



ORDINANCE NO. 2021-12-8

AN ORDINANCE AMENDING CHAPTER 34 OF THE STACY CITY CODE  
FEE SCHEDULE

The City Council of Stacy, Minnesota, ordains that Section 34.01 and Section 34.02 of Chapter 34 of the City Code is hereby amended to read as follows:

**§ 34.01 FEES.**

The fees contained in the City Code are as set forth in the fee schedule set forth below. To the extent not included in the fee schedule as set forth below, the fees set forth in the Code shall remain in full force and effect. The Council may, by resolution from time to time, adopt an amended fee schedule. Costs referred to herein shall include all administrative, technical, engineering, and legal expenses.

Code §	Item	Cost
30.09	Salary of Mayor; \$30.00 special meeting, \$35.00 special meeting out of town* Salary of Council; \$25.00 special meeting, \$30.00 special meeting out of town* <i>*Special meetings reimbursed up to \$1,000 per year</i>	\$2,700/year \$2,200/year
31.08	Planning Commission members and alternates duly appointed by the City Council shall be compensated for attendance at each regular and special Planning Commission meeting	\$25/meeting
<b>Administrative §34.02/95.07:</b>		
	Copying	.25/page
	Fax	\$2/per fax
	Notary	\$1/per document
	Copy of City Code	\$150
	Clerk Research Services (Administration)	\$4050/hour
	Returned Check Charge	\$35.00
	Building Permit Surcharge Fee (150.01-2)	\$20.00
	Repeat Nuisance Call Fee	\$25
	Maintenance services	\$75/hour
<b>Utility Fees:</b>		
50.03	Voluntary shut-off/activation of water service	\$100
50.04/52.57	Application for service permit:	

Proposed Ordinance Posted: November 24, 2021  
Public Hearing Date: None required  
Proposed Adoption Date: December 14, 2021  
Published: Summary Publication

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Code Section	Item	Cost
50.04	Connection fee for:	
	Water main	\$55
	Sewer main	\$55
50.05	Involuntary shut-off of water service	\$100
50.07	Water availability charge (WAC)	\$2,672
	Sewer availability charge (SAC)	\$4,855
51.21/51.27	<b>Water Meter Deposit:</b>	
	5/8 meter*	<del>\$200</del> 245
	1" meter*	<del>2</del> \$431.00
	2" meter*	\$1, <del>000</del> 400
	Copper horn*	\$60
	*the fee for water meter and copper horn may be adjusted to reflect the city's actual cost	
	Meter Inspection	\$30
51.22	Fine for refusing repair or replacement of a water meter	\$15/per month
51.22	Fine for Meter Tampering	\$500, plus expense of repair
51.23	Meter testing deposit	\$100
51.55	<b>Water rate schedule:</b> Single family, residential, multiple family residential per unit, manufactured home park residential per unit, light commercial, and heavy commercial.	
	Base unit charge per month	\$6.80
	Use rate charges per month per 1,000 gallons:	
	1-6,000 gallons	\$4.96
	6,001-12,000 gallons	\$6.20
	12,001-24,000 gallons	\$7.78
	24,000 gallons or more	\$11.66
50.08/52.23	<b>Utility Account Late Fee:</b> Carrying charge on unpaid balances over 30 days	10% plus monthly administrative fee of \$12.00
52.03	<b>Sewer rates:</b> Single family, residential, multiple family residential per unit, manufactured home park residential per unit, light commercial, and heavy commercial.	
	Base unit charge per month	\$40.70
	Use rate charges per month per 1,000 gallons	\$5.46

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53.05	Storm Water drainage rate	\$3.50 per REF per Month
	<b>Septic Permits:</b>	
52.56(G)	Septic System Permit	\$250
	Trench System	\$250
	Pressurized System	\$250
	Holding Tanks and Replacement Tank On-Site Inspection	Per Contractor
	Site Evaluation	Per Contractor
	Tank(s) Pumping	Per Contractor
	Maintenance Report Administrative Fee	\$10
91.06	Open burning permits	\$25
<b>Licensing:</b>		
	<b>Pet License:</b>	
92.21	Dog license/Cat License	\$15 altered \$20 non-altered
92.24	Penalty for not obtaining a dog license	\$25 per dog
	<b>Chicken License:</b>	
92.19	Chicken Certificate of Compliance and Inspection Fee	\$50
	Annual Inspection Fee	\$50
	<b>Adult Establishments:</b>	
96.04(B)(3)	Annual License Fee for Adult Establishments	\$3,000
96.04(B)(5)	City Cost Reimbursement Deposit by Applicant for Adult Use Application Investigation	\$500
96.04(B)(5)	City Cost Reimbursement Deposit by Applicant for Adult Use Application Investigation (Outside Minnesota)	\$1,500
	<b>Liquor License:</b>	
12.23	Off-Sale liquor license, <u>Temporary</u>	\$100
	On-Sale Liquor License	\$5/day
	Annual 3.2 Permit	\$100
112.22	Annual wine license	\$1,250
112.22	Annual on-sale liquor license	\$2,500
	Annual Sunday liquor license	\$200
	<u>Annual Micro-Brewery or Distillery</u>	<u>\$100</u>
	<u>Annual Taproom</u>	<u>\$1,250</u>
12.25	Application for on-sale license, <u>includes tap rooms and micro-breweries</u>	\$100, plus Costs
	<b>Peddler License:</b>	
115.04(D)	Peddler, solicitor or transient merchant license application fee:	
	Three-day License	\$50
	Annual License	\$150
	<b>Parking Permit – Residential:</b>	
153.121	Parking in Residential Districts	\$50

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<b>Land Use:</b>		
93.40-93.61	<b>Right of Way Management:</b>	
	Registration Fee	\$40
	Excavation Permit Fee Driveway	\$75
	Excavation Permit Fee Hole	\$125
	Excavation Permit Fee Emergency Hole	\$55
	Excavation Permit Fee Trench	\$70/lin. Ft. Plus Hole Fee
	Obstruction Permit Fee	\$50 plus .05 lin. Ft.
	Permit Extension Fee	\$55
	Delay Penalty	\$60 Plus \$10/Day
150.01	<b>Building Permits:</b>	
	Re-Roof	\$177
	Re-Siding	\$152
	Window Install	\$176
	Sign Permit	\$45
	Fence Permit	\$45
	All other Building Permit Fees, See Appendix.	
	<b>Zoning Application Fees:</b>	
151.15	Subdivision Application	\$5090, plus <del>Deposit</del> <del>costs</del>
	Escrow Deposit for Subdivision shall be as follows:	
	Administrative Lot Split	\$2,000
	Plat 1-5 Lots (if no public improvements)	\$3,000
	Plat 1-5 Lots	\$5,000
	Plat 6-20 Lots	\$15,000
	Plat 21+ Lots (case by case basis)	\$25,000 minimum
	Commercial/Industrial Site Plan (on existing lot)	\$15,000
153.023	Annexation – Deposit for Petition for Annexation	\$15,000, plus <del>Costs</del> <del>Deposit</del>
153.188	Variance	\$950, plus <del>Costs</del> <del>Deposit and \$1,000</del> <del>Deposit</del>
153.189	Conditional Use Permit	\$90, plus <del>Costs</del> <del>Deposit and</del> <del>\$1,000</del> <del>Deposit</del>
153.190	Interim Use Permit	\$90, plus <del>Deposit</del> <del>Costs and \$1,000</del> <del>Deposit</del>
	Annual Renewal Fee	\$25.00
153.191	Zoning Amendment	\$11090, plus

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		<u>Deposit Costs and \$1,000 Deposit</u>
153.193	Site Plan Review	<u>Determined per Development \$17,000</u>
153.080	Erosion control and landscape standards	<u>Determined per Development \$5,000</u>
155.04	Original Fire Inspection Fee Annual Inspection Fee	\$50 \$30/hour
<b>Miscellaneous:</b>		
	Engineering Design Standards	\$200/paper, \$50 CD
	Electronic Aerials and Contours per Acre, 1 Acre minimum	\$20/acre
	½ Section Color Aerial Maps (22x34) ½ Section Color Aerial w/parcel information (22x34) ½ Section Color Aerial w/contour information (22x34)	\$50
	Color Aerial (11x17) Color Aerial (8.5x11) Color Aerial with parcel or contours (11x17) Color Aerial with parcel or contours (8.5x11)	\$25

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21 Passed by the Stacy City Council this 12th day of January, 2021. This  
 22 ordinance shall take effect on the day following its publication in the official newspaper of the City.

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25 Dated \_\_\_\_\_

\_\_\_\_\_

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Mark Utecht

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ATTEST:

Mayor

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30 \_\_\_\_\_

Sharon MT Payne

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City Clerk

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**APPENDIX: BUILDING PERMIT FEES**

~~(EXTRACTED FROM 1997 UNIFORM BUILDING CODE PER MINN. STAT. §326B.153)~~

(a) Fees for building permits submitted as required in section 326B.107 include:

(1) the fee as set forth in the fee schedule in paragraph (b) or as adopted by a municipality;  
and

(2) the surcharge required by section 326B.148.

(b) The total valuation and fee schedule is:

<i>Total Valuation</i>	<i>Fee</i>
\$1.00 to \$500.00	<del>\$23.00</del> <u>29.50</u>
\$501.00 to \$2,000.00	<del>\$23.50 for the first \$500.00, plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00</del> <u>\$501 to \$2,000, \$28 for the first \$500 plus \$3.70 for each additional \$100 or fraction thereof, to and including \$2,000</u>
\$2,001.00 to \$25,000.00	<del>\$69.25 for the first \$2,000.00, plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00</del> <u>\$83.50 for the first \$2,000 plus \$16.55 for each additional \$1,000 or fraction thereof, to and including \$25,000</u>
\$25,001.00 to \$50,000.00	<del>\$391.25 for the first \$25,000, plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00</del> <u>\$464.15 for the first \$25,000 plus \$12 for each additional \$1,000 or fraction thereof, to and including \$50,000</u>
\$50,001.00 to \$100,000.00	<del>\$643.75 for the first \$50,000, plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00</del> <u>\$764.15 for the first \$50,000 plus \$8.45 for each additional \$1,000 or fraction thereof, to and including \$100,000</u>
\$100,001.00 to \$500,000.00	<del>\$993.75 for the first \$100,000.00, plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00</del>

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	<u>\$1,186.65 for the first \$100,000 plus \$6.75 for each additional \$1,000 or fraction thereof, to and including \$500,000</u>
\$500,001.00 to \$1,000,000.00	<del>\$3,233.75 for the first \$500,000.00, plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00</del> <u>\$3,886.65 for the first \$500,000 plus \$5.50 for each additional \$1,000 or fraction thereof, to and including \$1,000,000</u>
\$1,000,001.00 and up	<del>\$5,608.75 for the first \$1,000,000.00, plus \$3.15 for each additional \$1,000.00, or fraction thereof.</del> <u>\$6,636.65 for the first \$1,000,000 plus \$4.50 for each additional \$1,000 or fraction thereof</u>

**Other Inspections and Fees:**

- ~~1. Inspections outside of normal business hours — \$47/hour\*~~
- ~~2. Re-inspection fees assessed under provisions of Section 305.8 \$47/hour\*~~
- ~~3. Inspections for which no fee is specifically indicated \$47/hour\*  
(minimum charge, one-half hour)~~
- ~~4. Additional plan review required by changes, additions, or revisions to plans — \$47/hour\*~~
- ~~5. For use of outside consultants for plan checking and inspections, or both — Actual costs\*\*~~

(c) Other inspections and fees are:

- (1) inspections outside of normal business hours (minimum charge two hours), \$63.25 per hour;
- (2) reinspection fees, \$63.25 per hour;
- (3) inspections for which no fee is specifically indicated (minimum charge one-half hour), \$63.25 per hour; and
- (4) additional plan review required by changes, additions, or revisions to approved plans (minimum charge one-half hour), \$63.25 per hour.

If the actual hourly cost to the jurisdiction under paragraph (c) is greater than \$63.25, then the greater rate shall be paid. Hourly cost includes supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.

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41 ~~\*Or the total hourly cost to jurisdiction, whichever is the greatest. This cost shall include supervision, overhead~~  
42 ~~equipment, hourly wages and fringe benefits of the employees involved.~~  
43 ~~\*\* Actual costs include administrative and overhead costs.~~  
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45 **TITLE & SUMMARY OF ORDINANCES**

46  
47 **Pursuant to Minn. Stat. Section 412.191, Subd. 4**

48  
49 The City Council for the City of Stacy, Chisago County, Minnesota, has authorized publication of  
50 the Title & Summary of the following ordinance. Printed copies of the ordinance are available for  
51 inspection during regular office hours at the office of the City Clerk, City of Stacy City Hall, 30955  
52 Forest Boulevard, Stacy, Minnesota 55079, the ordinance can also be found on the City’s website  
53 [www.stacymn.org](http://www.stacymn.org).

54  
55 **Ordinance No. 2021--~~12-83~~**

56 **Ordinance Title: AN ORDINANCE AMENDING CHAPTER 34 OF THE STACY CITY**  
57 **CODE FEE SCHEDULE.**

58  
59 **Summary:** ~~The ordinance is amending certain city fees set forth in the city fee schedule; namely~~  
60 ~~increasing the following: Water Access Charge (WAC) \$2,672, and Sewer Access Charge (SAC)~~  
61 ~~\$4,855.~~

62  
63 The ordinance amending certain city fees set forth in the city fee schedule, namely increasing the  
64 following: Clerk Research Services \$50, 5/8 Water Meter \$245, 1” Water Meter \$431, 2” Water  
65 Meter \$1,400; Micro-Brewery or Distillery License \$100, Annual Taproom \$1,250, Subdivision  
66 Application \$90, Zoning Amendment \$90, Site Plan Review \$17,000, Erosion Control and  
67 Landscape Standards \$5,000, and updating Building Permit Fees as set by MN Statute.

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