

CITY OF PLYMOUTH

ORDINANCE No. 2024-

ORDINANCE AMENDING RATES AND FEES

THE CITY OF PLYMOUTH, MINNESOTA ORDAINS:

SECTION 1. Section 1010.01, Sub. 7 of the Plymouth City Code is amended, with existing text, ~~deleted text~~, and new text as follows:

Subd. 7. Miscellaneous.

| Type of License | Fee |
|------------------------------------------|---------------------------------------------------------------------------------------------------|
| A. Kennel License | \$75.00 with no prorating of license fee |
| B. Multiple Animal License | \$50.00 for first applications with inspection \$15.00 for general renewals with no inspection |
| C. Late License Penalty | \$12.00 |
| D. Impound fees—Administrative fine plus | \$28.00/day actual boarding costs |
| Administrative Fines: | |
| 1st offense | \$33.00 (plus boarding) |
| 2nd offense | \$66.00 (plus boarding) |
| 3rd offense | \$99.00 (plus boarding) |
| 4th offense and each additional | \$150.00 (plus boarding) |
| E. Dangerous Dog License | \$350.00 |
| F. Peddlers | \$10.00/day \$30.00/week \$60.00/month \$300.00/six months |
| G. Trap Shooting Range | \$110.00 |
| H. Tobacco and Related Products | \$300.00 |
| I. Fireworks, Selling Fireworks Only | \$350.00 |
| J. Fireworks, Other Vendors | \$100.00 |
| K. Sign Contractor | \$75.00 |
| L. Motorized Golf Cart Operator | \$25.00 |
| M. Therapeutic Massage Licenses | |
| Massage Therapist | \$75.00 annual license fee \$150.00 investigation fee (new applications) |
| Therapeutic Massage Enterprise | \$300.00 annual license fee \$300.00 investigation fee (new applications) |
| N. Sexually Oriented Business — Primary | |
| On premises uses | \$5,000.00 annual license fee |
| Off premises uses | \$1,000.00 annual license fee |

| | |
|----------------------------------------|----------------------------------------------|
| Investigation fee | Actual costs, not to exceed \$3,000.00 |
| Sexually Oriented Business — Accessory | No license fee |
| O. Hospitality Accommodations | |
| Level I | \$150.00 annual license fee |
| Level II | \$1,000.00 annual license fee |
| Level III | \$5,000.00 annual license fee |
| P. Chickens | \$100.00 |
| Q. Beekeeping License | \$100 biennial license fee (every two years) |

SECTION 2. Section 1015.13 of the Plymouth City Code (Plumbing Permit Fees) is amended, with existing text, ~~deleted text~~, and new text as follows:

For the installation of any interior sanitary sewer systems, water systems, or repair or alterations of any interior sanitary sewer systems or water systems, and all plumbing systems. The fees are as follows:

| | | |
|-----|--------------------------------------------------------------------|----------------------------------|
| (a) | 2% of job cost | \$45 minimum |
| (b) | Lawn sprinkling system | \$45 |
| (c) | Water Meter Fees: | |
| | ¾" x 7 ½" meter setter | \$137 |
| | ¾" x 9" long Meter Setter | \$153 <u>\$154.00</u> |
| | ¾" Meter, Radio Remote & Setter | \$505 <u>\$518.00</u> |
| | <u>¾" Ultrasonic Meter Package (meter, remote & 9" setter)</u> | <u>\$559.00</u> |
| | 1" Meter Setter | \$218 <u>\$225.00</u> |
| | 1" Meter & Radio Remote | \$462 <u>\$480.00</u> |
| | 1" Meter, Radio Remote and Setter | \$680 <u>\$705.00</u> |
| | <u>1" Ultrasonic Meter package (meter, remote & setter)</u> | <u>\$758.00</u> |
| | 1 ½" Meter, Radio Remote and Flanges | \$825 <u>\$844.00</u> |
| | <u>1 ½" Ultrasonic Meter, Radio Remote, and flanges</u> | <u>\$975.00</u> |
| | <u>2" Ultrasonic Meter and Flanges</u> | <u>\$1,363.00</u> |
| | <u>3" Ultrasonic Meter and Flanges</u> | <u>\$2,929.00</u> |
| | <u>4" Ultrasonic Meter and Flanges</u> | <u>\$3,472.00</u> |
| | <u>2" Turbo Meter and Flanges</u> | <u>\$1,295</u> |

| | | |
|--|------------------------------------------|--------------------|
| | 3" Turbo Meter and Flanges | \$1,689 |
| | 4" Turbo Meter and Flanges | \$2,393 |
| | 2" Compound Meter and Flanges | \$2,758 |
| | 3" Compound Meter and Flanges | \$3,520 |
| | 4" Compound Meter and Flanges | \$5,454 |

SECTION 3. Section 1015.19 of the Plymouth City Code is amended, with existing text, ~~deleted text~~, and new text as follows:

1015.19. - Water and Sanitary Sewer Permit Fees.

Water and sanitary sewer permit fees are as follows:

| | | |
|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|
| (a) | Residential Water Connection or Disconnection | \$40.00 plus cost of meter |
| (b) | Commercial Water Connection or Disconnection | 1% of Job Cost, \$40.00 minimum plus cost of meter |
| (c) | Residential Sewer Connection or Disconnection | \$40.00 |
| (d) | Commercial/Industrial Sewer Connection or Disconnection | 1% of Job Cost, \$40.00 minimum |
| (e) | Alteration or Repair of any Private Underground Sewer or Water System | 1% of Job Cost, \$40.00 minimum |
| (f) | Commercial/Industrial Plan Review Fee for Inspection of Private Underground Utility Installation (when submittal documents are required) | \$100.00 |
| (g) | Water Turn-Off-/Turn-On Charge | |
| | (1) Scheduled during regular business hours | \$40.00 |
| | (2) Unscheduled during regular business hours | \$80.00 |
| | (3) Outside regular business hours | \$160.00 |
| | Curb box adjustment: | |
| (h) | —Residential | \$35.00 |
| | —Commercial | \$70.00 |
| (i) <u>(h)</u> | Industrial, Commercial, Public and Institutional Property, and Private Fire Hydrant Inspection Fee | \$35.00 per year each |
| (i) <u>(i)</u> | Reinspection Fee | \$15.00 |

| | | |
|------------------------------|------------------------------------|------------------------------------------------------|
| (k) <u>(j)</u> | Violation of Water Sprinkling Ban | \$100.00 for each day of violation of Section 720.37 |
| (j) <u>(k)</u> | City Sewer Connection Charge (REC) | \$594.00 per unit |
| (m) <u>(l)</u> | City Water Connection Charge (REC) | \$1,523.00 per unit |
| (n) <u>(m)</u> | City Water Area Charge | \$5,237.00 per acre |
| (o) <u>(n)</u> | City Sewer Area Charge | \$1,410.00 per acre |

SECTION 4. Section 1015.31, Sub. 2. of the Plymouth City Code is amended, with existing text, ~~deleted text~~, and new text as follows:

Subd. 2. Fees.

| | | |
|-----|---------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
| (a) | Administrative Permit Fee – For Special/Temp. Outdoor Events: | \$50 <u>\$100.00</u> |
| (b) | Administrative Permit Fee – Other | \$50.00 <u>\$100.00</u> for residential uses, \$100.00 <u>\$150.00</u> for all other uses |
| (c) | Comprehensive Plan Amendment Fee: | \$250.00, plus \$2,000.00 cash escrow* (Applicant must also pay separately for entire cost of traffic study, if required) |
| (d) | Conditional Use Permit Fee: | \$400.00 for residential uses, |
| | (New or Amendment) | \$600.00 for all other uses, (Applicant must also pay separately for entire cost of traffic study, if required) |
| (e) | Environmental Review Fee: (EAW, EIS, and AUAR) | \$300.00, plus \$4,000.00 cash escrow* (Applicant must also pay separately for entire cost of traffic study, if required) |
| (f) | Home Occupation License Fee: | \$100.00 for new applications, \$35.00 for renewals |
| (g) | Interim Use Permit Fee: | \$400.00 for residential uses, \$500.00 for all other uses, \$35.00 for renewals |
| (h) | Planned Unit Development Fees: | |
| | -PUD General Plan: | \$300.00, plus \$2,000.00 cash escrow* |

| | | |
|-----|-------------------------------------------------|-------------------------------------------------------------------|
| | -PUD Amendment to existing 1- or 2-family PUDs: | \$200.00 |
| | -PUD Amendment (excludes 1- or 2-family PUDs): | \$300.00, plus \$2,000.00 cash escrow* |
| | -PUD Final Plan: | \$150.00 |
| | -Minor Plan Modification: | \$100.00 |
| (i) | Platting Fees: | |
| | -Preliminary Plat – 3 lots or fewer: | \$350.00, plus \$2,500.00 cash escrow* |
| | -Preliminary Plat – 4 or more lots: | \$350.00, plus \$4,000.00 cash escrow* |
| | -Final Plat – 3 lots or fewer: | \$350.00, plus \$2,000.00 cash escrow* |
| | -Final Plat – 4 or more lots: | \$350.00, plus \$3,000.00 cash escrow* |
| (j) | Pre-Application Sketch Review Fees: | \$350.00, plus \$2,000.00 cash escrow* |
| (k) | Site Plan Fees: | |
| | -Major (new or amendment): | \$300.00, plus \$2,000.00 cash escrow* |
| | -Minor (new or Amendment): | \$300.00 |
| | -Plan Modification: | \$100.00 |
| (l) | Vacation Fee: (Rights-of-Way or Easement) | \$450.00, plus \$110.00 per new easement required to be recorded |
| (m) | Encroachment Fee: | \$300.00 |
| (n) | Variance Fees: | |
| | -Noise Variance: | \$50.00 if for 3 days or fewer, \$100.00 if for 4 days or more |
| | -Subdivision Code Variance: | \$150.00 |
| | -Zoning Ordinance Variance: | \$200.00 for 1- and 2-family lots, \$300.00 for all other lots |
| (o) | Wetland Review Fees: | |
| | -Delineation Report: | \$200.00 |
| | -Reclassification Request: | \$200.00 |
| | -Wetland Replacement Plan: | \$300.00 |
| (p) | Zoning Amendment Fees: | |
| | -Map Amendment (Rezoning) | \$700.00, plus \$2,000.00 cash escrow* |
| | -Text Amendment | \$300.00, plus \$2,000.00 cash escrow* |
| (q) | Tax Increment Financing (TIF) Application | \$500.00 application fee; \$20,000.00 cash escrow |

* When multiple applications are applied for at the same time, the City collects one cash escrow in the amount of the largest escrow required for the overall proposal (e.g., a proposal that includes both a

comprehensive plan amendment and a PUD general plan would require one cash escrow in the amount of \$2,000.00).

SECTION 5. Section 1015.33 of the Plymouth City Code is amended, with existing text, ~~deleted text~~, and new text as follows:

1015.33. - Utility Fees.

Sanitary Sewer, water, storm water utility fees are as follows:

(a) Sanitary Sewer Utility Fees.

- (1) Base Fee. A charge of ~~\$8.93~~ \$9.33 per month shall be made to every sanitary sewer account to defray administrative costs, billing costs, and other fixed costs of the City.
- (2) Volume Charge. A charge of ~~\$5.24~~ \$5.48 per 1,000 gallons of sewage discharged into the City's sanitary sewer system shall be made to each sanitary sewer account except for qualified senior citizens for whom a charge of ~~\$4.72~~ \$4.93 per 1,000 gallons will apply. For purposes of this Section, an individual must meet the following criteria for the qualified senior citizen discount to apply: (1) the individual must be 62 years of age or older; (2) the property must be homesteaded; and (3) the individual's name must appear on the bill. Seniors in a multi-unit building will also be eligible for a senior discount if the bylaws, or other governing documents for the building, require that at least one tenant/owner in each unit be at least 62 years of age. No new enrollment will be accepted into this program beginning 2015. For residential customers, the volume of such sewage discharge shall be based upon the actual amount of water consumed during the appropriate two month billing, in the period of December through February. For non-residential customers, the volume of such sewer discharge shall be based upon the actual water consumed by the account each month. Alternatively, non-residential customers may have their volumes of sewer discharge based on actual sewage flows or calculated sewage flows if sewer usage or sewer deduct meters are installed. In instances where there is no metered water service to an account or the account history is inadequate, the volume of sewer usage shall be that used for similar classes of property similarly situated. Alternatively, residential customers who desire to have the volume of sewer discharge based on average winter water usage may install a water meter to meter their well water usage.

(b) Water Rates. The rate due and payable to the City by each water user within the City for water taken from the water supply system shall be as follows:

- (1) Base Fee. A charge of ~~\$5.36~~ \$5.79 per month shall be made to every water account. This charge defrays administrative and billing costs of the City as well as the State water connection surcharge.
- (2) Volume Charge—Commercial, Industrial, Public and Institutional. A charge of ~~\$2.31~~ \$2.49 per 1,000 gallons of water used shall be made to each water account. In those instances where there is no adequate water meter history, the measure of usage shall be that used for similar classes of property similarly situated.

Volume Charge—Residential. A charge of ~~\$1.93~~ \$2.08 per 1,000 gallons of water for the first 12,500 gallons used, ~~\$2.43~~ \$2.62 per 1,000 gallons of water for 12,501 to 35,000 gallons used, and ~~\$4.18~~ \$4.51 per 1,000 gallons of water for over 35,000 gallons used for

a two month billing period, shall be made to each residential water account. In those instances where there is no adequate water meter history, the measure of usage shall be that used for similar classes of property similarly situated.

Volume Charge—Separately Metered Commercial, Industrial, Public and Institutional Irrigation. A charge of ~~\$3.66~~ \$3.95 per 1,000 gallons of waters shall be made to each separately metered commercial, industrial, public and institutional irrigation account. In those instances where there is no adequate water meter history, the measure of usage shall be that used for similar classes of property similarly situated.

Volume Charge—Separately Metered Residential Irrigation. A charge of ~~\$2.43~~ \$2.62 per 1,000 gallons of water for the first 35,000 gallons used per housing unit served, and ~~\$4.18~~ \$4.51 per 1,000 gallons of water for over 35,000 gallons per housing unit served for a two month billing period, shall be made to each separately metered residential irrigation account. In those instances where there is no adequate water meter history, the measure of usage shall be that used for similar classes of property similarly situated.

- (3) Demand Charge. The following monthly charge shall be made to every Commercial, Industrial, Public and Institutional water account to reflect the water demand the establishment can place upon the system.

Meter Size Charge

1-½"~~\$66.75~~ \$72.09

2"~~\$100.14~~ \$108.15

3"~~\$208.63~~ \$225.32

4"~~\$333.82~~ \$360.53

6" and over~~\$667.69~~ \$721.11

- (4) Stopped or Faulty Meter. In case the meter is found to have stopped or to be operating in a faulty manner, the amount of water used will be estimated in accordance with the amount used previously.
- (5) Water Availability Charge. A water availability charge at the rate of ~~\$2.89~~ \$3.12 per month is due and payable by the owner of each lot or parcel of land which has municipal water service available if such lot or parcel is not connected to the municipal water system; provided, this charge is not due if there is no building or other structure on such lot or parcel.

(c) Radio-Read Meter Surcharge Fees.

- (1) A \$100.00 per month surcharge shall be applied on the water bill for failing to authorize entry onto property to allow the installation of a radio-read meter within 60 days after requested entry.
- (2) A \$100.00 per month surcharge shall be applied and the water usage shall be estimated based on past usage if a property owner fails to allow proper service of, or tampers with either the meter or radio transmitter, thereby interfering with proper meter reading and utility billing.

- (d) Storm Water Utility Rate. The storm water utility rate is ~~\$9.01~~ \$9.37 per month and shall be charged to all single-family residential parcels not listed as exempt in Section 725.08; ~~\$29.91~~ \$31.11 per acre per month for multi-family residential, and ~~\$64.69~~ \$67.28 per acre per month for commercial.
- (e) Solid Waste Recycling Rate. The solid waste recycling rate is ~~\$5.25~~ \$7.75 per month. The organics recycling rate is calculated based on the percentage rate of certified dwelling units' participation in curbside collection of Source Separated Organic Material per the chart below. Both recycling fees shall be charged to all single-family residential parcels and any multi-family dwellings ~~under 16~~ up to eight units. Multi-family dwellings with more than eight units may be included upon mutual agreement between the city and the contractor.

| Year | Source Separated Organic Material Percent Participation Price Per Month | | | | | | |
|------|-------------------------------------------------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| | 0%- 10% | 10%- 15% | 15%- 20% | 20%- 25% | 25%- 30% | 30%- 40% | 40%- 50% |
| 2024 | \$3.00 | \$3.50 | \$4.00 | \$4.50 | \$5.00 | \$5.50 | \$6.00 |
| 2025 | \$3.12 | \$3.64 | \$4.16 | \$4.68 | \$5.20 | \$5.72 | \$6.24 |
| 2026 | \$3.24 | \$3.79 | \$4.33 | \$4.87 | \$5.41 | \$5.95 | \$6.49 |
| 2027 | \$3.37 | \$3.94 | \$4.50 | \$5.06 | \$5.62 | \$6.19 | \$6.75 |

- (f) Unpaid Charges for Utility Fees. An amount equal to ten percent of the unpaid current service charges shall be added to each account which is not paid by the due date as specified by the Finance Division. If charges are not paid by due date after a billing is issued, the City shall certify the amount due, ~~plus together with~~ interest and ~~a \$25.00 administrative fee penalties~~, to the County Auditor to be collected with other real estate taxes on the parcel.

SECTION 6. Section 1015.35 of the Plymouth City Code is amended, with existing text, ~~deleted text~~, and new text as follows:

~~1015.35. —Street Light Utility Fees. Reserved.~~

| | |
|------------------------------------------|-----------------------------------------------------------------------------------------------------------|
| Residential Street Light Rate | \$3.25/month |
| Commercial Street Light Rate | \$3.25/month multiplied by a rate factor of five for each street light benefiting the property |

SECTION 7. Section 1017.01 of the Plymouth City Code is amended, with existing text, ~~deleted text~~, and new text as follows:

1017.01. - Fees.

The following fees are hereby established:

Zoning Ordinance\$10.00
~~Zoning Ordinance CD\$5.00~~
Zoning Map\$5.00
Zoning Ordinance or City Code annual revision service\$15.00
City Code (complete code book with tab dividers)~~\$50.00~~ \$100.00
Comprehensive Plan Book (2 vol. set)\$100.00
Wetland Map\$5.00
Land Use Guide Plan Map\$5.00
Wetland Buffer Sign~~\$5.10~~ \$14.00
½ Section Map and Plans/Plats 24 × 36\$0.50
Partial Plans\$0.75
Large Plans/Maps 36 × 40\$1.00
11 × 17.5 Section Plat Book\$20.00
17 × 22 Street Maps\$0.25
22 × 34 Street Maps\$0.50
36 × 90 Street Maps\$1.00
Aerial Maps\$10.00
Colored copies\$1.00/copy
List of All Property Owners in the City:
 Printout\$30.00
 Electronic Media\$1.00
 Labels\$160.00
Partial List of Property Owners in City:
 Printout\$15.00
 Electronic Media\$1.00
 Labels\$80.00
Electronic media of Engineering Guidelines\$20.00
Electronic MediaActual cost
~~Videotapes/Audiotapes:\$20.00 our tape; \$15.00 their tape~~
Agendas, minutes, and current staff reports for Council and all boards and commissions are free.
 For other items not listed above, the first 50 copies are free and \$0.25 per page thereafter.
Fire Department courtesy lockbox fees:
 Surface mount lockbox\$232.00
 Surface mount lockbox and mounting hardware\$337.00
 Surface mount lockbox and tamper switch \$281.00
 Surface mount lockbox, tamper switch and mounting hardware\$386.00
 Recessed lockbox (required for new construction)\$305.00
 Recessed lockbox and mounting hardware\$409.00
 Recessed Lock Box and tamper switch \$342.00
 Recessed lockbox, tamper switch and mounting hardware\$447.00
Issuance of Conduit Debt
 Non-refundable Deposit/Application Fee\$2,500.00, plus
 0.5% of the principal amount of the bonds
 Administrative fee for delinquent utilities\$25.00
 Administrative fee for delinquent miscellaneous billings\$25.00

SECTION 8. Section 715.05 of the Plymouth City Code is amended, with existing text, ~~deleted text~~, and new text as follows:

715.05. – Service Charge Imposed.

A charge is hereby imposed upon every establishment served by the sanitary sewer system of the City either directly or indirectly, for the use of the facilities of the sewer system and for connection therewith, which charge shall be as hereinafter provided in Subsection 715.07. All charges for use of the City's sewer system shall be due on the date specified by the Finance Division for the respective account and shall be delinquent thereafter. It shall be the duty of the Finance Division to endeavor to promptly collect delinquent accounts. For good cause shown, the Deputy City Manager may, in appropriate circumstances, adjust the amount due on such accounts. Annually all delinquent accounts shall be certified to the City Manager who shall prepare an assessment roll providing for assessment of the delinquent amounts against the respective properties served, along with an administrative fee and interest. This assessment roll shall be delivered to the Council for adoption on or before October 31st of each year. Such action may be optional or subsequent to taking action to collect delinquent accounts. The related administrative fee rates are set forth in Chapter X.

SECTION 9. Section 720.05 of the Plymouth City Code is amended, with existing text, ~~deleted text~~, and new text as follows:

720.05. – Service Charge Imposed.

A charge is hereby imposed upon every establishment served by the water supply system either directly or indirectly, for the use of the facilities of the water system and for connection therewith, which charge shall be as hereinafter provided in Subsection 720.17. All charges for use of the City's water supply system shall be due on the date specified by the Finance Division for the respective account and shall be delinquent thereafter. It shall be the duty of the Finance Division to endeavor to promptly collect delinquent accounts. For good cause shown, the Deputy City Manager may, in appropriate circumstances, adjust the amount due on such accounts. Annually all delinquent accounts shall be certified to the City Manager who shall prepare an assessment roll providing for assessment of the delinquent amounts against the respective properties ~~reserved~~, along with an administrative fee and interest. This assessment roll shall be delivered to the Council for adoption on or before October 31st of each year. Such action may be optional or subsequent to taking action to collect delinquent accounts. The related administrative fee rates are set forth in Chapter X.

SECTION 10. Section 1000.03, Sub. 4 of the Plymouth City Code is amended, with existing text, ~~deleted text~~, and new text as follows:

Subd. 4. Sales Tax. Sales tax will be collected as applicable in accordance with Minnesota Statutes.

SECTION 11. This ordinance shall become effective immediately upon passage with new fee changes implemented January 1, 2025.

ADOPTED by the City Council this 10th day of December, 2024.

Jeffry Wosje, Mayor

ATTEST:

Jodi Gallup, City Clerk