

ORDINANCE NO.

Motion By:
Seconded By:

AN ORDINANCE AMENDING 2020 FEE SCHEDULE

The Corcoran City Council ordains as follows:

Section 1. Purpose.

The Corcoran City Council has determined that the fees to be charged by the City for development, inspections, and other related services shall be adopted by ordinance.

Section 2. Amendment of 2020 Fee Schedule.

The fees to be charged by the City of Corcoran for 2020 are listed on the attached Exhibit A, which is incorporated herein; that said fee schedule is hereby adopted.

Section 3. Continuation/Amendment.

Any amendment to the fee schedule shall be made annually, or more often if necessary, by ordinance; if there are no amendments to the fee schedule, the most recently adopted fee schedule ordinance shall remain in force and effect until amended.

Effective Date. This Ordinance shall be in full force and effect upon its publication and passage.

ADOPTED by the City Council on the ___ day of ___ 2020

VOTING AYE

- Thomas, Ron
- Anderson, Tom
- Bottema, Jon
- Dejewski, Brian
- Schultz, Alan

VOTING NAY

- Thomas, Ron
- Anderson, Tom
- Bottema, Jon
- Dejewski, Brian
- Schultz, Alan

Ron Thomas, Mayor

ATTEST:

Jessica Beise, Administrative Services Director

City Seal

CITY OF CORCORAN Draft 2020 FEE SCHEDULE		FEE
ADMINISTRATIVE FEE SCHEDULE		
Records & Service for City Document (Includes Tax)		
Assessment Search from County		25.00
USB Flash Drive		10.00
Interest charge on 30 day past due Escrow accounts		10%
Notary Fee - per document		1.00
Candidate Filing Fee		10.00
Code Books		
Code Book (Codes/Zoning/Subd) Binder		65.00
Municipal Code Only		35.00
Subdivision Code Only		35.00
Zoning Code Only		35.00
Comprehensive Plan Book Printed - special order		100.00
Copies		
Copies black/white - up to 8 1/2x14 per page		0.25
Copies black/white - 11 x 17 per page		0.55
Copies Color up to 8 1/2x14 pp		1.00
Copies Color 11x17		1.50
Copies Oversize (Larger than 11X17) - Special Order		Varies
Labor/Staff Research		
Data Request Retrieval Cost per hour		<i>Salary of the lowest-paid entity employee who can complete the task</i>
Normal Business Hrs (1 hr minimum) per hour		65.00
After Hours (1 hr minimum) per hour		100.00
Late Fees / Penalties /Processing Fees		
Returned Check Fee		38.00
Delinquent Fee		10.00
Permit Cancellation Fee		25.00
Credit Card Processing Fee - Transactions under \$100.00		N/C
Credit Card Processing Fee - Transactions over \$100.00		3.49% less \$3.49
Maps		
Color Maps - on cardstock		3.00
Oversized or Laminated - special order		Varies
Topos - special order		Varies
Recycling Fee		
Recycling Fee - Annually		39.59
Recycling Delinquent Fee		10.00
Recycling Provider Late Fee		1.5% per month
City Park - Picnic Facility		
Rental Fee		100.00
Damage Deposit		350.00
Soccer/Football/Baseball - per field (6 hour usage)		30.00
Lights (Lions field only) - Additional per game		30.00
Tennis Courts - All courts 4 hour usage		30.00
Fields/Tennis Courts Damage Deposit (per season, all groups)		350.00
Photography Rental - Community Garden (3 hour maximum)		25.00

CITY OF CORCORAN Draft 2020 FEE SCHEDULE		FEE
Engraved Memorial Bricks (tax included)		
4 x 8 Engraved Brick		50.00
12 x 12 Engraved Brick		100.00
Engraved Stone (Large)		135.00
Engraved Stone (X-Large)		175.00
48" Maintenance Free Bench		Varies*
Concrete Bench - 22 Characters		Varies*
Granite Bench		Varies*
*Product and prices subject to change with vendors		
Administrative Fees - Rentals		
Mutiple Date Change Fee (1 Date Change Per Year Free)		10.00
Licenses & Miscellaneous Permits		
Liquor/Tobacco/Lawful Gambling License/Permit		
Temporary 3.2 Malt Liquor License - 1 - 4 Day Event		25.00
Temporary Malt Liquor License - 1 - 4 Day Event		25.00
Temporary 3.2 Malt Liquor License - Annual Max		100.00
On Sale 3.2 Malt Liquor		100.00
Off Sale 3.2 Malt Liquor		25.00
Investigation (New/Transfer License)		100.00
On Sale Intoxicating Liquor		4,000.00
On Sale Wine		2,000.00
Off Sale Intoxicating Liquor (Fee limited by State Law)		150.00
Sunday Sale Intoxicating Liquor (Fee limited by State Law)		200.00
Investigation Fee (New/Transfer License)		300.00
2:00 am Closing		Paid to State
Tobacco License		150.00
Fireworks Permit-Per Event		50.00
Hobby Kennel - Annual Fee		75.00
Exempt Gambling Permit - Held at Non-Premise Permitted Site		N/C
Exempt Gambling Permit - Held at a Premise Permitted Site (ie. Conducts Regular Charitable Gambling Activities)		50.00
Burning Permit		
Valid for 1 month		10.00
Valid for 6 months		50.00
Driveway Permit		
Driveway Permit		100.00
Grading & Land Reclamation Permit		
Under 300 Cubic Yards		35.00
Over 300 Cubic Yards - residential		300.00
Escrow Determined by City Engineer for Permits over 300 Cubic Yards		1000.00 Minimum
No security fee for under 300 Cubic Yards required		N/C
Overweight Vehicle Permit		
Agriculture		N/C
Commercial Tow Truck		750.00
Daily Permit - Non Exempt Emergency		100.00
Seasonal - Emergency (Septic, Liquid Propane & Similar)		N/C
Resident - To and From (5 ton maximum)		N/C
Seasonal - Home Delivery		250.00
No Permit - Double Fee		Maximum \$300.00
All Charges are Per Truck - Permits are Restricted		

CITY OF CORCORAN Draft 2020 FEE SCHEDULE		FEE
Sign Permit		
No Planning Commission Review - Temporary		25.00
No Planning Commission Review - Permanent		150.00
Utility Permit		
Utility Work in the Right-of-Way - IE:Comcast, Century Link, CenterPoint Energy, Wright-Hennepin, etc		100.00
Public Safety		
Police Reports		
Police Reports - Per Page		0.25
Audio/Video on USB Flash Drive		10.00
Normal Business Hrs (1 hr min.) per hour		<i>Salary of the lowest-paid entity employee who can complete the task</i>
Car Seat Checks		
Resident		N/C
Non-Resident - 1st Seat		25.00
Non-Resident - Additional Seats		10.00
Police Patch		
Police Patch - Available Only to Full-time Police Officers		5.00
Finger Printing		
Resident - Child		N/C
Non-Resident - Child		10.00
Resident - Adult		N/C
Non-Resident - Adult		15.00
Additional Cards - Resident		N/C
Additional Cards - Non-Resident		5.00
False Alarm Fire Emergency		
2-3 In any 12-month period (Each)		75.00
4+ In any 12-month period (Each)		150.00
False Alarm Police		
1-3 In any 12-month period		N/C
4+ In any 12-month period		100.00
Firearm & Hunting Permits		
Shooting Range Review		20.00
Goose Lake Hunting Permit		10.00
Permit to Purchase/Transfer		N/C
Rental Fee		
Range contract per day (law enforcement agencies only)		50.00
Command Post per day		50.00
Vehicle Impound		
Vehicle Impound Release		10.00
Storage Fee Weekly		75.00
Animal Impound		
1st Offense (Plus impound fees to shelter)		50.00
2nd and Subsequent Offenses (Plus impound fees to shelter)		150.00
No Kennel License		50.00
Event Security Rates		
Officer - per hour		90.00

CITY OF CORCORAN Draft 2020 FEE SCHEDULE		FEE	
Officer - per hour Holiday rate		115.00	
Reserve Officer - per hour		30.00	
<i>*Fee Set By State / **Restricted</i>			
Emergency Communications Systems Fee			
Per Single Residential Unit		100.00	
Up to 4 Units		200.00	
Up to 10 Units		500.00	
For Any Number of Units Above 10 Units		1,000.00	
Fire Department Entry Key Lock Box			
DAMA Box and/or Mounting Kits		Cost plus 10%	
Public Works			
Equipment Usage Per Hour (Government Agency Assistance)			
Tractor/Backhoe		50.00	
Dump Truck		65.00	
Front End Wheel Loader		40.00	
Road Grader		80.00	
Skid Loader		40.00	
Wood Chipper		40.00	
Labor			
Per Hour		65.00	
Lawn Mowing - Property Cleanup			
Mowing 1 acre & under		315.00	
Mowing over 1 acre - \$315 + additional hourly rate		85.00	
Contract tree and weed removal		Cost + 65.00	
Contract rubbish removal		Cost + 65.00	
Swing Away Mail Box Arms (Sales Tax included)			
Post only (mailbox not included)		65.00	
Post and Installation (mailbox not included)		150.00	
Street Department Fees			
Street Sign Install Labor (Per hour)		75.00	
Dust Control Assessment		Established Annually	
Dust Control (Voluntary) 300' min.		Established Annually	
Dust Control Delinquent Fee		10.00	
Culvert priced per foot		Cost + 65.00	
Local Government Unit Fees		Non-Refundable Application Fee	Escrow
Exemption Certificates		100.00	1000.00
Determinations		100.00	1000.00
Delineation Review		200.00	2000.00
Pond Excavations		100.00	1000.00
Wetland Replacement Plans <10,000 SF Impact on Single Basins or , 1/4 Acre Impact for Private Driveways		400.00	2000.00
All Other Replacement Plans		2,500.00	*
Replacement Plan in Conjunction with Wetland Banking		3,500.00	*
All Other Wetland Banking Applications		3,500.00	*
Monitoring - Per Basin		6,000.00	
<i>* Additional Wetland Replacement Plan and Banking Escrows and Sureties are determined on a site-specific basis.</i>			
Wetland Conservation Act Violations (Restoration Order)			

CITY OF CORCORAN Draft 2020 FEE SCHEDULE		FEE	
Any person or entity that fails to obtain a permit under City Ordinance prior to performing work shall pay a penalty of two times the original permit fee and shall be required to pay all costs associated with enforcement, including reasonable attorney's fees.			
Planning Development & Zoning Fees			
Land Use Permit/Application Type	Non-Refundable Application Fee	Escrow	
Agriculture Preserve Application - Placement (fee limited by state)	50.00	0.00	
Agriculture Preserve Application - Removal (fee limited by state)	50.00	0.00	
Administrative Permit	100.00	1,000.00	
Minor Subdivision, Lot Line Adjustment/Consolidation	100.00	1,500.00	
Certificate of Compliance	80.00	0.00	
Comprehensive Plan Amendment	1,000.00	2,200.00	
Conditional Use Permit (CUP)	550.00	2,200.00	
Conditional Use Permit (CUP) Amendment	200.00	1,000.00	
Environmental Review	500.00	5,000.00	
Interim Use Permit	500.00	2,000.00	
Final Plat – Base Fee Regular / OSP	575.00	5,000.00	
Final Plat – Per Lot Regular /OSP	50.00	0.00	
Residential Park Dedication Fees (Subdivision Ordinance)	Section 955		
Single Family Unit	3,970.00	0.00	
Multi Family Unit	2,694.00	0.00	
Preliminary Plat – Base Regular /OSP	600.00	5,000.00	
Preliminary Plat – Per Lot Regular / OSP	50.00	0.00	
PUD -Preliminary Development Plan	575.00	5,000.00	
PUD - Final Development Plan	500.00	5,000.00	
PUD - Sketch Plat/Plan Review	450.00	2,000.00	
Rezoning	575.00	2,000.00	
Sign - Wetland Buffer Sign (per sign - requires site inspection)	20.00	0.00	
Sign - Development Notice Sign \$165.00 first sign/ \$50.00 each additional	165.00	0.00	
Site Plan	425.00	1,500.00	
Site Plan Amendment - Minor	200.00	1,000.00	
Sketch Plat/Plan Review - Regular / OSP	450.00	1,750.00	
Topography Exemption, Wetland Waiver, Electronic File Waiver	200.00	1,000.00	
Vacation	350.00	1,000.00	
Variance	550.00	2,000.00	
Zoning/Subdivision Code Amendment	700.00	2,000.00	
Meeting with City Consultants (first hour no charge)	Over 1 hour Contract fee	500.00	
Public Works Director Review - per hour	90.00		
<i>Additional Escrow May Be Required on a Project by Project Basis</i>			