

ORDINANCE NO. 26-03

AN ORDINANCE AMENDING ORDINANCE NO. 25-16, RELATING TO THE ESTABLISHMENT OF PERMIT FEES AND SERVICE CHARGES TO BE COLLECTED BY THE CITY OF HAM LAKE

NOW THEREFORE, BE IT RESOLVED by the Ham Lake City Council as follows:

The following fee and verbiage shall be amended in Ordinance No. 25-16 under:

Article 7, Licenses, 7-1500, Mobile Food Truck and Trailer Vending

License Application Fee	\$ 50.00
Fire Inspection Fee	\$100.00

The following are amendments to the fee schedule:

PLANNING AND ZONING

Special meeting of the Planning Commission	500.00
THE FOLLOWING ARE DEPOSITS:	
Lot Line Adjustment/Courtesy Combination/Metes and Bounds	
Conveyance (no new lots are created)	500.00
City Code Change Request	500.00
Flood Zone Map Amendment	100.00
Planning Commission Review Deposit (includes staff review fee \$200, Planning Commissioner Inspection fee \$20, any additional costs)	500.00
Planning Comm. Review Deposit – Commercial Bldg Permit (includes staff review fee \$200, Planning Commissioner Inspection fee \$20, costs for City Engineer and/or City Attorney and any additional costs)	1,000.00
Public Hearing Deposit – New Conditional Use Permit (CUP), Amendment to Conditional Use Permit, Special Home Occupation Permit (includes Planning Commissioner Inspection fee \$20, Permit \$300, land use change sign \$50 each, labels \$35, variable fees of actual postage and actual publication, any additional costs such as City Engineering or City Attorney fees)	1,000.00
Public Hearing Deposit – Rezoning (includes staff review fee \$200, Planning Commissioner Inspection fee \$20, landuse change sign \$50 each, labels \$35, variable fees of actual postage and actual publication, Any additional costs such as City Engineering or City Attorney fees)	400.00
Public Hearing Deposit – Multiple Dog License (includes staff review fee \$200, Planning Commissioner	400.00

Inspection fee \$20, land use change sign \$50 each, labels \$35, Multiple Dog License \$50, variable fees of actual postage and actual publication, any additional costs such as City Engineering or City Attorney fees)	
Public Hearing Deposit - Excavation Permit (includes staff review fee \$200, Planning Commissioner Inspection fee \$20, land use change sign \$50 each, Excavation Permit \$50, labels \$35, variable fees of actual postage and actual publication, any additional costs such as City Engineer or City Attorney fees)	5,000.00
Public Hearing Deposit - Vacation of Public Land (includes labels \$35, variable cost of publications, postage, and filing fees, and additional costs such as City Engineering or City Attorney fees)	650.00
Public Hearing Deposit - Variance Requests (includes labels \$35, variable cost of publications, postage, and filing fees, and additional costs such as City Engineering or City Attorney fees)	500.00
Home Occupation Permit (includes staff review fee \$200, Planning Commissioner Inspection fee \$20)	400.00
Sub-Division of Land Plat (at sketch Plan stage) per lot or per unit	700.00
Upper Rum River WMO or Sunrise WMO Permit Application	750.00

THE FOLLOWING ARE FEES:

Deviation Permit Fee/Livability Review Fee (Lots that deviate from approved Grading Plan)	400.00
Future Development Placement Sign Fee	50.00
Future Drainage Improvement Fund (Residential living unit) (Commercial is computed by City Engineer)	500.00
Future Street Improvement Fund (Note: Determined in development agreement)	
Parkland Dedication Fee (City Valuation \$25,000 per acre)	2,500.00 per lot
(Note: parkland dedication is not charged on commercial property)	
Signs for notification of cul-de-sacs or parkland	200.00

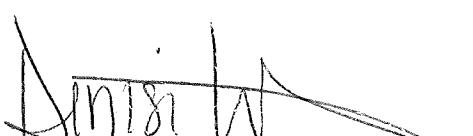
**NOTE: ACTUAL CITY ATTORNEY AND CITY ENGINEER EXPENSES
ARE REQUIRED FOR REVIEW/PLANNING COMMISSIONER
INSPECTION OF ANY TYPE OF DEVELOPER/TAXPAYER REQUEST**

RESALE AND SERVICE FEES

City Map	5.00
City Zoning Map	5.00
Comprehensive Plan	250.00
DVD of any City event or meeting	15.00

Filing Fee (election)	25.00
Ham Laker Ad (business card size)	75.00
(Free to non-profit organizations & Chamber Members)	
Impounding horses, donkeys or mules	1,000.00
Mailing/Handling Fee	5.00
(actual postage cost is in addition to the fee)	
Providing water to contractors (includes tax)	50.00 minimum
plus \$3.00 per every 1,000 gallons	
Returned Check Fee	35.00
Special Assessment Search	30.00
Storm Water Mgmt. Plan (includes tax)	500.00
Street Lighting charges	3.75
(Established Residential and Commercial	
Plats per unit, per month)	
(City engineer calculates out three years of fees	
due for new developments based on maintenance	
and services fees projected by Connexus Energy	
at time of Street Light Agreement.)	
Xerox Copy (per page) (includes tax)	.25
Yearly subscription to "Ham Laker"	50.00

Presented to the Ham Lake City Council on January 20, 2026 and adopted by a unanimous vote this 2nd day of February, 2026.



Denise Webster, City Clerk



Brian Kirkham, Mayor