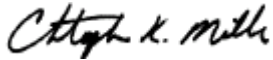



REQUEST FOR COUNCIL ACTION

Date: 11/28/11
Item No.: 9 . a

Department Approval

City Manager Approval



Item Description: Ordinance Amending Chapter 314.05 Adopting the 2012 Fee Schedule

BACKGROUND

Each year the City Council is asked to adopt a Fee Schedule which establishes the fees and charges for service for the City's regulatory functions. The presence of a fee schedule allows regulatory-type fees to be easily identified in one document, as opposed to being scattered throughout City Code. In addition, a fee schedule adopted on an annual basis provides the Council the opportunity to review fees for services in a comprehensive manner.

Over the past several months, Staff has reviewed the direct and indirect costs of the City's regulatory functions to determine whether fee adjustments are necessary. In general, it was determined that the fees were appropriately set with a few exceptions. Based on this analysis, Staff recommends adjustments to the following existing fees:

- ❖ DVD Copying Charge
- ❖ Park Dedication Fee - residential
- ❖ Building Permit Fee
- ❖ Demolition Permit Fee
- ❖ Grading Plan Review Fee
- ❖ Grading Permit Fee
- ❖ Manufactured Home Permit Fee
- ❖ Mechanical Permit Fee
- ❖ Moving Permit Fee
- ❖ Plumbing Permit Fee
- ❖ Sewer Connection Permit Fee
- ❖ Swimming Pool Permit Fee
- ❖ Water Connection Permit Fee
- ❖ Residential Property Improvement Permit Fee
- ❖ Public Improvement Contract Fee
- ❖ Leaf Pickup Program Fee (would represent FULL cost)

These adjustments are highlighted in boldface print on the attached Fee Schedule, and generally reflect the need to recover increased regulatory costs, staff time related to special requests, or development-related impacts on city services.

City Staff is also recommending the establishment of new fees to offset costs currently funded by non-

35 program revenues. They include:

36

37 ❖ Accessory Dwelling Unit Permit - \$100

38 ❖ Water main tapping fee - \$325

39

40 A brief description of these new fees is shown below.

41

42 Accessory Dwelling Unit Permit

43 The City Council approved this permit fee earlier this year. It is now being formally added to the Fee
44 Schedule.

45

46 Water Main Tapping Fee

47 This tapping fee is already provided for under City Code 801.12, but it was not previously added to the Fee
48 Schedule. The fee accounts for the City costs incurred for installing a water connection directly into the
49 main.

50

51 **POLICY OBJECTIVE**

52 Adopting an annual fee schedule is consistent with governmental best practices and ensures that the City's
53 regulatory functions are properly funded.

54 **FINANCIAL IMPACTS**

55 Based on the recommended fee adjustments, it is projected that revised fees will generate revenues
56 sufficient to cover the City's added regulatory costs. The applicable revenues and expenditures have been
57 included in the 2012 Budget.

58 **STAFF RECOMMENDATION**

59 Staff recommends that the City Council approve an ordinance amending Chapter 314.05 adopting the 2012
60 Fee Schedule.

61

62 Consider approving the ordinance summary.

63 **REQUESTED COUNCIL ACTION**

64 Motion to approve the attached Ordinance amending Chapter 314.05 adopting the 2012 Fee Schedule.

65

66 Motion to approve the ordinance summary.

67

Prepared by: Chris Miller, Finance Director
Attachments: A: Ordinance adopting the 2012 Fee Schedule
B: Proposed 2012 Fee Schedule
C: Ordinance Summary

68

CITY OF ROSEVILLE
ORDINANCE NO. ____

AN ORDINANCE AMENDING CHAPTER 314.05, FEE SCHEDULE
ADOPTING THE 2012 FEE SCHEDULE

THE CITY OF ROSEVILLE HEREBY ORDAINS:

SECTION 1. Purpose. The City of Roseville annually adopts a Fee Schedule which establishes the fees and charges for service for the City’s regulatory functions. The presence of a fee schedule allows regulatory-type fees to be easily identified in one document, as opposed to being scattered throughout City Code. In addition, a fee schedule adopted on an annual basis provides the City Council the opportunity to review fees for services in a comprehensive manner.

SECTION 2. Other Fee References

By enacting this ordinance, all fee amounts previously established and contained herein are hereby amended as submitted.

SECTION 3. Authority

The authority to enact the fees identified herein is established by City Code.

SECTION 4. Penalty

Failure to pay the fees identified herein is subject to penalties and interest as established by City Code.

SECTION 5. Fee Schedule

The 2012 Fee Schedule is as shown in *Exhibit A*.

SECTION 6. Effective Date. This ordinance shall be effective upon adoption and publication.

Passed this 28th day of November, 2011.

103 *Ordinance: Adopting the 2012 Fee Schedule*

104

105

106

107 CITY OF ROSEVILLE

108

109

110

BY: _____

111

Daniel J. Roe, Mayor

112

113 ATTEST:

114

115

116

William J. Malinen, City Manager

118

119

120

121

Seal



2012 Fee Schedule

Effective January 1, 2012

Prepared by the Department of Finance

City of Roseville 2012 Fee Schedule

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City of Roseville 2012 Fee Schedule

Fee / Charge Description	City Code	Current Amount	Proposed Amount
Amusement device – per machine	303	\$ 15.00	\$ 15.00
Benches in right-of-way	703	40.00	40.00
Assessment searches			
Deferred / Pending		0.00	0.00
Historical		100.00	100.00
Bowling alley			
First alley	303	70.00	70.00
Each additional alley	303	20.00	20.00
Burial Permit	401	100.00	100.00
Building Permits	901	see Appendix A	see Appendix A
Christmas trees, sale of (Seasonal Permit)	305	50.00	50.00
Cigarettes, sale of	306	200.00	200.00
Construction noise variance	405.03	300.00	300.00
Conversation parlors	308	10,000.00	10,000.00
Copy charges	N/A	0.25 / page	0.25 / page
CPR Training	N/A	\$80 / student	\$80 / student
Daycare facility inspection fee	N/A	40.00	40.00
Dog and cat license			
2 year – sterilized	501	10.00	10.00
2 year – sterilized and micro chipped	501	5.00	5.00
2 year – non sterilized	501	35.00	35.00
2 year – non sterilized and micro chipped	501	25.00	25.00
Lifetime license – sterilized	501	30.00	30.00
Lifetime license – sterilized and micro chipped	501	5.00	5.00
Lifetime license – non sterilized	501	150.00	150.00
Lifetime license – non sterilized, but micro chipped	501	100.00	100.00
Duplicate / address change	501	5.00	5.00
Special multiple – 2 year	501	40.00	40.00
Dog kennels	501	75.00	75.00
DVD / VHS Copy		5.00	25.00
Encroachment Agreement Application fee	N/A	275.00	275.00
Erosion control inspection permit			
Less than 1 acre	1017	600.00	600.00
1 to 5 acres	1017	880.00	880.00
More than 5 acres	1017	1,320.00	1,320.00
Erosion control permit <i>renewal</i>			
Less than 1 acre	1017	220.00	220.00
1 to 5 acres	1017	320.00	320.00
More than 5 acres	1017	480.00	480.00
Erosion control escrow fee	1017	3,000/acre	3,000/acre
Excavation, grading, and surfacing	705	see Appendix A	see Appendix A

City of Roseville 2012 Fee Schedule

Fee / Charge Description	City Code	Current Amount	Proposed Amount
False alarm fees – Police			
Third false alarm	506	100.00	100.00
Fourth false alarm	506	200.00	200.00
Fifth false alarm	506	300.00	300.00
Sixth false alarm	506	400.00	400.00
Seventh and all subsequent false alarm	506	500.00	500.00
False alarm fees – fire			
Third false alarm	506	300.00	300.00
Fourth false alarm	506	400.00	400.00
Fifth and all subsequent false alarm fees	506	500.00	500.00
Construction-related	N/A	150.00	150.00
Fertilizer, sale of	408	30.00	30.00
Fertilizer, applicator	408	100.00	100.00
Firearms, sale of	310	30.00	30.00
Fireworks, sale of consumer (existing retail)	N/A	100.00	100.00
Fireworks, sale of consumer (stand-alone, temporary)	N/A	350.00	350.00
Fire rescue and extrication fee	N/A	400.00	400.00
Fire safety training	N/A	80.00 / hr	80.00 / hr
Fuel storage tank inspection	N/A	100.00	100.00
Game room	303	175.00	175.00
Gas pumps – private business	310	60.00	60.00
Gasoline stations	310	130.00	130.00
Horse	501	5.00	5.00
Hospitals-veterinary	310	80.00	80.00
Lawful gambling			
One time event permit	304	25.00	25.00
Premises permit	304	3% of gross receipts	3% of gross receipts
Required contributions	304	10% of net profits	10% of net profits
Leaf Pickup fee		30.00	50.00

City of Roseville 2012 Fee Schedule

Fee / Charge Description	City Code	Current Amount	Proposed Amount
Liquor licenses:			
On sale intoxicating liquor license	302	7,000.00	7,000.00
On sale wine license (establishments with 75 seats or less)	302	750.00	750.00
On sale wine license (establishments with 75 seats or more)	302	1,500.00	1,500.00
Temporary on sale (3 days)	302	50.00	50.00
Temporary on sale in Central Park	302	20.00	20.00
Sunday on sale license	302	200.00	200.00
Special club license (dependent on the Number of members):			
51 – 200	302	300.00	300.00
201 – 500	302	500.00	500.00
501 – 1,000	302	650.00	650.00
1,000 – 2,000	302	800.00	800.00
2,001 – 4,000	302	1,000.00	1,000.00
4,001 – 6,000	302	2,000.00	2,000.00
More than 6,000	302	3,000.00	3,000.00
Off sale intoxicating liquor license	302	300.00	300.00
Liquor License – investigation fee	302	300.00	300.00
Liquor License – sale outside of premises	302	25.00	25.00
Massage therapist	309	100.00	100.00
Massage therapy business establishment	309	150.00 / 300.00	150.00 / 300.00
Open burning permit	N/A	90.00	90.00
Park Dedication – residential	1103	3,000.00/unit	3,500.00/unit
Park Dedication – other (c)	1103	5.0 % of fmv	5.0% of fmv
Pawn Shop license	311	10,000.00	10,000.00
Pathway patching fee			
Concrete sidewalk – 2 panels		675.00	675.00
Bituminous (12' x 8')		500.00	500.00
Pawn shop and precious metal dealer license	311	13,000.00	13,000.00
Pawn shop fee (per transaction)	N/A	2.60	2.60
Pool and billiards			
First table	303	70.00	70.00
Each additional table	303	20.00	20.00
Precious metal dealer	311	10,000.00	10,000.00
Property nuisance calls (starting with 3 rd call)	511	250.00	250.00
Public improvement contract application fee (b)	N/A	525.00	525.00
Recycling contractor	403	125.00	125.00
Rental Registration (Housing)	907	25.00	25.00
Right-of-way permits	703, 707	325.00	325.00
Sewer connection fees	802	see Appendix A	see Appendix A
Sewer usage fees	802	separate resolution	separate resolution

City of Roseville 2012 Fee Schedule

Fee / Charge Description	City Code	Current Amount	Proposed Amount
Soil contamination	406	\$1/cu.yd. up to \$300	\$1/cu.yd. up to \$300
Solid waste hauler	402	125.00	125.00
Stormwater drainage fees	803	separate resolution	separate resolution
Stormwater residential permit		250.00	250.00
Stormwater residential permit renewal (5-years)	n/a	100.00	100.00
Street patching fee (d)	n/a	600 / 1,200	600 / 1,200
Theaters – per viewing screen	310	70.00	70.00
Tree planting and removal	706	separate ordinance	separate ordinance
Utility service location fee	N/A	100.00	100.00
Vehicle forfeiture impound fee (per day)	N/A	20.00	20.00
Water connection fees	801	see Appendix A	see Appendix A
Water usage fees	801	separate resolution	separate resolution
Water tower permit – private use	801	separate resolution	separate resolution
Well permit	801	separate resolution	separate resolution
Wireless permit fee	1205	Negotiated	Negotiated

(b) **In addition to the \$500 base fee, a charge of 4% (increased from 3%) of the total improvement cost is also assessed.**

(c) Calculation is made on 5% of the estimated fair market value of unimproved land, as determined by the Ramsey County Assessor's office on the date of approval of the plat or subdivision.

(d) Street patching fee is \$600 without a curb, and \$1,200 with a curb.

City of Roseville 2012 Fee Schedule

Administrative Fines

Fee / Charge Description	City Code	Current Amount	Proposed Amount
Alcohol and Tobacco Sales:			
Purchase, possession - underage		\$ 150.00	\$ 150.00
Lending ID to underage person		100.00	100.00
Selling tobacco – underage		200.00	200.00
Selling alcohol – underage		250.00	250.00
License holder	N / A	150.00	150.00
Other violation		100.00	100.00
Parking:			
Handicap zone		100.00	100.00
Fire lane		25.00	25.00
Snowbird		25.00	25.00
Blocking fire hydrant		25.00	25.00
Other illegal parking	N / A	25.00	25.00
Fires:			
No open fires		25.00	25.00
Fire Code	N / A	100.00	100.00
Animals:			
Vicious animal		50.00	50.00
Barking dog		50.00	50.00
Animal at large		50.00	50.00
Other animal violation	N / A	50.00	50.00
Miscellaneous:			
Building code		100.00	100.00
Fill permits		100.00	100.00
Failure to apply for license		50.00	50.00
Fireworks – use, possession, sale		250.00	250.00
Land use		100.00	100.00
Licenses (not occurring elsewhere)		50.00	50.00
Illegal dumping		150.00	150.00
Consuming alcohol-unauthorized places		250.00	250.00
Tampering with Civic Defense System		250.00	250.00
Seat belts		25.00	25.00
Expired license plates		35.00	35.00
Missing plate/tab		35.00	35.00
Trespassing		150.00	150.00
Golf cart / ATV violation		50.00	50.00
Noise complaint		250.00	250.00
Park ordinance violation		25.00	25.00
Peddling		75.00	75.00
Public nuisance		100.00	100.00
Regulated businesses		100.00	100.00
Signs		50.00	50.00
Snowmobiles		50.00	50.00
Discharge, display of weapon		250.00	250.00
Wetland / Shore land	N / A	100.00	100.00

City of Roseville 2012 Fee Schedule

Building Permit Fees

City Code Sections; 307, 801, 802, 901, 1014

Building Permit Fee – Zoning and Inspections:

Permit fee to be based on job cost valuation. The determination of value or valuation shall be made by the building official. The value to be used in computing the building permit and building plan review fees shall be the total of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems and any other permanent equipment.

Total Valuation	Current Amount	Proposed Amount
\$1 - \$500	\$31	\$29.50
\$501 - \$2,000	\$31 for the first \$500 value, plus \$4 for each additional \$100 value or fraction thereof	\$28.00 for the first \$500 value, plus \$3.70 for each additional \$100 value or fraction thereof
\$2,001 - \$25,000	\$83.50 for the first \$2,000 value, plus \$16.55 for each additional \$1,000 value or fraction thereof	\$83.50 for the first \$2,000 value, plus \$16.55 for each additional \$1,000 value or fraction thereof
\$25,001 - \$50,000	\$464.15 for the first \$25,000 value, plus \$12.00 for each additional \$1,000 value or fraction thereof	\$464.15 for the first \$25,000 value, plus \$12.00 for each additional \$1,000 value or fraction thereof
\$50,001 - \$100,000	\$764.15 for the first \$50,000 value, plus \$8.45 for each additional \$1,000 value or fraction thereof	\$764.15 for the first \$50,000 value, plus \$8.45 for each additional \$1,000 value or fraction thereof
\$100,001 - \$500,000	\$1,186.65 for the first \$100,000 value, plus \$6.75 for each additional \$1,000 value or fraction thereof	\$1,186.65 for the first \$100,000 value, plus \$6.75 for each additional \$1,000 value or fraction thereof
\$500,001 - \$1,000,000	\$3,886.65 for the first \$500,000 value, plus \$5.50 for each additional \$1,000 value or fraction thereof	\$3,886.65 for the first \$500,000 value, plus \$5.50 for each additional \$1,000 value or fraction thereof
In excess of \$1,000,000	\$6,636.65 for the first \$1,000,000 value, plus \$4.50 for each additional \$1,000 value or fraction thereof	\$6,636.65 for the first \$1,000,000 value, plus \$4.50 for each additional \$1,000 value or fraction thereof
Inspections outside of normal business hours	\$63.50	\$63.55
Re-inspection fees (per State Building code)	\$63.50	\$63.55
Misc. inspection fees	\$63.50	\$63.55
Add'l plan review fee required by revisions	\$63.50	\$63.55

City of Roseville 2012 Fee Schedule

Building Permit Fee – Engineering:

Total Valuation	Current Amount	Proposed Amount
\$1 - \$500	\$ 5	\$ 5
\$501 - \$2,000	5	5
\$2,001 - \$25,000	25	25
\$25,001 - \$50,000	50	50
\$50,001 - \$100,000	75	75
\$100,001 - \$500,000	100	100
\$500,001 - \$1,000,000	200	200
In excess of \$1,000,000	300	300

Demolition Permit Fee:

Description	Current Amount	Proposed Amount
Tenant improvement/remodeling prior to building permit	\$67.00	\$68.00
Structures not connected to utilities	87.50	90.00
Residential structures connected to city utilities	150.00	152.00
Commercial structures connected to city utilities	\$335.00	\$390.00

Electrical Permit Fee:

Set through yearly contract with Contract Electrical Inspector

Fire Safety Inspection Fee:

An amount equal to eight percent (8%) of the amount determined by the Building Permit Fee (except for single-family dwellings) to be charged and used to defray the cost of fire safety inspections (Ord. 1237, 3-13-2000, eff. 5-1-2000)

Grading Plan Review Fee – Planning & Zoning:

Description	Current Amount	Proposed Amount
50 cubic yards or less	\$75	\$75
51 – 10,000 cubic yards	\$150.00 for the first 1,000 cubic yards, plus \$10.00 for each additional 1,000 yards or fraction thereof	\$150.00 for the first 1,000 cubic yards, plus \$10.00 for each additional 1,000 yards or fraction thereof
10,001 – 100,000 cubic yards	\$300.00 for the first 10,000 cubic yards, plus \$5.00 for each additional 10,000 yards or fraction thereof	\$300.00 for the first 11,000 cubic yards, plus \$5.00 for each additional 10,000 yards or fraction thereof
In excess of 100,000 cubic yards	\$800.00 for the first 100,000 cubic yards, plus \$10.00 for each additional 10,000 yards or fraction thereof	\$800.00 for the first 110,000 cubic yards, plus \$10.00 for each additional 10,000 yards or fraction thereof

City of Roseville 2012 Fee Schedule

Grading Plan Review Fee – Engineering:

Description	Current Amount	Proposed Amount
50 cubic yards or less	\$ 25.00	\$ 25.00
51 – 10,000 cubic yards	25.00	25.00
10,001 – 100,000 cubic yards	50.00	50.00
In excess of 100,000 cubic yards	75.00	75.00

Grading Permit Fee – Planning & Zoning:

Description	Current Amount	Proposed Amount
50 cubic yards or less	\$75	\$75
1 – 1,000 cubic yards	\$100.00 for the first 100 cubic yards, plus \$20.00 for each additional 100 yards or fraction thereof	\$100.00 for the first 100 cubic yards, plus \$20.00 for each additional 100 yards or fraction thereof
1,001 – 10,000 cubic yards	\$300.00 for the first 1,000 cubic yards, plus \$30.00 for each additional 1,000 yards or fraction thereof	\$300.00 for the first 1,100 cubic yards, plus \$30.00 for each additional 1,000 yards or fraction thereof
10,001 – 100,000 cubic yards	\$600.00 for the first 10,000 cubic yards, plus \$100.00 for each additional 10,000 yards or fraction thereof	\$600.00 for the first 11,000 cubic yards, plus \$100.00 for each additional 10,000 yards or fraction thereof
In excess of 100,000 cubic yards	\$1,500.00 for the first 100,000 cubic yards, plus \$80.00 for each additional 10,000 yards or fraction thereof	\$1,500.00 for the first 100,000 cubic yards, plus \$80.00 for each additional 10,000 yards or fraction thereof

Grading Permit Fee – Engineering:

Description	Current Amount	Proposed Amount
50 cubic yards or less	\$ 25.00	\$ 25.00
1 – 1,000 cubic yards	25.00	25.00
1,001 – 10,000 cubic yards	50.00	50.00
10,001 – 100,000 cubic yards	75.00	75.00
In excess of 100,000 cubic yards	100.00	100.00

Investigation Fee: Work without a Permit

Whenever any work for which a permit is required from the city has been commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work. An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee required by this code. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of this code nor from any penalty prescribed by law.

City of Roseville 2012 Fee Schedule

Manufactured Home Permit Fee:

Description	Current Amount	Proposed Amount
New installation	\$ 257.50	\$ 260.00

Mechanical Permit Fee - Residential:

Description	Current Amount	Proposed Amount
Air conditioning – new	\$ 44.50	\$ 45.00
Air conditioning – replacement	56.50	57.00
Warm air furnace – new	94.00	95.00
Warm air furnace - replacement	56.50	57.00
Hot water boilers – new	94.00	95.00
Hot water boilers – replacement	56.50	57.00
Unit heaters	56.50	57.00
Swimming pool heaters	56.50	57.00
Misc. work & gas piping	1.28% of job cost	1.28% of job cost
Minimum fee	56.50	57.00
Gas fireplace	56.50	57.00
In floor heat	\$ 56.50	78.00
Solar panel installation	\$1.28 % of job cost / \$150.00 min fee	\$1.28 % of job cost / \$150.00 min fee

Mechanical Permit Fee - Commercial:

Description	Current Amount	Proposed Amount
All commercial work	1.28% of job cost / \$56.50 min fee	1.28% of job cost / \$57.00 min fee

Moving Permit Fee:

Description	Current Amount	Proposed Amount
Over private property only	\$ 85.50	\$87.00
Over public streets	125.00	127.00
Investigation fee per hour	\$63.55	\$64.50

Plumbing Permit Fee:

Description	Current Amount	Proposed Amount
Administrative/minimum fee	\$ 56.50	\$ 57.00
Additional for each fixture opening	10.00	10.00
Miscellaneous work	1.28% of job cost	1.28% of job cost
Backflow prevention verification	\$ 26.00	\$ 26.00

City of Roseville 2012 Fee Schedule

Plan Review Fee:

When a building permit is required and a plan is required to be submitted, a plan checking fee shall be paid. Plan checking fees for all buildings, except for construction costs in R-1 and R-2 zones which do not involve new single family structures and are of less than seven thousand dollars (\$7,000.00), shall be sixty five percent (65%) of the building permit fee as set forth in Section 901.06 of this chapter, except as modified in M.S.B.C. Section 1300. (Ord. 1110, 4-13-1992)

The plan review fees specified are separate fees from the permit fees and are in addition to the permit fees.

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.

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.

Refund Fee:

The building official may authorize refunding of any fee paid hereunder which was erroneously paid or collected.

The building official may authorize a refunding of permit fees paid when no work has been done under a permit issued in accordance with this code.

The building official may authorize a refunding of plan review fees paid when an application for a permit for which a plan review fee has paid is withdrawn or canceled before any plan reviewing 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.

Sewer Connection Permit Fee – Planning & Zoning:

Description	Current Amount	Proposed Amount
Residential	\$ 86.00	\$ 87.00
Commercial	276.00	280.00
Repair	56.50	57.00
Disconnect – residential	77.00	78.00
Disconnect – commercial	\$ 155.00	\$ 157.00

City of Roseville 2012 Fee Schedule

Sewer Connection Permit Fee – Engineering:

Description	Current Amount	Proposed Amount
Residential	\$ 5.00	\$ 5.00
Commercial	25.00	25.00
Repair	5.00	5.00
Disconnect – residential	25.00	25.00
Disconnect – commercial	75.00	75.00

Sign Permit Fee:

Utilize building permit fee schedule. No plan review fee

Description	Current Amount	Proposed Amount
Permanent Sign – minimum fee	\$ 55.00	\$ 55.00
Temporary Sign	25.00	25.00

Swimming Pool Permit Fee – Planning & Zoning:

Description	Current Amount	Proposed Amount
Residential pool	\$ 194.00	\$ 197.00
Commercial pool	Utilize building Permit fee	Utilize building Permit fee

Swimming Pool Permit Fee – Engineering:

Description	Current Amount	Proposed Amount
Residential pool	\$ 15.00	\$ 15.00
Commercial pool	-	-

Water Connection Permit Fee – Planning & Zoning:

Description	Current Amount	Proposed Amount
Residential	\$ 86.00	\$ 87.00
Commercial	276.00	280.00
Repair	56.50	57.00
Disconnect – residential	77.00	78.00
Disconnect – commercial	\$ 155.00	\$ 157.00

City of Roseville 2012 Fee Schedule

Water Connection Permit Fee – Engineering:

Description	Current Amount	Proposed Amount
Residential	\$ 5.00	\$ 5.00
Commercial	25.00	25.00
Repair	5.00	5.00
Disconnect – residential	25.00	25.00
Disconnect – commercial	75.00	75.00
Water main tapping fee	0.00	325.00

Residential Property Improvement Permit Fee (Fences, Walls, Sheds, Driveways, Drain tile System) – Planning & Zoning:

Description	Current Amount	Proposed Amount
Driveway permits	\$ 44.50	\$ 46.00
Fence permits – residential	80.00	75.00
Fence permits - commercial	Use Permit Fee Schedule	Use Permit Fee Schedule
Shed permits	65.00	50.00
Drain tile	107.00	110.00
Other – utilize building permit fee schedule		

City of Roseville 2012 Fee Schedule

Miscellaneous Fees:

Description	Current Amount	Proposed Amount
Minimum roofing fee	\$ 110.00	\$ 112.00
Minimum window replacement fee	83.50	85.00
Minimum siding replacement fee	83.50	85.00
Administrative fee for abatement per hour	63.55	64.50
Wood burning fireplace	83.50	85.00
Verification of state contracting license	5.00	5.00
Replacement inspection card	20.00	20.00
Re-stamping job site plan sets	30.00	30.00
Certificate of Occupancy – conditional	30.00	30.00
Certificate of Occupancy – full	20.00	20.00
Certificate of Occupancy – copy	10.00	10.00
City contractor license fee	86.00	87.00
Administrative fee – R1 or R2 zones	66.55	64.50
Administrative fee – other zones	63.55	64.50
Footing/foundation permits – residential	94.00	95.00
Footing/foundation permits – commercial	428.00	434.00
Construction deposit – residential	800.00	800.00
Construction deposit – commercial	3,950.00	4,000.00
SAC Admin Fee	16.00	16.00
Lead Abatement License Fee	5.00	5.00
Property Age Verification Fee	5.00	5.00
Outdoor Display Permit Fee	40.00	40.00
City Code Noise Deviation Fee	\$ 500.00	\$ 500.00

City of Roseville 2012 Fee Schedule

Community Development Department Permit and Miscellaneous Fees

Item/Permit	Current	Proposed Amount
City Consultant Review/Research - Comm./Industrial/Multi-family land use, economic development, utility, building permit review, traffic, or development or redevelopment projects or proposals payable as escrow or at building permit	100% of direct cost billed to applicant	100% of direct cost billed to applicant
Planned Units Development – Sketch Plan	\$200	\$200
Planned Unit Development – Concept Approval	500	500
Planned Unit Development – Final Approval	500	500
Planned Unit Development – Amendment	400	400
Planned Unit Development – Escrow (Amendment)****	2,000 minimum	\$2,000 minimum
PUD Escrow (historical data collection & analysis; site plan & survey review & analysis; city approval analysis; letter creation)	Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum	Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum
Rezoning of Project Site or Parcel**	600	600
Zoning Code Text Amendment**	600	600
Vacation of Right-of-Way**	300	300
Vacation of Easement**	300	300
Comprehensive Plan – Text Amendment**	825	825
Comprehensive Plan – Designation Amendment**	825	825
Conditional Use - Residential**	300	300
Conditional Use - Commercial**	600	600
Conditional Use Escrow – Commercial****	1,000 minimum	1,000 minimum
Subdivision – Escrow****	1,500 minimum	1,500 minimum
Subdivision Escrow (historical data collection & analysis; site plan & survey review & analysis; city approval analysis; letter creation)	Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum	Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum
Subdivision – Minor**	500	500
Subdivision – Preliminary Plat	500	500
Subdivision - Final Plat	500	500
Variance - Residential**	300	300
Variance – Non Residential**	400	400
Interim Use**	600	600
Interim Use extension**	150	150
Setback Permit Administrative	100	100
Zoning Compliance Letter (historical data collection & analysis; site plan & survey review & analysis; city approval analysis; letter creation)	Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum	Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum
Residential Variance Appeal Fee	250	250
Commercial Variance Appeal Fee	275	275
Master Sign Plan – residential	250	250
Master Sign Plan – commercial	350	350
Accessory Dwelling Unit Permit	0	100
Extra Mailing Cost (for mailing notices when more than 50 are required)	0.45 each	0.45 each
Tax Increment Finance (establishment of district or review of proposal, including city consultants)	\$15,000 deposit – minimum fee plus consultants fees	\$15,000 deposit – minimum fee plus consultants fees
Planning Commission Agendas/Year (mailed)	10.00*	10.00*

City of Roseville 2012 Fee Schedule

Planning Commission Minutes/Year (mailed)	15.00*	15.00*
Comprehensive Plan CD	20.00*	20.00*
Zoning Code CD	20.00*	20.00*
Research Staff Time	Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum	Staff hourly rate/1.9 times per hour. \$50.00 per hour minimum
Copying	\$.25/sheet	\$.25/sheet
Maps*** – 8 ½ x 11 (black and white) – existing PDF maps	No Charge*	No Charge*
Maps – 8 ½ x 11 (color) – existing PDF maps	1.00*	1.00*
Maps – 11 x 17 (color) – existing PDF maps	2.00*	2.00*
Maps – 17 x 22 (color) – existing PDF maps	10.00*	10.00*
Maps – 22 x 34 (color) – existing PDF maps	20.00*	20.00*
Maps – 34 x 44 (color) – existing PDF maps	40.00*	40.00*
City Address Book (11x17)* – existing PDF maps	100.00 per book*	100.00 per book*
City Address Book on CD	10.00 per disk*	10.00 per disk*
Digital Data (copied to customer disk) — Contours (half sections, 1996 data) — Ortho photography (half section, 1996 data) All other base data (parcels, planimetric) and aerial imagery cannot be sold due to license restrictions. Please contact the City on 763-792-7075 for distribution information	\$92.00 per file+\$10.00 CD \$8.00 per file+\$10.00 CD	\$92.00 per file+\$10.00 CD CD \$8.00 per file+\$10.00 CD CD
1996 Physical features digital data – entire city on AutoCAD file	650.00+10.00 CD	650.00+10.00 CD
1996 Aerial photo map on blue line paper (other pre 1996 aerials available)	8.00/1/2 section	8.00/1/2 section
1996 Aerial photo with contours paper (other pre 1996 aerials/contours available)	100.00/1/2 section	100.00/1/2 section
Mailing labels “current resident”	45.00*	45.00*
Legal Notice mailing label “fee owner”	45.00*	45.00*

* Free/no charge on internet city home page and available for review at library and city hall

** If multiple requests (such as a subdivision, a variance, and a conditional use permit) are part of one application, City charges only for most expensive permit application

*** Maps/data that are to be created as custom requests are to be charged at a time and materials rate. (GIS Coordinator hourly rate times 1.9 multiplier)

**** The amount listed under the PUD, CU, and Subdivision Escrow is the minimum amount required for the application. A higher amount, as determined by the City, may be required for projects that will take a significant amount of time.

City of Roseville 2012 Fee Schedule

Electrical Permit Fees

- A. Minimum fee for each separate inspection of an installation, replacement, alteration or repair is limited to one inspection only:

Current Amount	Proposed Amount
\$ 35.00	\$ 35.00

- B. Services, changes of service, temporary services, additions, alterations or repairs on either primary or secondary services shall be computed separately:

Description	Current Amount	Proposed Amount
0 to 300 amp	\$50.00	\$ 50.00
301 to 400 amp	58.00	58.00
401 to 500 amp	72.00	72.00
501 to 600 amp	86.00	86.00
601 to 800 amp	114.00	114.00
801 to 1,000 amp	142.00	142.00
1,001 to 1,100 amp	156.00	156.00
1,101 to 1,200 amp	170.00	170.00
Add \$14 for each add'l 100 amps		

- C. Circuits, installation of additions, alterations, or repairs of each circuit or sub-feeder shall be computed separately, including circuits fed from sub-feeders and including the equipment served, except as provided for in (D) through (K):

Description	Current Amount	Proposed Amount
0 to 30 amp	\$ 8.00	\$ 8.00
31 to 100 amp	10.00	10.00
101 to 200 amp	15.00	15.00
201 to 300 amp	20.00	20.00
301 to 400 amp	25.00	25.00
401 to 500 amp	30.00	30.00
501 to 600 amp	35.00	35.00
601 to 700 amp	40.00	40.00
Add \$5 for each add'l 100 amps		

- D. Maximum fee for single-family dwelling shall not exceed \$150.00 if not over 200-ampere capacity. This includes service, feeders, circuits, fixtures and equipment. The maximum fee provides for not more than two rough-in inspections and the final inspection per dwelling. Additional inspections are at the re-inspection rate.

City of Roseville 2012 Fee Schedule

- E.** Maximum fee on an apartment building shall not exceed \$70.00 per dwelling unit. A two-unit dwelling (duplex) maximum fee per unit as per single-family dwelling.
- F.** The fee for remote control/signal circuits is \$0.75 per device.
- G.** In addition to the above fees:
 - 1) A charge of \$4.00 will be made for each street lighting standard.
 - 2) A charge of \$7.00 will be made for each traffic signal standard. Circuits originating within the standard will not be used when computing fees.
- H.** In addition to the above fees, all transformers and generators for light, heat and power shall be computed separately at \$8.00 plus \$.40 per KVA up to and including 100 KVA. 101 KVA and over at \$.30 per KVA. The maximum fee for any transformer or generator in this category is \$80.00.
- I.** In addition to the above fees, all transformers for signs and outline lighting shall be computed at \$8.00.
- J.** The fee for retro fit lighting is \$0.65 per light fixture.
- K.** In addition to the above fees, the inspection fee for each separate inspection of a swimming pool shall be computed at \$35.00. Reinforcing steel for swimming pools requires a rough-in inspection.
- L.** For the review of plans and specifications of proposed installations, there shall be a minimum fee of \$150.00 up to and including \$30,000 of electrical estimate, plus 1/10 of 1% on any amount in excess of \$30,000 to be paid by permit applicant.
- M.** When re-inspection is necessary to determine whether unsafe conditions have been corrected and such conditions are not subject to an appeal pending before any Court, a re-inspection fee of \$35.00 may be assessed in writing by the Inspector.
- N.** For inspections not covered herein, or for requested special inspections or services, the fee shall be established separately.

City of Roseville 2012 Fee Schedule

- O.** For inspection of transient projects, including but not limited to, carnivals and circuses, the inspection fees shall be computed as follows:

Power supply units according to Item “B” of fee schedule. A like fee will be required on power supply units at each engagement during the season, except that a fee of \$35.00 per hour will be charged for additional time spent by the Inspector if the power supply is not ready for inspections as required by law.

Rides, Devises or Concessions: Shall be inspected at their first appearance of the season and the inspection fee shall be \$35.00 per unit.

- P.** The fee is doubled if the work starts before the permit is issued.

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City of Roseville

ORDINANCE SUMMARY NO. ____

**AMENDING CHAPTER 314.05, FEE SCHEDULE
ADOPTING THE 2012 FEE SCHEDULE**

The following is the official summary of Ordinance No. _____ approved by the City Council of Roseville on _____, 20__:

An Ordinance amending Chapter 314.05 of the Roseville City Code adopting the 2012 Fee Schedule which establishes the fees and charges for service for the City’s regulatory functions.

A printed copy of the ordinance is available for inspection by any person during regular office hours in the office of the City Manager at the Roseville City Hall, 2660 Civic Center Drive, Roseville, Minnesota 55113. A copy of the ordinance and summary shall also be posted at the Reference Desk of the Roseville Branch of the Ramsey County Library, 2180 Hamline Avenue North, and on the internet web page of the City of Roseville (www.ci.roseville.mn.us).

Attest: _____
William J. Malinen, City Manager