Notice of Public Hearing: October 14, 2025	2 nd Reading: November 24, 2025
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1st Reading: November 10, 2025	Publication: November 25, 2025
Website Notice: November 4, 2025	Effective: January 1, 2026

CITY OF LINO LAKES ORDINANCE NO. 19-25

AMENDING CITY CODE CHAPTER 218, FEE SCHEDULE

The City Council of Lino Lakes ordains:

That the following fee chart amendments shall be effective January 1, 2026.

CHAPTER 218: FEE SCHEDULE

Section

218.01 Fee schedule

§ 218.01 FEE SCHEDULE.

Pursuant to Minnesota law, the Lino Lakes City Charter, and the Lino Lakes City Code, and upon a review of a study conducted by city staff, a fee schedule for city services and licensing is hereby adopted as follows:

(1) Alcoholic beverages.

Туре	Amount
3.2 beer off-sale	\$200/year
3.2 beer on-sale	\$300/year
3.2 beer on-sale temporary	\$50 plus \$5/day
Club license	\$300/year
	\$267.75 (1 or 2)
Liquor license investigation (initial application only)	\$ 471.75 (3+)
Liquor license on-sale	\$4,500/year
Liquor license off-sale	\$200/year
Liquor temporary permit	\$50
On-sale brewer taproom	\$500/year
Off-sale growler	\$200/year

Sunday liquor	\$200/year
Wine license	\$500/year

(2) Amusement and commercial recreation.

Туре	Amount
Cabaret license	\$35
Dances	\$200/year
Gambling permit application	\$10

(3) Business and miscellaneous.

Туре	Amount
Assessment search fee	\$20/search
Background check fee	\$35/background
Cannabinoid license investigation (initial application	\$267.75 (1 or 2)
only)	\$471.75 (3+)
Cannabinoid license	\$250/year
Cannabis retail registration fee (initial application)	\$500
Cannabis retail registration fee (renewal)	\$1,000
	No fee for first copy
City Charter	\$10 each additional copy
City Code book	\$140 no binder or tabs
City map	\$2.50
Comp. Plan	\$55
Copies: per page	\$ / page No charge for pages (1 - 10 pages)
	\$0.25/page (11 - 100 pages)
	Actual cost 100+ pages
Copies: large scale (>11" x 17")	\$0.50/square foot
Copies: new resident labels	\$5/month flat fee
CD or DVD	\$7

Dog kennel - private	\$20/year
Dog kennel – commercial	\$105/year

Туре	Amount	
Dog license (male/female)	\$11 (not spayed or neutered)	
	\$6 (spayed or neutered)	
Election filing fee	\$5 <u>\$40</u>	
Fax charge	No fee for 10 pages)	
	\$0.25/page (11+ pages)	
Garbage hauler license	\$100 (first truck)	
	\$45 each additional truck	
Lower potency hemp retailer (initial application)	\$250	
Lower potency hemp retailer (renewal)	\$250	
Massage therapist license (individual)	\$50 annually	
Massage business license	\$200 annually	
Overweight permit	\$50	
Pawn shop (Class A, Class B, and Class C)	\$10,000	
Pawn shop, precious metal dealer, secondhand goods dealer Class A background investigation (instate)	\$775 fee 15,000 escrow deposit	
Pawn shop, precious metal dealer, secondhand goods dealer Class A background investigation (out-of-state)	\$20,000 fee & escrow deposit	
Peddler, solicitor, transient merchant	\$250/6 months	
Precious metal dealer	\$10,000	
Rental housing license (annual)	\$73 \$75 (1 or 2 units) plus \$15/unit for 3 or more units (fee to be reduced by 50% if issued less than 6 months from expiration date)	
Rental license re-inspection fee	\$73 <u>\$75</u>	
Return check charge	\$30	
Secondhand goods dealer (Class A)	\$10,000	
Secondhand goods dealer (Class B and Class C)	\$300	

Special event permit	\$50
Therapeutic Massage business license	\$200 annually

Туре		Amount
Tobacco license		\$250
Weed and mowing violation		\$150 first hour
		\$75 each additional hour
	\$100 (2nd offense in calendar year)	
Additional admin fee		\$200 (3rd and each additional offense in calendar year)
No fee	on-payment certification	\$30
Zoning maps		\$5 large or colored
Zoning Ordinance		\$25

(4) Fire regulations.

Туре	Amount
	\$350 exclusive retail seller
Annual permit for sale of consumer fireworks	\$100 in conjunction with existing retail store
Burning permit	\$50
Day care/foster care inspection	\$50
	<mark>\$—/ No fee for alarm</mark> (1 - 3) in calendar year
False fire alarms	\$100/alarm (4 - 10) in calendar year
	\$200/alarm (11+) in calendar year
Fire watch	\$50/hour
Fireworks display permit	\$100
Food truck inspection	\$50
	<u>\$100</u>
Inspection outside business hours	\$75 <u>100/</u> hour (2 hour minimum)

(5) Police fees.

Туре	Amount
Clearance letter	\$15
Copy of digital documentation only (Not the Subject of the Data)	Cost determined by request. Digital documentation such as photographs, video and audio.
	(You may be required to pay the actual costs of making copies of the data pursuant to MGDPA 13.03 subd. 3(c).
Copy of digital documentation only (Subject of the	Cost determined by request.
Data)	Digital documentation such as photographs, video and audio.
	(You may be required to pay the actual costs of making copies of the data pursuant to MGDPA 13.04 subd 3.)
Copy of domestic abuse report	<u>Free</u>
	No fee for written police report, arrest data, request for service data, response or incident data pursuant to MGDPA 13.82, Subd 5.
Copy of reports only (Not the subject of the Data)	Free - Inspection only of data
	Free - Copy (to subject of data up to for first 3 pages) \$1 (for 4th page)
	\$0.25/page (5 - 100 pages)
	Pages 101+ (You may be required to pay the actual costs of making copies of the data pursuant to MGDPA 13.03 subd. 3(c).

Copy of reports only — mail in (Subject of the data)	Free - Inspection only of data
	\$4 (up to 4 pages) Free - for first 3 pages
	\$1 for 4 th page
	\$0.25/page thereafter Pages 5+
	You may be required to pay the actual costs of making copies of the data pursuant to MGDPA 13.04
	subd 3.)
	\$4 (up to 4 pages)
Copy of report – mail in	\$0.25/page thereafter
Dangerous dog registration	\$255/year
Digital photographs	\$25 (up to 16gb flash drive)
	No fee for alarm (1 - 3) in calendar year
False police alarms	\$52.50/alarm (4 - 10) in calendar year
	\$105/alarm (11+) in calendar year
Fingerprinting	\$15 (by appointment)
Other digital documentation/video	\$50 (up to 16gb flash drive)
Vehicle forfeiture fee	\$300/vehicle
Vehicle lockouts	\$ (no fee) No Fee

(6) Rentals and reservations.

Туре	Amount
Civic complex room reservations	
Non-residents and businesses—up to 4 hours	\$100
Non-residents and businesses—up to 8 hours	\$200

Туре	Amount
Field rental	<u>\$20-\$40</u>
Baseball/sSoftball Rental and dDrag only	\$25 <mark>/evening</mark>
Baseball/ <mark>sSoftball Rental,</mark> dDrag and chalk	\$50 <mark>/evening</mark>
Soccer, Football, Lacrosse Paint Lines	<u>\$50-\$150</u>
Picnic shelter reservation	\$25

- (7) Building: construction utilities.
- (a) *Building Permit Fee Schedule*. Building permit fees shall be based on the Fee Table below. A fire suppression permit fee shall also be based on the Fee Table. There shall be a minimum fee of \$73 for all permits.

(b) Fee Table.

Total Valuation	Fee
\$1 to \$1,360	\$73 <u>\$75</u>
\$1,361 to \$2,000	\$23.50 for the first \$500 plus \$3.05 for each additional \$100, or fraction thereof, to and including \$2,000; min. fee is \$73 \undersep{575}{275}
\$2,001 to \$25,000	\$69.25 for the first \$2,000 plus \$14 for each additional \$1,000, or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$391.25 for the first \$25,000 plus \$10.10 for each additional \$1,000, or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$643.75 for the first \$50,000 plus \$7 for each additional \$1,000, or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000, or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000, or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each additional \$1,000, or fraction thereof

(c) Other inspections and fees.

Туре	Amount
Accessory building permit: 200 sq. ft. or under in size	\$73 <u>\$75</u>
Accessory building permit: over 200 sq. ft. in size	See Building Fee Table
Additional plan review required by changes, additions, or revisions	\$ 73 <u>\$75</u> /hour ²
Antenna, city owned property	\$250 plus \$6,000 escrow
Antenna, private property	See Building Fee Table
Change of use/occupancy inspections	\$73 <u>\$75</u> /trip
Contractor lead certification verification	\$5/permit
Contractor license	\$50
Contractor license verification	\$5/permit
Curb stop covers	\$70
Demolition permit	\$73 <u>\$75</u>
Driveway replacement permit	\$73 <u>\$75</u>
Easement encroachment fee	County recording fee plus \$25
Erosion control inspection fee	
Single, two-family, townhomes up to 8 units, multi-family >8 units	\$160
Commercial, industrial, and institutional	Determined by separate agreement
Fence permit: 6 feet or under in height	\$73 <u>\$75</u>
Fence permit: over 6 feet in height	See Building Fee Table
For use of outside consultants for plan checking and inspections, or both	Actual cost ³
Grading permit	\$160
Grading permit escrow deposit (if not included in dev. contract)	\$300
Surface water management plan (if applicable and not covered in site performance or dev. contract escrow)	\$3,500

Туре	Amount	
Inspections for which no fee is specifically designed	\$73 <u>\$75</u> /trip	
Re-inspection fee	<mark>\$73</mark>	
Inspections outside of normal business hours	<mark>\$73</mark>	
Irrigating or watering of new landscaping permit (sod or seed)	\$ (no fee) No Fee	
Lawn sprinkler/irrigation system permit	\$73 <u>\$75</u>	
Manufactured home permits	\$250	
Mechanical (HVAC) fee: new construction residential	\$158 (does not include fireplaces)	
Mechanical (HVAC) permit: commercial	2% of the contract price (\$73 \\$75 minimum fee)	
Mechanical (HVAC) permit: gas fireplace	\$73 \$75 plus \$34.50 for each additional fireplace	
Mechanical (HVAC) permit: residential	\$73 \$75 except new construction (includes AC/furnace combined)	
Metropolitan Council SAC (sewer availability charge)	Per Met Council	
	65% of the building permit fee	
Plan review fee	25% of the building permit fee for review of similar plans (master plan) in a 12 month period	
Plumbing permit	\$11/fixture (\$73 \(\frac{\\$75}{2} \) minimum fee)	
Retaining wall permit	<mark>\$73</mark> <u>\$75</u>	
Roofing permit	\$106 <u>\$110</u>	
Septic installation or repair permit	\$250	
Septic pumping permit	\$10	
Sewer connection inspection fee	\$200	
Siding permit	\$ 106 <u>\$110</u>	
Sign permit: existing billboard	\$85/year	
Sign permit: permanent	See Building Fee Table	

Sign permit: sandwich board	\$35
Sign permit: temporary (portable/banner)	\$35/term

Туре	Amount
Storm pond aeration permit	\$150
Swimming pool permit	\$160 (in ground)
	\$106 (above ground)
Touch pad	\$18
Water connection inspection fee	\$250
Water meter	City cost plus \$50
MXU unit	City cost plus \$50
Water meter + MXU unit	City cost plus \$50
Window/door replacement permit	\$79/unit (max \$158)
Work commencing before permit issuance	Double permit fee

¹ Inspections made outside of normal business hours are a three-hour minimum charge.

- (d) Fee refund. Per applicant request, city staff may refund permit fees up to 80% for voided permits. Plan review fees and state surcharge fees are non-refundable. No refund shall be provided if permit has expired.
 - (e) All permits issued are subject to applicable state surcharge fees.
- (f) An escrow may be required, as determined by the City Engineer, to cover all costs incurred by the city for plan revision and construction observation.

(8) Escrow deposits.

(a) In order to obtain a certificate of occupancy, escrow deposits shall be collected if exterior work cannot be completed due to inclement weather, as determined by city staff, whereupon a temporary certificate of occupancy would be issued subject to the execution of an escrow agreement and payment thereof. Any unfinished work must be completed within six months (weather permitting) from the date of issuance. The following escrow amounts are hereby established:

² Or the total hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.

³ Actual costs include administrative and overhead costs.

As-built surveys	\$1,000
Driveway	\$1,000
Exterior concrete	\$1,000
Garage floor	\$1,000
Landscaping	\$2,500 (landscaping may be escrowed year-round per city staff)
Stucco (final coat only)	\$1,000
Other	Determined by city staff at a rate of 125% of the actual improvement costs

- (b) Escrow deposits will be charged a \$100 non-refundable administrative fee.
- (c) Escrow deposits can be submitted through one of the following procedures:
- 1. Escrow can be paid to the city upon execution of an agreement signed by both the payee and the city.
- 2. The title company or lending institution can hold the escrow upon execution of an agreement signed by both the title company or lending institution and the city.
- (d) A partial release, of a multi-item escrow, will be charged a \$75 non-refundable administrative fee.

(9) Right-of-way management.

Туре	Amount	
Excavation permit fees		
Hole Base Permit (includes administration, plan review, inspection, testing and mapping)	\$150	
Trench or Bore (includes administration, plan review, inspection, testing and mapping)	\$70 /100 lineal feet plus hole fee	
Obstruction permit fee		
Includes administration, recording, review and inspection	\$50 plus \$0.50/lineal foot	
Permit extension fee		
Includes administration, recording and review	\$55	

Туре	Amount
Delay penalty	
For up to three days of non-completion and non-prior notice before specified date. After three days an additional charge of \$10 per day will be levied.	\$60
For up to three days of non-completion and non-prior notice before specified date.	<u>\$150</u>
After three days an additional charge will be levied.	\$50 per day
Degradation fee	
Degradation fee formula:	
This formula covers degradation for the depreciation	
caused by intrusion into the right-of-way and to the	(Cost per square yard for street
overlays and seal-coats applied to the surface. The	overlay and seal-coat x
formula includes life expectancy schedules for each	depreciation schedule rates) x area
and has an estimated cost per square yard based on	of street patch = degradation fee
the quality of the right-of-way surface required for different levels of traffic. This formula creates a	
different levels of traffic. This formula creates a degradation fee which is determined by the cost per	
square yard per street, overlay, and seal-coat,	
multiplied by the depreciation schedule, multiplied	
by the area of the street patch.	

(10) Utility fees.

(a) Water utility rates.

Туре	Amount/ Rate	
Residential		
Base fee	\$25/quarter/REU ¹	
Consumption fee		
0 - 20,000 gallons	\$2.19 \$2.28 per thousand gallons	
20,001 - 40,000 gallons \$\frac{\\$2.43 \\$2.53}{2.53}\$ per thousand g		
40,001 - 80,000 gallons	\$3.04 \(\frac{\$3.16}{}\) per thousand gallons	

80,001 - 120,000 gallons	\$3.65 \(\frac{\$3.80}{}\) per thousand gallons
Over 120,000 gallons	\$4.26 \$4.43 per thousand gallons

Туре	Amount/ Rate	
Non-Residential		
Base fee	\$25/quarter/REU ¹	
Consumption fee		
0 - 20,000 gallons	\$2.19 \$2.28 per thousand gallons	
20,001 - 40,000 gallons	\$2.43 \$2.53 per thousand gallons	
Over 40,000 gallons	\$2.75 \$2.86 per thousand gallons	
Non-Residential Irrigation ²		
Consumption fee		
0 - 40,000 gallons	\$3.04 \$3.16 per thousand gallons	
40,001 - 80,000 gallons	\$3.65 \$3.80 per thousand gallons	
Over 80,000 gallons	\$4.27 \$4.44 per thousand gallons	

¹ REU = a residential equivalent connection:

a. Residential - a single housing unit

b. Non-residential - per Met Council Service Availability Charge Procedures Manual ² Non-Residential users with irrigation systems that do not have a separate irrigation meter will be charged at residential rates until such time that a separate irrigation meter is installed and inspected.

(b) Sewer utility rates.

Туре	Amount/Rate
Metered Sewer	
Base fee & up to 10,000 Gallons	\$61.48 \(\frac{\$63.02}{}\) / quarter/REU ¹
Consumption fee	
Over 10,000 gallons (based on winter average)	\$1.18 \$1.21 per thousand gallons
Flat sewer	\$72.52 \(\frac{\$74.33}{2}\) quarter/REU ¹

¹ REU = a residential equivalent connection:

- 1. Residential a single housing unit
- 2. Non-residential per Met Council Service Availability Charge Procedures Manual

(c) Storm water utility rates.

Туре	Amount
Quarterly Base Rate	
Residential fee	\$12/parcel
Non-residential fee	\$175/acre of impervious (\$12 minimum)

(d) General utility fees.

Туре	Amount
Late penalty	10% of unpaid balance, assessed per billing cycle
Non-payment certification fee	\$30
Meter testing (our cost, delivered to Minneapolis)	
5/8" - 3/4" meter test	\$100
1" meter test	\$150
1-1/2" - 2" meter test	\$250
	\$600 deposit
Water meter rental	\$25/month
Additional accessories	\$25/month
Water usage fee	\$5/thousand gallons
	\$25 (first violation)
Water use violation	\$50 (second and subsequent violations)

- (e) City trunk utility connection fees. The trunk utility connection fee consists of two components: a trunk charge and an availability charge.
- 1. *Trunk charge*. The trunk charge shall be paid at the time of subdivision approval or at the time of hook-up, whichever is first. Residential trunk charges are based on one unit per dwelling unit. Commercial/industrial/institutional (CII) trunk charges are based on a factor of 2.92 units per acre.

Sanitary sewer	\$1,801 _ <u>\$1,855</u> /unit
Water	\$2,588 <u>\$2,666</u> /unit

2. Availability charge. For residential properties, the availability charge shall be paid at the time of subdivision approval or at the time of hook-up, whichever is first. Commercial/industrial/institutional availability charges shall be paid at the time of building permit. Fees are based on the number of sanitary access charge (SAC) units assigned by Metropolitan Council Environmental Services (MCES). Residential uses shall be assigned one unit per dwelling unit unless otherwise noted by MCES.

City sewer (CSAC)	\$1,686 \$1,737/SAC unit
City water (CWAC)	\$1,628 <u>\$1,677</u> /SAC unit

3. Special Connection Fees

In addition to the charges above, the following projects shall have special connection fees:

2025 Street Reconstruction and Municipal Sewer and Water Extension

(f) Lateral service connection fees. The lateral service connection fee shall be in addition to the city trunk utility connection fees. If the lot or tract of land, or portion thereof, to be served by a lateral connection has not been assessed for the cost of construction, then the applicant shall pay, upon hookup, a lateral connection in accordance with Resolution No. 02-149 (Bisel Amendment) based on the following front foot charges:

Sanitary Sewer	\$80.10 \\$82.50 \front foot
Watermain	\$75.10 <u>\$78.00</u> /front foot

(g) Vacant buildings. Owners of a commercial/industrial building(s) connected to city water and/or sewer utilities that are vacant due to business closures or other reasons may apply to have the number of billed REUs reduced to one REU for purposes of calculating utility fees effective from the date the building(s) was vacated for as long as the building(s) remains unoccupied. When the building(s) again becomes occupied, the owner must inform the city of such occupation, at which time the number of REUs will be determined and utility fees assessed according to the current fee structure.

REU = a residential equivalent connection:

- 1. Residential a single housing unit
- 2. Non-Residential REU = per Met Council Service Availability Charge Procedures Manual

(h) Surface water management.

	Single/Two Family Lots	Multi Family Lots	Commercial/Industrial/Institutional Property
Fee charge per acre of development	\$8,217 <u>\$8,464</u>	\$11,051 <u>\$11,382</u>	\$ 12,241 <u>\$12,608</u>

Fees are based on developable land in accordance with the policy provisions established in Resolution No. 92-70. Credits may be earned for sub-watershed trunk improvements.

- (11) *Culvert prices*. All culvert prices are based on market prices and include tax and delivery and 15% administration fee.
 - (12) *Land use.*
 - (a) Fees.

Туре	Amount
Alternative Urban Area-wide Review (I-35E AUAR) To be charged at the time of land use approval for projects within the respective project I-35E Corridor AUAR area that require preliminary	\$325/acre
plats; conditional use permits; site and building plans; and planned unit developments. Once paid, the same land will not be charged again.	
I-35E Corridor AUAR	\$341/acre
Main Street AUAR	\$450/acre
Administrative permit (no fee for transient merchant if issued by City Clerk)	\$73 <u>\$75</u>
Zoning confirmation letter	\$75

(b) Escrow deposits (application fee required with each submittal).

Туре	Amount	
Application fee	\$200	
	\$5,000 (40 acres or less)	
Comprehensive plan amendment	\$7,500 (over 40 acres)	
	\$1,000 residential/rural	
Conditional use permit	\$7,500 commercial/industrial/institutional	

Environmental assessment review	\$12,500
Interim use permit	\$7,500
Ordinance amendment	
	\$1,500 (40 acres or less)
Map amendment (rezone)	\$5,000 (over 40 acres)
Text amendment	\$1,500
Planned unit development	\$5,000 (general concept plan)
	\$12,500 (preliminary plan)
	\$7,500 final plan
Site plan review	\$7,500

Туре	Amount
Subdivision	
Concept plan review	\$1,500
Minor subdivision	\$3,000
	\$5,000 (less than 5 acres)
Preliminary plat	\$7,500 (5 - 40 acres)
	\$12,500 (over 40 acres)
	\$1,500 (less than 5 acres)
Final plat	\$5,000 (5 - 40 acres)
	\$7,500 (over 40 acres)
Vacation (street, utility, drainage)	\$1,500
Variance or appeal	\$750

1. An escrow account shall be established as indicated above to cover all expenses incurred by the city as part of the plan review. In the case of applications including multiple requests, the highest escrow deposit amount will be the only one initially required. The applicant is responsible for all costs incurred by the city during plan review. If the escrow account drops below 10% of the original deposit amount, the city will require the submittal of an additional escrow deposit sufficient to cover any anticipated expenses. Upon city determination that the project is complete or expired, the city will return the remaining escrow deposit to the applicant.

(13) Development fees.

Туре	Amount	
GIS mapping fee	\$90/lot	
Park dedication		
Commercial/industrial/assisted-living/skilled nursing	\$2,600 <u>\$2,725</u> /acre	
Residential	\$3,500 <u>\$3,800</u> /unit	
Street lighting operation fee (new development)	\$120/light (\$8/mo/light x 15 months)	
Tree preservation mitigation fee	\$500/tree	

(14) Economic development assistance.

Туре	Amount
Tax increment financing or tax abatement	\$12,500 escrow deposit
Tax exempt financing	\$2,500 application fee, plus 1% administration fee

- (15) *Staff time*. Staff time for chargeable event/projects shall be charged as the employee's hourly rate of pay plus benefits plus calculated overhead costs (when applicable). Overtime will be charged at 1.5 times the calculated hourly rate.
- (16) Late fee. A late charge of 10% or \$25, whichever is greater, will be charged for fees not paid when due.

(Ord. 14-23, passed 11-13-2023; Am. Ord. 16-24, passed 11-12-2024; Am. Ord. 03-25, passed 3-10-2025)

Adopted by the Lir	no Lakes City Counci	il this 24 th day of No	vember, 2025.

	Rob Rafferty, Mayor
ATTEST:	
Roberta Colotti, CMC, City Clerk	