

MAPLE PLAIN

EST.1868 INC.1912

City of Maple Plain Fee Schedule

Adopted 1/22/24

Revised 3-25-24

Administration & Miscellaneous Fees

Fee Description	Amount	Notes
Address Labels	\$50.00	
Address List	\$30.00	
Audit Book Copy	\$150.00	
City Code Book Copy	Cost + 10%	
Comprehensive Plan Copy	Cost + 10%	
City Maps	At Cost	
Copies - Black & White per side (letter / legal)	\$0.25	
Copies - Black & White per side (11x17)	\$1.00	
Copies - Color or photo per side (letter / legal)	\$1.00	
Copies - Color or photo per side (11x17)	\$1.00	
Copies of Documents Larger than 11x17	Cost	
Delinquent Bills Certification	\$150.00 plus 10% penalty plus Interest (interest assigned at the county)	
DVD/CD Copies	\$20.00 per DVD/\$15.00 per CD	
Election Filing Fee	\$2.00	
Fax Charge	\$1.00/page	
Non-Sufficient Funds Check	\$30.00	Set by State Statute
Mailing of copies/reports	Cost	
Special Assessment Search	\$20.00	

Staff Time (per hour)

Fee Description	Amount	Notes
Professional	\$75.00	
Clerical	\$50.00	
City Attorney	Hourly Rate per Contract	
Engineering Consultants	Hourly Rate per Contract	
Planning Consultants	Hourly Rate per Contract	
Snow Removal by Staff	\$275/hour*	*billed in 15-min increments

Administration & Miscellaneous Fees

Overweight Vehicle Permits

Fee Description	Amount	Notes
Daily Permit	\$100.00 per truck/per day	Max 7 ton Valid 7:00 am – 11:00 am only
Single Trip Seasonal- Home Delivery-	\$250.00	Max 5 ton
Commercial Tow Truck	\$750 per occurrence	
No Permit	Double Fee	
Emergency – Well & Septic	No Charge (max 7 ton)	Emergency includes septic, liquid propane and similar
Residential Annual To/From	No Charge	Max 5 ton

**All Charges are per truck and are restricted.*

Liquor, Tobacco, & THC Licenses

Fee Description	Amount	Notes
Tobacco License	\$200	
THC License	\$200	
Liquor License Application Renewal	\$75	
Liquor License Investigation	West Hennepin Public Safety Fee Schedule	
On-Sale Liquor On-Sale Sunday On-Sale Wine & Beer On-Sale	\$5,000 \$200 \$250	
Off-Sale Liquor Off-Sale 3.2 Beer Off-Sale	\$240 \$50	
Public Dance/Block Party	\$500	
Temporary 3.2 Liquor Permit	\$25	

Other Licenses & Permits

Fee Description	Amount	Notes
Transient Merchant Permit	\$100.00 per company	
Solicitor/Peddler Permit*	\$100.00 per company	* Each individual also needs a background check
Massage Establishment License*	\$250.00 First Year \$50 Per year afterwards	
Massage Therapist License*	\$100.00	
Dog License	\$5.00 (one-time charge)	
Chicken License	\$100 first time application fee	Renewal yearly, at no cost.
Right of Way Permit	\$250.00 fee; \$1,000 escrow	
Special Event Permit	\$50.00	
Permits - Background Checks	\$50.00 per person	
Pawn Broker License	\$2500 annual license fee	
Bed & Breakfast License	\$75 annually	

RENTAL LICENSE FEES	Application Fee	Inspection Fee
Single Family Dwelling	\$25.00	\$50.00
Duplex Dwelling	\$25.00	\$100.00
Apartment Building	\$50.00	\$50.00 Per Unit
Re-Inspection Fees		
Single Family Dwelling	\$25.00	\$50.00
Duplex Dwelling	\$25.00	\$100.00
Apartment Building	\$50.00	\$50.00 Per Unit

Building Permit Fees

Building Permit Fees - All Property Types

Fee	Amount	Notes
Permit Application	\$100.00 pre-payment; applied to total due for valuation permits	Only for Valuation Permits
Valuation	Based on 1997 Uniform Building Code Fee Schedule + 15%	There may be permit review fees and state surcharge also required
Fixed Fees	\$100.00 + \$1.00 State Surcharge	
Plan Review Fee	65% of Permit Fee	
Construction Plan Changes	Fees incurred for changes (Plan Review)	
Building without permit	Double Fees	
New Plans after First Review	Regular fees, plus first plan review fee	If new plans are submitted plan review fees are incurred for both first and second set of plans.
Removal of Underground Tanks	\$100.00 + \$1.00 State Surcharge	
Building Moving < 120 sq. ft.	\$200	May require building permit
Building Moving > 120 sq. ft.	Valuation	May require building permit
Site Inspection for Building Moving	\$150.00	
Fence (< 6 ft)	No building permit needed, but Planning & Zoning Fence Permit Required	
Fence (> 6 ft)	Valuation plus Planning & Zoning Fence Permit Required	
Fees not covered in the schedule	\$50 minimum or valuation, whichever is greater	

Building Permit Fees

Commercial Building Permit Fees

Fee	Amount	Notes
Building Permit Fee for <ul style="list-style-type: none"> • Construction • Alterations • Plumbing & Mechanical • Permanent Signage 	Valuation if project more than \$2,500 Fixed Rate \$101.00** if project less than \$2,500 for the following: <ul style="list-style-type: none"> • Building <ul style="list-style-type: none"> ○ Re-roofing ○ Re-siding ○ Windows & Doors* • Plumbing <ul style="list-style-type: none"> ○ 1-5 Fixtures* ○ Water Heater ○ Water Softener ○ Lawn Irrigation • Mechanical <ul style="list-style-type: none"> ○ Duct Work ○ Furnace ○ Air Conditioning ○ Fireplace ○ New Gas Line Valuation for all else except Demolition & Relocation	There may be permit review fees and state surcharge also required * if current opening *each add'l fixture = \$10 ** Subject to change
Demolition (Commercial)	\$200	
Demolition (Industrial)	\$500	

Residential Building Permit Fees

Fee	Amount	Notes
New Building Permit Fee	Valuation	Valuation
Fixed Fee Building Permit Fee: <ul style="list-style-type: none"> • Building <ul style="list-style-type: none"> ○ Re-roofing ○ Re-siding ○ Windows & Doors* • Plumbing <ul style="list-style-type: none"> ○ 1-5 Fixtures * ○ Water Heater ○ Water Softener ○ Lawn Irrigation • Mechanical <ul style="list-style-type: none"> ○ Duct Work ○ Furnace ○ Air Conditioning ○ Fireplace ○ New Gas Line 	\$100.00 + \$1.00 State Surcharge * If Current Opening * Each Additional Fixture = \$10	May require plan review fees. Building permit fees for all other residential work is based on valuation.
Demolition (Residential)	\$100 + \$1.00 State Surcharge	

Park and Recreation

Additional conditions may apply. See Facility Reservation & Use Policy for details.

Reservation Fees

	Resident / Local Business or Organization*	Non-Resident / Other Business or Organization
Veterans Memorial Park Picnic Shelter	Free	\$50
Veterans Memorial Park Band Shell	\$50	\$150
VMP Food Truck Electrical	\$25/truck	\$25/truck
VMP Softball Field (north)	Free	\$50
Don Timpe Field (south)	\$50/hour	\$50/hour
Concession Stand (<i>excludes equipment</i>)	\$25	\$50
Sound Equipment Use	\$25/hour	\$25/hour
Rainbow Park Picnic Shelter	Free	\$50
Rainbow Park Ballfields	Free	\$50
City Council Chamber	Free	\$100
Damage Deposit**	\$100	\$100

* *For personal use only or for local use wherein the use of public facilities is not for the profit-generating purpose for a group or business.*

** *Damage Deposit not required in cases where Facility is utilized for Free, except for events with more than 50 people expected.*

Maintenance & Cleaning Fees

The following additional fees will be assessed for any additional custodial, maintenance, or grounds work that is required for any event with attendance over 100 people. A \$200 deposit towards these fees is required at the time of Facility Reservation & Use Application submittal. These fees will be itemized, and the balance invoiced to the reserving organization once the duration of the facility reservation is completed. Fees are billed per hour / per employee.

	Weekday	Weekends / Holidays
Minimum Fee (2 hrs.)	\$100	\$150
Additional Hours	\$50	\$75

Planning & Zoning

Miscellaneous Planning & Zoning Fees

Fee	Amount	Notes
Appeal Administrative Decision	\$250 fee; \$250 escrow	
Concept Plan Review	\$500	
Tax Increment Financing Application	\$1,500	
Zoning Letter Request	\$70.00 + Cost	

Residential Applications

Fee	Amount	Notes
Conditional Use Permit	\$750 fee; \$1,500 escrow	
Interim Use Permit	\$750 fee; \$1,500 escrow	
Site Plan	\$750 fee; \$1,500 escrow	
Minor Subdivision	\$750 fee; \$1,500 escrow	
Variance	\$750 fee; \$1,500 escrow	
Rezoning	\$750 fee; \$1,500 escrow	
Text Amendment	\$750 fee; \$1,500 escrow	
Vacation of Property	\$750 fee; \$1,500 escrow	
Home Occupation	\$400 fee; \$1,000 escrow	

Commercial Applications

Fee Description	Amount	Notes
Conditional Use Permit	\$1,500 fee; \$3,000 escrow	
Interim Use Permit	\$1,500 fee; \$3,000 escrow	
Site Plan	\$1,500 fee; \$3,000 escrow	
Minor Subdivision	\$1,500 fee; \$3,000 escrow	
Variance	\$1,500 fee; \$3,000 escrow	
Rezoning	\$1,500 fee; \$3,000 escrow	
Text Amendment	\$1,500 fee; \$3,000 escrow	
Vacation of Property	\$1,500 fee; \$3,000 escrow	

Residential/Commercial/Office Planning & Zoning Application

Fee Description	Amount	Notes
Preliminary Plat	\$1,000 fee; \$3,000 escrow	
Subdivision Application	\$1,000 fee; \$3,000 escrow	
Rezoning	\$1,000 fee; \$3,000 escrow	
Comprehensive Plan Amendment	\$1,000 fee; \$3,000 escrow	
Planned Unit Development	\$1,500 fee; \$3,000 escrow	
Final Plat	\$750 fee; \$3,000 escrow	

Planning & Zoning

Grading and Excavation

Fee Description	Amount	Notes
25-99 Cubic Yards	Permit required; no cost	
100-999 Cubic Yards	\$500 fee	
>1,000 Cubic Yards	\$1,000 fee; escrow or surety bond in amount of 150% of land alteration costs	

Park Dedication

Fee Description	Amount	Notes
Park Dedication Fee (Residential)	10% of land value of development but minimum of \$3,750 per unit and max of \$8,000 per unit	In lieu of land dedication of 10% of land- determined by City
Park Dedication Fee (Other)	10% of land value of development	In lieu of land dedication of 10% of land- determined by City

Signage & Fences

Fee Description	Amount	Notes
Permanent Signage Permit	\$250 fee	Building permit also required - based on valuation
Sign Package	\$500 fee; \$3,000 escrow	
Temporary Signage Permit	\$25 fee	
Permanent Fence Permit	\$50 fee	Building permit also required for fences over 6 feet in height

Utilities

Quarterly Utility Billing

State Water Testing Fee	\$ 2.45		
Water Treatment Plant Charge			
Residential	\$ 25.00		
Commercial	\$ 30.00		
	<i>Within the City</i>	<i>Outside the City*</i>	<i>* a 35% surcharge will charged to properties outside the City limits as calculated here.</i>
Water Fixed Fee	\$ 11.13	\$ 15.03	
Water Volume Charges*			* per 1000 gallons
Up to 6,000 gallons	\$ 7.94	\$ 10.73	
6,001 – 12,000 gallons	\$ 8.34	\$ 11.25	
12,001 – 24,000 gallons	\$ 8.73	\$ 11.79	
24,001 gallons and above	\$ 9.63	\$ 12.99	
Sewer Fixed Fee	\$ 93.86		
Sewer Volume Charges*			* Based on Quarter 1 water use per City Code 52.10.
Up to 6,000 gallons	\$0 – Fixed Fee Only		
6,001 gallons and above	\$ 7.74 per 1000 gallons		
Storm Water Fees			
Undeveloped or Vacant Land	\$ 51.36 per acre		
Single- & Two-Family Res.	\$ 11.30 per lot		
Multi-Family Residential	\$ 68.47 per acre		
Church & Institutional	\$ 51.36 per acre		
Mixed Use (Comm./Retail)	\$ 102.70 per acre		
Industrial or Office Park	\$ 102.70 per acre		

Other Utility Fees

Fee Description	Amount	Notes
Inflow & Infiltration Violation	\$500 per quarter	
Overdue/Unpaid Bills	Cost + 10% Penalty Fee per quarter	
Sewer Access Charge		
MCES Charge	\$2,485 per unit	
City Charge	\$800 per unit	
Water Access Charge		
Within the City	\$3,000 per unit	
Outside the City	\$7,500 per unit	
Water Meter	Cost	
Meter Testing	Cost of Test	
Damaged Water Meter	\$60 plus staff time & material	
Damaged Curb Stop	\$100 plus staff time & material	
Damaged Hydrant	Cost	
Damaged Water Main	Cost	
Private Hydrants Flushing	\$75 per hydrant annually	
Temporary/Construction Meters (per month)	\$100 plus volume charges (\$20 per 1,000 gallons)	<i>Supersedes City Code 53.04</i>
Deposit	\$2000	
Water or Sewer Disconnect/Restart	\$60	
Sanitary Sewer Lateral Repair Permit	\$50	
Water Line Repair Permit	\$50	
Utility Assessment Penalty	\$150	

Public Safety

Fee Description	Amount	Notes
Police/Fire False Alarm (per calendar year)		
1 st	No Cost	
2 nd	\$100	
3 rd	\$200	
4 th	\$350	
5 th & subsequent	\$500	
Dog Impound	\$35	Plus cost of shelter contract
Hunting Permit	\$10	City Code 130.22

Overweight Vehicle Violation *(permit fees found in Administration section above)*

Fee Description	Amount	Notes
Total Gross Excess Weight 1,000 pounds or less	1 cent per pound for each pound in excess of the legal limit	
Total Gross Excess Weight more than 1,000 pounds, but not more than 3,000 pounds	\$10.00 plus 5 cents per pound for each pound in excess of 1,000 pounds	
Total Gross Excess Weight more than 3,000 pounds, but not more than 5,000 pounds	\$110.00 plus 10 cents per pound for each pound in excess of 3,000 pounds	
Total Gross Excess Weight more than 5,000 pounds, but not more than 7,000 pounds	\$310.00 plus 15 cents per pound for each pound in excess of 5,000 pounds	
Total Gross Excess Weight more than 7,000 pounds	\$610.00 plus 20 cents per pound for each pound in excess of 7,000 pounds	