

CHAPTER 12. LICENSE, PERMIT AND APPLICATION FEES (January 2024)

1201.01 FEES

The fees contained in the Shafer City Code of 1991 are hereby amended as indicated on the attached fee schedule. To the extent not included in the attached fee schedule, 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.

CITY OF SHAFER

LICENSE, PERMIT AND APPLICATION FEE SCHEDULE

ITEM (12/2023)	COST	
Description	Escrow - Fees	Initial Application Fees
Permit for Street Excavation (Removed 10-2016) Right of Way Permit:	Registration fee	\$100.00
	Excavation Permit Fees	\$50.00
	Hole	\$50.00
	Emergency Hole	\$50.00
	Trench	\$30.00 per 100 lin ft (Plus, hole fee)
	Obstruction Permit Fee	\$50.00 plus \$5.00 per 10 lin ft
Driveway permit-Residential	(New Construction Only)	\$50.00
Driveway permit-Commercial	(New Construction Only)	\$100.00
Water Main Connection Permit		\$2,200.00
Sewer Connection Permit		\$2,200.00
Water Trunk Charge	Per single-family lot	\$2,200.00
Sewer Trunk Charge	Per single-family lot	\$2,200.00
Administrative Fee		\$35.00 per hour
Park Dedication Fee	Per single-family lot	\$1,370.00
Trail Dedication Fee	Per single-family lot	\$400.00
Late Payment of Utility Bill		\$40.00

Water Service Shut-Off		\$40.00
Water Restoration	After Delinquent Payment	\$40.00 Per hour (minimum 1 hour charge)
	After Voluntary Shut-Off	\$50.00
	Request for restoration on Holiday or Weekend	\$150.00 Per hour (minimum 1 hour charge)
Violation of Water Ban	First Offense	\$100.00
	Each Subsequent Offense	\$200.00
SWMCC-Single Family	Per acre	\$1,000.00
SWMCC-Commercial	Per acre	\$1,500.00
Sewer Management Fee	Per quarter	\$1.50
Water Management Fee	Per quarter	\$1.50
MN Connection Fee	Per quarter	\$2.43
Storm Water Utility Fee	Per quarter/REF acre	\$4.50
Water Meter purchase fee	first 500 gallons of water (New Construction)	\$400.00
Water meter	2 nd meter	\$400.00
	Meter Test Deposit	\$100.00
RPZ/Irrigation Testing/Inspection Fee		\$100.00
RPZ/Irrigation Testing/Re-Inspection Fee		\$50.00
Hydrant Meter Rental Deposit Fee		\$2,000.00
Bulk Water Sale Administrative Fee		\$35.00
Bulk Water Sale Rate	Per 10 gallons	\$.07

Water Rates:

Water Base Fee up to 10,000 Gallons	\$61.95
Fee for Usage Per Thousand Gallons	Unit Charge
0-10,000	Base Fee
10,001-15,000	\$4.08
15,001-20,000	\$4.28
20,001-25,000	\$4.54
25,001-30,000	\$5.00
30,001-35,000	\$5.42
35,001-40,000	\$5.88
40,001-45,000	\$6.31
45,001-50,000	\$6.85
50,001+	\$7.38

Sewer Rates:

Sewer Base Fee up to 10,000 Gallons	\$105.33
Fee for Usage Per Thousand Gallons	Unit Charge
0-10,000	Base Fee
10,001-15,000	\$5.36
15,001-20,000	\$5.50
20,001-25,000	\$5.71
25,001-30,000	\$5.95
30,001-35,000	\$6.40
35,001-40,000	\$6.89
40,001-45,000	\$7.21
45,001-50,000	\$7.66
50,001+	\$8.14

Description	Escrow - Fees	Initial Application Fees
Well Construction Permit		\$300.00
Parking permit		no cost up to 14 days
Peddler's License		\$55.00
Garbage Removal License	Per year	\$150.00
Dog/Cat License (Spayed/neutered)	Per animal	\$10.00
Dog/Cat License (Non-spayed/non-neutered)	Per animal	\$15.00
Dangerous Dog Registration	Per year, per animal	\$200.00
Adult Establishment	Per year	\$3,000.00
Gambling Investigation Fee		\$225.00
On-Sale Liquor License	Per year	\$2,000.00
Temporary On-Sale Liquor License	Per occasion	\$100.00
On-Sale Wine License	Per year	\$1,000.00
On-Sale Combination Wine and 3.2 Malt Beverage License	Per year	\$1,000.00
Off-Sale Liquor License	Per year	\$100.00
Set up Liquor License		\$400.00
Special Sunday Liquor License	Per year	\$200.00
Liquor Investigation Fee	Per time	\$225.00

Zoning:

Description	Escrow - Fees	Initial Application Fees
City Council Special Meeting	Administrative Fee	\$275.00 Plus cost
Planning Commission Special Meeting	Administrative Fee	\$150.00 Plus costs
PUD Master plan/special development plan	Administrative Fee	\$600.00
	Escrow	\$2500.00

Description	Escrow - Fees	Initial Application Fees
Final PUD plan - Final special development plan	Administrative Fee	\$400.00
	Escrow	\$2000.00
Final PUD plan - Final special development plan amendment	Administrative Fee	\$400.00
	Escrow	\$2000.00
Vacation of easement	Administrative Fee	\$150.00
	Escrow	\$1000.00
Comprehensive plan amendment	Administrative Fee	\$550.00
	Escrow	\$2500.00
Land use request not already specified	Administrative Fee	\$150.00
	Escrow	\$1000.00
Preliminary Plat Application	Administrative Fee	\$500.00
	Escrow	\$2500.0
Subdivision Application	Administrative Fee	\$350.00
	Escrow	\$1500.00
Waiver of Subdivision Cost Deposit	Administrative Fee	\$250.00
	Escrow	\$1,000.00
Final Plat Subdivision Cost Deposit	Administrative Fee	\$450.00
	Escrow	\$1000.00
Conditional Use Application	Administrative Fee	\$400.00
	Escrow	\$1500.00
Rezoning of Property	Administrative Fee	\$500.00
	Escrow	\$1500.00
Interim Use Permit	Administrative Fee	\$400.00
	Escrow	\$1500.00
Mobile Home Park Application Fee	per acre	\$150.00
	Per lot fee	\$5.00
Mobile Home Park Permit	Annual license	\$50.00
Variance Application	Administrative Fee	\$350.00
	Escrow	\$1500.00
Application to Amend Zoning Ordinance	Administrative Fee	\$350.00
	Escrow	\$1500
Concept Review	Administrative Fee	\$300.00
	Escrow	\$750.00
Site plan review	Administrative Fee	\$450.00
	Escrow	\$1500.00

Annexation Cost Deposit	Administrative Fee	\$ 1000.00
	Escrow	\$2500.00
Sign Permit		\$1.00 per sq. ft. + \$50.00
Temporary Sign Permit	Annually per business	\$100.00
Sign/Billboard Permit Renewal		\$50.00 per year
Junkyard Permit	Annual fee	Set by Council
Environmental Assessment Worksheet		\$100.00 plus costs
Special Event Application	Per event	\$250.00
Fire Marshall	Per hour minimum 1-hour charge	\$45.00
Demolition Permit		\$85.00
Golf Cart Permit	Annual fee	\$15.00
Code Book (paper)		\$225.00
Code Book (Digital)		\$10.00
Copies	Per sheet	\$.50
Fax outgoing	Per page	\$1.00
Map – small		\$5.00
Map - medium		\$10.00
Map – large		\$20.00
Mowing - tractor	Per hour minimum 1-hour charge	\$100.00
Mowing	Per hour minimum 1-hour charge	\$75.00
Plowing	Per hour minimum 1-hour charge	\$100.00
Sidewalk/Hydrant Snow shoveling	Business Hours (8:00am- 3:30pm) (Per hour minimum 1 hour charge)	\$75.00
	Non-Business Hours (Per hour minimum 1 hour charge)	\$125.00
Returned Check Fee	(Per check)	legal maximum
ATV Permit	Per person per calendar year	\$10.00
Zoning Application	Administration Fee	\$65.00
Public property damage		\$100.00 plus cost

BUILDING PERMIT FEES

TOTAL VALUATION	FEE
\$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
OTHER INSPECTION FEES	
1. Inspections outside of normal business hours	\$47.00 per hour*
2. Reinspection fees assessed under provision of Section 305.8	\$47.00 per hour*
3. Inspections for which no fee is specifically indicated (minimum charge ½ hour)	\$47.00 per hour*
4. Additional plan review required by changes, additions or revisions to plan	\$47.00 per hour*
5. For use of outside consultants for plan checking and inspections, or both	Actual costs**
6. Special Investigation fee (for work done without a permit)	Amount of 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.