

Development Fee Chart: City of Ramsey

NOTE: This document provides a breakdown of all City of Ramsey development fees. The breakdown includes a description, rationalization and methodology of determining each fee.

Fee/Charge	Description (what is the fee)	Rationalization (the purpose)	Methodology (studies/forecasts to determine what we need to charge)
Sewer Trunk	Oversizing of Pipe. This also offsets some of the initial capital costs for installing the trunk lines that convey flows from the neighborhoods (lateral lines) to the treatment facility.	Ensure Downstream Capacity & reimbursement for capital costs and maintenance activities. This fund is also utilized for corrections, improvements, and extensions of the trunk system.	Comprehensive Sanitary Sewer Study (2004) identified specific improvements needed for long-term system upgrades, and maintenance. The construction index is utilized annually to apply potential rate increases that are reviewed with the City's rates & charges.
Water Trunk	Oversizing of Pipe. This also offsets some of the initial capital costs for installing the trunk lines that convey water from the neighborhoods (lateral lines) to the towers and pump houses.	Ensure sizing of pipes for adequate pressure and fire flows. Also pays for chemicals, pumps, towers, maintenance, etc. that make up the entire water distribution system.	Comprehensive Water Distribution Study (2004) identified specific improvements needed for long-term system upgrades, and maintenance. The construction index is utilized annually to apply potential rate increases that are reviewed with the City's rates & charges.
Storm Water Trunk	Oversizing of Pipe. This also offsets some of the initial capital costs for installing the trunk lines that convey flows from the neighborhoods (lateral lines) to ponding areas, and the receiving water bodies (rivers). PRIMARILY NEW CONSTRUCTION OF FACILITIES.	Ensure adequate sizing of pipes and ponding areas for flood control. Pays for treatment structures, outlet facilities, pumps, maintenance, etc. for the entire stormwater system. Also offsets costs for street sweeping, annual WMO dues, & City MPCA permits.	Surface Water Management Plan (2008) identified specific improvements needed for long-term system upgrades, and maintenance. The construction index is utilized annually to apply potential rate increases that are reviewed with the City's rates & charges.
Storm Water Management	Sizing/resizing of pipes and ponds. This also offsets some of the initial capital costs for installing the lateral lines (and culverts) that convey flows through neighborhoods (lateral lines) to the trunk lines. PRIMARILY RETROFITS/UPGRADES TO IMPROVE THE EXISTING SYSTEM.	Ensure adequate sizing of pipes and ponding areas for flood control. Pays for pipe jetting & pond cleanouts, structures modifications, treatment improvements, and overall system maintenance. Also offsets costs for street sweeping, annual WMO dues, & City MPCA permits.	Surface Water Management Plan (2008) identified specific improvements needed for long-term system upgrades, and maintenance. The construction index is utilized annually to apply potential rate increases that are reviewed with the City's rates & charges.

Fee/Charge	Description (what is the fee)	Rationalization (the purpose)	Methodology (studies/forecasts to determine what we need to charge)
Park Dedication &	Any time new development occurs within the city of Ramsey,	The council recognizes it is essential to the health, safety and welfare of the	Rates for land dedication have remained fairly static for several

Trail Fees

the subdivision or parcel is evaluated for parks and trail needs. If park land is not needed, the City of Ramsey will accept cash in lieu of physical park dedication. The cash payment is then used for current/future park funding. The same is true for Park Dedication as Trail Fees.

Dedication is calculated based on the size of a development and the density; and is listed within the city's Rates and Charges.

residents of the city and persons working in the city, that the character and quality of the environment be considered to be of major importance in the planning and development of the city. In this regard, the manner in which land is developed and used is of high priority. The preservation of land for park, playground and public open space purposes as it relates to the use and development of land for residential, commercial/industrial purposes is essential to the maintaining of a healthful and desirable environment for all citizens of the city. The city must not only provide these necessary amenities for our citizens today, but also be insightful to the needs of our future citizens (As cited in the Sec. 117-614).

decades – however there have been some minor changes now that greater densities are permitted; and there were formulaic changes for land uses that have demonstrated lower 'demand' for parks and open-space.

Additionally, the acreage/fee structure is reviewed by Council annually, for 'cost of living' adjustments each year as part of the Rates and Charges analysis – however, the last few years there have been no increases.

Further, Ramsey's rates are compared to similar suburban cities in the metropolitan area, as well as our immediate neighbors on an annual basis.

Lastly, park land and improvements themselves are identified within the Parks Capital Improvement Plan – which is adopted each year by City Council. This plan is a reflection of community need, with the forecasted improvements often outpacing revenue from Park Dedication and Trail Fees.

Street/Traffic Signs	Used to pay the costs of City installed signage on development projects.	Pays the material and installation costs for projects that the developer requests the City to perform sign installation.	Contained within the development agreement for all projects as a stage 2 improvement. Only charged if developer requests, otherwise could be installed under private contract. Amount based upon the history of costs to install
Future Seal Coating	The first application of sealcoat material 5 years after installation of new public roads.	Pays the material and installation costs for the first application of sealcoat material. Completed with the annual street maintenance program 5 years after initial paving.	Estimated costs based upon the previous year's street maintenance program.
Street Lights	Direct payment to Connexus Energy to install subdivision streetlighting in new developments.	By subdivision ordinance streetlights are required in the urban/MUSA areas.	Based upon quotes from Connexus Energy to perform the work, and included in the development agreement as a stage 2 improvement. Developer pays the initial capital cost to install the lights & the first 3 years energy & maintenance (E&M), the City then passes on the E&M costs to the residents within that subdivision as a separate quarterly charge (in addition to priority streetlights).
Top Soil	4" of MNDot Premium Soil	Reduce water consumption	

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Grass/Sod	Depends on whether commercial or residential. For single family residential projects, there is a	The purpose of the escrow is to ensure that the required landscaping (per City Code) is installed within six (6) months	Staff initially tried to calculate these costs on a lot by lot basis, but it was not uncommon for those calculations to

landscaping escrow that is only collected if landscaping is not complete by the time the Certificate of Occupancy is requested. The landscaping escrow, which covers sod, trees, and topsoil, is \$5,000.00.

of issuance of the Certificate of Occupancy. If not, the City can draw upon the escrow to complete the work. Requiring installation of yard is for aesthetics, erosion control purposes and to reduce potential issues with noxious weed establishment.

reach \$10,000 or more. Therefore, Staff determined that a flat fee would be more feasible and simpler approach.

Trees	<p>Depends on whether commercial or residential. For single family residential projects, there is a landscaping escrow that is only collected if landscaping is not complete by the time the Certificate of Occupancy is requested. The landscaping escrow, which covers sod, trees, and topsoil, is \$5,000.00.</p> <p>For commercial projects, trees are part of the required improvements and thus the fee (\$300 per tree which accounts for tree, delivery, installation) is collected as part of the Stage I surety.</p>	<p>The purpose of the escrow is to ensure that the required landscaping (per City Code) is installed within six (6) months of issuance of the Certificate of Occupancy. If not, the City can draw upon the escrow to complete the work.</p> <p>Installation of trees is required by City Code and the surety is collected to ensure that this work is completed per the approved plans.</p>	<p>Staff initially tried to calculate these costs on a lot by lot basis, but it was not uncommon for those calculations to reach \$10,000 or more. Therefore, Staff determined that a flat fee would be more feasible and simpler approach.</p> <p>Staff looks at the cost for the trees themselves but also the delivery and installation costs when determining the per tree fee.</p>
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Shrubs	<p>Generally speaking, shrubs are not specifically required for single family home projects but are often part of multi-family projects.</p> <p>For commercial and multi-family projects, shrubs are part of the required improvements and thus the fee (\$75 per shrub, which accounts for shrub, delivery, installation) is collected as part of the Stage I surety.</p>	<p>Installation of shrubs is required by City Code and the surety is collected to ensure that this work is completed per the approved plans.</p>	<p>Staff looks at the cost for the shrubs themselves but also the delivery and installation costs when determining the per shrub fee.</p>
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Fee/Charge	Description (what is the fee)	Rationalization (the purpose)	Methodology (studies/forecasts to determine what we need to charge)
Erosion Control	<p>Erosion controls are part of stormwater runoff management programs. The controls often involve the creation of a physical barrier to prevent erosion caused by water.</p> <p>The City of Ramsey charges a \$100 administrative fee and also requires a \$1,500 escrow.</p>	<p>The purpose of the administrative fee is to cover administrative costs in the finance department.</p> <p>The purpose of the escrow is to give builders and incentive to abide erosion control standards. If the property owner doesn't comply the city can use the escrow to complete the work.</p>	<p>There are laws that the City of Ramsey is responsible to abide by in regards to surface water discharge (and thus erosion control) under the National Pollutant Discharge Elimination System (NPDES) enforced by the Minnesota Pollution Control Agency (MPCA).</p> <p>The City of Ramsey is issued a Municipal Separate Storm Sewer System (MS4) permit from the MPCA to</p>

discharge storm water into our rivers and lakes. In order to comply with standards set by these agencies (and adopted by Council), the City of Ramsey must prevent run off from construction sites (i.e. a new single family home) by means of erosion control practices.

Radon Barrier	Barrier to prevent radon gas from seeping through a basement floor.	Required by the State of Minnesota—prevention of radon poisoning.	Required by the State of Minnesota
Foundation Drainage	Instillation of drain tile in the base of a foundation.	Required by the State of Minnesota—prevention of water damage.	MN Rules, Section R405 Foundation Drainage
Certificate of Occupancy	Is a Certificate stating that materials and products meet specified standards or that work was done in compliance with approved construction documents. A certificate of occupancy is issued on a sheet of paper. The charge for the occupancy certificate is \$4.00 per unit.	After the building official inspects a building or structure and finds no violations of the code or other laws that are enforced, the building official shall issue a certificate of occupancy.	MN Rules, Chapter 1300.0220
Builder License	This is a license issued through the Department of Labor and Industry (DOLI). I am unaware of the charge for the builder license.	This license asserts that the contractor has met the educational requirements, paid the required license fee and provided sufficient insurance necessary to be a State of MN Residential Building Contractor.	The City of Ramsey has adopted the MN State Building code; The Department of Labor and Industry (DOLI) requires all building contractors and residential remodelers who contract with an owner to construct or improve dwellings for habitation by one to four families (including detached garages) and perform two or more special skills to be licensed.

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Base Building Permit Fee	Each municipality must determine its own permit fee schedule. The State Building Code does not establish fee schedules. The applicant for a permit for a building; structure; or electrical; gas; mechanical, or plumbing system or alterations requiring a permit shall pay the fee set by the municipality.	Fees established by the municipality must be by ordinance and must be fair, reasonable, and proportionate to the actual cost of the service for which the fee is imposed. Permit fees pay for, inspections; building division operating expenses; staff wages; vehicles; vehicle insurance.	MN Rules, Chapter 1300.0160 Fees City Code Sec. 105-24. Permits, inspections and fees.
Internal Plan Review Fee	Plan review is characterized by the building official's ability to address code issues ahead of time, thereby providing a cost savings to the owner through a more effective construction schedule and the cost savings	Fees established by the municipality must be by ordinance and must be fair, reasonable, and proportionate to the actual cost of the service for which the fee is imposed. Plan review fees pay for the plan review. Plan review is conducted by Building Division staff;	MN Rules, Chapter 1300.0160 Fees City Code Sec. 105-24. Permits, inspections and fees

	that might otherwise be used by making on-site corrections. Plan review can also serve to promote a positive and more open form of communication between the building official and their clients. Plan review is charged at 65% of the "base permit fee", and for similar construction after the initial plan review it is charge at 25% for new residential construction. MN Rules 1300.0160 Subp. 6	Planning staff and Engineering staff.	
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City Sewer Connection	This is a connection made outside of the house to the city sewer line at the curb. The fee for the connection and subsequent inspection is \$75.00 plus a state surcharge.	The purpose is to insure that the connection made conforms to the intent of the plumbing code.	City Code Sec. 58-139 Sewer System
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City Water Connection	This is a connection made outside of the house to the city water line at the curb. The fee for the connection and subsequent inspection is \$75.00 plus a state surcharge.	The purpose is to insure that the required connection has been made; there is no abuse of the cities water supply and no potential for cross contamination.	City Code Sec. 58-113 Water Connections
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Water Availability Charge	Also known as a WAC, the current WAC charge is \$1,701.00. We collect the fee any time a new residential house, townhouse or apartment unit connecting to city services is issued a permit, and anytime either a new commercial building or addition to an existing commercial building which is connected to city services.	The charge is intended to ensure that individual lots or tracts of land connecting to city services have been charged/assessed its proportionate share of the cost of construction of the facilities to which such connection is made.	City Code Sec. 58-111 Utilities
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Sewer Availability Charge	Also known as a SAC, the current (2011) SAC charge is \$2,230.00. We are required to collect this fee on behalf of the Metropolitan Council; they determine the fee from year to year. The fee is collected through building permits for new residential construction, multifamily construction, apartment buildings(by unit), new commercial buildings that connect to city services and any additions and some change in occupancy to commercial buildings that are connected to city services. We then convey the fee(s) collected to the Met. Council on a monthly basis.	A metropolitan SAC is paid by the municipality to the Council (MCES) as users connect to the metropolitan wastewater system for the first time or as a user's maximum demand for sewer capacity increases. Note that these fees are for the availability of capacity (not the actual use) as demanded by development or changes in use on specific properties in the community.	The SAC system was implemented metro-wide in 1973. The metropolitan SAC funds collected pay for the reserve capacity (unused) portion of the capital costs of the metropolitan wastewater system as authorized in Minn. Statutes sections 473.517 (3).
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SAC handling Fee	<p>The SAC handling fee is the additional administration fee collected at time when SAC charges are paid on building permit</p> <p>The SAC handling fee is currently \$200 per address (not per unit: Example Townhomes Unit #a-f would be charged \$200)</p>	<p>Purpose is to cover the administrative costs in recording the SAC units in building permit system (audited by MET Council) Reconciling SAC units collected (finance general ledger system with buildings PIMS system) and Filing Report & cutting check to MET council for SAC collected with building permit</p>	<p>As the SAC collection passes through two departments & three to four individuals to record payment, reconcile account and process payment to Met Council this was to cover the salary of staff time. For 2012, this fee will be amended to \$25.00 per address.</p>				
Water Meter/Horn	<p>The city shall exclusively own, control and supply the water meters to be used in the municipal water system. The city shall install all water meters. An appropriate charge, reflective of the size of meter, will be required for the use of the meter. This charge shall be established by council resolution.</p>	<p>No person shall be allowed municipal water until the city determines that the meter supplied has been placed in such a manner that it will register all water consumed, and that all other parts of the plumbing and pipe fitting in and about the premises has been in full compliance with the rules and regulations which the city shall make from time to time.</p>	<p>City Code Sec. 58-112. Water meters.</p>				
Mechanical Permit	<p>Each municipality must determine its own permit fee schedule. The State Building Code does not establish fee schedules. The applicant for a permit for a building; structure; or electrical; gas; mechanical, or plumbing system or alterations requiring a permit shall pay the fee set by the municipality.</p>	<p>Fees established by the municipality must be by ordinance and must be fair, reasonable, and proportionate to the actual cost of the service for which the fee is imposed. Permit fees pay for, inspections; building division operating expenses; staff wages; vehicles; vehicle insurance.</p>	<p>MN Rules, Chapter 1300.0160 Fees City Code Sec. 105-24. Permits, inspections and fees</p>				
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Plumbing Permit	<p>Each municipality must determine its own permit fee schedule. The State Building Code does not establish fee schedules. The applicant for a permit for a building; structure; or electrical; gas; mechanical, or plumbing system or alterations requiring a permit shall pay the fee set by the municipality.</p>	<p>Fees established by the municipality must be by ordinance and must be fair, reasonable, and proportionate to the actual cost of the service for which the fee is imposed. Permit fees pay for, inspections; building division office supplies; office hardware; staff wages; vehicles; vehicle insurance.</p>	<p>MN Rules, Chapter 1300.0160 Fees City Code Sec. 105-24. Permits, inspections and fees</p>				