

RESOLUTION NO. 2025-18

Resolution Adopting the City of Fairmont Departmental Fee Schedule for City Services

STATE OF MINNESOTA)
MARTIN COUNTY) SS
CITY OF FAIRMONT)

WHEREAS, Minnesota Statute 462.353, Subd. 4a, permits a municipality to adopt a fee schedule by resolution, either annually or more frequently, following publication of notice of proposed action at least 10 days prior to a public hearing being held to consider the approval of the fee schedule;

WHEREAS, notice was published in the Fairmont Sentinel on May 1, 2025; and

WHEREAS, a public hearing was held on May 12, 2025.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Fairmont, Minnesota as follows:

The City of Fairmont Departmental Fee Schedule for City Services shall read as follows and become effective May 13, 2025:

CITY OF FAIRMONT DEPARTMENTAL FEE SCHEDULE FOR CITY SERVICES		
CITY WIDE FEES		
Photo copy – 100 pages or less of black and white, letter or legal size government data	\$0.25 per page	
Photo copy – 101 pages or more of government data	\$0.25 per page and actual cost of searching for and retrieving government data, including the cost of employee time, certifying, compiling and electronically transmitting the copies of the data	
Photo copy – material provided by the person making request	\$0.25 per page	
CD/DVD copy	\$10.00 each	
Flash drive	\$5.00 each	
Fax	\$0.50 per page	
Laminate document	\$1.00 per page	
NSF Check Fee	\$30.00	
Credit Card Handling Fee	2.5% of total fee	

ADMINISTRATION & GENERAL GOVERNMENT		
Alcoholic Beverage Licenses		Resolution 3.43(a), 3.94(a) Resolution 2021-32
Intoxicating Liquor	\$2,500.00 per year	
Sunday Liquor	\$200.00 per year	
Club License	\$300.00 per year	
3.2% Beer On-Sale	\$200.00 per year	
3.2% Beer Off Sale	\$100.00 per year	
Wine On-Sale	\$250.00 per year	
Taproom/Brewpub	\$300.00 per year	
Brewer Off-Sale (Growlers/Crowlers)	\$100.00 per year	
Small Brewer Off-Sale 128 oz./day	\$100.00 per year	
Temporary Intoxicating Liquor (3-4 day)	\$50.00 per event	
Temporary 3.2% Beer	\$10.00 per event	
Temporary Consumption & Display	\$50.00 per event	
Consumption & Display (Set- up)	\$100.00 per year	
Keg in Park	No Charge, but permit needed	
New License Investigation Fee	\$100.00	
Cannabis and Hemp Business Licenses		
Initial Registration Fee	Not to exceed \$500.00 or half the amount of an initial state license, whichever is less	Ordinance 2024- 07,Minnesota Statute §342.11
Renewal Registration Fee	Not to exceed \$1,000.00 or half the amount of an initial state license, whichever is less	
Temporary Cannabis Application	Not to exceed \$500.00 or half the amount of a state application fee for a cannabis event organizer license, whichever is less	
Civil Penalty (sale or registration violation)	\$2,000.00	
Miscellaneous Licenses		
Tobacco/Cigarette	\$150.00 per year	Resolution 14.18, 14.42
THC/Edibles	\$200.00 per year	
Refuse Hauling	\$75.00 per truck	

Taxi	\$50.00 per vehicle			
Theater	\$75.00 per year			
Peddler/Solicitor/Transient Merchant	\$300.00 per year \$150.00 per month			Resolution 19.17(b)
Golf Cart Permit	\$20.00 per year			Clerk 16.6(a)
ATV Permit	\$20.00 per year			Council 16.92(a)
Event Permit	\$15.00 per event			
Food Wagon/Vendor Permit	\$25.00 per event – Must be in conjunction with an event			Ordinance 18.45(1)
Overnight Camping	\$50.00 per event – Must be in conjunction with an event			
Dog/Cat License	\$10.00 per year - if spayed or neutered \$15.00 per year - if not spayed or neutered			Admin. Change 7/28/21
Dangerous Dog Registration	\$100.00, plus license fee			
Motor Vehicle Impound/Storage Fees	\$10.00 per day			
Leased Parking Stall	\$25.00 per month, plus tax			
Rental Registration	\$5.00 per unit up to \$100.00 for 3 years			Approved by Council 27.11
Rental Inspection	\$40.00			
Vacant Building Registration	\$100.00			Ord. 2021-04
Assessment Certificate	\$15.00			
Administrative Citations				City Code 2.6(c)
Violation	1 st	2 nd	3 rd	
<u>Animals</u>				
4-21 Running at Large	\$50.00	\$75.00	\$100.00	
4-24 Nuisances	\$50.00	\$75.00	\$100.00	
4-25 Sanitation	\$50.00	\$75.00	\$100.00	
<u>Liquor</u>	\$750.00	\$1,500.00	\$2,000.00	Resolution 2013-30
	Fourth Violation – Revocation of License (5 year look back period)			
Other Violations	\$50.00	\$75.00	\$100.00	
<u>Building Code</u>				
6-18 Enforcement	\$150.00	\$300.00	\$500.00	
<u>Miscellaneous Provision & Offenses</u>				
15-1 Curfew for Minors	\$25.00	\$50.00	\$75.00	
15-2 Noise	\$25.00	\$50.00	\$75.00	
<u>Nuisances</u>				

17-1 Junk	\$150.00	\$300.00	\$500.00	
17-2 Weeds & Grass	\$25.00	\$50.00	\$75.00	
<u>Solid Waste</u>				
22-18 Storage	\$150.00	\$300.00	\$500.00	
22-20 Open Burning	\$150.00	\$300.00	\$500.00	
22-21 Dumping in Streets	\$50.00	\$75.00	\$100.00	
23-3 Ice and Snow	\$50.00	\$75.00	\$100.00	
<u>26-26 Zoning</u>	Not to exceed \$500.00 May accrue each day violation continues			
Rental Housing Code				
27-4 Rental Registration	\$100.00	\$200.00	\$300.00	
27-5 Rental Inspection	\$100.00	\$200.00	\$300.00	
-	Inspections due to noncompliance are charged at 2.5 times the hourly rate of the inspector. Abatement of violations include a \$75.00 administrative fee in addition to the actual costs of abatement. If abatement requires more than one hour of staff time, the property owner is charged \$150.00 per hour. A \$50.00 charge is added to accounts where expenses are not paid, and special assessment is levied against the property owner and the account is certified to the county for collection.			Code 25.1006
<u>Stormwater Management</u>	Major Violation \$1,000.00 Minor Violation \$500.00			
Illicit Discharges & Connection				Code 25-1002
Illicit Connection to Stormwater System	Major Violation \$1,000.00 Minor Violation \$500.00			
Failure to Provide Adequate Measures to Prevent an Illicit Discharge	Major Violation \$500.00 Minor Violation \$200.00			
Failure to Report a Spill	\$200.00			
Failure to Clean up a Spill	\$200.00			
Failure to Respond to a Notice of Violation	\$100.00			
Grass clippings found on the street	Verbal Warning \$25.00 \$100.00			
<u>Land Disturbing Activities</u>				City Code 25-1003
	Major Violation \$500.00			

Per each Distinct Violation	Minor Violation \$250.00	
<u>Structural Stormwater BMP Violations</u>		City Code 25-1004
Failure to perform proper maintenance of a structural stormwater BMP	Major Violation \$500.00 Minor Violation \$250.00	
Removal and/or alteration to a structural stormwater BMP or easement	Major Violation \$500.00 Minor Violation \$250.00	
Failure to submit required easement and/or maintenance agreement	\$250.00	
Failure to submit maintenance records	\$100.00	
<u>Miscellaneous Code Violations Not Listed</u>	\$100.00 \$200.00 \$300.00	
COMMUNITY DEVELOPMENT	Fees are doubled if no permit was issued prior to starting work	
<i>Building Permits</i>	<i>Fees + state surcharge fees</i>	City Code 6.6(b) references Ordinance 2000-4 for the fees
\$1.00 to \$500.00	\$29.50	
\$501.00 to \$2,000.00	\$28.00 for the first \$500.00 plus \$3.70 for each additional \$100.00 or fraction thereof, to and including \$2,000.00	
\$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 \$25,000.00	
\$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 \$50,000.00	
\$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 \$100,000.00	

\$100,001.00 to \$500,000.00	\$1,186.65 for the first \$100,00.00 plus \$6.75 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00	
\$500,000.00 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 \$1,000,000.00	
\$1,000,001 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 Fee	65% of the Permit Fee	
State Surcharge	As per Minnesota Statute 16B.70	
<u>Other Inspections & Fees</u>		
Outside of normal business hours	\$63.25 per hour (minimum charge two hours)	
Reinspection fees under Minnesota Building Code Section 1300.0160	\$63.25 per hour	
Outside Consultants for plan checking and inspections, or both	Actual costs	
<u>Flat fees for small residential projects</u>	<u>Base permit fee</u>	
Roofing	\$69.50	
Siding	\$69.50	
Window/Door	\$69.50	
Plumbing (water heater, etc.)	\$69.50	
Mechanical (furnace, A/C, etc.)	\$69.50	
Demolition	\$25.00	
PLANNING & ZONING		
Appeal/Code Amendment	\$150.00	
Administrative Appeal	\$50.00	
Conditional Use (CUP)	\$250.00	
Home Occupation (HOP)	\$150.00	
CUP/HOP Annual Review	\$30.00	
Minor Plat	\$90.00	
Planned Unit Development	\$250.00	
Preliminary Plat	\$300.00	

Rezoning	\$300.00	
Variance (Residential)	\$150.00	
Variance (Commercial)	\$250.00	
Zoning Verification	\$25.00	
Zoning permit – Sheds/Fence/Steps	\$25.00	
ENGINEERING DEPARTMENT		
Land Disturbance	Fee is doubled if no permit was issued prior to starting work	
5,000 square feet – 0.49 acres	\$50.00	
.05 acres - .99 acres	\$75.00	
1 acre or greater	\$200.00	
Yard Waste Recycling Site Usage (Commercial Use Only)	\$1,500.00 per year	
Oversized Load	\$40.00/\$80.00	
Right-of-Way (ROW) Permit	\$25.00	
After the Fact ROW Permit	Two times original permit fee	
FIRE DEPARTMENT		
Fire Call	\$500 + cost of materials	
United Township Coop Fire Association Fire Call Charge	\$1,000.00 for first hour + cost of materials Additional hourly rate of \$19.91/hr/firefighter	
PARKS & RECREATION		
Park Shelter Rental	\$85.00 per day, plus tax (Lincoln Shelter) \$125.00 per day, plus tax (Sylvania Shelter) \$125.00 per day, plus tax (Cedar Creek Shelter)	Park Policy 01/23/2023
Weddings (in a City Park)	\$250.00 per day, plus tax	
Fish Cleaning Key Card	\$5.00 per year	
SMEC Rental	*Rentals for full week are only charged for 4 days	
For Profit	\$100.00 per day *	

	\$50.00 per half day *	
	\$550.00 monthly/short term (6 mos. or less)	
	\$400.00 Volume Discount (daily/week)	
	\$200.00 Volume Discount (half days/week)	
Non-profit	\$50.00 per day *	
	\$25.00 per half day *	
	\$500.00 monthly/short term (6 mos. or less)	
	\$200.00 Volume Discount (daily/week)	
	\$100.00 Volume Discount (half days/week)	
Individual Rental	\$85.00	
Aquatic Park		
Daily Admission	\$7.00 per person 2 years and up	
Punch Card (12 admissions)	\$70.00	
Punch Card (12 fitness admissions)	\$30.00	
Individual Pass	\$90.00	
Family Membership (up to 5 people)	\$190.00	
Additional Family Member/Caregiver	\$25.00 each	
Fitness Class Admission	\$3.00	
Swimming Lessons	\$45.00 per session	
Private Lessons	\$20.00 per session for one swimmer	
	\$35.00 per session for two swimmers	
	\$45.00 per session for three swimmers	
Facility Rental	\$200.00 per two hours for two pools	
	\$400.00 per two hours for four pools	
PUBLIC WORKS DEPARTMENT		
Front End Loader	\$95.00/hour	FEMA 2023 Schedule of Equipment Rates
Backhoe	\$95.00/hour \$100.00/hour	
Dump Truck	\$75.00/hour	
Pickup Truck	\$40.00/hour \$55.00/hour	
Street Sweeper	\$185.00/hour	
Bucket Truck	\$95.00/hour \$125.00/hour	
Skid Loader	\$55.00/hour \$80.00/hour	
Labor Costs	As specified in AFSME Union Contract plus benefits	

UTILITIES	All Water and Sewer Connections and Distribution Fees are based upon the most current Water and Sewer Connection and Distribution Policy approved by the Public Utilities, which is attached and incorporated in this Fee Schedule	
ELECTRIC DEPARTMENT		
Large Trucks #24, 26, 29	\$125.00 per hour	
Mini-Excavator	\$125.00 per hour	
Pickup Truck	\$55.00 per hour	
Small Trencher	\$35.00 per hour	
Cable Locator	\$75.00 per hour	
Secondary Cable Fault Locator	\$75.00 per hour	
Primary Fault Locator	\$100.00 per hour	
Vacuum Excavator (includes 1-man)	\$125.00 per hour	
Infrared Viewer	\$125.00 per hour	
WATER DEPARTMENT		
Backhoe	\$185.00 per hour	
Backhoe with Cement Breaker/Tamper	\$225.00 per hour	
Air Compressor	\$50.00 per hour	
Pumps	See Wastewater Charges	
Tap Charges ¾" – 2"	\$110.00 per Man Hour	
Tap Charges 4" – 8"	\$140.00 per Man Hour	
Meter Repair	\$175.00	
Dump Truck	\$90.00 per hour	
Water Shut off	\$75.00	
WASTEWATER DEPARTMENT		
Vactor	\$330.00 per hour	
TV Camera – Main Line	\$125.00 per hour	
Septage Fee	\$65.00 \$85.00 per 1,000 gallons	
PUMPS	Half Day All Day	
6" Pump	\$180.00 \$320.00	

4" Pump	\$125.00	\$215.00	
3" Pump	\$ 95.00	\$140.00	
1 ½" – 2" Pump	\$ 55.00	\$ 85.00	
Shoring (labor extra if required)	\$100.00	\$200.00	
Labor cost It should be understood that the above charges are for repair of equipment damaged by accidents or charged to other cities or utilities. The above charges will be used for repairs as specified in the Electric, Water and Wastewater service policies.	As specified in IBEW Union Contract plus benefits.		
AIRPORT			
Ramp fee			
Hangar Rental Rate	\$35.00 - \$150.00 per night (depending on aircraft size)		
Monthly Hangar Rental Rates	6 units at \$80.00 per month 6 units at \$110.00 per month 5 units at \$120.00 per month 5 units at \$155.00 per month 4 units at \$125.00 per month 1 unit at \$315.00 per month 1 unit at \$125.00 per moth Big Box Hangar \$300.00 - \$600.00 per month (depending on aircraft size)		

PASSED, APPROVED AND ADOPTED, this 12th day of May, 2025.

Motion by:

Seconded by:

All in Favor:

Opposed:

Abstained:

Absent:

Lee C. Baarts, Mayor

ATTEST:

Betsy Steuber, City Clerk