

**ORDINANCE 2017 - 04**

CITY OF DUNDAS  
RICE COUNTY  
STATE OF MINNESOTA

*An Ordinance Amending Section 101.02 of the  
Dundas City Code Adopting Fees and Charges*

**WHEREAS**, the City Council of the City of Dundas (the Council) has determined it is in the best interest of the City to amend certain fees charged for services; and

**WHEREAS**, after considering all information received, the Council determined fees appropriate to the welfare of the City;

**NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DUNDAS**, that Chapter 101.02 of the Dundas City Code is hereby amended as Exhibit A; and

**BE IT FURTHER ORDAINED**, that the attached fee schedule, Exhibit A, will become effective on January 1, 2018; and

**BE IT FURTHER ORDAINED**, that the attached Summary of Ordinance 2017-04 is hereby approved for publication purposes.

**APPROVED** by the City Council of Dundas, Minnesota, on this 27th day of November 2017.

**CITY OF DUNDAS BY:**

**ATTESTED:**

\_\_\_\_\_  
Glenn Switzer, Mayor

\_\_\_\_\_  
John McCarthy, City Administrator/Clerk

Ordinance 2017-04

\_\_\_\_\_Switzer \_\_\_\_\_Cruz \_\_\_\_\_Fowler \_\_\_\_\_Modory \_\_\_\_\_Pribyl

Publication of Summary in *Faribault News* on: December 2, 2017

**Exhibit A § 101.02 Fee Schedule**

**Ordinance 2017-04**

Fees and charges by the City are set forth in other sections of the City Code referenced below and as set forth in this section 101.02.

#	DESCRIPTION	\$ AMOUNT
<b>UTILITY SERVICES</b>		
1	GARBAGE: Monthly charge plus garbage tax for the collection, removal and disposal of garbage and trash within the corporate limits of the City.	35 gal: \$11.61 + 1.13 tax 65 gal: \$14.67 + 1.43 tax 95 gal: \$17.87 + 1.74 tax
2	SEWER BASE CHARGE: Minimum monthly charge for developed properties with sewer service; includes 1,000 gallons.	\$25.59
3	SEWER USE RATES: Charge billed monthly for use per 1,000 gallons based on water metered over 1,000 gallons. (Does not include outside meter use)	\$8.34
4	WATER BASE CHARGE: Minimum monthly charge for developed properties with water service; includes 1,000 gallons use.	\$22.83
5	WATER USE RATES: Charge billed monthly for use per 1,000 gallons based on water metered over 1,000 gallons.	\$3.83
6	OUTSIDE METER WATER USE RATES (Conservation): Charge billed monthly for use per 1,000 gallons of water metered through an outside meter.	\$5.83
7	DUPLICATE UTILITY BILLING	\$2.00/billing
8	DISCONNECTION from existing water service leads at the curb stop box	\$100.00
9	LATE PAYMENT FEE - monthly on current unpaid utility charges	10% of unpaid balance
10	CERTIFY FEE for Unpaid Utility Charges	10.50 % + Rice Co Charge
11	LICENSE FEE FOR CONTRACTORS making service connections.	No Fee
12	VIOLATION of Non Essential Water Use Regulation	\$50.00 per occurrence
13	TURN ON WATER FEE -Reinstating utility services	\$75.00
14	STORM WATER - Discharging storm water into sanitary sewer	\$700.00

**HYDRANT**

15	Rental Charge for use of a fire hydrant	\$25.00 per day Water \$10.00/1,000 gal Deposit \$100.00
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**RADIO READ METER**

16	Radio Read Water Meter Charge	actual cost + 3%
17	Yoke (if required)	actual cost + 3%
18	Administrative Setup Fee	\$30.00/meter
19	System Charge (one time)	\$73.35/household
20	Testing a Water Meter	\$150.00
21	Unscheduled Meter Read	\$30.00

**PERMITS and FEES**

22	Parade Permit	No Fee
23	Open Burning Permit - Issued by Northfield Area Fire Dept Services (NAFRS)	Set by Fire Chief
24	ATV Permit (New and thereafter Annually July 1 - June 30)	\$30.00
25	Golf Cart Permit (New and thereafter Annually July 1 - June 30)	\$30.00
26	Peddler or Transient Merchant	Annually \$125.00

#	DESCRIPTION	\$ AMOUNT
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**PERMITS and FEES (con't)**

27	Change of Occupany Permit - Building Official and/or Building Inspector	\$50.00/hr
28	Grading/Fill Permit Grading Fill	\$100.00 5-15 cu. Yds \$25.00 over 15 yds \$.05/cu. Yd
29	Excavation Permit	Minimum \$100.00
30	Obstruction Permit	\$100.00
31	Degradation Permit	\$250.00
32	Moving Permit	\$250.00
33	Accident/Incident Reports (Police Department)	\$5.00 per report
34	Dangerous Dog Registration Fee (MN Stat §347.51 Subd. 3)	Annually \$100.00
35	Animal 'release fee'	1st Impound \$50.00 2nd Impound \$100.00 Subsequent \$200.00 Plus All Boarding Cost
36	Photo Copies - Black/White	\$.25/page per side
37	Photo Copies - Color 8x11 only	\$.50/page per side
8	Research Time for Public Information	per MN Statute §13.03
39	Copy Electronic Medium	\$10/DVD and \$20/USB
40	Duplicate License or Permit	\$10.00
41	Election Filing Fee	\$2.00
42	Fax: Sending Domestic Only Receiving Domestic/International	\$1.00/page \$.25/page
43	Inspection Fee not covered by Building Fee	Minimum \$50.00/hr
44	Lost Key	\$50.00
45	Notary Fee	No Charge
46	Memorial Park Rental Fees plus MN sales tax and Rice County tax (Half Days Monday-Friday only: 7am-2pm or 3pm-10pm)	Half Day (Mon-Fri) \$55.00 Full Day \$95.00 Damage Deposit \$150.00
47	Special Assessment and Utility Bill Search Fee per parcel	\$30.00

**GAMBLING INVESTIGATION FEE**

48	Gambling Permit Investigation Fee (January 1 through December 31)	Annually \$125.00
49	Gambling Special Permit Investigation Fee (per event)	\$50.00

**FENCE PERMIT**

50	Fence Permit	\$50.00
51	Escrow may be required	\$100.00

**SIGN PERMIT**

52	Sign Permit	Minimum \$40.00 or \$.80 per sq. ft.
53	Temporary Portable Sign Permit	\$25.00
54	"Intentially Blank"	

**PENALTY**

55	Right-of-way Delay	\$500.00/day
56	Return/Insufficient Funds Check	\$30.00 or legal maximum
57	Water Ban Violation	\$50.00

#	DESCRIPTION	\$ AMOUNT
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#### GENERAL LICENSES

58	Adult Entertainment: Business License	\$1,500.00
	Manager License	\$100.00
	Preliminary Background	\$200.00
	Comprehensive Background Investigation	\$1,000.00
	Outstate Comprehensive Background	\$10,000.00
59	Amusement: Coin Operated Games License (January 1 thru December 31)	Annually \$15.00/device
	Billard/Pool Table (January 1 thru December 31)	Annually \$15.00/table
60	Dance Licenses	
	Temporary Public Dance License	\$25.00
	Dance Hall License	Annually \$500.00
	Cabaret License	Annually \$500.00
61	Tattooing or Body Piercing Services	Annual \$500.00

#### LIQUOR LICENSES

62	Liquor Sale Licenses (July 1 thru June 30)	
	Investigation/Background Check Fee	Initial and Annual Renewal \$125.00
63	Comprehensive/Out-of-State Liquor License Investigation	Actual but not to Exceed \$10,000.00
64	"On-Sale" Intoxicating Liquor License Ord. §1102.07(A)(1)	Annually \$2,335.00
65	"On-Sale" Wine License Ord. §1102.07(A)(2)	Annually \$585.00
66	Special Sunday "On-Sale" License Ord. §1102.07(A)(3)	Annually \$200.00
67	"Off-Sale" Intoxicating Liquor License Ord. §1102.07(A)(4)	Annually \$200.00
68	"On-Sale" Brew Pub License Ord. §1102.07(A)(5)	Annually \$100.00
69	"Off-Sale" Brewer Intoxicating Liquor License Ord. §1102.07(A)(6)	Annually \$200.00
70	Temporary "On-Sale" Brewer Intoxicating Liquor License Ord. §1102.07(A)(7)	Per Event \$50.00
71	Temporary "On-Sale" Intoxicating Liquor License Ord. §1102.07(A)(8)	Per Event \$50.00
72	Combination "On-Sale/Off-Sale" Intoxicating Liquor License Ord. §1102.07(A)(9)	Annually \$2435.00
73	"On-Sale" Culinary Class Limited Liquor License Ord. §1102.07(A)(10)	Annually \$100.00
74	Temporary "Off-Sale" Wine License Ord. §1102.07(A)(11)	Per Event \$50.00
75	Brewer Taproom License Ord. §1102.07(A)(12)	Annually \$200.00
76	Temporary Small Brewer or Microdistillery "On-Sale" Ord. §1102.07(A)(13)	Per Event \$50.00
77	Microdistillery Cocktail Room License Ord. §1102.07(A)(14)	Annually \$400.00
78	"On-Sale" 3.2 Malt Liquor License Ord. §1102.08(1)	Annually \$100.00
79	"Off-Sale" 3.2 Malt Liquor License Ord. §1102.08(2)	Annually \$100.00
80	Temporary "Off-Sale" MaltLiquor License Ord. §1102.08(3)	Per Event \$50.00
81	Penalty for Late Application	\$100.00
82	Certificaiton from County on Property Taxes	\$10.00

#### TOBACCO LICENSE

83	Tobacco/Cigarette Sales (January 1 through December 31) (Includes background check)	Initially \$150.00 Annual Renewal \$110.00
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#### CONSULTLING FEES

84	Clerk/Zoning Administrator	Loaded Cost
85	City Attorney	Actual Cost
86	City Engineer	Actual Cost
87	City Planning	Actual Cost

#	DESCRIPTION	\$ AMOUNT
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**DEVELOPMENT/ZONING/BUILDING REVIEW FEES** Fees charges are for cost of administrative and technical review. Unused escrow funds will be returned to applicant. If the escrow is insufficient to cover the costs of the review, additional escrow as determined by the Zoning Administrator will be required.

88	Administrative Permit	Minimum Fee \$50.00 Escrow \$100.00
89	Amending Conditional Use Permit	Minimum Fee \$500.00 Escrow \$1,000.00
90	Annexation Request	\$1,000.00
91	Appeals	Minimum Fee \$250.00 Escrow \$500.00
92	Application Conference	Fee \$150.00
93	Comprehensive Plan Amendment	Minimum Fee \$300.00
94	Conditional/Interim Use Permit (CUP)	Minimum Fee \$500.00 Escrow \$1,000.00
95	Environmental Review	Minimal Fee \$300.00 Escrow \$750.00
96	Final Plat/Planned Unit Development (PUD)/Building Plan Review	Minimal Fee \$300.00 Escrow \$75.00/acre Initial Maximum \$3,000
97	Ordinance Amendment - map rezoning or text	\$500.00
98	Other Public Hearing	Minimal Fee \$250.00 Escrow \$500.00
99	Preliminary Plat/Planned Unit Development (PUD)/Building Plan Review	Minimal Fee \$300.00 Escrow \$500.00/acre Initial Maximum \$10,000
100	Simple Land Division/Consolidation	Minimal Fee \$300.00 Escrow \$500.00
101	Site/Concept/Sketch Plan/Planned Unit Development (PUD)/Building Plan Review	Minimal Fee \$300.00 Escrow \$50.00/acre Initial Maximum \$2,000
102	Vacation (right of way)	Minimum \$500.00
103	Variance	Residential \$100.00 Non Residential \$300.00 Escrow \$1,000.00
104	Wetland Mitigation Permit	Minimum \$300.00 Escrow \$2,000.00
105	Zoning Letter (requesting more than zoning classification/flood plain)	\$50.00/letter

**PAID with PLAT APPROVAL**

106	Sewer Trunk Charge:	Residential/Commerical/Industrial	\$2,700 per acre
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		Minimum	\$500.00
107	Water Trunk Charge:	Residential/Commercial/Industrial	\$2,700 per acre
		Minimum	\$500.00
108	Storm Sewer Utility/Trunk Charge:	Residential/Commercial/Industrial	\$1,000 per acre
		Minimum	\$500.00
109	Record Drawing/GIS Fee (per lot):	Residential	\$90.00 per lot
		Commerical/Industrial	\$250.00 per acre

**PAID with BUILDING PERMIT**

110	Erosion Fee Deposit	Per Lot	\$1,500.00
111	Sanitary Sewer System Connection (SAC)	Single Family Unit	\$2,000
	<i>(formula based on 80% SFD)</i>	Multi-Family Unit	\$1,400
		Commerical/Industrial	(See Formula for Charge)
	Ratio of SFU SAC Charge to SFU WAC Charge: Multiple by WAC Charge as determined by Water System Connection Charge Calculation		
	Example for 3 inch water connection:		
	SFU SAC Charge (\$4,000)/ SFU WAC Charge (\$2,000) = Ratio (2)		
	WAC Charge (\$18,120) X Ratio (2) = C/I SAC (3 inch water) (\$36,240)		
112	Water System Connection (WAC)	Single Family Unit	1 inch \$1,500
	<i>(formula based on 80% SFD)</i>	Multi-Family Unit	1 inch \$1,200
		Commerical/Industrial	1 inch and larger
	For Service Larger than One (1") inch: Ratio of Area of Service Size to be Installed to the Area of a One Inch (1") Service Multiplied by the SFU WAC Charge		
	Example for 3 inch water connection		
	Area of 3 inch (7.07sq in)/Area of 1 inch (0.78 sq in) = Ratio (9.06)		
	Ratio (9.06) X SFU WAC (\$2,000) = C/I WAC for 3 inch (\$18,120)		

*HISTORY: Amended by Ord. 2003-01, Ordinance 2008-01, Ordinance 2008-04, Ordinance 2009-01; Ordinance 2010-10; Ordinance 2012-02; Ordinance 2013-04; Ordinance 2014-06; Ordinance 2015-02*

**SUMMARY OF  
ORDINANCE 2017-04**

CITY OF DUNDAS  
STATE OF MINNESOTA

*An Ordinance Amending Section 101.02 of the  
Dundas City Code Adopting Fees and Charges*

**The following is the official summary of Ordinance 2017-04, which was approved and adopted by the Dundas City Council on November 27, 2017:**

Section 101.02 of the Dundas City Code has been amended to make changes to the fees and charges of the City.

A copy of the entire Ordinance 2017-04 is available for inspection by any person during regular office hours at the Dundas City Hall, 216 Railway Street North, Dundas, MN 55019; and is posted at the Dundas City website: [www.cityofdundas.org](http://www.cityofdundas.org).

Published by order:  
John McCarthy, City Administrator/Clerk  
in the *Faribault Daily News* on December 2, 2017