

ORDINANCE 2025-04

**CITY OF OAK GROVE
COUNTY OF ANOKA
STATE OF MINNESOTA**

AN ORDINANCE ESTABLISHING THE CITY OF OAK GROVE 2025 FEE SCHEDULE

Pursuant to Minnesota Law, and upon a review of a study conducted by City staff, the City Council of the City of Oak Grove does hereby ordain that Appendix “A” (attached) containing the fee schedule shall be effective upon passage and publishing and made part of the Municipal Code.

This Ordinance 2025-04 repeals and replaces Ordinance 23-09 and 24-03.

**Appendix A
City of Oak Grove Fee Schedule 2025**

(deletions shown as ~~strikethrough~~ and additions shown in bold/underline)

Administration

Assessment Searches	\$20.00
Copies (black and white)	\$0.25/page
Color Printing	\$1.00/page
Field Party Permit	\$50.00
Filing Fee -Candidates	\$50
Newsletter Ads	\$80 – Business Card \$125 – ¼ Page
Return Check Charge	\$35.00
Staff Time	1.5X hourly pay rate
Long Distance Fax	\$.50
Parking Violations	\$10.00 plus court-imposed surcharges/fees

Administrative Offense Citations

Chapter 4, Animals	\$100.00 each day a violation exists
Chapter 8, SSTS Violations	\$100.00 each day a violation exists
Chapter 8, Open Burning Violations	
Chapter 8, Mineral Excavation & Land Reclamation	\$100.00 each day a violation exists
Chapter 8, Grass, Trees and Weeds	\$100.00 each day a violation exists
Chapter 8, Illicit Discharge	\$200.00 each day a violation exists
Chapter 12, Licenses, Permits, Business Regulations	\$250.00 – 1 st violation \$500.00 – 2 nd violation in 24 months \$1,000.00 – subsequent violations in 24 months
Chapter 14, Nuisances	\$200.00 each day a violation exists
Chapter 16, Noise	\$100.00 each day a violation exists
Chapter 103, Buildings and Building Regulation	\$200.00 each day a violation exists
Chapter 105, Stormwater Management	\$200.00 each day a violation exists
Chapter 109, Zoning	\$200.00 each day a violation exists
Unless Otherwise noted, all other City Code Violations	\$100.00 per day following issuance of citation

Building

Permit and Inspection Fee Multiplier Table for Residential Building, Commercial Building, Fire Suppression, Fire Alarm, Commercial Mechanical, and Commercial Plumbing. The minimum fee for processing these permits is \$100.00	
Total Valuation	Permit Fee
\$1.00 to \$2,000.00	\$100.00 Minimum
\$2,001.00 to \$25,000.00	\$83.50 for the first \$2,000.00 plus \$16.55 for each additional \$1,000.00 or fraction thereof, to and including \$25,000
\$25,001.00 to \$50,000.00	\$464.15 for the first \$25,000.00 plus \$12.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000
\$50,001.00 to \$100,000.00	\$764.15 for the first \$50,000.00 plus \$8.45 for each additional \$1,000.00 or fraction thereof, to and including \$100,000
\$100,001.00 to \$500,000.00	\$1,186.65 for the first \$100,000.00 plus \$6.75 for each additional \$1,000.00 or fraction thereof, to and including \$500,000
\$500,001.00 to \$1,000,000.00	\$3,886.65 for the first \$500,000.00 plus \$5.50 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000; and
\$1,000,001.00 and up	\$6,636.65 for the first \$1,000,000.00 plus \$4.50 for each additional \$1,000.00 or fraction thereof
Plan Review	
<u>Building, fire suppression, and fire alarms</u>	65% of permit fee
Commercial mechanical permits	10% of permit fee
All public, commercial, and industrial plumbing permits:	
Systems with both water distribution and drain, waste, and vent systems and having:	
(i) 25 or fewer drainage fixture units	\$150.00
(ii) 26 to 50 drainage fixture units	\$250.00
(iii) 51 to 150 drainage fixture units	\$350.00
(iv) 151 to 249 drainage fixture units	\$500.00
(v) 250 or more drainage fixture units	\$3.00 per drainage fixture unit to a maximum of \$4,000.00
(vi) Interceptors, separators, or catch basins	\$70.00 per interceptor, separator, or catch basin design
Building sewer service only	\$150.00
Building water service only	\$150.00
Building water distribution system only, no drainage system	\$5.00 per supply fixture unit or \$150.00, whichever is greater
Storm drainage system	\$150.00 minimum fee or:

	\$50.00 per drain opening, up to a maximum of \$500.00; and \$70.00 per interceptor, separator, or catch basin design
Manufactured home park or campground:	
One to 25 sites	\$300.00
26 to 50 sites	\$350.00
51 to 125 sites	\$400.00
More than 125 sites	\$500.00
Revisions to previously reviewed or incomplete plans:	
○ Review of plans for which the city has issued two or more requests for additional information, per review	\$100.00 or 10% of the original fee, whichever is greater
○ Proposer-requested revision with no increase in project scope	\$50.00 plus the difference of the original fee, whichever is greater
Proposer-requested revision with an increase in project scope	\$50.00 plus the difference between the original project fee and the revised project fee
Where a plan review is performed for any permit	Minimum permit fee of \$50.00
Residential Mechanical Permit Fees for Structures Regulated under the Minnesota Residential Code	
New construction mechanical (includes HVAC system, mechanical ventilation system, and gas lines)	\$150.00 per dwelling unit
Addition, alteration, remodel, or replacement mechanical	\$125.00
Basement finish mechanical	\$125.00 - unless the property is owner occupied & they are performing the work, then mechanical is included with the building permit
Fireplace	\$125.00
Garage heater	\$125.00
Gas lines	\$125.00
Miscellaneous mechanical appliance	\$125.00
All other minor mechanical work	\$125.00
Furnace and air conditioner units installed and inspected simultaneously	\$185.00
Residential Plumbing Permit Fees for Structures Regulated under the Minnesota Residential Code	
New construction plumbing	\$150.00 per dwelling unit
Addition, alteration, remodel, or replacement	\$125.00
Basement finish plumbing	\$125.00 - unless the property is owner occupied & they are performing the work, then plumbing is included with the building permit
Water heater	\$125.00
Water conditioning system	\$125.00
Miscellaneous plumbing fixtures	\$125.00

Municipal sewer connection	\$125.00
Municipal water connection	\$125.00
Water heater and water conditioning system units installed and inspected simultaneously	\$185.00
Other Permits and Fees	
Residential accessory structures	Refer to multiplier table - 65% plan review may apply, maximum permit fee - \$850.00 which includes plan review
Structure additions, alterations	Refer to multiplier table - 65% plan review may apply
Structure remodel	Refer to multiplier table - 65% plan review may apply
Basement finishes	Refer to multiplier table - 65% plan review may apply, maximum permit fee = \$500.00 which includes plan review
Deck	Refer to multiplier table - 65% plan review may apply
Fence over 7 feet high	Refer to multiplier table - 65% plan review may apply
Moved-in building	\$250.00 (additional fees incurred exceeding 60 miles from the jurisdiction)
Residential roofing	\$125.00
Residential siding	\$125.00
Residential window replacement (same size)	\$125.00
Commercial demolition	Refer to multiplier table - 65% plan review may apply
Residential demolition	\$200.00
Manufactured home set-up (foundation and connections only)	\$175.00
Solar/Photovoltaic Systems Residential (up to 3.5kW)	\$175.00
Solar/Photovoltaic Systems Residential (over 3.5kW)	Refer to multiplier table - 65% plan review may apply
Solar/Photovoltaic Systems Commercial	Refer to multiplier table - 65% plan review may apply
Residential irrigation system, including backflow prevention	\$125.00
Association, commercial, industrial, multi-family irrigation system	Refer to multiplier table - 65% plan review may apply
Miscellaneous commercial or residential permits where no fee is specifically indicated	Refer to multiplier table - 65% plan review may apply
Non-residential temporary heating equipment	\$150.00
Inspections which no fee is specifically indicated	\$125.00 per hour
Additional plan review required by changes, additions, or revisions to previously approved plans	\$95.00 per hour
Reinspection fees	\$95.00 per hour/inspection – whichever is greater (minimum 1 hour)
Investigative Fee, Minnesota Rules 1300.0160, Subp. 8	In addition to the required permit fee,

	but may not exceed the permit fee
Emergency Inspections outside of normal business hours	\$150.00/hour (minimum 2 hours)
Change of use/occupancy	Refer to multiplier table - 65% plan review may apply (minimum fee of \$300.00)
Septic system - residential new/replacement	\$350.00
Septic system - commercial new/replacement	Refer to multiplier table - 65% plan review may apply
Septic System - Tank Replacement/Holding Tank	\$175.00
Operating Permit	\$200.00 annually
SSTS maintenance/pumping permit	\$10.00 triennially
Site Completion Agreement	\$225.00

Fire Department

Copy of Fire Incident Report (must pick up at City Hall)	\$0.25/page
Fireworks Permit	\$50.00
House Burn Permit	By agreement
False Alarm Charge (after 3 instances in 12 months)	\$75.00

Licensing

Gambling Premise Permit	\$100.00
Garbage Hauler License	\$100.00
Tobacco License	\$100.00

Intoxicating Liquor

On-Sale	\$2,500.00
Off-Sale	\$250.00
Sunday Sales	\$200.00
Wine	\$200.00
Club	\$200.00

Malt Liquor

On-Sale	\$200.00
Off-Sale	\$50.00
Temporary Liquor License	\$25.00 per event
Investigative Fee (MN Applicants)	\$200.00
(Out of State Applicants)	City's Cost (not to exceed \$10,000.00)

Planning

Color Maps/Printouts (8.5" X 11")	\$1.00
Conditional Use Permit	\$300.00
Conditional Use Permit Amendment	\$100.00
Comprehensive Plan Amendment	\$500.00 Application Fee \$1,000 Escrow
Commercial Site Plan Review	\$1,000 \$2,500 Escrow
Environmental Assessment Worksheet/Environmental Impact Statement Review	\$5,000 Escrow
Interim Use Permit	\$300.00
Interim Use Permit Renewal/Amendment	\$100.00
Park Dedication Fee In lieu of Land	\$2,300 per lot created
Planned Unit Development Sketch Plan Review	\$1,000 \$2,500 Escrow
Planned Unit Development	\$500.00 Application Fee

	\$15,000 Escrow
Rezoning	\$200.00
Right-of-Way/Easement Vacation	\$250.00
Subdivision Sketch Plan	\$1,000 \$2,500 Escrow
Subdivision Application (Preliminary and Final Plat)	\$500.00 Application Fee \$15,000 Escrow
Subdivision Application W/ Urban Services	\$500.00 Application Fee \$25,000 Escrow
Minor Subdivision Application	\$300.00 \$500 Application Fee \$1,000 \$2,500 Escrow
Variance	\$300.00
Wetland Permit	\$500 Application Fee \$2,500 Escrow
Withdrawal of Planning Permit	\$50.00

- City Staff may require escrow or additional escrow based on the application.
- Charges against escrow deposits can include professional consulting fees, staff time, materials, publications, mailings, mileage, and other expenses directly related to an application.

Public Works

ROW Excavation Fee (up to 100')	\$100.00
ROW Excavation Fee (for every 100' after the first 100')	\$30.00
Culverts (market rate adjustments may apply due to rising cost of materials)	\$1010.00
Mailboxes (market rate adjustments may apply due to rising cost of materials)	\$120.00
Second Driveway	\$100.00

Utilities

The Ponds									
Sewer Access Charge (SAC)	\$4,284.00								
Sewer Base Rate per Month	\$36.34								
Sewer Usage Fee per Thousand Gallons*	\$8.49								
<p>*Winter residential sewer rates (November through April billings) are based on actual water consumption used for the month billed.</p> <p>*Summer residential sewer rates (May through October billings) are based on the average of water consumption used for the January, February, and March billings. If the Winter usage is 3,000 or less, the consumption billed will be the actual usage up to a maximum of 3,000 gallons. Any average usage greater than the 3,000 gallons will be billed actual usage up the minimum average calculated. October is billed at actual usage on November bill.</p> <p>*Note: Consumption amounts are not billed greater than actual usage.</p>									
Water Access Charge (WAC)	\$3,500.00 (\$3,060 remitted to St. Francis, per agreement)								
Water Base Rate Per Month	\$15.84								
Water Usage Fee per Thousand Gallons	<table> <tr> <td>0 – 14,999 gallons</td> <td>\$5.07 per 1,000 gal</td> </tr> <tr> <td>15,000 – 29,99 gallons</td> <td>\$5.31 per 1,000 gal</td> </tr> <tr> <td>30,000 – 44,999 gallons</td> <td>\$6.22 per 1,000 gal</td> </tr> <tr> <td>over 44,999 gallons</td> <td>\$7.32 per 1,000 gal</td> </tr> </table>	0 – 14,999 gallons	\$5.07 per 1,000 gal	15,000 – 29,99 gallons	\$5.31 per 1,000 gal	30,000 – 44,999 gallons	\$6.22 per 1,000 gal	over 44,999 gallons	\$7.32 per 1,000 gal
0 – 14,999 gallons	\$5.07 per 1,000 gal								
15,000 – 29,99 gallons	\$5.31 per 1,000 gal								
30,000 – 44,999 gallons	\$6.22 per 1,000 gal								
over 44,999 gallons	\$7.32 per 1,000 gal								
State Water Fee per Month	\$0.81								
Water Meter	\$245.00								
Water Shut Off	\$25.00								
Water Reconnect Fee	\$25.00								

Sewer and Water Connection Permit*	\$50.00
Lake George	
Sewer Access Charge (SAC)	\$3,500.00
Sewer Usage Fee per Month	\$57.00
Water Access Charge (WAC)	\$3,500.00
Water Base Rate per Month	\$28.04
Water Usage Fee per 1,000 Gallons	\$5.34
Water Meter	\$245.00
Water Shut Off	\$25.00
Water Reconnect Fee	\$25.00
Sewer and Water Connection Permit*	\$50.00
Streetlights	
The Ponds (billed monthly)	\$2.75 per month
Milestone, Nightingale Knoll, Railside (billed annually)	\$33.00 per year
Wasnick Hills (billed annually)	\$48.00 per year
Late utility payment fee	10% - calculated monthly

*Inspection performed by the City of Oak Grove Public Works Department

Passed and adopted by the City Council of the City of Oak Grove this 14th day of April 2025.

Attest:

Weston Rolf, Mayor

Britt Pease, Deputy City Clerk

(Seal)