

RE: Implementation of Obstruction Permit & Inspection Fees

As part of the City's budget preparation process for 2016, the City Council authorized staff to develop a fee structure for Public Works Permits and associated inspections, including Obstruction Permits.

Historically, the City has not charged for these services, but in an effort to hold down the general property tax levy, the City Council has approved the implementation of certain fees for services which will become effective starting June 1, 2016. In cases where a Building Permit has been issued prior to June 1, 2016, for the project that is generating the need for an Obstruction Permit, there will still be a permit and potentially an inspection needed, but there will not be a fee for the permit(s) and inspection(s). To have the fee waived, the person applying for the Obstruction Permit will need to provide a hard copy or emailed scan of the Building Permit to Public Works, showing that it was issued prior to June 1st.

If you already have an account with the City, your organization or company will be billed monthly for permits and inspections. If you do not already have an account and would like to establish one for your organization or company, please contact Heather Peterson in Public Works at (507) 328-2404. If your organization or company does not have or want an account with the City, you will be expected to pay via check or credit card for individual permits at the time they are requested, and for any applicable individual inspections determined necessary by the City Traffic Engineer. All permit and inspection requests must be processed through the permits staff in Public Works. Please call (507) 328-2400 for assistance.

If the Obstruction Permit involves parking meters, you will be charged separately for the Meter Bagging Fees consistent with past City Policy.

The permit and inspection rates indicated below are for the rest of 2016 and for 2017. They may be further adjusted in the future based on direction from the City Council.

Obstruction Permits	Starting 6/1/2016	Starting 1/1/2017
Permit	\$15 due at issuance or collected monthly via invoicing	\$25 due at issuance or collected monthly via invoicing
Inspection	If applicable, \$45 due when notified that an inspection is necessary, or collected monthly via invoicing	If applicable, \$75 due when notified that an inspection is necessary, or collected monthly via invoicing
Re-Inspection	\$100 due when notified that a re-inspection is necessary, or collected monthly via invoicing	\$100 due when notified that a re-inspection is necessary, or collected monthly via invoicing

For the remainder of 2016, there will not be a separate fee for Obstruction Permits or inspections that are directly related to a Sewer & Water Permit, or Sidewalk & Driveway Permit. There will also NOT be a separate Obstruction fee for permits related to a Special Event Permit issued by the City Clerk's office.

Starting in 2017, there may be a separate permit fee and where applicable, an inspection fee for all Obstruction Permits.

If you have questions regarding these new fees, or the process, please feel free to contact Mark Baker in Public Works at (507) 328-2427.