



STAFF REPORT

DATE: March 18, 2025

Regular Agenda

TO: Mayor and Council
FROM: Clarissa Hadler, Finance Director
Department Heads
AGENDA ITEM: 2025 Revised Fee Schedule

CORE STRATEGIES:

- | | |
|-----------------------------------------------------------------------|----------------------------------------------------------------------|
| <input type="checkbox"/> Vibrant, inclusive, connected community | <input type="checkbox"/> Efficient, reliable, innovative services |
| <input type="checkbox"/> Responsive, transparent, adaptive governance | <input checked="" type="checkbox"/> Balanced Finances now and future |
| <input type="checkbox"/> Managed Growth | <input checked="" type="checkbox"/> Resilient Infrastructure |

BACKGROUND:

The current changes of the 2025 Fee Schedule (highlighted sections) reflect utility rate changes as recommended at the March 11, 2025, City Council Workshop. Complete details on the updated Utility Financial Management Plan showing the need for these increased rates can be found in that [Council Workshop packet](#).

In addition, the Building Dept has submitted new fees to clarify solar permitting.

ISSUE BEFORE THE CITY COUNCIL:

Should the City Council adopt the revised fee schedule as proposed?

DISCUSSION:

The City Council and staff discussed the proposed utility rates for 2025 at last week's workshop. The rate increases are due to two main factors; 1) the addition of two water treatment facilities, which will approximately double operational expenses in the next 3 years, and 2) moving toward a pricing structure that funds depreciation, to more appropriately support future capital needs and move toward positive net income in all funds. The proposed rate changes for 2025 are a 20% increase over 2024 for water and sewer. It is estimated that it will take 5 years of 20% increases to reach the goals set in the Utility Financial Plan.

No changes to Stormwater rates are proposed at this time, except to add a separate Multi-Family Stormwater category. This revision takes place in Section 5.16 of the City Code and is referenced in the Fee Schedule.

The three new Solar Fees are intended to solve complaints/issues and be more inline with the time and inspections involved with solar installations.

FISCAL IMPACT:

The proposed rate changes for 2025 are a 20% increase over 2024 for water and sewer. It is estimated that it will take 5 years of 20% increases to reach the goals set in the Utility Financial Plan. The impact on a Residential property using 6000 gallons per quarter is estimated at \$6.12 per month.

RECOMMENDATION:

The Council is required to adopt an ordinance to update the fee schedule. The proposed ordinance and summary publication are attached.

- Motion to approve Ordinance 2025-09 adopting the 2025 City of Lake Elmo Fee Schedule.
- Motion to adopt Resolution 2025-09 Authorizing Publication of Ordinance 2025-09 by Title and Summary.

ATTACHMENTS:

- 1) Ordinance 2025-09 adopting the 2025 City of Lake Elmo Fee Schedule.
- 2) 2025 Revised Fee Schedule
- 3) Resolution 2025-09 Authorizing Publication of Ordinance 2025-09 By Title and Summary

**CITY OF LAKE ELMO
COUNTY OF WASHINGTON
STATE OF MINNESOTA**

ORDINANCE NO. 2025 - 09

**AN ORDINANCE REVISING THE 2025 FEE SCHEDULE
FOR THE CITY OF LAKE ELMO & REVISING CITY CODE 5.16 REGARDING
SURFACE WATER FEES**

The City Council of the City of Lake Elmo ordains:

SECTION I. Schedule Adopted. The attached revised 2025 fee schedule is hereby adopted.

SECTION II. Not Codified. The attached fee schedule is transitory in nature and shall not be codified in the City Code. The fee schedule established hereby shall be placed on file and available for public inspection at City Hall and on the City website.

SECTION III. Effect. The fees set out in the attached fee schedule apply notwithstanding any other fees the City has established which may be inconsistent. Any other fees imposed by the City which do not appear on the attached fee schedule remain in full force and effect.

SECTION IV. City Code 5.16.020 is hereby revised as follows;

<i>Property Class Code</i>	<i>Current Land Use</i>	<i>Utility Factor (Multiplied by the Utility Charge (UC))</i>
151-208, 402	Residential	1.0* UC per Lot
101-111, 401	Agricultural	3.0* UC ÷ 40* Total Acres
240	Manufactured Home Park	0.52* UC per Acre
	<u>Multi-family</u>	<u>3.08* UC per Acre</u>
230, 231, 233-241	Commercial/Industrial	3.08* UC per Acre
250-252	Vacant Land	0.15* UC per Acre
232	Golf/Park	0.35* UC per Acre
900-999	School/Church	1.12* UC per Acre
—	Conditional Use Permit	Site Specific

(This Section IV of this ordinance is to be codified.)

SECTION V. Effective Date. This ordinance shall become effective for all billings rendered after March 18, 2025, and upon adoption and publication in the official newspaper of the City of Lake Elmo.

SECTION V. Adoption Date. This Ordinance No. 2025-09 was adopted on this 18th day of March 2025, by a vote of ___Ayes and ___Nays.

LAKE ELMO CITY COUNCIL

Charles Cadenhead, Mayor

ATTEST:

Julie Johnson, City Clerk

This Ordinance _____ was published via Summary Publication on the _____ day of __, 2025.



City of Lake Elmo 2025 Fee Schedule

Revisions adopted March 18, 2025

APPLICATION/FEE/PERMIT TYPE	2025 FEE	ADDITIONAL CHARGE, ESCROW or NOTES
Amateur Radio Antenna	\$875.00	
Appeal (to Board of Adjustment and Appeals)	\$250.00	
Bed and Breakfast Permit Fee	\$100.00	
Bee Keeping Permit	\$25.00	Valid for 2 years from issuance
Building Regulations		* State Sur Charge Collected per MN Statute 326B.148 on all permits
Building Permit Fee Schedule		See Attached Refund Schedule for Allowable Refunds
Total Valuation		The City uses the ICC 2020 Building Valuation Table for minimum values
\$1.00 to \$500.00	\$29.50	
\$501.00 to \$2,000.00	\$28.00 for the first \$500.00 plus \$3.70 for each additional \$100.00, or fraction thereof, to and including \$2,000.00. Plus Building Escrow as shown below.	
\$2,001.00 to \$25,000.00	\$83.50 for the first \$2,000.00 + \$16.55 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00. Plus Building Escrow as shown below.	
\$25,001.00 to \$50,000.00	\$464.15 for the first \$25,000.00 + \$12.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00. Plus Building Escrow as shown below.	
\$50,001.00 to \$100,000.00	\$764.15 for the first \$50,000.00 + \$8.45 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00. Plus Building Escrow as shown below.	
\$100,001.00 to \$500,000.00	\$1,186.65 for the first \$100,000.00 + \$6.75 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00. Plus Building Escrow as shown below.	
\$500,001.00 to \$1,000,000.00	\$3,886.65 for the first \$500,000.00 + \$5.50 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00. Plus Building Escrow as shown below.	
\$1,000,001.00 and up	\$6,636.65 for the first \$1,000,000.00 + \$4.50 for each additional \$1,000.00, or fraction thereof. Plus Building Escrow as shown below.	
Plan Review Fee	65% of building permit fee, 25% to be paid at application submittal, this is non-refundable.	
Plan review for similar plans	25% of normal building permit fee (MN Rules 1300.0160 subp. 5), 25% to be paid at application submittal, this is non-refundable.	
Single Family Decks up to 200 SF	\$100.00 Flat Fee + Plan review	Valuation of project shall also be submitted with Application
Single Family Decks 201 - 300 SF	\$200.00 Flat Fee + Plan Review	Valuation of project shall also be submitted with Application
Single Family Decks 301 SF & Greater	\$300.00 Flat Fee + Plan review	Valuation of project shall also be submitted with Application



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Single Family Residential Basement Finish Under 300 SF	\$200.00 Flat Fee + Plan Review Fee + Plumbing and HVAC Permit Fees As needed	Valuation of project shall also be submitted with Application
Single Family Residential Basement Finish Over 301 SF	\$400.00 Flat Fee + Plan Review Fee + Plumbing and HVAC Permit Fees As needed	Valuation of project shall also be submitted with Application
Swimming Pool In-Ground	\$200.00 Flat Fee + Plan Review Fee + Plumbing and HVAC Permit Fees As	Valuation of project shall also be submitted with Application Other Planning Fees May apply
Swimming Pool Above-Ground	\$75.00 Flat Fee With Separate Fence Permit as Needed	Other Planning Fees May apply
Reinspection Fee	\$75.00	
Inspection outside normal business hours	\$120.00 per hour - 2 hour minimum	
Investigation fee - work started without required permit	Equal to permit fee amount	
Additional Plan Review required by changes, addendum or revisions to plans	\$75.00 per hour, one hour minimum	
Building Demolition - Residential	\$200.00	Escrow as determined by Building Official
Building Demolition - Commercial	\$300.00	Escrow as determined by Building Official
Windows - Residential	\$250.00 Flat Fee	Valuation of project shall also be submitted with Application
Doors - Residential	\$150.00 Flat Fee	Valuation of project shall also be submitted with Application
Roofing - Residential	\$250.00 Flat Fee	Valuation of project shall also be submitted with Application
Roofing - Commercial	\$250.00 minimum or 1.5% Value of work, whichever is greater	
Siding - Residential	\$250.00 Flat Fee	Valuation of project shall also be submitted with Application
Siding - Commercial	\$250.00 minimum or 1.5% Value of work, whichever is greater	
Residential Retaining Walls over 4' (walls 4' and under require a Zoning permit)	\$150.00 Flat fee	Valuation of project shall also be submitted with Application
Commercial Retaining walls require a permit	Fee Based on Valuation + Plan review fee	Other Planning Fees May apply
Commercial Plumbing	\$180.00 minimum or 1.5% Value of work, whichever is greater	
New Residential Construction Plumbing	\$180.00 Flat Fee	



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Residential Remodel Plumbing	\$60.00 Flat Fee	
Sewer Service Installation Inspection	\$60.00	
Water Service Installation Inspection	\$60.00	
Sewer & Water Service Installation Inspection when completed together	\$60.00	
Investigation fee - Plumbing work started without required permit	Equal to permit fee amount	
Commercial HVAC	\$180.00 or 1.5% Value of work, whichever is greater	
New Residential Construction HVAC	\$180.00 Flat Fee	
Residential Remodel HVAC	\$60.00 Flat Fee	
Fireplace Installation	\$60 per unit	
Investigation fee - HVAC work started without required permit	Equal to permit fee amount	
Solar Residential Rooftop	\$200.00 Flat Fee + Plan Review	Valuation of project shall also be submitted with Application
Solar Residential Ground base	\$300.00 Flat Fee + Plan Review	Valuation of project shall also be submitted with Application Other Planning Fees May apply
All Commercial Solar Projects	Fee Based on Valuation + Plan review fee	Other Planning Fees May apply
Manufactured Home Move In	\$200.00	
Manufactured Home Move Out	\$200.00	
Moving House or Primary Structure into the City	2% Value of the Work	plus security amount determined by the Building Official
Moving Accessory Structure into the City	2% Value of the Work	plus security amount determined by the Building Official
Fire Permit Fee Schedule		
Storage Tank Removal	\$250.00	
Storage Tank Installation	2% Value of the work	
Plan Review Fee (Fire)	65% of permit fee based on valuation of job	
Fire Suppression	2% Value, \$100.00 minimum	



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Investigation fee - Fire Suppression work started without required permit	Equal to permit fee amount	
Fire Alarm	2% Value, \$100.00 minimum	
Investigation fee - Fire Alarm work started without required permit	Equal to permit fee amount	
Annual Retail Consumer Fireworks (retailers only selling fireworks)	\$350 per location	
Annual Retail Consumer Fireworks (all other retailers)	\$100 per location	
Outdoor Public Fireworks/Pyrotechnic Display	\$150 per location	
Residential Day Care Inspections	\$50.00	
Residential Adult Care/Foster Care/Adoption Inspections	\$50.00	
Escrows - Building		
Escrow Administration Fee	\$100.00	
New Single Family Dwelling Construction Escrow	\$10,000 or an amount as determind by the Building Official. This is not to be returned until LEC 105.08.100 Security Escrow for Construction is met.	
Two or more dwelling units per building Construction Escrow	\$2,500.00 per unit, minimum \$10,000 per building, or an amount as determined by the Building Official. This is not to be returned until LEC 105.08.100 Security Escrow for Construction is met.	
Commercial/Industrial and Other structures	Minimum \$50,000 or 10% of the value of the project or an amount determined by the Building Official. This can be Cash, Check or Letter of Credit in a form approved by the City. This is not to be returned until LEC 105.08.100 Security Escrow for Construction is met. Planning, Building, Public Works, Engineering, Fire and Finance must sign off on Escrow Release and any and all outstanding development, building or other fees are to be paid or withdrawn from the remaining amount. If fees are charged against this escrow it must be replenished to the minimum level of 10% of value. Financial Security shall be in place in an amount to cover remaining work prior to a Building Final Inspection being scheduled.	
Open Burning Permit		
Residential	\$45.00	
Commercial	\$80.00	
Illegal Burn	see notes →	Additional fees may be incurred based on Wash. Cty. Chief's fee schedule and # of responding units
Firefighter Standby	Actual staff cost	Minimum 2 hours
Reinspection Fee (after initial and 1st re-inspection)	\$75.00	
Inspection outside normal business hours	\$120.00 per hour - 2 hour minimum	



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Tent / Canopy (Over 400 sq. ft.)	\$75.00 per location	
Temporary LP	\$80.00 per tank	Plan review, inspection and operation, 180 day expiration
Fire Code / Policy Appeal	\$250.00	
Fire Administration Fee	4% of invoice amount	
Chicken Keeping Permit	\$25.00	Initial permit expires on 12/31 of 2nd year.
Cannabis License/Permit	State Statute	Maximum allowed by State Statute
Comprehensive Plan Amendment	\$1,500.00	Land Use Escrow \$2500
Conditional Use Permit (CUP)		Wireless Communication Facilities Fee Escrow \$10,000.00.
New	\$1,250.00	Flood Plain Ordinance Fee Escrow \$500.00 Land Use Escrow \$2500
Amended	\$1,000.00	
Contractor License Fees		
Driveway	\$50.00	
Solid Waste Hauler	\$120.00	
Copy Services (Paper/Electronic)		
Copies (B&W)	\$0.25 per page	100 pages or more are charged at actual cost of production
Copies (Color)	\$0.50 per page	100 pages or more are charged at actual cost of production
Copies (B&W) 11x17	\$1.00 per page	100 pages or more are charged at actual cost of production
Copies (Color) 11x17	\$2.00 per page	100 pages or more are charged at actual cost of production
Data DVD Fee	\$15.00	
GIS Scaled Aerial	\$25.00	
Existing Maps	\$5.00	
Custom (Per Hour Rate)	\$70.00	
Plan Size Maps (Larger than 11x17)	\$15.00	
Development Standards Specs/Details	\$55.00	
Video reproduction	\$10.00	
Galvanized Culvert 18" x 24'	\$425.00	
Dog and Cat Impound fees		
First Impound - Dog	\$60.00	All Impound Fees plus \$20/day Boarding Fee
First Impound- Cat	\$42.00	
Subsequent dog/ cat impound	\$85.00	
Driveway		
Residential - no curb cut on residential street	\$50	



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Residential - curb cut on residential street	\$100	
Residential - curb cut on collector or arterial street	\$100	
Residential - second curb cut	additional \$100	
Commercial	\$175.00	
Easement Encroachment	\$100.00	Staff & Recording Fee
Electronic Fund Withdrawal/Bill Payment	Fee + Trans. Charge	
Environmental Review (EAW/EIS/AUAR)	\$1,500.00	\$2,500 Land Use escrow
Village Area AUAR Fee	\$230.00	Per REC Unit. To be charged to development applications that increase the number of REC units above existing conditions within the Village AUAR Area. The fee will be based on the difference between the proposed and existing REC units. Fee to be paid as part of a developer's agreement for larger projects or at the time a building permit is issued for smaller projects. Once paid, the same land will not be charged again.
Business Subsidy Application	\$1,500.00	\$10,000 Escrow
Erosion Control		
Re-inspection Fee (portal to portal from City Hall: 1 Hr. min)	\$50.00 per hour	\$5,000.00 Security
Excavating & Grading \geq 50 cubic yards, up to 400 cubic yds	\$125.00	Security \$500.00
Excavating & Grading \geq 400 cubic yards/acre of site area	\$500.00	\$500.00 fee escrow. Plus Security as Determined by the Planning Department
False Alarms (12 Month Period)* (*1-3 no charge)		
Residential		
4th False Alarm	\$125.00	
Each Alarm In Excess of 4 False Alarms	\$250.00	
Commercial		
4th False Alarm	\$250.00	
Each Alarm In Excess of 4 False Alarms	\$500.00	
Flood Plain District Delineation	\$500.00	
Golf Cart Operation Permit	\$30.00	
Mine Operation Inspection	\$100.00	Per LEC 9.04.050(d)
Interim Use Permit (IUP)		
Fee	\$1,250.00	\$2,500.00 Escrow



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Renewal	\$300.00	
Liquor License		
Club On-Sale Intoxicating	\$100.00	
On-Sale Intoxicating	\$1,500.00	
Off-Sale Intoxicating	\$200.00	
Off-Sale Non-Intoxicating	\$150.00	
On-Sale Intoxicating- 2nd Building	\$750.00	
On-Sale Non-Intoxicating	\$100.00	
Investigation	\$350.00	
On-Sale Sunday Intoxicating	\$200.00	
Temporary Intoxicating	\$25.00	
Wine	\$300.00	
Lot Line Adjustment	\$325.00	None
Massage Therapy Premises License		
Application Fee	\$100.00	Fee includes one Therapist
Investigation Fee	\$100.00	
Massage Therapy Practitioner License		
Application Fee	\$50.00	
Investigation Fee	\$25.00	
Massage Therapy Premises License Renewal	\$50.00	Fee includes one Therapist
Massage Therapy Practitioner License Renewal	\$25.00	
Massage Therapy License Amendment	\$25.00	
Minor Subdivision	\$525.00	\$1,000.00 escrow
Park Dedication		
Residential - Up to three lots	\$3,600.00 per lot	Four or more lots per §103.00.150
Commercial	\$6,000.00 per acre	
Parks & Shelter		
Park & Shelter Rental up to 6 hours - Residents		\$50 damage deposit
Park & Shelter Rental up to 6 hours - Non-residents	\$50.00	\$50 damage deposit
Field/Court Reservations up to 3 hours		\$50/day damage deposit; \$500/season deposit
Lion's Park Concession Stand - Residents	\$25/day; Season long fee - \$500	\$50 damage deposit



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Lion's Park Concession Stand - Non-residents	\$75/day; Season long fee - \$500	\$50 damage deposit
City Provided Lights at Lions, Pebble, and Tablyn Parks	\$20/reservation of \$150/season	
Parking Lots		
Commercial	\$200.00	\$500 Fee Escrow. Plus Security as Determined by the Planning Department
Platting		
Pre Application Conference	\$2,000.00	\$3,500 Fee Escrow
Preliminary Plat (Subdivision)	\$3,000.00	\$10,000 Fee Escrow
Preliminary Plat Revision	\$1,250.00	
Final Plat (Subdivision)	\$2,500.00	\$8,000 Fee Escrow
Final Plat (Extension Fee)	\$100.00	
Development Agreement Amendment	\$1,000.00	\$500.00 Fee Escrow
Planned Unit Development		
Pre Application Conference	\$2,000.00	\$3,500 Fee Escrow
Development Stage Plan	\$3,000.00	\$10,000 Fee Escrow
Final Plat	\$2,500.00	\$8,000 Fee Escrow and (City will retain escrows to reimburse review costs for each stage of Development)
Private Roads (Permitted only in AG zone)	\$150.00	
Restrictive Soils and Wetland Restoration Protection and Preservation Permit	\$800.00	
Returned Check (NSF)	\$30.00	
Right-of-Way Permit		
Annual Registration	\$200.00	\$5,000 Security
Excavation Permit	\$275.00 + \$.60/foot	
Joint Trench Permit: shared length per Section 94.40 (C)	\$275.00 + \$.60/foot	
Obstruction Permit	\$275.00	
Small Wireless Permit Fee	\$275.00	
Permit Extension	\$100.00	



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Delay Penalty (per calendar day)	\$25.00	
SAC Charge (City) (Sewer Availability Charge)	\$3,000.00	Per REC Unit: This fee may be deferred through special assessment for parcels with existing structures.
SAC Charge (Met Council) (Sewer Availability Charge)	\$2,485.00	Per REC Unit: \$2,485 to Met Council at time of connection.
Sewer Connection Charge	\$1,000.00	Per REC Unit. This fee may be deferred through special assessment for parcels with existing structures.
Sewer Lateral Benefit Charge	\$14,300.00	Per REC Unit connecting to a Trunk Sewer Main and that has never been assessed
Sanitary Sewer Rates		
Commercial - All Usage	\$ 5.99 /1,000 Gal	No base charge. All units billed at this rate.
Residential Quarterly Base Fee	\$66.89	Allowance of 10,000 gallons (10 Units) per quarter
Residential Sanitary Sewer Usage Tier 1 (first 10,000 gal)	\$0.00	
Residential Sanitary Sewer Usage Tier 2 (after 10,000 gal)	\$5.99 /1,000 Gal	
Multi-Family Quarterly Base Fee	\$6.13	4 or more units per building, billed per unit.
Multi-Family Sewer Usage Tier 1 (first 10,000 gal)	\$0.00	
Multi-Family Sanitary Sewer Usage Tier 2 (after 10,000 gal)	\$5.99 /1,000 Gal	
Septic Maintenance Fee (201 Off-Site Systems)	\$98.41/unit/quarter	
Real Estate Searches	\$20.00/Search	For special assessment or utility search
Signs - Permanent	\$180.00	Each sign will require its own sign permit
Signs - Temporary	\$75.00	
Temporary Renewal	\$25.00	
Re-inspection Fee	\$25.00	
Special Event Permit	\$75.00	City must be listed as additional insured
Storm Water		
Residential - Annual	\$95.00	
Commercial - Quarterly	\$95.00	Utility rate factor per code - 3.08x Residential
Multi-family - Quarterly	\$95.00	Utility rate factor per code - 3.08x Residential
Residential - Quarterly	\$23.75	



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Commercial - Quarterly	\$23.75	Utility rate factor per code - 3.08x Residential
Multi-family - Quarterly	\$23.75	Utility rate factor per code - 3.08x Residential
Review Fee	\$177.50	\$82.50 Review/\$95 Storm Water Fund
Downtown Regional Stormwater District Connection Charge	\$1.40	per square foot of newly created or reconstructed impervious surface (Available only to properties located in the Downtown Stormwater District per Map 9-3).
Regional Infiltration Basin Volume Control Use Charge	\$0.70	per square foot of newly created or reconstructed impervious surface (Available only to properties located in the Downs Lake subwatershed).
Vacations (Streets or Easements)		
Easements	\$525.00	\$500 Fee Escrow
Streets	\$525.00	\$500 Fee Escrow
Variance	\$1,250.00	\$1000 Fee Escrow
Utility Delinquent Accounts		
Regular	6% per quarter	Plus \$25.00 or 8%, whichever is greater, if certified to County for collection with taxes
Sewer	6% per quarter	Plus \$25.00 or 8%, whichever is greater, if certified to County for collection with taxes
Storm Water	10% per year, 6% per quarter (for qrtly bills) or \$5 minimum	Plus \$25.00 or 8%, whichever is greater, if certified to County for collection with taxes
Water Availability Charge (WAC)	\$3,000.00	Per REC Unit; This fee may be deferred through special assessment for parcels with existing structures.
Water Connection Charge	\$1,000.00	Per REC Unit. This fee may be deferred through special assessment for parcels with existing structures.
Water Equipment/Set up		
Meter (3/4" or less)	\$423.65	
1" Meter	\$490.85	
Irrigation 1 and 1/2" meter	\$1,433.50	



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1 & 1/2" Meter	\$1,778.30	Additional fees apply to larger sized meters
Irrigation 2" meter	\$1,402.80	
2" Meter	\$2,013.80	
Irrigation 3" meter	\$1,842.80	
3" Meter	\$2,530.80	
4" Meter	\$3,090.80	
Driveway Curb Stop Lid	\$130.00	
Disconnect Service	\$50.45	
Reconnect Service	\$50.45	
After Hour Disconnect Service	\$151.34	
After Hours Reconnect Service	\$151.34	if not reconnected within first two hours of disconnect
Water Lateral Benefit Charge	\$7,000.00	Per REC Unit connecting to a Trunk Water Main and that has never been assessed
Water Meter Testing Request		
Testing a ¾" or 1" water meter	\$166.00	Fee will be reimbursed in full if meter found not reading within AWWA allowed tolerances.
Testing a 1 ½" or larger water meter	\$376.00	Fee will be reimbursed in full if meter found not reading within AWWA allowed tolerances.
Water Usage		
Residential - Quarterly Base Rate	\$27.02	
Residential - Plus Rate per 1,000 Gallons		
Plus Rate for 0-15,000 Gallons	\$2.70	
Plus Rate for 15,001-30,000 Gallons	\$3.25	
Plus Rate for 30,001-50,000 Gallons	\$3.89	
Plus Rate for 50,001-80,000 Gallons	\$4.68	
Plus Rate for 80,001 + Gallons	\$5.59	
Water Usage		
Multi-Family - Quarterly Base Rate	\$27.02	4 or more units per building, billed per unit.
Multi-Family - Plus Rate per 1,000 Gallons	\$2.70	
Water Usage		
Commercial - Quarterly Rate	\$33.78	
Commercial - Plus Rate Per 1,000 Gallons		



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Plus Rate for 0 - 15,000 Gallons	\$4.19	
Plus Rate for 15,001 - 30,000 Gallons	\$4.40	
Plus Rate for 30,001 - 50,000 Gallons	\$5.09	
Plus Rate for 50,001 - 80,000 Gallons	\$6.74	
Plus Rate for 80,001 + Gallons	\$8.96	
Water Usage		
Hotel / Motel - Quarterly Rate	\$33.78	For metered non-irrigation (domestic) consumption
Hotel / Motel - Plus Rate Per 1,000 Gallons		
Plus Rate for 0 -30,000 Gallons	\$4.19	
Plus Rate for 30,001 - 50,000 Gallons	\$4.40	
Plus Rate for 50,001 + Gallons	\$5.39	
Irrigation Water Usage		
Irrigation – Quarterly Base Rate	\$33.78	
Irrigation – Plus Rate per 1,000 Gallons		
Plus Rate for 0 – 30,000 Gallons	\$3.25	
Plus Rate for 30,001 -50,000 Gallons	\$3.89	
Plus Rate for 50,001 – 80,000 Gallons	\$4.68	
Plus Rate for 80,001 + Gallons	\$5.59	
Bulk Water Purchase		
Water from Hydrant or Public Works Fill Station	\$131.16 first 5,000 gallons per quarter	Plus \$10.00/additional 1,000 gallons
Violation of Water Use Restrictions (LEC 5.04.180)	see notes →	1st violation - warning. 2nd violation - \$100 . Each subsequent violation shall increase by \$100 for the same property owner within the same calendar year. After the 4th violation a 24-hour disconnect notice will be placed at the property unless irrigation connection disassembled for the remainder of the season.
Wind Generator	\$850.00	\$2,000 Fee Escrow
Wireless Communication Permit (co-location)	\$500.00	\$10,000 Fee Escrow
Zoning Amendment (Text or Map)	\$1,250.00	\$2,500 Escrow
Zoning Certification Letter	\$50.00	
Zoning Permit - Certificate of Zoning Compliance		
Fence Permit	\$75.00	



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Accessory Structures < 200 SF	\$75.00	
Other	\$75.00	
Definition of Terms		
<i>* Fee Escrow: City will maintain a fee escrow to cover all City review costs. Application fees include all professional fees and expenses incurred by the City.</i>		
<i>** Security: City will retain a security escrow to ensure completion of work as directed by the approved permit/application and compliance with the State Building Code and the City of Lake Elmo Municipal Code.</i>		



City of Lake Elmo 2025 Fee Schedule

Revisions adopted March 18, 2025

PERMIT REFUND FEE SCHEDULE

<i>Permit Type</i>	<i>Fee Type</i>	<i>Amount of Refund if Requested within 180 days of Permit Issuance and no construction has started</i>
<i>Building</i>	<i>Building Permit fee</i>	<i>80%, No refund for Flat Fee, minimum fee permits or expired permits. Exception: those permits that were denied by the City after permit was paid for but not started</i>
	<i>Plan Review Fee</i>	<i>0% (if plan review started or completed), 100% (if plan review not started)</i>
	<i>State Surcharge</i>	<i>100% (if not yet paid to State)</i>
	<i>SAC (City) Fees</i>	<i>100% (if not started)</i>
	<i>Construction Escrow Administration Fee</i>	<i>0%</i>
	<i>Water Availablity Charge</i>	<i>100% If not started)</i>
<i>Mechanical</i>	<i>Driveway Fee</i>	<i>100% (If not started)</i>
	<i>Residential/Commercial</i>	<i>80%, No refund for Flat Fee, minimum fee permits or expired permits. Exception: those permits that were denied by the City after permit was paid for but not started</i>
<i>Plumbing</i>	<i>Residential/Commercial</i>	<i>80%, No refund for Flat Fee, minimum fee permits or expired permits. Exception: those permits that were denied by the City after permit was paid for but not started</i>

**CITY OF LAKE ELMO
COUNTY OF
WASHINGTON STATE OF
MINNESOTA**

RESOLUTION NO. 2025-029

**RESOLUTION AUTHORIZING PUBLICATION OF ORDINANCE 2025-09
BY TITLE AND SUMMARY**

WHEREAS, the City Council of the City of Lake Elmo has adopted Ordinance No. 2025-09, an ordinance amending the City Code of Ordinances by amending the City's provisions related to the City Council; and

WHEREAS, the Ordinance includes a chart that is 14 pages in length; and

WHEREAS, Minnesota Statutes Section 412.191, subdivision 4, allows publication by title and summary in the case of lengthy ordinances or those containing charts or maps; and

WHEREAS, the City Council believes that the following summary would clearly inform the public of the intent and effect of the Ordinance; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lake Elmo, that the City Clerk shall cause the following summary of Ordinance No. 2025-09 to be published in the official newspaper in lieu of the entire ordinance:

Public Notice

The City Council of the City of Lake Elmo has adopted Ordinance No. 2025-09 which revises the City's 2025 Fee Schedule and City Code Section 5.16 regarding Stormwater Fees. The full text of this Ordinance is available for inspection at Lake Elmo city hall during regular business hours.

BE IT FURTHER RESOLVED by the City Council of the City of Lake Elmo that the City Administrator keep a copy of the Ordinance at City Hall for public inspection.

Dated: March 18, 2025

Charles Cadenhead, Mayor

ATTEST:

Julie Johnson, City Clerk

(SEAL)