

**THIS IS A DRAFT ORDINANCE TO BE PROPOSED AT THE DECEMBER 15TH
COUNCIL MEETING
CITY OF WAITE PARK
APPENDIX B
WAITE PARK SCHEDULE OF FEE CHARGES**

~~Proposed 12/15/25~~ ~~Adopted 1/21/25~~

Ordinance	Title	Fee
NOTE: Sales tax is in addition to the following fees as applicable		
ADMINISTRATIVE FEES AND PENALTIES		
14.1	Petty Misdemeanor	Per State Statute
14.2	Misdemeanor	Per State Statute
14.7	Administrative Penalties	
	20.5 Tobacco Use in City Hall	\$100.00
	31.2 Sidewalks	\$100.00
	32.15 Alcohol in Public Park	\$100.00
	32.23 Traffic Regulations	\$100.00
	32.25 All Other Public Park Violations	\$100.00
	33.3.1 Failure to Obtain Contractor's License	Equal to Permit Cost
	43.19 Sprinkling Bans	\$100.00
	62.13 Snowmobiles	\$100.00
	70.19 Underage Consumption	\$100.00
	73.5 Gambling	\$100.00
	74.9 Transient Merchants, Peddlers, Solicitors	\$100.00
	81.5 Recycling/Refuse	\$100.00
	90.16 General Nuisances	\$100.00
	91.16 Diseased or Vicious Animal	\$100.00
	91.19 Interference with Officers	\$100.00
	91.20 Animals	\$100.00
	92.4 Noxious Weeds	\$100.00
	93.13 Dutch Elm Disease	\$100.00
	97.7 Curfew	\$100.00
	98.6 Noise	\$100.00
	100.10 Housing Ordinance Civil Penalty	\$1,000 maximum – per violation
	All Other Code/Ordinance Violations	\$100.00
	Repeat Code Violations Within 24 Months	Double Scheduled Fee
	Continuing Violations	Fine for Each Day
	Code Violations that Significantly Endangers Life	\$200.00
	Code Violations that Involve Critically Unsafe Conditions	\$200.00

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	<u>Additional Late Fees for Delinquency:</u>	
	After 7 Days - Additional Amount Due	\$50.00
	After 14 Days - Additional Amount Due	\$75.00
	After 21 Days - Unpaid Fines Certified for Revenue Recapture or Assessment - Additional Amount Due	\$100.00
	OR	
	After 21 days - Criminal Citation Issued (When Applicable) – Additional Amount Due	\$300.00
	Interest on Unpaid Invoices, Fines or Fees	8%
	Tax Levy Certification Fee	\$100.00
COMPENSATION		
20.1	City Council Salary (included are 2 regular Council meetings)	\$300.00 per month
20.2	Mayor Salary (included are 2 regular Council meetings)	\$600.00 per month
20.3	City Council Special Meeting Salary	\$100.00 per month
	Mayor Special Meeting Salary	\$200.00 per month
22.4	Civil Service Personnel Board Compensation	\$300.00 per year plus \$300.00 per hire
	Secretary (non-employee)	Additional \$100.00 per year
24.5	Planning Commission Members Compensation	\$40.00 per meeting
	Secretary (non- employee)	\$55.00 per meeting
	Special meetings/committee appointments when approved by City Council or unless otherwise stated	\$16.00 per hour - use 1/4 hr. guideline - \$160 per day max.
27.4	Park Board Members Compensation	\$40.00 per meeting
	Secretary (non-employee)	\$55.00 per meeting
	Special meetings/committee appointments when approved by City Council or unless otherwise stated	\$16.00 per hour - use 1/4 hr. guideline - \$160 per day max.
SIDEWALK ORDINANCE		
31.1	Snow and/or Ice Removal Inspection Snow and/or Ice Removal Administrative Fee	\$35.00 \$50.00 Actual Contractual Costs \$35.00 \$50.00

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Ordinance	Title	Fee
PARK ORDINANCE		
32	Park Rental Fees	
	Park Rent Deposit returned if cleaned properly by renter and no damage to facility/park - NOTE: If deposit for any park use is not returned due to lack of cleanup or damage to facility/park by renter, the second rental requires a \$250 damage deposit - park will not be rented to party after two offenses - If park rental is cancelled up to three business days before date of intended park use, \$10 of the rental fee for residents - or \$40 of the rental fee for non-residents, will be retained by the City as an administrative fee - If park rental is cancelled less than three business days before date of intended park use, the entire rental fee will be retained by the City, but the damage deposit will be refunded.	
	Resident	2025 = \$65 fee plus plus \$200 damage/cleaning deposit and \$150 key deposit – also see note above. 2026 = \$75 fee– plus \$200 damage/cleaning deposit and \$150 key deposit – also see note above.
	Non-resident	2025 = \$150 fee– plus \$200 damage/cleaning deposit and \$150 key deposit – also see note above. 2026 = \$160 fee– plus \$200 damage/cleaning deposit and \$150 key deposit – also see note above.
RIGHT-OF-WAY EXCAVATION PERMITS, LICENSES		
33.3	License and Permit Bond	\$10,000.00
33.4.2	Permit Extension Fee	\$60.00

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Ordinance	Title	Fee
33.4.3	Delay Penalty	
	Minor/Local Streets	\$20.00/day
	Collector Streets	\$100.00/day
	Arterial Streets	\$500.00/day
33.8.1	Excavation License	\$100.00
	Excavation Permit Fees	
	Hole	\$70.00/hole
	Trench/Bore/Plow	\$0.40/lineal feet + hole fee
33.8.2	Obstruction Permit Fee	\$70.00
33.8.3	Small Wireless Facility Fee	\$500.00
40.2	Cable Television Franchise	Variable, see franchise agreement
MECHANICAL PERMITS AND LICENSING		
42.1.1	Gas Installer License	\$100.00
42.1.3	Gas Installer License Bond	Per State Statute
42.1.4	Insurance Requirements	Professional & General Liability: i. Each Wrongful Act or Occurrence - \$1,000,000; ii. Aggregate - \$2,000,000. Workers Comp & Employers Liability: i. Statutory & Federal Law Compliant - \$1,000,000
42.2.1	New and Remodel Construction - Residential	
	Residential - New	\$125.00*
	Residential - Alterations	\$50.00*
	Residential - Fireplace	\$50.00*
	Additional Inspections/No Listed Fee (Minimum Charge - one-half hour)	\$60.00 per hour
	Investigation Fee	Equal to amount of permit fee less surcharge
	New and Remodel Construction - Commercial	
	Commercial Mechanical Permit Fees	
	Contract Valuation - \$2,500 or less	\$80.00

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Ordinance	Title	Fee
	Contract Valuation - \$2,501 through \$10,000	2% of contract valuation* Or \$80.00, whichever is more
	Contract Valuation - \$10,001 or more	\$200.00 + 1.5% of contract valuation over \$10,000*
	Additional Inspections/No Listed Fee (Minimum Charge - one-half hour)	\$60.00 per hour
	Investigation Fee (working without a permit)	Equal to amount of permit fee less surcharge
	Plan Review Fee	65% of permit fee (For valuations of \$500,000 or more, the Plan Review Fee is due with submittal of the permit application and is Non-Refundable)
WATER AND SEWER FEES		
43.4	Water Installation Charge	Actual Costs
43.10	Water Access Charge Wellhead Protection Fee	\$1,500.00 per UAC unit \$0.75 per Quarter
	Safe Drinking Water Fee	Per State MN Statute 144.3831
43.13	Temporary or Hydrant Meter Deposits Temporary or Hydrant Meter Water Rates	\$200.00 (all meter sizes) \$10.00 per 1,000 gallons – plus Sales and Transit Taxes as applicable
43.15	Water Meter Charge	Double the cost of meter
43.16	Water Rates	
	Service Fee per Quarter Tier 1 (0-9,000 Gallons per Quarter) Tier 2 (9,001-36,000 Gallons per Quarter) Tier 3 (Over 36,000 Gallons per Quarter)	\$56.00 \$62.00 per quarter \$2.63 \$2.72 per 1,000 gallons \$7.35 \$7.45 per 1,000 gallons \$7.55 \$7.65 per 1,000 gallons
43.17	Water Payment Late Fees	
	Reconnection Fee	\$100.00 plus Sales and Transit Taxes for commercial and/or industrial accounts
	Penalty Fee	15 percent
44.2	Sanitary Sewer Rates	
	Service Fee per Quarter	\$60.00 \$78.00 per quarter

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Ordinance	Title	Fee
	Tier 1 (0-9,000 Gallons per Quarter)	\$3.44 \$3.85 per 1,000 gallons
	Tier 2 (Over 9,000 Gallons per Quarter)	\$9.18 \$9.88 per 1,000 gallons
44.3	Sanitary Sewer Access Charge	\$1,500.00 per UAC unit
44.4	Sanitary Sewer Payment Late Fees	
	Non-payment Fee	\$60.00
	Penalty Fee	15 percent
45.3.2	Private Sewer Permit and Inspection	\$100.00
45.10.2	IDP Application Fee	\$100.00
45.10.11.A.	IDP Permit Fee	\$200 per year per permit
45.10.11.B.	IDP Permit Fee	\$300 per year per permit
45.10.11.C.	IDP Permit Fee	\$400 per year per permit
45.10.11.D.	IDP Application & Reissuance Fee	\$100.00
45.10.12.A.	IDP Discharge Violation Fee	\$100.00
45.10.12.B.	IDP Late IDMR Report Fee	\$100.00
STORMWATER MANAGEMENT		
	Erosion Control Permit:	
46.8	Land Disturbance Area:	
	5,000 Square Feet to One Acre	\$100.00
	One Acre to Five Acres	\$200.00
	Five Acres and Above	\$300.00
46.9	Investigative Fee	Equal to amount of permit fee
46.10	Stormwater Utility Fee	\$4.15 \$4.20 per month
	Parkway Pond Fee	\$0.10 per square foot (See attached assessed properties)
ILLICIT DISCHARGE		
48.5.5	Illicit Discharge (Storm Water) Penalty	\$100.00
PLUMBING PERMITS		
50.5.1	Residential	
	Residential - New	\$100.00 [*]
	Residential - Alterations	\$50.00 [*]
	Water Conditioner	\$35.00 [*]
	Additional Inspections/No Listed Fee (Minimum Charge - one-half hour)	\$60.00 per hour

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Ordinance	Title	Fee
	Inspections Outside of Normal Business Hours (Minimum Charge - two hours)	\$60.00 per hour
	Investigation Fee (working without a permit)	Equal to amount of permit fee less surcharge
	Commercial	
	Contract Valuation - \$2,500 or Less	\$80.00
	Contract Valuation - \$2,501 through \$10,000	2% of contract valuation* or \$80.00, whichever is more
	Contract Valuation - \$10,001 or More	\$200.00 plus 1.5% of contract value over \$10,000*
	Additional Inspections/No Listed Fee (Minimum Charge - one-half hour)	\$60.00 per hour
	Inspections Outside of Normal Business Hours (Minimum Charge - two hours)	\$60.00 per hour
	Investigation Fee (working without a permit)	Equal to amount of permit fee less surcharge
	Plan Review Fee	65% of permit fee (For valuations of \$500,000 or more, the Plan Review Fee is due with submittal of the permit application and is Non-Refundable)
BUILDING PERMITS		
50.5.1	Building Permit Fees	Based on Valuation
	\$1.00 to \$500.00	\$22.00*
	\$501.00 to \$2,000.00	\$45.00*
	\$2,001.00 to \$25,000.00	\$52.00 for 1 st \$2,000.00 + \$11.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00*
	\$25,001.00 to \$50,000.00	\$300.00 for 1 st \$25,000.00 + \$8.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00*

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	\$50,001.00 to \$100,00.00	\$485.00 for 1 st \$50,000.00 + \$6.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00*
	\$100,001.00 to \$500,000.00	\$800.00 for 1 st \$100,000.00 + \$5.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00*
	\$500,001.00 to \$1,000,000.00	\$2,800.00 or 1 st \$500,000.00 + \$4.00 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00*
	\$1,000,001.00 and Up	\$4500.00 for 1 st \$1,000,000.00 + \$3.00 for each additional \$1,000.00 or fraction thereof*
	Other Permit Inspections and Fees	
	Inspections Outside of Normal Business Hours (Minimum Charge - two hours)	\$60.00 per hour
	Additional Inspections/No Listed Fee (Minimum Charge - one-half hour)	\$60.00 per hour
	Investigation Fee (working without a permit)	Equal to total permit fee less surcharge
	Residential Residing, Roofs, Windows, Demolition, and Moving a House Outside City Limits	\$80.00 [†]
	Additional Plan Review Required by Changes, Additions or Revisions to Approved Plans (one-half hour minimum)	\$60.00 per hour
50.5.2	Building Permit Surcharge	SEE STATE LAW
50.5.5	Plan Review Fee	65% of Building Permit Fee (For valuations of \$500,000 or more, the Plan Review Fee is due with submittal of the permit application and is

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Ordinance	Title	Fee
		Non-Refundable)
50.5.6	Special Inspection Fee	See Other Permit Insp./Fees
ELECTRICAL		
51.7	Electrical Inspection	Per State Electrical Code
51.8	Electrical Affidavits	Per State Electrical Code
	NOTE: The Building Official may authorize refunding of not more than 80% of the permit fee paid when no work has been done under a permit issued in accordance with the code. The Building Official may authorize refunding of 100% of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or cancelled before any plan reviewing is done. The Building Official shall not authorize refunding of any fee paid except on written application filed by the original permittee not later than 180 days after the date of fee payment. This applies to all building type permits.	
PLANNING AND ZONING – Note: Plus Additional Applicable Costs Incurred by City per Proposal		
52.31.2	Domestic Pet Care Center	See 91.9
52.35	PUD Application	\$600.00
52.42.3	Driveway Permit	\$50.00
52.49.05	Fence Permit	
	Residential	\$35.00
	Commercial	\$50.00
52.51.01	Variance Request Requiring Public Hearing	
	Regular Meeting	\$450.00
	Special Meeting	\$550.00
52.51.02	Conditional Use Permit Application	
	Regular Meeting	\$450.00
	Special Meeting	\$550.00
52.51.03	Interim Use Permits	
	Regular Meeting	\$450.00
	Special Meeting	\$550.00
52.51.04	Rezoning and Zoning Amendment Petition	\$450.00
SIGNS		
53.7	Sign Permits	Based on Valuation
	\$1.00 to \$500.00	\$17.00*

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	\$501.00 to \$2,000.00	\$17.00 for 1 st \$500.00 + \$2.25 for each additional \$100.00 or fraction thereof, to & including \$2,000.00*
	\$2,001.00 to \$25,000.00	\$50.75 for 1 st \$2,000.00 + \$10.20 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00*
	\$25,001.00 to \$50,000.00	\$285.35 for 1 st \$25,000.00 + \$7.35 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00*
	\$50,001.00 to \$100,000.00	\$469.10 for 1 st \$50,000.00 + \$5.10 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00*
	\$100,001.00 to \$500,000.00	\$724.10 for 1 st \$100,000.00 + \$4.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00*
	\$500,001.00 to \$1,000,000.00	\$2,324.10 for 1 st \$500,000.00 + \$3.40 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00*
	\$1,000,001.00 and Up	\$4,024.10 for 1 st \$1,000,000.00 + \$2.25 for each additional \$1,000.00 or fraction thereof*

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Ordinance	Title	Fee
53.9	Temporary Sign Permit (<i>maximum 8 weeks per calendar year</i>)	\$30.00 per permit for contiguous days - each permit extension or new permit request is an additional \$30
53.20.11	Off-Premise Signs – Annual License	\$200.00
SUBDIVISION FEES		
58.2.16	Common Interest Community (CIC)	\$400.00 + \$10 per lot (\$700 maximum)
58.3.2	Minor/Administrative Subdivision/Consolidation	\$150.00 plus actual costs
58.3.3	Subdivision Plat	\$400 + \$10 per lot (\$700 maximum)
58.4.1	Public Land Dedication	
	Single-family	1,072 sf. or \$836 per lot
	Multi-family	876 sf. or \$683 per unit
	Commercial/Industrial	5%
	<i>Note: Also see pages 15-16 of schedule for miscellaneous fees for maps, comprehensive plan, ordinance books, etc.</i>	
FALSE ALARMS		
59.3	False Alarm Penalty	
	Police Department	\$75.00 plus Sales and Transit Taxes (per alarm - applicable on the 4 th and subsequent alarms in a 12-month period)
	Fire Department	\$1,000.00 plus Sales and Transit Taxes (per alarm, including elevator malfunctions – applicable on the 4 th and subsequent alarms in a 12-month period)
PARKING		
61.14	Disability Parking Fine	Per State Statute
61.16.2	Parking Fines	
	Parking Violation	
	Passenger Vehicles (Car/Pickup/SUV)	\$ 30.00
	Commercial Vehicles	\$ 75.00
	Commercial Vehicles (Commercial Zone Violation)	\$200.00
	<u>Additional Late Fees for Delinquency:</u>	
	After 7 Days - Additional Amount Due	
	Passenger Vehicles (Car/Pickup/SUV)	\$ 60.00

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	Commercial Vehicles	\$125.00
	Commercial Vehicles (Commercial Zone Violation)	\$250.00
	After 14 Days - Additional Amount Due	
	Passenger Vehicles (Car/Pickup/SUV)	\$ 85.00
	Commercial Vehicles	\$150.00
	Commercial Vehicles (Commercial Zone Violation)	\$275.00
	After 21 Days - Unpaid Fines Certified for Revenue	
	Recapture - Additional Amount Due	
	Passenger Vehicles (Car/Pickup/SUV)	\$110.00
	Commercial Vehicles	\$175.00
	Commercial Vehicles (Commercial Zone Violation)	\$300.00
	OR	
	After 21 Days - Criminal Citation Issued (When Applicable-Additional Amount Due)	\$300.00
LIQUOR FEES AND PENALTIES		
70.5	Liability Insurance	Per State Statute
70.6.2	Alcoholic Beverages License Fees	
	On-Sale Liquor	\$2,800.00 (pro rate per qtr.)
	Off-Sale Liquor	\$100.00
	Club On-Sale Liquor	\$100.00
	On-Sale Sunday Liquor	\$200.00
	On-Sale Brew Pub	\$500.00
	Off-Sale Brew Pub	\$100.00
	Brewer Taproom	\$150.00
	Small Brewer Off-Sale	\$100.00
	Microdistillery Off-Sale	\$100.00
	Cocktail Room	\$150.00
	3.2 Percent Malt Liquor Licenses	
	On-Sale	\$100.00
	Off-Sale	\$50.00
	Temporary License Fee (Non-profit Organization)	\$100.00
	Wine License	\$200.00
70.7.1	Alcoholic Beverages Liquor License Investigation Fee	
	In-State	\$500.00 (maximum)
	Out-of-State	\$5,000.00 (maximum)
70.17.7	Special Liquor Permit	\$100.00
70.19.1	Underage Consumption	\$100.00
70.22	Alcoholic Beverages - Civil Penalties	
	1st Offense	\$500.00 plus costs incurred

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	2nd Offense within twelve months	\$1,000.00 plus costs incurred
	3rd Offense within twenty-four months	15-day suspension plus costs incurred
MISCELLANEOUS LICENSES, FEES AND PENALTIES		
72.18.1	Cannabis Registration Application & Low Potency Hemp (Includes registration and first renewal)	\$125.00
72.18.2	Cannabis & Low Potency Hemp Registration Renewal	\$125.00
72.5.1	Penalties & Suspension	
	1 st Violation	\$300.00
	2 nd Violation within 36 months	\$600.00 & registration suspension of at least 5 consecutive days
	3 rd Violation within 36 months	\$1,000 & registration suspension of at least 30 consecutive days
72.5.2	Civil Penalty	Not to exceed \$2000
72.5.1	Violation during period of suspension	License revocation subject to OCM
72.40.2	Temporary Cannabis Event Permit	\$100.00
71.6.1	Cannabinoid License Application (Includes Investigation Fee)	\$220.00 (maximum)
71.6.1	Cannabinoid License Renewal	\$60.00
71.19	Cannabinoid Penalties	
	1 st Violation	\$300.00
	2 nd Violation	\$600.00 & 30-day license suspension
	3 rd Violation within 36 months	\$1,000 & license revocation
	Violation during period of suspension	License revocation
75.21.4	Pawnbroker Investigation Fee	\$1,000.00 (maximum)
	Precious Metals Dealer Investigation Fee	\$1,000.00 (maximum)
	Secondhand Goods Dealer Investigation Fee	\$1,000.00 (maximum)
75.26.1	Pawnbroker Bond	\$5,000.00
	Precious Metals Dealer Bond	\$5,000.00
	Secondhand Goods Dealer Bond	\$5,000.00
76.3.1	Tobacco License Application (Includes Investigation Fee)	\$180.00 (maximum)
76.3.5	Tobacco License/Renewal	\$60.00
76.11	Tobacco Penalties	
	<u>Licensees:</u>	

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	1 st Violation	\$100.00
	2 nd Violation within 12 Months	\$200.00
	3 rd Violation within 12 Months	Revocation
	Others	\$50.00
	Minors	\$75.00
77.5.3	Therapeutic Massage Enterprise Application & Investigation Fee – Non-refundable (In-State - per person)	\$75.00
	Therapeutic Massage Enterprise Application & Investigation Fee – Non-refundable (Out-State - per person)	\$110.00
	Therapeutic Massage Enterprise Renewal Application & Investigation Fee – Non-refundable (per person)	\$75.00
	Therapeutic Massage Enterprise License	\$100.00
	Massage Therapist Application & Investigation Fee – Non-refundable (In-State – per person)	\$75.00
	Massage Therapist Application & Investigation Fee – Non-refundable (Out-State – per person)	\$110.00
	Massage Therapist License	\$60.00
78.15.1	Sexually Oriented Business Application Fee	\$750.00 per year
	Sexually Oriented Business Investigation Fee	\$2,000.00 per year (maximum)
78.15.3	Sexually Oriented Business Employee License	\$75.00 per year
80.2	Hotel Tax	3%
81.5	Refuse/Recycling - Penalties	\$150.00 and/or termination of service
82.14	Public Health and Sanitation - Penalty	\$500.00
90.15	Public Nuisances - excessive consumption services	\$250.00 + \$100 add'l insp.
91.4.	Animal License Fee	\$10.00-\$15.00 Goes into effect 2027 licenses
	Penalty	\$20.00
	Special Circumstances License	\$10.00 per Animal
	Penalty	\$20.00 per Animal
91.7	Replacement Tag	\$5.00 plus Sales and Transit Taxes
91.9	Domestic Pet Care Center -Kennel License (Commercial Type)	\$100.00
91.14.5	Appeal Hearing Filing Fee (Potentially Dangerous Animal)	\$300.00
91.15.4	Dangerous Animal Registration	\$75.00

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Proposed 12/15/25—Adopted 1/21/25

Ordinance	Title	Fee
	Appeal Hearing Filing Fee (Dangerous Animal)	\$300.00
91.16	Animal Nuisance	\$100.00
91.17	Euthanasia and Disposal Fee	Actual Costs
91.18	Animal Running at Large	\$60.00
	Animal Call-Out Fee	\$150.00
	Impound Pickup Fee	Actual Costs
	Impound Boarding – up to 10 days Per Dog, Cat or Other per Cage	Actual Costs
92.3	Weed Inspection	\$35.00 \$50.00
	Weed Cutting	Actual Contractual Costs
	Administrative Fee	\$35.00 \$50.00
93.7.3	Diseased Tree Abatement	Actual Cost + \$35.00 \$50.00 Administrative Fee
FIREWORKS PERMIT FEES		
95.9	Fireworks – Indoor Sales	\$100.00
	Fireworks – Outdoor Sales	\$350.00
	Display/Show Permit	\$150.00 + fees for equipment & personnel
RENTAL FEES		
100.4.2	Initial Application and Inspection Fee	\$100.00
100.4.3	Rental Dwelling License Fee	
	One Rental Unit	\$100.00
	Two Rental Units	\$200.00
	Three or More Units	\$200 plus \$20.00 per rental unit
	Delinquency Penalty	A Late Fee equal to the Rental License Fee will be assessed if registration is received after the due date of March 31 of each year
	Rental Fee Reductions:	
	1. 50% reduction subject to documentation of Certification in Crime Free Housing Program.	
	2. 100% reduction for Senior Housing subject to Documentation of Certification in Crime Free Housing Program and building is certified to be totally senior housing (age 55 and over). Determination of such must be submitted at time of registration.	
	Additional Inspections/No Listed Fee (Minimum Charge - one hour)	\$60.00 per hour (one hour minimum)

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Ordinance	Title	Fee
100.9	Civil Penalty	\$1,000 maximum
100.12	Criminal Background Checks	
	Background Checks	\$15.00
	Crime Free Members Background Checks	
	0-10 People	Free
	11-50 People	\$5.00 per person
	51 or more People	\$8.00 per person
FIRE CODE		
101	Fire Alarm Installation Permit	1.2% of Contract or, \$55.00 whichever is greater*
	Fire Protection System Installation Permit (Except Fire Sprinkler System)	1.2% of Contract or, \$55.00 whichever is greater*
	Fire Protection System Installation Permit (under \$2500 value)	\$100.00
	Fire Sprinkler System Inspection Fee	\$100.00
	Tank Installation Permit	1.2% of Contract or \$55.00 whichever is greater*
	Tank Abatement Permit	1.2% of contract or \$55.00 whichever is greater*
	Fire Inspection for Licensure - Day Care/Foster Care	\$50 per inspection
	Plan Review Fee for Above Fire/Tank Permits	65% of Permit Fee (For valuations of \$500,000 or more, the Plan Review Fee is due upon submittal of permit application and is Non-Refundable)
101.6	Fire Code Violations - Penalties	Per State Statute
105	Hotel/Motel/Lodging Establishment Application & Investigation Fee – Non-refundable (In-State – per person)	\$75.00
	Hotel/Motel/Lodging Establishment Application & Investigation Fee – Non-refundable (Out-State – per person)	\$110.00
	Hotel/Motel/Lodging Establishment Renewal Application & Investigative Fee – Non-refundable (per person)	\$75.00
	Hotel/Motel/Lodging Establishment License	\$100.00

* A STATE SURCHARGE IS DUE IN ADDITION TO THE FEES

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Ordinance	Title	Fee
	General Manager Investigative Fee – Non-refundable (In-State-per person)	\$60.00
	General Manager Investigative Fee – Non-refundable (Out-State-per person)	\$90.00
TATTOO ESTABLISHMENT – Ordinance Repealed on 9/13/10		
ADDITIONAL CITY FEES		
	Chargeable Fire Department Fees:	
	For each Fire Truck Used (\$125.00 minimum)	\$125.00/hour/truck
	For each 1,000 Gallons of Water Used (\$50.00 minimum) for Transport of Water	\$50.00/1,000 gallons
	Fire Chief Fee (1-hour minimum)	\$26.00/hour
	Fire Marshal Fee (2-hour minimum)	\$60.00/hour
	Fire Fighter Fee (1-hour minimum)	\$25.00/fighter/hour
	Fire Watch	\$75.00/hour for up to two firefighters \$25.00/hour for each additional firefighter
	State Licensed Facility Lift Assists	\$1,000 plus Sales and Transit Taxes (per lift assist at long-term care facilities – applicable on the 4 th and subsequent call in a 12-month period)
	Miscellaneous Fees	
	Evaluation of City Participation in State or Federal Business Assistance Funding	Actual cost incurred by City & City consultants
	TIF, Tax Abatement, or IR Bond Applications	\$1,000.00
	Certificate of Assessment	\$30.00
	Administrative Fee	\$35.00 -\$50.00
	Copies/Fax	\$.25 per page maximum plus Sales and Transit Taxes - subject to Data Practices Act and/or Freedom of Information Act
	Digital Photographs	\$3.00 per page (max of 9 per page)
	Audio/Video Tape, CD's, DVD's (Copies)	\$25.00 each plus Sales and Transit Taxes when

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Ordinance	Title	Fee
		applicable
	Forfeiture/Loan Workout Agreement Admin. Fee	\$150.00
	Impounded Vehicle Storage Fee - (In house/on site)	\$10.00/day (Excluding day of impound) \$500 Maximum
	Firearms Storage Fee	\$35.00
	Fire/Police Report	\$0.25 per page plus Sales and Transit Taxes when applicable
	Accident Report	\$0.25 per page plus Sales and Transit Taxes when applicable
	Fingerprint Requests	\$15.00 \$20.00 per person
	Replacement of Recycling Bin	Actual purchase cost from vendor plus Sales and Transit Taxes
	Replacement of Refuse Container (on wheels)	Actual purchase cost from vendor plus Sales and Transit Taxes
	Yard Waste Permit	\$20.00 \$30.00
	Replacement of Yard Waste Card	\$10.00
	Yard Waste Permit Renewal	\$10.00 \$20.00
	Water Salesman Card	\$5.00
	60 Gallons – Minimum Charge	\$1.00 plus Sales and Transit Taxes when applicable
	300 Gallons	\$5.00 plus Sales and Transit Taxes when applicable
	600 Gallons	\$10.00 plus Sales and Transit Taxes when applicable
	1,200 Gallons	\$20.00 plus Sales and Transit Taxes when applicable
	PD Special Event Pay	\$80/hour/officer \$100 flat fee/squad
	Planning & Zoning	
	Maps	
	Zoning	\$25.00 (maximum) plus Sales and Transit Taxes

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Ordinance	Title	Fee
	Regular	\$25.00 (maximum) plus Sales and Transit Taxes
	Plat	\$25.00 (maximum) plus Sales and Transit Taxes
	Zoning Certification	\$60.00 per hour (1-hour minimum)
	Comprehensive Plan	\$50.00
	Comprehensive Plan/Map Amendment Proposal	\$250.00
	Ordinance Book Book No. 1	\$90.00
	Zoning Ordinance Only Book No. 2	\$60.00
	Annexation Fee	\$400 plus actual costs
	Vacations (street, alley, utility - not part of a plat)	\$400 plus actual costs
2018-05 & 2018-06	Electric Franchise Fees – Xcel Energy & Stearns Electric Customers	
	General Service Rate or EnergyWise Rate - Residential	\$4.00 per premise/per month
	Large Commercial (Interruptible Three Phase or Large C&I)	\$109.00 per premise/per month
	Small Commercial (Interruptible Single Phase or Small C&I)	\$15.00 per premise/per month
	Irrigation - Commercial (and Seasonal W/Demand)	\$109.00 per premise/per month
	Small Three Phase - Commercial (<50kW) (Small C&I No Demand)	\$6.75 per month
	Security Lighting - Commercial	\$0.00
	City Hall Rental	
	Lower level	\$25.00 for the first hour and \$10.00 each additional hour - (Sales and Transit Taxes not due because of non-recreational use) - maximum of \$110 per rental - plus \$100

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Ordinance	Title	Fee
		deposit per rental
THE LEDGE AMPHITHEATER		
	The Ledge Trail Venue Only Rental* – Up to 120 Guests	\$500.00 daily rental minimum \$300.00 refundable damage deposit
	Performers Building Green Room Rental* – Up to 74 Guests	\$300.00 daily rental minimum – 3 hour minimum \$300.00 refundable damage deposit
	Performers Building Green Room & Plaza Rental* – Up to 160 Guests	\$1,000.00 daily rental minimum \$500.00 refundable damage deposit
	Performers Building Green Room, Plaza & VIP Area Only Rental* – Up to 240 Guests	\$2,000.00 daily rental minimum \$500.00 refundable damage deposit
	Full Venue Rental (Facility Only)* – Up to 500 Guests	\$4,000.00 daily rental minimum \$1,000.00 refundable damage deposit
	Full Venue Rental (Facility Only)* – 501-6000 Guests * Catering, Liquor and Audio/Sound/Light Services are available at an additional cost from our approved vendors. A quote for other additional services and items is available upon request.	Contact the City for a Quote \$1,000.00 refundable damage deposit
	All fees will be subject to sales tax.	

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Ordinance	Title	Fee
	A refundable damage deposit will be collected and refunded based on the condition of The Ledge Amphitheater’s entire property including parking lots and trails after the rental term minus expenses for property repairs, replacements, and additional cleanup.	\$150.00
	Approved Vendor/Contractor Application Fee	\$75.00
	Vendor/Contractor Criminal Background Check and Investigation Fee (In-State – per person)	\$110.00
	Vendor/Contractor Criminal Background Check and Investigation Fee (Out-of-State – per person)	Up to 15%
	Approved Vendor Commission Fee	

This amendment is adopted on the 21st day of January 2025 and shall be effective upon publication.

CITY OF WAITE PARK

By _____
Richard E. Miller
Its Mayor

By _____
Adrianna Brenny
Its City Clerk

This ordinance was published on _____, 2025.