

# CHAPTER TEN

## APPENDICES TO OFFICIAL LAND USE REGULATIONS

### APPENDIX A. SCHEDULE OF FEES

**An Ordinance relating to, and establishing fees and administrative charges necessary for the administration and implementation of land use regulations within Lent Township for the purpose of promoting and protecting the public health, safety, order, convenience, prosperity, and general welfare of Lent Township.**

LENT TOWNSHIP does ordain as follows:

#### **SECTION 1. ESTABLISHMENT OF FEE SCHEDULE**

The following Schedule of Fees is hereby established pursuant to Chapter 6, Section 4.01 of the Lent Township Land Use Regulations and shall be placed in effect for all actions, activities and transactions pursuant to Chapters Two (2) through Five (5) of the Lent Township Land Use Regulations.

#### **SECTION 2. SCHEDULE OF FEES FOR ACTIONS AND ACTIVITIES GOVERNED BY LENT TOWNSHIP REGULATIONS**

##### **2.01 Application Fees.**

The following fees shall apply to all applications for an action or activity pursuant to Chapters Two (2) through Five (5) of the Lent Township Land Use Regulations:

<u>Application Fee for:</u>	<u>Fee to be charged:</u>
Amendment to Land Use Regulations (includes re-zoning)	\$1,000.00
Appeal from an Action or Decision	\$300.00
Building Permit	See Section 2.03
Civil Fines	
First Offense	\$200.00
Second Offense	\$400.00
Per Offense After 2 Offenses	\$500.00
Conditional Use Permit (minor use) <sup>1</sup>	\$250.00
Conditional Use Permit (major use) <sup>2</sup>	\$500.00
Driveway Permit (aprons & culverts)	\$300.00
Grading & Filling Permit (in Shorelands only)	\$125.00
Mineral Extraction Permit (per acre of land where extraction takes place)	\$250.00

Right-of-Way Permit	\$50.00
Sewage Treatment System Permits:	
Individual Single-Family Residential	\$250.00
Individual Two-Family Residential)	\$350.00
Individual Commercial Use	\$750.00
Community Residential Use...	
for each Septic Tank or Holding Tank to be used	\$100.00
for first 750 gallons per day of waste generated	\$300.00
<u>Application Fee for:</u>	<u>Fee to be charged:</u>
for each additional 750 gallons per day of waste generated	\$100.00
Community Commercial Use...	
for each Septic Tank or Holding Tank to be used	\$150.00
for first 750 gallons per day of waste generated	\$500.00
for each additional 750 gallons per day of waste generated	\$150.00
Install or Replace Septic Tank or Holding Tank only	\$100.00
Sign Permit	\$25.00
Site Permit (for agricultural-use structures only)	\$25.00
Subdivision Review and Approval: (per each lot/unit created) <sup>3</sup>	
Lot-Block Subdivision (Preliminary Plat) 3 lots or less	\$450.00
Lot-Block Subdivision (Preliminary Plat) more than 3 lots	\$475.00
	(Plus \$35.00 per lot)
Lot-Block Subdivision (Final Plat)	\$100.00
Conservation Subdivision or Planned Unit Development (Preliminary Plat)	\$450.00
Conservation Subdivision or Planned Unit Development (Final Plat)	\$250.00
Park (Platting) Fee where no land has been dedicated within a plat for park use <sup>4</sup>	\$1,600.00
Variance from Land Use Regulations	\$300.00

Any Permit Issued "After-the-Fact" *Double* the Applicable Fee

<sup>1</sup> Shall include: Home Occupations and Residential Kennels.

<sup>2</sup> Shall include: Conservation subdivisions or planned unit developments, commercial uses which are not a home occupation, commercial recreation facilities, mineral extraction, communication towers, pipelines, transmission lines and associated towers, and any other conditional use not included as a Minor Conditional Use.

<sup>3</sup> Preliminary Plat fee includes one site visit per lot for verification of soils. Any additional inspections necessary shall be charged at the standard rate for inspections listed below.

<sup>4</sup> See Chapter 3, Lent Township Subdivision Ordinance, Section 4.04.

**2.02 Inspection and Service Fees.**

The following fees shall apply to all inspections or other services provided pursuant to Chapters Two (2) through Five (5) of the Lent Township Land Use Regulations:

<u>Inspection or Other Service Provided:</u>	<u>Fee to be charged:</u>
Inspections:	
Sewage Treatment System Compliance (complete system)	\$200.00
Sewage Treatment System Compliance (septic or holding tank only)	\$100.00

Sewage Treatment System Site Review (verification of soil borings)	\$75.00 (per lot trip)
Sewage Treatment System Re-inspection	\$100.00 (per lot trip)
All Other Inspections for Land Use Regulations	\$75.00 (per lot trip)

<u>Inspection or Other Service Provided:</u>	<u>Fee to be charged:</u>
<b>Administrative Services:</b>	
Computer Generated Lists/Files (per page or per file)	\$1.00
Copying Charge (per copy)	\$0.25
Document Charge (per page)	\$1.00
Faxed Copy Charge (per page)	\$1.00
File/Record Search & Other Staff Services (per hour, plus all associated Copy/Document/FAX/Mail charges)	\$25.00
Special Public Meetings Requested by Individuals or Organizations Other Than Lent Township Officials	\$1,000.00

**2.03 Building Permit Fees.**

The following fees shall apply to all building permits pursuant to Chapter Five (5) of the Lent Township Land Use Regulations. All fees for building permits shall be determined after a review of plans and specifications submitted by the applicant. Building permit fees shall be based upon the estimated “valuation” as established by the most recent Building Valuation Data Report published by the Minnesota Department of Labor and Industry (available at the following website [www.doli.state.mn.us/bc\\_local\\_government\\_building\\_valuation\\_data.html](http://www.doli.state.mn.us/bc_local_government_building_valuation_data.html) ).

A. Fees based on type and valuation of structure or improvement.

The following fee schedule shall apply to all structures or improvements that are not specifically identified under the “fixed fee” schedule set forth in Section 2.03.C of this Ordinance:

<u>Total Valuation of Structure or Improvement:</u>	<u>Fee to be charged:</u>
\$1.00 to \$500.00	\$23.00
\$501.00 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00.
\$2,001.00 to \$25,000.00	\$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.
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00.
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00.
\$100,001.00 to \$500,000.00	\$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.
\$500,001.00 to \$1,000,000.00	\$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.
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each additional \$1,000.00 or fraction thereof.

B. Plan Review Fees.

The following fees shall be charged for reviewing all plans and specifications submitted in order to obtain a building permit pursuant to Section 2.03.A.

Commercial and Residential Plan Review

65% of Building Permit Fee

C. Fixed fees based on type and/or value of structure or improvement.

A schedule of fixed fees shall apply to the following listed types of structures or improvements, based on the specified limiting criteria and provided the estimated cost of the Project does not exceed 50% of the estimated replacement cost of the structure. Any remodeling in excess of 50% of the estimated replacement cost of the structure shall require the issuance of a building permit pursuant to Section 2.03.A of this Ordinance:

<u>Structure or Improvement:</u>	<u>Limiting Criteria:</u>	<u>Fee to be charged:</u>
Demolition, Commercial	Partial or complete demolition	\$250.00 & \$0.50 surcharge
Demolition, Residential	Partial or complete demolition	\$100.00 & \$0.50 surcharge
Fireplace (Gas or Wood)	Commercial or Residential	\$80.00 & \$0.50 surcharge
Gas Piping (not part of HVAC installation)	Commercial	\$150.00 & \$0.50 surcharge
Gas Piping (not part of HVAC installation)	Residential	\$50.00 & \$0.50 surcharge
Heating, Ventilation or Air Handling Installation (includes Air Conditioning)	Commercial	\$150.00 & \$0.50 surcharge
Heating, Ventilation or Air Handling Installation (includes Air Conditioning)	Residential	\$50.00 & \$0.50 surcharge
Interior Remodeling, Commercial	No plumbing alterations	\$150.00 & \$0.50 surcharge
Interior Remodeling, Residential	No plumbing alterations	\$100.00 & \$0.50 surcharge
Plumbing (up to 10 openings)	Commercial	\$150.00 & \$0.50 surcharge
Plumbing (more than 10 openings)	Commercial	\$150.00, plus \$5.00 per & \$0.50 surcharge
Plumbing (up to 10 openings)	Residential	\$80.00 & \$0.50 surcharge
Plumbing (more than 10 openings)	Residential	\$100.00 & \$0.50 surcharge
Residential Appliance/Fixture*	See M.S. §16B.665	\$15.00 & \$0.50 surcharge
Roof Replacement, Commercial	No structural alterations	\$150.00 & \$0.50 surcharge
Roof Replacement, Residential	No structural alterations	\$75.00 & \$0.50 surcharge
Siding Replacement, Commercial	No structural alterations	\$150.00 & \$0.50 surcharge
Siding Replacement, Residential	No structural alterations	\$100.00 & \$0.50 surcharge
Window/Door Replacement, Commercial	Using existing opening	\$150.00 & \$0.50 surcharge
Window/Door Replacement, Residential	Using existing opening	\$100.00 & \$0.50 surcharge

\* applies to the improvement, installation or replacement of a residential appliance or fixture that:

1. Does not require modification to electric or gas service;
2. Has a total installation cost of \$500 or less, excluding the cost of the appliance or fixture; and
3. Is improved, installed or replaced by the homeowner or a licensed contractor.

D. Other Inspection Fees.

The following fees will be charged for additional or special services required to complete the review and/or processing of a building permit:

<u>Additional or Special Service required:</u>	<u>Fee to be charged:</u>
Inspections outside of normal business hours	\$47.00 per hour *
Reinspection fees assessed under appropriate provisions of the Lent Township Land Use Regulations	\$47.00 per hour *
Inspections for which no fee is specifically indicated (minimum charge – one-half hour)	\$47.00 per hour *
Additional plan review required by changes, additions or revisions to plans	\$47.00 per hour *
Use of outside consultants for plan checking and inspections, or both.	Actual costs**

\* 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.

**2.04 Fees not refundable.**

A. All fees paid to the Township for applications, inspections, services, or any other activity or transaction pursuant to the provisions of the Lent Township Land Use Regulations shall be non-refundable.

B. Any bond, cash, letter of credit, or other surety offered in order to ensure compliance with the requirements of the Lent Township Land Use Regulations shall only be redeemed or refunded upon full compliance with the conditions established for the required action or transaction.

**2.05 Incomplete Applications or Changes to Submitted Applications.**

A. Any incomplete application shall be returned to the applicant for completion and an additional fee of \$25.00 shall be required to re-submit the application. For the purposes of this Section, an incomplete application shall be any application lacking any or all of the following information:

1. Full name, mailing address, and daytime telephone number of the Applicant;
2. Full legal description of the property or site for which an application is submitted;
3. Specific indication of the permit or action for which an application is submitted;
4. All data, descriptions, legal documentation, plans, specifications, and any other information required under the applicable provisions of the Lent Township Land Use Regulations in order to evaluate and act upon the application.

B. Where an applicant requests to make a substantial change to any application already undergoing review, an additional fee of \$50.00 shall be submitted before the requested changes shall be considered.

**2.06 Withdrawn Applications.**

A. Where an applicant requests that their application be withdrawn from consideration and review before the application has been submitted to the Township Building Inspector or Planning Commission, all application fees shall be refunded, less any expenses incurred by the Township prior to withdrawal.

B. Where an applicant requests that their application be withdrawn from consideration and review after the application has been submitted to the Township Building Inspector or Planning Commission, all application fees shall be forfeited to the Township.

**2.07 No application or action required.**

In the event that no approval, administrative action or permit is required for a proposed activity or action under the Lent Township Land Use Regulations any fees submitted to the Township shall be refunded.

**SECTION 3. DATE OF EFFECT**

**3.01 Date of Effect.**

This Ordinance shall be in full force and effect after its approval and publication as provided by law.

Passed and approved this 16<sup>th</sup> day of January, 2007, by the Lent Township Board of Supervisors.

**Gene Olson**

Gene Olson, Chairman

ATTEST:

**Roxanne Kahler**

Roxanne Kahler, Township Clerk

Published in the *Chisago County Press* January 25, 2007.

Published in the *East Central Minnesota Post Review* January 24, 2007.

**Amendments**

Amendment 10-001 passed and approved April 17, 2007, by the Lent Township Board of Supervisors.

Amendment 10-002 passed and approved May 20, 2008, by the Lent Township Board of Supervisors.

Amendment 10-003 passed and approved September 15, 2009, by the Lent Township Board of Supervisors.