

**ORDINANCE NO. 2023-04**

**CITY OF LORETTO, HENNEPIN COUNTY, MINNESOTA**

**AN ORDINANCE OF THE CITY OF LORETTO, MINNESOTA  
AMENDING FEES FOR CITY LICENSES, PERMITS AND SERVICES**

**THE CITY COUNCIL OF THE CITY OF LORETTO DOES ORDAIN:**

WHEREAS, the Loretto City Code establishes that some fees will be set from time to time by the City Council; and

WHEREAS, the City Council has been advised that certain fees need to be established by ordinance; and

WHEREAS, City staff has reviewed the fees that the City currently charges and is recommending that Fee schedules, attached hereto as Exhibit A and Exhibit B, be adopted.

NOW THEREFORE, the City Council of the City of Loretto does hereby adopt the Fee Schedule attached hereto as Exhibit A and Exhibit B.

This Ordinance shall take effect upon adoption and publication as provided by law.

Adopted by the Loretto City Council this 12th day of December 2023.

\_\_\_\_\_  
Kent Koch, Mayor

ATTEST:

\_\_\_\_\_  
Mary K. Schneider, City Clerk Treasurer

**ORDINANCE 2023-04  
EXHIBIT A  
CITY OF LORETTO - SCHEDULE OF LICENSES, PERMITS, AND FEES**

CODE SECTION	DESCRIPTION	AMOUNT	COMMENTS
120:00	Park Field Use Rentals	(See City of Loretto Park Field Use Rental Fees)	10% increase for 2024
405:10	Building Permits	(See City of Loretto Building Permit Fees and MetroWest 1994 Fee Schedule)	Amended in 2015
410:10 & 410:15	Water & Sewer Availability Charge/Conn FeeOrd Water - R-1 & PUD Districts Sewer - R-1 & PUD Districts Water - R-2 (per unit) Sewer - R-2 (per unit) Water - TC, GC, & I Districts Sewer - TC, GC, & I Districts	\$3,000- \$3,450 \$2,000 \$2,400 \$1,750 \$2,000 \$1,250 \$1,500 \$4,000 \$4,600 \$2,500 \$3,000	15% increase for 2024 20% increase for 2024 15% increase for 2024 20% increase for 2024 15% increase for 2024 20% increase for 2024
410:25 Subd 1	Water & Sewer Monthly Service Rates Water - Minimum (up to 4,000 gal) Water - Above 4,000 gallons Water from City Hydrant  Depreciation fee  Sewer - Minimum (up to 4,000 gal) Sewer - Above 4,000 gallons	\$41.94 \$48.23 \$10.48 \$12.05 \$40.00 \$11.50/1000 gal  \$9.36 \$10.76/month/account  \$37.26-\$44.71 \$43.22 \$15.86	15% increase for 2024 Per 1,000gl - 15% increase for 2024 Plus \$20.00 15% increase for 2024  15% increase for 2024  20% increase for 2024 Per 1,000gl - 20% increase for 2024
410:35 Subd 3(a)	Storm Water Base Rate per REF value	\$21.85 \$23.82	9% increase for 2024
535:15	Garbage Collection Monthly Service Rates	\$1.25 Over Cost of Randy's Republic	update contractor name 2023
536:10	Recycling Collection Monthly Service Rate (includes organics recycling)	\$6.60/Residence \$1.25 over cost of Republic	updated 2023
410:25 Subd 10	Water & Sewer Reconnection Charge	\$50.00	
410:25 Subd 8	Water Meter Purchase	At Cost	
410:30 Subd 5	Water Meter Test	At Cost	
412:115	Grading, Erosion, & Sediment Control Permit	\$100.00	Plus Expenses*
420:61 Subd 2	Variance	\$150.00	Plus Expenses*
420:70 Subd 3	Conditional Use Permit Interim Use permit	\$150.00 \$150.00	Plus Expenses* Plus Expenses* Added 2/8/11
420:80	Zoning/Land Use Amendment Administrative Zoning Review	\$200.00 \$100.00	Plus Expenses* new in 2011
412:85	Public Works Director	\$72.31	new in 2012
Administrative/Staff Fees	City Clerk	\$68.24	new in 2012
	Public Works Employee	\$43.20	new in 2012
	Office Assistant	\$32.00	new in 2012
	Grounds keeper	\$21.92	new in 2012
430:00 Subd 2a	Preliminary Plat/Subdivision & Large Lot Divisions	\$250.00 + \$25.00/lot in excess of 3 lots	Plus Expenses*
430:00Subd 3a	Final Plat	\$150.00	Plus Expenses*
430:00 Subd 4	Simple Lot Divisions & Division and Rearrangement	\$100.00	Plus Expenses*
435:10 Subd 3	Sign Permit	\$50.00	Plus Expenses* & Building Permit
505:00	Returned Check Charge (M.S. 609.535)	\$35.00	
	MnWARN Equipment Rates: Cat 90 HP Utility Trailer Skid Steer w/operator	\$95/hour \$105/hr	New in 2011 New in 2011
515:20 Subd 3	Driveway Permit Right-of Way Permit	\$25.00 \$100.00	Plus expenses* new in 2011

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CODE SECTION	DESCRIPTION	AMOUNT	COMMENTS
600:10	Dog Licenses (Kennel)	\$50.00	Plus expenses*
	Chicken License (Annual)	\$25.00	Plus expenses*
800:10 Subd 9	Tobacco License (Annual)	\$100.00	Plus expenses*
805:05	Mechanical Amusement Device	\$15.00	Plus expenses*
810:15	Bingo License (Annual)	\$25.00	Plus expenses*
815:25	Gambling License (Annual)	\$25.00	Plus expenses*
820:35	Peddler, Solicitor, Transient Merchant Lic.	\$50.00	Plus expenses*
835:30	Fireworks Sales License (Annual)	\$50.00	Plus expenses*
830:35 Subd 1	Adult Establishment License (Annual)	\$3,500.00	Plus expenses*
830:35 Subd 2	Investigation Fee - Adult Establishment	\$500.00	increased for 2011 from \$300
902:45 Subd 1	Liquor License Fees - Annual		
	On-Sale	\$3,500.00	
	Off-Sale	\$100.00	
	Sunday	\$200.00	
	2 AM Closing	\$200.00	
	Wine	\$500.00	
	3.2 Beer	\$100/fee waived for holder of Wine License	new in 2023
902:50	Investigation Fee - Liquor License	\$500.00	increased in 2010
902:30	Liquor License Fees - Temporary		
	3.2 Beer	\$25.00	
	Intoxicating Liquor	\$100.00	2022 Increase to cover inspection costs
	Site Development Escrow - Residential	<del>\$4,500</del> \$3,000	proposed increases for 2024 ** hasn't been changed since 2006
	Site Development Escrow - Commercial	<del>\$4,000</del> \$8,000	** hasn't been changed since 2006
	Site Modification Escrow - Residential	<del>\$4,000</del> \$2,000	** hasn't been changed since 2006
	Site Modification Escrow - Commercial	<del>\$2,000</del> \$4,000	** hasn't been changed since 2006
	Special Meeting of Council	<del>\$1,400</del> \$1,500	Plus Expenses* Increase for 2024
	Assessment Search	\$25.00	
	Notary	free to residents \$1 for non-residents	new in 2023 new in 2023

Other inquiries to the City requiring legal, engineering, planning, or clerk time outside of the regular scope of duties will be billed at cost. Additional costs--such as postage, photocopies, publication, notification, and supplies--will also be billed at cost.

\*Expenses may include--but are not limited to--legal, engineering, planning, council and clerk time, publication, office costs, notification, **investigation** and supplies.

\*\*Applicant deposits escrow in the required amount and agrees to pay all expenses related to the request, including any expenses in excess of the escrow. The City will refund any excess escrow.

**ORDINANCE 2023-04  
EXHIBIT B  
CITY OF LORETTO  
SCHEDULE OF PARK FIELD USE RENTAL FEES**

**The Loretto Ballfields consists of three baseball/softball fields.**

**Those wishing to use the Arnold Klaers Baseball Field must contact the LCAA for field use agreements.**

*Field use fees are based on a 2 hour time slot. If additional time is needed you will be charged for an additional 2 hour time slot.*

**Baseball and Softball Field Use**

Game Ready Field*	\$44/field \$51/field	15% increase
Practice Field**	\$25/field \$29/field	15% increase
League and Tournament Rates	Fees calculated on case by case basis	
<b>SECURITY DEPOSIT***</b>	<b>\$500/field reservation or \$800/Tournament or League</b>	
On-call fees for rechalking and dragging fields between games on nights and weekends	\$100	

\*These fees cover the city's cost to have the field game ready, including having it dragged and chalked on the day of reservation. Renter is responsible for any dragging or chalking needed between games on the same day.

\*\*Practice Field will not be dragged or chalked.

\*\*\*SECURITY DEPOSIT: The applicant, having fulfilled the obligations under the field reservation agreement, and after a post-event inspection by the Public Works Department, will have their Security Deposit refunded.

1. a full security deposit will be returned to the applicant upon having left no financial obligation to the City and having caused no damage beyond ordinary wear and tear.
2. A percent of the security deposit will be retained by the City pending:
  - a. any financial obligation to the City,
  - b. the percent of damages to the facilities beyond the ordinary wear and tear.