



CITY OF SPRING PARK  
WORK SESSION AGENDA -  
JULY 21, 2025 – 5:00 PM  
SPRING PARK CITY HALL

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(Work Session discussion times are approximate)

1. 5:00: Permit Fees – Safebuilt Recommendations
2. 5:30: Reclamite/Crack Seal recommendations – Moore Engineering
3. 5:55: Miscellaneous
4. 6:00: Adjourn

# CITY OF SPRING PARK

## BUILDING CODE FEE SCHEDULE

Effective Date: January 1, 2019  
Last Updated: 3/26/19 (formatting only)

### Residential Fees

#### **(for permits that are issued over-the-counter and have flat-rate fees)**

*(Definition of residential: **IRC-1 Single Family Dwelling:** Any building that contains one dwelling unit used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or occupied for living purposes. **IRC-2 Two-Family Dwelling:** Any building that contains two separate dwelling units with separation either horizontal or vertical on one lot used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or occupied for living purposes. **IRC-3 – Townhouse:** Definition: A single-family dwelling unit constructed in a group of two or more attached units in which each unit extends from the foundation to the roof and having open space on at least two sides of each unit. Each single-family dwelling unit shall be considered to be a separate building. Separate building service utilities shall be provided to each single-family dwelling unit when required by other chapters of the State Building Code. **IRC-4 Accessory Structure:** Definition: A structure not greater than 3000 ft<sup>2</sup> in floor area, and not over two stories in height, the use of which is customarily accessory to and incidental to that of the dwelling(s) and which is located on the same lot.*

#### **Maintenance Permit Fees:**

- Re-Roof: \$50.00 see handout for when building permit is required
- Re-Side: \$50.00 see handout for when building permit is required
- Re-Window: \$50.00 replacement of same size windows (Exception: egress windows – see handout)
- Re-Door (Exterior): \$50.00 replacement of same-size exterior doors
- Garage (overhead) door: \$50.00 replacement of same size doors

#### **Zoning Permit Fees:**

- Shed (under 200 sq. ft.) \$50.00 no state surcharge
- Fence (under 7' in height) \$50.00 no state surcharge
- Retaining Wall (under 4' in height) \$50.00 no state surcharge  
(Fences over 7' in height and retaining walls over 4' in height require building permits submitted for plan review and are based on valuation)

#### **Plumbing Permit Fees:**

- New fixtures: \$10.00 per fixture, (\$75.00 minimum)
- Lawn Irrigation Systems: \$50.00
- Fixture Maintenance: \$50.00 (This permit is for replacing a previously existing fixture or appliance where only disconnecting and reconnecting of existing pipes or ducts is to be done. Changing vent systems, running new drain or supply lines, or replacing or installing new ductwork, pipes, or vents is not fixture maintenance. Examples include Sink, Toilet, Water Softener, or Water Heater Replacement.)

#### **Mechanical Permit Fees:**

- New appliances: \$37.50 per appliance (\$75.00 minimum) (for new construction only: furnace and A/C are considered one unit)
- Gas Line (with mechanical permit): \$15.00 per gas line, \$30.00 minimum
- Gas Line only permit: \$50.00
- Fire Place insert – see Above (Mechanical Permits)
- Fire Place masonry – Based on valuation (building permit required)
- Fixture Maintenance: \$50.00 (This permit is for replacing a previously existing appliance where only disconnecting and reconnecting of existing pipes or ducts is to be done. Changing vent systems, running new gas lines, or replacing or installing new ductwork, pipes, or vents is not fixture maintenance. Examples include Furnace, Boiler, or A/C Replacement.)

# CITY OF SPRING PARK

## BUILDING CODE FEE SCHEDULE

### Commercial Fees (includes all projects not defined as residential on page 1)

ALL Commercial permit applications require plan review, and permit fees are based on valuation (includes, re-roof, re-side, re-window, and re-door).

Plumbing and Mechanical Permit Fees = Valuation Based Permits

Building Permit minimum: \$75.00

Plumbing minimum: \$75.00

Mechanical minimum: \$75.00

Gas line minimum (unless included with other mechanical work): \$50.00

Fire Sprinkler Systems require regular building permit; fees are based on valuation

Fire Alarm Systems require regular building permit; fees are based on valuation

### Valuation Based Fees

(Residential and Commercial building permit fees when plan review is required)

Fee Schedule Base: 1997 +25%

Value up to (and including):		For the first:	Plus	For each additional:
\$1,200	\$75.00	1,200	-	
\$2,000	\$75.00	1,200	\$3.50	\$100 or fraction thereof
\$25,000	\$102.50	\$2,000	\$17.75	\$1,000 or fraction thereof
\$50,000	\$510.75	\$25,000	\$12.75	\$1,000 or fraction thereof
\$100,000	\$829.50	\$50,000	\$8.85	\$1,000 or fraction thereof
\$500,000	\$1272.00	\$100,000	\$7.10	\$1,000 or fraction thereof
\$1,000,000	\$4112.00	\$500,000	\$6.00	\$1,000 or fraction thereof
1,000,001 and up	\$7112.00	\$1,000,000	\$5.00	\$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.

# CITY OF SPRING PARK

## BUILDING CODE FEE SCHEDULE

### Building Permit Related Fees – commercial and/or residential

- **Plan Check/Document Evaluation fee:** 65% of the Permit Fee for Residential and Commercial Projects when valuation-based permits require plans/documents to be submitted for review, including required plumbing plan review.
- **Master Plan:** When submittal documents for similar plans are approved, plan review fees shall not exceed 25 percent of the normal building permit fee established and charged for the same structure. Plan review fees for the master plan review is 65% of the permit fee.
- **Review of state approved plans:** 25% of the plan review required by the adopted fee schedule (for orientation to the plans)
- **Residential Site Inspection (including initial S.E.C.):** required for all new construction (new homes, detached garages, accessory structures) \$50.00
- **Commercial Site Inspection (including initial S.E.C.):** required for all new construction (new buildings and accessory structures) \$90.00
- **S.E.C. (Soil and Erosion Control)** \$.0006 x permit valuation for all *Building* Permits except re-roof, re-side, window replacement, decks & interior remodels. Minimum \$150.00 new home or commercial construction, minimum \$50.00 on any other non-exempt construction.
- **Demolition Permit Fees:** Based on valuation
- **Exterior Structures:**
  - Retaining Wall (over 4' in height): based on valuation
  - Fence (over 7' in height): based on valuation
  - Sheds (over 200 sq. feet): based on valuation
  - Swimming Pools:
    - Seasonal Swimming Pools: \$50.00
    - Seasonal residential swimming pools requiring permits (over 24" and 5000 gallons, installed entirely above grade) are allowed to be installed with a single application and approval provided that the same pool is installed in the same location each year. Once approved, the pool may be put up and taken down any number of times. A site plan is required to be approved as a part of the permit submittal, and must be kept on site for review as needed.)
    - Permanent and In-ground Swimming Pools: Based on Valuation
- **Moved in Structures:**
- **Pre-moved in single family dwelling – code compliance inspection:** \$175.00 plus travel time and mileage from municipality office (as calculated by Google maps)
- **Pre-moved in accessory structure – code compliance inspection:** \$125.00 plus travel time and mileage from municipality office (as calculated by Google maps)
- **Connection fee – Moved in structure:** \$200.00 (does not include foundation/interior remodel)
- **Manufactured home installation:** \$275.00 (does not include foundation/interior remodel) plus connection fees (if applicable)
- **Connection fee – plumbing:** \$50.00
- **Connection fee – mechanical:** \$50.00
- **Site work for manufactured, prefab, or moved in home (foundation, basement, etc.):** valuation based

# CITY OF SPRING PARK

## BUILDING CODE FEE SCHEDULE

### Electrical Permits

A	Minimum Fee Per Inspection Trip – Includes 4 circuits (more than 4 see Section D below)	\$40.00
	Additional Inspection trips for Reinspection/Bonding/Equipotential Plane/etc.	\$40.00
B	Residential – one and two-family dwelling units (up to 3 trips included)	Per unit
	1. New Dwelling Unit, up to and including a 200 amp service.....	\$125.00
	2. New Dwelling Unit, 201 amp to 400 amp service.....	\$175.00
	3. Existing Dwelling unit, additions, alterations, or repairs up to & including a 200 amp service, fees as per C&D below but not to exceed.....	\$125.00
	4. Existing Dwelling Unit, additions, alterations, or repairs 201 amp to 40 amp service, fees as per C&D below but not to exceed.....	\$175.00
	5. New or Existing Dwelling unit, 401 amp service or above.....	See C & D
C	New or Upgraded Services, Temp. Services, Generators, Other power supply sources, or feeders to separate structures	Each
	1. Up to and including 200 amp service.....	\$50.00
	2. 201 amp to and including 400 amp service.....	\$100.00
	3. 401 amp to and including 800 amp service.....	\$200.00
	4. 801 amp service and above.....	\$300.00
D	Fees for circuits/feeders & Transformers	Per circuit
	1. 0 to 200 amp.....	\$10.00
	2. Above 200 amp.....	\$15.00
	3. Transformers up to 10 KVA.....	\$20.00
	4. Transformers over 10 KVA.....	\$30.00
E	Multi-Family Dwellings	Per unit
	1. Each dwelling unit	\$50.00
F	Alarm, Communication, Signaling Circuits, or less than 50 volts	Each
	1. Each system device or apparatus	\$0.50
G	For inspections not covered on this form or for required special inspections (hourly)	\$60.00
H	Commercial plan review fee (if required) is 25% of Total Permit Fee	
I	Work started or finished without permit is 2 times the required permit fee	

### State Surcharge Fees

**State Surcharge:** Schedule is based on the currently adopted State Surcharge Table – per MN Statute 326B.148  
 State Surcharge is applicable on all permits unless otherwise noted.

# CITY OF SPRING PARK

## BUILDING CODE FEE SCHEDULE

### Other Inspections and Fees

1.	Re-inspection Fee - A re-inspection fee may be assessed for each inspection or re-inspection when such portion of work for which inspection is called is not complete or when corrections called for are not made. On valuation-based building permits, this fee is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with the requirements of the code, but as controlling the practice of calling for inspections before the job is ready for such inspection or re-inspection. Re-inspection fees shall also be assessed when: 1) the address of the jobsite is not posted, 2) the inspection record card is not posted or provided at the worksite, 3) the approved plans are not readily available for the inspector, 4) full access to the site is not provided for the inspector, 5) the inspector is not met by the responsible individual (no show), 6) on residential (IRC) maintenance permits where corrections are required to be inspected, and 7) deviations from the approved plans occur without prior building official approval. Re-inspection fees are due on or before the re-inspection. Payment shall be made payable to the Municipality:	\$60 each
2.	Inspections outside of normal business hours (will include travel time both ways – 2 hour minimum):	\$75/hr.
3.	Inspections for which no fee is indicated, Miscellaneous and Special Services (1/2 hour minimum):	\$75/hr.
4.	Additional Plan Review required by changes, additions, or revisions to approved plans (½ hour minimum):	\$75/hr.
5.	Special Investigation fee (work started without obtaining a permit) – applies whether permit is issued or not:	100% of permit fee
6.	Copy charge (black/white 8 ½ x 11) – per side:	\$.25/sheet
7.	Copy charge (black/white 11 x 17 and 8 ½ x 14) – per side:	\$.50/sheet
8.	Copy charge (color 8 ½ x 11) – per side:	\$1.00/sheet
9.	Copy charge (color 11 x 17 and 8 ½ x 14) – per side:	\$2.00/sheet
10.	Print or Copy charge (large plan sheet)(color or black/white)	\$4.00
11.	Replacement permit card fee – short card (8 ½ x 7):	\$25.00
12.	Replacement permit card fee – long card (8 ½ x 14):	\$40.00
13.	License Look-Up (contractor license verification):	\$5.00
14.	Lead Certification (for eligible construction) (contractor Lead Certification Verification):	\$5.00
15.	Permit Renewal within 6 mos. of expiration (no plan changes, no code changes, new permit number):	50% of original permit fee
16.	Change of Use of occupancy classification:	\$100.00
17.	Pre-Final inspection (new home or structure) – 2 hour minimum:	\$75/hr.
18.	Temporary Certificate of Occupancy – Escrow (less costs to administer)**	\$1,000.00
19.	Refunds:	
	Plan review (if plan review has not started)	100%
	Plan review (if plan review has started - partial)	50%
	Plan review (if plan review has been completed)	0%
	Permit fee (if work has not started) within 6 months of permit issuance by municipality	75%
	Maintenance Permits	0%

Permit Valuation is based on supplied construction value with a minimum of the calculated value from the approved building department valuation schedule.

\*\*This would be a City imposed fee.

## Rationale for Proposed Fee Schedule Changes

- Spring Park has not updated its permit fees since 2019. Fee schedule changes that are made too infrequently are much more jarring to permit applicants than are gradual changes.
- Fee change suggestions have been made to those fees that were significantly out of line with other jurisdictions and/or with costs to the City.
  - Maintenance permit fees (residential roofing, siding, windows/doors) were raised from \$50 to \$75.
  - Single inspection trip permits for residential plumbing and mechanical work were raised from \$50 to \$65.
  - Zoning fees (for permits that utilize SAFEbuilt inspectors) were raised from \$50 to \$75.
  - The Moved-In House fee was added to distinguish moved-in homes from moved-in other structures. The moved-in structure fee remains \$200, and the Moved-In House fee was updated to \$275, to align with the Manufactured Home fee.
  - The Residential Site inspection fee was raised from \$50 to \$65.
  - The Commercial Site inspection fee was raised from \$90 to \$95.
  - Re-inspection fees and hourly fees were updated (see last page).
  - Commercial permit fees had their minimums updated from \$75 to \$100, and a Demolition fee minimum of \$100 was added.
  - The valuation table was updated to eliminate valuation categories under \$2000, set the lowest permit fee to \$100, and raise the fees for the permit valuations of \$25,000 and up. You'll notice on the Fee Comparison spreadsheet that except for valuations affected by the new minimum, valuations under \$25,000 actually decrease a bit, while those over \$25,000 increase incrementally. The vast majority of Spring Park building permit valuations are in the under \$25,000 category.
- One fee change was made for simplicity.
  - It's easier to calculate a residential plumbing permit fee at the rate of "\$80.00 (plus \$10.00 per fixture after 8 fixtures)" than at the rate of "\$75.00 (plus \$10.00 per fixture after 8 fixtures)".
- Some fees were removed, as they are no longer relevant to our work.
  - The Duplicate Permit Card fees were removed, as duplicate cards can simply be printed from our permitting software and do not need to be done by hand.
  - The copy charges were removed, except for the "large plan" fee (the large plan copies require the use of a plotter).
  - The Electrical Fee table was removed, as electrical permitting was delegated to the State as of 12/1/2024.

# CITY OF SPRING PARK (Proposed)

## BUILDING/MECHANICAL/PLUMBING CODE PERMIT FEE SCHEDULE

Effective Date: \_\_\_\_\_

### State Surcharge

The State Surcharge is a State fee imposed on all permits issued by municipalities. The State Surcharge amount is based on MN Statute 326B.148, subdivision 1, which can be viewed here → <https://www.revisor.mn.gov/statutes/cite/326B.148>

### Permit Fees

Pursuant to MN Rules Chapter 1300.0160 subpart 4, permits fees shall be based on valuation except:

- one- and two-family dwelling maintenance permits for roofing, siding, windows, doors, or other minor projects may be charged a fixed fee.
- permits for plumbing, mechanical, electrical, or other building service equipment systems may be based on valuation or charged a fixed fee.

### Valuation

Pursuant to MN Rules Chapter 1300.0160 subpart 3, The applicant for a permit shall provide an estimated permit value at time of application. Permit valuations shall include the total value of all construction work, including materials and labor, for which the permit is being issued, such as electrical, gas, mechanical, plumbing equipment, and permanent systems. The building permit valuation 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 International Code Council Building Valuation Data Table (and other data as needed, for projects not specified in that table).

### Valuation Table (See separate fee comparison spreadsheet)

Fee Schedule Base: 1997 (+10%)

Value up to (and including):	Base Amount:	For the first:	Plus:	For each additional:
\$2000.00	\$100.00			
\$25,000.00	\$100.00	\$2000.00	\$17.90	\$1,000 or fraction thereof
\$50,000.00	\$511.70	\$25,000.00	\$13.00	\$1,000 or fraction thereof
\$100,000.00	\$836.70	\$50,000.00	\$9.00	\$1,000 or fraction thereof
\$500,000.00	\$1286.70	\$100,000.00	\$7.25	\$1,000 or fraction thereof
\$1,000,000.00	\$4186.70	\$500,000.00	\$6.15	\$1,000 or fraction thereof
Over \$1,000,000.00	\$7261.70	\$1,000,000.00	\$5.00	\$1,000 or fraction thereof

### Plan Review/Compliance Verification Fees – (Commercial and Residential)

*Unless otherwise noted, all permits require a review for compliance with applicable codes.*

- Plan Review/Compliance Verification:
  - 65% of the Permit Fee
- Review of State-approved plans:
  - 25% of the Plan Review/Compliance Verification fee identified above.
- Plan Review/Compliance Verification for master and similar plans:
  - 65% of the permit fee for the original plan review
  - 25% of the permit fee for similar plans
  - The use of these fees must be identified upon submittal of the master plan.

**CITY OF SPRING PARK (Proposed)**  
BUILDING/MECHANICAL/PLUMBING CODE PERMIT FEE SCHEDULE

Residential Permit Fees

*(Definition of residential: **IRC-1 Single Family Dwelling:** Any building that contains one dwelling unit used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or occupied for living purposes. **IRC-2 Two-Family Dwelling:** Any building that contains two separate dwelling units with separation either horizontal or vertical on one lot used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or occupied for living purposes. **IRC-3 – Townhouse:** Definition: A single-family dwelling unit constructed in a group of two or more attached units in which each unit extends from the foundation to the roof and having open space on at least two sides of each unit. Each single-family dwelling unit shall be considered to be a separate building. Separate building service utilities shall be provided to each single-family dwelling unit when required by other chapters of the State Building Code. **IRC-4 Accessory Structure:** Definition: A structure not greater than 3000 ft<sup>2</sup> in floor area, and not over two stories in height, the use of which is customarily accessory to and incidental to that of the dwelling(s) and which is located on the same lot.*

- **Unless identified below, all residential permits require a valuation, and fees shall be calculated using the Valuation Table.**

**Fixed Fees are as follows and do not require a review for compliance:**

**Maintenance Permit Fees (for one- and two-family dwellings and accessory structures only):**

- Re-Roof: ~~\$50.00~~ **\$75.00** - Replacement of like-for-like roof covering materials only
- Re-Side: ~~\$50.00~~ **\$75.00** - Replacement of siding material only
- Re-Window: ~~\$50.00~~ **\$75.00** - Replacement of same size windows
- Re-Door/Garage door: ~~\$50.00~~ **\$75.00** - Replacement of same size doors

**Plumbing Permit Fees:**

- New fixtures: ~~\$75.00~~ **\$80.00** (plus \$10.00 per fixture after 8 fixtures)
- Lawn Irrigation Systems: ~~\$50.00~~ **\$65.00**
- Fixture Replacement: ~~\$50.00~~ **\$65.00**/fixture

**Mechanical Permit Fees:**

- New appliances/fireplace inserts: \$75.00 minimum (plus \$37.50 per unit after 2 units)
- Gas Line (with mechanical permit): \$15.00 per gas line, \$30.00 minimum
- Gas Line only permit: ~~\$50.00~~ **\$65.00**
- Unit Replacement: ~~\$50.00~~ **\$65.00**/unit
- Fireplace masonry – Based on valuation (building permit required)

Exterior Structure Fees

- **The following exterior structure permits require a valuation and fees shall be calculated using the valuation table.**

- Retaining Wall (over 4' in height)
- Fence (over 7' in height)
- Sheds (over 200 sq. feet)
- Permanent and In-ground Swimming Pools

Retaining Walls under 4', Fences under 7', Sheds under 200 sq. feet, and Seasonal Swimming Pools require a zoning permit: ~~\$50.00~~ **\$75.00 (no state surcharge)**

(Seasonal residential swimming pools requiring permits (over 24" deep or 5000 gallons in capacity, installed entirely above grade) are allowed to be installed with a single application and approval provided that the same pool is installed in the same location each year. Once approved, the pool may be put up and taken down any

# CITY OF SPRING PARK (Proposed)

## BUILDING/MECHANICAL/PLUMBING CODE PERMIT FEE SCHEDULE

number of times. A site plan is required to be approved as a part of the permit submittal, and it must be kept on site for review as needed.)

### Commercial Permit Fees

*(Includes Structures that are not Residential as defined in the "Residential Permit Fees" Section; Fire Suppression & Alarm systems; Mechanical systems; and Plumbing systems)*

➤ **All commercial permits require a valuation and fees shall be calculated using the Valuation Table.**

- Building Permit minimum: ~~\$75.00~~ **\$100.00**
- Plumbing Permit minimum: ~~\$75.00~~ **\$100.00**
- Mechanical Permit minimum: ~~\$75.00~~ **\$100.00**
- Gas Line Only Permit minimum: ~~\$50.00~~ **\$100.00**
- Fire Suppression Permit minimum: **\$100.00 (new min)**
- Fire Alarm Permit minimum: **\$100.00 (new min)**

### Demolition Permit Fees

➤ **All demolition permits require a valuation and fees shall be calculated using the Valuation Table.**

- Demolition Permit minimum: **\$100.00 (new min)**

### Manufactured (Mobile), and Moved In Structure Fees

➤ **Foundations and interior remodels for these structures require separate permits which requires a valuation. Fees shall be calculated using the valuation table.**

- Pre-moved in single family dwelling Inspection: \$175.00 plus travel time and mileage from municipality office (as calculated by Google maps)
- Pre-moved in accessory structure Inspection: \$125.00 plus travel time and mileage from municipality office (as calculated by Google maps)
- Site work: Requires a valuation and fees shall be calculated using the Valuation Table
- Moved In House: ~~\$200.00~~ **\$275.00**
- Moved In Accessory structure: \$200.00
- Manufactured (Mobile) Home: \$275.00
- Plumbing Connection: ~~\$50.00~~ **\$75.00**
- Mechanical Connection: ~~\$50.00~~ **\$75.00**

### Site, Sediment and Erosion Fees

- Residential Site Inspection: ~~\$50.00~~ **\$65.00**
  - Required for new construction of/on homes, detached garages, and accessory structures.
- Commercial Site Inspection: ~~\$90.00~~ **\$95.00**
  - Required for new construction of/on buildings and accessory structures.
- S.E.C. (Sediment and Erosion Control):
  - .0006 x permit valuation for all permits requiring the monitoring the control of sediment and erosion on a construction site.
  - Minimum \$150.00 (new home and commercial construction projects)
  - Minimum \$50.00 (other projects)

**CITY OF SPRING PARK (Proposed)**  
**BUILDING/MECHANICAL/PLUMBING CODE PERMIT FEE SCHEDULE**

Other Inspections and Fees

Re-inspection Fee - A re-inspection fee may be assessed for each inspection or re-inspection when such portion of work for which inspection is requested is not complete or when required corrections are not made. On valuation-based building permits, this fee is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with the requirements of the code, but as controlling the practice of calling for inspections before the job is ready for such inspection or re-inspection. Re-inspection fees may also be assessed 1) when full access to the site is not provided for the inspector, 2) when the inspector is not met by the responsible individual (no-show), 3) on fixed-fee permits where corrections are required to be inspected, and 4) when deviations from the approved plans have occurred without prior Building Official approval. Re-inspection fees are due on or before the re-inspection. Payment to be made payable to the Municipality:	<del>\$60.00</del> <b>\$75.00</b>
Inspections outside of normal business hours (includes travel time both ways with a 2-hour minimum):	<del>\$75.00</del> <b>\$95.00/hr.</b>
Inspections for which no fee is indicated, miscellaneous and special services (half-hour minimum):	<del>\$75.00</del> <b>\$95.00/hr.</b>
Additional Plan Review required by changes, additions, or revisions to approved plans (half-hour minimum)	<del>\$75.00</del> <b>\$95.00/hr.</b>
Special Investigation fee (work started without obtaining a permit)	100% of permit fee
Copy charge (black/white 8 ½ x 11) — per side:	<del>\$.25</del> /sheet
Copy charge (black/white 11 x 17 and 8 ½ x 14) — per side:	<del>\$.50</del> /sheet
Copy charge (color 8 ½ x 11) — per side:	<del>\$1.00</del> /sheet
Copy charge (color 11 x 17 and 8 ½ x 14) — per side:	<del>\$2.00</del> /sheet
Print or Copy charge (large plan sheet)(color or black/white)	\$4.00
Replacement permit card fee — short card (8 ½ x 7):	\$25.00
Replacement permit card fee — long card (8 ½ x 14):	\$40.00
Residential Contractor License verification (for eligible projects) MN Statute 236B.815 Subd. 2	\$5.00
Lead Certification verification (for eligible projects) MN Statute 236B.103 Subd. 13	\$5.00
Permit Renewal within 6 mos. of expiration (no plan changes, no code changes, new permit number)	50% of original permit fee
Change of Use with no other permits issued	\$100.00
Pre-Final inspection (new home or structure) – 2 hour minimum:	\$75/hr.
Temporary Certificate of Occupancy – Escrow (less costs to administer)**	\$1,000.00
Refunds for Issued Permits: <b>NOTE: The permit applicant is responsible to pay the Plan Review fee (if the Review has been completed) even if the project is cancelled prior to permit issuance.</b>	
Fixed-fee permits	0%
Plan review fee	0%
Permit fee (if work not started) within 6 months of issuance by municipality	<del>75%</del> <b>80%</b>

\*\*This would be a City imposed fee.

Valuation	Current Fee Schedule			Proposed Fee Schedule			Difference
	Permit Fee	Plan Review	Total	Permit Fee	Plan Review	Total	
\$500.00	\$75.00	\$48.75	\$123.75	\$100.00	\$65.00	\$165.00	\$41.25
\$1,000.00	\$75.00	\$48.75	\$123.75	\$100.00	\$65.00	\$165.00	\$41.25
\$2,000.00	\$103.00	\$66.95	\$169.95	\$100.00	\$65.00	\$165.00	(\$4.95)
\$5,000.00	\$155.75	\$101.24	\$256.99	\$153.70	\$99.91	\$253.61	(\$3.38)
\$10,000.00	\$244.50	\$158.93	\$403.43	\$243.20	\$158.08	\$401.28	(\$2.15)
\$25,000.00	\$510.75	\$331.99	\$842.74	\$511.70	\$332.61	\$844.31	\$1.57
\$50,000.00	\$829.50	\$539.18	\$1,368.68	\$836.70	\$543.86	\$1,380.56	\$11.88
\$100,000.00	\$1,272.00	\$826.80	\$2,098.80	\$1,286.70	\$836.36	\$2,123.06	\$24.26
\$500,000.00	\$4,112.00	\$2,672.80	\$6,784.80	\$4,186.70	\$2,721.36	\$6,908.06	\$123.26
\$1,000,000.00	\$7,112.00	\$4,622.80	\$11,734.80	\$7,261.70	\$4,720.11	\$11,981.81	\$247.01

2023 Permits	
\$2000 and under	6
\$2001-\$25,000	22
\$25,001-\$50,000	2
\$50,001-\$100,000	2
\$100,001-\$500,000	5
\$500,001-\$1,000,000	0

<b>2024 Permits to Date</b>	
\$2000 and under	6
\$2001-\$25,000	23
\$25,001-\$50,000	4
\$50,001-\$100,000	3
\$100,001-\$500,000	5
\$500,001-\$1,000,000	5



Mailing Address:  
300 Daniel Boone Trail  
South Roxana, IL 62087  
Phone: 618-254-3855  
Fax: 618-254-2200

Locations:  
300 Daniel Boone Trail, South Roxana, IL 62087  
43W630 Wheeler Road, Sugar Grove, IL 60554

July 1, 2025

City of Spring Park  
4349 Warren Ave., Spring Park, MN. 55384  
Phone: (952)-471-9051

John Morast  
[John.Morast@mooreengineeringinc.com](mailto:John.Morast@mooreengineeringinc.com)

Corrective Asphalt Materials, LLC, (CAM) thanks you for the opportunity to bid the City of Spring Park Pavement Preservation Project. Please accept the following as our formal proposal to apply Reclamite Maltene Based Rejuvenating Agent to selected asphalt pavement.

- **Apply Reclamite to 10,200 SY of selected asphalt pavement**
- **CAM's responsibilities:**
  - **Furnish and apply Reclamite**
  - **Furnish and apply lime screenings to roadways.**
  - **All traffic control and signs related to project**
  - **Street Sweeping post application**
  - **Handle any complaints or issues that may arise from application**

• **Unit Price: \$1.40 SY** **Price: \$14,280.00**

**Alternate:**      **Add \$0.03/SY if resident notifications to be delivered by CAM LLC.** **Add: \$306.00**

**Mike Sumrall, Operations Manager will be contacting you to schedule the project.**  
**Info:** [mike.sumrall@cammidwest.com](mailto:mike.sumrall@cammidwest.com) Cell: 630-465-4142

**Billing Information (please fill out upon acceptance)**

Name : \_\_\_\_\_ Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Again, thank you for the opportunity. We look forward to providing our professional services.

Sincerely,

Michael Sumrall  
Operations Manager

Colleen West  
Business Development

APPROVED BY:

\_\_\_\_\_  
Sign Date

# PROPOSAL



<https://mpasphalt.net>

3315 Aetna Ave NE  
Buffalo, MN 55313  
763-402-3526

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## Proposal Submitted To

Brent Weldon  
City of Orono

2750 Kelly Parkway  
55356  
(952) 249-4670  
bweldon@ci.orono.mn.us

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## Work to be Performed At

2025 Spring Park Crack seal  
route and seal

2750 Kelly Parkway  
Long Lake, MN 55356

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## Company Contact

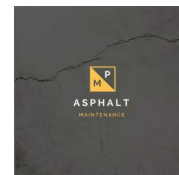
Matt Leaf  
CEO

(763) 402-3526  
matt@mpasphalt.net

6/4/2025

ESTIMATE DATE: 6/4/2025

Brent Weldon  
City of Orono



2025 Spring Park Crack seal route and seal  
2750 Kelly Parkway  
Long Lake, MN 55356

<https://mpasphalt.net>

## Crack sealing (\$3,500)

### Crack sealing

- Black Lake Road – approximately 0.30 miles
- Northern Avenue – approximately 0.10 miles
- Warren Avenue – approximately 0.20 miles
- West Arm West – approximately 0.15 miles

Crack sealing Singular cracks that are 1/4 inch - 1.5" and not in alligatored areas will be routed. chip sealed roads will not be routed. with a mechanical routing machine 3/4 by 3/4 and thoroughly cleaned of all foreign matter with backpack or push power blower . The cracks will be properly sealed using the state-of-the-art, oil-jacketed crack sealing system with a rubberized hot pour material. In the oil-jacketed system the material is hydraulically agitated, then pressure fed through an oil-jacketed pump and injected under pressure directly into the crack at the optimum temperature to prevent decomposition of the material and to maximize adhesion. Not all cracks will be filled Cracks wider than 1.5" will not be filled Cracks less than an 1/8" will not be filled. Any Cracks shorter than 4ft long will not be filled. spider cracks will not be filled. Crack that have been previous filled will not be routed. Cracks previous sealed and broke open with vegetation growing from them will be sealed over. its not MP asphalt maintenance responsibility to remove vegetation from previously seal cracks.

## Total Bid: \$3,500

Effective October 1st of every year if a Seal coat job is completed on or after October 1st there will be no warranty CONTRACT DOCUMENTS: Specification sheets, drawings and other documentation presented in this proposal shall be part of the contract. It is the responsibility of the customer's authorized representative to be aware of the terms and conditions stated herein and of the other contract documentation.

PAYMENT TERMS: NET BALANCE DUE 15 DAYS AFTER COMPLETION OF WORK. Unpaid balances will accrue a late fee of 10% per week until paid in full. In the event of your failure to conform to the terms and conditions of this agreement, you hereby agree to pay MP Asphalt Maintenance LLC all the sums earned to date. All major credit cards are accepted Residential Driveways Payment terms: Driveways will be paid upon completion of the job if not a \$25 dollar charge will be added to the total cost per day.

**DEPOSIT:** If the contracted amount exceeds \$15,000.00, a deposit of 1/3 of the project price is required to schedule work unless noted otherwise in this agreement.

**PERMITS AND FEES:** Owner is responsible for obtaining and paying for any required PERMITS, BONDS, and LICENSES, or plans required to obtain the aforementioned.

**WORK ACCESSIBILITY:** The price quoted herein is contingent upon the work area being free of any obstructions (vehicles, dumpsters, etc) at the scheduled project start date and time. MP Asphalt Maintenance reserves the right to adjust the agreed upon project price if the job conditions prevent MP Asphalt Maintenance work crews from starting on time and proceeding without interruption.

**CLEANING EXPENSES:** The owner understands that the work called for in this agreement is a messy process. The parties agree that MP Asphalt Maintenance is not responsible for cleaning, repairing, or replacing any concrete, carpet, floor, passageway, etc., that is soiled or stained by anyone other than MP Asphalt Maintenance employees. Sprinkler systems must be off 24 hrs. before and after. Bluing of sealer may accrue and is normal. It does not affect craftsmanship, warranty, or longevity.

**INDEMNITY:** MP Asphalt Maintenance agrees to complete its work in a safe and workmanlike manner, and to take appropriate safety precautions. However, once installation is complete and customer takes possession of the work area, Owner/Customer understands and agrees that MP Asphalt Maintenance cannot be responsible for materials, area maintenance and safety, and therefore Owner/Customer assumes all responsibility in this regard, including but not limited to any and all personal injuries, deaths, property damage, losses, or expenses related to or in any way connected with the materials or services provided. To the fullest extent allowed by law, Owner/Customer agrees to indemnify, defend and hold MP Asphalt Maintenance and its agents harmless from all loss, expense, liability, or attorneys' fees in connection with any such damages or injuries occurring thereafter. Nothing contained within this paragraph means or should be construed to mean that MP Asphalt Maintenance or others shall be indemnified for their own negligence.

**CHOICE OF LAW & VENUE:** To the fullest extent permitted by law, each provision of this contract shall be interpreted in such a manner as to be effective and valid under Minnesota law without regard to its conflict of laws principles. To the fullest extent permitted by law.

**ATTORNEY FEES & COSTS:** In the event MP Asphalt Maintenance places any amounts owed under this proposal for collection with either a collection firm or attorney, MP Asphalt Maintenance shall be entitled to reasonable collection fees, attorney's fees and costs.

**TAXES:** All taxes are included in the proposal price unless otherwise specified.

**ESCALATION CLAUSE:** This contract has been based on material costs at current market rates. Due to uncertain market conditions that are beyond our control and in the event of future material price increases, the party responsible agrees to pay for the escalations of material without a charge order. This paragraph applies only to materials.

**TIMING:** Due to fluctuation in the cost of raw materials, if the current date is 15 days past the proposal date, the customer should clarify that pricing is still valid.

**MATERIAL & WORKMANSHIP:** All material is guaranteed to be as specified. Unless otherwise specified within this Proposal, [MP Asphalt Maintenance warranties workmanship and materials for a period of 6 months from the date of completion. All driveways and overlays may experience cracking throughout the 1<sup>st</sup> winter and do not result in a warranty claim.](#) All work shall be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra cost will be executed only upon written orders and will become an extra charge over and above the amount set

forth above. We shall not be responsible for delays caused by strikes, accidents, weather or other contingencies beyond our control. Our workers are fully insured

NON-DISCLOSURE: Customer acknowledges that information in this Proposal, including but not limited to pricing, determination of scope of work, method for evaluating parking lots, and methods of repair, constitute and include Confide MP Asphalt Maintenance Information. This Proposal shall not be shared, distributed or disseminated to any other contractor and Customer acknowledges that should it violate this provision monetary damages will not be an adequate remedy and shall be MP Asphalt Maintenance titled to injunctive relief in addition to any other remedy available in law or equity.

ALTERATIONS TO THIS PROPOSAL: Alterations or notations to or to this Proposal will not be valid unless accepted in writing by an authorized representative of MP Asphalt Maintenance

SEVERABILITY OF TERMS: Should any part of this agreement be deemed unenforceable, the remaining terms shall be severable and separately enforceable and shall remain in full force.

Sincerely,  
MP Asphalt Maintenance

Matt Leaf  
CEO

Acceptance: As an authorized agent for the above, I accept this proposal for \$\_\_\_\_\_.

Signature:\_\_\_\_\_ Date:\_\_\_\_\_.



Sir Lines-A-Lot is an Equal Opportunity Employer

# PROPOSAL

<b>To:</b> City Of Spring Park	<b>Contact:</b>
<b>Address:</b> Spring Park, MN	<b>Phone:</b>
	<b>Email:</b>
<b>Project Name:</b> Spring Park 2025 Striping	<b>Bid Number:</b> H25-0912
<b>Project Location:</b> City Of Spring Park, MN	<b>Bid Date:</b> 6/25/2025

Item #	Item Description	Estimated	Unit	Unit Price	Total Price
1	PAVEMENT MARKINGS - PAINT	1.00	LS	\$2,680.00	\$2,680.00

**Total Bid Price: \$2,680.00**

**Notes:**

- 1. This quote includes **ONE** mobilization to complete the entire project. Additional, if requested, are **\$750.00** each.
- 2. Does not include any interim or temporary pavement markings. Interim markings are NOT incidental to this quote. No installation or removal of temporary tape or TRPM's.
- 3. Does not include any signage, brooming, late season markings, trail striping, pavement marking removals, On-the-job training, or TERO taxes/fees.
- 4. Owner/engineer must be on site to assist and approve layout of all new pavement markings.
- 5. If awarded, the prime contractor must include the terms & conditions of this proposal within the contract.
- 6. Sir Lines-A-Lot requires a minimum of 5 business days notice to schedule our work and must receive up-to-date plans prior to scheduling.
- 7. This quote is valid for up to 60 Days after Bid Date. Must receive signed quote or contract within this timeframe.
- 8. All pavement markings are quoted as surface applied PAINT only. Not ground in or wet reflective.
- 9. Scope of work is limited to pavement marking items called out on attached map. 4" Broken Skip Line (green dots), and parking stall striping.

<p><b>ACCEPTED:</b>                  The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p><b>Buyer:</b> _____</p> <p><b>Signature:</b> _____</p> <p><b>Date of Acceptance:</b> _____</p>	<p><b>CONFIRMED:</b>  <b>Sir-Lines-A-Lot</b></p> <p><b>Authorized Signature:</b> _____</p> <p><b>Estimator:</b> TJ Phillips                  (612) 434-0090 tj.phillips@linesalot.com</p>
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