



Fee Schedule for 2011

Adopted Dec. 7, 2010 – Ord.840

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City Clerk/Administration

Fees

Private Activity Revenue Bond Fees

1] Application Fee	\$1,000
2] Pre-application review fee	\$370
3] All out of pocket and staff costs as billed in addition to above	
4] Administration Fee at closing	1/10th of 1% of amount issued with a \$2,600 minimum.
5] Subsequent proceedings	\$370

Tax Increment Financing Fees (Authorized by Res. 3221)

Application Fee	\$6,000.00
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Motion Picture Theatre (Authorized by City Code 6.42)

1] Annual License Fee	\$110.00
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Outdoor Performance Center (Authorized by City Code 6.42 B)

1] Annual license fee	\$520.00
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Currency Exchange License Review

State Law requires the City to review an application to the State for a currency exchange license	\$50.00
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Gambling/Bingo/Raffles

Licensed through State Gambling Board, no City fees.

License for the Sale of Beer, Liquor, Wine, Set-up, Club and Temporary Beer Licenses

(Authorized by City Code 5.06)

1] Annual fee for On Sale Beer License	\$312.00
2] Annual fee for Off Sale Beer License	\$100.00
3] Temporary Beer and Liquor License	\$35.00
4] Annual fee for Set Up License	\$125.00
5] Annual fee for On Sale Wine License	1/2 of On Sale Liquor or \$2,000 whichever is less
6] Annual fee for On Sale Club License	\$300.00
7] Annual fee for Sunday Liquor License	\$200.00
8] Annual fee for Off Sale Liquor License	\$150.00
9] Application and Investigation Fee for Off Sale Liquor, On Sale Liquor or Wine License	
a) If investigation within MN	\$330.00
b) If investigation outside of MN	City expenses up to \$10,000 with \$1,100 deposit
10] Application and Investigation fee for Off Sale and On Sale Beer License	\$150.00
11] Annual fee for On Sale Liquor License:	
Customer Used Floor Area	
Under 1,000	\$3,705.00
1,000 - 1,999	\$4,390.00
2,000 - 2,999	\$5,080.00
3,000 - 3,999	\$5,765.00
4,000 - 4,999	\$6,445.00
5,000 - 5,999	\$7,140.00
6,000 - 6,999	\$7,820.00
7,000 - 7,999	\$8,510.00
8,000 - 8,999	\$9,195.00
9,000 - 9,999	\$9,875.00
Over 10,000	\$10,570.00

Outdoor seating additional fee shall be computed at one-third of whatever the fee would be for the additional square footage of customer used floor area for the outdoor seating.

Peddlers (Authorized by City Code 6.21)

1] Weekly License Fee	\$50.00
2] Annual License Fee	\$160.00
3] Six Month License Fee	\$105.00

Taxicabs and Drivers (Authorized by City Code 6.22)

1] Annual fee for taxicab license	\$275.00
2] Annual fee for taxicab driver's license	\$35.00
3] Annual fee for each vehicle	\$16.00
4] Initial license requires one time investigation fee	
a. Taxicab license	\$150.00
b. Taxicab driver's license	\$100.00

Tobacco (Authorized by City Code 6.23)

1] Annual fee for Tobacco License	\$200.00
2] Initial license requires one time investigation fee	\$150.00

Show, Non-Transient Theme Parks, Amusement Parks, etc.

(Authorized by City Code 6.24)

1] Annual license fee equaling the number of rides x \$50.00	\$50.00/ride
2] Show without rides	\$80.00
3] Non-Transient Theme Parks	As per agreement

Pawnshops, Precious Metal, and Secondhand Dealers

(Authorized by City Code 6.28)

1] Annual License Fee	\$2,500.00
2] Initial license requires one time investigation fee	\$345.00
3] Investigation fee for each new employee	\$100.00
4] Pawn Shop billable transaction fee	\$1.50

Refuse Collection Rates (Authorized by City Code 3.15)

1] Annual fee for Refuse Collection License	\$125.00
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Audio/Video Dubbing Fees

DVD copy of a program shown on Shakopee Government Access or Public Access (Cable Channels 15 and 16). No charge for the first copy given to a public access producer submitting a program for cablecast on SPA 15.) \$10.00/each

Audio cassette of a City Council or City Board/Commission meeting \$10.00/each

Cable Franchise Application

(Authorized by Res. 6696)

\$350.00 plus \$7,500.00 Escrow

Office Charges

1] Partial Release of Developers Agreement or Escrow and Payment Agreement	\$30.00
2] Photo Copy Fee	
General Public	\$.25/per side/pg.
Other governmental/non-profit public service	\$0.10/black/white \$0.25/color
3] Service charge for each check returned	\$30.00
4] Interest on past due invoices (monthly)	1.50%
5] Service fee for certification (assessing) delinquent accounts	\$25.00 Each

* Administrative Costs - Actions requiring payment for administrative costs may be billed to the applicant. Administrative costs may include but are not limited to the following: staff time, publishing costs, copying, printing, mailing and consulting costs. The actual hourly rates of the employees will be used plus a multiplier of 2.0 times for benefits, overhead, etc.

Building Inspector/Electrical Inspector

Electrical Inspection

City of Shakopee electrical inspection fees shall be paid according to the schedule contained in Minn. Stat. 326B.37, State Electrical Inspection Fee Schedule. Effective July 1, 2007.

The minimum surcharge for a "fixed" permit is \$5.00 beginning July 1, 2010.

With the following exception:

The fee for single family dwellings shall be calculated by service size and number of circuits according to the State Fee Schedule subpart 3 and subpart 4, with a maximum fee of \$135.00 plus \$5.00 surcharge for 0-200 amp service.

Plumbing Permits (Authorized by City Code 4.05)

1] Alter, Replacement, Repairs (Basement Finish)	Minimum Fee \$45.00 + \$5.00 State Surcharge
2] New Construction Residential (Ordinance No. 659)	\$120.00+ \$5.00 State Surcharge
3] Residential - Replacements Only Water Heater - Gas	\$45.00 + \$5.00 State Surcharge
Water Softener - Installer must be licensed	\$15.00 + \$5.00 State Surcharge
4] Sewer and Water Connection - Single Residential	
Sewer Connection	\$80.00+ \$5.00 State Surcharge
Water Connection	\$80.00+ \$5.00 State Surcharge
Combination Water & Sewer Connection	\$80.00+ \$5.00 State Surcharge
5] Sewer & Water Connection - Multiple Residential Sewer & Water Line Repair Only	1.27% of Contract Price or \$80.00 minimum \$45.00 + \$5.00 State Surcharge
6] Sewer & Water Connection - Commercial/Industrial	1.27% of Contract Price or \$80.00 minimum
7] Landscape Sprinkler System	\$80.00 + \$5.00 State Surcharge
8] R.P.Z. Repair Only (change out required every five years) (There is no permit or fee required for annual testing)	\$80.00 + \$5.00 State Surcharge
9] Lawn Sprinkler Systems - Residential	\$45.00+ \$5.00 State Surcharge
Lawn Sprinkler Systems - Commercial	1.27% of contract price or \$80.00 minimum + \$5.00 State Surcharge
This includes water connection from building piping to yard side of siphon breaker	
10] Commercial Plumbing Permits (alteration, repair, replacement or addition)	1.27% of contract price or \$80.50, whichever is greater

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Building Permit Fees (Authorized by City Ord. 676)

Repair, Remodel, Addition

Building Value	Fees
\$1.00 to \$500.00	\$25.00
\$501.00 to \$2,000.00	\$25.00 for the first \$500.00 plus \$3.25 for each additional

	\$100.00 or fraction thereof, including \$2,000.00
\$2,001.00 to \$25,000	\$73.75 for the first \$2,000.00 plus \$14.75 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000	\$413.00 for the first \$25,000.00 plus \$10.75 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$681.75 for the first \$50,000.00 plus \$7.50 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,056.75 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	\$3,456.75 for the first \$500,000.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,956.75 for the first \$1,000,000.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof

Construction Type and Classification	Minimum	Maximum	Index Factor on "Gross" Permit Fee**
Residential			
Single Family, sewerred, less than 4000 sq. ft.*	\$580.00	\$670.00	27.00%
Single Family, septic, less than 4000 sq. ft.*	\$550.00	\$640.00	16.00%
Single Family, sewerred, more than 4000 sq. ft.*	\$690.00	\$800.00	31.00%
Single Family, septic system, more than 4000 sq. ft.*	\$660.00	\$760.00	9.00%
Duplex	\$500.00	\$580.00	28.00%
Townhouse Units - Per Unit	\$550.00	\$640.00	45.00%
Multi-family Units - Per Unit	\$580.00	\$670.00	43.00%
Commercial/Industrial			
Light	\$790.00	\$990.00	13.00%
Heavy	\$1,100.00	\$1,380.00	28.00%
Institutional/Education	\$1,100.00	\$1,380.00	3.00%

Plan Review Fees

Residential	
Single Family, sewerred, less than 4,000 sq. ft.*	\$480.00
Single Family, septic system, less than 4000 sq. ft.*	\$470.00
Single Family, sewerred, more than 4,000 sq. ft.*	\$530.00
Single Family, septic system, more than 4000 sq. ft.*	\$520.00
Duplex	\$290.00
Townhouse Units - Per Unit	\$560.00
Townhouse Units - Per Unit - SIMILAR Plans	\$140.00
Multi-family Units - Per Unit	\$390.00
Commercial/Industrial	
Light	\$1130.00 Plus hourly charges for service
Heavy	\$1,630.00 Plus hourly charges for service
Institutional/Education	\$1,730.00 Plus hourly charges for service

*Units on Individual Sewage Treatment Systems (ISTS) are subject to an additional review fee by Scott County.

**"Gross" Building Permit Fees are to be calculated as per building permit fee schedule (City Ordinance 676) utilizing valuation. The "Index Factor" would then be applied to the "gross" building permit to derive the "net" building permit fee which should be no less than the minimum, and no more than the maximum Building Permit Fee.

Administrative Costs - Actions requiring payment for administrative costs may be billed to the applicant. Administrative costs may include but are not limited to the following: staff time, publishing costs, copying, printing, mailing and consulting costs. The actual hourly rates of the employees will be used plus a multiplier of 2.0 times for benefits, overhead, etc.

Other Inspections and Fees:

Inspections outside of normal business hours (minimum charge - two hours)	\$52.00/hr*
Reinspection fees	\$52.00/hr*
Inspections for which no fee is specifically indicated (minimum charge - one-half hour)	\$52.00/hr*
Plan review fees for accessory structures, additions, basement finishes, decks, porches and pools. (Ord. 659)	\$52.00/hr.*
Additional plan review required by changes, additions or revisions to approved plans (minimum charge - 1/2 hr)	\$52.00/hr*
For 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, hourly wages and fringe benefits of the employees involved.

** Actual costs include administrative and overhead costs.

REFUNDS: Upon request and review, up to 80% of the fee(s) paid may be reimbursed for permits that are abandoned or unused.

When permit application has been reviewed and processed there will be a minimum plan review fee assessed if applicant chooses to significantly change, alter, or abandon application/plans.

State Surcharge: Building Permits

The Minnesota Statutes § 326B.148 "SURCHARGE" has been changed for one year effective July 1, 2010, until June 30, 2011.

The change only applies to the "Permits based on Fixed Fees, Part 1" and "Permits based on Fixed Fees, Part 2" portions of the **Minnesota Department of Labor and Industry's (DLI) surcharge reporting form.**

The minimum surcharge for a "fixed fee" permit is \$5, beginning July 1, 2010.

(These fees forwarded to the State Treasurer)

Less than \$1,000	\$0.50
\$1,000,000 or less	.0005 x valuation
\$1,000,000 to \$2,000,000	\$500 + .004 x (Value - \$1,000,000)
\$2,000,000 to \$3,000,000	\$900 + .0003 x (Value - \$2,000,000)
\$3,000,000 to \$4,000,000	\$1200 + .0002 X (Value - \$3,000,000)
\$4,000,000 to \$5,000,000	\$1400 + .0001 x (Value - \$4,000,000)
Greater than \$5,000,000	\$1500 + .0005 x (Value - \$5,000,000)

State Surcharge: Plumbing, Heating & Electrical Permits

Permit fee less than \$10,010	\$5.00
Permit fee more than \$10,010	Fee x .0005

Building Permit - Related Escrows-

The City may accept one payment for all named escrows of its discretion, and no portion of these escrows shall be released unless final compliance with City requirements is verified.

1) Certificate of Occupancy Escrow (Authorized by Res. No. 2604)

- a) Commercial/Industrial .005 x value, or \$500.00, whichever is greater
- b) Residential .005 x value, with a \$750.00 maximum

100% of the fee shall be refunded when a final certificate of occupancy is issued.

2) Landscaping Escrow: A \$1500.00 escrow will be required, for landscaping and will be refunded in whole to the Applicant when landscaping requirements have been completed.

3) Erosion Control Escrow: A \$1000.00 escrow will be required in order to guarantee the installation and removal of all required erosion and sediment control measures. The City is authorized to draw against this escrow in the event the building permit applicant fails to comply. The Escrow is required under City Code Chapter 16.

Fast Tracking Issuance of Building Permits (Auth. Res. 2604)

Fast tracking building permit process City expenses up to 100% of building permit fee with a 30% deposit.

Moving Permit \$100.00

Demolition Permit \$100.00 or 1.27% of contract price, whichever is greater

Work commencing before Demolition Permit Issuance \$200.00, or 2.54% of contract price, whichever is greater.

Reroofing Permit

Commercial 1% of contract amount, with a \$50.00 minimum
 Residential 1% of contract amount, with a \$50.00 minimum
 (Requires ice/weather/prep inspection. Prior building department approval is required to submit photos in lieu of inspection. When prep inspection does not occur, a \$52.00 fine will be levied against the applicant.)

Residing Permits \$80.00 + 5.00 State Surcharge

Window-Door Replacement \$80.00 + 5.00 State Surcharge

Deck Permits A \$15.00 sq. ft. will be assessed for valuation purposed only.

Fence Permit \$25.00

Detached Accessory Buildings All detached accessory buildings/structures in excess of 120 square feet shall require a building permit.

Heating, Air Conditioning, Refrigeration, and Ventilation Permits

Minimum Fee \$45.00 + \$5.00 State Surcharge
 Single Family Residence, New \$80.00 + \$5.00 State Surcharge
 Central Air Conditioning (at the time of new construction) \$6.00 + \$5.00 State Surcharge
 Fireplace - Includes Gas Permit \$45.00 + \$5.00 State Surcharge
 (Included with new single family residence above)
 Commercial Fee 1.27% of contract amount + State Surcharge
 \$60.00 minimum fee

Gas Piping Permits exclusive hereby set as follows:

Minimum Fee \$45.00 + \$5.00 State Surcharge
 Residential - Each fixture or appliance \$45.00 + State Surcharge
 Alterations and Repairs Minimum Fee
 Commercial Fee 1.27% of contract amount + State Surcharge

Appeal Fee

The Building Code Board of Adjustment & Appeals is available by the Department of Labor and Industry.

Failure to submit a required permit:

Upon discovery of improvements for which a permit is required but had not been submitted, the improvements shall be subject to a double permit fee.

Residential Valuation Square Footage Costs

<u>AREA</u>	Square Footage Cost
BASEMENT	
Unfinished	\$16.50
Finished	\$33.00
LIVING AREA	
Lowest Main Level Unfinished	\$57.11
Lowest Main Level Finished	\$88.46
Upper Level	\$88.46
Additional Level	\$88.46
Finish Existing Area	\$13.64
COVERED ENTRY	\$15.00
Screen Porch	\$23.00
3-SEASON PORCH	\$26.00
DECK	\$15.00
ACCESSORY BUILDINGS	
Garage	\$37.34
Storage Buildings	\$30.52
SWIMMING POOLS	
In-Ground	\$25.00
Above Ground	\$15.00
Other	\$32.54

Sanitary Sewer Service Availability Charge (SAC) Units for various residential, commercial, public, and institutional facilities will be applied as specified in the Metropolitan Council SAC Procedures Manual, latest.

Metro SAC Charge (These funds are forwarded to the Metropolitan Council)

- | | |
|--|--------------|
| 1. Single Family Dwelling | \$2,230/Unit |
| 2. Apartment (without individual laundry facilities) | 20% discount |
| 3. Qualified outdoor spaces (effective 10/1/2009) | 75% discount |

City SAC Charge (Res. No. 4165) \$475/Unit

Water Availability Charge (WAC)

To be collected by Shakopee Public Utilities beginning in 2004

VIP connection charge to the benefited area for the first phase of the VIP sewer project - per acre. \$1,295.43

VIP II connection charge to the benefited area for the second phase of the VIP sewer project - per acre \$495.23

Fire Prevention Bureau Permits

Fireworks

- | | |
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| Consumer/Retail Fireworks Permit | |
| Mixed Merchandise Sales | Annual Fee (January to December) \$100.00 |
| Consumer Fireworks Retail Sales Facility | Annual Fee (January to December) \$350.00 |
| Display Fireworks Permit - Permit is valid for 1 day | \$100.00
plus \$30.00 for each additional day |

Fire Protection Equipment Permit

Contract Amount Permit Fee

\$1.00 to \$3,000.00	\$45.00
\$3,001.00 to \$25,000	\$45.00 for the first \$3,000.00 plus \$20.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000	\$485.00 for the first \$25,000.00 plus \$11.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$760.00 for the first \$50,000.00 plus \$9.50 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,235.00 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	\$3635.00 for the first \$500,000.00 plus \$5.50 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$6385.00 for the first \$1,000,000.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof

State Surcharge .0005% x permit fee (minimum \$5.00)

Fire Protection equipment including wet and dry fire sprinkler systems, clean agent suppression systems, wet and dry chemical suppression systems, fire protection for commercial cooking operations and fire alarm systems.

Fire Protection Equipment Plan Review Fee

Contract Amount	Plan Review Fee
\$1.00 to \$40,000.00	2% of contract amount (minimum \$25.00)
\$41,000.00 to \$50,000.00	\$800.00 for the first \$40,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$51,000.00 to \$100,000.00	\$870.00 for the first \$50,000 plus \$4.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00

\$101,000 and up \$1070.00 for the first \$100,000.00 plus \$1.00 for each additional \$1,000.00 or fraction thereof

Clean agent suppression systems, wet and dry chemical suppression systems, fire protection for commercial cooking operations and fire sprinkler monitoring systems.

Wet and dry fire sprinkler systems and fire alarm systems shall be reviewed by an approved outside review agency. Fees for such reviews shall be paid by the applicant directly to the reviewing agency.

Flammable/Combustible Liquid Storage Tank Permit

0 to 150 gallons	\$0 (no permit needed)
151 to 500 gallons	\$50.00 per tank
501 gallons to 1000 gallons	\$100.00 per tank
1001 gallons to 5000 gallons	\$150.00 per tank
5001 gallons or larger	\$200.00 per tank

Includes installation and removal of above ground and underground storage tanks

Flammable/Combustible Liquid Storage Tank Plan Review .75% of contract amount

Dispensing Systems Permit

Attended Dispensing	\$100.00
Unattended Dispensing	\$200.00

Tents, canopies and temporary membrane structures:

Commercial Uses

Tents greater than 200 sq. ft.	\$40.00
Canopies greater than 400 sq. ft.	\$40.00

Exempt: Fees for tents and canopies may be waived for certain governmental, civic or religious organizations at the discretion of the authority having jurisdiction.

Residential Uses

Tents greater than 200 sq. ft.	\$10.00
Canopies greater than 400 sq. ft.	\$10.00

Burning Permit

Shakopee Residents	\$40.00
Township Residents	\$40.00

Fire Incident Report \$10.00

Reinspection Fee 65.00/hr. (or the total hourly cost to the jurisdiction, whichever is greater. This cost shall include supervision, overhead, hourly wages and fringe benefits of the employee involved).

Additional plan review required for changes, addition, revisions or re-submissions to original plans: \$65.00 /hr. (or the total hourly cost to the jurisdiction, whichever is greater. This cost shall include supervision, overhead, hourly wages and fringe benefits of the employee involved).

Outside consultants for plan review and/or inspections. Actual cost (including overhead & admin costs)

Fire - False Alarms

False fire alarm user fee in excess of two (2) in a calendar year	\$400.00/alarm
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Supplies Used for Emergency Responses Actual cost (including overhead & admin costs)

Hourly Response Rate

\$370.00/hour plus \$10.00 administration fee

Police

Report Copies

1] Reports (page 1-4)	No Charge
2] Reports (pages 5 - 100)	\$.25/per side/pg.
3] Reports (100 pages and over)	Per request basis
4] Audio Recordings	\$10.00
5] Video Recordings	\$30.00
6] MN State Accident Report Form-single accident	No Charge
7] Drivers License Printout	\$5.00
8] Pawn Shop billable transaction fee	\$1.50
9] Hourly rate for contracted police services	\$65.00
10] Photographs	\$1.00 per photo + \$5.00 travel fee
11] Photo Disks	\$10.00
12] Golf Cart License	\$20.00

Room Reservation (Police Dept. Training/Community Room)

1] Organizations	\$0.00
2] Private Groups (Resident)	1st hour \$50.00
Deposit (100% refund upon clean/damage free inspection)	Each additional hour \$25.00 Deposit \$100.00
3] Private Groups (Non-Resident)	1st hour \$75.00
Deposit (100% refund upon clean/damage free inspection)	Each additional hour \$35.00 Deposit \$100.00

Storage of Forfeited Vehicles at the Police Department

\$2.00 a Day/\$500 Maximum

Towing and Impounding of Vehicles

Towing and impounding is done by a private contractor having appropriate impounding facilities. Fees are set by contractor.

Dog Licenses, Impounding Fees, etc. (City Code 10.21)

1] Dog Licenses (good for two years)(pro rate if for less than two years)	\$24.00
2] Duplicate License	\$5.00
3] First Impoundment	\$20.00
4] Second Impoundment	\$50.00
5] Third & successive impoundment within a 12-month period.	\$100.00
6] Amount charged per day when confined to the Pound	\$10.00

- 7] In the case of an unlicensed dog or a dog for whom proof of a current rabies vaccination cannot be shown, there shall be an additional penalty of \$10.00. (Owner is responsible to furnish proof of license and/or rabies vaccination).
- 8] Large animal impoundment \$35.00
- 9] Large animal board per day \$15.00
- Large animals are defined as animals other than household pets, ie horses, cows, sheep

Police - False Alarms

False alarm user fee in excess of two (2) in a calendar year \$120.00/alarm

Public Works

Equipment Rental

(Minimum Rental Time 2 Hours. All drivable equipment rates include operator)

Front end loader (Case) private	\$100.00/hour
Tractor Loader Backhoe	\$90.00/hour
Elgin street sweeper	\$95.00/hour
Roscue Side Broom	\$60.00/hour
2-1/2 ton dump truck (single)	\$85.00/hour
2-1/2 ton dump truck w/plow and wing	\$105.00/hour
Single person aerial bucket truck	\$75.00/hour
1 ton pickups (w/plow add 10.00)	\$55.00/hour
Water tanker/flusher	\$85.00/hour
Trash compactor	\$65.00/hour
Mower tractor (turf type)	\$55.00/hour
Mower tractor with side and rear	\$72.00/hour
Weed Mowing (rough)	\$72.00/hour
Asphalt roller (1-1/2 ton)	\$55.00/hour
Bobcat	\$70.00/hour
Gehl alley grader	\$75.00/hour
Wood chipper	\$50.00/hour
Sewer jet cleaning	\$110.00 hour
Vacuum Inductor	\$85.00/hour
Bituminous Street Repair	Time and material basis only
Sign replacement/installation (w/o post less \$10.00)	\$110.00/sign
Street sign installation in new subdivisions (per each sign pole)	\$270.00
Traffic control signs in new subdivisions	\$110.00 per sign
Conservation easement, wetland easement and park and open space post and sign	\$30.00/post/sign

Planning

I. Information/document fees

A. Long Range Planning Documents	
1. Comprehensive Plan (CD)	\$35.00
2. Comprehensive Plan (paper copy)	\$175.00
(NOTE: The City's 2010 Comprehensive Plan can be downloaded from the City website)	
B. City Codes	
1. Chapter 11 - Zoning Ordinance	\$25.00
2. Chapter 12 - Subdivision Regulations	\$10.00
3. City Code	\$125.00
(NOTE: The City Code can be downloaded from the City website)	
C. Maps	
1. City Map (large)	\$10.00
2. Zoning (22"x34")	\$10.00
3. Any Printed Maps (blueprint)	\$.50/sq. ft.
4. Land Use Map (11"x17")	\$3.00
5. Development Maps (11"x17")	\$3.00
D. Services	
1. Zoning Verification Letter	\$30.00
E. Recording Fees (As established by Scott County)	
Abstract and Torrens Documents	
Plats/RLS/CIS	
F. Sign Permit Fees (City Code 4.30)	
Permanent - Wall Sign	\$75.00
Freestanding Sign	\$125.00
Temporary	\$30.00
Retrieval of confiscated, illegal signs	\$45.00

II. Land Division Administration Fee:

A. Concept Review by Planning Commission other than PUD	\$370.00
Concept Review Escrow	\$1,400.00
B. Major Subdivisions and Conditional Use Permits (associated with a major subd.)	
1. Pre-application Review Fee	\$370.00
Pre-Application Site Review Escrow	\$1,650.00
2. Preliminary Plat	\$2,700.00
Plat Review Escrow	\$13,000.00
3. Preliminary & Final Plat concurrently	\$2,100.00
Plat Review Escrow	\$9,900.00
4. Final Plat	\$1,410.00
Plat Review Escrow	\$12,700.00

5. Title Review Fee	\$300 or actual cost, which ever is greater
C. Minor Subdivisions	
1. Lot Division/Lot Reassembly	\$525.00
2. Registered Land Surveys	\$1,400.00
D. Vacations	
1. Vacations of Public Easements	\$900.00
2. Vacations of Rights-of-way	\$900.00
E. Park Dedication Fees (City Code Sec. 12)	
Cash in lieu of land dedication fees -	
Residential/Single Family/Duplex (per unit)	\$5,340 per unit
Multi-Family/Apartment (per unit)	\$4,450 per unit
Commercial/Industrial (per acre)	\$6,930 per acre
F. Annexation	
1. Application Fee	\$460.00
2. Review Escrow	\$1,800.00
G. Comprehensive Plan Amendment (including extension of MUSA)	\$1,910.00

III. Land Use Administration Fees

Applicants will be liable for payment of costs incurred by the City over and above those covered by the following fees.

A. Application for Appeal of Staff Decision	
1. Appeal to Board of Adjustment & Appeals of Staff Decision	\$300.00
2. Appeal to City Council of BOAA Decision	\$225.00
B. Application for Variances	
1. Single Family Residential	\$200.00
2. All others	\$325.00
3. Appeal to City Council	\$225.00
C. Application for Conditional Use Permit	
1. Home Occupations	\$200.00
2. Home Occupation Renewals & Amendments	\$200.00
3. CUP for Over-Height Fence	\$200.00
4. All Other Conditional Use Permits	\$225.00
	\$1000 Escrow
5. All Other Renewals & Amendments	\$225.00
6. Appeal to City Council	\$225.00
7. Mineral Extraction & Land Rehabilitation Permit	\$325.00
	plus \$2,500 cash deposit*
	plus all administrative costs**
	plus all consultant fees***
8. Temporary Seasonal Sales (including farm produce)	\$50.00
D. Application for Planned Unit Development	
1. PUD Concept Review - Planning Commission PUD Escrow Fee	\$375.00 \$1,400.00
2. PUD Concept Review (including City Council)	\$2,840.00
3. Determinations by the BOAA	\$160.00

4. Planned Unit Development	\$2,750.00
*Agreement to pay actual additional costs.	\$10,900.00 Escrow
5. Amendment to Planned Unit Development	\$2,750.00
*Agreement to pay actual additional costs.	\$2,000 Escrow
E. Application for Environmental Review - the project proponent will be required to sign an agreement to reimbursement the entire and actual cost of conducting an environmental review.	
1. Environmental Assessment Worksheet/Invironmental Impact Statement/Alternative Urban Area Wide Review	\$1,000.00
2. Environmental Assessment Worksheet	\$1,000.00 Escrow
3. Environmental Impact Statement and Alternative Urban Area Wide Review (Agreement to pay actual cost required for any Environmental review.)	\$4,000.00 Escrow
F. Zoning Ordinance Amendments	
1. Map Amendments	
Less than 2.5 acres	\$250.00
Greater than 2.5 acres	\$600.00
2. Text Amendments	\$500.00
G. Additional Notices - Applies to al types of applications	
1. Rezoning Amendments:	
Per Published Notice, in excess one published notices for each of two hearings	\$25.00
Per Mailed Notice, in excess of 100 notices for each of two hearings	\$1.50
2. All Other Applications	
Per Published Notice, in excess one published notice for one hearing	\$25.00
Per Mailed Notice, in excess of 100 notices for one hearing	\$1.50

Notes for the Fee Schedule

Administrative Costs - Actions requiring payment for administrative costs may be billed to the applicant. Administrative costs may include but are not limited to the following: staff time, (including regular City employees and contracted employees), publishing costs, copying, printing and mailing. The actual hourly rates of the employees will be used plus a multiplier of 2.0 times for benefits. A deposit of \$100.00 will be required to begin the work, any unused portion would be returned and invoices provided for work in excess of \$100.00 before work proceeds.

Administrative costs will accrue after the first meeting with the applicant.

Any escrows received by the City shall be monitored to ensure sufficient escrow funds are held by the City. Whena an escrow account reaches a balance of 10% of the original escrow amount, the City shall invoice the applicant for the submittal of additional escrow funds in an amount consistent with the original escrow submittal. This process shall continue until the City has completed all necessary reviews.

Engineering

A. Private Developments

The development fees for private developments apply in situations where private developers choose to construct the public improvements, rather than having them constructed by the City. The fees that the City charges in those situations are intended to reimburse the City for all of the direct and indirect costs incurred by the Public Works Departments to process the development application, to process and administer the project, to review and approve the plans for the project, and to inspect the construction of the project. The percentage used for various items are based on the historical costs incurred by the City.

The Developer shall reimburse the City for costs associated with the first bituminous seal coat performed on the bituminous paved streets within the plat. The costs shall be based on the latest contract unit prices the City has received plus 3% for next year's increases and administration costs. The estimated City fee shall be deposited with the City at the time the Developer's Agreement is signed.

Streets and Utilities

The Development Fees for private developments include a lump sum of 7.5% of the estimated construction costs for the following: public sanitary sewer, public storm sewer, public street construction, sidewalks, boulevard trees and other appurtenances. Storm water management reviews will be charged on an hourly basis. The developer shall deposit 2% (minimum of \$5,000) to pay for storm water management reviews.

Watermain

The Development Fees shall also include a lump sum of 4.0% of the estimated construction costs for public water, based on the following breakdown:

Administrative Fee	1.50%
Plan Review/Coordination Fee	2.50%
Total	4.00%

Note: Watermain inspection fees are charged separately from the Shakopee Public Utility Commission

Grading Fee - Costs up to \$200,000

For grading projects up to \$200,000, the Development Fees shall also include a lump sum of 5.5% of the estimated construction costs for site grading and erosion control, with a minimum fee of \$50.00.

NPDES compliance inspections for grading projects disturbing more than 10 acres will be charged on an hourly basis. If outside consultants are used the costs will be charged to the developer. If City employees are used the developer will be charged actual hourly rates plus a multiplier of 2.0.

Unauthorized work permit Fee is up to double the permit fee

Grading Fee - Costs Greater than \$200,000

For grading projects greater than \$200,000, the Development Fees shall include a lump sum fee of \$11,000, plus a 3.0% inspection fee for the site grading and erosion control costs over \$200,000.

NPDES compliance inspections for grading projects disturbing more than 10 acres will be charged on an hourly basis. If outside consultants are used the costs will be charged to the developer. If City employees are used the developer will be charged actual hourly rates plus a multiplier of 2.0.

Unauthorized work permit Fee is up to double the permit fee

B. Trunk Storm Water Charges

Unauthorized Work Permit Fee is up to double the permit fee

A fee of \$.118 per developable square foot will be charged to all new developments, per the City's Trunk Storm Water Charge Policy. The term "net developable foot" means the total square footage of a development within the city limits minus the portion of the development used for public right-of-way, lakes, wetland areas, stormwater ponding easements, and parks.

C. Trunk Storm Water Storage and Treatment Charges

A fee will be charged to all new developments that utilize regional ponding systems, per the City's Trunk Storm Water Charge Policy. This fee shall be as follows:

Developments having a net density of 3 or less lots/acre	\$.06 per developable sq. ft.
Developments having a net density of more than 3 lots/acre	\$.114 per developable sq. ft.
Commercial, industrial, or institutional development	\$.197 per developable sq. ft.

A fee will be charged to developments that utilize regional infiltration ponding systems as follows:

New impervious area of development	\$1046.00 /new impervious acre
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D. Trunk Sanitary Sewer Charges

A fee of \$2099.00 per net acre will be charged to all new developments, per the City's Trunk Sanitary Sewer Charge Policy. The term "net acre" means the acreage equal to 85% of the gross acreage of the development.

E. City Projects and Miscellaneous Engineering Work

A 1% project administration fee will be charged to all projects.

Other Costs incurred will be added in using the actual costs (ie. Consultant fees, testing laboratories, etc.)

F. Grading Permits

Grading Permit Fee - Estimated Costs up to \$200,000

For grading projects where the estimated grading cost is up to \$200,000, the grading permit fee shall be a lump sum of 5.5% of the estimated construction costs for site grading and erosion control, with a minimum fee of \$50.00.

Grading Permit Fee - Costs Greater than \$200,000

For grading projects greater than \$200,000, the grading permit fee shall be a lump sum fee of \$11,000, plus a 3.0% inspection fee for the site grading and erosion control costs over \$200,000.

NPDES compliance inspections will be charged on an hourly basis. If outside consultants are used the costs will be charged to the developer. If City employees are used the developer will be charged actual hourly rates plus a multiplier of 2.0

Unauthorized work permit	Fee is up to double the permit fee
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G. Building Permit/Grade Check Fee

For all single-family building permits issued, a fee of \$50 will be added to the building permit fee for review of the proposed grades on the certificate of survey.

For all multi-family, commercial, industrial, and institutional building permits issued, a grade check fee of \$50, plus an additional fee of \$20 per acre (area of the lot), will be added to the building permit fee.

H. Permit to Work in Public Right-of-Way Fees

1. Registration Fee	\$65.00 per registration
2. Excavation Permit Fee	
a. Hole	\$225.00
b. Emergency Hole	\$325.00
c. Hole for new or replacement service connection	\$35.00
d. Trench	\$225.00 plus \$1.00 per lineal foot over 100 lineal feet. *

* The maximum length of a trench permit shall be 5,000 lineal feet.

e. Directional Boring	\$225.00 plus \$1.00 per lineal foot over 100 lineal feet. *	
* The maximum length of a directional boring permit shall be 5,000 lineal feet.		
3. Obstruction Permit		\$125.00
* The maximum length of an obstruction permit shall be 5,000 lineal feet.		
4. Delay Penalty		\$100.00 plus \$50.00 per week
5. Permit Extension		\$50.00 plus 25.00 per week
6. Degradation Fee	Fee will be based on all costs to repair the street to the appropriate street restoration detail plates if the permittee elects not to repair the street. Plus \$300.00	
7. Unauthorized Work Permit	\$225.00 plus double the permit fee to a maximum of \$1,000.00	
8. Curb Cut Permit		\$225.00
9. Other Work in Public Right-of-Way not specified above	Fee will be based on staff time with a minimum fee of \$60.00	

I. Wetland Conservation Act Administration

1. Certificate of Exemption Fee		\$75.00
2. Replacement Plan		\$75.00 plus hourly

J. Storm Water Drainage Utility

City-wide fee	\$6.87 per REF* acre per billing cycle (mo)	
	*REF - residential equivalent factor	

K. Sewer Service Charges (Auth. by City Code 3.02)

1] Fixed charge per billing cycle		\$5.00
2] For every 1,000 gallons or part thereof of metered flow or water usage - a. Properties using the Savage sewer interconnects		\$3.63
	b. All other properties	\$2.03
3] Charge for unmetered residential water accounts		\$19.21

L. Lateral Sanitary Sewer Connection Charge for CSAH 83 Sanitary Sewer Project from the south plat line of Church Addition to the north plat line of River Valley Estates \$1300.00 per SAC unit as calculated using the most recent version of the Metropolitan Council SAC procedures manual

The charge is to be collected when a property within the project area connects to the CSAH 83 sanitary sewer line or when a final plat is recorded for a development within the project area, whichever occurs first.

M. Other Fees

Flood Plain Verification		\$40.00
Topographic Maps (hard copy and electronic file)	\$30.00 plus \$45.00/hour	
Computer/Plotter Generated Maps	For computer file processing	\$60.00 per hour (\$15.00 min.)
Street Index Map		\$8.00 per map
City of Shakopee's Standard Specifications		\$50 per copy
City of Shakopee's Design Criteria		\$10 per copy
City Map (large)		\$10 per copy
Zoning Map (22"x34")		\$10 per copy
Any Printed Map (Blueprint)		\$8.00
Land Use Map (11"x17")		\$3.00
Development Maps (11"x17")		\$3.00
Aerial (11" x 17")		\$15.00
Large Aerial		\$50.00
Assessment Searches		\$25.00
Complete or partial assessment rolls or reports	\$25.00 per report + \$5.00 shipping if applicable	
Splitting special assessments when permitted instead of pay off.		\$600.00

Natural Resources

1. Tree Management Regulations:

A. Financial Security

An applicant shall provide the City with security in the form of either a cash deposit or a letter of credit in favor of the City, in an amount of one hundred fifty (150) percent of the Tree Replacement Requirement estimate prior to approval of a grading or building permit.

B. Tree Management Review

A fee of \$400.00 for each Tree Management Plan Submitted by the applicant or his or her designee is due at the time of applications submittal.

C. Preliminary Plat Tree Protection Fence Inspection

Inspections will be charged on an hourly basis at actual hourly rates plus a multiplier of 2.0 for benefits. The City is authorized to draw against the Tree Management Regulations financial security for Tree Replacement Requirements to pay for inspections.

Parks and Recreation Services

2011 Fees and Charges

A. Community Center Fees

Resident/Non-Resident

Memberships & Admissions:

Memberships include skate park admission, open ice skating, open hockey, gyms, fitness area, aerobics, and open swim at the Jr. High pool.

A \$50 fee will be charged for membership cancellations if cancelled prior to the year commitment or if the account is found to have Non sufficient funds.

Family Membership (Immediate family residing at same address)	\$265.50/\$398.50 (Inc sales tax)
Adult Membership (Age 18 to 59)	\$211.00/\$296.00 (Inc sales tax)
Youth Membership (Age 5 to 17)	\$102.50/\$136.00 (Inc sales tax)
Senior Membership (60 and over)	\$143.50/\$215.00 (Inc sales tax)
Family Monthly	\$26.50/\$39.50 (Inc sales tax)
Adult Monthly (18 to 59)	\$21.00/\$29.00 (Inc sales tax)
Youth Monthly (5 to 17)	\$10.50/\$13.50 (Inc sales tax)
Senior Monthly (60 and over)	\$13.50/\$21.00(Inc sales tax)
Daily Admission - Adult (18 to 59)	\$5.00/\$7.00
Daily Admission – Youth (5 to 17)	\$2.00/\$2.00
(Ages 4 and Under are no charge)	
Daily Admission - Senior (60 and over)	\$3.00/\$5.00
Walking Track	No Charge
Enrollment Fee for Monthly Membership	\$30.00
Aerobic Punch Cards	\$60/15 classes
Replacement Membership Card	\$5.00
Locker Rental	Included w/ membership

Copies/Faxes

\$0.25 per page

Skate Park Daily Admission

FREE

Room Rental:

Resident/Non-Resident

Rooms include the Rotary Room, Studio and each side of the Gymnasium.

Rental fees for facilities are waived under terms of agreements with the Shakopee School District and City-affiliated sports associations. VCR/DVD player, coffee maker, or overhead projector are available at no charge with rental at community center only.

Group Rentals per hour	\$30.00/\$45.00 (plus sales tax)
Civic Groups per hour	\$10.00 (plus sales tax)
(Defined as groups that are 501c3 non-profit groups and/or are City recognized service groups (i.e. Lion's Club, Rotary, Girl Scouts, etc.)	
For Profit Groups per hour	\$90.00 (plus sales tax)
Room Clean up Charge	\$35.00
Additional Staff for large events or before/after hours	\$30.00/hour

Teen Center Rentals

Special Event Rental (2 hour minimum)	\$60.00/hour
Additional staff if needed	\$15.00/hour

B. Ice Arena Fees

Fall-Winter Prime (9/15/11-3/15/12)	\$190.00/hour (plus sales tax)
(2:00pm -11:00pm, Monday-Friday; 6:00am – 11:00pm Saturdays, Sundays, non-school days & holidays.)	
Fall-Winter Non Prime (9/15/11-3/15/12)	\$145.00/hour (plus sales tax)
(11:00 pm-2:00pm, Monday-Friday; 11:00pm – 6:00am Saturdays & Sundays)	
Spring/Summer (3/16/11-9/14/11)	\$155.00 plus sales tax)

Skating Services & Admissions

Open hockey and open skating admission is included in Community Center membership. Open skating included with Community Center daily pass.

Skate Sharpening	\$4/pair, \$25 or \$50 punch card
Skate Rental	\$3.00
Adult Open Hockey	\$5.00
Youth Open Skating	\$3.00
Adult Open Skating	\$4.00

C. Recreation Program Fees

Recreation program participants are charged fees to cover costs associated with the program. These fees are designed to cover the direct cost of the program, including part-time salaries and supplies as well as a portion of administrative overhead and direct supervisor costs. A small percentage is then added to the direct program costs to account for non direct program costs. These fees vary depending on the program type, supplies costs, length of the program, etc. A \$5.00 service fee will be charged for changes/class cancellations prior to the registration deadline. No refunds will be given after the registration deadline. 2011 fees will generally show a 5% increase over the 2010 program fees.

D. Sports Association Fees

All City-related sports associations are assessed a fee to fund the administrative support the City provides to association. This support generally includes promoting the program, processing registrations, scheduling facilities and activities, and providing assistance in administering the program.

Youth Associations (Football, Boys & Girls basketball, baseball, softball, wrestling, soccer, volleyball and tennis)

Association Services (All Associations)	\$17.00/participant
Add On Service – Registration Acceptance and Processing	\$2.50/participant
Add On Service – Development of Practice and Game Schedules	\$2.50/participant

Adult Leagues

Adult Softball	\$375.00/team
Adult Basketball	\$210.00/team
Adult Volleyball(price depends on season)	\$210.00 or \$105.00/team

E. Non-Resident Fees

Non-Resident Fees	\$10.00/class/participant
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*Non-resident fees will not be charged to one day programs, special events, or adult sport leagues.

F. Park Facilities

Resident/Non-Resident

NOTE: Facility users pay staffing costs required to prepare facilities for weekend or holiday events, or where overtime is required during the week to accommodate special facility preparation requests. \$50 deposit required for rental of picnic shelters that require bathrooms, keys, or for rental of equipment.

1. Requests for multiple day field use will be based on the single day rate. Three-field rental minimum for weekend dragging.
2. Rental fees for these facilities waived under terms of agreements with Shakopee School District and City-affiliated sports associations. Staffing costs noted above are not waived.
3. Rental fees for these facilities waived for local organizations where revenue generated from the event is reinvested in the community. Staffing costs noted above are not waived.

Huber Park & Huber Stage Rental

Resident and Businesses, Churches & Civic Organizations Located in Shakopee (2 hour minimum)	\$75.00/hour (plus sales tax)
Non-Resident and Non-Resident Groups (2 hour minimum)	\$90.00/hour (plus sales tax)
Chair Rental (approximately 65 chairs available)	\$50.00/day
Audio System	\$50.00/day
Additional Staff Time	\$15.00/hour

Picnic Shelters (per day) \$50.00/\$75.00 (plus sales tax)

Outdoor Facilities without lights (per facility, per day) \$50.00/\$75.00 (plus sales tax)
(ball fields, tennis courts, hockey rinks, soccer fields)

Outdoor Facilities with Lights (per facility, per date) \$75.00/\$115.00 (plus sales tax)

For-profit Outdoor Facility rental without lights (per facility, per day) \$150.00

For-profit Outdoor Facility rental with lights (per facility, per day) \$225.00

Schleper Stadium \$1,000/day (plus sales tax)
(One half of fee will go to local baseball organization that is required to work the rental)

Concession Stand (per day) \$50.00/\$75.00 (plus sales tax)

Horseshoe Kit No charge w/ rental

Frisbee Golf Kit No charge w/ rental

Volleyball Kit No charge w/ rental

Youth Building

1. Rental fee waived for Girl Scouts, Boy Scouts and Shakopee School District and City-affiliated sports associations. Clean fee not waived.
2. \$150.00 key/damage deposit on all rentals.
3. Civic groups are defined as groups that are 501c3 non profit groups and/or are City recognized service groups (i.e. Lion's Club, Rotary, 4-H, etc.)

Daily Weekend Rentals	\$150.00/\$250.00(plus sales tax)
½ Day Rental (Friday nights only)	\$80.00/\$120.00 plus sales tax)
Weekday Rentals (Per hour)- 2 hour minimum	\$30.00/\$45.00 (plus sales tax)
Civic Groups	\$10.00/hour (plus sales tax)
Room clean up fee	\$35.00
Additional Staff	\$30.00/hour

G. Aquatics**Resident/Non-Resident****Daily Admissions – Aquatic Park**

Under 48" or Senior (60 or over)	\$5.00
Under 48" or Senior (60 or over) Twilight (after 5:00pm)	\$3.00
Over 48"	\$7.00
Over 48" Twilight (after 5:00pm)	\$5.00
Ages 1 and younger	no charge

Daily Admissions- Junior High Pool & Middle School Pool

(Included in Community Center membership)

Ages 2-59 (ages 1 and below & senior 60 or above are no charge)	\$2.50
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Punch Cards

(valid at the Aquatic Park, Junior High Pool, Middle School Pool)

10 punches	\$47.50/\$58.00
20 punches	\$89.50/\$110.00

Aquatic Park Season Passes

(Community Center members received 25% discount from rate)

Individual Pass Under 48" & Senior (60 and over)	\$50.50/\$67.50
Individual Pass Over 48"	\$61.50/\$78.50
Family Pass (4 or more)	\$212.50/\$267.75

H. Park Dedication Fees

Residential Single Family/Duplex (per unit)	\$5,340.00
Multiple Family/Apartments (per unit)	\$4,450.00
Commercial/Industrial (per acre)	\$6,930.00