

**ORDINANCE NO. 975
AN ORDINANCE SETTING FEES AND CHARGES FOR
THE CITY OF SHAKOPEE**

WHEREAS, by Ordinance 954, the City Council established a fee schedule effective January 1, 2017; and

WHEREAS, the City Council has determined that adjustments to those fees are reasonable and appropriate.

NOW THEREFORE BE IT ORDAINED, by the City Council of the City of Shakopee, Minnesota that the Fee Schedule dated January 1, 2018, copy of which is on file in the office of the City Clerk, is hereby approved and adopted in its entirety.

BE IT FURTHER ORDAINED, that the Fee Schedule shall become effective on January 1, 2018, unless indicated otherwise therein and all other ordinances and resolutions inconsistent herewith shall be repealed effective January 1, 2018.

Adopted in adjourned regular session of the City Council of the City of Shakopee, Minnesota held this 5th day of December, 2017.

Mayor

ATTEST:

City Clerk



SHAKOPEE

City of Shakopee 2018 Fee Schedule

Approved by City Council xx/xx/xx – Ordinance xxx

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Administration Fees

Outdoor Performance Center (City Code 115.01)	\$520
Show, Non-Transient Theme Parks, Amusement Parks, etc. (City Code 110.080)	
<ul style="list-style-type: none"> • Annual license fee per ride • Show without rides • Non-transient theme parks 	\$50/ride \$80 Per agreement
Cable Franchise Application (Resolution 6696)	\$350 + \$7,500
Jump Drive copy of Government- Requested Data	\$5/each
Pawnshops and Secondhand Dealers (City Code 113.01)	
<ul style="list-style-type: none"> • Annual license fee • Initial license one-time investigation fee • Investigation fee for each new employee • Pawnshop billable transaction fee 	\$2,500 \$345 \$100 \$1.50
Tobacco License (City Code 110.025)	
<ul style="list-style-type: none"> • Annual license fee • Initial license one-time investigation fee 	\$200 \$150
Sale of Beer, Liquor, Wine, Setup, Club, Taproom, Small Brewer and Temporary Beer License (City Code 114.06)	

Annual fee for On-Sale Beer & Taproom	\$312
Annual fee for Off-Sale Beer	\$100
Temporary Beer and Liquor	\$35
Annual fee for Setup	\$125
Annual fee for On-Sale Wine	½ of On-Sale Liquor or \$2,000, whichever is greater
Annual fee for On-Sale Club	\$300
Annual fee for Sunday Liquor	\$200
Annual fee for Off-Sale Liquor	\$150
Application and investigation fee for Off/On-Sale Liquor or Wine License:	
If investigation within Minnesota	\$330
Outside Minnesota	City expenses up to \$10,000 with \$1,100 deposit
Application and investigation fee for Taproom/Small Brewer:	
If investigation within Minnesota	\$300
Outside Minnesota	City expenses up to \$10,000 with \$1,100 deposit
Investigation fee for Off/On-Sale Beer	\$150

Annual Fee for On-Sale Liquor/Small Brewer: Customer-Used Floor Area

Outdoor seating: Additional fee shall be computed at one-third of whatever the fee would be for the additional square footage of customer-used floor area for the outdoor seating.

Under 1,000 sq. ft.	\$3,705
1,000 – 1,999 sq. ft.	\$4,390
2,000 – 2,999 sq. ft.	\$5,080
3,000 – 3,999 sq. ft.	\$5,765
4,000 – 4,999 sq. ft.	\$6,445
5,000 – 5,999 sq. ft.	\$7,140
6,000 – 6,999 sq. ft.	\$7,820
7,000 – 7,999 sq. ft.	\$8,510
8,000 – 8,999 sq. ft.	\$9,195
9,000 – 9,999 sq. ft.	\$9,875
Over 10,000 sq. ft.	\$10,570

Massage License (City Code 116.01)

- Investigation fee \$50
- Massage Therapist license fee \$50
- Massage Therapy Business license fee \$100
- Massage Therapy Business license renewal fee \$20

Refuse Hauler Collection Annual Rates (City Code 51.01)

\$125

Pet Store Application

- Investigation fee 50
- One-time license \$100

Peddlers/Solicitors (City Code 112.01)

- Investigation fee \$50
- Annual weekly license - Peddlers only \$50
- Annual six-month license - Peddlers only \$105
- Annual yearly license - Peddlers only \$160

Transient Merchant (City Code 112.01)

- Investigation fee \$50
- Annual weekly license \$50
- Annual six-month license \$105
- Annual yearly license \$160

Mobile Food Unit

\$50

Taxicabs and Drivers (City Code 110.025)

- Annual fee for Taxicab Business license \$275
- Annual fee for Taxicab Drivers license \$35
- Annual fee for each vehicle \$16
- Initial license one-time investigation fee:
 - Taxicab License \$150
 - Taxicab Driver's License \$100

Currency Exchange License Review (State law required) \$50

~~**Shakopee Brick** (for renovation projects) \$1/brick~~

Office Charges

- Photocopy & duplication fees \$0.25/side/page
 - Service charge for each check returned (NSF) \$30
- Upon receipt of an NSF check, no additional checks will be accepted from presenter

Late Fees 1%/month after 90 days delinquency

Service Fee for Certification (assessing) Delinquent Accounts \$25/parcel

~~**Escrow/Security Release Fee** \$30~~

DRAFT

Economic Development Fees

Tax Increment Financing Application Fee \$12,000 escrow

Tax Abatement Application Fee \$12,000 escrow

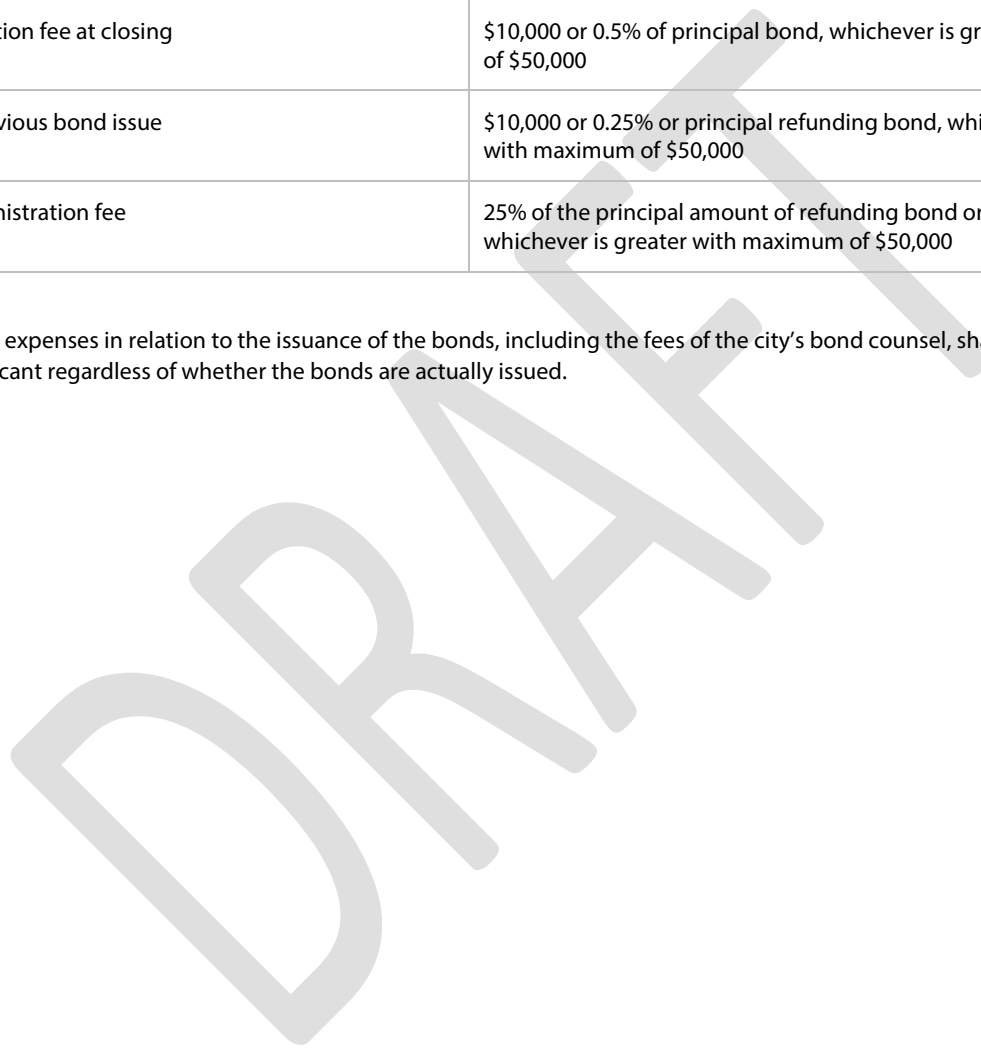
Minnesota Investment Fund Application Fee \$6,000 escrow

Unused escrow funds will be returned and additional fees above these amounts will be the responsibility of the applicant.

Private Activity Revenue Bonds (Conduit Debt) (Resolution 7318)

Application fee	\$1,000
Administration fee at closing	\$10,000 or 0.5% of principal bond, whichever is greater with maximum of \$50,000
Refund previous bond issue	\$10,000 or 0.25% of principal refunding bond, whichever is greater with maximum of \$50,000
Bond administration fee	25% of the principal amount of refunding bond or \$10,000 minimum, whichever is greater with maximum of \$50,000

All fees and expenses in relation to the issuance of the bonds, including the fees of the city's bond counsel, shall be the responsibility of the applicant regardless of whether the bonds are actually issued.



Public Works Fees

EQUIPMENT SERVICE CHARGES

All drivable equipment rates include an operator with a minimum rental time of two hours.

Front End Loader	\$ 1181 ¹⁵ /hour
Tractor	\$ 1031 ⁰⁰ /hour
Elgin Street Sweepers	
• Regenerative Air	\$ 1291 ²⁵ /hour
• Mechanical Broom	\$ 1081 ⁰⁵ /hour
Single-Axle Dump Truck	\$ 98 ⁹⁵ /hour
• With Plow and Wing	\$ 1181 ¹⁵ /hour
Single-Person Aerial Bucket Truck	\$ 87 ⁸⁵ /hour
1-Ton Pickups	\$ 67 ⁶⁵ /hour
• With Plow	\$ 77 ⁷⁵ /hour
Water Tanker/Flusher	\$ 98 ⁹⁵ /hour
Trash Compactor	\$ 77 ⁷⁵ /hour
Mower Tractor	
• Turf Type	\$ 67 ⁶⁵ /hour
• With Side and Rear	\$ 84 ⁸² /hour
Weed Mowing (Rough)	\$ 84 ⁸² /hour
Asphalt Roller 1-1 ½ Ton	\$ 67 ⁶⁵ /hour
Skid Steer	\$ 82 ⁸⁰ /hour
Small Grader	\$ 87 ⁸⁵ /hour
Wood Chipper	\$ 62 ⁶⁰ /hour
Sewer Jet Cleaning	\$ 1181 ¹⁵ /hour
Vacuum Inductor	\$ 98 ⁹⁵ /hour
Bituminous Street Repair	Time and materials basis only
CAR/TRUCK WASH	\$7/\$9 per wash

Engineering Fees

PRIVATE DEVELOPMENT

Street, utility and water main fees for private developments apply in situations where developers decide to construct the public improvements themselves rather than have the City of Shakopee construct them via a public improvement project.

The fees and charges collected are intended to reimburse the city for all direct and indirect costs incurred by the Public Works Department to process the development application, process and administer the project, review and approve the plans for the project, inspect the construction of the project and inspect and maintain the project once complete.

The fees and charges below are collected prior to recording of the plat, unless otherwise noted.

The percentages and rates are based on historical costs incurred by the city and are reviewed on an annual basis.

Street and Utility Fee

This fee is a lump sum of 7.5% of the construction costs for the following public improvements: streets, sidewalks, boulevard trees, sanitary sewer, storm sewer and other associated appurtenances.

Watermain Fee

This fee is a lump sum of 4% (this includes 1.5% for administration and 2.5% for plan review/coordination) of the construction costs for the following public improvements: watermain and other associated appurtenances.

Please note, Shakopee Public Utilities (SPU) requires separate fees/charges not listed in this document. Therefore, you will need to contact SPU at 952-445-1988 to obtain these amounts.

Wetland Conservation Act (WCA) Administration

Please note, if outside consultants are used, their total costs will be charged to the developer. If City of Shakopee employees are used, their hourly rates and a multiplier of 2.0 will be charged to the developer.

- WCA Application \$7975/application + hourly rates

Storm Water Management Plan Review Fee

Please note, if outside consultants are used, their total costs will be charged to the developer. If City of Shakopee employees are used, their hourly rates and a multiplier of 2.0 will be charged to the developer.

Trunk Sanitary Sewer Charge

This charge is applicable per the City of Shakopee's Trunk Sanitary Sewer Charge Policy. The developable area is defined as the total area of the final plat, less areas of outlots, right-of-way, lakes, wetlands, easements encompassing high water level storm ponds, conservation easements and parks.

- Trunk Sanitary Sewer Charge \$2,8952,745/net developable acre

Lateral Sanitary Sewer Connection Charge

- County Road 83 Sanitary Sewer Lateral Connection Charge \$1,375/SAC unit

This charge is applicable to all properties and developments connecting to the sanitary sewer extending from the south plat boundary of the Church Addition to the north plat boundary of the River Valley Estates 1st and 2nd Additions.

Sanitary Sewer Service Availability Charge (SAC) units are calculated using the most recent version of the Metropolitan Council SAC Procedures Manual.

The charge is due when a property connects to the lateral or prior to the recording of a final plat for a development connecting to the lateral.

- Jennifer Lane Sanitary Sewer Lateral Connection Charge \$5,665.10/acre

This charge applies to all properties and developments abutting Jennifer Lane and connecting to the Jennifer Lane Sanitary Sewer between Valley Creek Crossing 2nd Addition to Wood Duck Trail.

The charge is to be collected at the time of connection to the public sanitary sewer or the recording of a final plat for a development utilizing the sanitary sewer, whichever is earlier.

- Whispering Oaks Sanitary Sewer Lateral Connection Charge \$4,168.06/SAC unit

This charge applies to all future properties and developments connecting to the sanitary sewer extending along Muhlenhardt Road between County Highway 16 and Horizon Drive and along Horizon Drive between Muhlenhardt Road and County Highway 18.

The charge is to be collected at the earlier of the time of connection to the public sanitary sewer or the recording of a final plat for a future development utilizing the sanitary sewer.

Sanitary Sewer Availability Charge (SAC) units are calculated using the most recent version of the Metropolitan Council SAC Procedures Manual.

VIP and VIP II Connection Charges

The Valley Industrial Park (VIP) charges are applicable to properties and developments connecting to the VIP and VIP II sanitary sewers located in the Old Urban Shakopee.

The charge is due when a property connects to the lateral or prior to the recording of a final plat for a development connecting to the lateral.

- VIP Connection Charge \$1,340/acre
- VIP II Connection Charge \$512/acre

Trunk Storm Water Charge

This charge is applicable per the City of Shakopee's Trunk Storm Water Charge Justification Report. The developable square footage is calculated by taking the total area of the development minus the total areas for outlots, rights-of-way, lakes, wetlands, easements encompassing high water levels of storm ponds, conservation easements and parks. The developable area is defined as the total area of the final plat, less areas of outlots, right-of-way, lakes, wetlands, easements encompassing high water level storm ponds, conservation easements and parks.

Please note, for commercial and industrial developments, this charge is due at the time of building permit issuance.

- Trunk Storm Water Charge \$0.1350-128/developable sq. ft.

Trunk Storm Water Storage and Treatment Charge

This charge is applicable per the City of Shakopee's Trunk Storm Water Charge Justification Report and is charged to all developments utilizing regional storm ponding systems. The developable square footage is calculated by taking the total area of the development minus the total areas for outlots, rights-of-way, lakes, wetlands, easements encompassing high water levels of storm ponds, conservation easements and parks.

Please note, for commercial and industrial developments, this charge is due at the time of building permit issuance.

- Density of development (three or less lots/acre) \$0.0670-064/developable sq. ft.
- Density of development (more than lots/acre) \$0.1340-127/developable sq. ft.
- Commercial/Industrial developments \$0.2240-212/developable sq. ft.

Regional Infiltration Pond Charge

This charge is applicable to all developments utilizing regional infiltration pond systems.

- Regional Infiltration Pond Charge \$1,3431-273/new impervious acre

Water Connection Charge (WCC)

The Shakopee Public Utilities Commission's (SPU) WAC = Trunk Water Charge (TWC) + Water Connection Charge (WCC) as defined by SPUC.

The TWC is due at the time "water availability" is desired by the property owner, usually at time of platting. The TWC can sometimes be paid by city assessments but is usually paid in a lump sum directly to SPU by the property owner/developer. SPU defines property areas granted water availability by resolution. In some instances, water mains are adjacent to a given property, but the TWC has not yet been paid and consequently water is not yet available. In all cases, prior to water main construction plan approval for water mains to be installed within property the applicable TWC must be paid in advance of plan approval.

The WCC is due at the time a building permit is requested for new construction or building expansion. The WCC is paid directly to SPU and is usually based on the Metropolitan Council's SAC unit determination plus an additional per-square-foot charge for "industrial use" spaces. SPU's WCC policy provides for additional WCC fees based on actual water usage that is in excess of the assigned SAC unit values.

Please note Shakopee Public Utilities calculates and collects these charges. Therefore, you will need to contact them at 952-445-1988 to obtain these amounts.

Sign Installation Fee

- Street name sign installation \$~~294279~~/sign pole
- Traffic control sign installation \$~~120114~~/sign
- Conservation easement/wetland sign or post installation \$~~3331~~/sign or post
- Temporary no-parking sign installation \$~~15~~/sign

Bituminous Sealcoat Fee

This fee is for costs associated with the first bituminous-paved streets in the development. The rate is based on the most recent contract unit price(s) the City of Shakopee receives plus 3% for the following year's increases and administration costs.

- Bituminous sealcoat \$~~1.57149~~/square yard of bituminous paved street

Grading Permit Fee

Please note, the cost associated with site grading is not based on the purchase price of any fill, but rather the cost to move/place/compact it once on the site.

This fee is due at the time of grading permit issuance.

Projects costing up to \$200,000	5.5% of the cost associated with the site grading and all erosion control measures. The minimum fee is \$50.
Projects costing more than \$200,000	\$11,000 + 3% of all costs associated with the site grading and all erosion control measures in excess of \$200.
Unauthorized Work Fee	Up to double the permit fee

National Pollutant Discharge Elimination System (NPDES) Permit Program Fee

The NPDES permit program is a mandate set forth by the Environmental Protection Agency's Clean Water Act and it is administered by the Minnesota Pollution Control Agency (MPCA). The goal of this permit, according to the MPCA, is to "reduce the amount of sediment and pollution that enters surface and ground water from storm sewer systems to the maximum extent practicable."

Please note, if outside consultants are used, their total costs will be charged to the developer. If City of Shakopee employees are used, their hourly rates and a multiplier of 2.0 will be charged to the developer.

GENERAL ENGINEERING

The general engineering fees collected are intended to reimburse the City of Shakopee for all direct and indirect costs incurred by the Public Works Department to process, prepare, review and inspect the various projects and requests.

The percentages and rates are based on historical costs incurred by the city and are reviewed on an annual basis.

City Improvement Projects and Miscellaneous Work

A fee for administration of all City of Shakopee improvement projects is applicable in the amount of a lump sum fee of 1 percent of the costs associated with the project.

Please note, if outside entities are used, their total costs will be added to the fee.

Grading Permit Fee

Please note, the cost associated with site grading is not based on the purchase price of any fill, but rather the cost to move/place/compact it once on the site.

This fee is due at the time of grading permit issuance.

Projects costing up to \$200,000	5.5% of the cost associated with the site grading and all erosion control measures. The minimum fee is \$50.
Projects costing more than \$200,000	\$11,000 + 3% of all costs associated with the site grading and all erosion control measures in excess of \$200.
Unauthorized Work Fee	Up to double the permit fee

National Pollutant Discharge Elimination System (NPDES) Permit Program Fee

The NPDES permit program is a mandate set forth by the Environmental Protection Agency's Clean Water Act and it is administered by the Minnesota Pollution Control Agency (MPCA). The goal of this permit, according to the MPCA, is to "reduce the amount of sediment and pollution that enters surface and ground water from storm sewer systems to the maximum extent practicable."

Please note, if outside consultants are used, their total costs will be charged to the property owner. If the City of Shakopee employees are used, their hourly rate and a multiplier of 2.0 will be charged to the property owner.

Right-of-Way Permit Fee

Registration fee (annual)	\$60/registration
Excavation permit fee	
Hole	\$150/each <u>or \$150/drop</u>
Emergency hole	\$250/each
Hole for new/replacement service connection	\$35/each <u>or \$35/drop</u>
Trench	\$300 250 + \$0.50 4/ft. for trenches in excess of 100 ft. <u>If joint trench, half fee/each utility.</u>
Directional boring	\$300 250 + \$0.50 4/ft. for borings in excess of 100 ft. <u>If joint trench, half fee/each utility.</u>
<u>Cable pull in duct (if separate from duct work installation)</u>	<u>\$150 + \$0.25/ft.</u>
Obstruction	\$150/each

Delay penalty	\$100 + \$50/week
Permit extension	\$50 + \$25/week
Degradation fee	\$300 + All costs incurred to repair the street to the appropriate street restoration detail plates if the permittee elects not to repair the street.
Unauthorized work	\$225 + double the permit fee (maximum of \$1,000)
Curb cut	\$250/each
Other work not specified above	Fee based on all costs incurred by staff (minimum of \$50)

Miscellaneous

- Assessment search report
Something about seeing them online \$25/each
- Complete or partial assessment rolls or reports (For shipping if applicable) \$25/roll or report +\$5
- Splitting special assessments/parcels \$600/request
- Flood plain verification \$40/each
- Topographic/Infrastructure map (Hard copy and electronic) \$30 + \$45/hour
- Computer/Plotter-generated map (Minimum of \$15/each) \$60/hours
- City of Shakopee street index map (large) \$8/each
- City of Shakopee map (large) \$10/each
- Aerial map (small) \$15/each
- Aerial map (large) \$50/each
- City of Shakopee Standard Specifications and Detail Plates \$10/each
- City of Shakopee Design Criteria \$10/each

Storm Water Drainage Utility

This fee is charged per Residential Equivalent Factor (REF) * Acre/Billing Cycle (monthly). One REF is defined as the ratio of the average volume of runoff generated by one acre of a given land use to the average volume of runoff generated by one acre of typical residential land during a standard one-year rainfall event.

- Citywide fee \$7.80/REF*acre/billing cycle (monthly)

Sewer Service

Fixed fee	\$2,756.50 /billing cycle
For every 1,000 gallons or part thereof of metered flow or water usage:	
Properties using the City of Savage Sewer Interconnects City rate	\$0,803.74 /billing cycle
All other properties Metropolitan Council Environmental Services rates	\$2,452.42 /billing cycle
Unmetered residential water accounts	\$25/billing cycle
Summer sewer cap	115% of a winter month

City Sanitary Sewer Service Charge (SAC)

This charge is applicable to various residential, commercial, public and institutional facilities. The Metropolitan Council determines the total number of units for each facility by utilizing the most recent edition of the Metropolitan Council SAC Procedures Manual.

- City SAC ~~\$500~~475/unit

Planning Fees

INFORMATION/DOCUMENT FEES

Long-Range Planning Documents

- | | |
|-----------------------------------|-------|
| • Comprehensive Plan CD | \$25 |
| • Comprehensive Plan (paper copy) | \$175 |

Note: The city's 2030 Comprehensive Plan is available on the city website.

City Codes

- | | |
|---|------|
| • Chapter 151 – Zoning Ordinance | \$25 |
| • Chapter 150 – Subdivision Regulations | \$20 |

Note: Shakopee City Code is available at www.ShakopeeMN.gov/citycode.

Maps

- | | |
|-------------------------|------|
| • Zoning (22"x34") | \$10 |
| • Land Use (11"x17") | \$3 |
| • Development (11"x17") | \$3 |

Services

- | | |
|------------------------------|----------------------|
| • Zoning verification letter | \$50 |
| • Courier services | Fee to be determined |
- In the event that courier services are required or requested by the applicant, the city shall not be responsible for any charges associated with this service. The applicant must pay all associated costs within 10 days or at the time of release of any document or approval, whichever comes first.

Recording Fees (established by Scott County)

- | | |
|---|---------------|
| • Abstract and Torrens documents, Plats/RLS/CIS | <u>Varies</u> |
|---|---------------|
- Application fee includes recording fee for one parcel of land. If application includes multiple parcels, applicant will be responsible for additional recording fees necessary for Scott County. Fees vary per Scott County regulations and will be charged back to the applicant.

Sign Permit Fees

- | | |
|--|-------|
| • Permanent – Wall sign | \$150 |
| • Freestanding sign | \$250 |
| • Change of sign face | \$75 |
| • Temporary | \$30 |
| • Retrieval of confiscated, illegal signs | \$45 |
| • Sign adjustment process (sign permit required if approved) | \$250 |

Partial Release

- | | |
|-------------------------|------|
| • Developer's agreement | \$30 |
| • Escrow | \$30 |
| • Payment agreement | \$30 |

LAND DIVISION ADMINISTRATION FEES

Concept Review by Planning Commission (other than PUD) \$400

Application for Planned Unit Development

- PUD concept review – Planning Commission \$400
- PUD concept review (including City Council) \$800
- Planned Unit Development \$3,500
- Amendment to Planned Unit Development \$3,500

Major Subdivision associated with Conditional Use Permits

Plat applications may or may not include variance requests.

- Pre-application review fee \$300
- Preliminary Plat \$3,550
- Preliminary and Final Plat concurrently \$3,550
- Final Plat \$1,550
- Title review fee \$300

Minor Subdivisions

- Lot division/lot reassembly \$650
- Registered land surveys \$1,550

LAND USE ADMINISTRATION FEES

Vacations

- Vacations of public easements and right-of-way \$950

Park Dedication Fees (City Code 150.65)

These are set by City Council in consultation with Park and Recreation Advisory Board.

Cash in lieu of land dedication fees:

- Residential/Single-family/Duplex (per unit) \$5,340/unit
- Multifamily/Apartment (per unit) with less than 60 percent one-bedroom or studio \$4,450/unit
- Multifamily/Apartment (per unit) with more than 60 percent one-bedroom or studio \$2,225/unit
- Commercial/Industrial (per acre) ~~\$6,930~~ \$500/acre

Application for Appeals

- Appeal to Board of Adjustment and Appeals of staff decision \$300
- Appeal to City Council of BOAA decision (other than a single-family home) \$500
- Appeal to City Council of BOAA decision for single-family home \$100
- Determination by BOAA \$300

Application for Variances

- Single-family residential \$250
- All others \$500
- Appeal to City Council \$500

Application for Conditional Use Permit

- Home Occupations \$250
- Home Occupation amendments \$250
- All Conditional Use Permits and amendments \$500
- Appeal to City Council \$500
- Mineral Extraction & Land Rehabilitation permit

\$375 + \$2,500 cash deposit and an agreement to pay all administrative costs and consultant fees

- Temporary seasonal sales (including farm products) \$50

Application for Environmental Review

The project proponent will be required to sign an agreement to reimburse the entire and actual cost of conducting a review.

- Environmental Assessment Worksheet \$1,000 plus agreement
- Environmental Impact Statement \$1,000 plus agreement
- Alternative Urban Area Wide Review \$1,000 plus agreement

Maps and Text Amendments

- Zoning map amendments \$1,000
- Text amendments \$500
- Comprehensive Plan amendment (including extension of MUSA) \$500
- Annexation application fee \$500

Additional Notices (Applies to all types of applications)

Rezoning amendments:

- Per published notice, in excess of one published notice for each of two hearings \$25
- Per mailed notice, in excess of 100 notices for each of two hearings \$2

All other applications:

- Per published notice, in excess of one published notice for one hearing \$25
- Per mailed notice, in excess of 100 notices for one hearing \$2

Notes for the Planning Fees:

Administrative Costs – Actions requiring payment for administrative costs may be billed to the applicant. Administrative costs may include, but are not limited to, the following: staff time (including regular city employees and contracted employees), publishing costs, copying, printing and mailing. The actual hourly rates of the employees will be used plus a multiplier of 2.0 times for benefits. A deposit of \$100 will be required to begin the work, any unused portion will be returned and invoices provided for work in excess of \$100 before work proceeds. Administrative costs will accrue after the first meeting with the applicant.

Any escrows received by the city shall be monitored to ensure sufficient escrow funds are held by the city. When an escrow account reaches a balance of 10% of the original escrow amount, the city shall invoice the applicant for the submittal of additional escrow funds in an amount consistent with the original escrow submittal. This process shall continue until the city has completed all necessary reviews.

Escrows requested by city departments are detailed on billing generated by various city departments depending on the scope of the project.

Building Inspection Fees

Fees are calculated based on the most recent building valuation tables published by the International Code Council (ICC). The building valuation is based on the total value of all construction work, including plumbing, electrical, mechanical systems, finish work and labor, even if the owner is doing the work.

BUILDING PERMIT FEES FOR BOTH NEW CONSTRUCTION AND ADDITIONS/REMODELS

Building permit fees are determined using the building/project value and the table below. Permit fees apply to new construction and additions/remodels of structures.

Project/Building Value	Fees
Less than \$1,000	\$50
\$1,001 to \$5,000	\$50 + .008 x (valuation - \$1,000)
\$5,001 to \$249,999	\$90 + .008 x (valuation - \$5,000)
\$250,000 to \$1,999,999	\$2,090 + .0045 x (valuation - \$249,999)
\$2,000,000 or more	\$9,965 + .0045 x (valuation - \$1,999,999)
Electronic review	
\$10,000 or less	\$10
\$10,001 or more	.001 x valuation

Electronic Plan Recovery Fee

This fee covers some of the costs and annual software fees, hardware and server storage associated with reviewing plans electronically. This allows for greater transparency on what stage plan review is at and eliminates the need for printing plans by applicants. It also provides preliminary review of plan submission sufficient review.

- ~~• Less than \$1,000 _____ \$0~~
- ~~• \$1,001 – \$25,000 _____ \$200~~
- ~~• Greater than \$25,001 _____ \$200 + .001 valuation (capped at \$25,000 for any one permit)~~

Plan Review Fees

Plan review fees shall be applied to all building permits. Per state statute, similar plan structures shall be charged 25% of the normal building permit fee. At the time of application for permits the applicant must note that the permits are for documents/plans for similar plan structures or the standard fee shall apply.

- Residential 65% of building permit fee
- Commercial 65% of building permit fee
- Similar plan structures 25% of building permit fee

Other Inspections and Fees

For the items listed below the actual hourly rates of employees plus a multiplier of 2.0 for benefits and overhead will be used.

- Inspections outside of normal business hours (minimum charge – two hours)
- Re-inspection activities
- Inspections for which no fee is specifically indicated
- Additional plan review required by changes, additions or revisions to approved plans
- Use of outside consultants for plan checking, inspections or both. Actual costs will be paid by the developer.

REFUNDS: Upon request and review, up to 80% of the building permit fee(s) paid under this provision may be reimbursed for permits that are abandoned or unused.

NEW CONSTRUCTION FEES

Electrical Inspection

City electrical inspection fees shall be paid according to the most recent effective schedule contained in Minnesota Statute 326B.37, State Electrical Inspection Fee Schedule.

The minimum surcharge for a "fixed" permit is \$1 per most recent effective version of Minnesota state statute.

With the following exception: The fee for single-family dwellings shall be calculated by service size and number of circuits, according to the state fee schedule subpart 3 and subpart 4, with a maximum fee of \$135 plus \$5 surcharge for 0-200-amp service.

Plumbing Permits (City Code 111.04)

New construction residential (Ordinance 659)	\$175 + \$1 state surcharge
Sewer and water connection – Single Residential Sewer connection Water connection Combination water and sewer connection	\$80 + \$1 state surcharge
Sewer and/or water connection – Multiple Residential	2.5% of contract price or \$100 minimum + state surcharge
Sewer and/or water connection – Commercial/Industrial	2.5% of contract price or \$100 minimum + state surcharge
Landscape sprinkler system	\$75 + \$1 state surcharge
Reduced Pressure Zone Valve – Repair, rebuild, replace Change out required every five years. There is no permit or fee required for annual testing. There is an allowance of up to 6 RPZs/building/application.	\$100 + \$1 state surcharge
Lawn sprinkler systems – Residential	\$75 + \$1 state surcharge
Lawn sprinkler systems – Commercial This includes water connection from building piping to yard side of siphon breaker.	2.5% of contract price or \$80 minimum + state surcharge
Commercial Plumbing Permits	2.5% of contract price or \$100 minimum + state surcharge

Units on individual sewage treatment systems (ISTS) are subject to an additional review fee by Scott County.

Heating, Air Conditioning, Refrigeration, Gas Piping and Ventilation Permits

- Single-family residence, new \$125 + \$1 state surcharge
- Replacement \$75 + \$1 state surcharge
- Commercial Fee 2.5% of contract amount + state surcharge (\$80 minimum fee)
- Fireplace – includes Gas Permit \$75 + \$1 state surcharge

Deck Permits

Based on valuation table

Fence Permits

\$40

Residential Grade Check Fee

- Single family \$75 for review of grades on survey
- Multifamily, Commercial/Industrial \$75 for review of grades on survey

NEW CONSTRUCTION ESCROWS

The city will accept payment for the following escrows. The city will release escrows upon verification of completed required improvements. The city may only return escrows to the party from which they were received.

Certificate of Occupancy Escrow (Resolution 2604)

100% of the fee shall be refunded when a final certificate of occupancy is issued.

- Commercial/Industrial .005 x value or \$500, whichever is greater
- Residential .005 x value, with a \$750 maximum

Residential Landscaping Escrow \$1,500

100% of fee will be refunded in whole to the applicant when landscaping requirements have been completed.

Commercial Landscaping Escrow

A commercial landscaping escrow is determined based on City Code 151.112.

Erosion Control Escrow (City Code Chapter 54) \$1,000

An escrow will be required to guarantee the installation and removal of all required erosion and sediment control measures. The city is authorized to draw against this escrow in the event the building permit applicant fails to comply.

STATE SURCHARGE: PERMITS

The Minnesota Statutes 326B.148 "SURCHARGE" has been changed effective July 1, 2015. The change only applies to the "Permits based on Fixed Fees, Part 1" and "Permits based on Fixed Fees, Part 2" portions of the Minnesota Department of Labor and Industry surcharge reporting form. The minimum surcharge for a "fixed fee" permit is \$5, beginning July 1, 2010. (These fees are forwarded to the State Treasurer)

Less than \$1,000	\$0.50
\$1,000,000 or less	.0005 x valuation
\$1,000,000 to \$2,000,000	\$500 + .0004 x (value - \$1,000,000)
\$2,000,000 to \$3,000,000	\$900 + .0003 x (value - \$2,000,000)
\$3,000,000 to \$4,000,000	\$1,200 + .0002 x (value - \$3,000,000)
\$4,000,000 to \$5,000,000	\$1,400 + .0001 x (value - \$4,000,000)
Greater than \$5,000,000	\$1,500 + .00005 x (value - \$5,000,000)

ADDITIONS AND REMODELS FEES

Reroofing Permit

- Commercial 2.5% of contract amount, with an \$80 minimum
- Residential 2.5% of contract amount, with an \$75 minimum

Requires ice/weather/prep inspection. Prior building department approval is required to submit photos in lieu of inspection. When prep inspection does not occur, a \$74.50 fine will be levied against the applicant.

Residing Permits \$100 + \$1 state surcharge

Window – Door Replacement \$100 + \$1 state surcharge

Window and Siding (Done concurrently)	\$100 + \$1 state surcharge
Deck Permit	Based on valuation table
Fence Permit	\$40
Detached Accessory Building	Based on valuation table

All detached accessory building/structures in excess of 200 square feet shall require a building permit.

Heating, Air Conditioning, Refrigeration and Ventilation Permits

- Heating, air conditioning, refrigeration, ventilation \$75 + \$1 state surcharge
- Fireplace – includes Gas Permit (for additions only) \$75 + \$1 state surcharge
- Commercial fee 2.5% of contract amount + state surcharge with an \$80 minimum fee

Gas Piping Permit

- Minimum fee \$75 + \$1 state surcharge
- Residential fee \$75 + \$1 state surcharge each fixture or appliance
- Commercial fee 2.5% of contract amount + state surcharge

Plumbing Permits

Alter, replacement, repairs (Basement Finish)	Minimum fee \$75 + \$1 state surcharge
Residential	
Water Heater - Gas	\$55 + \$1 state surcharge
Water Softener (installer must be licensed)	\$75 + \$1 state surcharge
Commercial Plumbing Permits (Alterations, repair, replacements or additions)	2.5% of contract price or \$100 minimum + state surcharge
Sewer and/or water line repair only	\$75 + \$1 state surcharge
Lawn sprinkler systems – Residential	\$75 + \$1 state surcharge
Lawn sprinkler systems – Commercial (This includes water connection from building piping to yard side of siphon breaker.)	2.5% of contract price or \$100 minimum + state surcharge

OTHER BUILDING INSPECTION FEES

Fast Tracking Issuance of Building Permits (Resolution 2604)

City expenses up to 100% of building permit fee with a 30% deposit

Structure Moving Permit \$100

Demolition Permit \$125 or 2.5% of contract price, whichever is greater

Work Commencing before Demolition Permit Issued
\$300 or 3% of contract price, whichever is greater

Appeal Fee

Appeals can be made to the Building Code Board of Adjustment & Appeals established by the Department of Labor and Industry (DLI). Fees are as established by DLI.

Sanitary Sewer Service Availability Charge (SAC) and Water Availability Charge (WAC)

Sanitary Sewer Service Availability Charge (SAC) units for various residential, commercial, public and institutional facilities will be applied as specified in the latest Metropolitan Council SAC procedures manual.

Metro SAC Charge (These funds are established by and forwarded to the Metropolitan Council)

- Single-family dwelling \$2,485/unit
- Apartment (without individual laundry facilities) 20% discount
- Qualified outdoor spaces (effective 10/1/2009) 75% discount

Changing Building Use

If you intend to change the tenant or use of a commercial property, you must notify the city to ensure that the new use complies with zoning regulations. This requirement applies whether the usage change applies to one tenant (i.e. office space to physician's practice) or the entire building (i.e. retail to restaurant).

- If no change to occupancy classification \$50

Notes for the building fee schedule:

Administrative costs – Actions requiring payment for administrative costs may be billed to the applicant. Administrative costs may include but are not limited to the following: staff time (regular city employees and contracted employees), publishing costs, copying, printing and mailing. The actual hourly rates of the employees will be used plus a multiplier of 2.0 for benefits. A deposit of \$100 will be required to begin the work. Any unused portion would be returned and invoices provided for work in excess of \$100 before work proceeds.



Natural Resources Fees and Securities

FEES

Tree Management Plan/Woodland Alteration Permit

- 1-100 significant trees surveyed \$150
- 101-1,000 significant trees surveyed \$500
- 1,001 + significant trees surveyed \$800

Soil Compaction Testing for Landscaped Areas

- City-hired consultant is used Total cost of consultant

City-Required Replacement Trees Fee

\$400

For replacement trees that cannot be placed on site.

Unauthorized Significant Tree Removal

\$500/diameter inch removed or replacement of 2 diameter inches for every 1 diameter inch removed

Additional Requested Tree Inspection

Inspection will be charged on an hourly basis at actual hourly rates plus a multiplier of 2.0 for benefits. The city is authorized to draw against the Tree Management Regulations financial security for tree replacement requirements to pay for inspections.

FINANCIAL SECURITY

Financial Security for Required Replacement Trees

replacement trees x \$200 x 150%

In accordance with City Code 151.113, J 3 & 4, up to 75% of the financial security may be returned upon inspection and acceptance by the city of installed landscaping and upon the submittal of the city approved two-year warranty from the landscape contractor who installed the plants. This warranty must cover plant health issues relating to excess or insufficient water. The remaining financial security will be held by the city for two years.

Unauthorized Work Fee

Up to double the permit fee

Fire Department Fees

FIREWORKS

Consumer/Retail Fireworks Permit

- Mixed merchandise sales annual fee \$100
- Consumer fireworks retail sales facility annual fee \$350

Display Outdoor Fireworks Show Permit

- Permit valid for one day only ~~\$130~~ **\$125**
- Each additional day ~~\$35~~ **\$30**

Indoor or Special Effect Fireworks Show Permit

- Permit valid for one day only ~~\$175~~ **\$150**
- Each additional day ~~\$35~~ **\$30**

FIRE PROTECTION EQUIPMENT PERMIT

Fire sprinkler, fire alarm and special hazard systems.

Contract Amount	Permit Fee
Contract amounts round up to the next highest \$1,000	
\$1.00 to \$ 4,000	\$80 \$75 minimum
\$4,001 to \$25,000	\$80 \$65 for the first \$4,000 + \$20 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$500 \$485 for the first \$25,000 + \$11 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$775 \$760 for the first \$50,000 + \$9.50 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$1,250 \$1,235 for the first \$100,000 + \$6 for each additional \$1,000 or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$3,650 \$3,635 for the first \$500,000 + \$5.50 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,001 to \$1,500,000	\$6,400 \$6,385 for the first \$1,000,000 + \$4 for each additional \$1,000 or fraction thereof, to and including \$1,500,000
\$1,500,001 to \$2,00,000	\$8,400 \$7,908 for the first \$1,500,000 + \$2 for each additional \$1,000 or fraction thereof, to and including \$2,000,000
\$2,000,000 and up	\$9,400 \$8,908 for the first \$2,000,000 + \$1.50 for each additional \$1,000 of fraction thereof

Fire protection equipment includes: wet and dry fire sprinkler systems, clean agent suppression systems, wet and dry chemical suppression systems, fire protection for commercial cooking operations and fire alarm systems.

State Surcharge

Minnesota Statute 326B.148

Applies to fire sprinkler, fire alarm and special hazard systems.

Fire Protection Equipment Plan Review Fee

Applies to wet and dry fire sprinkler systems, clean agent suppression systems, wet and dry chemical suppression systems, fire protection for commercial cooking operations and fire alarm systems.

Contract Amount	Plan Review Fee
\$1 to \$40,000	\$2520 for the first \$1,000 + \$20 for each additional \$1,000 or fraction thereof, to and including \$40,000 (minimum \$25)
\$41,000 to \$50,000	\$805800 for the first \$40,000 + \$7 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$51,000 to \$100,000	\$875870 for the first \$50,000 + \$4 for each additional \$1,000 or fraction thereof, and including \$100,000
\$101,000 and up	\$1,0751,070 for the first \$100,000 + \$1 for each additional \$1,000 or fraction thereof

Flammable/Combustible Liquid Storage Tank Permit

Installation (includes installation of above-ground and underground storage tanks)

- Temporary heat ~~\$80150~~
- 0 to 150 gallons \$0 (no permit needed)
- 151 to 500 gallons ~~\$7550~~/tank
- 501 to 1,000 gallons ~~\$125100~~/tank
- 1,001 to 5,000 gallons \$150/tank
- 5,001 gallons or larger \$200/tank

Removal (includes removal of above-ground and underground storage tanks)

- 0 to 150 gallons \$0 (no permit needed)
- 151 to 500 gallons ~~\$7550~~/tank
- 501 to 1,000 gallons ~~\$10075~~/tank
- 1,001 to 5,000 gallons ~~\$125100~~/tank
- 5,001 gallons or larger ~~\$150125~~/tank

Flammable/Combustible Liquid Storage Tank Plan Review

~~\$8075~~/tank

Applies only to installation of new tanks

Tents and Temporary Membrane Structures (Commercial uses)

Tents greater than 400 sq. ft. (Total area of all tents does not exceed 15,000 sq. ft.)	
First tent	\$50
Additional tents (up to a total of three)	\$25/each
Four or more tents where the total area of all tents does not exceed 15,000 sq. ft.	\$150
One tent exceeds 15,000 sq. ft. or total area of all tents exceeds 15,000 sq. ft.	\$150 + .01/sq. ft. over 15,000

Electronic Processing Fee

- \$10,000 or less \$10
- \$10,001 and up .1% (maximum \$25,000)

Burning Permit

\$40

Fire Incident Report

\$20

Other Fees

Re-inspection fee	\$77.5075/hour or the hourly cost to the jurisdiction, whichever is greater. (This cost shall include supervision, overhead, hourly wages and fringe benefits of the employee involved.)
Additional plan review required for changes, additions, revisions or re-submissions to original plans	\$77.5075/hour or the total hourly cost to the jurisdiction, whichever is greater. (This cost shall include supervision, overhead, hourly wages and fringe benefits of the employee involved.)
Outside consultants for plan review and/or inspections	Actual cost (including overhead and administrative costs)
Fire-False Alarms False fire alarms user fee in excess of two in a calendar year	\$400/alarm
Supplies used for emergency responses	Administrative Costs-Actions requiring payment for administrative costs may be billed to the applicant. Administrative costs may include but are not limited to the following: staff time, publishing costs, copying costs, printing costs, mailing and consulting costs. The actual hourly rates of the employees will be used plus a multiplier of 2.0 for benefits, overhead, etc.
Hourly Response Rate Includes response to and standby at hazardous condition incidents	\$400/hour + \$10 administration fee
Hourly rate for contracted services	\$77.5075/firefighter

Police Department Fees

- | | |
|--|--------------------|
| • Report copies (pages 1-4) | No charge |
| • Report copies (pages 5-100) | \$.25/side/page |
| • Report copies (100 pages and over) | Per request basis |
| • Audio recordings | \$10 |
| • Video recordings | \$30 |
| • Pawnshop billable transaction fee | \$1.50 |
| • Hourly rate for contracted police services (<u>three-hour minimum</u>) | \$85.00 |
| • Photographs | \$1/photo |
| • Photo discs | \$10 |
| • Golf cart license | \$20 |

Storage of Forfeited Vehicles Towing and Impounding of Vehicles

Towing and impounding is done by a private contractor having appropriate impounding facilities.

- | | |
|-------------------------------------|---------------------------|
| • Storage of vehicles | \$2/day (\$550 maximum) |
| • Towing and impounding of vehicles | Set by private contractor |

Dog Licenses, Impounding Fees, etc. (City Code 130.03)

- | | |
|--|-------|
| • Dog licenses
Good for one year and includes access to dog park | \$25 |
| • Lifetime dog license
Good for life of dog and includes dog park access. Vaccinations must remain current. | \$125 |
| • Duplicate license | \$5 |
| • First impoundment | \$30 |
| • Second impoundment | \$50 |
| • Third and successive impoundment within 12-month period | \$100 |
| • Amount charged per day when confined to the pound | \$15 |

In the case of an unlicensed dog or a dog for whom proof of a current rabies vaccination cannot be shown, there shall be an additional penalty of \$10. Owner is responsible to furnish proof of license and/or rabies vaccination.

- | | |
|------------------------------|-------|
| • Large animal impoundment | \$100 |
| • Large animal board per day | \$25 |

Large animals are defined as animals other than household pets, e.g., horses, cows, sheep.

Police – False Alarms

- | | |
|--|-------------|
| • False alarm user fee in excess of two in a calendar year | \$130/alarm |
|--|-------------|

Parks and Recreation Fees

COMMUNITY CENTER FEES

Memberships (includes sales tax)

Include ice skating, gyms, fitness center, classes, indoor playground and open swim.

	Residents	Non-Residents
Family Membership (Immediate family residing at same address)	\$600422.50 + sales tax	\$815634.50 + sales tax
Adult Membership (18 to 59)	\$380313.50 + sales tax	\$540470 + sales tax
Youth Membership (1 to 17)	\$275183 + sales tax	\$370274.50 + sales tax
Senior Membership (60 and over) & Military	\$275183 + sales tax	\$370274.50 + sales tax
Family Monthly	\$5540 + sales tax	\$7358 + sales tax
Adult Monthly (18 to 59)	\$3530 + sales tax	\$4843 + sales tax
Youth Monthly (1 to 17) & Military	\$2517.25 + sales tax	\$3326 + sales tax
Senior Monthly (60 and over)	\$2517.25 + sales tax	\$3326 + sales tax
Adult + 1 Senior Couple Membership (both 60 and over)	\$490317 + sales tax	\$680476 + sales tax
Adult + 1 Monthly Senior Couple Monthly (both 60 and over)	\$4533 + sales tax	\$6247 + sales tax
3 Months Adult (18 and over)	\$160157 + sales tax	\$225220 + sales tax

- Enrollment fee for monthly membership \$30
- Early cancellation fee (if prior to year commitment) \$50

Admissions (includes sales tax)

	Residents	Non-Residents
Adult (18 to 59)	\$7	\$8.50
Youth (1 to 17)	\$5	\$5
Senior (60 and over) & Military	\$5	\$6.50
Walking track	No charge	No charge
Skate park daily admission	No charge	No charge

Drop in child care (two-hour max/child)

- Member \$3.50/hour
- Non-member \$4.50/hour

Playground (under 1 free) \$3/child

Other

- Service charge for returned check (NSF) \$30
 Upon receipt of an NSF check, no additional checks will be accepted by the presenter
- Administration fee \$5
- Photo copies/duplication and faxes \$0.25/page

Room Rental

Rental fees for facilities are waived under terms of agreements with the Shakopee School District and city-affiliated sports associations. VCR/DVD player, coffee maker and overhead projector are available at no charge with rental at Community Center only.

Shakopee civic groups are defined as City of Shakopee groups located and operated within the city and are city recognized service groups. See attached list on page 32.

- Party room \$30 + sales tax/hour
- Group room rentals (multipurpose room, rink meeting room) \$40 + sales tax/ hour
- Gymnasium \$50 + sales tax/side/hour
- Conference room \$20 + sales tax/hour
- Community Room (two-hour minimum)
 - Sunday through Friday \$75 + sales tax/hour
 - Saturday \$100 + sales/hour
 - ~~Damage deposit with alcohol~~ ~~\$500~~
 - ~~Damage deposit without alcohol~~ ~~\$100~~
- Shakopee civic group function (does not include Community Room) \$15 + sales tax/hour
- For-profit groups (does not include Community Room) \$90 + sales tax/hour
- Community Center birthday party package (up to 12 children and birthday child's parents) \$150-175 + sales tax
- Room clean-up charge \$10/additional child
- Additional staff for large events or before/after-hours \$35
- Coffee pot service \$30/hour
- Microphone/Speakers \$30
- Projector/Screen \$25

Teen Center Rentals

- Special events rental (two-hour minimum) \$65/hour + sales tax
- Additional staff is needed \$30/hour

ICE ARENA FEES

Ice Rental

Fall – Winter Prime (10/1 – 3/15) (2-11 p.m. Monday-Friday; 6 a.m.-11 p.m. Saturdays, Sundays, non-school days and holidays.)	\$210/hour + sales tax
Fall – Winter Non-Prime (10/1 – 3/15) (11 p.m.-2 p.m. Monday-Friday; 11 p.m.-6 a.m. Saturdays and Sundays.)	\$165/hour + sales tax
Spring/Summer (3/16 -9/30)	\$165/hour + sales tax
Periodic Promotional Ice Specials	Rates varies + sales tax

Skating Services & Admissions

*Included in Community Center membership

• Youth open skating	\$3*
• Youth open hockey	\$3*
• Adult open skating	\$54*
• Adult open hockey	\$5
• Open figure skating Silver day walk-on before 3 p.m.	\$87
• Open figure skating Silver monthly pass	\$140+20
• Open figure skating Gold day walk-on after 3 p.m.	\$15
• Open figure skating Gold monthly pass	\$200
• Development ice	\$5
• Skate sharpening	\$5/pair
• Skate sharpening punch card (10)	\$25

RECREATION PROGRAM FEES

Recreation program participants are charged fees to cover costs associated with the program. These fees are designed to cover the direct cost of the program, including part-time salaries and supplies, as well as a portion of administrative overhead and direct supervisor costs. A small percentage is then added to the direct program costs to account for non-direct program costs. These fees vary depending on the program type, supplies costs, length of the program, etc. A \$5 service fee will be charged for changes/class cancellations prior to the registration deadline. No refunds will be given after the registration deadline.

SPORTS ASSOCIATIONS

All city-affiliated sports associations are assessed fees to fund the administrative support the city provides to each association. This support generally includes promoting the program, scheduling facilities and activities and providing assistance in administering the program.

Youth Associations

Football, boys and girls' basketball, baseball, lacrosse, softball, wrestling, soccer, volleyball and tennis

Rental fees for facilities, not including the Community Room, are waived under terms of agreements with the city-affiliated sports associations. Staffing costs and special event/tournament fees as noted under Park Facilities are not waived. Additional charges may apply for additional facility requests beyond the facilities designated during the regular seasons.

• Association services	\$17/participant
• Add-on service – registration acceptance and processing	\$2.50/participant

Adult Leagues

• Adult softball	\$375/team
• Adult basketball	\$210/team
• Adult volleyball (price depends on season)	\$210 or \$110/team
• Adult broomball	\$210/team

NON-RESIDENT FEES

• Non-Resident Fees	\$10/class/participant
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Non-resident fees will not be charged to one-day programs, special events or adult sport leagues.

PARK FACILITIES

Facility users pay staffing costs and special event/tournament fees as required to prepare facilities for weekend or holiday events or where overtime is required during the week to accommodate special facility preparation requests.

- \$5 administration fee for cancellations
- Requests for multiple-day field use will be based on the single-day rate. Three field rental minimum for weekend dragging.
- Rental fees for some facilities are waived under terms of agreements with Shakopee School District and city-affiliated sports associations. Staffing costs and special event/tournament fees are not waived. Additional charges may apply for additional facility requests beyond the facilities designated during the regular seasons.
- Rental fees for these facilities waived for local organizations where revenue generated from the event is reinvested in the community. Staffing costs noted above are not waived.
- Regular park hours are 6 a.m. – 10 p.m.

General Fees

- Damage deposit (for enclosed shelter and equipment only) \$100 (due at reservation)
- Additional clean-up charge \$35/hour

Huber Park and Huber Stage Rentals (shelter & amphitheater)

- All users (two-hour minimum) \$115/hour + sales tax
- Day rentals (eight hours) \$500/day + sales tax
- Chair rental (approximately 65 chairs available) \$50/day
- Audio system \$50/day
- Additional staff time \$30/hour

Open Picnic Shelters

Lions 1 & 2, Memorial 1 & 2

\$75/day + sales tax

Enclosed Picnic Shelters

Green Meadows, Hiawatha, Holmes, Scenic Heights, Westminster, Riverside Fields, Southbridge

\$95/day + sales tax

Outdoor Non-Turf Facilities without Lights

Ball fields, tennis courts, hockey rinks

\$65/facility/day + sales tax

Outdoor Turf Facilities without Lights

Soccer, lacrosse, football

\$100/facility/ day + sales tax

Outdoor Non-Turf Facilities with Lights

\$100/facility/day + sales tax

Outdoor Turf Facilities with Lights

\$125/facility/day + sales tax

For-Profit Outdoor Facility Rental without Lights

\$175/facility/day + sales tax

For-Profit Outdoor Facility Rental with Lights

\$250/facility/day + sales tax

Entire Park Closure (eight hours)

\$500 + sales tax

Disc Golf Course

\$250 + sales tax

Schleper Stadium

\$1,000/day + sales tax

One half of fee will go to local baseball organization that is required to work the rental.

Concession Stand

\$65/day + sales tax

Special Event/Tournament Fees

All fees are per site

A special permit is required for these activities through the Parks and Department.

- Restroom cleaning \$25/cleaning
- Restroom cleaning (contracted) \$85/cleaning
- Empty garbage cans \$85/hour, plus hourly overtime labor rate
- Manual garbage pickup \$85 minimum

- A.M. field dragging (with four field minimum) \$28/field/day
- Additional dragging of fields \$18/field/day
- Overtime rate \$65/hour
- Field or site setup City labor rate + benefits/hour
- Picnic tables, cones, barricades, handicapped signage, extra garbage cans

No charge with park/facility rental, but special permit fee may apply

- Tanker truck service (often needed for large events offering food) \$95/hour
- Sweeper truck service (often needed for parades or larger events) \$125/hour

Notes:

Tournament must be at least two days to require the above services.

If garbage was not picked up and put in containers, the city will bill a minimum of \$85 plus the hourly time spent to clean the site.

Additional supplies needed will be charged based on their cost (paint, chalk, etc.).

Special Permit

Any event or occurrence requiring a special permit will also require proof of liability insurance.

No staff time needed or fees charged for event, etc. (Bounce houses, petting zoos, vendors promoting services, free race/5K, etc.)	\$50
Staff coordination needed, equipment request, etc. (Free events requiring coordination use of park or facility, extra equipment needs, i.e., picnic tables, garbage containers, barricades, signage)	\$100
Events or activity charging fee (Any event charging fees or selling items or services, i.e., vendor sales, food/drink sales, race/5K charging an entry fee, parades etc.)	\$150

Entertainment Kits

- Horseshoe/volleyball kit \$15 or no charge w/rental
- Frisbee golf kit \$15 or no charge w/rental
- Shuffleboard kit \$15 or no charge w/rental

Youth Building

Rental fee waived for some Girl Scouts, Boy Scouts and city-affiliated sports associations' functions. Cleaning fee not waived.

\$100 key/damage deposit on all rentals

Shakopee civic groups are defined as City of Shakopee groups located and operated within the city and are city recognized service groups (Lions/Lioness Club, Rotary Club, Jaycees, Girl Scouts, Boy Scouts, 4-H, etc.) See attached list at the end of the Park and Recreation section.

Rental hours are from 6 a.m. – 10 p.m.

- ~~Daily weekend/holiday rentals~~ Weekend/Full Day \$175 + sales tax
- ~~1/2 day rental (Friday nights only)~~ \$100 + sales tax
- Weekday rentals (two-hour minimum) \$40/hour + sales tax
- Shakopee civic group function \$15/hour + sales tax
- Room clean up fee \$35
- Additional staff \$30/hour

SANDVENTURE AQUATIC PARK

Daily Admission

- Under 48" or Senior (60 and over) \$5
- Under 48" or Senior Twilight (after 5 p.m.) \$3
- Over 48" \$7
- Over 48" Twilight (after 5 p.m.) \$5
- Ages 1 and under No charge

Aquatic Park Punch Cards (Fees include sales tax)

	Resident	Non-Resident
10 punches	\$50	\$60
20 punches	\$94	\$115

Aquatic Park Season Pass [\(Includes sales tax\)](#)

Community Center members receive 25 percent discount from rate.

	Resident	Non-Resident
Pass under 48" & Senior (65 and over)	\$5248.43 + sales tax	\$64.73 + sales tax <u>69.50</u>
Individual pass Over 48"	\$63.50 <u>59.14 + sales tax</u>	\$8175.44 + sales tax
Family Pass (Four or more)	\$219203.96 + sales tax	\$275.75 <u>256.81 + sales tax</u>

Aquatic Park Group Rentals

- Pubic group rate (minimum of 20 people) \$5/person
- Private group rate (minimum of 200 people) \$3/person (before or after regular hours)
- Group deposit \$100
- SandVenture birthday party package (12 kids & 2 parents) \$135 (includes sales tax)

CITY OF SHAKOPEE-RECOGNIZED SERVICE GROUPS

For Community Center rooms and Youth Building rentals.

- 4-H
- Alcoholics Anonymous (current Tuesday and Wednesday groups ONLY)
- Diversity Alliance
- Lions Club
- Lioness Club
- Eagles
- Relay For Life
- Girl Scouts
- Rotary Club
- Boy Scouts
- Heritage Society
- Deer Hunters Association (River Valley Chapter)
- Jaycees
- Knights of Columbus
- VFW
- American Legion
- Shakopee School District (Youth Building only)
- Shakopee Area Catholic School

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