



**CITY COUNCIL WORK SESSION AGENDA
MONDAY, DECEMBER 04, 2023**

CITY HALL, 1301 81ST AVE NE, SPRING LAKE PARK at 5:30 PM

- 1. CALL TO ORDER**
- 2. DISCUSSION ITEMS**
 - A. 2024 Appointments Discussion
 - B. Zoning Code Land Use Table Discussion (*Nelson*)
 - C. Discuss Applying for Embedded Social Worker Grant (*Antoine*)
 - D. Edible Cannabinoid Proposal
 - E. 2024 Fee Schedule Discussion (*Buchholtz*)
- 3. REPORT**
 - A. Council Reports
 - B. Administrator Report
- 4. ADJOURN**

Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting the City Clerk at 1301 81st Avenue NE, Spring Lake Park, MN 55432. Ph.763-784-6491 at least 48 hours in advance.



Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

Date: November 14, 2023

Subject: 2024 Appointments discussion

During the 2023 Annual meeting last January, several City Councilmembers expressed a desire to have a City Council discussion on the annual appointments. The goal was to ensure that all City Councilmembers had an opportunity to grow into their positions and be well-rounded representatives of the community.

Staff has scheduled this discussion for the December 4, 2023 work session. Included in the packet is the current 2023 appointment list as well as a blank version for 2024.

If you have any questions, please do not hesitate to contact me at 763-784-6491.



CITY OF SPRING LAKE PARK

1301 Eighty First Avenue NE

Spring Lake Park, MN 55432

Ph: 763-784-6491 Fax: 763-792-7257

2024 APPOINTMENTS

I. ELECTED OFFICIALS

POSITION	TERM	NAME	TERM EXPIRES
Mayor	4 Years	Bob Nelson	1/4/27
Councilmember	4 Years	Lisa Dircks	1/6/25
Councilmember	4 Years	Ken Wendling	1/4/27
Councilmember	4 Years	Barbara Goodboe-Bisschoff	1/6/25
Councilmember	4 Years	April Moran	1/4/27

II. ANNUAL APPOINTMENTS AT FIRST MEETING OF THE YEAR

POSITION	TERM	NAME	TERM EXPIRES
Acting Mayor	Annual		1/6/25
Official Newspaper	Annual	Blaine/SLP Life	1/6/25
Official Depository	Annual	U.S. Bank	1/6/25
		4M Fund	1/6/25
		Wells Fargo Bank	1/6/25
		RBS Wealth Management	1/6/25
Agent of Record	Annual	Corporate Four Ins. Agency	1/6/25
Attorney	Annual	Carson, Clelland & Schreder	1/6/25
Auditor	Annual	Smith Schafer	1/6/25
Engineer	Annual	Stantec	1/6/25
Bond Counsel	Annual	Jenny Boulton, Kennedy & Graven	1/6/25
Weed Inspector	Annual	Mayor	1/6/25
Asst. Weed Inspector	Annual	George Linngren	1/6/25
Animal Control	Annual	Josh Antoine	1/6/25

III. COUNCIL COMMITTEES

COMMITTEE	TERM	NAME	TERM EXPIRES
Parks & Recreation Commission Liaison	Annual		1/6/25
Parks & Recreation Commission Alternate	Annual		1/6/25
Planning Commission Liaison	Annual		1/6/25
Planning Commission Alternate	Annual		1/6/25

COMMITTEE	TERM	NAME	TERM EXPIRES
Anoka County Joint Law Enforcement Council	Annual		1/6/25
Anoka County Joint Law Enforcement Council – Alternate	Annual		1/6/25
Anoka County Fire Protection Council	Annual		1/6/25
Anoka County Fire Protection Council – Alternate	Annual		1/6/25
Beyond the Yellow Ribbon	Annual		1/6/25
Beyond the Yellow Ribbon	Annual		1/6/25
SBM Fire Department Liaison	Annual		1/6/25
SBM Administrative Committee	Annual	Daniel Buchholtz	1/6/25
Negotiations – Patrol	Annual		1/6/25
Negotiations – Patrol	Annual		1/6/25
Negotiations – Patrol	Annual	Daniel Buchholtz	1/6/25
Negotiations – Sergeants	Annual		1/6/25
Negotiations – Sergeants	Annual		1/6/25
Negotiations – Sergeants	Annual	Daniel Buchholtz	1/6/25
Negotiations – Public Works	Annual		1/6/25
Negotiations – Public Works	Annual		1/6/25
Negotiations – Public Works	Annual	Daniel Buchholtz	1/6/25
Non-Bargained Employee Personnel Committee	Annual		1/6/25
Non-Bargained Employee Personnel Committee	Annual		1/6/25
Non-Bargained Employee Personnel Committee	Annual	Daniel Buchholtz	1/6/25
N. Metro Cable Communications Commission	Annual		1/6/25
N. Metro Cable Communications Commission – Alt.	Annual		1/6/25
N. Metro Cable Communications Operations Committee	Annual	Daniel Buchholtz	1/6/25
North Metro Mayor’s Assn Rep.	Annual		1/6/25
North Metro Mayor’s Assn. – Alt.	Annual		1/6/25
North Metro Mayor’s Assn Operations Committee	Annual	Daniel Buchholtz	1/6/25

COMMITTEE	TERM	NAME	TERM EXPIRES
Tower Days Committee Liaison	Annual		1/6/25
Tower Days Committee Alt.	Annual		1/6/25
Trunk Highway 65 Corridor Coalition	Annual		1/6/25
School Board Liaison	Annual		1/6/25
Suburban Rate Authority	Annual	George Linngren	1/6/25
Suburban Rate Authority – Alt.	Annual	Daniel Buchholtz	1/6/25
Coon Creek Watershed District Citizens Advisory Commission	Annual	Barbara Goodboe-Bisschoff	1/6/25
Coon Creek Watershed District Technical Advisory Committee	Annual	Phil Gravel/ George Linngren	1/6/25

IV. ADMINISTRATIVE APPOINTMENTS

POSITION	TERM	NAME
Administrator, Clerk-Treasurer	Indefinite	Daniel Buchholtz
Data Practices Responsible Authority	Indefinite	Daniel Buchholtz
Police Chief/Public Safety Director	Indefinite	Josh Antoine
Parks & Recreation Director	Indefinite	Kay Okey
Public Works Director	Indefinite	George Linngren
Building Official	Indefinite	Jeff Baker
Plumbing Inspector	Indefinite	Jeff Baker
Fire Marshal	Indefinite	Jeff Baker

V. PLANNING COMMISSION (Municipal Code Section 16.60)

POSITION	TERM	NAME	TERM EXPIRES
Commissioner	3 Years		12/31/26
Commissioner	3 Years		12/31/26
Commissioner	3 Years	Brad Delfs	12/31/25
Commissioner	3 Years	Sharon Weighous	12/31/25
Commissioner	3 Years	Kelsey Hollihan	12/31/24
Commissioner	3 Years	Hans Hansen	12/31/24
Commissioner	3 Years	Eric Julien	12/31/23
Commissioner	3 Years	Rick Cobbs	12/31/23
Commissioner (student)	1 Year	<i>vacant</i>	

VI. EMERGENCY MANAGEMENT AGENCY (Municipal Code Section 3.12 – Appointed by Mayor)

POSITION	TERM	NAME
Co-Directors	Indefinite	Josh Antoine/Dan Retka
Deputy Directors	Indefinite	Sgts. Fiske and Kramer

VII. PARKS AND RECREATION COMMISSION (Municipal Code Section 3.08)

POSITION	TERM	NAME	TERM EXPIRES
Commissioner	3 Years		12/31/26
Commissioner	3 Years		12/31/26
Commissioner	3 Years		12/31/26
Commissioner	3 Years	Barbara Harlan	12/31/25
Commissioner	3 Years	Chris Lammers	12/31/25
Commissioner	3 Years	Mark Hoard	12/31/24
Commissioner	3 Years	Barbara Yawn	12/31/24
Commissioner	3 Years	Erik Olson	12/31/23
Commissioner	3 Years	<i>vacant</i>	12/31/23
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II. ANNUAL APPOINTMENTS AT FIRST MEETING OF THE YEAR

POSITION	TERM	NAME	TERM EXPIRES
Acting Mayor	Annual	Barbara Goodboe-Bisschoff	1/2/24
Official Newspaper	Annual	Blaine/SLP Life	1/2/24
Official Depository	Annual	U.S. Bank	1/2/24
		4M Fund	1/2/24
		Wells Fargo Bank	1/2/24
		RBS Wealth Management	1/2/24
Agent of Record	Annual	Corporate Four Ins. Agency	1/2/24
Attorney	Annual	Carson, Clelland & Schreder	1/2/24
Auditor	Annual	Smith Schafer	1/2/24
Engineer	Annual	Stantec	1/2/24
Bond Counsel	Annual	Jenny Boulton, Kennedy & Graven	1/2/24
Weed Inspector	Annual	Mayor	1/2/24
Asst. Weed Inspector	Annual	Terry Randall	1/2/24
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Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

Date: November 1, 2023

Subject: Zoning Use Table

Mayor Nelson asked that I place a discussion of the Zoning Use Table on a work session agenda for discussion.

This request came about from a phone call I had with Mayor Nelson where he shared information with me about the listing of 8299 University Avenue (Monte's). In that conversation, I mentioned to him that I had received a call from a potential buyer inquiring about allowed uses in the C-2 zoning district, mentioning a plasma clinic. I shared with him that such a clinic would be considered a medical clinic, which is a permitted use. Mayor Nelson suggested that a broader discussion might be beneficial to assess the appropriateness of this use within the C-2 zoning district.

I will note that nothing further has come from that phone call and the owner of Montes communicated that he is selling the underlying property but will be leasing it back to continue his business.

Attached to this memorandum is the zoning use table for our commercial districts (C-1, C-2 and C-3). It's worth noting that medical uses are typically considered standard in commercial zoning districts. Should the City Council have alternative views on this, we can draft a text amendment ordinance to encompass those views.

If you have any questions, please do not hesitate to contact me at 763-784-6491.

16.64.040 Appendix D: Schedule Of Permitted Uses By District

A. *Residential districts.* The following uses are allowed in the various residential districts either as permitted, accessory, conditional, or interim uses.

Use	Details	District		
		R-1	R-2	R-3
Boarding or rental of rooms	Note: family members, as defined in this title, may enter into rental agreements	C	C	C
Cemetery		C	C	C
Churches, chapels, temples		C	C	C
Dwellings	Cluster developments	-	-	C
Dwellings	Medium density dwellings	-	P	P
Dwellings	Mobile homes	-	-	C
Dwellings	Multiple-family dwellings over six units per building	-		C
Dwellings	Single-family detached dwellings	P	P	P
Dwellings	Two-family dwellings	C	P	P
Essential public service and utility structures or uses		P	P	P
Fallout shelter		A	A	A
Family daycare	Within the residence of the daycare provider	P	P	P
Living quarters of persons employed on the premises		-	-	A
Off-street parking lots or garages				A
Parks and recreation	Private owned or operated areas	C	C	C
Parks and recreation	Private recreation facilities for the enjoyment of	A	A	A

	residents and guests only			
Parks and recreation	Public owned or operated areas	P	P	P
Private garage		C	C	C
Professional offices and studios		C	C	C
Schools	Day schools or nurseries	C	C	C
Schools	Public or private	C	C	C
Small wireless facility in right-of-way, as regulated in SLPC 12.48		C	P	P
Swimming pool		A	A	A
Tool house, shed, and similar storage		A	A	A
Uses customarily incident to the permitted, conditional or interim uses allowed in the district		A	A	A
Other public or semi-public facilities		C	C	C
Key: A = accessory uses; P = permitted uses; C = conditional uses; I = interim uses				

B. Commercial districts.

Use	District		
	C-1	C-2	C-3
Accessory uses customarily incident to the permitted, conditional or interim uses allowed in the district	A	A	A
Adult daycare facilities	C	C	C
Assembly uses, including auditoriums, religious and philanthropic uses	C	C	-
Auto and marine; sales, leasing and rental (See SLPC 11.20.040 Paragraph F,4 re: licensing and SLPC 16.36.010 Paragraph A)	-	I	-
Auto and marine; service, parts, and repair, excluding wash	C	C	-

Boarding and lodging houses	C	-	-
Boarding school	C	-	-
Brewer taprooms and cocktail rooms	P	P	-
Bus stations or terminal	P	P	P
Business, commercial, or trade schools	P	P	P
Clinics, medical offices	P	P	P
Commercial recreation such as bowling alleys, billiard halls, miniature golf, and the like	C	C	-
Convalescent, assisted living and nursing homes	-	-	C
Child daycare facilities (see SLPC 16.36.010 Paragraph D)	C	C	C
Drive-in restaurants, or similar uses providing goods and services to patrons in autos	C	C	-
Dry cleaning and laundry establishments with no more than four employees for cleaning or pressing	P	P	-
Dry cleaning and laundry collection stations, and self-service	P	P	-
Equipment rental	-	P	-
Financial institutions	P	P	C
Greenhouses, nurseries	-	P	-
Hospitals	-	C	-
Laboratories; medical, dental	P	P	P
Medical equipment rental	-	P	C
Mortuaries, funeral homes, monument sales	C	P	-
Motels, hotels, or apartment hotels	C	C	-
Non-alcoholic beverage bottling establishment not larger than 3,000 square feet accompanied by a retail shop or store not less than 50% of the size of the bottling establishment, where bottled product is sold	P	P	C
Off-sale liquor stores	P	P	-
Off-street parking and loading as regulated in SLPC 16.40.010	A	A	A
Offices (administrative, executive, professional, governmental, medical, research); without merchandising services	P	P	P
Offices (as above); with merchandising services	C	P	C

Pawnshops, secondhand goods stores (excluding motor vehicles) as regulated SLPC 16.36.010 Paragraph G (see. SLPC 11.16, Pawnshops or SLPC 11.20, Secondhand Goods Dealers, for licensing	C	C	-
Personal services and repair establishments such as barber and beauty shops, shoe repair, and the like	P	P	P
Pet and animal shops, clinics, taxidermists	P	P	-
Plumbing and heating showrooms and shops	-	P	-
Printing, publishing, and related distribution agencies	C	C	-
Private clubs and lodges	C	C	-
Restaurants, night clubs, and the like	P	P	-
Retail shops and stores (excluding autos, boats, and the like) such as apparel, appliances, beverage, book, carpet, drugs, furniture, grocer, hardware, jewelry, paint, tobacco, sporting goods	P	P	C
Schools and studios: artistic, music, photo, decorating, dancing, health, and the like	C	C	-
Sexually oriented businesses as defined in SLPC 11.48 and regulated in SLPC 16.36.010 Paragraph H	C	-	-
Signs as regulated by SLPC 16	A	A	A
Small wireless facility in right-of-way, as regulated in SLPC 12.48	P	P	P
Theaters (indoor only)	P	P	-
Vending machines for ice, milk, and the like	P	P	-
Key: A= accessory uses; P = permitted uses; C = conditional uses; I = interim uses			

- C. *Light industrial district.* Conditional uses in this paragraph shall be governed by the criteria enumerated in SLPC 16.56.030 Paragraph E, relating to conditional uses. Interim uses in this paragraph shall be governed by criteria enumerated in SLPC 16.58, relating to interim uses.

Uses in I-1	Category
Automobile repair	C
Automobile sales	I
Bottling establishments	C
Brewing taprooms and cocktail rooms	P
Building material sales and storage	P

Camera and photographic supplies manufacturing	P
Cartage, express, freight terminals	C
Cartography and book binding	P
Dry cleaning and laundry establishments	P
Electrical service shops	P
Engraving, printing, and publishing	P
Governmental and public utility buildings and structures	P
Jewelry manufacture	P
Light manufacturing	P
Medical, dental, and optical laboratories	P
Off-street parking and loading as regulated by SLPC 16.40.010	A
Offices, office buildings	P
Printing, publishing	P
Retail and service establishments essential to the operation of an I-1 district and providing goods and services primarily for the use of persons employed in the district	C
Signs as regulated by this title	A
Small wireless facility in right-of-way, as regulated in SLPC 12.48	P
Storage, warehousing, or wholesaling business	P
Any manufacturing, production, processing, cleaning, storage, servicing, repair, and testing of materials, goods, or products similar to the permitted uses (P) listed above which conform with the performance standards	C
All uses customarily incident to the permitted (P), conditional (C) or interim (I) uses above	A
Key: A= accessory uses; P = permitted uses; C = conditional uses; I = interim uses	

HISTORY

Amended by Ord. [477](#) on 11/1/2021

Amended by Ord. [482](#) on 7/5/2022

Daniel Buchholtz

From: Josh Antoine
Sent: Wednesday, November 22, 2023 10:21 AM
To: Daniel Buchholtz
Subject: Thoughts

Dear Mayor and Council,

I trust this message finds you well. I had intended to address this matter during the Council Workshop on Monday, but time constraints prevented me from doing so.

It's not news to anyone on the council that our department, like law enforcement agencies nationwide, has experienced a significant uptick in mental health-related calls in recent years. Various factors contribute to this trend.

While our officers are well-trained and attend to the needs of our community members grappling with mental health issues, it is crucial to recognize that officers should not be the sole resource in handling these types of calls.

Over the past few years, I've been actively researching and collaborating with other agencies to find a viable solution to this issue. In early 2023, two other Chiefs and I initiated discussions on a collaborative effort involving our three departments to share a full-time embedded social worker. Through a careful analysis of our departmental numbers, we concluded that individually, we may not have sufficient call volume to support our own embedded social worker. However, by pooling our resources, we believe we can effectively share one. The participating departments would be ours, Lino Lakes PD, and Centennial Lakes PD.

We've engaged in ongoing discussions with Canvas Health, an organization already partnered with Anoka County and providing two embedded social workers to the Columbia Heights PD. In our conversations with Canvas Health, we've identified a model that involves contracting for a full-time embedded social worker specifically assigned to our three departments. An advantage of this approach is that the social worker would be employed by Canvas Health, alleviating the Human Resources responsibilities from our departments.

I am seeking the council's approval to proceed with a shared grant application involving our department, Lino Lakes PD, and Centennial Lakes PD. This grant would enable us to fund the embedded social worker position for a minimum of two years without impacting our individual budgets. This initial period will serve as an opportunity to assess the benefits the embedded social worker brings to our police departments, allowing for a thorough re-evaluation before deciding on the continuation of the program.

Lino Lakes PD has a staff member on light-duty who has generously offered to research potential grants. Once identified, Canvas Health has committed to providing assistance from their in-house grant writer to support our departments in preparing the grant application.

While I prefer discussing matters in person, I'm open to addressing any questions you may have about this potential opportunity. I am hesitant to proceed without the council's support, and I firmly believe that this initiative presents a low-risk opportunity for our city to have an embedded social worker. The anticipated benefits, in my opinion, outweigh any potential challenges associated with the position.

Thank you for your time, and I wish you all a wonderful Thanksgiving.

Sincerely,

Josh

Chief Josh Antoine
Spring Lake Park Police Department
1301 81st Ave Ne
Spring Lake Park, MN 55432
O:763-792-7221
F:763-784-3638
jantoine@slpmn.org



Memorandum

To: Mayor and City Council

Cc: Daniel Buchholtz, City Administrator/Clerk/Treasurer

From: Wanda Brown, Deputy City Clerk

Date: November 30, 2023

Subject: Proposal for Current Edible Cannabinoid Business

As we continue to navigate the evolving landscape of the cannabis industry, it has become evident that we must address the status of current edible cannabinoid businesses. The purpose of this memo is to propose increasing the number of lower potency licenses to allow existing business approved under our original licensing ordinance to continue operations to ensure a smooth transition for these existing businesses into the State new regulatory framework.

Background: The edible cannabinoid industry has experienced substantial growth and innovation in recent years, contributing to the overall expansion of the cannabis market. As we move towards establishing a more comprehensive regulatory framework, it is important to recognize the businesses that have been operating under the previous regulations.

Proposal: To facilitate a seamless transition we increasing the number of lower potency cannabinoid licenses from 2 to 4 to all existing businesses to continue operation.

Staff would appreciate your feedback so an ordinance can be prepared for possible adoption at the December 18 meeting.

I appreciate your consideration of this proposal. If you have any questions, please let me know.



Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

Date: November 27, 2023

Subject: 2023 Fee Schedule

Staff is presenting the 2024 Fee Schedule for adoption by the City Council.

Staff is proposing several minor changes to the fee schedule.

- **Section 1.** Updating the Building Permit Fee valuation table to more closely align our permit fee table with the State of Minnesota's fee schedule table outlined in M.S. § 326B.153. This will also bring our scale in line with many of our neighboring cities (see attached spreadsheet for details).
- **Section 8.** Increased the re-inspection fee from \$60.00/hour to \$63.25/hour. Increased the fee for inspections outside of normal business hours from \$60.00/hour to \$63.25/hour. Increased pre-final inspection from \$60.00 to \$63.25. Increased no show fee from \$60.00 to \$63.25.
- **Section 13.** Updated fee schedule for Lower Potency Hemp Edible Retailer Application Fee and License Fee – both fees will be set at \$125.00/year.
- **Section 13.** Increased animal license fees for spayed/neutered cats and dogs from \$6.00/year to \$10.00/year and unsprayed/unneutered cats and dogs from \$10.00/year to \$15.00/year to cover increased costs. Dangerous dog registration fee is increased from \$100.00 to \$500.00 to match State Law. Impound fees increased by \$25.00 for each offense to cover increased costs associated with our Humane Society contract.
- **Section 14.** Updated to add rental fees for Able Park Activity Building. Updated Athletic Field/Rink Lighting Fees. Updated tax status for athletic field use by youth sports teams. Established fees for tennis/pickle ball court use.
- **Section 15.** Increased Water Availability Charge to match the 5% increase in the Construction Cost Index.
- **Section 15.** Deleted 5/8" meter fee as we no longer sell that size.
- **Section 15.** Increased SAC administrative fee from \$326 to \$350 per unit to match the 5% increase in the Construction Cost Index.
- **Section 15.** Increased municipal street light fee from \$17.20/year to \$17.50/quarter to reflect increased electricity costs.
- **Section 15.** Increased Storm Water Utility Fee from \$6.00/quarter per REF to \$6.33/quarter per REF. This is to meet the projected expenses outlined in the Public Utilities Financial Plan.

The remaining fees from 2023 will continue into 2024.

A public hearing on the proposed 2024 fee schedule has been properly noticed for 7:00pm (or as soon thereafter) on Monday, December 4, 2023 to obtain public input. After the public hearing, staff asks the City Council to approve the proposed fee schedule ordinance.

If you have any questions, please don't hesitate to contact me at 763-784-6491.

Building Permit Fee Schedules - Area Cities

Valuation Range	Blaine	Brooklyn Park	Centerville	Columbia Heights	Coon Rapids	Fridley
\$1 - \$500	\$75.00	\$51.50	\$55.00	\$65.00	\$60	\$23.50
\$501 - \$2000	\$23.50 + \$3.05/additional \$100	\$51.50 for first \$1200 + \$3.37/additio	\$55.06 + \$4.01/additional \$100	\$65 + \$3.70/additional \$100	\$60 + \$3.05/additional \$100	\$23.50 + \$3.05/additional \$100
\$2,001-\$25,000	\$69.25 + \$14/additional \$1,000	\$78.46+15.86/additional \$1,000	\$91 + \$18.38/additional \$1,000	\$107 + \$17.50/additional \$1,000	\$94.75 + \$14/additional \$1,000	\$69.25 + \$14/additional \$1,000
\$25,001-\$50,000	\$391.75 + \$10.10/additional \$1,000	\$443.24 + \$11.44/additional \$1,000	\$513.75 + \$13.26/additional \$1,000	\$510 + \$13.40/additional \$1,000	\$416.75 + \$10.10/additional \$1,000	\$391.25 + \$10.10/additional \$1,000
\$50,001-\$100,000	\$643.75 + \$7/additional \$1,000	\$729.24 + \$7.93/additional \$1,000	\$845.20 + \$9.19/additional \$1,000	\$845 + \$9.15/additional \$1,000	\$669.25 + \$7/additional \$1,000	\$643.75 + \$7/additional \$1,000
\$100,001-\$500,000	\$993.75 + \$5.60/additional \$1,000	\$1,125.74 + \$6.34/additional \$1,000	\$1,304.57 + \$7.35/additional \$1,000	\$1,302.50 + \$6.18/additional \$1,000	\$1,019.25 + \$5.60/additional \$1,000	\$993.75 + \$5.60/additional \$1,000
\$500,001-\$1,000,000	\$3,233.75 + \$4.75/additional \$1,000	\$3,661.74 + \$5.39/additional \$1,000	\$4,244.57 + \$6.24/additional \$1,000	\$4,262.50 + \$6.18/additional \$1,000	\$3,259.25 + \$4.75/additional \$1,000	\$3,233.75 + \$4.75/additional \$1,000
1,000,000 and up	\$5,608.75 + \$3.65/additional \$1,000	\$6,356.74 + \$4.14/additional \$1,000	\$7,361.49 + \$4.79/additional \$1,000	\$7,352.50 + \$4.80/additional \$1,000	\$5,634.25 + \$3.65/additional \$1,000	\$5,608.75 + \$3.15/additional \$1,000
Valuation Range	Lexington	Lino Lakes	Mounds View	St. Francis	St. Anthony Village	Spring Lake Park
\$1 - \$500	\$55.00	\$69.00	\$29.50	\$29.50	\$83.50	\$31.00
\$501 - \$2000	\$55.06 + \$4.01/additional \$100	\$23.50 + \$3.05/additional \$100	\$28 + \$3.70/additional \$100	\$28 + \$3.70/additional \$100	\$83.50	\$31.00 + \$4/additional \$100
\$2,001-\$25,000	\$91 + \$18.38/additional \$1,000	\$69.25 + \$14/additional \$1,000	\$83.50 + \$16.55/additional \$1,000	\$83.50 + \$16.55/additional \$1,000	\$83.50 + \$16.55/additional \$1,000	\$79.44 + \$16.34/additional \$1,000
\$25,001-\$50,000	\$513.75 + \$13.26/additional \$1,000	\$391.25 + \$10.10/additional \$1,000	\$464.15 + \$12/additional \$1,000	\$464.15 + \$12/additional \$1,000	\$464.15 + \$12/additional \$1,000	\$445.38 + \$12.18/additional \$1,000
\$50,001-\$100,000	\$845.20 + \$9.19/additional \$1,000	\$643.75 + \$7/additional \$1,000	\$764.15 + \$8.45/additional \$1,000	\$764.15 + \$8.45/additional \$1,000	\$764.15 + \$8.45/additional \$1,000	\$731.80 + \$8.80/additional \$1,000
\$100,001-\$500,000	\$1,304.57 + \$7.35/additional \$1,000	\$993.75 + \$5.60/additional \$1,000	\$1,186.65 + \$6.75/additional \$1,000	\$1,186.65 + \$6.75/additional \$1,000	\$1,186.65 + \$6.75/additional \$1,000	\$1,128.64 + \$7.24/additional \$1,000
\$500,001-\$1,000,000	\$4,244.57 + \$6.24/additional \$1,000	\$3,233.75 + \$4.75/additional \$1,000	\$3,886.65 + \$5.50/additional \$1,000	\$3,886.65 + \$5.50/additional \$1,000	\$3,886.65 + \$5.50/additional \$1,000	\$3,671.86 + \$6.20/additional \$1,000
1,000,000 and up	\$7,361.49 + \$4.79/additional \$1,000	\$5,608.75 + \$3.15/additional \$1,000	\$6,636.65 + \$4.50/additional \$1,000	\$6,636.65 + \$4.50/additional \$1,000	\$6,636.65 + \$4.50/additional \$1,000	\$6,368.06 + \$5.16/additional \$1,000

CITY OF SPRING LAKE PARK

2024 FEE SCHEDULE

1. PERMIT FEE - VALUATION TABLE

Valuation	Permit Fee
\$1 to \$500	\$50.00
\$501 to \$2,000	\$28.00 for the first \$500 plus \$3.70 for each additional \$100 in value or fraction thereof; min. \$50.00
\$2,001 to \$25,000	\$83.50 for the first \$2,000 plus \$16.55 for each additional \$1,000 or fraction thereof
\$25,001 to \$50,000	\$464.15 for the first \$25,000 plus \$12.00 for each additional \$1,000 or fraction thereof
\$50,001 to \$100,000	\$764.15 for the first \$50,000 plus \$8.45 for each additional \$1,000 or fraction thereof
\$101,001 to \$500,000	\$1,186.65 for the first \$100,000 plus \$6.75 for each additional \$1,000 or fraction thereof
\$500,001 to \$1,000,000	\$3,886.65 for the first \$500,000 plus \$5.50 for each additional \$1,000 or fraction thereof.
\$1,000,001 and up	\$6,636.65 for the first \$1,000,000 plus \$5.00 for each additional \$1,000 or fraction thereof.

Pursuant to MN Rules Chapter 1300.0160, subpart 3, building permit valuations shall be set by the Building Official. For determining the permit valuation, the Building Official will use the supplied valuation with a minimum value as calculated by the current Building Valuation Data Table, published each May by the Department of Labor and Industry and other data, as needed, for projects not otherwise specified.

2. ELECTRICAL

As established in the Minnesota State Board of Electricians, March 1, 1972 Edition of Laws and Regulations Licensing Electricians and Inspections of Electrical Installations as Amended.

3. RESIDENTIAL PERMIT FEES

Item	Fee
Maintenance Permit Fees (re-roof, re-side, re-door/garage door, re-window, if replacing existing opening)	Valuation based permit
Plumbing Permit Fees:	
Per Fixture Fee	\$75.00 plus \$9.00 per fixture after five (5) fixtures (includes each of any of the following: floor drains, toilets, bidets, sinks, hose bibs, laundry, dishwasher and/or refrigerator connections, water heater, whole-house humidifier, water softener, lawn irrigation system, shower, tub, sump pump, future rough-in fixture and water supply pipe replacement)
Lawn Irrigation System	\$60.00
Fixture Maintenance (replacing a previously existing fixture or appliance where only disconnecting and reconnecting of existing pipes or	\$60.00

ducts is to be done)	
Fire Suppression	Valuation based permit
Mechanical Permit Fees	
AC (only); Furnace (only); Air Exchanger; Sheet Metal/Duct Work; Gas Appliance (inc. Fireplace Insert) Gas, oil piping; Steam, hot water heating	\$40.00/unit; minimum fee \$80.00
Fire Place Masonry	Valuation based; building permit required
Fixture Maintenance (replacing a previously existing fixture or appliance where only disconnecting and reconnecting of existing pipes or ducts is to be done)	\$60.00

4. COMMERCIAL PERMIT FEES

Item	Fee
Plumbing	Valuation based; minimum fee \$95.00
Mechanical	Valuation based; minimum fee \$95.00
Gas line minimum (unless included with other mechanical work)	\$95.00
Irrigation system	Valuation based; minimum fee \$95.00
Fire Sprinkler Systems	Valuation based; building permit required
Fire Alarm Systems	Valuation based

5. MISCELLANEOUS PERMIT FEES

Item	Fee	Reference
Billboards	\$250.00 per billboard side	§16.24.020
Temporary Signs	\$35.00 per side per 14 day period Maximum of 3 permits or six weeks per year	§16.24.020
Permanent Signs	\$75.00 for the first 40 square feet plus \$1.25 for each additional square feet thereafter	§16.24.020
Fire Alarm Systems	\$100.00	§9.08
Tank Installation (fuel, oil, gas, etc.)	Valuation based; no surcharge	§9.16
Tank Removal (fuel, oil, gas, etc.)	Valuation based; no surcharge	§9.16
Temporary Structures (Tents < 200 sq. ft.)	\$50.00	§12.12
Moving Principal Structure	\$175.00 per building (plus \$1.00 surcharge)	§12.24
Moving Accessory Structure (400 sq. ft. or less)	\$25.00	§12.24
Moving Accessory Structure (< than 400 sq. ft.)	\$50.00 per building (plus \$1.00 surcharge)	§12.24

6. SURCHARGES

Building Surcharge: Unless otherwise stated, where the fee for the permit is based upon valuation, the surcharge is as follows:

Valuation of Work	Surcharge Computation
\$1,000,000 or less	.0005 x valuation
\$1,000,000 to \$2,000,000	\$500 + .0004 x (Value - \$1,000,000)
\$2,000,000 to \$3,000,000	\$900 + .0003 x (Value - \$2,000,000)
\$3,000,000 to \$4,000,000	\$1,200 + .0002 x (Value - \$3,000,000)
\$4,000,000 to \$5,000,000	\$1,400 + .0001 x (Value - \$4,000,000)
Greater than \$5,000,000	\$1,500 + .00005 x (Value - \$5,000,000)
For fixed-fee permits	\$1.00 per permit (or .0005 of the permit fee if fee exceeds \$1,000).

7. BUILDING PERMIT RELATED FEES (COMMERCIAL AND RESIDENTIAL)

Item	Fee	Reference
Contractor Licenses	\$65.00 per Year State License	§12.08
Contractor's License Verification Fee	\$5.00 per Permit	§12.08
Investigation Fee	Equivalent to permit fee (when work commences without an approved permit)	§12.04
Plan Review Fee	65% of permit fee for residential and commercial projects	§12.04
Master Plan	When submittal documents for similar plans are approved, plan review fees shall not exceed 25% of normal building permit fee established and charged for same structure. Original structure plan review fee is 65% of permit fee	§12.04
Review of State Approved Plans	25% of the Plan Review required by the adopted fee schedule (for orientation to the plans)	§12.04
Plumbing Plan Review	State Fee Schedule	§12.04
Residential Site Inspection (required for all new construction -- new homes, detached garages, accessory structures)	\$60.00	§12.04
Commercial Site Inspection (required for all new construction – new buildings and accessory structures)	\$90.00	§12.04
Fire Inspection Fee	\$75.00/hr.	§9.16
Certificate of Occupancy fee	\$200.00 Commercial/Industrial Business \$150.00 Residential	§12.12
Temporary Certificate of Occupancy – Escrow	\$500.00 – Residential \$1,000.00 – Commercial	§12.12
Demolition –Commercial	Based on valuation; minimum \$250.00	§16.60
Demolition -- Residential	Based on valuation; minimum \$150.00	§16.60
Exterior Structures:		

Driveway	\$60.00	§12.52.040
Retaining Wall (under 4' in height)	\$60.00	§16.28.030
Retaining Wall (over 4' in height)	Based on valuation	§12.04
Fence (under 7' in height)	\$60.00	§16.28.030
Fence (over 7' in height)	Based on valuation	§12.04
Shed (under 200 square feet)	\$60.00	§16.20.070
Shed (over 200 square feet)	Based on valuation	§12.04
Seasonal Swimming Pools (over 24" and 5,000 gallons, installed entirely above grade and located in the same place in yard year after year)	\$80.00 (one time fee)	§12.04
Permanent and In-ground Swimming Pools	Based on valuation	§12.04
Pre-moved in single family dwelling	\$175.00 plus travel time and mileage from City Hall (as calculated by Google Maps)	§12.04
Pre-moved in accessory structure	\$175.00 plus travel time and mileage from City Hall (as calculated by Google Maps)	§12.04
Connection fee – moved in structure (does not include foundation/interior remodel)	\$200.00	§12.04
Connection fee – plumbing	\$50.00	§12.04
Connection fee – mechanical	\$50.00	§12.04
Manufactured home installation (does not include foundation/interior remodel)	\$200.00 plus connection fees (if applicable)	§12.04
Site work for manufactured, prefab or moved in home (foundation, basement, etc)	Based on valuation	§12.04

8. OTHER INSPECTIONS AND FEES

Re-inspection Fee	\$63.25	§12.04
Inspections outside of normal business hours (will include travel time both ways – 2 hour min.)	\$63.25/hour	§12.04
Inspections for which no fee is indicated; Miscellaneous and Special Services (1/2 hour minimum)	Building Official - \$95.00/hour	§12.04
Additional Plan Review required by changes, additions, or revisions to approved plans (1/2 hour minimum)	Building Official - \$95.00/hour	§12.04
Special Investigation Fee (work started without a permit)	100% of the permit fee	§12.04
Duplicate permit card fee	\$25.00 – short card (8½ x 7) \$50.00 – long card (8½ x 14)	§12.04
Lead Certification (for eligible construction) (contractor Lead Certification verification)	\$5.00	§12.04
Permit Renewal (within 6 months of expiration)	50% of fee	§12.04
Permit Renewal (> 6 months after expiration)	Valuation of remaining work; new permit required	§12.04
Pre-Final inspection (new home/structure)	\$63.25	§12.04
No Show Fee	\$63.25	§12.04

Refunds		
Plan Review (if plan review has not begun)	100%	§12.04
Plan Review (if plan review has started	50%	§12.04
Plan review (if plan review has been completed)	0%	§12.04
Permit fee (if work not started) within 6 months of permit issuance	80%	§12.04
Permit fee (if work has started)	0%	§12.04
Maintenance permits	0%	§12.04

9. ZONING / DEVELOPMENT

Item	Fee	Reference
Comprehensive Plan Amendment	\$750.00/amendment plus \$1,000.00 escrow	
Conditional Use Permit (CUP): R-1 District	\$150.00 plus \$300.00 Escrow	§16.56
Conditional Use Permit (CUP) All other Districts	\$500.00 plus \$1,500.00 Escrow	§16.56
Conditional Use Permit (CUP) Amendment	Same as CUP Fee	§16.56
Site Plan/Concept Plan Review Fee	\$400.00 plus \$1,000.00 Escrow	§16.20.060
Interim Use Permit (IUP): R-1 District	\$150.00 plus \$300.00 Escrow	§16.58
Interim Use Permit (IUP): All other districts	\$500.00 plus \$1,500.00 Escrow	§16.58
Park Dedication Fee – Commercial/Industrial	3% fair market of improved/unimproved land value or monetary fund by discretion of City.	§14.12.050
Park Dedication Fee - Residential	\$2,472.00 per unit	§14.12.050
Planned Unit Development (PUD)	\$750.00 plus \$1,500.00 Escrow	§16.48
Planned Unit Development (PUD) Amendment	\$375.00 plus \$1,500.00 Escrow	§16.48
Planned Unit Development (PUD) Refund Policy	All but \$40.00 of the permit fee can be refunded within 100 days of application if no work done.	§16.48
Rezoning / Text Amendment	\$500.00 plus \$1,000.00 Escrow	§16.60.050
Minor Subdivision & Lot Combination Fee	\$200.00 plus \$500.00 Escrow	§14.28
Major Subdivision – Preliminary Plat	\$400.00 plus \$5,000.00 Escrow	§14.08
Major Subdivision – Final Plat	\$400.00 plus \$1,000.00 Escrow	§14.08
Variance: R-1 District	\$200.00 plus \$300.00 Escrow	§16.60.040
Variance: All Other Districts	\$500.00 plus \$1,500.00 Escrow	§16.60.040
Street or Easement Vacation	\$250.00 per property	§16.20.160
Zoning Letter	\$100.00	

Applicants are responsible for all costs incurred associated with the filing, review and processing of development applications. Such fees are to be paid in escrow up front or upon receipt of statement from the City of Spring Lake Park. Fees may include but are not limited to costs for consultants retained by the City, consultant planning services, attorney, and engineer fees. A deposit may also be required to cover costs of public notices, materials and staff time spent in the review, research or preparation of materials associated with this application. The applicant shall be responsible for all reasonable incurred costs in excess of the initial deposit amount. Payment of park dedication fees is required with subdivision applications. Application fees are not refundable.

10. MISCELLANEOUS FEES

Item	Fee	Reference
Copy of City Code & Comp. Plan	\$150.00	
Annual Financial Report	\$25.00	
Adopted Annual Budget	\$25.00	
Copy of any Code Chapter	\$10.00	
Copy of Zoning Code	\$50.00	
Capital Improvement Plan	\$10.00	
Assessment Search Fee	\$25.00	
Administrative Fee for Certification to Tax Roll	\$125.00/parcel	
Photocopies per Page	\$.25 per sheet (8½ x 11; b/w) \$.50 per sheet (11 x 17; b/w) \$1.00 per sheet (8½ x 11; color) \$2.00 per sheet (11 x 17; color) \$4.00 per sheet (large plan sheet)	
Certified Copies	\$5.00 plus photocopy fee	
Non-Resident Notary Fee	\$2.00	
Video/DVD Copy Fee	\$20.00	
Filing Fee for Public Office	\$15.00 (no sales tax)	M.S. 205.13
Insufficient Funds (NSF) checks/Credit Card Chargebacks	\$35.00	
Mailed City Council Agendas	\$60.00/year	
Mailed Planning Commission Agendas	\$30.00/year	
Mailed City Council Minutes	\$150.00/year	
Mailed Planning Commission Minutes	\$75.00/year	
Mailed City Council Meeting Packets	\$250.00/year	
Mailed Planning Commission Meeting Packets	\$200.00/year	
Residential Address Labels	\$100.00	
Map Copies	Small - \$1.00 Large - \$15.00 Zoning (Ledger) - \$5.00	
City Mowing	Cost plus \$75.00/mo. Administration fee	
Credit Card Transaction Fees Utility E-Billing with Online Payment (USTI) E-checks (ACH) All other Transactions	Actual cost Actual cost Actual cost	
Scanning Fee	\$100.00 per building permit/zoning application if full size plans are not provided in electronic format	

11. Police Administration

Item	Fee	Reference
Excess Alarm Fee – Police Calls/year	1 st – 3 rd No Charge; 4 th + - \$75.00 for each	§9.08
Excess Alarm Fee – Fire Calls/year	1 st – 2 nd No Charge 3 rd - \$75.00 Each after doubles the previous charge	§9.08
Finger Printing – Residents Only	\$25.00/set	
Digital Photos	\$30.00 plus costs	
Digital Recordings	\$30.00	
Electronic copies to Digital Media	\$50.00 per disc	
Police Records Check/Clearance Letters/Certified Copies	\$5.00	

12. Administrative Offenses (Chapter 34)

Item	Fee	Reference
Abandoned, Wrecked or Inoperable Vehicle	\$50.00	§9.04
Animals	\$75.00	§9.12
Dog running at large	\$75.00	§9.12.010
Dog/Cat Must be Vaccinated	\$75.00	§9.12.010
Dog/Cat Must be Licensed	\$75.00	§9.12.010
ATV Violation	\$50.00	§7.04.030
Blocking Driveways	\$50.00	§7.08.020
Building Code Violations	\$100.00	§12.04
Critical Water Deficiency Declaration Ordinance or Emergency Conservation Regulations Violation	warning letter - 1 st offense \$100.00 - 2 nd offense \$200.00 - 3 rd offense \$300.00 - 4 th and subsequent offense	§5.04.050/ §5.04.010
Deposit Debris onto Roadway	\$50.00 for 1 st offense, \$75.00 for 2 nd offense \$100.00 for 3 rd + offense	§9.04.010
Expired License Plates – Motorized Vehicle	\$50.00	§16.20.120
Fire Code Violations	\$100.00	§9.16
Fire Hydrant	\$50.00	§9.16
Fire Lane	\$50.00	§9.16
Fire Prevention Violations	\$50.00	§9.16
Fireworks Violations	\$100.00	§9.20.020
Flammable Products	\$100.00	§9.16
Garage Sale Violations	\$50.00	§11.04.02
General Municipal Water and Water Violations	\$50.00	§1.04.200
Handicap Parking Violation	\$200.00	§7.04.010
Housing Code Violations	\$100.00	§12

Illegal Garbage Dumping	\$100.00	§9.20.020
Inoperable Vehicles Parked on Street	\$50.00	§9.04.010
Intoxicating Beverages in Parks and Other Public Areas	\$50.00	§11.08.010
Junk or Debris	\$50.00	§9.20.020
Keys in Ignition	\$50.00	§7.01
License and Permit Violations	\$100.00	§1.04.200
License Plat/Tags Missing – Motorized Vehicle	\$50.00	§16.20.120
Load Limit Violation	\$100.00	§7.04.020
Loud Parties/Noise (City Noise Codes)	\$50.00	§9.20.020
Missing Address Numbers	\$50.00	§12.20
Other Illegal Parking	\$50.00	§7.08
Outdoor Storage of Wood	\$50.00	§9.20.020
Park Hours Violation	\$50.00	§9.28.010
Parking at Park After Park Hours	\$50.00	§9.28.010
Public Nuisances	\$50.00	§9.20.020
Regulated Business Activity	\$100.00	§1.04.200
Rental Code Violations	\$50.00/Unit	§12.16
Seasonal Parking Violation	\$50.00	§7.08.020
Sign Code Violations	\$100.00	§16.24
Snowmobile Violation	\$50.00	§7.04.040
Bicycle Violation	\$25.00	§7.04.050
Subdivision Regulation	\$100.00	§14
Trespass	\$100.00	§11.04.010
Trucks Parking on Restricted Route	\$50.00	§7.08.020
Road Restriction Violation	\$100.00	§7.04.020
Waste Disposal Violations	\$50.00	§5.08
Weeds and Grass	\$50.00	§9.20.030
Zoning Code Violations	\$100.00	§16

13. Licenses (All licenses subject to a 10% late fee where applicable.)

A. General Business Licenses

Item	Fee	Reference
Administrative Application Fee	\$50.00	
Amusement Devices and Centers	\$15.00 per location plus \$15.00 per machine	§11.24
Automobile Sales, New and Used	\$300.00/year	§11.20
Amusement Rides, Carnivals, Circuses	\$130.00 for first day plus \$20.00 for each additional day	§9.36
Boxing and Wrestling Processing Fee	Regulated by the State of Minnesota	
Cigarette and Tobacco License Fee	\$150.00/year	§11.12
Dance	\$100.00/year	
Lower Potency Hemp Edible Retailer Application Fee	\$125.00/year	§11.50.040

Lower Potency Hemp Edible Retailer License Fee (Initial & Renewal)	\$125.00/year	§11.50.040
Food Sales & Service Application Fee	\$100.00/Application	§11.32
Garbage and Rubbish Hauler	\$50.00/1 st Truck & \$15.00 additional	§5.08
Criminal Investigation Fee – General Business Licenses (first time applicants)	\$50.00	§11.48
Sexually Oriented Business License Fee	\$10,000.00/yr	§11.44.040
Sexually Oriented Business Initial Investigation Fee	\$1,500.00	§11.44.050
Special Event Permit	\$100.00/event	§9.36.050
Special services fee escrow	125% of estimated cost for required City services/resources	§9.36.080
Pawn Shops		
Non-Refundable Application Fee (includes cost of investigation)	New - \$500.00 Renewal - \$100.00	§11.16
New Manager Investigation Fee	\$150.00	§11.16
Annual License	\$6,250.00	§11.16
Billable Transaction Fee	\$2,192.00/year	§11.16
Performance Bond	\$5,000.00	§11.16
Peddlers / Transient Merchants		
Permits	Transient - \$100.00 SUP + \$150.00 Escrow Peddlers - \$60.00/day, \$200.00/month, \$500.00/year	§11.04
Investigation fee	\$10.00 investigation fee for each new peddler	§11.04
I.D. Card	\$5.00/person	§11.04
Criminal Investigation Fee – Peddler/ Transient Merchant Licenses (first time applicants)	\$50.00	§11.48
Therapeutic Massage		
Partnership/Corporation License	\$350.00 + \$200.00 - Background Check	§11.40
Technician License	\$100.00 + \$100.00 - Background Check	§11.40

B. Liquor Licenses

Item	Fee	Reference
On-Sale Intoxicating	Class A - \$6,200.00/yr Class B - \$9,300.00/yr	§11.08.010
On-Sale Wine	\$500.00/yr	§11.08.010
On-Sale Malt Liquor/3.2 Beer	\$300.00/yr	§11.08.010
Off-Sale Intoxicating	\$310.00/yr	§11.08.010
Off-Sale 3.2% Malt Liquor	\$100.00/yr	§11.08.010
Brewer Tap Room	\$400.00/yr	§11.08.010
On-Sale Brewer Pub License	\$400.00/yr	§11.08.010
Off-Sale Brewer Pub License	\$100.00/yr	§11.08.010
Cocktail Room License	\$400.00/yr	§11.08.010
Culinary Class Ltd. On-Sale Malt Liquor/Wine	\$300.00/yr	§11.08.010

Consumption and Display – City Fee	\$250.00/yr	§11.08.010
Club	\$300.00/yr	§11.08.010
Sunday On Sale	\$200.00/yr	§11.08.010
Two A.M. Closing Permit	\$100.00/yr	§11.08.010
Liquor Licensing Investigation Fee	\$500.00 (in state) Actual cost not to exceed \$10,000 (out of state)	M.S. 340A.412
Temporary 3.2% Liquor License Fee	\$25.00/Event	§11.08.010
Temporary Intoxicating Liquor License Fee	\$50.00/Event	§11.08.010

C. Animal Licenses

Item	Fee	Reference
Spayed or neutered – Cats and Dogs	\$10.00/yr	§9.12
Unsprayed or Unneutered – Cats and Dogs	\$15.00/yr	§9.12
Duplicate tags	\$2.00 per	§9.12
Dangerous Dog Registration	\$500.00/yr	§9.12.020
Kennel – Residential	\$50.00/yr	§9.12
Kennel – Commercial	\$100.00/yr	§9.12
Criminal Background Check – Kennel License (first time applicant)	\$50.00	§11.48
Impound Fee	1 st offense - \$75.00 plus Animal Hospital fees as outlined in Animal Control agreement 2 nd offense - \$125.00 plus Animal Hospital fees as outlined in Animal Control agreement 3 rd offense - \$175.00 plus Animal Hospital fees as outlined in Animal Control agreement 4 th and subsequent offense - \$325.00 plus Animal Hospital Fees as outlined in Animal Control agreement	§9.12

D. Rental Housing Licenses

Item	Fee	Reference
Single Family	\$250.00	§12.16
Duplex	\$325.00	§12.16
Apartment	\$500.00 per Building plus \$50.00 per Unit	§12.16
Reinspection Fee	\$150.00 after the 2 nd inspection	§12.16
Revoked Rental Housing License Reinstatement Fee	Five (5) times the annual licensing fee	§12.16
Excessive Consumption Fee: rental/non-rental	\$50.00 per incident	§12.16
Conversion Fee	\$1,000.00 includes 1 st year registration fee	§12.16
Late Conversion Fee	\$1,500.00	§12.16

E. Vacant Property Licenses

Item	Fee	Reference
Residential Unit	\$200.00	§12.28
Monitoring Fee	\$20.00 per visit	§12.28

14. SPRING LAKE PARK ATHLETIC FIELDS

Item	Fee	Reference
Picnic Shelter Reservation Fees:		
Under 50 People - Resident	\$25.00 (taxable) plus \$100.00 deposit	
Under 50 People – Non-Resident	\$50.00 (taxable) plus \$100.00 deposit	
Over 50 People - Resident	\$50.00 (taxable) plus \$100.00 deposit	
Over 50 People – Non-Resident	\$100.00 (taxable) plus \$100.00 deposit	
Able Park Activity Building:		
Resident	\$50.00 (taxable) plus \$100.00 deposit	
Non-Resident	\$75.00 (taxable) plus \$100.00 deposit	
Field/Rink Reservation Fee	\$50.00 (taxable) plus \$100.00 deposit	
Special Event (Multiple Facilities)	\$100.00 (taxable) plus \$100.00 deposit	
Triangle Park (Special Event) - Resident	\$25.00 (taxable) plus \$100.00 Deposit	
Triangle Park (Special Event) – Non-Resident	\$50.00 (taxable) plus \$100.00 Deposit	
Athletic Field/Rink Lighting Fee	\$40.00 (taxable), up to 4 hours	
Athletic Field Use by Youth Sports Teams	\$12.00 per rostered player per sports season	
Tennis/Pickleball Court:		
Resident	\$10.00 (taxable)	
Non-Resident	\$20.00 (taxable)	

15. WATER, SEWER, STREET AND OTHER FEES

A. Water

Item	Fee	Reference
Water Availability Charge (WAC)	\$1,540.00/Unit (City determines # of units)	§5.04
Water Connection/Disconnect and/or Demo Inspection Fee	Residential - \$50.00 Commercial – \$75.00	§5.04
Water Connection Inspection Fee – New Residential Connection	\$50.00 (plus WAC)	§5.04
Water Connection Inspection Fee – New Commercial Connection	\$75.00 (plus WAC)	§5.04
Connection and Reconnection Fee	\$125.00/Hour (\$187.50/Hour after Business Hours)	§5.04
Water Meter Installation Fee	3/4” – 1” meter - \$75.00 Over 1” meter - \$100.00	§5.04
Water Meters and Parts	Cost plus 2%	§5.04
Water General Repair/Inspection	\$75.00	§5.04
Call out Fee	Regular Business Hours N/C – After Business Hours O.T. Fees apply (minimum \$100.00)	§5.04
Estimated Water Meter Reading	1 st est. – \$25.00 2 nd est. - \$50.00 3 rd and subsequent est. - \$75.00	§5.04
Disconnect Tag Fee	\$25.00	§5.04

B. Sewer

Item	Fee	Reference
Sewer Access Charge (SAC)	\$2,485.00/Unit (M.C. determines no. of units)	§5.04
SAC Administrative Fee	\$350.00/Unit (based on M.C. unit count)	§5.04
Sewer Connection/Disconnection and/or Demo Inspection Fee	\$50.00 – Residential \$75.00 - Commercial	§5.04
Sewer Hook-up Fee – New Only	\$145.00 (plus SAC)	§5.04
Sewer General Repair/Inspection	\$75.00	§5.04
Call out Fee	Regular Business Hours N/C – After Business Hours O.T. Fees apply (minimum \$100.00)	§5.04

C. Street

Item	Fee	Reference
Load Limits Permit Fee	\$25.00/entry/truck	§7.04.020
Street Opening Permit	\$150.00 permit fee plus \$1,000 Security Fee	
Right of Way Permit (ROW) - Excavation Permit	\$150.00	§12.48
ROW - Obstruction Permit	\$50.00	§12.48
ROW - Permit Extension	\$25.00	§12.48
ROW Security Fee	Subject to the Discretion of the Public Works Director	§12.48
Small Cell Wireless Fees	Maximum fee allowed under Statute	M.S. 237.163(6)