

**CITY OF SUNFISH LAKE
DAKOTA COUNTY, MINNESOTA**



ORDINANCE NO. 2016 - _____

**AN ORDINANCE AMENDING SECTION 1201.10 OF THE SUNFISH LAKE ZONING
CODE RELATING TO FEES AND CHARGES FOR LAND USE
AND SITE PLAN APPROVALS**

The City Council of Sunfish Lake hereby ordains:

SECTION 1. AMENDMENT. Section 1201.10 of the Sunfish Lake Zoning Code is hereby restated, readopted and amended to read as follows:

SECTION 1201.10 SCHEDULES OF ADMINISTRATIVE FEES, CHARGES AND EXPENSES:

The Council does hereby establish a schedule of fees, charges and expenses and a collection procedure for zoning applications, building permits, variances, conditional uses, appeals, site plan approvals and other matters as set forth in this Section. The schedule of fees may be altered or amended only by the Council. The following fees and escrow amounts apply to the matters as so identified.

<i>CITY OF Sunfish Lake MINNESOTA</i> <i>20152016 FEE SCHEDULE</i>			
<i>ITEM</i>	<i>BASE FEE¹</i>	<i>ESCROW¹</i>	<i>TOTAL²</i>
Subdivision Minor	150	550	700
Major	300	2,700	3,000
Conditional Use Permit / Interim Use Permit / Major Variance / Appeals	200	up to 600	up to 800
Other	200	up to 600	up to 800
Rezoning or Text Amendment	200	600	800
Site Plan Review Minor	n/a	400 1,200	400 1,200
Major	250 500	up to 1,200 2,500	up to 1,450 3,000
Administrative Permit / Minor Variance	n/a	200	200
Site Inspections-Required at Pre-Construction and Post-Construction ³	75 (per inspection)	n/a	150
Water Extraction Permit	300	200	500
Burning Permit	45	n/a	45
Building Permit, Pool Permit and Related Building Permit Fees	See City Code, Section 1004.01		

Grading Permit	See Uniform Building Code Table A-33-B (1997 UBC) for grading fee breakdown by cubic yards. Property owner will also be responsible for all review costs.		
Demolition Permit	See City Code, Section 1004.01		
Septic System Permit	Inspector - 350 (including plan review, inspection, and soil verification) Dakota County - 40 City - 25	n/a	415
Septic System Additional Inspections, Re-inspections, Special Inspections and Special Analysis	55 per hour with one hour minimum	n/a	55 per hour with one hour minimum
Plumbing Permit (Replacement/New Construction)	See City Code, Section 1004.01		
Mechanical Permit (Replacement/New Construction)	See City Code, Section 1004.01		
Zoning Ordinance	\$35 per copy		
Subdivision Ordinance	\$15 per copy		
Comprehensive Plan	\$35 per copy		

¹ The applicant is required to pay a base fee and escrow deposit to be charged against the time and expenses necessary to process the request. The base fee will be applied to the project costs if the project proceeds completely through the review process, however, is non-refundable if a project is abandoned midway through the process. If the review and consideration of the request exceeds the cost covered by the escrow deposit as a consequence of lack of information, site or design problems, or questions raised by the staff, Planning Commission, or City Council, all processing of the request will be halted until an estimation of completion is determined and a new escrow deposit made.

Following the City's decision on the request, **the City Treasurer will refund any portion of the escrow deposit remaining or bill the applicant for the balance due. Permit and site inspection fees are separate from and in addition to the base fee and escrow required to process a planning/zoning request.**

² All fees must be paid at the time of application and any additional fees required as stipulated in ¹ above shall be paid before issuance of a certificate of occupancy permit. If payment is not received from the applicant, **the property owner is liable for the unpaid fee balance either by direct payment or a special assessment against the property.**

³ Depending on the issues of a project, additional site inspections may be required by individual City consultants and will be billed on a time and materials basis.

If work, construction, or improvements have begun prior to the landowner receiving a required land use approval (such as a re-zoning, conditional use permit, interim use permit, variance or site plan approval), then in addition to the fees set forth above, the landowner or applicant must pay an additional fee of \$250.00; this additional fee is for the purpose of defraying the City's administrative and documentation costs in (a) verifying the condition of the property prior to the work (b) verifying and documenting the work that was performed prior to obtaining the requisite

approval and (c) analyzing whether the work already performed complies with the City Code standards and the conditions that may be imposed as part of the approval process. Further, the landowner or applicant shall reimburse the City for all legal, planning, forestry and engineering costs incurred by the City relating to the tasks of verifying, documenting and analyzing the prior work.

SECTION 2. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage and publication according to law.

Passed this _____ of _____, 2016.

Molly Park, Mayor

ATTEST:

Catherine Iago, City Clerk