

AGENDA

1. CITY COUNCIL WORK SESSION CALLED TO ORDER
2. ROLL CALL: Blackledge, Greenberg, Parisian, Wagner, Mayor Sutton
3. DISCUSSION
 - A. Robbinsdale Fire Department - Aerial Aparatus Replacement
 - B. Human Rights Commission Annual Updates
 - C. Fee Schedule, Utility Fees - Updates
 - D. Council Meeting Schedule
 - E. Discuss proposed city ordinance text changes pertaining to zoning, business registration, and special event permitting related to state-licensed cannabis and lower-potency hemp edible (LPHE) product businesses for adults.
4. STAFF UPDATES
 - A. Robbinsdale Topics for CCX Media City Videos, May-July 2025
 - B. City Manager Review
 - C. Upcoming Facility Tours
5. COUNCIL UPDATES
6. ADJOURNMENT

Aerial Replacement Workshop Presentation



Agenda

The BIG questions to understand today:

1. Who
2. What
3. Where
4. Why
5. When
6. How



Who:

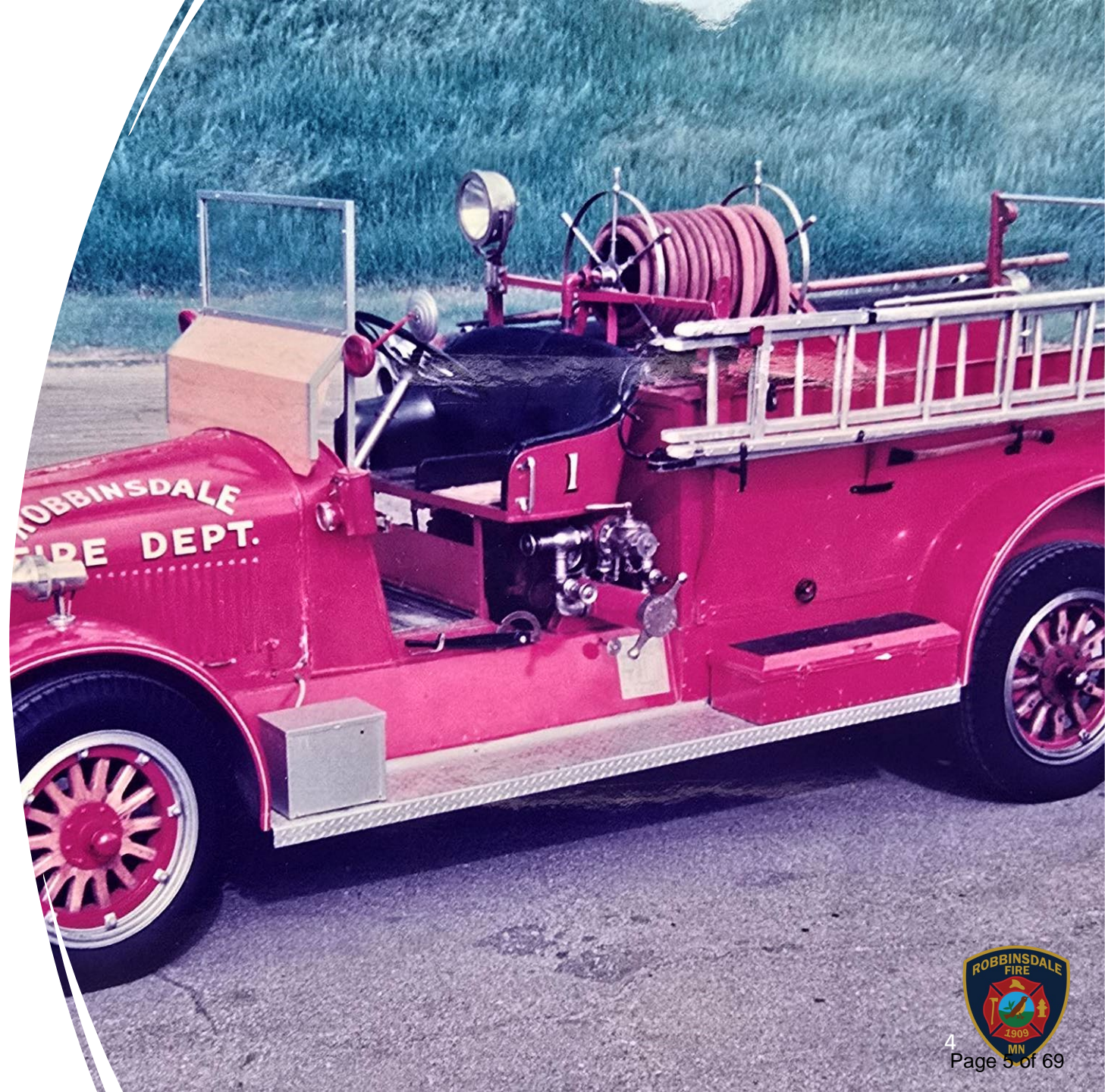


Robbinsdale Fire Department

Who:

The Robbinsdale Fire Department was organized as a thirty (30) member volunteer department in 1909.

At that time, the department responded to a significantly larger geographical footprint than currently defined by today's city borders. It was not uncommon to witness the first engine from the village of Robbinsdale, a 1926 W.S.Nott, routinely responding to fires in Brooklyn Center, Crystal, Golden Valley, New Hope and Plymouth.



Robbinsdale Fire Department

Who (continued):

Fast forward 116 years.

The Robbinsdale Fire Department continues to provide excellent Fire Suppression, Rescue and EMS services to its community all while still utilizing a part-time, paid-on-call model. Current apparatus consists of two engines, a 75' aerial ladder, a light rescue, a hovercraft, a Jon boat, a utility vehicle and three command vehicles



Robbinsdale Fire Department

Who (continued):

Purchasing an apparatus is a significant process and involves firefighters with varied personal and professional experiences. The committee combines their talents to research, design, recommend, purchase and deliver the final product.

The current aerial replacement committee consists of two Fire Captains and five Firefighters.



2019 Engine 9 Apparatus Committee



What:



Robbinsdale Fire Department

What:

The apparatus currently due for replacement is a Pierce 75' Heavy Duty, All-Steer Ladder. Apparatus Specifics:

- Entered Service: 1999
- Engine-3539, Aerial-1107, Pump-890hr

The apparatus does **NOT** have or meet best practice standards of today:

- Front/side impact crash protection
- Carcinogen resistant crew cab
- Industry leading aerial operation software
- NFPA 1911 guideline for front line status operation



Where:



Robbinsdale Fire Department



Where:

The apparatus committee has completed the following steps to determine the best possible product for the aerial replacement:



- Inspected or demonstrated apparatus from the following manufacturers: Custom Fire, E-One, Pierce, Rosenbauer

- Viewed aerial apparatus from the neighboring departments



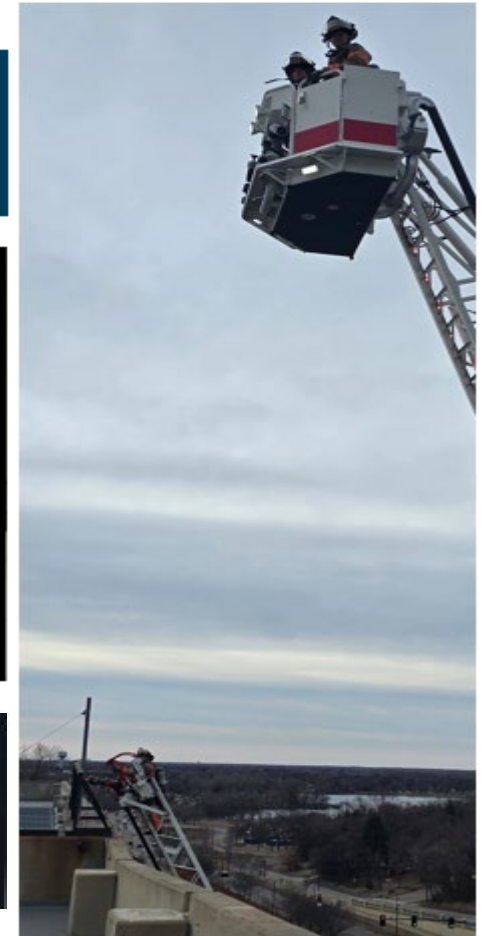
Why:



Robbinsdale Fire Department

Why:

- Multi-Dwelling Unit (MDU) growth projected to significantly grow in the City of Robbinsdale
- Existing buildings of greater height: North Memorial Health Campus, Robins Landing
- Metro Blue Line Extension Route Access both at grade and above grade
- Current building setbacks create access and reach issues
- Narrow roads and infrastructure



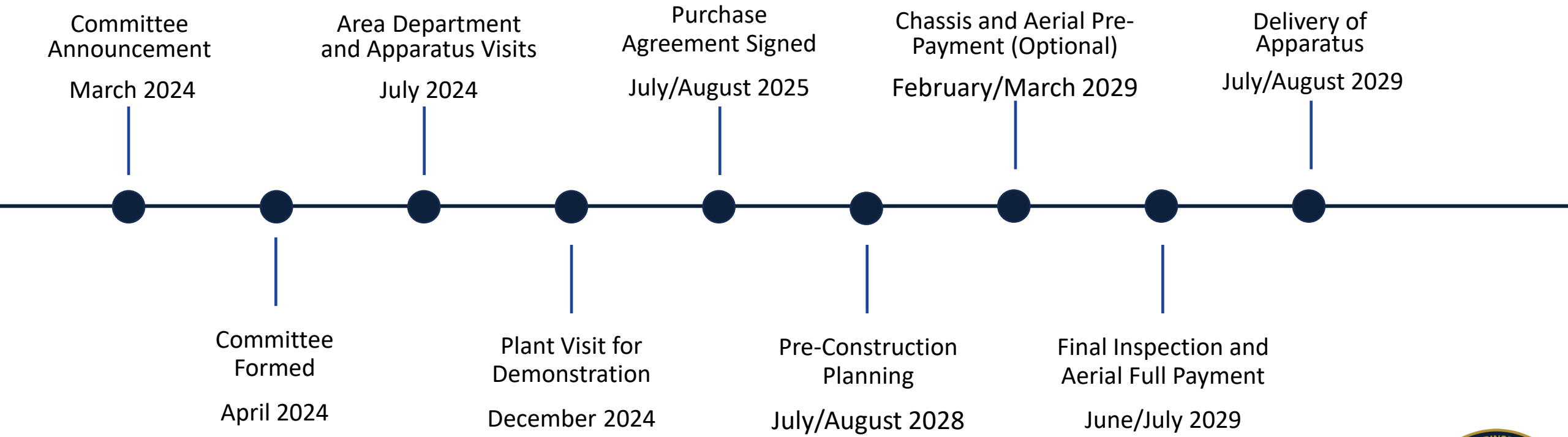
Metropolitan Council
METRO Blue Line Extension ...



When:



Aerial Apparatus Replacement Timeline





How:

Robbinsdale Fire Department

How:

The City of Robbinsdale utilized a purchasing consortium (PC), Houston-Galveston Area Council (HGAC) to previously purchase Engine 9 in 2019 . It is the recommendation of the fire department and the apparatus committee to again utilize the HGAC Consortium to purchase the upcoming aerial apparatus for 2029.

Reasons for utilizing a purchasing consortium to purchase goods:

- PC's offer expedited procurement process
- PC's satisfy requirements for competitive bids/proposals
- PC's allow the EU to select vendor to provide product best suited to meet requested needs
- PC's provide a product priced through a pre-bid contract

List of HGAC Buy Members

Agency Name	County	City	State	Entity Type
City of Robbinsdale (MN)	Out of State	Robbinsdale	Minnesota	City

Authorizing State Statutes

State of Minnesota Statutes

Minnesota Statutes

Chapter 471 Municipal Rights, Powers, Duties

471.59 Joint exercise of powers.



Questions?



Memorandum

To: City Council Members

From: Julie Ralston Aoki, Chair, Robbinsdale Human Rights Commission, on behalf of the HRC

Date: March 31, 2025

Re: Pro-Community Resolution

The Robbinsdale HRC is a statutorily created body that is charged with assisting the City Council in carrying out the public policy of the City “to strive to secure for all residents of the city freedom from illegal discrimination in employment, housing and real property, public accommodations, public services and education consistent with the Minnesota Human Rights Act [[Minn. Stat. Section 363A.01 et seq.](#)].” Robbinsdale City Code Section 320.03 subd. 1. The HRC’s duties include, among other things, “advis[ing] the Council on matters and problems relating to discrimination and human rights issues and behavior.” Robbinsdale City Code Section 320.03 subd. 3.

In accordance with this role and these duties, the Robbinsdale HRC has drafted the attached proposed resolution for the City Council’s consideration and discussion. The draft resolution is intended to be a clear statement recognizing that the Robbinsdale community is made up of many types of people, that the City is enriched by and values this diversity and is committed to continuing to be a place that supports equity, diversity, and inclusiveness; that the City is committed to its work to promote sustainability and address climate change; and the City is concerned about the rapid and chaotic disruption of government systems, functions, and funding that provide crucial nutrition assistance, veterans’ services, public health services, social security, Medicare/Medicaid access, and other social and health services that Robbinsdale community members need and rely on. In this environment, the HRC believes that it is useful and important for public bodies like the City Council to make these public affirmations and commitments because of the heightened levels of fear, anxiety, and stress that many community members, particularly those from marginalized groups, are experiencing.

To develop this draft, the HRC conducted legal research to find examples of how other cities are addressing these issues. Here are several examples that we identified:

- City of Ames, Iowa, [Res. No. 25-048](#), Resolution Reaffirming the City’s Commitment to the Values of Equity, Fairness, Inclusion, and Justice for the City of Ames, Iowa (adopted Feb. 11, 2025)
- City of East Providence, Rhode Island, [Mayoral Proclamation](#) on “Diversity, Equity, Inclusion & Accessibility in the City of East Providence” (issued Jan. 22, 2025)

- City of Fayetteville, Arkansas, [Res. No. 54-25](#), Affirming Fayetteville as a Welcoming and Inclusive Community (adopted Feb. 4, 2025)
- City of Houghton, Michigan, [Res. No. 2025-1963](#), Resolution to Oppose Administrative Overreach for example, in Reductions in Force of Civilian Federal Employees and in Arbitrary Rate Change Notices for Indirect Costs of Research (adopted Feb. 26, 2025), available [here](#) (scroll to p. 9)
- City of Shoreline, Washington, [Res. No. 542](#), A RESOLUTION OF THE CITY COUNCIL, CITY OF SHORELINE, WASHINGTON, AFFIRMING ITS COMMITMENT TO ENSURE THAT ALL INDIVIDUALS, REGARDLESS OF GENDER IDENTITY, SEXUAL ORIENTATION OR GENDER EXPRESSION, FEEL SAFE AND SUPPORTED, AND DECLARING THE CITY OF SHORELINE TO BE AN INVITING, EQUITABLE, AND SAFE COMMUNITY FOR LGBTQIA2S+ PEOPLE (adopted Feb. 24, 2025)
- City of Tacoma Washington, [Res. No. 41627](#), A RESOLUTION directing the City Manager to implement a policy to ensure the rights and dignity of all residents are maintained and protected (adopted Feb. 25, 2025)
- City of Tacoma, Washington, [Substitute Res. No. 41628](#), A RESOLUTION relating to civil rights, affirming and reaffirming the City's commitment to ensuring that all individuals regardless of sexual orientation or gender identity, feel safe and supported; its commitment to diversity, inclusion, and justice, ensuring that all members of our community can live authentically and without fear of discrimination or harm; its commitment to celebrating the racial, cultural, and socioeconomic diversity within the LGBTQIA2S+ community; and to protecting the civil rights of our LGBTQIA2S+ community (adopted Feb. 25, 2025)

The City of Palo Alto recently considered a similar resolution but has not adopted one to the best of our knowledge. The City Council discussed two versions of a draft at a meeting on Feb.24, 2025. The proposed resolutions, both called ""Resolution of the Council of the City of Palo Alto Denouncing Trump Administration Threats to Palo Alto Values and Interests," are available at <https://www.cityofpaloalto.org/City-Hall/City-Council/Council-Agendas-Minutes> linked in the Feb. 24, 2025 html meeting agenda.

HRC members will attend the April 8, 2025 work session meeting and will be happy to answer questions to the best of their ability. The HRC appreciates the Council's time and attention to this matter and looks forward to discussing the proposed draft with Council members.

A resolution affirming the City of Robbinsdale’s commitment to maintaining and sustaining the City’s values and interests in welcoming and serving all people to our community, and in the orderly functioning of government and public sector systems:

WHEREAS, the City of Robbinsdale recognizes that our community includes people of many races, ethnicities, Tribes, and nationalities; that our community is linguistically and culturally diverse; that our community includes people of different gender identities and sexual orientations, including people who are transgender and non-binary; that our community includes LGBTQ+ people; that our community includes people of different religions and people who are not affiliated with any religion; that our community includes immigrants, both recent and historical, both documented and undocumented; that our community includes people with different abilities and disabilities; that our community includes people of all ages, from babies to elders; that our community includes people who receive public benefits including economic assistance, health care coverage, nutrition assistance, child care supports, small business and other types of loans and grants, road and highway maintenance, access to state and national parks, and other services; that our community is made up of people from all walks of life, who may be employed, unemployed, and underemployed, who are renters, homeowners and the unhoused; in sum, that our community is made up of a diversity of people with different identities, cultures, experiences, and means; and

WHEREAS, the Chief of the Robbinsdale Police Department (RPD), in conjunction with the Hennepin County Chiefs of Police Association, recently issued a joint statement declaring the RPD’s intent to “remain steadfast in our commitment to serve and protect everyone in our communities – regardless of immigration status,” and further affirming that “Civil immigration violations fall outside of our jurisdiction and are the responsibility of federal authorities. Our officers do not ask for citizenship status or immigration papers.”; and

WHEREAS, this RPD affirmation is consistent with the City of Robbinsdale’s long established commitment to welcoming and supporting its immigrant residents regardless of immigration status as shown by, for example:

- the City’s adoption of Resolution No. 6744 on Aug. 6, 2007, titled “A Resolution Calling for the Creation of a Path Toward Lawful Permanent Resident Status for Liberians Currently Protected by Temporary Protected Status and for the Extension of Temporary Protected Status Until Such a Permanent Solution Is Enacted;” and
- the City’s adoption of Resolution No. 7958 on Oct. 17, 2017, titled “A Resolution Designating Robbinsdale as a Welcoming City to Immigrants And Refugees;” and

WHEREAS, the City welcomes and supports its LGBTQ+ and Transgender residents, as shown by, for example:

- the City’s implementation of a domestic partnership registry in 2011 to provide “a means by which committed couples who reside in Robbinsdale and who share a life and home together may document their relationship, and enjoy recognition of and respect for their human rights.” (Ord. No. 11-08, codified at [Robbinsdale City Code Section 1015](#));

- the City’s adoption of Resolution No. 7164 on June 19, 2012 titled “Robbinsdale City Council Resolution in Opposition to Proposed Marriage Amendment”;
- and the City’s prohibition of the discredited and harmful practice of so-called “conversion therapy” when used on minors and vulnerable adults adopted in 2021 (Ord. No. 21-01, codified at [Robbinsdale City Code Section 2050](#)); and

WHEREAS, the City recognizes the need for and is committed to improving its laws and systems to support Robbinsdale in being an inclusive and equitable community for all residents, for example by acknowledging the impacts of laws and systems that have been used in Robbinsdale to prevent people of color from buying or living in homes and to perpetuate racial segregation in housing, and supporting efforts to raise awareness about these practices. This is important because homeowner rates for people of color in Minnesota are disproportionately low compared to white people, and people of color are disproportionately represented in Robbinsdale’s renter population. These actions include:

- the City’s actions to amend Robbinsdale’s repeat nuisance call law to reduce disparities in consequences for renters vs. homeowners, as shown by [Ord. No. 21-12](#) (amending Robbinsdale City Code Sections 425 and 927);
- adoption of Resolution No. 7832 adopted on July 17, 2020 titled “A Resolution Informing the Public Regarding Racially Restrictive Covenants and Directing Staff to Provide Information and Instructions to the Public of the Process to Remove Said Covenants”¹; and

WHEREAS, the City of Robbinsdale believes in the public sector for the public good, and a top priority goal for the City of Robbinsdale is to continue to promote diversity, equity and inclusion across City operations; and

WHEREAS, one way the City implements this value and goal is through the work of its Community Engagement Coordinator, a position created in YEAR?, which focuses on building and strengthening community engagement with City programs and services across all parts and with all communities in Robbinsdale, and

WHEREAS, in 2023[?], the City established a Diversity, Equity and Inclusion Committee made up of City staff to support the City in improving and maintaining its internal systems, operations, and policies in ways that are consistent with its values and commitment to providing a demographically diverse, inclusive, and equitable workplace for City employees; and

WHEREAS, policies, systems and programs to support diversity, equity, and inclusion do not constitute *per se* illegal discrimination, and are actually helpful and/or necessary to help employers, worksites, and organizations comply with anti-discrimination laws, as explained by guidance from 16 state attorneys general offices, including the Minnesota Attorney General’s Office

¹ Found here, on p. 101:
<https://weblink.robbinsdalemn.com/WebLink/DocView.aspx?id=791661&dbid=0&repo=Robbinsdale>

<https://oag.ca.gov/system/files/attachments/press-docs/DEI%20Guidance%202.13%20FINAL.pdf>); and

WHEREAS, the City of Robbinsdale and its residents rely on various federal grants and funding, such as Community Development Block Grants for local human services nonprofits; federal nutrition assistance programs serving Robbinsdale schools, child care programs, local food shelves, and residents; Head Start programs providing early education; funding for the Departments of Education, Human Services, Health, Agriculture, Pollution Control Agency, and other state agencies; Veterans Affairs funding; funding for the National Park Service; and others; and

WHEREAS, federal workers provide valuable services for the City of Robbinsdale and its residents, such as the critical safety services provided by the Federal Aviation Administration; essential scientific research, health data, and community health programs provided by CDC and the National Institutes of Health; monitoring of food safety provided by the CDC and FDA; oversight of drug and medical device safety by the FDA; administration and stewardship of national parks by the National Park Service; essential health care services for veterans provided by the U.S. Department of Veterans Affairs; essential health care services for Native Americans through the Indian Health Service including through American Indian health centers and programs in nearby Minneapolis; emergency disaster response by FEMA; oversight of federal labor and workplace protections by the Department of Labor and OSHA; response to security threats, protection of innovation, and prevention of domestic terrorism by the FBI and CIA; special education assistance by the Department of Education; and these are just a few of the many essential and important jobs performed by federal workers that are being reduced or eliminated; and

WHEREAS, the City of Robbinsdale strives to be a leader in sustainable energy action, and in 2023 adopted an Energy Action Plan that seeks to remove structural barriers to equitably serve all community members, improve quality of life for present and future generations, and make Robbinsdale resilient and adaptable to the changing climate; and

WHEREAS, the City, our residents, and our businesses have fundamental and legally protected interests in the safety, integrity and, for residents and businesses, the privacy of data relating to our finances, bank accounts, taxes, medical and health conditions, and personally-identifiable information;

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBBINSDALE, MINNESOTA: that the City of Robbinsdale affirms its commitment to being a welcoming and inclusive community where all residents can live free from discrimination, harassment, and fear; and

BE IT FURTHER RESOLVED, that the City of Robbinsdale will continue to promote policies and programs that embrace diversity, strengthen community bonds, and support the contributions of

immigrant, refugee, LGBTQ+, and people of all races, nationalities, genders, religions, ability levels, ages, and economic statuses; and

BE IT FURTHER RESOLVED, that the City of Robbinsdale upholds the principles of human dignity and equality by ensuring all residents can access city services and live without fear of discrimination or persecution; and

BE IT FURTHER RESOLVED, that the City of Robbinsdale commits to ensuring all residents feel safe reporting crimes, accessing emergency services, and seeking city assistance; and

BE IT FURTHER RESOLVED, that the City of Robbinsdale is concerned about impacts of the freezing of federal grant funding and/or cancelling of federal contracts which fund essential and important services and supports for the City and its residents; and

BE IT FURTHER RESOLVED, that the City of Robbinsdale is concerned about ongoing efforts to demolish the federal civil service system with legally questionable, ill-planned and poorly executed large scale terminations, which are wasting the valuable expertise of government workers, undermining the ability of federal programs and agencies to provide critical services necessary for the health and welfare of City residents, interfering with the sound administration of the federal government; and causing unnecessary waste of scarce federal resources to defend against litigation as a result of these hasty and poorly implemented actions; and

BE IT FURTHER RESOLVED, that the City of Robbinsdale is concerned about the replacement of scientific experts with lay decision-makers on issues of scientific research methodologies and funding priorities; and

BE IT FURTHER RESOLVED, that the City of Robbinsdale objects to reversing climate action and environmental justice policies, such as withdrawing from the Paris Accords; pulling back from supporting clean and sustainable energy production and instead elevating oil and gas production, including on formerly protected federal lands; canceling and eliminating future grants and funding for climate resiliency work; and attempting to limit local authority to address climate change; and

BE IT FURTHER RESOLVED, that the City of Robbinsdale objects to improper access to critical information that violates privacy rights and risks misuse of valuable proprietary information by the federal Department of Government Efficiency; and

BE IT FURTHER RESOLVED, that the City of Robbinsdale affirms its support for equity and racial justice and will continue the City's DEI efforts and advance its work to be a city that is inclusive, equitable, and welcoming to all; and

BE IT FURTHER RESOLVED, that the City Council of the City of Robbinsdale instructs staff to share this Resolution with our state and Congressional representatives and offer our support to advocate for these principles; and

BE IT FURTHER RESOLVED, that the City of Robbinsdale instructs staff to support other cities and counties taking similar actions, and partner with others to build collective action in support of our values and commitment to being a welcoming and inclusive city for all peoples.



TO: Mayor and City Council
PREPARED BY: Tim Sandvik, City Manager
APPROVED BY: Tim Sandvik, City Manager
DATE: April 8, 2025
RE: Fee Schedule, Utility Fees - Updates

Background:

City staff hosted a First Reading to update Appendix B (Fee Schedule) on April 1, 2025 with the intent to host a second reading on May 6, 2025 to update certain fees. Further, Staff intends to host a Public Hearing on May 6th, 2025, to update Utility Fees - specifically a water rate for North Memorial as the water connection is nearing.

Analysis:

At least annually, staff review the Fee Schedule to ensure charges remain appropriate. Updates are typically done for the start of the year, but these efforts are ongoing and staff recommends changes at this time. The attached Fee Schedule highlights proposed changes (in red). In summary, recommendations for updates include:

Building, Housing, and Construction Regulations - Chapter 4

In January of this year, the city began to contract with Rum River Consulting (RRC) to provide building construction permitting, plan review and inspection services to Robbinsdale residents, businesses, and their building contractors due to a vacancy in the city's Building Official position. RRC contracts with over 20 other municipalities in the Twin Cities Metropolitan Area and have been providing excellent service these last few months to Robbinsdale. As a result in this change, city staff and Rum River have completed a more in-depth review of building construction permitting, inspection and plan review fees that the city and its contractor Rum River charge and found that some baseline fees (minimum fee charge) do not cover the actual cost of providing the service. It was also found that Robbinsdale's minimum fees were lower than the majority of the other 20 plus jurisdictions Rum River Consulting works in.

When it comes to fees charged, the goal is for the fee to reflect the actual cost to the city and/or its contractor to perform the work, and to ensure that the fees are transparent, and that the fees are consistent with other cities to introduce an element of fairness as a cost of doing business. As such, staff recommend some modest in dollar fee changes including increasing the minimum permit and inspection fee from \$50 dollars, to \$125. For the more specialized construction permit plan review and inspection for plumbing, fire sprinkler/suppression equipment, and work on state owned and licensed buildings, the minimum fee is proposed is listed now as \$300. In keeping with the intention of charging fees based on cost to perform such work, it is also recommended that the city's minimum fee to re-inspect a rental license property that failed a previous city inspection, and the minimum fee charged for demolition and building moving be increased to \$125.

Lastly, staff recommends that the city discontinue the practice of licensing construction, plumbing and mechanical building contractors going forward, as the state's Department of Labor

& Industry (DOLI) performs annual licensing of these contractors and maintains a searchable data base for individuals and the city building inspectors and/or contractors to verify. This takes into account that the state (DOLI) verifies state code requirements for training certificates and insurance coverages for these contractors as having been met. It is redundant for the city to also license these businesses and as such, staff recommend the requirement for such licensing should be repealed in city code Chapter IV, Building, Housing & Contractors, Section 405, Licensed Construction Activities, and be eliminated from the city fee schedule.

EV Charging

Coming this summer, the City will install a dual-port Level 3 direct current electric vehicle fast charging station at Robbinsdale City Hall. This charging station is intended to be available for public use. The suggested fees take into account various factors: Xcel Energy customer charges and demand charges, annual warranty fees, and the annual network subscription. These fees are being set with the intention of making Robbinsdale's electric vehicle charging network a self-sustaining program: any profits made from EV charging will be used to reinvest in the installation of new charging stations, replacement of charging stations at the end of their life, and to address any unanticipated maintenance expenses. The suggested fee is equivalent to a customer spending \$1.58 per one gallon of gas. Staff intend to reevaluate the public EV charging fee structure after six months once significant user data has accumulated.

Connection Fee (per connection) \$1.00

Charging Rate (per kWh) \$0.75

Idle Time Rate (per hour) (kicks in 15 minutes after vehicle is fully charged) \$1.00

Water Rates - North Memorial

City staff have been working with North Memorial for many months to establish a plan for the physical connection of City water to North Memorial, as outlined in a long standing agreement. Staff is recommending a special rate at \$7.00/1000 gallons used, which would be updated at the May 6th City Council meeting, by Resolution.

Staff will review the materials with Council, and respond to questions, comments, or concerns.

Recommendation:

Attachments:

1. DRAFT - FEE SCHEDULE Updated 4.125

Robbinsdale

**APPENDIX B
ROBBINSDALE ORDINANCE CODE
AND GENERAL FEE SCHEDULE**

Updated xx - xx - xxxx

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 ROBBINSDALE ORDINANCE CODE
 AND GENERAL FEE SCHEDULE

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¹ Fees listed are local only. State and/or County fees may also apply.

APPENDIX B
FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
MISCELLANEOUS FEES				
Special Assessment Searches	Fee	Eng & Assessor		\$25/search
Special Assessment Self Search	Fee	Assessor		\$10/visit
City Ordinance Code (updating not included)	Fee	Administration		\$150
City Zoning Ordinance Code (updating not included)	Fee	Administration		\$100
City Charter (updating not included)	Fee	Administration		\$50
Budget Book - Annual	Fee	Finance		\$75
Financial Statements - Annual	Fee	Finance		\$75
Comprehensive Plan (updating not included)	Fee	Administration		\$75
Copies of Miscellaneous Information	Fee	All		\$0.25 Per page
Council Meeting Minutes - mailed – Non-Resident Only	Fee	Administration		\$25/year or \$0.25 Per page + Postage
Notary	Fee	All		\$5.00 per oath; Limited to 2 per occasion (Effective 8-1-14)
Owners List – name & address only (paper copy)	Fee	Assessor		\$100 entire city or \$0.25 Per page
Owners List - property characteristics (paper & electronic)	Fee	Assessor		\$45 per hour for research
Property Record card – except personal residence	Fee	Assessor		\$2/record card to maximum of 5
Abatement – administrative oversight	Fee	Assessor		\$25
Returned Check	Fee	Finance		\$50 each
Filing of Various Instruments	Fee	Administration		None
Administrative Charge for Special Assessments	Fee	Administration		\$75 each
Abatement of Nuisance/Problem Property	Fee	All		\$50 + actual city costs recovered \$50 per visit to property by Inspector prior to and follow-up on Abatement
Conduit Debt Issuance	Fee	Finance		See Attachment G
Road Closure Permit for Construction/Maintenance	Fee	Eng		\$100 Single Lane Closure \$200 Full Road Closure
US Passport Photo Prints	Fee	Finance		\$18 per set of two passport photos

APPENDIX B
FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
FEES ESTABLISHED UNDER SEPARATE RESOLUTIONS				
Water Utility Surcharge – per dwelling unit				Separate Resolution
Water Utility Rate - per 1000 gallons				Separate Resolution
Sanitary Sewer Surcharge - per dwelling unit				Separate Resolution
Sanitary Sewer Rate – per 1000 gallons				Separate Resolution
Storm Water – per acre				Separate Resolution
Street Lighting – mid block				Separate Resolution
Garbage				(See Public Health) Separate Resolution
Speed Bumps (Resolution 6340)				\$200 per bump site.
Speed Bump Signs				\$150 per sign – 2 signs required per block
Speed Bump Administration Fee				\$50
Tree Removal – Administration fee – requested oversight				\$75.00
Tree Removal –Administration fee - forced removal				150.00
Candidate Filing Fee – City Charter Amendment 38	Fee			\$30
MAPS				
Aerials:	Fee	Engineering		\$35 - 34"x46" 1"=300' \$30 - 21"x27" 1" = 500' \$25 - 18"x24" 1"=600'
Others:	Fee	Engineering		\$15 - 24"x36" standard plan (photo copy) \$30 - 34"x46" lg address/zoning 1" =300' \$25 - 21"x27" sm address/zoning 1"=500' \$20 - 18"x24" address 1"=600'
Shipping for any of the above maps	Fee	Engineering		\$5
GENERAL PROVISIONS – CHAPTER I				
Administrative Penalties – 117	Fee	Code Enforcement	Per occurrence	See Attachment I

FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
BUILDING, HOUSING AND CONSTRUCTION REGULATIONS – CHAPTER IV				
Demolition & Moving– 400.05	Permit	Building Insp.		See Attachment A
Plumbing – 400.05	Permit	Building Insp.		See Attachment B
Fire Suppression – 400.05	Permit	Building Insp.		See Attachment C
General, Building – 400.05	Permit	Building Insp.		See Attachment C
Plan Review	Permit	Building Insp.		See Attachment C
License Verification (surcharge)	Permit	Building Insp.		See Attachment C
Excavations & other activities in the right of way – 405.19	Permit	Building Insp.		See Attachment C
Mechanical	Permit	Building Insp.		See Attachment D
Signs – 410.25	Permit	Building Insp.		See Attachment E
Masonry – 405.15	Permit	Building Insp.	12/31	\$50
Contractors – 405.13	License	Building Insp.	12/31	\$50
Excavator – 405.09	License	Building Insp.	12/31	\$50
Demolition – 405.08	License	Building Insp.	12/31	\$50
Heating & Air Conditioning – 405.01	License	Building Insp.	12/31	\$50
Off-Site Directional Signs—410.05 & 841	License	Administration & Engineering	12/31	\$240/sign initial fee \$40/sign/face plus sign replacement costs, if any, annually
Roofing – 405.17	License	Building Insp.	12/31	\$50
Plastering, Stucco, Lathing – 405.11	License	Building Insp.	12/31	\$50
Plumbing – 405.01	License	Building Insp.	12/31	\$50
Sewer Maintenance – 405.07	License	Engineering	12/31	\$50
Crane – 405.21	License	Engineering	12/31	\$50
Sign Hanger – 410.27	License	Building Insp.	12/31	\$50
Parking Ramp – 415.05	Certificate	Engineering	6/30	\$100
Late Fee for Parking Ramp Renewal Submitted after 6/30	Fee	Engineering		\$100
Inspection of Rental Dwellings – 425.31	License	Code Enforcement	12/31 Biannually	See Attachment H
Re-inspection of Rental Dwellings – 425.31	License	Code Enforcement		See Attachment H

FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
BUILDING, HOUSING AND CONSTRUCTION REGULATIONS – CHAPTER IV (CONTINUED)				
Point of Sale Administration Fee – 435.07	Fee	Comm. Devt	12/31	<ul style="list-style-type: none"> ● \$50 Initial Evaluator Certification Fee ● \$25 Annual Evaluator Certification ● \$50 Filing Fee for Point of Sale Reports ● \$50 Building Official Verification of R/R Item Completion/Resolution – 1st visit, waived if work covered by building permit. \$25/visit for additional follow-up inspections, as required for compliance. ● \$25 Filing Fee for Buyer's Responsibility Agreement

FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
PLANNING AND LAND USE REGULATIONS – CHAPTER V				
Lot split – 500.13	Fee	Community Development	Per Project	\$200
Sketch Plats – 500.15	Fee	Community Development	Per Project	\$100
Preliminary Plats – 500.17	Fee	Community Development	Per Project	\$200+\$100/lot *
Final Plat – 500.19	Fee	Community Development	Per Project	\$150 *
Subdivision Variance Application – 500.39	Fee	Community Development	Per Project	\$200 *
Initiation of Amendment to Subdivision Regulations – 500.47	Fee	Community Development	Per Project	\$500 *
Initiate Amendment to City of Zoning Code	Fee	Community Development	Request	\$500 *
Use Permit – 535.11, Subd. 1	Fee	Community Development	Per Project	\$85 + time & materials \$100 + additional expenses incurred \$25 Sign permits requiring Council approval
Conditional Use Permit – 535.15, Subd. 1(a)	Fee	Community Development	Per Project	\$250 * Plus Filing Fee
Conditional Use Permit – 515.05, 515.07, 520.03, 521.01,521.03	Fee	Community Development	Per Project	\$750 + \$250 per acre
Zoning Amendments – 535.15, Subd. 1(a)	Fee	Community Development	Per Project	\$500
Zoning Variances and Appeals – 535.15, Subd. 1(a)	Fee	Community Development	Per Project	\$200 * Plus Filing Fee
Review Encroachments in City Rights-of-Way	Fee	Community Development	Per Project	\$150 *
Comprehensive Plan Amendments – 535.15, Subd. 1(a)	Fee	Community Development	Per Project	\$500 *
Vacation – 830.01	Fee	Community Development	Per Project	\$200 *
Zoning development pre-application review (variance, CUP, Rezoning, et al)	Fee	Community Development	Per Project	\$50 *Fee applied to project if project proceeds.
Tax Combination or Split Review	Fee	Community Development	Per Request	\$75
Request by a lender/agency, etc. for a Zoning Compliance letter	Fee	Community Development	Per Request	\$75 **
Zoning research for state license forms (i.e. salon, wholesale motor vehicle, etc.)	Fee	Community Development	Per Request	\$75 **
Request for property status letter (non-conforming, illegal, et al)	Fee	Community Development	Per Request	\$200 **
Request for Floodplain technical assistance	Fee	Community Development	Per Request	\$50 **
Request for Zoning Classification or Flood Plain panel & date	Fee	Community Development	Per Request	\$25 **
*Applicant may be liable for additional expenses such as legal fees. ** Applicant may be billed for additional staff time.				

FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
PLANNING AND LAND USE REGULATIONS – CHAPTER V (Continued)				
Mailing fee for all required mail notifications	Fee	Community Development	Per Address	\$1 per address
Architectural Review – signs in overlay district	Fee	Community Development	Per location	\$50
Architectural Review – New construction in overlay district	Fee	Community Development	Per location	\$50/hour. 1 hour minimum
Development consulting (except city sponsored)	Fee	Community Development	Per Request	\$50/hr. 1-hour minimum. *Fee applied to project if project proceeds.
Rezoning request	Fee	Community Development	Per Request	\$500
Rezoning request for R-2 to R-1	Fee	Community Development	Per Request	\$150

FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
PUBLIC HEALTH – CHAPTER VI				
Garbage Collector	License	Administration	12/31	\$50/1 st truck and \$50/additional truck
Dumpster on Private Property 605.03				Fee listed along with fees for dumpster in right of way – Chapter VIII
Garbage Collections – 605.07	Fee	Administration		Adjusted annually by Council
Garbage/Recycling Cart Exchange	Fee	Utility Billing		\$5
Residential Solid Waste Truck Return or Extra Pickup. Return: i.e. customer error. Extra: i.e. tenant move out.	Fee	Utility Billing		\$10
Therapeutic Massage, Establishment – 613.13	License Fee	Administration Police Department	12/31	\$250 annually \$500 initial investigation \$200 renewal investigation
Therapeutic Massage, Individual – 613.13	License Fee	Administration Police Department	12/31	\$75 annually \$50 annual investigation fee
Therapeutic Massage, Home Business—613.13 • Limited to a business owner who is also the sole therapist	License Fee	Administration Police Department	12/31	\$150 annually new \$100 annually renewal \$100 annual investigation
Temporary Food Sales – 615.01	License	Administration	12/31	\$50; Non-Profits may submit all events at one time for one annual fee
Restaurant/Café without alcohol– 615.01	License	Administration	12/31	\$50
Restaurant with alcohol – 615.01 & 1205.01	License	Administration	12/31	\$200
Soft Drink Parlor – 615.03	License	Administration	12/31	\$50
Convenience Food/Drive-In Establishment – 615.05	License	Administration	12/31	\$50
Body Art Business - 625	License	Administration	12/31	\$100 annually \$500 initial investigation \$200 renewal investigation

FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
PUBLIC UTILITIES – CHAPTER VII				
Storm, water & sanitary sewer connection inspection - 700.33	Permit	Engineering		\$75/connection
Fire Water Charge (FWC) 705.03	Fee	Finance	Quarterly	None
Restoration of Service Charge – 705.09	Fee	Finance		\$30
Service fee for non-functioning unit – 705.15	Fee	Engineering/Finance		\$30/month 1 st 12 months; \$60/mo thereafter
Telecommunications Facilities and Equipment – 715.03	Permit	Engineering	Per occurrence	\$100 (construction, maintenance, relocation on public right-of-way)
Telecommunications Towers – 720	License	Clerk	Annual or per occurrence	\$500 (develop, construct, or erect tower and maintain tower). \$500 per occurrence (modify tower or antenna array)
STREETS, ALLEYS AND PUBLIC WAYS – CHAPTER VIII				
Street Excavations – 800.05	Permit	Engineering	Each Occurrence	\$35/utility company \$75/all others
Street Repair – 800.23	Permit	Engineering		\$600 for 1 st 30 s.f. + \$15 each additional square foot
Curbs/Driveway Apron or Sidewalk – 800.23	Permit	Engineering		\$50
Excavations or Other Activities in Right of Way – 800.23	Permit	Engineering		See Street Excavations above
Vacation – 830.01	Fee	Planning	Per Project	\$200
Newspaper Racks – 839.03	License	City Clerk	12/31	\$25/year up to 5 boxes; \$5/box \$150 impoundment fee \$25/site inspection or relocation
Courtesy Bench – 840.01	License	City Clerk	12/31	\$50/bench
Placement of Dumpster/Collection Bin/Storage Container – In Right-of-Way 845.15	Permit	Engineering	(7 day permit)	\$50 1 st 7 days; \$75 for second week; \$210 for each week after the second week. No pro-ration.
Private Property 605.03	Permit	Code Enforcement	30 days	\$0 1 st 30 days; \$50 2 nd 30 days; \$100 3 rd and subsequent 30 day permits. \$50 per month for new residential & commercial construction for no more than 6 and 9 months respectively. \$100 per month thereafter.

FEE SCHEDULE

PUBLIC WORKS/PUBLIC UTILITIES MISC.				
Sump Pump utility charge (non compliance)	Fee	Engineering		\$50 per month
Water Meter	Fee	Public Works		\$180 + tax
Tailpieces	Fee	Public Works		\$47.54 + tax per pair
Horn (mandatory in new homes starting 01-01-06)	Fee	Public Works		\$138.67 + tax
MXU	Fee	Public Works		\$165 + tax
Locate curb stops, without Gopher State One Call Locate	Fee	Public Works		\$50 each locate
Shut Off Water at Stop Box	Fee	Public Works		\$150 (\$100 refund if unable to shut off)
Water Main Shutdown	Fee	Public Works		\$200 per valve
Hydrant meter rental fee	Fee	Public Works		\$50 per week + \$1,000 deposit + water usage
Resident Requested Sign – non warrant, including install	Fee	Public Works		\$200 new; \$40 + cost of sign for replacement
Tree Trimming				
CR 81 Corridor Tree Knockdown Fees				
Median Tree with Diameter <3"	Fee	Forestry	Each Occurrence	\$1,175
Median Tree with Diameter >3"	Fee	Forestry	Each Occurrence	\$1,325
	Fee	Forestry	Each Occurrence	\$1,025
Boulevard Tree with Diameter >3"	Fee	Forestry	Each Occurrence	\$1,175
Other Public Tree Knockdown Fees (Excluding CR 81 Corridor)				
Park or Right-of-Way Tree, all sizes	Fee	Forestry	Each Occurrence	\$500
Pick up and Storage of Temporary Traffic Control Devices	Fee	Public Works	Per Permit	\$65 for one device & \$15 for each additional device for pick up; plus \$250 for up to 10 items for up to 5 calendar days of storage; \$250 for additional storage for up to 5 calendar days. Note: signs not picked up within 15 days are deemed to be abandoned.
Street Light Knockdown Fee				
LUMEC Light (Robbinsdale Streetscape Light)	Fee	Public Works		\$6,400
HOLOPHANE LIGHT (CR81 – Single Luminaire)	Fee	Public Works		\$5,900

FEE SCHEDULE

HOLOPHANE LIGHT (CR81 – Double Luminaire)	Fee	Public Works	\$6,900
ACUITY Light (25' pole)	Fee	Public Works	\$4,800
ACUITY Light (Noble – 25' pole + banner)	Fee	Public Works	\$5,000
ACUITY Light (CR9 – 40' pole)	Fee		\$6,700
<u>EQUIPMENT & PERSONNEL – PER HOUR</u>			
Lawn mower	Fee	Public Works	\$30 + actual labor cost
Pickup truck, Van	Fee	Public Works	\$25 + actual labor cost
Utility trailer, Roller & trailer, Paint Striper, Compressor truck	Fee	Public Works	\$30 + actual labor cost
Dump truck, Water Wagon	Fee	Public Works	\$40 + actual labor cost
Backhoe, Loader, Sweeper, Grader	Fee	Public Works	\$50 + actual labor cost
Vactor	Fee	Public Works	\$200+actual labor cost
Utility Meter Return	Fee	Engineering	20% of initial equipment cost

FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
PARKS MISCELLANEOUS				
Park Buildings	Fee	Parks		See Attachment F
Picnic Shelters	Fee	Parks		See Attachment F
Athletic Fields & Rink Lights	Fee	Parks		See Attachment F
Park Facilities and Equipment Fees	Fee	Parks & Recreation		See Attachment F

FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
PUBLIC SAFETY – CHAPTER IX				
Dog and Cat – 915.03	License	Administration	12/31 – every other year	\$15 neutered/spayed \$20 not neutered/spayed \$10 fee Multi-Cat Residence (in addition to regular licenses) \$3/duplicate tags
Impoundment – 915.19	Fee	Animal Control		\$75/1 st offense \$100/2 nd offense \$125/3 rd offense Boarding fee for large & small animals–current contract rates apply.
Domesticated Animal – 915.37	Permit Fee	Administration	12/31	\$25 +\$1/address mailing to 200 feet \$50/initial investigative fee
Wild & Exotic Animal – 915.39	Permit Fee	Administration	12/31	\$50 \$50/initial investigative fee
Potentially Dangerous Animals – 915.25 Dangerous Animals – 915.27	Permit Fee	Police	12/31	\$200
False Alarms – 920.09	Penalties	Police & Fire Departments	12/31	See Attachment I
Repeat Nuisance Service Call Fee – 927.05	Fee	Police & Code Enforcement	365 day cycle	\$250 for each call starting with third call, after proper notice, charged to owner and/or \$250 for occupant if not the owner, plus additional fees for excess costs all per 927.05, Subd. 2, plus penalties in this code section.

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
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FEE SCHEDULE

DOMESTIC PARTNERSHIP REGISTRATION – CHAPTER X				
Domestic Partnership Registration – 1015 PART B	Fee	Administration	Not applicable	\$20 – registration plus \$1 per each additional certified copy at time of registration \$15 – charge per certified copy plus \$1 per each additional certified copy any time other than initial registration \$15 – termination fee
BUSINESS AND TRADE REGULATIONS – CHAPTER XI				
Mini-golf – 1100.01	License	Administration	12/31	\$75
Pool Hall or Bowling Alley – 1100.03.13	License	Administration	12/31	None
Change of Location – Pool Hall or Bowling Alley – 1100.03.14	License	Administration	12/31	Same as regular
Theater – 1100.05	License	Administration	12/31	\$200
Carnivals, Shows, Public Entertainment (Outdoors) – 1100.07	License	Administration	12/31	\$100/day – single performance \$300/multiple performance not to exceed 3 days \$50/each additional day over 3 days
Carnivals, Shows, Public Entertainment (Indoors) – 1100.07	License	Administration	12/31	\$75/day – single performance \$150/annual
Entertainment (Indoors) including banners permitted by 521.01 subd 9(6)	License	Administration	12/31	\$250/annual includes both indoor and outdoor advertising banners limited to 90 days total
Mechanical Amusement Devices – 1100.09	License	Administration	12/31	\$15 per site and: \$15/pinball machine \$15/kiddie ride machine \$15/all other mechanical amusement devices including video games

FEE SCHEDULE

Lawful Gambling Investigation Fee – 1105.07	Initial Premises Permit	Administration	N/A	\$100
Lawful Gambling, Exempt from MN § Section 349.214 – 1105.09	Permit	Administration	12/31	\$50/annually/bingo only \$5/occasion/bingo only *Note electronically connected Bingo-State License

FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
BUSINESS AND TRADE REGS – Chapter XI (Cont'd)				
Public Dances – 1110.05	Permit	Administration	12/31 Daily Basis	\$1,000 \$60/day
Pet Shop – 1115.03	License	Administration	12/31	\$50
Peddlers – 1120.01	License Fee	Administration	12/31	\$100 \$50 investigation fee
Transient Merchant – 1120.03	License	Administration	12/31	\$50 – per vehicle or location
Transient Merchant – 1120.04 State licensed mobile food unit (MFU) at a temporary fixed location NOTE: There are zoning restrictions. Only allowed in B-3 and B-4 with property owner approval and in City Parks with Council Approval	License	Administration	Annual	\$25/Site Plan Review \$25/MFU
Going Out of Business Sale – 1120.05	License	Administration	12/31	\$35 + \$2 for each \$1,000 of inventory or major part thereof \$75-renewal for no more than 30 days \$25/day – second renewal for 30 days
Car Wash – 1130.01	License	Administration	12/31	\$75
Cigarette Vending /Tobacco Sales– 1132.05	License	Administration	12/31	\$325
Christmas Tree Sales – 1130.05	License	Administration	12/31	\$75
Dry Cleaning/Laundry Facility – 1130.07	License	Administration	12/31	\$50
Auto Dealer – 1130.09 (Regulated under MN § Chapter 168)				Must provide copy of state license
Gas Station Pumps – 1130.11	License	Administration	12/31	\$100/1 st pump \$10/each additional pump
Secondhand Goods Sales – 1135.09 Secondhand Goods Sales – 1135.17, Investigation	License Fee	Administration	6/30	\$200 \$750 investigative fee \$400/multiple dealers/same location \$50/one day secondhand sales \$75/more than 1 day, less than 5 days
Consignment House Dealer – 1135.09	License	Administration	12/31	\$100 \$500 initial investigation fee \$200 renewal investigation fee

FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
BUSINESS AND TRADE REGS – Chapter XI (Cont'd)				
Pawn Broker – 1135.09 Pawn Broker, Investigation – 1135.17	License Fee	Administration	12/31	\$2,750 + \$2.00 transaction \$800 investigation fee – up to \$10,000 to recover costs
Adult Establishments – 1140.11 Adult Establishment – 1140.11, Investigation	License Fee	Administration	12/31	\$2,500 \$50 per video booth/viewing stall \$800 investigation fee – up to \$10,000 to recover costs
Lawn Fertilizer Application Control – 1145.00	License Fee	Administration	12/31	\$100 - 1 st Vehicle \$25 each additional vehicle
Donation Collection Bins - 1155	License Fee	Administration	12/31	\$50 per bin
Late Fees-License Renewal-1005.11 subd 2	Fee	Administration	12/15-12/31	\$50

APPENDIX B
FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
LIQUOR AND BEER – CHAPTER XII				
Intoxicating Liquor: Off-sale, Municipal Liquor Dispensary Only – 1205.01, Subd. 5				
Intoxicating Liquor: 1205.01, Subd. 5 & 6 Off-sale, Municipal Liquor Dispensary – Off-sale, Brewer Off-Sale Malt Liquor Off-sale Micro distillery	License	Administration	12/31	\$100/brewer or brew pub off-sale \$300/microdistillery
Intoxicating Liquor – 1205.07 (NOTE: Public hearing required for increase in liquor fees)	License	Administration	12/31	\$5,800/on-sale \$300/on-sale club/0-1,000 members \$500/on-sale club/1,001 + members \$2,000/on sale wine only \$550/brewer taproom or brew pub on-sale \$300/cocktail room \$200/Sunday on-sale (pro-rate qtly) \$50/temporary, non-profit only \$50/temporary, small brewer or micro distillery for social event
Intoxicating Liquor, Investigation – 1205.07	Fee	Police Department		\$500 to \$10,000 out-state (for all new intoxicating liquor license applications, including wine). \$250 renewal This fee does not apply to Special Sunday or Temporary
3.2% Malt liquor – 1215.03 (NOTE: Public hearing required for increase in liquor fees)	License	Administration	12/31	\$100/off-sale \$550 on-sale only \$50/temporary, non-profit only
3.2% Malt Liquor, Investigation – 1215.05	Fee	Police Department	12/31	\$100/off sale only \$500/on-sale only \$250 on-sale renewal
Entertainment – 1200.25	License	Administration	12/31	\$150

FEE SCHEDULE

Description, Ordinance Chapters/Section	Type	Department	Expiration	Fee
TRAFFIC, MOTOR VEHICLES AND OTHER VEHICLES – CHAPTER XIII				
Parking by Permit Only – 1305.13	Fee	Police Department		First 3 permits \$0.00 Fourth permit - \$25.00
MISCELLANEOUS PERMITS				
Loudspeaker Devices – 2005.13	Permit	City Council	12/31	\$75.00
POLICE MISCELLANEOUS				
Audio Tapes	Fee	Police		\$20 each
Video Cassette Tapes & DVD's	Fee	Police		\$20 each
Fingerprinting (upon request)	Fee	Police		\$20
Police Reports (any)	Fee	Police		\$0.25 per page
Photos	Fee	Police		Actual costs + \$10 handling fee
Security & Traffic Assignment for Officers	Fee	Police		Current senior top patrol overtime-hourly rate, including benefits, +3%.
Vehicle Lock-outs	Fee	Police		None
Request for Criminal Information – Apartment Complexes	Fee	Police		\$100 annual
False Alarms	Fee	Police		See Attachment I
Drug & Chem. Lab cleanup – Ord. 625	Costs	All		Owner to Pay Costs
Body Cam Footage*	Fee	Police		\$25 per request – *subject to public records regulations
FIRE/Comm Development MISCELLANEOUS				
Burning Permit	Permit	Fire	When altered	\$50 - one time fee (no alterations)
Inspections – Day Care facilities	Fee	Fire		\$50 each visit
Inspections – Rental properties	Fee	Fire		See Attachment H
Fire Reports	Fee	Fire		\$0.25 per page
Fire Water Charge	Fee	Fire		None
Firework – consumer – Section 1150	License	Fire	12/31	Maximum allowable by State Statute 624.20
Fireworks – Display permit – Section 1150.06	Permit	Fire	12/31	\$200.00

FEE SCHEDULE

CERTIFICATE OF OCCUPANCY				
Certificate of Occupancy – Land Use Review	Permit	Comm Development		\$100 \$125.00
Up to 5,000 sf	Permit	Comm Development		\$500
5,001 – 25,000 sf	Permit	Comm Development		\$800
25,001 – 75,000 sf	Permit	Comm Development		\$1,200
75,001 – 100,000 sf	Permit	Comm Development		\$1,600
100,000 – 200,000 sf	Permit	Comm Development		\$2,000
200,001 sf or greater	Permit	Comm Development		\$2,500

ATTACHMENT A

DEMOLITION AND MOVING PERMIT FEES

FEES REQUIRED

The Building Inspector, before issuing any house-moving permit or the demolition of any building or structure shall require payment by the applicant for such permit of fees in the amounts herein provide.

DEMOLITION PERMIT

The demolition permit fee shall be based on the total cost of demolishing such structure at the rate of 1.5% of the contract value.

In no case shall the fee charged for any demolition permit be less than ~~fifty dollars (\$50).~~
one hundred twenty five (\$125.00)

MOVING PERMIT

- (a) For holding up, raising or moving any building or structure on the same lot, the fee shall be ~~fifty dollars (\$50).~~ one hundred twenty five (\$125.00)
- (b) Minor buildings, as used in this section, shall be taken to mean accessory buildings, including, but not limited to, private garages, sheds, construction shacks, etc., as shall be determined by the Building Inspector.
- (c) For a permit for moving any building, except a minor building as herein defined, from one location to another on private property, or to a different lot over the streets of the city, the fee shall be ~~one hundred dollars (\$100).~~ The same permit fees shall apply to any building being moved through the city from a place outside the city to another location outside the city. One hundred twenty five (\$125.00)

PLUMBING PERMIT FEE SCHEDULE

FEEES REQUIRED

The Building Official, before issuing any permit for the installation, alteration, addition or repair of any plumbing work, fixture or device shall require the payment by the applicant for such permit of the fees or fees in the amount herein provided.

~~Contract \$2,439.00 or less \$50.00~~
~~Contract \$2439.00 to \$10,000 2% of contract value~~
~~Contract more than \$10,000 \$200.00 for first \$10,000.00~~
 Plus 1.5% for the remainder of contract value

Total Value	Fee
\$2,000	\$125.00 Minimum
\$2,001 to \$25,000	\$125.00 for the first \$2,000 plus \$16.55 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$505.65 for the first \$25,000 plus \$12 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001- \$100,000	\$805.65 for the first \$50,000 plus \$8.45 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001-\$500,000	\$1,288.15 for the first \$100,000 plus 6.75 for each additional \$1,000 or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$3,928.15 for the first \$500,000 plus \$5.50 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$6,678.15 for the first \$1,000,000 plus \$4.50 for each additional \$1,000 or fraction thereof

The fee for appliance only permits shall be ~~\$50 plus \$1 state surcharge (\$51 total)~~
 \$125.00 fee

1) The cost of installations, alterations, additions, or repairs shall include all labor and materials supplied by the contractor. In addition, it shall include all materials supplied by other sources when these materials are normally supplied by the contractor. The value of work by a homeowner shall be equal to the cost for labor and materials that would be charged by a contractor. All values shall be subject to approval of or determined by the Building Official.

2) REVISION OF ESTIMATED COST: The estimated cost shall be subject to review by the Building Official, and if the estimate does not reflect the true cost, it shall be revised and the applicant shall pay the fee based upon such revision. The Building Official may revoke any permit issued containing false information regarding the value of the work authorized by said permit pursuant to Section 89.150 of this Code. If the actual cost exceeds the estimated by five hundred dollars (\$500.00) or more, the applicant shall report within thirty (30) days after completion of this job, the actual cost to the Inspections Department and the fee shall be revised and the applicant shall pay a fee computed on the basis of the actual cost.

3) The city may require permit applications be accompanied by a copy of the contract.

PLAN REVIEW FEES

When submittal documents are required by the code, a plan review fee may be required at the time of submitting the documents for plan review. Said plan review fee shall be 65 percent of the plumbing permit fee, **with a minimum fee of \$300 to be collected.**

The plan review fees specified in this subsection are separate fees from the permit fees specified above and are in addition to the permit fees.

When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items, an additional plan review fee may be charged.

WORK COMMENCING BEFORE PERMIT ISSUANCE

If work for which a permit is required by the code has been commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued for the work. An investigation fee equal to the permit fee shall be collected and is in addition to the required permit fees.

ROBBINSDALE BUILDING CODE FEE SCHEDULE*

<u>Total Valuation</u>	<u>Fee</u>
\$1.00 to \$500.00 \$2,000	\$50.00 \$125.00 Minimum
\$501.00 to \$2,000.00 \$2,001 to \$25,000	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00 or fraction thereof, to and including \$2,000.00, with a minimum fee of \$50.00. \$125.00 for the first \$2,000 plus \$16.55 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$2,001.00 to \$25,000.00 \$25,001 to \$50,000	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1000.00 or fraction thereof, to and including \$25,000.00 \$505.65 for the first \$25,000 plus \$12 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$25,001.00 to \$50,000.00 \$50,001- \$100,000	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00 or fraction thereof to and including \$50,000.00 \$805.65 for the first \$50,000 plus \$8.45 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$50,001.00 to \$100,000.00 \$100,001-\$500,000	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00 \$1,288.15 for the first \$100,000 plus 6.75 for each additional \$1,000 or fraction thereof, to and including \$500,000
\$100,001.00 to 500,000.00 \$500,001 to \$1,000,000	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00 or fraction thereof. \$3,928.15 for the first \$500,000 plus \$5.50 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
\$500,001.00 to \$1,000,000.00 \$1,000,001 and up	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00 \$6,678.15 for the first \$1,000,000 plus \$4.50 for each additional \$1,000 or fraction thereof
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00 or fraction thereof.

OTHER INSPECTION FEES

1. Inspections outside of normal business hours (min. charge two hours).....~~\$65.00~~ per hour ¹
\$125.00
2. Re-inspection fee assessed under provisions of section 305.8.....~~\$65.00~~ per hour ¹
\$125.00
3. Inspections for which no fee is specifically indicated
(minimum charge one-half hour).....~~\$65.00~~ per hour ¹
\$125.00

- 4. Additional plan review required by changes, additions, or revisions to approved plans (minimum charge one-half hour).....~~\$65.00~~ per hour ¹
\$125.00

- 5. For use of outside consultants for plan checking and inspections, or bothActual Cost ²

¹Or the total hourly cost to the jurisdiction, whichever is the greatest. The cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

²Actual costs include administrative and overhead costs.

RESIDENTIAL - FLAT FEES

Siding House/Garage	\$155
Garage Siding	\$85 \$125.00
Roofing, tear off, House/Garage	\$155
Garage re-roof	\$85 \$125.00

FIRE SUPPRESSION EQUIPMENT FEES

The Building Official, before issuing any permit for the construction, installation, alteration, addition or repair of any fire suppression system or equipment connected therewith, shall require the payment by the applicant for such permit of the fees. The fees for fire suppression systems shall be the same as established by the building permit fee above, based on the contract value, **with a minimum fee of \$300 to be collected.**

The cost of installations, alterations, additions, or repair shall include all labor and materials supplied by the contractor. In addition, it shall include all materials supplied by other sources when these materials are normally supplied by the contractor.

REVISION OF ESTIMATED COST: The estimated cost shall be subject to review by the Building Official, and if the estimate does not reflect the true cost, it shall be revised and the applicant shall pay the fee based upon such revision. The Building Official and/or Fire Chief may revoke any permit issued containing false information regarding the value of the work authorized by said permit. If the actual cost exceeds the estimated by five hundred dollars (\$500.00) or more, the applicant shall report within thirty (30) days after completion of this job, the actual cost to the Inspections Department and the fee shall be revised and the applicant shall pay a fee computed on the basis of the actual cost. A copy of the contract may be required to verify the value.

PLAN REVIEW FEES

When submittal documents are required by the Building Code, a plan review fee may be required at the time of submitting the documents for plan review. Said plan review fee shall be 65 percent of the building permit fee. The plan review fee for similar buildings shall not exceed 25 percent of the normal building permit fee.

Plan review fees for public buildings and state licensed facilities will have a minimum fee collected of \$300.00

The plan review fees specified in this subsection are separate fees from the building permit fees specified above and are in addition to the building permit fees.

When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items, an additional plan review fee shall be charged as required by the Building Code.

WORK COMMENCING BEFORE PERMIT ISSUANCE

If work for which a permit is required by the code has been commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued for the work. An investigation fee equal to the permit fee shall be collected and is in addition to the required permit fees.

LICENSE VERIFICATION FEE

A surcharge of \$5.00 shall be added to all residential building permits when performed by state licensed residential building contractors and remodelers, and residential roofers. This fee will be in addition to the Building Permit and Plan Check fees.

MECHANICAL PERMIT FEE SCHEDULE

FEES REQUIRED

The Building Official, before issuing any permit for the construction, installation, alteration, addition or repair of any furnace, boiler, heating or power plant or system, or any device or equipment connected therewith, or for any other device connected, or to be connected, with any chimney or stack, or for the construction, installation, alteration, addition or repair of any air conditioning or ventilation system or sheet metal ductwork or piping system or equipment connected therewith, shall require the payment by the applicant for such permit of the fees or fees in the amount herein provided.

~~Contract \$2,439 or less \$50
 Contract \$2,439 to \$10,000 2% of contract value
 Contract for more than \$10,000 \$200 for first \$10,000
 Plus 1.5% for the remainder of contract value~~

Total Value Fee

\$2,000	\$125.00 Minimum
\$2,001 to \$25,000	\$125.00 for the first \$2,000 plus \$16.55 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$505.65 for the first \$25,000 plus \$12 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001- \$100,000	\$805.65 for the first \$50,000 plus \$8.45 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001-\$500,000	\$1,288.15 for the first \$100,000 plus 6.75 for each additional \$1,000 or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$3,928.15 for the first \$500,000 plus \$5.50 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$6,678.15 for the first \$1,000,000 plus \$4.50 for each additional \$1,000 or fraction thereof

- (a) The cost of installations, alteration, additions, or repairs shall include all labor and materials supplied by the contractor. In addition, it shall include all materials supplied by other sources when the contractor normally supplies these materials.
- (b) **REVISION OF ESTIMATED COST:** The estimated cost shall be subject to review by the Building Official, and if the estimate does not reflect the true cost, it shall be revised and the applicant shall pay the fee based upon such revision. The Building Official may revoke any permit issued containing false information regarding the value of the work authorized by said permit pursuant to Section 89.150 of this Code. If the actual cost exceeds the estimated by five hundred dollars (\$500) or more, the applicant shall report within thirty (30) days after the completion of this job, the actual cost to the Inspections Department and the fee shall be revised and the applicant shall pay a fee computed on the basis of the actual cost.
- (c) A copy of the contract must accompany all commercial permit applications.

PLAN REVIEW FEES

When submittal documents are required by the code, a plan review fee may be required at the time of submitting the documents for plan review. Said plan review fee shall be 65 percent of the mechanical permit fee, **with a minimum fee of \$300 to be collected.**

The plan review fees specified in this subsection are separate fees from the permit fees specified above and are in addition to the permit fees.

When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items, an additional plan review fee may be charged.

WORK COMMENCING BEFORE PERMIT ISSUANCE

If work for which a permit is required by the code has been commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued for the work. An investigation fee equal to the permit fee shall be collected and is in addition to the required permit fees.

SIGN FEES

SIGN PERMIT FEES SHALL BE:

\$125.00	\$100.00	Permanent Signs
\$125.00	\$ 50.00	Temporary Signs
	\$250.00	Special Signs once annually
	\$500.00	Special Signs more than once annually

Street Spanning Banner Signs Per Installation below**

PLAN REVIEW FEES

When submittal documents are required by the code, a plan review fee may be required at the time of submitting the documents for plan review. Said plan review fee shall be 65 percent of the sign permit fee.

The plan review fees specified in this subsection are separate fees from the permit fees specified above and are in addition to the permit fees.

When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items, an additional plan review fee may be charged.

WORK COMMENCING BEFORE PERMIT ISSUANCE

If work for which a permit is required by the code has been commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued for the work. An investigation fee equal to the permit fee shall be collected and is in addition to the required permit fees.

****Street Spanning Banners – City code 410.11, Subd 14**

\$125.00 ~~\$100~~ permit fee for use of wires for one double sided banner per occasion for banners delivered including necessary hardware connections. Those Community Groups who have contributed a minimum of \$750 for installation of the Banner wires on West Broadway shall be exempt from this fee. A fee to cover the charge for hardware needed for installation of the sign not supplied with the sign will be charged at cost.

Liability Insurance

Not required

\$50 late fee for those delivering banners after noon Friday

ATTACHMENT F

PARK, COMMUNITY GYMS AND FITNESS CENTER FACILITIES

- Local Youth Associations may reserve shelter building or picnic shelter for meetings or association level special events free of charge. Additional fees for extra services or features will be charged.
- **50% reduction in fee for local youth associations to use synthetic turf fields in March or April, if grass fields are not available.**
- Reduced rates are available for long term rentals of a minimum of 10 times by individuals or local associations. (10% reduction on total rental. Must be reserved on the same permit.)
- Clean-up/Damage deposit for use is \$250 unless otherwise noted.
- Additional deposits may be required as noted below.
- Liability insurance may be required based on activity and facility being used.
- Permit required for any gathering of 25 or more people according to City ordinance 815.05
- Set up time must be included in rental hours.
- Picnic Shelters are available in 2 hour increments.
- Special requests requiring staff overtime will be billed at current rates.
- Additional portable restroom requests will be billed at current rates or supplied by renter with locations approved by staff.
- Rates include taxes.

	Applicant	Local Youth Associations
Shelter Building	\$30 /hour-2 hour minimum	\$0
Clean up/Damage Deposit	\$250	\$500
Picnic Shelter (LVT)	<u>\$25/hour-2 hour minimum</u>	\$0
Clean up/Damage Deposit	<u>\$250</u>	
Picnic Shelter (other shelters)	\$20/hr-2 hour minimum	\$0
Beer/Wine permit with Picnic reservation (City Code 815.03)	\$50	\$50
		\$100

Tennis/Horseshoe Courts	\$25/hour	N/A
Ice Rinks	\$25/hour	N/A
Open Park Area* for less than 50 people	\$25/hour	\$0
Open Park Area* for 50-500 people		\$0
* Area to be specified on request and approved by staff		
Large Multi-Sport Field (LVT,))	\$30/hour	\$5/hr
All Star Field	\$40/hour	\$5/hr (from \$10)
Baseball Field-no prep	\$25/hour	\$5/hr (from \$0)
Diamond game prep <i>during regular working hours in addition to rental fees</i>	\$50 per time (from \$40)	\$35 per time (from \$25)
Lights	\$15 per hour	\$12 per hour
Canoe/Kayak Rack Rental	\$50 (May 1 -Oct 15)	N/A
Portable Recreation Feature**	\$50/feature	
Deposit for features	\$500/feature up to \$1500	
**Portable Recreation Feature includes, but not limited to, inflatables, stages, dunk tanks, rides, climbing wall, mechanical games.		

	Applicant		Local Youth Association
RCGFC Gym	\$45-per hour per gym		\$30 per hour per gym
Deposit			
Fitness Center	\$100 per hour		\$35/hour with coach supervision required
Deposit	\$500		
Supervisor***	\$25 per hour		\$25 per hour
*** No Supervisor fee charged during normal business hours.			

Resident rates for RCGFC may apply for Robbinsdale Area School District residents.

CONDUIT DEBT ISSUANCE FEE SCHEDULE

CONDUIT DEBT PURPOSE

Periodically, qualified organizations will approach the City to issue tax-exempt debt through the City for the purchase of qualified equipment or the development, construction, or remodeling of facilities. The City is able to issue this debt to qualified organizations as authorized by applicable Minnesota Statutes and Federal Income Tax Law. The debt is issued in the City's name and reported within the City's Comprehensive Annual Financial Report. The City has a practice of charging a fee to qualified organizations who issue this type of debt through the City.

FEE SCHEDULE

New debt issuance fees:

0.5% of the initial amount of bonds being issued, due upon issuance.

0.5% of the initial amount of bonds being issued, due on first anniversary after the issuance of the bonds.

0.125% of the outstanding principle of the bonds, due annually until the bonds have been retired.

Refinancing issuance fees (periodically, an organization that issued bonds previously may desire to refund the old bonds and issue new bonds in their place):

0.125% of the initial amount of bonds being issued, due upon issuance.

0.125% of the outstanding principle of the bonds, due annually until the bonds have been retired.

JOINT POWERS FEES

An organization within Robbinsdale may desire to finance projects at facilities it owns within Robbinsdale by issuing bonds through another city. This requires the City Council to give host city approval and/or enter into a Joint Powers Agreement with the other city. Under this circumstance, the debt issuance fees would be the same as listed in the fee schedule above with the caveat that the fees would only pertain to the amount of bonds being issued related to projects being completed within the City of Robbinsdale.

When there is a reissuance or a refinancing, and the qualified organization did not previously pay all of the new debt issuance fees listed above, the qualified organization shall pay the new debt issuance fees listed above excluding any fees previously paid to the City of Robbinsdale.

RENTAL LICENSE INSPECTION FEES

City Code Section 425.31

Base Rental License Fees – includes routine bi-annual inspection and one return visit to verify required corrections have been made. Additional inspections required because work has not been completed or units are not available for inspection at scheduled times may be subject to additional charges as described below.

An escalating license fee will apply when a rental property owner fails to apply for or comply with the requirements allowing for issuance of a rental license:

Term: Bi-annual

	Base License Fee as of the first working day in November	Received after ten working days in November	Received after twenty working days in November
Single Family or ½ duplex (when other side owner occupied)	\$200	\$225	\$325
Duplex or double bungalow (with one owner)	\$200 plus \$100 for 2 nd unit	\$325	\$425
Three unit dwelling	\$300 plus \$20 for each unit after 1 st 3 units	\$400	\$500
Townhomes (3 or more attached units)	\$200 plus \$100 for each unit more than one	\$225	\$325
Apartments (additional fire inspection fee if over 10 units)	\$300 including first 3 units plus \$20 per unit	\$400	\$500
Fire Inspection Fee	\$125 per structure		

Initial/Conversion Inspection Fee: \$750

Any existing single unit (home, apartment, or townhome) converted to rental use shall require a complete Housing Maintenance Code Inspection prior to occupancy. In addition, property owners or a locally designated manager must attend a training session (425.31, Subd 2) within 6 months of obtaining the rental license. The training shall review rental property regulations and owner obligations including, but not limited to, utility billing which can be assessed to the property and repeat nuisance call fees. Where the owner designates a local manager representative to the orientation meeting, written materials will be sent to the owner who must certify that the material has been read and understood. \$150 of this fee may be waived for property owners who have personally completed this orientation program within the previous 12 month period and who have had no reported nuisance problem with any other properties owned by the same owner in the City of Robbinsdale. Failure to complete the training within 6 months shall subject the owner to a service fee described below.

Change in Ownership Property Review Fee: \$500

When rental property ownership changes, a review of all of the previous rental licensing inspections and a walk through of the property will be conducted with the new owner. If this is the owner’s first rental property in Robbinsdale, staff will also review rental property regulations

and owner obligations including, but not limited to, utility billing which can be assessed to the property and repeat nuisance call fees. Where the owner designates a local manager representative to walk-thru the property and receive the information, written materials will be

ATTACHMENT H – Page 2

sent to the owner who must certify that the material has been read and understood. \$150 of this fee may be waived for property owners who have personally completed an orientation program with the City of Robbinsdale within the previous 24 month period and who have had no reported nuisance problem with any other properties owned by the same owner in the City of Robbinsdale.

Service Fee for Failure to Attend Initial/Conversion Training or Crime Free Housing Training (Section 425.31, Subd 4)

\$100 for each month that training is not completed for a maximum of three months. If after 3 months (9 months after license issuance) the training has not been completed, the rental license(s) may be subject to suspension or revocation by the City Council.

Failure to Provide Copy of Lease Addendum

\$100

After one month, rental license is subject to suspension or revocation by the City Council.

Failure to Terminate Tenancy (425.32, Subd 5b)

\$750

For each month, after 3 months, the rental license is subject to suspension or revocation by the City Council.

Re-inspection Fees

~~\$100~~ **\$125.00** for each unit requiring re-inspection for the second and each subsequent re-inspection visit necessitated by required repairs not being completed or access being denied. If the initial inspection has a series of deadlines, the initial re-inspection of each group of items would be covered in the base license fee.

Interim Inspection Fees:

~~\$50~~ **\$125.00** for each visit required to inspect legitimate maintenance concerns reported by tenant, area resident, or observed by City Staff between the bi-annual licensing inspections.

Administrative Fees:

Surcharge for failure to schedule required inspection:

An administrative fee of \$100 will be assessed as a surcharge when a required inspection is 10 days past due and the owner or owner's representative has not scheduled the appointment and staff is required to make this contact.

Appeal Fee

\$30/ filing of an appeal to City Council on a HMC order.

**SCHEDULE OF OFFENSES AND FEES
ADMINISTRATIVE PENALTY SYSTEM**

General Rules of Administrative Fine System

1. Each day a violation exists constitutes a separate offence. (117.01, subd 4A)
2. Fees are due to the City within 10 days of the date of the citation. (117.01, subd 5B)
3. A late payment charge of 10% of the fine amount, with a minimum of \$15, is required if not paid within 10 days from the date of the citation. (117.01, subd 10D)
4. City may collect unpaid fines by a special assessment to the property when the violation can be identified to a property. (117.01, subd 10 A&B)
5. Failure to pay a fine or request a hearing is punishable by criminal penalties. (117.01, subd 11)
6. Appeal hearings can be scheduled. Hearing officers will not be city employees and will be selected from a list of qualified individuals. (117.01, subd 6 & 7)

Level One Violations \$50.00

- Minor or incidental inappropriate garbage/recycling/yard waste management including, but not limited to, garbage placed for pick up without stickers, garbage containers not properly stored between collection dates, improper use of carts, use of extra carts not being billed.
- Inoperable vehicle on property, inoperable vehicle being used as storage (*inoperable vehicle includes those vehicles with tabs 90 days past due).
- Local parking violations including, but not limited to, vehicle parked on grass, violation of permit parking restrictions, snow emergency violations, inappropriate RV storage.
- Animal issues including, but not limited to, barking dogs, unlicensed animal (under owner's control), excessive feces on the yard.
- Property condition including, but not limited to, tall grass, vegetation overflowing alley, adjacent public sidewalk not shoveled, minor exterior storage (junk in the yard or along alley).
- Loud parties, recreational fire violations.
- False alarms each false alarm for the 4th –6th occurrence in a calendar year.

Level Two Violations \$100.00

- Local parking violations including, but not limited to, parking in fire lanes, blocking access.
- Property maintenance violations including, but not limited to, peeling paint, eaves hanging, doors delaminated, fences collapsing.
- City code violations (not listed elsewhere) designated as a misdemeanor or petty misdemeanor, including Chapter 5–Zoning code. Includes erosion control, sight triangle violations, setback encroachments, excessively bright lights, bus idling, being in parks after hours.
- Animals at large (licensed), failure to follow restrictions for potentially dangerous animals.
- Failing to collect and remove animal feces from public property (including Parks and Right-of-Way) and on other persons property.
- False alarms each false alarm for the 7th – 10th occurrence in a calendar year.
- Sign regulation violations, unpermitted exterior display of merchandise.
- Missing address numbers visible from the street or alley.

Level Three Violations \$150.00

- Unlicensed animal at large.
- False alarms each false alarm for the 11th –15th occurrence in a calendar year.

Level Four Violations \$200.00

- False alarms each false alarm in excess of 15 occurrences in a calendar year.

Level Five Violations \$400.00

The violation is a major infraction that involves unsafe conditions, constitutes a blighting influence on surrounding properties or neighborhood, involves neglect of property maintenance, or endangers life or property, supported by the enforcement officer's written justification.

- Failure to obtain a required permit or license (not listed elsewhere), includes rental without a license and creation of a 2nd dwelling unit in a structure without zoning approval
- Failure to maintain or violation of a condition of approval for a conditional use permit, Home occupation violations.
- Excessive or habitual accumulations of garbage, rubbish or exterior storage of materials unrelated to a lawfully permitted construction or remodeling project.
- Unpermitted use of street right-of-way or boulevard encroachments.
- Illegal occupancy of a basement, attic or other room with inadequate egress for sleeping purposes.
- Violation of the prohibition on providing conversion therapy to a minor or vulnerable adult, or any other violation of Section 2050 of the City Code

Violation for Excessive Repeat Nuisance Service Calls:

- \$500 for the 4th Repeat Nuisance Service Call in 730 days
- \$500 for the 5th Repeat Nuisance Service Call in 730 days
- \$1000 for the 6th Repeat Nuisance Service Call in 730 days
- \$1500 for the 7th Repeat Nuisance Service Call in 730 days
- \$2000 for each Repeat Nuisance Service Call in excess of 7 occurrences in 730 days

Disorderly House

- \$2000 for conviction under Minnesota Statutes Section 609.33

Repeat Violations

Repeat violations occurring within 12 months are subject to double fees. Said violations are a new case involving the same violation (i.e. a second offence parking in a fire lane). Repeat violations are distinguished from continuing violations. Double fees do not apply to false alarms. Subsequent repeat violations occurring within 12 months are subject to a doubling of the preceding penalty.

Continuing Violations

When situations which are subject to an administrative citation continue without resolution for more than a month despite repeat citations, an officer may issue a citation with a fee doubling the preceding penalty, not to exceed \$2000.

Hearing Officer ability to adjust fees for continuing violations

In cases involving continuing violations, the hearing officer may adjust and impose a fee for each day the violation continues, not to exceed \$2,000 per violation per day; unless city code specifies differently, i.e. max erosion control \$300/day.

Fees Payable to Hearing Officers:

Fees paid to hearing officer: The fee will be \$150 as a maximum charge for up to two consecutive hearings. Additional consecutive hearings would be \$75 each.

Hearing Request fee:

Hearing Request Deposit fee: \$25 is due along with the appeal form. The fee is refundable as provided in the hearing officer's decision. In cases where a violation was found to have occurred, the hearing officer may apply the refund towards the citation payment as provided in the hearing officer's decision.

Special Assessment Charge:

A special assessment charge of \$50- will be added for unpaid fine amounts that are specially assessed.

EV Charging

Dual-port Level 3 direct current electric vehicle fast charging station at Robbinsdale City Hall is intended to be available for public use. T

Connection Fee (per connection)	\$1.00
Charging Rate (per kWh)	\$0.75
Idle Time Rate (per hour) (kicks in 15 minutes after vehicle is fully charged)	\$1.00



TO: Mayor and City Council
PREPARED BY: Heather Rand, Community Development Director
APPROVED BY: Tim Sandvik, City Manager
DATE: April 8, 2025
RE: Discuss proposed city ordinance text changes pertaining to zoning, business registration, and special event permitting related to state-licensed cannabis and lower-potency hemp edible (LPHE) product businesses for adults.

Background:

Community Development Director Heather Rand will present an outline of a proposed ordinance that, if adopted by the city council, would change city code to allow for, register and regulate adult use of cannabis and lower-potency hemp edible (LPHE) product businesses in the city. The proposed code changes are based on direction from the Minnesota Office of Cannabis, who will promulgate and enforce rules on the industry, including state licensing. The proposed city code changes also reflect the input of the Robbinsdale Planning Commission, and also previous direction from the city council that was provided to staff at a January Work Session meeting.

Analysis:

Recommendation:

Attachments:

None



TO: Mayor and City Council
PREPARED BY: Rachel Leen, Communications Coordinator
APPROVED BY: Tim Sandvik, City Manager
DATE: April 8, 2025
RE: Robbinsdale Topics for CCX Media City Videos, May-July 2025

Background:

Robbinsdale communications staff meets with CCX Media quarterly to create a list of brief video story ideas that highlight important upcoming events, information, or reminders for community members. In recent months, Robbinsdale City Council members have been interviewed for various CCX video topics, leading to great stories. Therefore, staff would like to continue to open the opportunity to participate in CCX video stories to Council if desired.

Analysis:

Recommendation:

Review video topic ideas for May-July 2025 and identify if Council members would like be featured in any particular video topics.

Attachments:

1. Robbinsdale City Video topics May - July 2025

Robbinsdale Topics for CCX Media City Videos May - July 2025

4/21	INT	Free Paper Shred & Compost Event	Kayla Kirtz kkirtz@robbinsdalemn.gov
5/5	INT	Water Treatment Plant Tours	Richard McCoy rmccoy@robbinsdalemn.gov
5/19	INT	Pet Etiquette in the Parks	Matt Bazyk mbazyk@robbinsdalemn.gov
5/26	VO	Flocculation Plant Tours	Jenna Wolf jwolf@robbinsdalemn.gov
6/9	INT	Whiz Bang Days Preview	Matt Bazyk mbazyk@robbinsdalemn.gov
6/23	INT	Pets in the Park	Melissa Steward msteward@robbinsdalemn.gov
6/30	INT	Solar Panels on City Hall	Kayla Kirtz kkirtz@robbinsdalemn.gov
7/14-TBD	INT	LRT Update – 60% Design	Tim Sandvik tsandvik@robbinsdalemn.gov
7/21	VO	Public Safety Open House	Firefighter Jesse Hoekstra Contact fire department
7/28	INT	Fall Sports Programming	Joel Ginn jginn@robbinsdalemn.gov
TBD	INT	GIS Position	

Mayors Minute's: 4/14, 6/16, 9/1, 10/20, 12/22

4/14 – MM - Summer Sports Camp Mention