040 per capita x 3.4 capita = \$3540.00 per SFD	
PAC Commercial Development = % x Land Market Value	9%
<b>Right of Way Permit and Inspection Fees</b>	
Contractor Yearly Registration Fee (per year)	\$40.00
Hole Excavation Permit Fee (per hole)	\$100.00
Trench Excavation Permit	
Base Fee	\$100.00
Plus Each Lineal Foot	\$60.00
Emergency Excavation Permit	\$100.00
Aerial/Obstruction Permit	\$80.00
Permit Extension Fee	\$35.00
Delay Penalty Fee	
Base Fee (up to three days late)	\$35.00
Plus Each Additional Day (per day)	\$10.00
Small Cell	
Attached to City Infrastructure - Requires contract with City to determine monthly rental fee.	\$130.00
Non-City Infrastructure - Contractor license and any additional ROW fees. Contractor will need to contact infrastructure owner to determine any other fees.	
<b>Engineering Review Fees</b>	
<b>Planning and Community Development Applications</b>	
Planning applications and development reviews for engineering conformance to engineering standards and City ordinances. Services performed by City Personnel will be hourly and applied to the application escrow.	Staff Hourly Rate
<b>Grading Fee</b>	
Fee amount based on each individual site.	Varies
<b>Erosion Control Escrow</b>	
Escrow amount based on each individual site.	Varies
<b>Tree Escrow</b>	
\$60 per caliper inch of tree replacement required. Please see the tree standards for more information.	Varies
<b>Sign</b>	
Wetland Buffer	\$35.00

**AFFIDAVIT OF PUBLICATION  
STATE OF MINNESOTA  
COUNTY OF RAMSEY**

Emily Kunz, being duly sworn on oath, says: that she is, and during all times herein states has been, Clerk of Northwest Publications, LLC., Publisher of the newspaper known as the Saint Paul Pioneer Press, a newspaper of general circulation within the Counties of Chisago, Dakota, Ramsey and Washington in Minnesota and Pierce and St. Croix in Wisconsin.

That the notice hereto attached was from the columns of said newspaper and was printed and published therein on the following date(s):

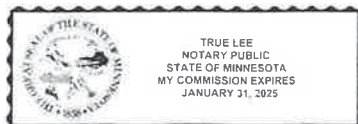
December 15<sup>th</sup> 2022  
Newspaper Ref./ Ad #0071496955

Emily Kunz  
Emily Kunz (Dec 15, 2022 09:12 CST)

Subscribed and sworn to before me this  
15 December 2022

True Lee  
True Lee  
True Lee (Dec 15, 2022 09:18 CST)

**NOTARY PUBLIC  
Ramsey County, MN  
My Commission Expires January 31, 2025**



CITY OF MAPLEWOOD  
PUBLIC NOTICE

ORDINANCE 1034  
AN ORDINANCE ESTABLISHING  
A FEE SCHEDULE FOR 2023

The City Council of the City of Maplewood has adopted Ordinance No. 1034, which creates an ordinance to allow for a fee schedule. A summary of the ordinance follows:

Ordinance No. 1034  
An Ordinance Establishing a Fee Schedule for 2023

1. City Clerk Fees
2. Communications Fees
3. Community Development Fees
4. Finance Fees
5. Parks and Recreation Fees
6. Public Safety Fees
7. Public Works Fees

Approved by the City Council of the City of Maplewood on December 12, 2022.  
A full copy of the ordinance is available in the office of the city clerk, 1830 County Road B East, Maplewood, MN.

ATTEST: Andrea Sindt, City Clerk  
To be published December 15, 2022