

**ORDINANCE NO. 515-F**

**AN ORDINANCE REPEALING  
AND REPLACING ORDINANCE NO. 515-E**

**EMPIRE TOWNSHIP FEE SCHEDULE**

The Board of Supervisors of the Township of Empire ordains as follows:

**SECTION 1. TITLE**

This ordinance shall be known, cited, and referred to as the Empire Township Fee Schedule, herein referred to as this Ordinance.

**SECTION 2. PURPOSE, SCOPE**

The purpose of this Ordinance is to establish the official fee structure for Empire Township for the reimbursement of administrative expenses, operating expenses, and out of pocket expenses for services provided by the Township, whether or not included in separate ordinances. When a fee structure is conflicting in one or more ordinances, the most recently adopted fee schedule shall prevail.

**SECTION 3. FEE SCHEDULE**

**Applications:**

Variance	\$250.00 non-refundable	\$500.00 escrow*
Conditional Use Permit	\$250.00 non-refundable	\$1000.00 escrow *
Interim Use Permit	\$250.00 non-refundable	\$1000.00 escrow *
Mining Interim Use Permit	\$2500.00 non-refundable	\$5000.00 escrow *
Mining Permit Renewal	\$250.00 non-refundable	\$2500.00 escrow *
Seasonal Mining IUP	\$1000.00 non-refundable	\$3000.00 escrow *
Seasonal Mining Permit Renewal	Sliding Scale (see Ordinance No. 450-D)	
Comprehensive Plan Amendment	\$250.00 non-refundable	\$1000.00 escrow *
Zoning Ordinance Amendment	\$250.00 non-refundable	\$1000.00 escrow *
Site Plan Review	\$250.00 non-refundable	\$1000.00 escrow *
Metes and Bounds Subdivision	\$250.00 non-refundable	\$1000.00 escrow *
Sketch Plan	\$250.00 non-refundable	\$2500.00 escrow *
Preliminary Plat	\$250.00 non-refundable	\$2000.00 escrow *
Final Plat	\$250.00 non-refundable	\$2000.00 escrow *
Environmental Reviews		\$5000.00 escrow *

\* This is the minimum escrow amount due with applications. Any escrow fund that is depleted in the application review must be replaced in equal amount prior to action on the application and any balance due will require full payment as a condition of any approval and receipt of payment prior to the commencement of any activity authorized in the approval. Failure to pay all bills exceeding an escrow fund required in this Ordinance may result in placing delinquent payments on property taxes.

## Residential Building Permits:

<u>Work Valuation</u>	<u>Permit Fee</u>
\$0.00 - \$500.00	\$25.00
\$501.00 - \$2000.00	\$25.00 for the first \$500.00 + \$3.25/additional \$100.00
\$2001.00 - \$25,000.00	\$73.50 for the first \$2000.00 + \$14.75/additional \$1000.00
\$25,001.00 - \$50,000.00	\$413.00 for the first \$25,000.00 + \$10.75/additional \$1000.00
\$50,001.00 - \$100,000.00	\$681.75 for the first \$50,000.00 + \$7.50/additional \$1000.00
\$100,000.01 - \$500,000.00	\$1056.75 for the first \$100,000.00 + \$6.00/additional \$1000.00
\$500,001.00 - \$1,000,000.00	\$3456.75 for the first \$500,000.00 + \$5.00/additional \$1000.00
\$1,000,000.01 and higher	\$5956.75 for the first \$1,000,000.00 + \$4.00/ additional \$1000.00

  

<u>Plan Review Fee</u>	65% of permit
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### State Surcharge

<u>Work Valuation</u>	<u>Surcharge</u>
\$1,000,000.00 or less	(.0005) X the valuation
\$1,000,000.01 - \$2,000,000.00	(.0004) X the valuation + \$500.00
\$2,000,000.01 - \$3,000,000.00	(.0003) X the valuation + \$900.00
\$3,000,000.01 - \$4,000,000.00	(.0002) X the valuation + \$1200.00
\$4,000,000.01 - \$5,000,000.00	(.0001) X the valuation + \$1400.00
\$5,000,000.01 and higher	(.00005) X the valuation + \$1500.00
Flat Fee	The higher of \$5.00 or (.0005) X Permit Fee

### Interior Remodeling/Basement Finish

Permit Fee	\$75.00
Plan Review Fee	\$75.00
State Surcharge	\$5.00

### Building Repair/Maintenance/Other

Roofing	\$75.00 + \$5.00 State Surcharge
Siding	\$75.00 + \$5.00 State Surcharge
Windows – new openings	\$75.00 + \$5.00 State Surcharge
Windows – same openings	No Fee
Above Ground Pool >5000 gal	\$10.00 + \$5.00 State Surcharge
In-ground Pool	Valuation table above + State Surcharge from table above
Water Heater	\$75.00 + \$5.00 State Surcharge
Demolition	\$100.00 + \$5.00 State Surcharge
Fences 6' height	Valuation table above + State Surcharge from table above
Fences < 6' height	No Fee – Check setback requirements

**Plumbing Permits** \$75.00 + \$5.00 State Surcharge

**Mechanical Permits** \$75.00 + \$5.00 State Surcharge

**ISTS/SSTS:  
Electrical Permits**

\$400.00  
Fee Schedule established in Minnesota Statutes 326B.37

**Commercial Building Permits:**

<u>Work Valuation</u>	<u>Permit Fee</u>
\$0.00 - \$500.00	\$25.00
\$501.00 - \$2000.00	\$25.00 for the first \$500.00 + \$3.25/additional \$100.00
\$2001.00 - \$25,000.00	\$73.50 for the first \$2000.00 + \$14.75/additional \$1000.00
\$25,001.00 - \$50,000.00	\$413.00 for the first \$25,000.00 + \$10.75/additional \$1000.00
\$50,001.00 - \$100,000.00	\$681.75 for the first \$50,000.00 + \$7.50/additional \$1000.00
\$100,000.01 - \$500,000.00	\$1056.75 for the first \$100,000.00 + \$6.00/additional \$1000.00
\$500,001.00 - \$1,000,000.00	\$3456.75 for the first \$500,000.00 + \$5.00/additional \$1000.00
\$1,000,000.01 and higher	\$5956.75 for the first \$1,000,000.00 + \$4.00/ additional \$1000.00

Plan Review Fee 65% of permit fee

**State Surcharge**

<u>Work Valuation</u>	<u>Surcharge</u>
\$1,000,000.00 or less	(.0005) X the valuation
\$1,000,000.01 - \$2,000,000.00	(.0004) X the valuation + \$500.00
\$2,000,000.01 - \$3,000,000.00	(.0003) X the valuation + \$900.00
\$3,000,000.01 - \$4,000,000.00	(.0002) X the valuation + \$1200.00
\$4,000,000.01 - \$5,000,000.00	(.0001) X the valuation + \$1400.00
\$5,000,000.01 and higher	(.00005) X the valuation + \$1500.00
Flat Fee	The greater of \$5.00 or (.0005) X Permit Fee

**Plumbing Permits**

Permit Fee The greater of 1% of work valuation or \$75.00  
Plan Review Fee 65% of permit fee  
State Surcharge The greater of \$5.00 or (.0005) X Permit Fee

**Mechanical Permits**

Permit Fee The greater of 1% of work valuation or \$75.00  
Plan Review Fee 65% of permit fee  
State Surcharge The greater of \$5.00 or (.0005) X Permit Fee

**Electrical Permits**

Fee Schedule established in Minnesota Statutes 326B.37

**ISTS/SSTS:**

\$400.00

**Demolition Permits**

Permit Fee The greater of 1% of work valuation or \$75.00  
Plan Review Fee 65% of permit fee



**SECTION 4. FEE PAYMENT AND COMPLETE APPLICATIONS**

Applications for zoning actions and construction permits shall not be considered complete until all fees required in this Ordinance have been received by the Township. Outstanding debts from previous zoning actions, construction permits and other Township services must also be paid by an applicant before a new application or permit will be considered complete.

All applications for any permit or approval shall be signed by the applicant(s) and all owners of the property to which the request applies. The applicant(s) and owner(s) shall be deemed jointly and severally liable for the payment of all fees and escrows required by Section 3 of this Ordinance. The escrows set forth in Section 3 of this Ordinance are minimum estimates only, and actual costs may exceed the escrow amounts. In the event the Township’s administrative expenses, operating expenses, and out of pocket expenses incurred in processing the applicants’ and owners’ request exceed the escrow amount deposited, the applicant(s) and property owner(s) shall remain liable for the difference between the amount of such costs incurred by the Township and the amount of the escrow posted with the Township, regardless of whether the applicants’ and/or property owners’ request is granted or denied.

In the event the applicant or property owner does not reimburse the Township within 10 days of billing for the difference between the amount of escrow deposited and the actual costs the Township incurred in processing the applicant(s)/owners(s) request, the Township shall be authorized to certify said unreimbursed costs to the County Auditor for payment with the owner’s property taxes pursuant to Minn. Stat. § 366.012. All unused escrow funds will be returned to the applicant upon completion of processing of the application in question.

**SECTION 5. REPEAL AND REPLACEMENT**

Ordinance No. 515-E is repealed and replaced by Ordinance No. 515-F.

**SECTION 6. EFFECTIVE DATE**

Ordinance No. 515-F was adopted this 27<sup>th</sup> day of November, 2018 and shall take effect upon January 1, 2019, after its adoption and publication according to law.

**ATTEST:**

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Terry L. Holmes, Chair

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Kathleen B. Krippner, Clerk-Treasurer

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