

**City of Gem Lake, Minnesota
2019 Fee Schedule**

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Section 1
Building Permits and Inspections

Building Permit:

The fees for each building permit and inspection shall be based on Table 1 below. The State Building Permit surcharge shall also apply in addition to the fees below. Plan review fees shall be 65% of the building permit fee shown, unless submittal documents for similar plans have already been approved. In that instance, plan review fees shall not exceed 25% of the normal building permit fee established below:

Building Permit Fees: (Table 1)

Total Valuation

\$1.00 to \$500.00

\$29.50

\$501.00 to \$2,000.00

\$28.00 for the first \$500.00 plus \$3.70 for each additional \$100.00, or fraction thereof, to and including \$2,000.00

\$2,001.00 to \$25,000.00

\$83.50 for the first \$2,000.00 plus \$16.55 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00

\$25,001.00 to \$50,000.00

\$464.15 for the first \$25,000.00 plus \$12.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00

\$50,001.00 to \$100,000.00

\$764.15 for the first \$50,000.00 plus \$8.45 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00

\$100,001.00 to \$500,000.00

\$1,186.65 for the first \$100,000.00 plus \$6.75 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00

\$500,001.00 to \$1,000,000.00

\$3,886.65 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

\$6,636.65 for the first \$1,000,000.00 plus \$4.50 for each additional \$1,000.00, or fraction thereof

Burning Permit:

No charge (*limit one per address*)

City Engineer Fee:

Actual cost

Commercial Resurfacing Fees:

Contractor License Fee:

\$100.00

Plan Review Fee:

2% of project valuation

Soil erosion inspection:

\$200.00 fee if over an acre

If over one acre:

NPDS permit from the Minnesota Pollution Control Agency

Actual cost

Demolition Permit:

Residential:

\$250.00

Commercial:

\$700.00

Driveway Permit:

\$50.00

Fence Permit:

\$50.00

Fire Inspections:

\$100.00 per unit (*includes follow-up*)

Grading and Filling Permits:

The fees for each review shall be based on Table 2-A. Permit fees shall be based on Table 2-2-B.

TABLE 2-A – GRADING PLAN REVIEW FEES

50 cubic yards (38.2 m ³) or less	\$ 50.00
51 to 100 cubic yards (40 m ³ to 76.5 m ³)	\$ 75.00
101 to 1,000 cubic yards (77.2 m ³ to 764.6 m ³)	\$100.00
1,001 to 10,000 cubic yards (765.3 m ³ to 7645.5 m ³)	\$ 200.00
10,001 to 100,000 cubic yards (7646.3 m ³ to 76 455 m ³) - \$200.00 for the first 10,000 cubic yards (7645.5 m³), plus \$100.00 for each additional 10,000 yards (7645.5 m³) or fraction thereof.	
100,001 to 200,000 cubic yards (76 456 m ³ to 152 911 m ³) - \$500.00 for the first 100,000 cubic yards (76 455 m³), plus \$100.00 for each additional 10,000 cubic yards (7645.5 m³) or fraction thereof.	
200,001 cubic yards (152 912 m ³) or more - \$750.00 for the first 200,000 cubic yards (152 911 m³), plus \$100.00 for each additional 10,000 cubic yards (7645.5 m³) or fraction thereof	
Other Fees: Additional plan review required by changes, additions or revisions to approved plans (minimum charge – one-half hour)	\$ 100.00/hour

TABLE 2-B – GRADING PERMIT FEES¹⁻²

50 cubic yards (38.2 m ³) or less	\$ 75.00
51 to 100 cubic yards (40 m ³ to 76.5 m ³)	\$100.00
101 to 1,000 cubic yards (77.2 m ³ to 764.6 m ³) - \$200.00 for the first 100 cubic yards (76.5 m³) plus \$17.50 for each additional 100 cubic yards (76.5 m³) or fraction thereof.	
1,001 to 10,000 cubic yards (765.3 m ³ to 7645.5 m ³) - \$200.00 for the first 1,000 cubic yards (764.6 m³), plus \$100.00 for each additional 1,000 cubic yards (764.6 m³) or fraction thereof.	
10,001 to 100,000 cubic yards (7646.3 m ³ to 76 455 m ³) - \$500.00 for the first 10,000 cubic yards (7645.5 m³), plus \$100.00 for each additional 10,000 cubic yards (7645.5 m³) or fraction thereof.	
100,001 cubic yards (76 456 m ³) or more - \$1,250.00 for the first 100,000 cubic yards (76 455 m³), plus \$100.00 for each additional 10,000 cubic yards (7645.5 m³) or fraction thereof.	

Other Inspections and Fees:

1. Inspections outside of normal business hours (Minimum charge – two hours)	\$200.00/hour
2. Re-inspection fees assessed	\$200.00/hour
3. Inspections for which no fee is specifically indicated (Minimum charge – two hours)	\$200.00/hour

¹ The fee for a grading permit authorizing additional work to that under a valid permit shall be the difference between the fee paid for the original permit and the fee shown for the entire project.

2 All grading and filling permits that will disturb greater than 1 acre of land will also be charged for a Soil Erosion permit.

Inspections Outside of Normal Business Hours:

\$100.00 per hour (two hour minimum)

Land Mining (400 yards or more):

All land mining permits that will disturb greater than one acre of land will also be charged for a Soil Erosion Permit.: \$2,500.00, plus \$3,000.00 escrow for review

Relocation of Dwelling:

\$1,000.00

Re-Inspection fee:

\$200.00 per hour (one hour minimum)

Sign Permit: (for specific details see City of Gem Lake Ordinance #131)

Commercial Temporary Sign:

\$50.00 per sign for 60 days

Comprehensive Sign Plan:

\$500.00

New Sign for new business:

\$50.00 per sign

New Sign for a Non-Profit:

No fee

On new stand or existing lighting or Electronic Sign:

\$500.00

Relocation of Sign:

\$100.00 per sign

Replacement of Sign-Same Business:

\$50.00 per sign

Soil Erosion Control Inspection:

\$200.00 – issued with each building permit with activity that disturbs over 1 acre of property

Tree & Vegetation Permits *(when a building permit has not been issued):*

Per development/subdivision:

\$1,500.00

Escrow for review:

\$3,000.00

Per building site:

\$ 250.00

Escrow for review:

\$ 750.00

Zoning Administrator Fee:

\$100.00 per hour *(minimum one hour)*

Section 2
Electrical Permits

Electrical Permit:

State of Minnesota fees apply. Applicants use the Minnesota State form.

Section 3
Mechanical Permits

Air Conditioning:

\$50.00 per unit (*new or replaced*)

Commercial Heating, Ventilation and A/C Permit:

Fee is 2.5% of valuation and a surcharge of .0005 x valuation

Each Gas Appliance:

\$50.00

Geo Thermal:

\$50.00

Section 4
Plumbing Permits

Hot Water Boiler Permit:

\$100.00

Open Cut of Road to Tap Main:

\$60.00

Plumbing Permit:

\$25.00/1st fixture

\$10.00 each additional fixture

\$100.00 City Water Permit

Septic System:

\$250.00

Sewer Changeover Permit From Septic:

\$250.00/system converted

Sewer Connection Permit - New Construction:

\$200.00 plus SAC unit

Sewer Line Repair Permit:

\$60.00

Sewer Re-Inspection Fee:

\$80.00/hour (*1 hour minimum*)

Sewer Tap:

\$60.00

Section 5
Zoning, Subdivision and Other Land Use Matters

Appeals or Adjustments:

\$100.00/hour plus \$1,000.00 escrow for review

Environmental Assessment Worksheet/Environmental Impact Statement:

\$400.00 plus \$50.00/acre plus \$5,000.00 escrow for review

Garden Overlay Permit (*years two and forward*):

\$100.00

Maps & Photos:

Aerial Photos, laminated:

\$600.00 per photo plus postage

2' Topographical Map:

\$400.00 – paper plus postage

2' Topographical Map Set – CD-ROM:

\$400.00 plus postage

Non-Conforming Use Permit:

\$600.00 plus \$1,000.00 escrow for review

Planned Unit Development (PUD):

5-10 acres: \$4,000.00 plus \$4,000.00 escrow for review

10+ acres: \$5,000.00 plus \$5,000.00 escrow for review

Requested Comprehensive Plan Amendment:

\$2,000.00 plus \$6,000.00 escrow for review

Requested Conditional or Interim Use Permit (*Other than a PUD:*)

\$75.00 plus \$200.00 expense deposit

Requested Rezoning of Land/Zoning Ordinance Amendment:

\$650.00 plus \$200.00 expense deposit

Zoning Compliance Permit

\$200.00 plus \$1,500 escrow

Requested Subdivision of Land:

Minor Subdivision: (2-3 lots):

\$500.00 plus 1% of market value escrow for review

Major Subdivision: (4 plus lots):

\$500.00 per lot created plus 1% of market value escrow for review

All subdivision of land is subject to a park dedication fee. See the Subdivision Ordinance (Section 5.4) for details.

Requested Variance:

\$500.00 plus \$1,000.00 escrow for review

NOTE:

Forms for most of these matters are available on the City of Gem Lake web page at www.gemlakemn.org

Escrow amounts for expenses are used to pay for outside consultants hired by the City to help evaluate items provided for a specific action as well as publication for public hearings and other such expenses. Excess money not used will be returned to the person who paid the escrow at the end of the project. Expenses that exceed the escrow amount will be billed to the applicant at the end of the project.

A Late Charge of \$35.00 plus 1% per month will be charged if payment for services billed is not paid within 30 days after invoicing. This billing will be updated every 30 days until it is paid.

Section 6
Business Licenses and Fees

3.2 Malt Liquor:

On-Sale:

\$2,000.00 annually

Sunday On-Sale:

\$200.00 annually

Adult Use Business License:

\$5,000.00 annually

Investigation of Licensee:

\$2,000.00

Change of Owner/Officer:

\$500.00

Adult Use Origination Fee:

\$2,000.00

Amusement Devices:

\$50.00 per device

Business License:

\$100.00 annually

Charitable Gambling Investigation Fee:

\$100.00 an hour (*minimum 1 hour*)

Charitable Gambling License:

\$500.00 annually

Off-Sale:

Liquor:

\$200.00 annually

3.2 Malt Liquor:

\$200.00 annually

On-Sale Liquor:

\$2,000.00 annually

Investigation fee for new on-sale liquor:

\$750.00

Sunday On-Sale:

\$200.00 annually

Wine On-Sale:

\$1,000.00 annually

Outdoor Entertainment Fee:

\$5,000.00 per event held by business with liquor license plus \$5,000.00 escrow

Pawnbroker License:

\$5,000.00 annually

Pawnbroker License Investigation Fee:

\$500.00 an hour (*1 hour minimum*)

Retail Tobacco Reseller:

\$200.00 annually

Sign Permit: (*for specific details see City of Gem Lake Ordinance #131*)

Commercial Temporary Signs:

\$50.00 per sign for 60 days

New Sign for New Business:

\$50.00 per sign

New Sign for a Non-Profit:

No fee

On New stand or Existing Lighting or Electronic Sign:

\$500.00

Comprehensive Sign Plan:

\$500.00

Relocation of Sign:

\$100.00 per sign

Replacement of Sign-Same Business:

\$50.00 per sign

Section 7
City Contracting Licensing

Contractor Licenses:

An annual license fee of **\$100.00** shall be charged for each of the following types of contractors doing work in the City of Gem Lake, if the type of work is not licensed through the State of Minnesota.

- Automatic Underground Sprinkler System Installer
- Blacktopping (City Roads)
- Commercial General Construction
- Excavating
- Gas Installation and Certification
- General Construction (if not licensed by the State of Minnesota)
- Heating/Air Conditioning and Certificate of Competency
- Outside Sewer and Water Installation
- Peddler

Section 8
City Licenses and Charges

Apartment Unit License:

\$200.00 plus \$25.00 per unit over 10 (annually)

Assisted Living License:

\$200.00 annually

Chicken License:

\$25.00 for up to 5 chickens the first year; \$15.00 annually thereafter

\$50.00 for up to 25 chickens the first year; \$15.00 annually thereafter

Dog License:

\$10.00 per dog (licenses run concurrent with rabies vaccines).

Duplicate/Lost Tag:

\$5.00

Hunting Permit:

\$100.00 per permit plus \$500.00 escrow

Kennel License:

Business Boarding Kennel:

\$300.00 per year

Nursing Home License:

\$200.00 annually

Pigeon Keeping License:

\$100.00 per year

Rental Unit License (2 year license):

Single Family:

\$100.00

Two Family Units:

\$50.00 per unit

Residential Archery Permit:

\$50.00 per season

Special Home Occupation Permit:

\$100.00 annually

Stable License:

Personal Stable - *three or less animals:*

\$50.00 per year

Unlimited Stable - *four or more animals:*

\$85.00 per year

Utility Permit for Work in Right-of-Way City Area:

\$200.00 per request

Section 9
City Sewer and Water Charges

City Sewer Charges:

Annual Commercial Sewer User Charge:

\$172.00/SAC unit

Annual Industrial Sewer User Charge:

\$172.00/SAC unit

Annual Residential Sewer User Charge:

\$172.00/SAC unit (\$43.00/quarter)

Metered Sanitary Sewer Charge:

\$1.72 per 1,000 gallons

City Sewer Availability Charge (SAC):

\$1,000

ISTS Septic Inspection: *(performed annually)*

\$30.00

ISTS Re-Inspection:

\$80.00 per hour

Sewer Contractor License:

\$300.00 initial/\$150.00 renewal

Water Charges (White Bear Lake water)

\$500.00 to White Bear Lake

\$1,000.00 to Gem Lake WAC charge

\$15.00 a quarter to Gem Lake plus water charge

Utility Rates – Villas of Gem Lake (Vadnais Heights water)

Water Rates: **Base Charge - \$35.00**

Volume (Usage Charge)

1-12,000 gallons \$2.70

12,001-25,000 gallons \$4.47

Over 25,001 gallons \$7.76

Utility Rates – Villas of Gem Lake

Irrigation Account

Base Rate	\$1,700.00
Over 50,000	
Per gallon charge	\$10.69

Water Surcharge \$1.59

Sewer Rates:

Base Rate	\$27.38
Volume (Usage) Charge	
Per 1,000 gallons	
Winter usage	
(6,000 gallon minimum)	\$7.29

Water Inspection Charges

\$25.00

NOTE:

Sewer use charges not paid within 30 days after the due date will be charged the following services charges which are added to amount due:

Residential:

10% of the amount due in each billing period (billing period is every three month

Commercial / Industrial:

10% per month if not paid within one month after it is due,

If 2 quarters of sewer charges (1/2 year) have not been paid when due, or if over \$100.00 of sewer charges are overdue, then a penalty charge of \$25.00 for up to \$250.00 in arrears or \$50.00 for amounts greater than \$250.00 will be added to the amount due.

Delinquent Utility Administrative Charge:

Any utility fees 90 days or more delinquent as of September 1st of each year shall be certified to the assessment rolls of the Ramsey County Auditor for payment along with the property taxes, and the City is authorized to collect a fee to perform this service.

Administrative Charge:

\$50.00 per account

Section 10
Document Production and Research

City Codes or Ordinances:

As indicated on the front page of said document.

Comprehensive Plan, Local Water Management Plan, Water Distribution or Sewer Plan:

\$200.00 per document plus postage

Copying Documents:

Individual Page:

\$.25 per page

First 50 Pages:

\$40.00 per document

Over 51 Pages:

\$40.00 document fee plus \$.25/page over 50

Document Research:

\$100.00 per hour (*15 minute minimum*)

Mailing (Postage) and Packaging of Documents and Plans:

\$40.00

Section 11
Property Assessment and Searches

Identify Property PIN:

\$50.00 per address/PIN

Property Assessment Searches:

\$50.00 per address/PIN

If needed within 24 hours:

\$100.00 per address/PIN

Section 12
Use of City Professional Services

Outside Consultants *(Planner, Engineer, Attorney, etc.):*

Actual cost to the City

Zoning Administrator:

\$100.00 per hour (1 hour minimum)

NOTE:

A Late Charge of \$35.00 plus 1% per month will be charged if payment for professional services billed is not paid within 30 days after invoicing. This billing will be updated every 30 days until it is paid.