



**SHAKOPEE**  
COMMUNITY PRIDE SINCE 1857

*Fee Schedule for 2012*

## TABLE OF CONTENTS

	Page
<b><i>City Clerk/Administration</i></b>	
Commercial/Industrial/Mortgage Revenue Bonds	1
Tax Increment financing Fees	1
Motion Picture Theatre	1
Outdoor Performance Center	1
Currency Exchange License Review	1
Gambling/Bingo/Raffles	1
License for the sale and set-up of liquor	1,2
Peddlers	2
Taxicabs and Drivers	2
Tobacco	2
Show, Non-Transient Theme Parks, Amusement Parks, etc.	2
Pawnshops, Precious Metal, and Secondhand Dealers	2
Refuse Collection Rates	2
Audio/Video Dubbing Fees	2
Cable Franchise Application	2
Office Charges	3
<b><i>Building Inspector/Electrical Inspector</i></b>	
Electrical Inspection	3
Plumbing Permit	3,4
Building Permit Fees	4,5
Other Inspections and Fees	5,6
Certificate of Occupancy	6
Landscaping Escrow	6
Erosion Control Escrow	6
Fast Tracking Issuance of Building Permits	6
Moving, Demolition, Reroofing, Residing, Window-Door, Deck, Fence Permits	6,7
Heating, Air Conditioning, Refrigeration, and Ventilation Permits	7
Gas Piping Permits	7
Appeal Fee	7
Residential Valuation Square Footage Costs	7,8
Sanitary Sewer Service Availability Charge (SAC)	8
Water Availability Charge (WAC)	8
<b><i>Fire Department</i></b>	
Fireworks	8
Fire Protection Equipment Permit	8,9
Fire Protection Equipment Plan Review Fee	9
Flammable/Combustible Liquid Storage Tank Permit	9,10
Dispensing Systems Permit	10
Tents, canopies and temporary membrane structures	10
Burning Permits	10
Fire Incident Report	10
False Alarms	10,11

## ***Police***

Report Copies	11
Room Reservation	11
Towing and Impounding of Vehicles	11
Dog Licenses, Impounding Fees, etc.	11,12
False Alarms	12

## ***Public Works***

Equipment Rental	12
------------------	----

## ***Planning***

Information/Document Fees	12,13
Land Division Administration Fees	13
Land Use Administration Fees	13,14,15
Notes for the Planning Department Fee Schedule	15

## ***Engineering***

Private Developments	15,16
Trunk Storm Water Charges	16,17
Trunk Storm Water Storage and Treatment Charges	17
Trunk Sanitary Sewer Charges	17
City Projects and Miscellaneous Engineering Work	17
Grading Permits	17
Building Permit/Grade Check Fee	17,18
Permit to Work in Public Right-of-Way Fees	18
Wetland Conservation Act Administration	18
Storm Water Drainage Utility	18
Sewer Service Charge	18
Lateral Sanitary Sewer Connection Charge	18
Other Fees	19

## ***Natural Resources***

Tree Management Regulations	19
-----------------------------	----

## ***Park and Recreation***

Park and Recreation Services	20-23
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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). \$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 and/or Water Connection - Multiple Residential	1.27% of Contract Price or \$80.00 minimum
Sewer and/or Water Line Repair Only	\$45.00 + \$5.00 State Surcharge
6] Sewer and/or 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) There is an allowance of up to 6 RPZs per building per application.	\$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

**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 or septic	\$630.00	\$740.00	28.00%
Duplex	\$550.00	\$640.00	28.00%
Townhouse Units - Per Unit	\$630.00	\$740.00	45.00%
Multi-family Units - Per Unit	\$630.00	\$740.00	45.00%
Commercial/Industrial	\$1100.00	\$1380.00	28.00%
Institutional/Education	\$1,100.00	\$1,380.00	3.00%

**Plan Review Fees**

Residential  
 Single Family, sewerred or septic \$530.00

Duplex	\$530.00
Townhouse Units - Per Unit	\$530.00
Townhouse Units - Per Unit - SIMILAR Plans	\$200.00
Multi-family Units - Per Unit	\$330.00

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:** The actual hourly rates of employees will be used. Plus a multiplier of 2.0 times for benefits for calculating fees for the following:

Inspections outside of normal business hours  
(minimum charge - two hours)

Reinspection fees

Inspections for which no fee is specifically indicated  
(minimum charge - one-half hour)

Plan review fees for accessory structures, additions,  
basement finishes, decks, porches and pools. (Ord. 659)

Additional plan review required by changes, additions or  
revisions to approved plans (minimum charge - 1/2 hr)

However, for use of outside consultants for plan checking and inspections, or both actual costs will be paid.

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 effective July 1, 2010.

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. If items are not completed by specified date(s), escrows shall be forfeited per Shakopee City Codes Sec. 4.07 Subd. 5.I.

**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

**Window and Siding done concurrently** \$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 (Included with new single family residence above)	\$45.00 + \$5.00 State Surcharge
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 (DLI). Fees are as established by DLI.

**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

<b>ACCESSORY BUILDINGS</b>	
Garage	\$37.34
Storage Buildings	\$30.52
<b>SWIMMING POOLS</b>	
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 established by and forwarded to the Metropolitan Council)

- |  |              |
|--|--------------|
| 1. Single Family Dwelling                            | \$2365/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 Department**

**Fireworks**

- |  |  |
|--|--|
| Consumer/Retail Fireworks Permit                     |  |
| Mixed Merchante 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<br>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

Fire Protection equipment includes: 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.

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

**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

Plan Review Fee applies to: 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.

**Flammable/Combustible Liquid Storage Tank Permit**

Installation	
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 of above ground and underground storage tanks

Removal	
0 to 150 gallons	\$0 (no permit needed)
151 to 500 gallons	\$40.00 per tank
501 gallons to 1000 gallons	\$50.00 per tank
1001 gallons to 5000 gallons	\$75.00 per tank
5001 gallons or larger	\$100.00 per tank

Includes 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 + administrative cost

**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.

**Hourly Response Rate** \$370.00/hour plus \$10.00 administration fee

Includes response to and standby at hazardous condition incidents.

**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	\$30.00
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	\$15.00
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 or \$10.00. (Owner is responsible to furnish proof of license and/or rabies vaccination).	

8] Large animal impoundment	\$100.00
9] Large animal board per day	\$25.00
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
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**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 sweepers	
Regenerative air	\$115.00/hour
Mechanical broom	\$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 2030 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  
plus agreement to pay actual review costs

B. Major Subdivision and Conditional Use Permits (NOTE: Plat applications may or may not include variance requests.)  
(associated with a major subd.)

- 1. Pre-application Review Fee \$370.00  
plus agreement to pay actual review costs

- 2. Preliminary Plat \$2,700.00  
plus agreement to pay actual review costs

- 3. Preliminary & Final Plat concurrently \$2,700.00  
plus agreement to pay actual review costs

- 4. Final Plat \$1,410.00  
plus agreement to pay actual review costs

- 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 \$1,410.00

**III. Land Use Administration Fees**

A. Vacations

- 1. Vacations of Public Easements and Right-of-way \$900.00

B. Park Dedication Fees (City Code Sec. 12 these are set by City Council in consultation with Parks and Recreation Advisory Board)

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

C. 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
3. Determination by BOAA	\$200.00

D. Application for Variances

1. Single Family Residential	\$200.00
2. All others	\$325.00
3. Appeal to City Council	\$225.00

E. 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, Renewals and Amendments	\$225.00 plus agreements to pay actual review costs

5. Appeal to City Council	\$225.00
6. Mineral Extraction & Land Rehabilitation Permit	\$325.00

plus \$2,500 cash deposit\*  
plus all administrative costs\*\*  
plus all consultant fees\*\*\*

7. Temporary Seasonal Sales (including farm produce)	\$50.00
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F. Application for Planned Unit Development

1. PUD Concept Review - Planning Commission	\$370.00 plus agreement to pay actual cost
2. PUD Concept Review (including City Council)	\$740.00
3. Planned Unit Development	\$2,750.00 plus agreement to pay actual additional costs.
4. Amendment to Planned Unit Development	\$2,750.00 plus agreement to pay actual additional costs.

G. Application for Environmental Review - the project proponent will be required to sign an agreement to reimburse the entire and actual cost of conducting a review

1.Environmental Assessment Worksheet	\$1,000.00 plus agreement to reimburse the entire and actual cost of conducting a review.
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2. Environmental Impact Statement	\$1,000.00 plus agreement to reimburse the entire and actual cost of conducting a review.
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3. Alternative Urban Area Wide Review \$1,000.00 plus agreement to reimburse the entire and actual cost of conducting a review.

H. Map & Text Amendments

- 1. Zoning\_Map Amendments
  - Less than 2.5 acres \$250.00 plus agreement to pay actual review costs
  - Greater than 2.5 acres \$600.00 plus agreement to pay actual review costs
- 2. Text Amendments \$500.00 plus agreement to pay actual review costs
- 3. Comprehensive Plan Amendment (including extension of MUSA)
  - Less than 2.5 acres \$250.00 plus agreement to pay actual review costs
  - Greater than 2.5 acres \$600.00 plus agreement to pay actual review costs
- 4. Annexation Application Fee \$460.00 plus agreement to pay actual review costs

I. Additional Notices - Applies to all 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. When 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 Department 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	\$ .12 per developable sq. ft.
Commercial, industrial, or institutional development	\$ .20 per developable sq. ft.

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

New impervious area of development	\$1075.00 /new impervious acre
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**D. Trunk Sanitary Sewer Charges**

A fee of \$2155.00 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.



Topographic Maps (hard copy and electronic file)	\$30.00 plus \$45.00/hour For computer file processing
Computer/Plotter Generated Maps	\$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

## 2012 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
Senior Aerobic Punch Cards	\$42/15 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

<b>Fall-Winter Prime (10/1/11-3/15/12)</b> (2:00pm -11:00pm, Monday-Friday; 6:00am – 11:00pm Saturdays, Sundays, non-school days & holidays.)	\$190.00/hour (plus sales tax)
<b>Fall-Winter Non Prime (10/1/11-3/15/12)</b> (11:00 pm-2:00pm, Monday-Friday; 11:00pm – 6:00am Saturdays & Sundays)	\$145.00/hour (plus sales tax)
<b>Spring/Summer (3/16/12-9/30/12)</b>	\$145.00 (plus sales tax)
<b>Periodic Promotional Ice Specials</b>	Rate Varies (plus sales tax)
<b>Skating Services &amp; Admissions</b>	
Skate Sharpening	\$4/pair, \$25 or \$50 punch card
Skate Rental	\$3.00
Adult Open Hockey	\$5.00
Youth Open Skating and Hockey	\$3.00*
Adult Open Skating	\$4.00*
Open Figure Skating	\$7.00
Development Ice	\$5.00

\* Is included in Community Center membership or with a Community Center daily pass.

## 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.

<b>Youth Associations</b> (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
<b>Adult Leagues</b>	
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

\*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
<b>Picnic Shelters</b> (per day)	\$65.00 (plus sales tax)
<b>Outdoor Facilities without lights</b> (per facility, per day) (ball fields, tennis courts, hockey rinks, soccer fields)	\$65.00 (plus sales tax)
<b>Outdoor Facilities with Lights</b> (per facility, per date)	\$90.00 (plus sales tax)
<b>For-profit Outdoor Facility rental without lights</b> (per facility, per day)	\$150.00
<b>For-profit Outdoor Facility rental with lights</b> (per facility, per day)	\$225.00
<b>Schleper Stadium</b> (One half of fee will go to local baseball organization that is required to work the rental)	\$1,000/day (plus sales tax)
<b>Concession Stand</b> (per day)	\$65.00 (plus sales tax)
<b>Horseshoe Kit</b>	No charge w/ rental
<b>Frisbee Golf Kit</b>	No charge w/ rental
<b>Volleyball Kit</b>	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	\$175.00 (plus sales tax)
½ Day Rental (Friday nights only)	\$100.00 (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

**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

**Aquatic Park Group Rentals**

Public Group Rate (minimum of 20 people)	\$5.00/person
Private Group Rate (minimum of 200 people, before or after reg. hours)	\$3.00/person

**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