



Carver County Board of Commissioners
 December 1, 2015
 Regular Session
 County Board Room
 Carver County Government Center
 Human Services Building
 Chaska, Minnesota

PAGE

9:00 a.m.	1.	a) CONVENE b) Pledge of allegiance c) Public comments - <i>Anyone wishing to address the Board of Commissioners on an item not on the agenda may come forward at this time. Please limit your comments to five minutes.</i>	
	2.	Agenda review and adoption	
	3.	Approve minutes of November 17, 2015, Regular Session	1-3
	4.	Community Announcements	
9:05 a.m.	5.	CONSENT AGENDA <i>Communities: Create and maintain safe, healthy and livable communities</i> 5.1 Accept Amendment to CY 2015 Adult Mental Health Grant 4 5.2 Request for approval to contract with Healthsource Solutions..... 5 <i>Connections: Develop strong public partnerships and connect people to services and information</i> 5.3 2016-2017 MFIP Biennial Service Agreement 6 <i>Growth: Manage the challenges and opportunities resulting from growth and development</i> 5.4 Agreement with the City of Chaska for Water Quality Education and Monitoring..... 7 5.5 Agreement with the City of Chanhassen for Water Quality Education and Monitoring..... 8 5.6 Mark Halla - Large Scale Activity Church 9-14 5.7 Xcel Energy Substation - Essential Service 15-19 <i>Culture: Provide an organizational culture which fosters individual accountability to achieve goals</i> 5.8 Proposed Property and Financial Services ("P&FS") Division Staffing Re-Org..... 20-22 <i>Finances: Improve the County's financial health and economic profile</i> 5.9 Review Social Services/Commissioners Warrants NO ATT	
9:05 a.m.	6.	FINANCES: Improve the County's financial health and economic profile 6.1 Public Hearing - Adoption of Ordinance 48-2016 and the 2016 Carver County Fee Schedule	23-67

- 9:15 a.m. **7. GROWTH: Manage the challenges and opportunities resulting from growth and development**
- 7.1 SunShare - Renewable Energy (Solar Garden Site)..... 68-74
 - 7.2 Final Project SP 010-611-006: CSAH 11 from CSAH 61 and
CSAH 10 75-76

9:45 a.m. **ADJOURN REGULAR SESSION**

WORK SESSION

- 9:45 a.m. **A. FINANCES: Improve the County’s financial health and economic profile**
- 1. 2016 GIS County Tax Impact Maps..... 77
 - 2. 2017 Long Term Financial Plan..... 78

- 10:45 a.m. **BOARD REPORTS**
- 1. Chair
 - 2. Board Members
 - 3. Administrator
 - 4. Adjourn

David Hemze
County Administrator

UPCOMING MEETINGS

- | | |
|-------------------|--------------------------------------|
| December 3, 2015 | 6:00 p.m. 2016 Budget Public Hearing |
| December 8, 2015 | No Meeting AMC Conference |
| December 15, 2015 | 4:00 p.m. Board Meeting |
| December 22, 2015 | No Work Session |
| December 29, 2015 | No Board Meeting |
| January 5, 2016 | Organizational Session |

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on November 17, 2015. Chair Randy Maluchnik convened the session at 4:00 p.m.

Members present: Randy Maluchnik, Chair, James Ische, Vice Chair, Gayle Degler and Tom Workman.

Members absent: Tim Lynch.

The following amendment was made to the agenda:

Add: Carver County Caregiver Day Proclamation

Degler moved, Ische seconded, to approve the agenda as amended. Motion carried unanimously.

Ische moved, Workman seconded, to approve the minutes of the November 3, 2015, Regular Session. Motion carried unanimously.

Community announcements were made by the Board.

Ische moved, Workman seconded, to approve the following consent agenda items:

Approved Work Order 2 to Agreement No. 03827 with State of Minnesota for routine maintenance of TH 101.

Amendment to professional services agreement number 15-504 with SRF Consulting Group, Inc., in the amount of \$118,589.00 pending finalization of the contract review process.

Approved the Proclamation establishing November 17, 2015, as Carver County Caregivers Day.

Approved purchase of a new UPS from Parallel Technologies using existing IT budgeted funds.

Supported Carver County upgrade to the ARMER system in Carver County and to start annual payments to Motorola in 2016 and end in 2020.

Approved Suburban Counties agreement to contract with Craig Rapp LLC to provide facilitation services related to Metropolitan Council governance, subject to final review by the County Attorney/Risk Management and related budget amendment.

Resolution #62-15 Designating November 15, 2015, American Education Week.

Resolution #63-15, Transferring Planning, Zoning, Land Subdivision and Wetland Conservation Act Authority in a Portion of Waconia Township to the City of Waconia.

Resolution #64-15, Approving Settlement of Condemnation Claims Relating to Acquisition of Easements Required for the TH101 Bridge and CSAH 61 “Y” Intersection Project, also known as the Southwest Reconnection Project – Parcel 15-780 Flying Cloud Drive, Chanhassen.

Resolution #65-15, Certificate of County Board of Classification of Forfeited Lands.

Reviewed November 10, 2015, Community Social Services’ actions/Commissioners’ warrants in the amount of \$512,194.74 and reviewed November 17, 2015, Community Social Services’ actions/Commissioners’ warrants in the amount of \$272,159.28.

Motion carried unanimously.

Degler moved, Workman seconded, to recess as the County Board and convene as the Carver County Ditch Authority. Motion carried unanimously.

David Frischmon, Property and Financial Services, requested the Ditch Authority approve ditch assessments for 2016. He noted these ditches are periodically cleaned out and the cost is billed back to those ditches. Frischmon explained the larger assessment was a result of a redetermination and property owners were given a choice to prepay or to have the costs assessed.

Ische moved, Degler seconded, to approve the following assessments:

County Ditch 4A	\$20,000 (one year)
County Ditch 6	\$10,000 (one year)
County Ditch 10	\$5,000 (one year)
Joint Ditch 4	\$10,000 (one year)
Joint Ditch 3A	\$130,000 (over five years)

Motion carried unanimously.

Degler moved, Ische seconded, to adjourn as the Carver County Ditch Authority and reconvene as the County Board. Motion carried unanimously.

Frischmon requested the Board approve the appointment of a County Surveyor. He explained the current County Surveyor was retiring at the end of this year and he was recommending that the Board appoint the Assistant County Surveyor as the County Surveyor for a four year term.

Ische moved, Degler seconded, to appoint Luke Kranz as the Carver County Surveyor effective January 1, 2016. Motion carried unanimously.

The Board expressed appreciation for the work done by Mr. Freemyer over the past 25 years and welcomed Mr. Kranz.

Dave Hemze, County Administrator, requested the Board approve the County's 2016 legislative priorities.

He recognized Commissioner Maluchnik and Workman's service on the County's Legislative Committee and guiding these issues. He noted they focused on five priority issues and pointed out many other issues were being handled by other professional associations.

Hemze explained the County's top priorities and requested position. He indicated the next step would be to meet with the County's legislative delegation.

Claire Robling, contract lobbyist, recognized it would be a quick session and expressed hope a transportation bill could be put together this session. She added she was also working on the eminent domain issue and looking at some changes that would be beneficial to everyone involved.

Hemze pointed out the work being done by the Suburban Counties on the Met Council governance issue. He indicated cities have been invited to participate to come up with a joint platform to be presented to the legislature.

Ische moved, Workman seconded, to approve Carver County's 2016 Legislative Priorities as outlined. Motion carried unanimously.

Heidi Hoks, Library Director, requested the Board approve the write off of fines not collected from inactive patrons. She explained this related to former patrons who have not checked out materials for five years and owed less than \$25. She indicated this would allow the Library to remove the patrons from their data base; they would have accurate patron numbers when applying for grants and it would cost them less to write the fines off than trying to recover.

Workman moved, Degler seconded, to write off the debts of library patrons who have not checked out materials in over five years and who have fines totaling less than \$25 and to remove their names from the Library patron system. Motion carried unanimously.

Ische moved, Degler seconded, to go into closed session at 4:30 p.m. pursuant to Minnesota Statute 13D.05 in order to discuss the potential sale of property PID #300082700 and in order to develop or consider offers or counteroffers of the purchase or sale of real property related to parcel #093000081. Motion carried unanimously.

The Board adjourned the closed and Regular Session at 5:35 p.m.

David Hemze
County Administrator

(These proceedings contain summaries of resolutions/claims reviewed. The full text of the resolutions and claims reviewed are available for public inspection in the office of the county administrator.)

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Accept Amendment to CY 2015 Adult Mental Health Grant

Primary Originating Division/Dept: <input type="text" value="Health & Human Services"/>	Meeting Date: <input type="text" value="12/1/2015"/>
Contact: <input type="text" value="Rod Franks"/> Title: <input type="text" value="HHS Director"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

As a member of the Scott/Carver Adult Mental Health Initiative, the state has allocated funds for Carver County to provide Wellness Recovery Action Plan (WRAP) trainings to clients in our Community Support Program. The state now wishes to increase this funding to Carver County by \$2,500.00 to provide additional trainings. The Behavioral Health Department recognizes the need for additional training and supports receipt of the additional funding.

ACTION REQUESTED:

Motion to accept an amendment to the CY 2015 Adult Mental Health Grant awarding Carver County an additional \$2,500.00 for WRAP trainings.

FISCAL IMPACT: <input type="text" value="Budget amendment request form"/> If "Other", specify: <input type="text"/>	FUNDING <table style="width: 100%;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="width: 30%; text-align: right;">\$0.00</td> </tr> <tr> <td></td> <td style="text-align: right;">\$2,500.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$2,500.00</td> </tr> </table> <input type="checkbox"/> Insert additional funding source	County Dollars =	\$0.00		\$2,500.00	Total	\$2,500.00
County Dollars =	\$0.00						
	\$2,500.00						
Total	\$2,500.00						
FTE IMPACT: <input type="text" value="None"/>							

Related Financial/FTE Comments:

Office use only:

RBA 2015 - 3667

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request for approval to contract with HEALTHSOURCE SOLUTIONS

Primary Originating Division/Dept: <input type="text" value="Health & Human Services - Public Health"/>	Meeting Date: <input type="text" value="12/1/2015"/>
Contact: <input type="text" value="Tami LaGow"/> Title: <input type="text" value="Public Health Program Specialist"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

Carver County Public Health is seeking assistance from HealthSource Solutions, a Worksite Wellness consultant, to assist with the implementation of the worksite wellness initiative with eight to twelve worksites, a combination of new worksites and current worksite partners in Carver County. Public Health works with local businesses on four strategies for their employees: increasing physical activity, increasing access to healthy food, providing breast feeding support and decreasing tobacco use and exposure in the workplace. Public Health has been working with HealthSource Solutions over the last five months and would like to build on the partnerships developed and work completed to date.

Public Health will contract with HealthSource Solutions to identify the unique needs of each worksite to help them develop a successful and sustainable wellness program. They will assist worksites in conducting organization worksite wellness assessments, building the foundation for wellness programming (i.e. leadership support, branding, wellness committee engagement, etc.), work plan development, and technical assistance to help worksites make policy and environmental changes as well as increase employee participation.

ACTION REQUESTED:

Motion to contract with HEALTHSOURCE SOLUTIONS pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="Included in current budget"/> If "Other", specify: <input type="text"/>	FUNDING <table style="width: 100%;"> <tr> <td>County Dollars =</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>SHIP grant</td> <td style="text-align: right;">\$31,605.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$31,605.00</td> </tr> </table> <input type="checkbox"/> Insert additional funding source	County Dollars =	\$0.00	SHIP grant	\$31,605.00	Total	\$31,605.00
County Dollars =	\$0.00						
SHIP grant	\$31,605.00						
Total	\$31,605.00						
FTE IMPACT: <input type="text" value="None"/>							

Related Financial/FTE Comments:

Contract expenses will be paid by the Statewide Health Improvement Program (SHIP) grant from the Minnesota Department of Health (MDH).

Office use only:

RBA 2015 - 3650

Carver County Board of Commissioners Request for Board Action



Agenda Item:
2016-2017 MFIP Biennial Service Agreement

Primary Originating Division/Dept: <input type="text" value="Health & Human Services"/>	Meeting Date: <input type="text" value="12/1/2015"/>
Contact: <input type="text" value="Rod Franks"/> Title: <input type="text" value="Health and Human Services Dir"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

BACKGROUND/JUSTIFICATION:

Counties, consortia and nation/tribes are required to have a Biennial Service Agreement (BSA) approved by the Minnesota Department of Human Services (DHS) to receive consolidated funds for the Minnesota Family Investment Program (MFIP) under Minnesota Statutes, section 256J.626, subdivision 4.

The purpose of the Biennial Service Agreement is to provide the DHS with information about services and strategies intended to meet program measures with the goal of increasing the economic stability of low income families using MFIP. The different sections of the BSA gather information about program strengths and service delivery gaps. The Agreement will give us and DHS a comprehensive assessment of current efforts; insight into what types of assistance are needed; and information on new strategies to better serve participants. We want to ensure that people served through MFIP are equipped to obtain and sustain gainful employment that will ultimately lead to greater self-sufficiency.

ACTION REQUESTED:

Approve the 2016-2017 MFIP Biennial Service Agreement

FISCAL IMPACT: <input type="text" value="None"/> <i>If "Other", specify:</i> <input type="text"/>	FUNDING <table style="width: 100%;"> <tr> <td>County Dollars =</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>Allocation from State</td> <td style="text-align: right;">\$678,832.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$678,832.00</td> </tr> </table> <input type="checkbox"/> Insert additional funding source	County Dollars =	\$0.00	Allocation from State	\$678,832.00	Total	\$678,832.00
County Dollars =	\$0.00						
Allocation from State	\$678,832.00						
Total	\$678,832.00						
FTE IMPACT: <input type="text" value="None"/>							

Related Financial/FTE Comments:

Amount above is to be dispersed in equal amounts over the biennial term, \$328,916.00 in each year of the biennium.

Office use only:

RBA 2015 - 3641

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Agreement with the City of Chaska for Water Quality Education and Monitoring

Primary Originating Division/Dept: <u>Public Services - Planning & Water Mgmt</u>	Meeting Date: <u>12/1/2015</u>
Contact: <u>paul moline</u> Title: <u>PWM manager</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No

Strategic Initiative:

Growth: Manage the challenges and opportunities resulting from growth and development

BACKGROUND/JUSTIFICATION:

As part of its implementation of the Water Management Plan for the Carver County Water Management Organization (CCWMO), the County manages education and monitoring programs. The City of Chaska is charged with similar water management responsibilities as part of its Municipal Stormwater Permit with the Minnesota Pollution Control Agency. The City and the CCWMO have previously partnered to fulfill these joint requirements more efficiently.

The purpose of the agreement is to:

- establish the roles regarding the design and implementation of a cooperative education program that will satisfy the City's stormwater permit requirements,
- promote efficient use of staff and financial assets used in monitoring surface water in the county,
- provide assistance for the assessment of water quality monitoring data, and
- ensure a comprehensive, local approach to water management in the CCWMO.

This agreement renews a previous agreement (2010-2015) with the City of Chaska and will establish a long-term partnership with common goals. The City of Chaska will reimburse Carver County up to \$7,500 annually (potentially \$37,500 over 5 years) to cover costs associated with the required tasks and requests. This agreement will be in effect through December 31, 2019.

ACTION REQUESTED:

Motion to authorize the Chair to sign the agreement with the City of Chaska upon completion of contract review.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =	<input style="width: 100%;" type="text"/>
City of Chaska	\$37,500.00
Total	\$37,500.00

Related Financial/FTE Comments:

\$37,500 is a maximum amount. The City of Chaska will reimburse Carver County up to \$7,500 annually (potentially \$37,500 over 5 years) to cover costs associated with the required tasks and requests.

Office use only:

RBA 2015 - 3651

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Agreement with the City of Chanhassen for Water Quality Education and Monitoring

Primary Originating Division/Dept: <input type="text" value="Public Services - Planning & Water Mgmt"/>	Meeting Date: <input type="text" value="12/1/2015"/>
Contact: <input type="text" value="paul moline"/> Title: <input type="text" value="PWM manager"/>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No

Strategic Initiative:

Growth: Manage the challenges and opportunities resulting from growth and development

BACKGROUND/JUSTIFICATION:

As part of its implementation of the Water Management Plan for the Carver County Water Management Organization (CCWMO), the County manages education and monitoring programs. The City of Chanhassen is charged with similar water management responsibilities under its Municipal Stormwater Permit with the Minnesota Pollution Control Agency. The City and the CCWMO have previously partnered to fulfill these joint requirements more efficiently.

The purpose of the agreement is to:

- establish roles in the design and implementation of a cooperative education program that will satisfy the City's stormwater permit requirements,
- promote the efficient use of staff and financial assets used in monitoring surface water in the county,
- provide assistance in the assessment of water quality monitoring data, and
- ensure a comprehensive, local approach to water management in the CCWMO.

This agreement renews a previous agreement (2010-2015) with the City of Chanhassen and will establish a long-term partnership with common goals. The City of Chanhassen will reimburse Carver County up to \$7,500 annually (potentially \$37,500 over 5 years) to cover costs associated with the required tasks and requests. This agreement will be in effect through December 31, 2019.

ACTION REQUESTED:

Motion to authorize the Chair to sign the agreement with the City of Chanhassen upon completion of contract review.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =	<input type="text"/>
City of Chanhassen	\$37,500.00
Total	\$37,500.00

Related Financial/FTE Comments:

The \$37,500 is a maximum amount. The City of Chanhassen will reimburse Carver County up to \$7,500 annually (potentially \$37,500 over 5 years) to cover costs associated with the required tasks and requests.

Office use only:

RBA 2015 - 3652

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Mark Halla - Large Scale Activity Church

Primary Originating Division/Dept: <input style="width: 90%;" type="text" value="Public Services - Land Mgmt."/>	Meeting Date: <input type="text" value="12/1/2015"/>
Contact: <input type="text" value="Steve Just"/> Title: <input type="text" value="Dept. Manager"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

BACKGROUND/JUSTIFICATION:

File #PZ20150044. The Planning Commission recommended approval of a Conditional Use Permit (CUP) for Mark & Kay Halla's ministry facility (church), The Outpost Center, which is located in Section 14 of Dahlgren Township. The facility currently operates under an Interim Use Permit (#PZ20140029). The requested CUP would allow for the construction of a pavilion type of structure and a dedicated worship hall with expanded parking areas. The applicants state that the ministry will be conducting prayer gatherings, restoration ministries, educational and teaching seminars and eventually worship services from the site. In addition to events that may be scheduled throughout the year, they anticipate that an average of 20-30 people will be using the facility initially. The ministry would typically be closed by 10 p.m. At times, the church may be required to be open longer than the noted hours for activities such as bible studies, church meetings, trainings, and events. Also, the CUP provides for extended hours (midnight for final departure) for up to 12 wedding reception events per year. The applicants have agreed that these large gatherings would be held principally indoors after 10 p.m. Mr. and Mrs. Halla will continue to reside in the home, but it may become a pastor's, caretaker's, or board member's residence in the future. The Dahlgren Town Board recommended approval of the request with more restrictive hours. The Planning Commission has thoroughly considered the Town Board's recommendation and finds that the applicants' hours, as proposed, would be acceptable as they would be consistent with other land uses in the County.

ACTION REQUESTED:

A motion to adopt the Findings of Fact and to issue Order #PZ20150044 for the issuance of the Conditional Use Permit.

FISCAL IMPACT: <input type="text" value="None"/> <i>If "Other", specify:</i> <input type="text"/>	FUNDING County Dollars = <input type="text"/> <input type="text"/>
FTE IMPACT: <input type="text" value="None"/>	Total <input type="text" value="\$0.00"/> <input checked="" type="checkbox"/> Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2015 - 3664

COUNTY OF CARVER
PLANNING COMMISSION RESOLUTION

FILE #: PZ20150044

RESOLUTION #: 15-21

WHEREAS, the following application for a Conditional Use Permit has been submitted and accepted:

APPLICANT/OWNER: Mark & Kay Halla
SITE ADDRESS: 6053 Highway 212, Chaska MN 55318
PERMIT TYPE: Church/Large Scale Activity
PURSUANT TO: County Code, Chapter 152, Section 152.080 (C) 2
LEGAL DESCRIPTION: See attached Exhibit "A"
PARCEL #: 04-014-1200

WHEREAS, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meetings of September 15, 2015, October 20, 2015, and November 17, 2015; and,

WHEREAS, the Carver County Planning Commission finds as follows:

1. Mark & Kay Halla own a 26.97 acre property located in the North Half (N½) of Section 14 of Dahlgren Township. The property is improved with a house/garage, a commercial building, an agricultural storage structure, and several outbuildings. The site is located in the Transition Area Overlay Zone of the City of Carver, and the CCWMO – Carver Creek watershed.
2. The applicants are requesting a Conditional Use Permit (CUP) for “The Outpost Center”, as a permanent Large Scale Activity - Church Facility on the subject property. An Interim Use Permit (# PZ20140029) was approved on November 18, 2014 for a similar land use; however, new buildings and modifications (expansion) were not allowed under the IUP. If the new CUP is approved, the operation would be permitted to expand, and Mr. Halla’s existing CUP #PZ20050023 for a Farm Related Business would be terminated (The Mustard Seed CUP is currently suspended).
3. The Planning Commission continued the public hearing from the September 15, 2015 meeting to the October 20, 2015, and again from the October 20, 2015 meeting to the November 17, 2015 meeting, to allow for additional review and discussion pertaining to the township recommendation(s), proposed business plans, building occupancy limitations, hours, and events outlined in the application. A “60 Day Law” letter was sent to the applicants on October 5, 2015, extending the deadline for a final decision, until December 11, 2015. The applicants have revised the operational plan, dated September 30, 2015, to provide more specific information about the proposed wedding and reception schedules and to provide details about a proposed pavilion (Building “C”) that would be located to the east of the main assembly building. Significant discussion has occurred with the applicants regarding hours, occupancy limitations, SSTS (septic system), screening, and potential future growth.
4. The Zoning Code addresses these types of activities pursuant to Section 152.080 C (2) of the Carver County Code.
5. The existing commercial building has been updated and approved for church assembly use (Building Code Occupancy A-3), with a total occupancy limit of 300 persons based on the Building Code requirements related to the existing bathroom facilities. The occupancy limit could be significantly higher if the bathrooms (and possibly septic system time-dosing, etc.) are upgraded accordingly for an expanded change in use. The greenhouse has been removed from the easterly side of the property, and the applicants are proposing an approximate 6,048 sq. ft. commercial

pavilion (open-sided reception hall) in that location. The pavilion would be designed to have an easterly storage room partition and northerly walls to provide a noise barrier and screening from (for) the neighboring property and Hwy 212. In the interim, the applicants may utilize a temporary reception tent at that location. The Building Official has indicated that permits would be required (for the tent also), and additional commercial Building Code issues would need to be addressed, including a provision for the approved bathroom facilities. The existing agricultural storage structure (7,440 sq ft), located on the southerly end of the operational area, would be available for church related uses; however, the necessary building permits would need to be obtained for a change in use. The applicants have also identified a future 5,000- 6,000 sq. ft. addition (Phase 1 & Phase 2) to the main commercial assembly building, which would provide for classroom space and additional bathrooms, and a dedicated worship hall, respectively.

6. According to the applicants, the proposed use of the facility would be to provide space for their non-denominational Outreach Ministry, and to hold seminars and prayer gatherings, initially for 20-30 people at a time. The Outpost Center is actively promoting their facility as a venue for weddings and wedding receptions, with the expectation that the facility's usage and access by the public will increase over time. They currently do not hold formal worship services of their own, but they anticipate approximately 20-30 people would attend once they do start worship activities. The applicants describe their facility as a non-traditional church. The operational plan and site plans provide an overview of the facility.
7. The church ministry would be open 7 days a week, with general office hours likely being 8 a.m. to 6 p.m. as the need arises. According to the applicants, there may be times that require the church to be open longer than the noted hours (i.e. activities such as Bible studies, church meetings, trainings, events, etc.). All outdoor amplified music (or amplification) would cease at 8 p.m., which would be consistent with other operations in the County. The facility would typically be closed at 10 p.m. and the applicants have agreed that large gatherings would be held principally indoors after 10 p.m. The operational plan provides for additional extended hours as follows: *For weddings and reception activities that may use outdoor spaces, we will require them to wrap up their celebration by 10 PM, thereby allowing a transition period so that all guests and vendors will be gone no later than 11 PM. However, in addition, we also humbly request that you allow us up to 12 weddings and receptions that end at 11 PM with all guests and vendors required to be gone no later than midnight.* Any Special Event(s) taking place outside of these business hours or operations would require approval from the County Board of Commissioners pursuant to Section 152.074 of the Zoning Code.
8. Regarding screening, the applicants are proposing that the pavilion (reception hall) would be designed to provide a buffer from the neighboring property to the east. The structure would have 12 foot sidewalls and it would have no windows or doors on the easterly end of the building. If a temporary tent is utilized, similar side and end walls should also be utilized. The applicants are proposing future screening from the neighboring property to the southwest if/when the agricultural storage building is converted for church use. At a minimum, screening would need to be in accordance with the standards required in the Zoning Code (i.e. fencing, or plantings that are of a type that will attain six to eight feet in height and 50% opacity throughout the year within two growing seasons).
9. The areas provided for on-site parking meet the standards of the Zoning Code. According to the applicants, approximately 157 vehicle parking stalls are available. As a dance or reception hall, the main A-3 assembly building would require approximately 152 parking stalls. The applicants have identified expanded parking areas to the west of the agricultural storage building and to the south of the future worship hall (Phase 2). Screening would also be warranted at this location if/when the parking lot is expanded (i.e. to be consistent with the screening already proposed for the change in use of the existing agricultural storage building).
10. A Certificate of Compliance and Monitoring Agreement for the existing SSTS (septic) systems have been submitted and approved by Environmental Services for the change in use. A flow monitoring device has been installed on the existing septic system, which is being maintained and monitored by a licensed SSTS contractor. The purpose is to gauge the peaks in water usage in reference to the original SSTS design. If the system needs to be upgraded based on increased flows, the most likely upgrade would be to incorporate a time-dosing system to evenly distribute the flow(s) into the system.

11. MnDOT has been notified of the current request, and has commented on the IUP request previously that they had no concerns with the proposed use. Mr. Halla has received an e-mail from Mn/DOT (Tahsina Alam), dated September 30, 2015, indicating that their review is complete and that no additional permits would be required.
12. The City of Carver (Cindy Nash) previously reviewed the IUP and commented that the City would object to any subdivision of the property. The applicants are not proposing to further subdivide the subject parcel, which would address the City's concerns.
13. The Dahlgren Town Board reviewed the request and recommended approval at their August 10, 2015 Town Board meeting, stipulating that: "All outside activities and amplifications need to end by 8:00 pm - all events must end by 10:00 pm". The Planning Commission has thoroughly considered the Town Board's recommendation and finds that the applicants' hours, as proposed, would be acceptable as they would be consistent with other land uses in the County.

THEREFORE, BE IT RESOLVED THAT The Carver County Planning Commission hereby recommends the issuance of Conditional Use Permit #PZ20150044 for a Large Scale Activity - Church on the land described in Exhibit "A" of the permit application. This permit shall supersede CUP #PZ20050023 (Document # A419212) and IUP #PZ20140029 (Document # A608672), which shall both be considered null and void. The Planning Commission further recommends that the following conditions be attached to the permit:

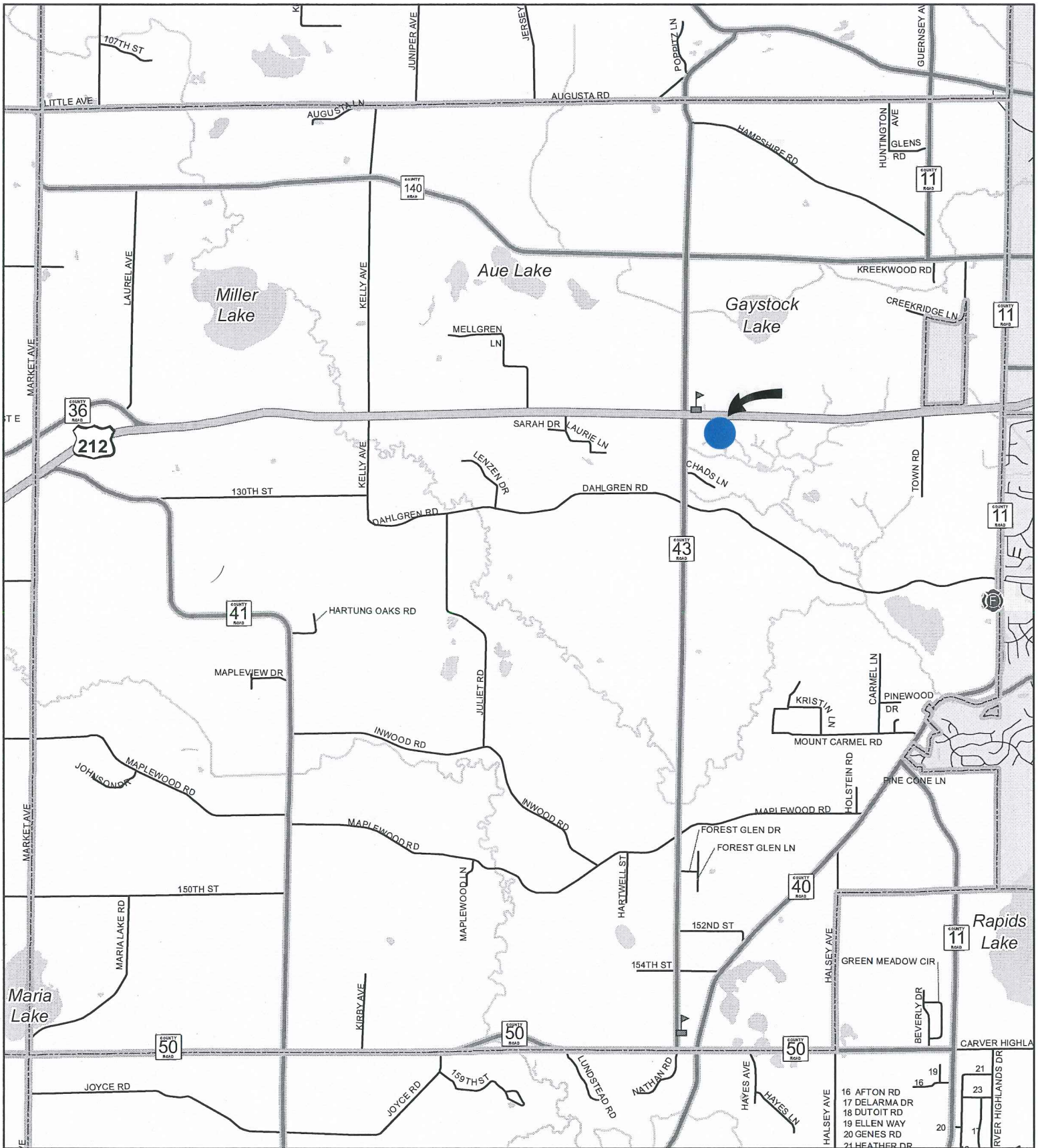
1. The permit is subject to administrative review. A change in ownership, operations or operator shall be cause for the permit to be reviewed by Land Management for a determination as to whether an application for an amendment or similar consideration is necessary. Proposed owners and/or operators are encouraged to contact Land Management as early on in the timeline of the proposed change as possible. Building phases beyond Phase 2, as noted in the operational plan of the project, will require Permittee to apply for new Conditional Use Permit.
2. The operation shall be in accordance with the submitted operational plan (letter dated: 9/30/15), the ceremony and reception contract, and site concept plans, which identify a principal operational area of approximately 6 acres. These plans shall be attached to and become part of this permit. A temporary tent or reception enclosure may be utilized for events or gatherings, provided the appropriate building permit(s) are obtained prior to construction and the enclosure is designed to include northerly and easterly walls or similar privacy barriers.
3. The church facility may be open 7 days a week with general office hours 8 a.m. to 6 p.m. The Outpost operational hours shall typically follow a traditional church schedule. Except as specified in the operational plan, the facility shall typically be closed to the general public at 10:00 p.m. Regarding the allowance for 12 annual weddings and receptions with extended hours until 11 p.m. (12 a.m. for final departure); large outdoor events shall be conducted principally indoors after 10 p.m. and that associated lights, other than safety lighting, will be turned off accordingly if visible by neighbors. Any Special Event(s) taking place outside of the normal business hours or operations shall require prior approval from the County Board of Commissioners, pursuant to Section 152.074 of the Zoning Code.
4. Events with music shall be allowed within the approved business hours of operation. Unless it is a reviewed and approved special event, pursuant to Section 152.074, any and all outdoor amplified music shall cease at 8:00 p.m.
5. Permittee shall construct the proposed pavilion (open-sided reception hall "C"), and/or any temporary structure, in a manner that will provide an effective privacy barrier for the neighboring property to the east as provided in the approved operational plan. Screening shall be provided for the neighboring property to the southwest if/when the agricultural building ("E") is converted to church use. Likewise, screening shall be installed, at this location, if/when the church parking lot is expanded to the west of building "E". At a minimum, screening would need to be in accordance with the standards required in the Zoning Code (i.e. fencing, or plantings that are of a type that will attain six to eight feet in height and 50% opacity throughout the year within two growing seasons).
6. The Permittee must comply with the Mn/DOT access requirements and/or improvements at Hwy 212, if applicable.

7. Permittee shall comply at all times with the County standards as detailed in Chapter 152 – Zoning Code and Chapter 154 – Sign Regulations. These regulations include, but are not limited to, standards for screening, parking and signage.
8. All necessary and required building permits shall be applied for and issued prior to construction. All structures utilized as part of the church facility shall meet the applicable State Building Code requirements. A parking plan, screening plan and/or grading & erosion control plan shall be submitted with the permit application, as deemed necessary by Carver County Land Management.
9. Any grading and/or filling activity on the property shall be completed in accordance with the Carver County Water Management guidelines and the Wetland Conservation Act (WCA), if applicable. Any and all site improvements shall be completed pursuant to Chapter 153 – Water Resource Management.
10. The existing SSTS, and any requirements for a new or expanded SSTS, shall be in compliance with Chapter 52 of the County Code. Permittee shall continue to monitor the SSTS regarding water usage, and shall upgrade the system (e.g. time-dosing) at such time as it is deemed necessary by Carver County Environmental Services.
11. Parking of vehicles must be confined to the subject property. No parking will be allowed within the Hwy 212 road right-of-way. Parking expansion shall be permitted to the west of the existing agricultural building (storage building “E”), provided all applicable County Code requirements are met.
12. Permittee shall submit a copy of the Certificate of Workers’ Compensation Insurance or an appropriate affidavit regarding employee status and submit it to the Land Management Department.

ADOPTED by the Carver County Planning Commission this 17th day of November, 2015.

John P. Fahey
Planning Commission Chair

DAHLGREN TOWNSHIP



This map was created using Carver County's Geographic Information Systems (GIS), it is a compilation of information and data from various City, County, State, and Federal offices. This map is not a surveyed or legally recorded map and is intended to be used as a reference. Carver County is not responsible for any inaccuracies contained herein.



Carver County Board of Commissioners Request for Board Action



Agenda Item:

Xcel Energy Substation - Essential Service

Primary Originating Division/Dept: <input style="width: 90%;" type="text" value="Public Services - Land Mgmt."/>	Meeting Date: <input style="width: 80%;" type="text" value="12/1/2015"/>
Contact: <input style="width: 60%;" type="text" value="Steve Just"/> Title: <input style="width: 40%;" type="text"/>	Item Type: <input style="width: 80%;" type="text" value="Consent"/>
Amount of Time Requested: <input style="width: 20%;" type="text"/> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <input style="width: 60%;" type="text"/> Title: <input style="width: 40%;" type="text"/>	
Strategic Initiative: <input style="width: 98%;" type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

BACKGROUND/JUSTIFICATION:

File #PZ20150054. The Planning Commission recommended approval of a Conditional Use Permit (CUP) for Xcel Energy to construct a 34.5kV (kilovolt) substation (Lake Bavaria Substation), located in the Transition Area Overlay District for future annexation by the City of Victoria, in Section 25 of Laketown Township. The applicant, Brian Sullivan (Xcel Energy), is requesting authorization to construct and maintain a substation to improve reliability and reinforce the existing electrical grid system, which currently carries a large amount of load at risk. The request meets the standards of the Zoning Code, as the substation meets the definition of an Essential Service, Public Utility Structure. The applicant has provided a site and landscape plan addressing site specifications, future public road access, and other considerations such as screening and security for the proposed facility. The Laketown Town Board supports the request.

ACTION REQUESTED:

A motion to adopt Findings of Fact and issue Order #PZ20150054 for the issuance of the Conditional Use Permit.

FISCAL IMPACT: <input style="width: 90%;" type="text" value="None"/> <i>If "Other", specify:</i> <input style="width: 90%;" type="text"/>	FUNDING County Dollars = <input style="width: 80%;" type="text"/> <input style="width: 80%;" type="text"/> Total \$0.00 <input checked="" type="checkbox"/> Insert additional funding source
FTE IMPACT: <input style="width: 90%;" type="text" value="None"/>	

Related Financial/FTE Comments:

Office use only:

RBA 2015- 3666

COUNTY OF CARVER
PLANNING COMMISSION RESOLUTION

FILE #: PZ20150054

RESOLUTION #: 15-20

WHEREAS, the following application for a Conditional Use Permit has been submitted and accepted:

FILE #: PZ20150054

OWNER: Minnesota Valley Electric Co-op & Vassar Living Trust

APPLICANT: Xcel Energy (Brian Sullivan)

SITE ADDRESS: 9495 Victoria Drive Laketown Township

PERMIT TYPE: Conditional Use, Essential Service, Electrical Substation

PURSUANT TO: County Code, Section(s) 152.050 – 152.053, 152.055

LEGAL DESCRIPTION: See attached Exhibit A

PARCEL #: Parcel to be created from combined parcels 07-725-0100 & 07-025-2810

WHEREAS, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meetings of October 20, 2015 and November 17, 2015; and,

WHEREAS, the Carver County Planning Commission finds as follows:

1. Xcel Energy is planning to construct an electrical substation off of Co Rd 11 (Victoria Drive), on the parcels (approximately 3.3 acres) currently owned by Vassar Living Trust and Minnesota Valley Electric Co-op (MVEC) in the N½ of the N ½ of Section 25, Laketown Township. MVEC currently maintains and operates a substation located to the north of the subject property. The property is located in the Transition Area Overlay District for future annexation by the City of Victoria and the Minnehaha Creek watershed.
2. The applicant, Brian Sullivan, is requesting a Conditional Use Permit (CUP) pursuant to Section 152.050 – 152.053 and 152.055 of the Carver County Zoning Code to construct an electrical substation (Lake Bavaria Substation), which is classified as an Essential Service, public utility structure.
3. The Planning Commission continued the public hearing from the October 20, 2015 meeting to the November 17, 2015 meeting to allow for additional review and discussion regarding comments submitted from the cities of Victoria and Chaska on the location of the substation access, and the screening and design of the site.
4. A parcel will be created through a minor subdivision by combining a 2.1 acre parcel owned by Vassar Living Trust (currently farmed) and a 1.2 acre parcel owned by MVEC. The 34.5kV electrical substation project is necessary to improve reliability and reinforcing the existing electric grid system which currently has a large amount of load at risk.
5. The applicant’s narrative and site plan(s) address specifications and site considerations for the proposed facility and the applicant has indicated the proposed location will reduce the length of the existing feeders and improve reliability by reinforcing the existing grid. The location also provides direct access to an existing source of power or electrical transmission line along Co Rd 11. The proposed location and site plan would meet the Zoning Code requirements. The site requirements, road access, environmental and security considerations have all been addressed in the applicant’s submittal.

6. The applicant has indicated a Stormwater Pollution Prevention Plan will be prepared and implemented. A total of three wetlands were delineated and are under review by the Minnehaha Creek Watershed District to verify a mitigation plan. The applicant would need to comply with any requirements the Watershed may impose.
7. The site is located in Laketown Township within the Transition Area Overlay District for the City of Victoria, and it is adjacent to an Orderly Annexation area for the City of Chaska (i.e. to the east). Both communities have submitted comments regarding the project. In response to the cities' comments and concerns, the applicant will provide a 77 foot wide easement for the future construction of a public road from Co Rd 11 to a proposed park in Chaska. When the public road is constructed, the applicant would be responsible for removing the existing access off of Co Rd 11. Also, an eight foot cast concrete fence will be constructed surrounding the perimeter of the site, and the applicant will ensure the taller of the equipment on the site will be located to the south and the shorter of the equipment would be to the north.
8. Traffic would be minimal to the site, generally one or two visits per month. An existing drive located on the MVEC property will continue to be used as access to the site off of Co Rd 11, until such time that a public through-road is constructed into the future City of Chaska park.
9. Pending approval of the request, the applicant will be required to apply for a Minor Subdivision to create the new parcel. Absent a CUP, there would not be a reasonable use for the property in order to create a new parcel of this size.
10. A Laketown Township representative was present at the November 17, 2015 meeting and provided their support of the updated conditions.

THEREFORE, BE IT RESOLVED, THAT The Carver County Planning Commission hereby recommends approval of the construction of the Lake Bavaria Substation as an Essential Service, with the following conditions attached:

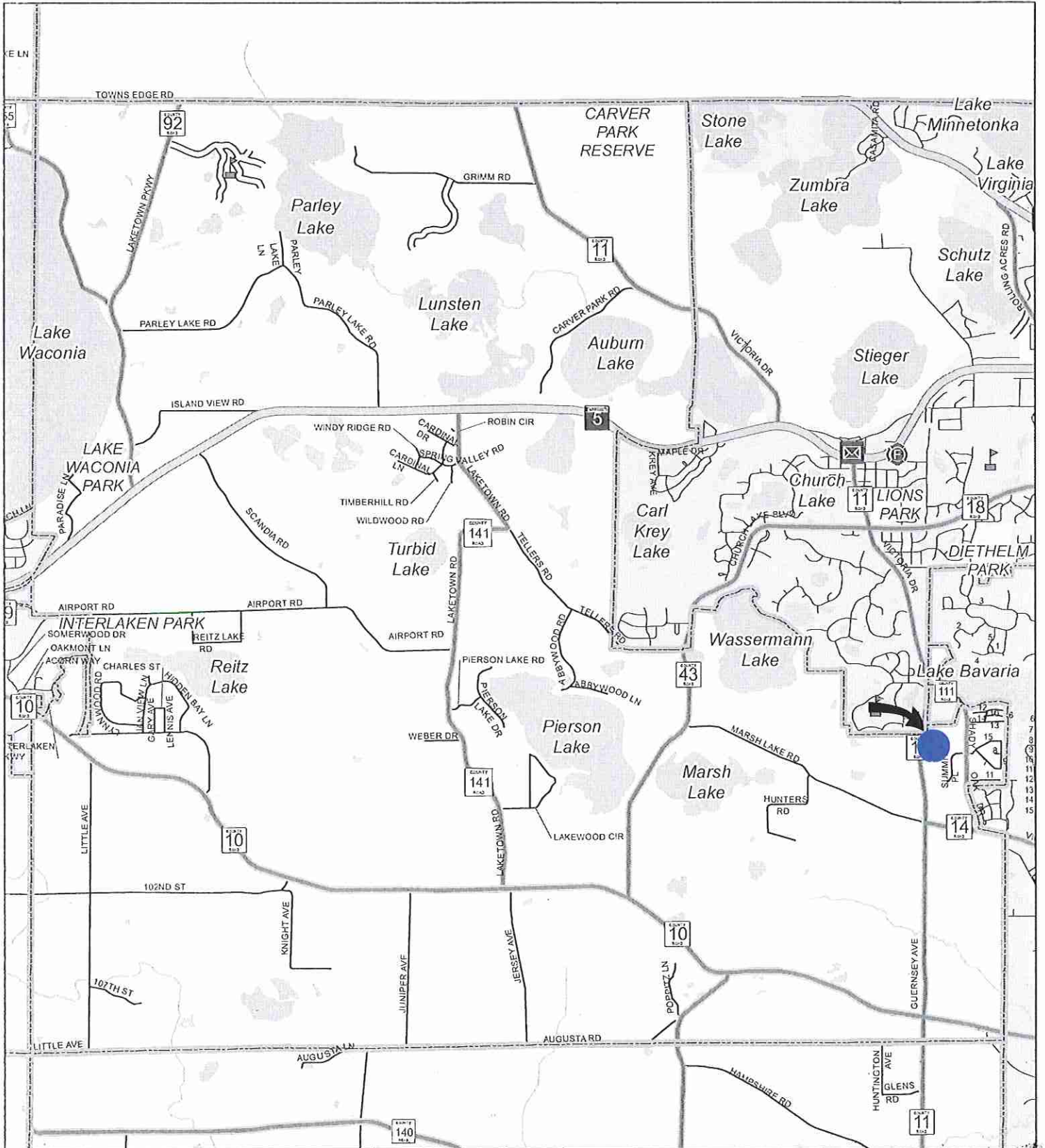
1. The permit is subject to administrative review. A change in ownership, operations or operator shall be cause for the permit to be reviewed by Land Management for a determination as to whether an application for an amendment or similar consideration is necessary. Proposed owners and/or operators are encouraged to contact Land Management as early on in the timeline of the proposed change as possible.
2. The operational plan dated 9/25/15, pursuant to the updated plans dated 10/20/15 and 11/10/15, and the site and landscape plan dated 11/17/15, shall be attached to and become part of the permit. The development of the facility shall be substantially in accordance with the submitted plans.
3. Landscaping must be implemented pursuant to the submitted landscape plan and permittee is subject to the City of Chaska's regulations for any work conducted in the orderly annexation area.
4. An eight foot tall stamped cast concrete wall/fencing shall be installed around the perimeter of the site.
5. A Minor Subdivision application shall be submitted and approved by Carver County Land Management prior to the recording of any deed(s). An easement for future 77 foot public road access aligned with Hackamore Drive must be recorded at the time of application for the minor subdivision.
6. At the time of construction of the public road access into the City of Chaska (park), the access into the substation shall be adjusted to access from the local road and direct access of off Co Rd 11 shall be prohibited and Permittee shall be responsible for removal of that access.

7. Permittee shall work with the City of Victoria regarding co-location of overhead lines.
8. Permittee shall comply with the Minnehaha Creek WMO regulations and shall secure all permits required prior to construction and all wetland conservation and stormwater management standards (including required drainage easement) must be met.
9. Permittee shall comply with the road authority's requirements regarding the access and/or any work within the existing road right-of-way.
10. The property including the structure(s) and grounds shall be maintained in a neat and orderly manner.
11. The substation shall be secured from the public by means of a fence and shall not create a potential public hazard. An appropriate building permit(s) shall be obtained for the perimeter fencing and any other structures subject to the State Building Code.

ADOPTED by the Carver County Planning Commission this 17th day of November, 2015.

John P. Fahey,
Carver County Planning Commission Chairman

LAKETOWN TOWNSHIP



This map was created using Carver County's Geographic Information Systems (GIS), it is a compilation of information and data from various City, County, State, and Federal offices. This map is not a surveyed or legally recorded map and is intended to be used as a reference. Carver County is not responsible for any inaccuracies contained herein.



Carver County Board of Commissioners Request for Board Action



Agenda Item:

Proposed Property and Financial Services ("P&FS") Division Staffing Re-Org

Primary Originating Division/Dept: <u>Property & Financial Services</u>	Meeting Date: <u>12/1/2015</u>
Contact: <u>David Frischmon</u> Title: <u>Division Director</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <u>P&FS Department Managers</u>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No

Strategic Initiative:

Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government

BACKGROUND/JUSTIFICATION:

The proposed P&FS Division Staffing Re-Org responds to high priority challenges related to staff capacity, retention and workload as follows:

Taxpayer Services - Increasing Staff Capacity for Administrating Ditches, Tax Forfeiture, Splits, Plats, Deeds and Elections:

Add: 1.0 FTE Land Administration Supervisor Delete: 1.0 FTE Customer Service Specialist
 Add: 1.0 FTE Customer Service Technician Delete: 1.0 FTE Customer Service Specialist
 Net Cost Impact: **\$56,900**

Surveyor/Recorders - Improving Staff Retention by Creating a Progression Track for Land Title Specialists

Add: 2.0 FTE Land Title Specialist II Delete: 2.0 FTE Land Title Specialist I
 Net Cost Impact: **\$ 5,000**

Total Net Cost Impact: **\$61,900**

At a Board workshop on 11/24/15, the Property and Financial Services Division also discussed a Re-Org for the Financial Services Department where vacancy savings is proposed to be redirected to pay for a temporary payroll specialist, which will allow the existing Finance staff to implement a new HRIS software program (payroll and ER), eInvoice, Pcards and other software programs. This Financial Services portion of the Re-Org has been delayed to the 12/15/15 Board meeting to allow County staff more time to address details regarding the proposal for this area.

ACTION REQUESTED:

Motion to approve the proposed P&FS Division Staffing Re-Org.

FISCAL IMPACT: Budget amendment request form

If "Other", specify:
see comment below

FTE IMPACT: Other staffing change (grade, classification, hours, etc.)

FUNDING

County Dollars =	\$0.00
Decrease Prof. Serv.	\$5,000.00
inc revenue/decr exp	\$56,900.00
Total	\$61,900.00

Related Financial/FTE Comments:

The additional staffing costs related to increasing staff capacity and improving staff retention are offset by cost savings and/or new revenue. Thus, the proposed P&FS Division Staffing Re-Org has no impact on the County's tax levy.

Office use only:

RBA 2015 - 3660

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item:

Department:

Meeting Date:

- Fund:
- 01 - General
 - 02 - Reserve
 - 03 - Public Works
 - 11 - CSS
 - 15 - CCRRRA
 - 30 - Building CIP
 - 32 - Road/Bridge CIP
 - 34 - Parks & Trails
 - 35 - Debt Service

Requested By:

DEBIT		
Description of Accounts	Acct #	Amount
FT Salaries	01-100.6111	\$5,000.00
FT Salaries	01-40-40.6111	\$103,310.00
Medicare	01-40-40.6155	\$1,498.00
LT Disability	01-40-40.6175	\$291.00
FICA	01-40-40.6172	\$6,386.00
PERA	01-40-40.6162	\$7,758.00
Workers comp	01-40-40.6173	\$196.00
Comp abs	01-40-40.6151	\$268.00
cafeteria contributions	01-40-40.6121	\$32,400.00
Health & Life Ins	01-40-40.6152	\$993.00
TOTAL		\$158,100.00

Insert additional debit item

CREDIT		
Description of Accounts	Acct #	Amount
Legal services	01-100.6261	\$5,000.00
Service agreements	01-045.6346	\$5,000.00
FT Salaries	01-40-40.6111	\$70,845.00
OT	01-40-40.6113	\$489.00
cafeteria contributions	01-40-40.6121	\$10,080.00
Comp abs	01-40-40.6151	\$185.00
Health & Life Ins	01-40-40.6152	\$2,084.00
Medicare	01-40-40.6155	\$1,035.00
PERA	01-40-40.6162	\$5,350.00
FICA	01-40-40.6172	\$4,423.00
Workers comp	01-40-40.6173	\$136.00
LT disability	01-40-40.6175	\$232.00
OPEB	01-40-40.6150	\$1,346.00
Liquor & wine licenses	01-40-40.5116	\$5,500.00
Certified copies fees	01-40-45.5550	\$9,900.00
Passport photos	01-40-55-1108.5167	\$10,000.00
Deputy registrar fees	01-40-55-1108.5525	\$26,495.00
TOTAL		\$158,100.00

Reason for Request:

Proposed PFS Division Staffing Re-Org Preliminary Cost Impact

Department:	FTE	\$\$	Justification/Funding:
Taxpayer Services:			(1) New Position Budget Policy: mid-point & family health insurance
Land Administration Supervisor (1)	1.0	\$82,200	Strengthens PFS Division's Org Structure by creating a lead person for Ditches/Tax Forfeiture/Splits/Plats/Etc.
Customer Service Technician (1) (Vitals/Deeds/Elections/etc.)	1.0	70,900	Increasing Customer Service staff capacity is a high priority because of the expected increase in workload/complexity especially for elections.
Customer Service Specialist (Vitals/Deeds/Elections/etc.)	(2.0)	(96,200)	More efficient and electronic front counter transactions have reduced the need for Customer Service Specialists.
New Revenue	<u>n/a</u>	<u>56,900</u>	Increases in License Center revenue, Recorders fees, etc.
Subtotal	0.0	0	
Surveyor/Recorder:			(2) Progression Budget Policy: assumes 5% increase & no change in health insurance
Land Title Specialist II (2)	2.0	124,500	Retaining Recorders staff with Title experience is a high priority because they are very productive (i.e. <i>Reducing from 6 FTEs to 5 FTEs in 2016</i>) and save money by not needing as much legal assistance from the Title Examiner Attorney (i.e. <i>1 approx. \$5K savings compared to previous years</i>)
Land Title Specialist I	(2.0)	(119,500)	
Cost Savings	<u>n/a</u>	<u>(5,000)</u>	\$5K Professional Services savings
Subtotal	0.0	0	
Total – Net Impact	0.0	0	

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Public Hearing and Adoption of Ordinance 48-2016 and the 2016 Carver County Fee Schedule

Primary Originating Division/Dept: <input type="text" value="Property & Financial Services"/>	Meeting Date: <input type="text" value="12/1/2015"/>
Contact: <input type="text" value="Mary Kaye Wahl"/> Title: <input type="text" value="Assistant Financial Services Dire"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="15"/> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <input type="text" value="Mary Kay Wahl"/> Title: <input type="text" value="Assitant Financial Services Direct"/>	
Strategic Initiative: <input type="text" value="Finances: Improve the County's financial health and economic profile"/>	

BACKGROUND/JUSTIFICATION:

A public hearing has been scheduled for recommended changes to the County's 2016 fee for service schedule. MN statute allows the County to charge fees to cover its costs associated with providing various services. Notice of this public hearing has been placed in the County's legal newspaper.

Attachments for the board packet include the Fee Schedule Ordinance, a County Resolution adopting the 2016 Fee Schedule, the 2016 Fee Schedule, and a listing of the 2016 Fee Schedule recommended changes.

None of the 2016 Fee Schedule recommended changes are considered significant but rather usual, customary changes that reflect the expected ongoing cost of conducting the County's business in 2016.

ACTION REQUESTED:

1. Motion to open public hearing to consider changes to the County 2016 Fee Schedule.
2. Motion to close public hearing.
3. Motion to adopt the resolution approving the County 2016 Fee Schedule.

FISCAL IMPACT: <input type="text" value="Other"/> <i>Fiscal impact Included in Administrator's Recommended 2016 Budget</i> If "Other", specify: <input type="text" value="Budget"/>	FUNDING County Dollars = <input type="text" value="\$16,030.00"/> Total <input type="text" value="\$16,030.00"/>
FTE IMPACT: <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source
Related Financial/FTE Comments:	

Office use only:

RBA 2015 - 3648

Countywide Services/County Publications

Budget Book	\$40
Comprehensive Plan Full document Individual Plan Elements or Township Chapters	\$50 \$15 with colored maps. No charge for copies in black & white.
Electronic Documents Requests for 10 or more electronic documents	\$0.50/document, plus \$10 for CD and service
Electronic Image	\$0.25/page
Fax Machine Usage General public or County employee	Local: \$1 /first page + \$0.30/each additional page Long Distance: \$4/first page + \$1.50/ea. additional page International: \$10/first page + \$3/ea. additional page
Financial Statement for Carver County	\$30
Laminating of general documents	\$5 for documents less than or equal to 24" x 36" \$10 for documents greater than 24" x 36"
Long-Term Financial Plan Five-Year Plan	\$40
Non-Sufficient Fund (NSF) Check Or Other Returned Check	\$30/check
Photocopying: Black and white	Letter or legal size: \$0.25/page – public \$0.10/page – employee 11" x 17" size: \$.050/page – public Larger than 11" x 17": \$5/page – public
Photocopying: Color	\$1.50/page – public \$0.50/page – employee
Postage	Federal rates
Public Data Information Gathering and Research	If it takes more than a half-hour: \$50/hour pro-rated to the nearest half-hour + any material costs. <i>Note: No charge for other government agencies. No charge for separating public data from non-public data.</i>
Public Meeting DVD/CD	\$10. No charge for other government agencies.
<p>Note:</p> <ul style="list-style-type: none"> • The fees for services listed on this page are used by all Carver County divisions unless a County department specifically lists a different rate in this fee schedule. • An asterisk (*) by any fee listed in this fee schedule indicates that the fee has been set by Minnesota statute. 	

Attorney's Office

Compact Discs (Disclosure)	\$10
Photocopying (Disclosure)	\$0.25/page
Photographs (Disclosure)	3x5: \$1.50/photo 4x6: \$1.75/photo 5x7: \$5/photo 8x10: \$10/photo
USB Flash Drive	8 GB: \$10 16GB: \$20 32GB: \$30 64GB: \$40

Court Services/Probation

Adult Supervision Fee* (Per MN Stat. 244.18)	\$250/yr.
Case Transfer Out Fee – Adult	\$125
Conditions Fee – No Probation Cases* In lieu of Supervision Fee for cases <u>not</u> placed on probation but Court Ordered, conditions are initiated and/or tracked by Court Services/Probation. Includes: Restitution investigations, CWS or STS set-up, other special assessments or services.	\$50
Drug Testing UA (Urinalysis testing) Adult or Juvenile	\$25
DWI Local Assessment	\$125 (Includes both County and State fees)
Electronic Monitoring Services Including EHM, GPS, Mems, Scram and Scram X and other testing devices and services.	Daily fees and administrative costs apply as established by contracts or agreements with vendors, ranging from \$15-\$20/per day (adults) and \$5-\$10/per day (juveniles).
GC/MS (Gas Chromatography/Mass Spectrometry) Confirmation of lab tests for drugs, synthetics, ETG, etc.	\$40
Juvenile Delinquency Diversion	\$85/appointment
Juvenile Out-of-Home Placements and Treatment Services Detention, correctional programming, educational and treatment programs, and other services with outside providers.	Reimbursements for County costs are assessed based on use of the Court Services Income Eligibility and Fee Schedule and the Carver County Asset Assessment.
Pre-Trial Services Fee - Adult cases only (PBT testing, etc.)	\$75 (or \$100 with pre-court evaluation)

Program Fee* - Adult & Juvenile EMG, DWC, T4C, other cognitive skills classes or special in-house probation programs	\$150 for in-house clients. \$250 for referrals from other probation or correctional agencies.
Safe Streets, DWI and Enhanced Probation Programming	\$650 program fee
STS Program Fee For adult probationers who are participating on local STS crew.	\$5/per each STS day ordered
Veteran's Court Program Supervision Fee	\$300
<i>* Fee set by Minnesota statute.</i>	

Environmental Services Department

Environmental Center Collection Fees	
Appliances Refrigerators, stoves, dishwashers, washers, dryers, microwaves, water softeners, dehumidifiers, water heaters, and air conditioners	\$10/item
Appliances - Business	\$1.25/cubic ft
Appliances - Gas/Ammonia	Vendor contract pricing. Varies with size and type of appliance from \$75 to \$500.
Batteries - Businesses	\$0.25 per pound
Bicycles	\$3/bicycle
Carpeting (12' x 12')	\$10
Cylinders: Two-Part Foam Cylinders, Non-Gas Cylinders, Toxics	State Contract/Vendor pricing. Varies with size and type of cylinder from \$280 to \$975 per cylinder.
Electronics - Business	\$0.20/lb
Electronics - Residential TVs and Monitors	\$5/item
Fluorescent Bulbs 4 ft & under Greater than 4 ft CFLs Irregular HID Broken Ballasts Super High Pressure Mercury	\$0.40/bulb \$0.75/bulb \$0.60/bulb \$1.00/bulb \$2.30/bulb \$2.14/lb \$0.89/lb \$12/bulb
Lawnmowers & Other Small Engine Devices	\$5 per item
Mattresses/Boxsprings	\$20/piece

Tires:	
Car, Truck, SUV Tires	\$2.00/tire
Semi Tractor/Trailer Tires	\$7.50/tire
Farm Tractor (Small) Front Tires	\$4.00/tire
Farm Tractor (Large) Rear Tires	\$25.00/tire
Yard Waste	\$1/bag or \$8/cubic yard
Environmental Center Products for Sale	
Biodegradable Bags	
Kraft Lawn & Leaf Bags	\$4.00/bundle
Bags (3 gal)	\$3.50/box
Bags (15 gal)	\$5.50/box
Bags (30 gal)	\$6.50/box
Compost Bins, Worm Bins, Rain Barrels	Set by Manufacturer Pricing
Organics Kitchen Pail	\$5
Radon Kits:	
Short-Term Radon Kit	\$8
Long-Term Radon Kit	\$20
Feedlot Permits	
Construction Short Form Permit/ Interim Permit:	
Less than 300 animal units	\$200
Construction Short Form Permit/ Interim Permit:	
300 animal units or more	\$400
Variance to Feedlot Ordinance	\$500
Hazardous Waste Generator Fees	
Minimal Generators:	
A generator that has hazardous wastes identified in Section 51.03 definitions of Carver County Hazardous Waste Management Code Chapter 52 is subject only to an Application Fee.	Application Fee \$50
Very Small Quantity Generators (VSQG):	License Fee Application Fee
Under 10 gallons/year	\$35 \$50
11-55 gallons/year	\$125 \$100
56-100 gallons/year	\$195 \$125
Over 100 gallons/year	\$250 \$150
Small Quantity Generators:	License Fee Application Fee
Under 500 gallons/year	\$420 \$250
500-1000 gallons/year	\$560 \$275
Over 1000 gallons/year	\$700 \$300
Large Quantity Generators:	License Fee Application Fee
Under 10,000 gallons/year	\$1,400 \$450
10,000 – 50,000 gallons/year	\$2,800 \$550
Over 50,000 gallons/year	\$5,580 \$650

Hazardous Waste Generator Fees Related to Licenses and Reports	
Hazardous Waste Generator File Search Requests	\$10/copy (No charge to regulatory agencies.)
List of Hazardous Waste Generator Licensees	\$50/copy
File Search Access	\$25/hour
Late Generator Report	
1-14 Days Late	\$25
15-30 Days Late	\$50
> 30 Days Late	\$100
Late License Fee Payment	
1-14 Days Late	\$25
15-30 Days Late	\$50
> 30 Days Late	\$100
Hazardous Waste VSQG Collection Program	
Appointment fee	\$100 (Includes one hour of administrative time.)
Additional staff time for application review	\$50/hour
VSQG Collection Program Fees:	
Acids	\$1.28/lb
Adhesives	\$1.28/lb
Aerosols	\$1.20/lb
Antifreeze	\$0.22/lb
Ballasts (Including PCB containing)	\$1.25/lb
Bases	\$1.28/lb
Batteries (Lead Acid)	Free
Batteries (Li-ion, NiCd, Alkaline, Mixed)	\$0.25/lb
Carburetor Cleaner	\$1.28/lb
Cleaning Agents	\$1.28/lb
Cylinders (Most)	\$12.00/each
Corrosives	\$1.28/lb
Degreasers	\$1.28/lb
Fuels	\$0.35/lb
Gasoline	\$0.35/lb
Latex	\$0.37/lb
Mercury	\$4.00/lb
Other Misc. Chemicals	\$1.28/lb
Oil	Free
Oil Filters	\$0.28/lb
Oil Paint	\$0.40/lb
Paint Thinner	\$0.35/lb
Paint Stripper	\$1.28/lb
Pesticides	\$1.28/lb
Open Burning Permits	
Burning Permit for Building Demolition	\$25
Burning Permit for Residential Burning	\$5

Solid Waste Haulers	
Solid Waste/Construction Demolition Haulers	Fees set regionally by Solid Waste Management Coordinating Board: \$50/truck
Solid Waste Program	
Master Composter/Recycler Certification Class	\$30/person
Solid Waste Service Fees	
Developed parcels will be charged on a basis of \$25 per service fee unit as follows:	
Commercial parcels with an assessed evaluation of \$100,000 or less	Two \$25 service fee units for a total charge of \$50
Commercial parcels with an assessed value of more than \$100,000	Four \$25 service fee units for a total charge of \$100
Industrial parcels with an assessed evaluation \$100,000 or less	Three \$25 service fee units for a total charge of \$75
Industrial units with an assessed evaluation of more than \$100,000	Six \$25 service fee units for a total charge of \$150
Multi-family housing with more than three dwelling units per parcel	80% of the \$25 service fee per dwelling (\$20 per dwelling unit)
Single family residences, including mobile homes, duplexes, and triplexes	One service fee unit of \$25 per parcel
Solid Waste Transfer Stations	
30 cubic yard/day:	
One-Time Application Fee	\$75
Annual license fee	\$350
Less than 100 tons/day:	
One-Time Application fee	\$250
Annual license fee	\$1,000
101-250 tons/day:	
One-Time Application Fee	\$500
Annual license fee	\$2,000
More than 250 tons/day:	
One-Time Application fee	\$500
Annual license fee	\$2,500
Late Payment Penalty	25% of fee
SSTS (Subsurface Sewage Treatment System) Construction Permits	
Connection from House/Structure to Existing Tank	\$100
Repair of Tank and/or Soil Treatment Area (includes adding a new tank); Holding Tank	\$250
Standard System (Type I & II with soil treatment area)	\$400
Non-Standard Systems (Type III & IV)	\$500

SSTS Permits: Food, Beverage, Lodging and Commercial	
1-500 gallons	\$700
501-1000 gallons	\$950
1001-5000 gallons	\$1,350
5001-10,000 gallons	\$1,950
SSTS: Other Types	
Curtain Drain Septic System Monitoring	\$400 (\$50 soil review + \$50 monitoring + \$300 installation)
Plan Review	\$50
Soils Review	\$100
Re-inspection	\$50
Failure to cancel a prearranged inspection at least 1 hour prior to scheduled inspection	\$50
Origination Fee for Revolving ISTS Loan Program	\$150
Escrow for Installation of Subsurface Treatment System (SSTS) (Also known as ISTS or septic system.)	\$15,000 or 125% of the estimated cost; whichever is greater.

Health and Human Services Division

Adult Day Services	
Encore Adult Day Services	Private Pay Rate: \$81/day + SmartLink bus fees <i>For Encore Adult Day Services Sliding Fee Scale see Attachment A.</i>
Child and Family Services	
Adult Foster Care License/Corporate Licensing Inspection Background Study	\$65/hour not to exceed \$500 per full inspection. \$16.25 per every 15 minutes
Out-of-Home Placement Fees	Vendor contracted rate, not to exceed actual cost. Fee will be determined based on Minnesota statute and fee application.
Social Worker Court Testimony	\$250/hour
Social Worker - Other Contracted Services	Rate is established in vendor contract. Certain client service fees based on ability to pay using Income Eligibility Fee Schedule and Asset Test.
Social Worker Witness Fee	\$65/hour
Step-Parent Adoption: Background Study Home Study	\$120 \$65/hr. (Two hour minimum. Maximum cost of \$1,625.)
Videotaped Interview/Copy of CD	\$25
Child Support Services	
Child Support Payment Record	\$20 per payment record. If over a half-hour, additional \$10 per half-hour not to exceed \$100

Mental Health Services/Outpatient Therapy	
Chemical Dependency Assessment (Rule 25)	\$160 per assessment (<i>Fee is applicable when clients are not eligible for the Chemical Dependency Treatment Fund and are uninsured.</i>)
Detoxification Fees	Vendor contracted rates, not to exceed actual cost. Fees will be determined based on Minnesota statute and fee application.
Detoxification Transportation	Vendor contracted rates, not to exceed actual cost. Fees will be determined based on Minnesota statute and fee application.
Copies of Charts	\$35
Crisis Services Assessment & Intervention Community Intervention Stabilization	\$600/contact \$300 \$500
Family Therapy	\$150
Group Psychotherapy	\$100
Medication Management	\$25
Missed Appointment	\$25
Psychiatric Evaluation/Intake	\$330
Psychological Evaluation/Forensic	\$500
Psychological Evaluation/Intake	\$225
Psychological Testing	\$150/hour
Psychotherapy (16-37 minutes)	\$100
Psychotherapy (38-52 minutes)	\$150
Psychotherapy (53+ minutes)	\$225
Public Health Home Visits	
Public Health Nurse/Registered Nurse (PHN/RN) intermittent home visit	\$175/visit
Public Health Immunization Services	
Vaccine Administration per dose of Minnesota Vaccines for Children (MnVFC) and Uninsured/Underinsured Adult Vaccines (UUAV)	\$21.22/dose
Vaccine and Administration for Private Pay Immunization Services: Hepatitis B – adult Influenza – injectable Mantoux	\$60 \$25 \$15
Public Health Nuisance	
Public Health Nuisance Abatement*	Fee per MN Statue 145A.08
* Fee set by Minnesota statute.	

Information Technology Department

Computer Reports	\$0.50/page
Computer Screen Print	\$5/page
Computer Technician	\$75/hour (measured in 15-minute increments)
Lead Analyst	\$150/hour (measured in 15-minute increments)
GIS Staff Resources	
GIS Service Requests Custom maps, special data requests or GIS-related work	\$100/hour (15 minute increments)
Laminating	
Documents less than or equal to 24" x 36"	\$20/map
Documents greater than 24" x 36"	\$30/map
Pictometry	
Pictometry Services	Half of the County's cost for sectors around/within jurisdiction boundary
Printing	
8.5" x 11" Maps	\$5/map
11" x 17" Maps	\$7/map
Large-Scale Maps: Less than or equal to 36" x 24"	\$30/map**
Greater than 36" x 24" and less than or equal to 36" x 50"	\$40/map**
Greater than 36" x 50" and less than or equal to 36" x 72"	\$50/map**
<i>**Handling charge of \$5/map if the map is mailed.</i>	

Land Management Department

Agriculture Building/Preserves	
Ag Building	\$50
Ag Preserves	\$50 (maximum)***
Ag Preserve Renewal	\$10 (maximum)***
Application Review and Board/Commission Determination Professional Services	
Professional Services required for review of an application or board/commission determination(s)	Applicant shall reimburse the County for any expenditure for professional services for review of variance, permit, plat, minor sub-division, EAW-EIS-AUAR, Water Management, WCA applications. Staff is authorized to consolidate fees if multiple permits are required.
Building Permits	
Building Permit fees are based on the 1997 Uniform Building Code (UBC) + 10%. (See Table 1A.)	

Table 1A – Building Permit Fees: 1997 Uniform Building Code Plus 10%

Total Valuation	Fee
\$1.00 to \$500.00	\$25.85
\$501.00 to \$2,000.00	\$25.85 for the first \$500.00 plus \$3.36 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$76.25 for the first \$2,000.00 plus \$15.40 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$430.45 for the first \$25,000.00 plus \$11.11 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$708.20 for the first \$50,000.00 plus \$7.70 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,093.20 for the first \$100,000.00 plus \$6.16 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,557.20 for the first \$500,000.00 plus \$5.23 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$6,169.70 for the first \$1,000,000.00 plus \$4.02 for each additional \$1,000.00, or fraction thereof
Other Inspections and Fees:	Hourly Charge
1. Inspections outside of normal business hours	\$51.70 per hour* (minimum charge – two hours)
2. Re-inspection fees assessed under provisions of Section 108.8	\$51.70 per hour*
3. Inspections for which no fee is specifically indicated	\$51.70 per hour* (minimum charge – one-half hour)
4. Additional plan review required by changes, additions or revisions to plans.....	\$51.70 per hour*
5. Use of outside consultants for plan checking, inspections, or both	Actual costs**

*Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

**Actual costs include administrative and overhead costs.

Plan review fees are calculated at 65% of the building permit fee .

Demolition Permit	\$95 No fee if demolition is for an agricultural structure that is exempt from the building code. Fee includes state surcharge.
Demolition Permit for Projects Supervised by Fire Departments	\$65
Drain Tile System (Basement/interior systems only)	\$65 (includes state surcharge)
Erosion Control	0.0004 of value – where building permit involves significant earthmoving e.g. New homes, large buildings
Mechanical/Air Conditioning	\$75 (includes state surcharge)
Mechanical/Air Exchanger	\$75 (includes state surcharge)
Mechanical/Gas Line	\$75 (includes state surcharge)

Mechanical/Heating	\$75 (includes state surcharge)
Mechanical/Non-Single Family (Commercial)	Based on valuation of project or \$75, whichever is greater
Non-Residential Plumbing (Commercial)	Based on valuation of project or \$65, whichever is greater
Permit for Move-In Home	Based on 80% of Value (according to Uniform Building Code)
Plumbing Permit	\$65 minimum or \$5/fixture, whichever is greatest (Includes state surcharge)
Recovery of Plan Review Cost on Cancelled Building Permits	80% of plan review fee
Renewal of Expired Permit if No Plan Changes	50% of permit fee
Replacement of Lost Inspection Card	\$30
Re-Side, Re-Roof, Re-Window	\$75 (includes state surcharge)
Temporary Farm-Related or Elderly Parent Manufactured Home	\$250 (includes state surcharge)
Conditional Use Permits (CUP)	
Agriculture: Feedlot, 152.076 A Conditional Use Permit required solely for bringing an uncertified liquid manure storage area, which was designed and/or installed with guidance from Carver SWCD, into compliance and not associated with an expansion or substantial change in operation is exempt from these fees. This exemption does not include feedlot permit fees.	\$250 (less than 300 animal units) \$350 (300 to 599 animal units) \$500 + \$50/hour up to \$1,000 (600+ animal units)
Residential Related: 152.077 Examples: Residential Accessory Structures, Permanent Farm-Related Homes, Day Nurseries	\$400
Additional Density Options: 152.078 Examples: High amenity; Wooded/Lakeshore Lot, or Conservation Incentive CUP	\$500 for first residential lot + \$100 for each additional residential lot + \$50/hour up to \$1,000
Home-Based Business: 152.079 Examples: Recycling/Solid Waste, Farm-Related Business, Home Extended Business, Commercial Kennels, Stables, Aquaculture, Retail Nurseries, School Bus Service, Bed and Breakfast, Contractor's Yard, Commercial Radio Station, Utility/Essential Service.	\$500 + \$50/hour up to \$1,000 Cost recovery fees for staff time shall not apply to County projects when the application is submitted by a County employee, vendor or consultant.
Large-Scale Activities; Essential Services; RSDs; Renewable Energy, All Others: 152.080, 152.095, 152.147-.149, 152.052-.056, 152.039, excepting those listed below.	\$500 + \$50/hour up to \$1,000 Cost recovery fees for staff time shall not apply to County projects when the application is submitted by a County employee, vendor or consultant.
Airports – Personal Use Airstrip CUP	\$450

Airports – Other than Personal Use Strip CUP	\$500 + \$50/hour up to \$1,000
EAW/EIS/AUAR Process	\$500 fee plus escrow of \$1,000 to reimburse staff costs at \$50/hour. Escrow shall be increased if staff costs exceed \$1,000. The County shall have the right to contract for services to prepare the documents. Applicant shall escrow the estimated cost of such contract and shall pay the full cost of completing the study if the estimate is exceeded.
Golf Course CUP	\$500 + \$50/hour up to \$2,000
Interim Use Permits (IUP)	
Interim Use Permit (IUP): 152.082 Example: Mining/Reclamation, Home Occupation in Detached Structure, Recreational, Educational, Institutional Activities	\$500 + \$50/hour up to \$1,000, up to \$2000 for mining/reclamation
Recurring Special Events, Temporary Homes for Elderly Parent and Farm-Related	\$400
Other Types of Land Management Permits	
Administrative Permit for excavating/filling or a driveway that includes wetlands and/or erosion control permit and/or stormwater permit with no treatment required	\$500 (\$150 Permit Fee + \$350 Refundable Surety of any unused fee) <ul style="list-style-type: none"> • A Carver County Site Inspection Fee shall be applied to any additional inspection completed after the first inspection. • The applicant shall reimburse the County for any engineering costs incurred during application review and final inspections. (Pursuant to the Planning & Water Mgmt Dept.) • Work started without obtaining a permit shall be subject to a \$300 Double Fee.
Administrative Permit for excavating/filling or a driveway that includes stormwater permit pursuant to County water rules	\$1,250 (\$250 permit fee + \$1,000 engineering cost credit) + applicant shall reimburse the County for costs incurred during application review and final inspections as described below: <ul style="list-style-type: none"> • Engineering Costs. The applicant shall reimburse the County for engineering review costs above \$1,000. • Staff Costs. The permit fee includes 5 hours of staff time. The applicant shall reimburse the County for staff costs, including staff of the Soil Water and Conservation District (SWCD), beyond the permit fee up to an additional \$500 at a rate of \$50/hour.
Administrative Special Use Permits	\$100 <ul style="list-style-type: none"> • A Carver County Site Inspection Fee shall be applied to any additional inspection completed after the first inspection. • Work started without obtaining a permit shall be subject to a \$200 Double Fee.

Other Types of Land Management Services	
Adult Use Business License Application and Renewal Fee	\$500
Boundary Adjustment	\$50 + surveyor fee + GIS impact fee
Building Eligibility Transfer	\$100
Minor Subdivision	\$300 + surveyor fee + GIS impact fee
Political Signs	\$0
Platting Process – Preliminary Plat through Final Plat Process including developer’s contract and legal reviews	\$600 for one lot + \$100 for each additional lot + \$50/hour plus Attorney’s Office fee
Comprehensive Plan Amendment	\$500
Rezoning/Ordinance Amendment	\$500
Signs	\$40 if not included in a Building Permit or Conditional Use Permit
Site Inspection Fee	\$50 per site inspection
Special Meeting of Planning Commission or Board of Adjustment	\$300 + appropriate application fee
Variances and Appeals	\$500
Publications and Information	
County Code	\$50
Maps 8.5” x 11”	\$5/Map (1 free map to landowner/agent. No fee for maps prepared for applicants and/or for public hearings.)
11” x 17” Zoning Map	\$7/Map
Research of Property, Demographic, or Similar Information Requested by Anyone Other Than the Landowner or Agent	Countywide Fees: Information Gathering/Research (Public Data Only) If it takes more than a half-hour: \$50/hour + any material costs; pro-rated to the nearest half-hour.
Zoning & Subdivision Sections of the Code	\$15

Library

Library Meeting Room Fees for Profit-Making Organizations	
Chanhasen Lewis Room (Capacity: 12)	\$15/hr. (split with city)
Chanhasen Longfellow Room (Capacity: 20)	\$15/hr. (split with city)
Chanhasen Lovelace Room (Capacity: 6-10)	\$10/hr. (split with city)
Chanhasen Wilder Room (Capacity: 125)	\$25/hr (split with city)
Library Supplies and Services	
Fax Machine	\$0.50/page
Flash Drive	\$7
Lost Library Card Replacement	\$1
Non-Minnesota Resident /Non-Minnesota Regional Library System Resident Library User Fee	\$60
Photocopies and Computer Print-outs Black and White	\$0.15/page
Photocopies and Computer Print-outs Color	\$0.50/page
Recordable CD or DVD	\$1
Overdue Fines	
All Adult materials	\$0.30/day
All Juvenile/Teen materials	\$0.10/day
Overdue Library Materials Maximum Fines	
Adult fiction and non-fiction	\$6
Adult paperbacks	\$6
Juvenile fiction and non-fiction	\$2
Juvenile paperbacks	\$2
Compact Discs	\$6
DVDs (1 Week)	\$6 (adult) \$2 (juvenile)
Law Library Fee	\$10 (no fee for counties and municipalities.)
Unreturned or Damaged Materials	
The following standard charges apply to unreturned or damaged materials when the actual replacement cost is unknown. <i>Note: Library fees apply to the Law Library and Community Libraries.</i>	
Adult Non-Fiction Hardback	\$25
Adult Fiction Hardback	\$25
Compact Disc	\$25
DVDs	\$25
Juvenile fiction and Non-fiction	\$15
Magazines	\$3
Missing DVD or CD From a Set	\$15
Missing Book from a Book Club in a Bag Kit	\$10
Paperback	\$8 (adult) \$5 (juvenile)
Processing Fee	\$2

Replacement A/V case or liner	\$2
-------------------------------	-----

Parks

Baylor Park Fees	
Baylor Historic House	
Damage Deposit	\$200
Monday- Thursday Group Rental	\$125/night + vehicle permits
Friday-Saturday and Holidays Group Rental	\$175/night + vehicle permits
Baylor Park Camping Fees <i>(Vehicle permit fees not included.)</i>	
Site/night cancellation	\$5
Per night utility site camping permit	\$25
Per night primitive site camping permit	\$18
Long-Term Camping	
Utility Site	\$19/night
Primitive Sites	\$14/night
6 or more consecutive days	15% discount on rates for 6 or more consecutive days
Per-night full hook-up (Utility & Sewer)	\$25
Community Room	
All Inclusive (includes parking permits)	\$275 all day use + Reservation Fee
Facility Rental (parking permits not included)	\$175 all day use + Reservation Fee
Non-profit Group Rate	\$100/day plus entrance fees
Damage Deposit	\$50
Cancellation Fee	50% of use Fee
Open Play Space/Field Facilities	\$7.50/game or practice
Firewood Bundles	\$5
Ice	
Bag of ice	\$2
Block of ice	\$3
WiFi Connection in Campground	\$5/day
Group Rates	
The following rates are available to groups meeting requirements outlined in Ordinance No. 30:	
Admittance Fees for Groups (For Baylor, Lake Minnewashta, Lake Waconia)	
Weekdays	\$1.25/person/day
Weekends	\$1.50/person/day
Group Camping Site	\$2.25/participant/night <i>Group rate not applicable on weekends for primitive camping sites.</i>
Picnic Shelter/Weekdays	
Up to 100 persons	\$20 + reservation fee and \$50 damage deposit
More than 100 persons	\$30 + reservation fee and \$50 damage deposit
Picnic Shelter/Weekends	
Up to 100 persons	\$40 + reservation fee and \$50 damage deposit
More than 100 persons	\$50 + reservation fee and \$50 damage deposit
Lake Minnewashta Park	

Park Beach	Daily and annual parking permits apply
Lake Waconia Park	
Park Beach	Daily and annual parking permits apply
Ordinance Violations	
Violation Fees Violation of Chapter 91 of Ordinance 72 of the Carver County Code of Ordinances	\$20 + \$10 Court Filing Fee (plus state fees)
Photography Permits	
Annual Professional Photography Permit	\$225/year
Commercial Graduation/Wedding: Monday - Thursday Friday - Sunday	\$400/day \$25/hr. \$50/hr.
Video Shoot	\$200/day
Unusual Video Shoot	\$500/minimum
Recreation and Educational Programming	
Contracted Recreation Service	\$12.50/seasonal labor hour + \$2/youth and \$5/adult equipment usage. Discounted equipment rentals available as appropriate. <i>For recreation program fees for private groups, contracted activities, and partnership programs, see Attachment B.</i>
Educational Programs	\$2/participant for short programs \$4/participant for long programs
Rental Equipment	
Archery Equipment	\$75/day + replacement if lost or damaged
Canoe	\$8 per hour
Canoe Storage	\$35/spot
Cross Country Ski Gear Rentals Adults Children (under 15 years old)	Fee for skis, poles, boots \$6 \$5
Disc Golf	\$5/ set plus \$5 deposit
GPS Units	\$5 per 2 hours
Paddle Boat	\$7 per hour
Portable Fire Ring	\$15/reservation request
Snow Shoes Adults Children (under 15 years old)	\$6 \$5
Standup Paddle Boards	\$14 per hour
Shelter Rentals	
All-Inclusive Shelter Rental Rate for Vehicle Permits during Graduation Season Applies to second weekend in May through the second weekend in June at all park shelters.	\$100 /day All-inclusive rate for vehicle permits + standard shelter rental rates

General Shelter Rentals Fees apply to all shelters except Shelter #5	
Weekends: Up to 100 persons	\$55 Plus Reservation Fee
Weekends: More than 100 persons	\$80 Plus Reservation Fee
Weekday: Up to 50 persons	\$40 Plus Reservation Fee, parking permits
Weekday: 50 to 100 persons	\$60 Plus Reservation Fee, parking permits
Weekday: More than 100 persons	\$45 Plus Reservation Fee
Lake Minnewashta Shelter # 5 Rental	
Weekdays Only (Group Rate)	\$80/Plus Reservation Fee
Weekdays (Non-Group Rate)	\$105 Plus Reservation Fee
Weekends (Non-Group rate)	\$150 Plus Reservation Fee
Reservations that Include Overnight Stays (Monday-Sunday and Holidays)	\$50 + Group Entrance Fee
Shelter Cancellation Fee	50% of user fee (Plus Reservation Fee)
Group Damage Deposit	\$100
Special Event Permits and Services	
Special Event Permits (Fireworks Display, Large Group Events)	<p>Monday-Thursday and Off Season (Day after Labor Day to the day before Memorial Day): \$225 (up to 250 people) \$450 (up to 500 participants) \$675 (up to 750 participants) \$900 (750+ participants) \$1,150 (1,000+ participants)</p> <p>Friday, Saturday, Sunday and Holidays: \$312.50 (up to 250 participants) \$625.00 (up to 500 participants) \$937.50 (up to 750 participants) \$1,000 (750+ participants) \$1,250 (1,000+ participants)</p>
Cross-Country Running Meets	\$25/team
Cross-Country Ski Meets Monday-Thursday Friday-Sunday	\$25/Team \$30/Team
Meets - Additional Trash Services	Actual cost plus 10% coordination fee
Meets – Extraordinary Clean-up Services	\$30/hr
Picnic Table Moving	\$50/hr
Portable Toilets for Meets Number required based on group size	Actual cost/portable toilet x number required plus 10% coordination fee
Trail Grooming – Extraordinary for Meets	\$35/hr
Vehicle Permits	
Annual Vehicle Permit Parks Pass	\$25
Annual Vehicle Permit Replacement Fee	\$5
Annual Vehicle Permit – Second Vehicle	\$14

Annual Park Permit for Persons Receiving Financial Assistance from the County	\$10
Annual Park Permit for Persons Receiving Financial Assistance from the County – Second Vehicle	\$12
Annual Permit - Veterans	\$8
Annual Permit – Veterans Second Vehicle	\$8
Daily Entrance Fee Baylor, Lake Minnewashta, Lake Waconia	\$5
Daily Bus Permit/Announced Visit	\$25
Daily Bus Permit/Unannounced Visit	\$50
Reservation Fee	\$7

Planning and Water Management Department

Publications and Information	
Color Maps 8.5" x 11" Comprehensive Plan, Water Plan, reports	\$5/map
Comprehensive Plan Full document Individual Comprehensive Plan Elements or Township Chapters	\$50 \$15 with colored maps; free if printed in black & white
Water Management Plan	\$50
Water Quality Report	\$50
CDs	\$5
Review of Project for Compliance with Water Management Rules	
Combined Permit: Administrative Permit for excavating/filling or a driveway and Wetland Permit and/or Erosion Control Permit	\$500 (\$150 Permit Fee + \$350 Refundable Surety of any unused fee) <ul style="list-style-type: none"> • A Carver County Site Inspection Fee shall be applied to any additional inspection completed after the first inspection. • The applicant shall reimburse the County for any engineering costs incurred during application review and final inspections. (Pursuant to the Planning & Water Management Dept.) • Work started without obtaining a permit shall be subject to a \$300 Double Fee.

<p>Combined Permit: Administrative permit for excavating/filling or a driveway and Stormwater Permit</p>	<p>\$1,250 (\$250 permit fee + \$1,000 engineering cost credit) + applicant shall reimburse the County for costs incurred during application review and final inspections as described below:</p> <ul style="list-style-type: none"> • Engineering Costs. Applicant shall reimburse the County for engineering review costs above \$1,000. • Staff Costs. The permit fee includes 5 hours of staff time. The applicant shall reimburse the County for staff costs, including staff of the Soil Water and Conservation District (SWCD), beyond the permit fee up to an additional \$500 at a rate of \$50/hour.
<p>Erosion Control Permit and/or Stormwater Permit with no treatment required</p>	<p>\$100: Applicant shall reimburse the County for engineering costs incurred during application review and final inspections.</p> <ul style="list-style-type: none"> • Staff Costs. The permit fee includes 2 hours of staff time. The applicant shall reimburse the County for staff costs, including staff of the Soil Water and Conservation District (SWCD), beyond the permit fee up to an additional \$500 at a rate of \$50/hour. • Work started without obtaining a permit shall be subject to a \$200 Double Fee.
<p>Stormwater Permit</p>	<p>\$1,250 (\$250 permit fee + \$1,000 engineering cost credit) + applicant shall reimburse the County for costs incurred during application review and final inspections as described below:</p> <ul style="list-style-type: none"> • Engineering Costs. The applicant shall reimburse the County for engineering review costs above \$1,000. • Staff Costs. The permit fee includes 5 hours of staff time. The applicant shall reimburse the County for staff costs, including staff of the Soil Water and Conservation District (SWCD), beyond the permit fee up to an additional \$500 at a rate of \$50/hour.
<p>Wetland Boundary/Type Determination</p>	<p>\$100</p> <ul style="list-style-type: none"> • Engineering Costs: Applicant shall reimburse the County for engineering costs incurred during application review and final inspections. • Staff Costs. The permit fee includes 2 hours of staff time. The applicant shall reimburse the County for staff costs, including staff of the Soil Water and Conservation District (SWCD), beyond the permit fee up to an additional \$500 at a rate of \$50/hour.
<p>Wetlands Exemption Permit</p>	<p>\$100</p> <ul style="list-style-type: none"> • Work started without obtaining a permit shall be subject to a \$200 Double Fee.

Wetland Replacement/ Bank Application	\$350 <ul style="list-style-type: none"> • Engineering Costs: Applicant shall reimburse the County for engineering costs incurred during application review and final inspections. • Staff Costs. The permit fee includes 2 hours of staff time. The applicant shall reimburse the County for staff costs, including staff of the Soil Water and Conservation District (SWCD), beyond the permit fee up to an additional \$500 at a rate of \$50/hour.
--	--

Property and Financial Services Division

Customer Service – Taxpayer Services	
Certification by Hand and Seal (R/P/M) – Auditor	\$15
Certified Letter	\$5.54 minimum Subject to postal rate
Copy of Certificate of Real Estate Value (CRV)	\$10 per copy
Claim Against Bond Set-up fee	\$25 plus \$0.25 per copy/page
Computer-Generated Reports Set- up fee	\$35 Tax \$25 Election
Current/Prior Year Tax Statements & Proposed Property Tax Notices	\$5
Name/Address Labels	\$3 per sheet
Plat Parcel Certification Fee	\$50
Screen Prints	\$2
Written Tax Estimate (any form)	\$20 per parcel
Written Tax Search	\$10 per parcel per year
Elections – Taxpayer Services	
Precinct Finder (Countywide)	\$75
Precinct Finder (Individual Entity)	\$25
Registered Voter Certificate	\$15
Licenses and Permits – Chaska License Center	
Driver’s Licenses:	
Class A: Regular*	\$45.25
Class A: Under 21*	\$25.25
Class B: Regular or Under 21*	\$37.25
Class C: Regular or Under 21*	\$30.25
Class D: Regular or Under 21*	\$26.25
Class D Provisional License Upgrade to Under 21 Driver’s License No violations on record (\$3.50 credit)*	\$22.75

Provisional Driver's License*	\$17.25
Duplicate License: All classes*	\$15.75
Motorcycle Renewal*	\$13
School Bus Driver Physical*	\$4
Driver's License Permits: Class A, B, or C Instruction Permit*	No fee
Class D Instruction Permit*	\$14.25
Endorsement examination fees*	\$2.50
Motorcycle Instruction Permit/ Endorsement Fee*	\$21
Motorcycle Endorsement Renewal (2-wheel only)*	\$13
Identification (ID) Cards: Age 65 and older	\$16.50
Under age 65	\$20.25
ID Card for person with physical or developmental disability or qualified mental illness*	\$0.50
Standby or Temporary Custodian Designation ID Card*	\$3.50
Licenses and Permits – Taxpayer Services	
Auctioneer License*	\$20
Fireworks Permit	\$50
Liquor Licenses: Brewer Off-Sale Liquor License	\$150
Brewer Sunday Off-Sale Liquor License	\$200
Consumption & Display (Set-up) License	\$150
Off-Sale Liquor License	\$150
Off-Sale 3.2 Beer & Wine Cooler License	\$75
On-Sale Liquor Licenses	\$2,000
On-Sale Sunday Liquor License	\$200
On-Sale Temporary Liquor License	\$100 per event
On-Sale 3.2 Beer & Wine Cooler License	\$150
On-Sale Temporary 3.2 Beer & Wine Cooler Liquor License	\$50
Motor Vehicle Transactions – Chaska License Center and Chanhassen Service Center	
Title and Registration Fees: *Filing Fee/Registration	\$6
*Filing fee/Long application	\$10
Department of Natural Resources title and registration	Per Minnesota Statute
Wheelage Tax	\$10

Passports – Chanhasen Service Center	
Passports:	
Age 16 and over*	\$110
Under age 16*	\$80
Passport Card over 16*	\$30
Passport Card under 16*	\$15
Execution Fee*	\$25
Renewal*	\$110
Expedited Service*	\$60
Passport Photo	\$15 <i>(Available at both Chanhasen Service Center and Chaska License Center)</i>
Property Assessment	
CAMA Extract Programs	
Set-up (Includes e-mailing information or 500 pages/labels in hardcopy.)	\$250 Min.
Mailing	\$10 for initial mailing \$25 for each additional 500 hardcopy pages/labels
Research	\$40/hr minimum
Screen Prints/Appraisal Cards	\$2/page
Property Records – Property Surveying/Records	
Abstract Property:	
Amended: Floor Plan (515), Condominium (515A), CIC Plat (515B)	\$0.50 per apartment or unit with a \$56 minimum
Bulk document transfer	Call 952-361-1930 for fee information
Certified Copies	\$10 per document (flat fee)
Copy of Floor Plan (515), Condominium (515A), CIC Plat(515B)	\$1/page \$10 minimum
Copy of an official plat/Add certification	\$10 \$5
Fax Copies	Non-statutory fee: \$1/page
Multiple satisfactions, partial releases, and assignments	\$46 with 4 document citations or less \$10 additional for each document cited over 4
Non-certified copy	Non-statutory fee: \$1/page
Non-certified copy or duplicate	\$2** <i>(See note below.)</i>
Plat	\$56
Recording Document	\$46** <i>(See note below.)</i>
Well disclosure statement	\$30
Torrens Property:	
Amended Floor Plan	\$46
Amendment to CIC declaration and plat	\$46 \$20
Amendment to Declaration	\$46 \$20/multiple certificate entries thereafter
CECT	\$40

Certified Copies	\$10/document (flat fee)
Certified Copy of Registered Land survey	\$15
Condition of Register	\$50
Condominium or CIC plat or amendment	\$56
Copy of Floor Plan (515A), CIC Plat (515B)	\$1/page \$10 minimum
Copy of an Official Plat Add certification	\$10 \$5
Document Transferring Certificate	\$46** (See note) \$20 for each new certificate thereafter
Entry of Memorial Per Certificate	\$46*** (See note) \$20 for multiple certificate entries thereafter
Exchange Certificate	\$20/ each cancelled certificate \$20/new certificate
Fax Copies	Non-Statutory Fee: \$1/page
Federal Tax Liens	\$46
Filing of a Certified Copy of a Plat of the Survey Pursuant to Section 508.23 or 508.671	\$46
Non-Certified Copies	Non-Statutory Fee: \$1/page
Non-Certified Copy of Certificate of Title	Non-Statutory Fee: \$1/page
Non-Certified Copy or Duplicate**	\$2
Original Certificate of Title or first CPT Plat	\$46 + Assurance Fund Fees \$56 \$20 for each new certificate thereafter
Residue OR new additional certificate	\$40
Section 515B CIC affecting 2 or more units	\$46/first 10 affected certificate \$10/each additional affected certificate
State Tax Lien	No charge
State Tax Lien Release	\$30
Well Disclosure Certificate	\$30
<i>**Note: Original must be submitted with original recording. Upon receipt mark "Duplicate" or "Copy" and show recording date; show document number assigned to original, if available, and return immediately.</i>	
Property Surveying – Property Surveying/Records	
Minor Subdivision Description Review	\$50
Plat Checking and Mapping Fee	\$300 plat + \$25/parcel or CIC unit + \$5/ detached garage CIC unit
Torrens Application Survey/Description Review	\$300
Property Taxation – Financial Services	
Manufactured Home Collection Fee for Delinquent Taxes (Revenue Recapture)	\$30

Property Taxation – Taxpayer Services	
Special Assessments:	
Special Assessment Entry Fee	\$5 per parcel/per entry
New Special Assessment Code Set-up Fee	\$15 per new code
Taxation:	
Abatements requested by entity	\$100 per parcel/per payable year
Auditor’s Certificate	\$300
Updating existing Auditor Certificate	\$150
Audit Verification of Tax District	\$150
Certification of Ten Largest Taxpayers	\$75
Confession of Judgment:	
Written Estimate	\$25
Set-up Fee	\$100
Court Costs	\$10
Confession of Judgment Satisfaction Fee	\$25
Green Acres/ Rural Preserves / Open Space Payback Calculation Fee	\$150/parcel
Escrow Processing Fee	Automated \$300/year Manual \$10/parcel per request
Escrow Processing Additional Escrow Files	\$50 each request
1 st Time Delinquency Fee	\$30 per parcel
Tax Forfeited Land – Repurchase Fee	\$250
Tax Increment Financing (TIF):	
New TIF District Set-Up Base Fee	\$450
New TIF District Set-Up Per Parcel Charge	\$40 per parcel
Yearly Maintenance Base Fee	\$250
Yearly Maintenance Per Parcel Charge	\$40 per parcel
Plan Modification	\$300
Modification Per Parcel Charge	\$40 per parcel
TIF Base Adjustment Fee	\$200
Decertification	\$250
TIF Knockdown Fee Per Parcel	\$40 per parcel
Recorder Non-Statutory Fees – Property Surveying/Records	
Access to Online Images	\$2/ document
Certified Mail	\$5
Computer Reports	\$1/page
Copy of Document	\$1/page
Deposit of Papers Pursuant to M.S. 600.23	\$100/person/year
Fax Copies	\$5 + \$1/page
Lot Size Request	\$20/parcel
Microfiche Duplicates	\$5/microfiche
Plat, Registered Land Survey, CICF copies (small)	\$1/page
Tax Lien Search by Phone	\$20/name

Tract Index Search by Phone	\$20/parcel
Vital Statistics – Taxpayer Services	
Vitals Report Request*	\$15
<u>Birth Certificates:</u>	
Certified*	\$26 (State \$17 – County \$9)
Non-certified*	\$13 (State \$4 – County \$9)
Additional*	\$19 (State \$17 – County \$2)
Birth Verification*	\$9 (County only)
Statement of No Record Found*	\$16 (State \$7 – County \$9)
<u>Death Certificates:</u>	
Certified*	\$13 (State \$4 – County \$9)
Non-certified	\$13 (State \$4 – County \$9)
Additional	\$6 (State \$4 – County \$2)
Amendments to Certified Death Record	\$40 (County Only)
Fetal Death Report	\$9 (County Only)
Statement of No Record Found	\$13 (State \$4 – County \$9)
<u>Genealogy:</u>	
Genealogy Research	\$50 per hour
Genealogy Copies	\$5 per copy of records
<u>Marriage Licenses:</u>	
Marriage License (Full Fee) *	\$115 (State \$90 – County \$25)
Marriage License (Reduced Fee with Educator’s Statement of 12-hour minimum)*	\$40 (State \$15 – County \$25)
Marriage Certificate (Certified) *	\$9 each (County only)
Statement of No Record Found	\$9 (County only)
Marriage License Amendment	\$15 (County only)
<u>Notary Public:</u>	
Notary Public Commission Recording Fee*	\$20 (County only)
Notary Verification (per document) *	\$5 (County only)
<u>Ordination Credentials:</u>	
Credentials of Ordination filing	\$20 (County only)
* Fee set by Minnesota statute.	

Public Works Program Delivery Department

Transportation	
Access Permit	
New residential or field	\$105
New subdivision street or commercial driveway	\$220
Annual Permit	
Allows 14’ high, 14.5’ wide, 95’ long under posted weight	\$220

Delay Penalty Penalty for not meeting completion date	\$75
New Mailbox Support Installation. Labor only.	\$75
New Mailbox Support Materials Support materials only. Does not include mailbox.	\$75
Obstruction Permits	\$80
Registration Fees	\$35
Residential Maintenance Low level landscaping, driveway extensions, replacement	\$65
Right-of-Way Permit	\$105
Single Trip Permit	\$20
Special Event Permit For streets closures for city celebrations and other events	\$0
Utility Permit Private Utility Companies	\$170
Work within county ROW General excavation, grading, sewer and water	\$250

Sheriff's Office

Approving Bond	\$50
Detox Transport Fee	\$110 per trip
False Alarm Fee	\$50 beginning with the fourth false alarm. Each following false alarm increases by \$50 (i.e., fifth alarm = \$100; sixth alarm = \$150).
Filing Fees	\$49.59
Restorative Conferencing	\$50 per participant
Squad Videos	\$10/CD plus \$30 research fee
Storage of Impounded Vehicles	\$10/day
Background Checks	
Adult Use New Establishment/New Owner	\$250
Adult Use Renewal	\$100
Liquor License New Establishment/New Owner	\$250
Liquor License Renewal	\$100
Civil	
Abandoned Property	\$79 per hour per deputy, minimum one hour per deputy
Filing of Notice of Intent to Redeem	\$100

Filing of Redemption and Post-Redemption Documents	\$20
Judgment and Degree	\$79 per hour per deputy, minimum one hour per deputy
Legal Not Finds	\$79
Lien Sales (Mechanical or Warehouseman)	\$79 per hour per deputy, minimum one hour per deputy
Mileage (round trip)	Current IRS rate
Minnesota Domestic Protection Orders	No Charge
Minnesota Harassment Orders	No Charge
Mortgage Foreclosure Sales	\$79 per hour per deputy, minimum one hour per deputy
Posting of Notices	\$79 includes two people + \$25 for additional person, same address
Postponement of Scheduled Mortgage Foreclosure Sales	\$20
Redemption of Property (Recorded Fee Holder & all others)	\$250***
Request of Process Returned	\$79 includes two people + \$25 for additional person, same address
Replevin <ul style="list-style-type: none"> • Writs of Attachment • Securing properties on Seizures 	\$400 deposit + deputy @\$79 per hour per deputy, minimum one hour per deputy
Report of Sale or Certificate	\$35
Service of Process Fee	\$79 includes two people + \$25 for additional person, same address
Storage of Levied Property	\$10/day per storage stall (20' x 9')
Writ of Execution Commission	5% of amount collected
Writ of Execution (Seizure)	\$400 deposit + deputy @ \$79 per hour per deputy, minimum one hour per deputy
Writ of Recovery (Inventory)	\$70 per hour per deputy, Minimum one hour per deputy plus mileage
Dangerous Dog	
Dangerous Dog Registration	\$100
Dangerous Dog Designation Review Hearing	\$100
Potentially Dangerous Dog Designation Review Hearing	\$100
Emergency Management	
HazMat Call-Outs	
Hourly Wage	\$40.10 per hour
Vehicle Cost	\$300/each flat fee
Trailer Cost	\$225/each flat fee, county owned
Gun Conceal/Carry Permits	
Additional fee for renewal of permit after 30 days expiration	\$10

Change of Address or Replacements	\$10
Emergency Permit	No charge
New Conceal/Carry Permit	\$75
Renewal of Permit	\$50
Jail/Inmate Fees	
Adult Inmate Boarding Fee	\$55/day (Except by Contract)
Booking Fee	\$20
Cell Upgrade	\$10
Electronic Home Monitoring	\$20/day
Fingerprint Cards (Carver County Resident)	No charge
Fingerprint Cards (Non-Carver County resident)	\$15/card
Inmate Medical*	Inmate billed per MS 641.12; 641.15
Inmate Mantoux – other agency	\$15
Inmate Prescription refill	\$5
Jail Record Copies (public)	\$0.25/page
Jail Record Copies (request from inmate)	\$0.25/page
Juvenile Detention Center Boarding	\$145/day
Medical Co-pay	\$5
Pay for Stay	\$20/day
Work Release (WR) Inmates In-County	\$20/day
Work Release (WR) Inmates Out-of-County	\$55/day
WR – Mantoux	\$20
WR – UA Screen	\$20
911/Radio Programming	
911 Call Recordings	\$10/CD plus \$30 research fee
911 Call Recordings – Transcribed	\$25 for first half-hour plus \$25 each additional hour (in addition to \$10 CD plus \$30 research fee)
Radio Programming – Outside County Entities	\$49.59/hr
Off-Duty Deputy	
Off-Duty Deputy Services	\$70 per hour per deputy
Off-Duty Deputy Services - Holiday Rate	\$90 per hour per deputy
Reports/Photos	
Accident Reports	\$0.25/page
Additional Pages	\$0.25/page over 100 pages actual cost
Digital Photos	\$10/CD plus \$30 research fee
Initial Complaint Report	\$0.25
Miscellaneous Documents	\$0.25/page \$0.50/2-sided document
Offense/Incident Report	\$0.25/page \$0.50/2-sided document
Photos	3x5 - \$1.50 4x6 - \$1.75 5x7 - \$5 8x10 - \$10

Regional Rail Authority

Dakota Rail Line Fees

See Attachment C: Carver County Regional Rail Authority Fee Schedule.

University of Minnesota Extension Service

Parents Forever Divorce Education Program	\$80/person
University of Minnesota Extension Educational Programs Including, but not limited to, 4-H, Extension Master Gardener, Agriculture Production Systems, Family Resource Management	\$0-\$300/Program Scholarships are available by request.

Attachment A

Encore Adult Day Services Program 2016 Sliding Fee Schedule

Regular Daily Rate = \$81.00


Rates Based on 2015 Federal Poverty Guidelines

Family of 1	
Annual Gross Income:	Daily Fee
At or below the Current Federal Poverty Guideline figure* \$11,770	\$0
\$11,771-\$15,889.50	\$28.35
\$15,889.51-\$21,774.50	\$40.50
\$21,774.51-\$29,425	\$60.75
Over \$29,425	\$81.00
<i>Hourly rate: For those who attend less than or more than a regular full day - 6 hours</i>	\$16.00/hour
Shower Rate	\$16.50/shower

Family of 2	
Annual Gross Income:	Daily Fee
At or below the Current Federal Poverty Guideline figure* \$15,930	\$0
\$15,931-\$21,505.50	\$28.35
\$21,505.51-\$29,470.50	\$40.50
\$29,470.51-\$39,825	\$60.75
Over \$39,825	\$81.00
<i>Hourly rate: For those who attend less than or more than a regular full day - 6 hours</i>	\$16.00/hour
Shower Rate	\$16.50/shower

*Fluctuates with the current Federal Poverty Guidelines

Carver County Parks 2016 Recreation Program Fee Matrix

Private	Contracted	Partnership																																																																																																						
<p>Program & Equipment Fees</p> <ul style="list-style-type: none"> • \$25 for each added activity within base time-frame. • \$25 for each added hour of same or new activities above base time-frame. • \$60/Group SUP rental. • \$30/Group Canoe, Cross County Ski, Snowshoe rental. • Groups of 31+ = staff time at \$22/hr. including pre/post prep time. 	<p>Staff, Processing & Equipment Rental</p> <p>Staff Time: \$12.50/hr. x Necessary Staff</p> <p>Processing & Equipment Rental Fees:</p> <ul style="list-style-type: none"> • \$2/youth participant. • \$5/adult participant. • \$60/Group SUP rental. • \$30/Group Canoe, Cross County Ski, Snowshoe rental. 	<p>Carver County Expenses</p> <p>Staff Time: \$12.50/hr. x number of necessary staff.</p> <ul style="list-style-type: none"> • If the partner provides staff/volunteer it offsets Carver County staff time at an equal rate per hour. <p>50/50 Split in Cost after Expenses:</p> <ul style="list-style-type: none"> • Exact amount varies per program. <p>No Equipment Rental Fees.</p>																																																																																																						
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #4F81BD; color: white;"> <th colspan="2">Base Tier:</th> </tr> <tr style="background-color: #4F81BD; color: white;"> <th>1 Single Activity</th> <th>Cost*</th> </tr> </thead> <tbody> <tr style="background-color: #4F81BD; color: white;"> <td colspan="2">1.5-2 Hour Program</td> </tr> <tr> <td>1-10 people</td> <td>\$70</td> </tr> <tr> <td>11-20 people</td> <td>\$90</td> </tr> <tr> <td>21-30 people</td> <td>\$110</td> </tr> <tr style="background-color: #4F81BD; color: white;"> <td colspan="2">2-3 Hour Program</td> </tr> <tr> <td>1-10 people</td> <td>\$95</td> </tr> <tr> <td>11-20 people</td> <td>\$115</td> </tr> <tr> <td>21-30 people</td> <td>\$135</td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #4F81BD; color: white;"> <th colspan="2">Secondary Tier:</th> </tr> <tr style="background-color: #4F81BD; color: white;"> <th>2 Activities</th> <th>Cost*</th> </tr> </thead> <tbody> <tr style="background-color: #4F81BD; color: white;"> <td colspan="2">1.5-2 Hour Program</td> </tr> <tr> <td>1-10 people</td> <td>\$95</td> </tr> <tr> <td>11-20 people</td> <td>\$115</td> </tr> <tr> <td>21-30 people</td> <td>\$135</td> </tr> <tr style="background-color: #4F81BD; color: white;"> <td colspan="2">2-3 Hour Program</td> </tr> <tr> <td>1-10 people</td> <td>\$120</td> </tr> <tr> <td>11-20 people</td> <td>\$140</td> </tr> <tr> <td>21-30 people</td> <td>\$160</td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #4F81BD; color: white;"> <th colspan="2">Tertiary Tier:</th> </tr> <tr style="background-color: #4F81BD; color: white;"> <th>3 Activities</th> <th>Cost*</th> </tr> </thead> <tbody> <tr style="background-color: #4F81BD; color: white;"> <td colspan="2">1.5-2 Hour Program</td> </tr> <tr> <td>1-10 people</td> <td>\$120</td> </tr> <tr> <td>11-20 people</td> <td>\$140</td> </tr> <tr> <td>21-30 people</td> <td>\$160</td> </tr> <tr style="background-color: #4F81BD; color: white;"> <td colspan="2">2-3 Hour Program</td> </tr> <tr> <td>1-10 people</td> <td>\$135</td> </tr> <tr> <td>11-20 people</td> <td>\$160</td> </tr> <tr> <td>21-30 people</td> <td>\$185</td> </tr> </tbody> </table>	Base Tier:		1 Single Activity	Cost*	1.5-2 Hour Program		1-10 people	\$70	11-20 people	\$90	21-30 people	\$110	2-3 Hour Program		1-10 people	\$95	11-20 people	\$115	21-30 people	\$135	Secondary Tier:		2 Activities	Cost*	1.5-2 Hour Program		1-10 people	\$95	11-20 people	\$115	21-30 people	\$135	2-3 Hour Program		1-10 people	\$120	11-20 people	\$140	21-30 people	\$160	Tertiary Tier:		3 Activities	Cost*	1.5-2 Hour Program		1-10 people	\$120	11-20 people	\$140	21-30 people	\$160	2-3 Hour Program		1-10 people	\$135	11-20 people	\$160	21-30 people	\$185	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #4F81BD; color: white;"> <th>1.5-2hr Program</th> <th>Number of Hours Per Staff</th> <th>Cost*</th> </tr> </thead> <tbody> <tr> <td>Paddle Program</td> <td>4hrs. with 1 staff & 1 volunteer</td> <td>\$50</td> </tr> <tr> <td>Paddle Program</td> <td>4hrs. with 2 staff</td> <td>\$100</td> </tr> <tr> <td>All other Programs</td> <td>3hrs. with 1 staff</td> <td>\$37.50</td> </tr> <tr> <td>All other Programs</td> <td>3hrs. with 2 staff</td> <td>\$75</td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #4F81BD; color: white;"> <th>Environmental Education for School Groups**</th> <th>Cost</th> </tr> </thead> <tbody> <tr> <td>1.5-2 Hour Program</td> <td>\$2/person</td> </tr> <tr> <td>>2-4 Hour Program</td> <td>\$4/person</td> </tr> <tr> <td>Pond Study</td> <td></td> </tr> <tr> <td>Maple Syrup Tours</td> <td></td> </tr> <tr> <td>Nature/Night Hike</td> <td></td> </tr> </tbody> </table>	1.5-2hr Program	Number of Hours Per Staff	Cost*	Paddle Program	4hrs. with 1 staff & 1 volunteer	\$50	Paddle Program	4hrs. with 2 staff	\$100	All other Programs	3hrs. with 1 staff	\$37.50	All other Programs	3hrs. with 2 staff	\$75	Environmental Education for School Groups**	Cost	1.5-2 Hour Program	\$2/person	>2-4 Hour Program	\$4/person	Pond Study		Maple Syrup Tours		Nature/Night Hike		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #4F81BD; color: white;"> <th>1.5-2hr Program</th> <th># Hours per staff</th> <th>Cost for Part@r</th> </tr> </thead> <tbody> <tr> <td>Paddle Program</td> <td>4hrs. with 1 staff & 1 volunteer</td> <td>\$50</td> </tr> <tr> <td>Paddle Program</td> <td>4hrs. with 2 staff</td> <td>\$100</td> </tr> <tr> <td>All other Program</td> <td>3hrs. with 1 staff</td> <td>\$37.5</td> </tr> <tr> <td>All other Program</td> <td>3hrs. with 2 staff</td> <td>\$75</td> </tr> </tbody> </table>	1.5-2hr Program	# Hours per staff	Cost for Part@r	Paddle Program	4hrs. with 1 staff & 1 volunteer	\$50	Paddle Program	4hrs. with 2 staff	\$100	All other Program	3hrs. with 1 staff	\$37.5	All other Program	3hrs. with 2 staff	\$75
Base Tier:																																																																																																								
1 Single Activity	Cost*																																																																																																							
1.5-2 Hour Program																																																																																																								
1-10 people	\$70																																																																																																							
11-20 people	\$90																																																																																																							
21-30 people	\$110																																																																																																							
2-3 Hour Program																																																																																																								
1-10 people	\$95																																																																																																							
11-20 people	\$115																																																																																																							
21-30 people	\$135																																																																																																							
Secondary Tier:																																																																																																								
2 Activities	Cost*																																																																																																							
1.5-2 Hour Program																																																																																																								
1-10 people	\$95																																																																																																							
11-20 people	\$115																																																																																																							
21-30 people	\$135																																																																																																							
2-3 Hour Program																																																																																																								
1-10 people	\$120																																																																																																							
11-20 people	\$140																																																																																																							
21-30 people	\$160																																																																																																							
Tertiary Tier:																																																																																																								
3 Activities	Cost*																																																																																																							
1.5-2 Hour Program																																																																																																								
1-10 people	\$120																																																																																																							
11-20 people	\$140																																																																																																							
21-30 people	\$160																																																																																																							
2-3 Hour Program																																																																																																								
1-10 people	\$135																																																																																																							
11-20 people	\$160																																																																																																							
21-30 people	\$185																																																																																																							
1.5-2hr Program	Number of Hours Per Staff	Cost*																																																																																																						
Paddle Program	4hrs. with 1 staff & 1 volunteer	\$50																																																																																																						
Paddle Program	4hrs. with 2 staff	\$100																																																																																																						
All other Programs	3hrs. with 1 staff	\$37.50																																																																																																						
All other Programs	3hrs. with 2 staff	\$75																																																																																																						
Environmental Education for School Groups**	Cost																																																																																																							
1.5-2 Hour Program	\$2/person																																																																																																							
>2-4 Hour Program	\$4/person																																																																																																							
Pond Study																																																																																																								
Maple Syrup Tours																																																																																																								
Nature/Night Hike																																																																																																								
1.5-2hr Program	# Hours per staff	Cost for Part@r																																																																																																						
Paddle Program	4hrs. with 1 staff & 1 volunteer	\$50																																																																																																						
Paddle Program	4hrs. with 2 staff	\$100																																																																																																						
All other Program	3hrs. with 1 staff	\$37.5																																																																																																						
All other Program	3hrs. with 2 staff	\$75																																																																																																						
<p><i>* Cost does not include processing and equipment fees.</i></p>																																																																																																								
<p><i>** Minimum number of students in a group is 15.</i></p>																																																																																																								
		 <p>Parks Department Public Works Building 11360 Hwy 212, Suite 2 Cologne, MN 55322 (952) 466-5250 Parks@co.carver.mn.us</p>																																																																																																						

* Cost does not include equipment fee.

Attachment C

Carver County Regional Rail Authority Fee Schedule

Dakota Rail Line Fees

<u>Activity</u>	<u>Rate</u>
Drive Way Lease	\$1, No Annual fee, No Maintenance
Agricultural Land Permit (Market Rate)	\$103.40/Tillable Acre/Annual
Building or Structure Site Occupation Lease (Market Rate)	Ave. Tax Assessed Land Value x 5% + Taxes
Commercial Underground Utility Crossing Permit (Market Rate)	\$750/One-Time Fee
Underground Utility Crossing (Municipal and Private Residence)	\$1
Reissuance Fee for a Previous Lease Agreement	\$100 Municipal and Private Residence, \$1,000 Commercial
Administrative Application Fee*	\$100

**Note: The Administrative Application Fee represents costs associated with drafting up a permit. The Administrative Application Fee is applicable to commercial utility crossings, leasing of buildings and any agricultural leases. It also applies to private requests for use of railroad premises and would include, but is not necessarily limited to, such things as farmers markets, thrift sales, and other uses as may be permitted*

for one- and two-day private activities.

2016 Fee Schedule Change Form

Division/Dept. Type of Service	Service	Current Fee	Proposed New Fee	Estimated Additional Revenue	Notes/Comments
Attorney's Office	USB Flash Drive 8 GB	0	\$10	\$0-cost recovery	New Offering
	USB Flash Drive 16 GB	0	\$20	\$0-cost recovery	New Offering
	USB Flash Drive 32 GB	0	\$30	\$0-cost recovery	New Offering
	USB Flash Drive 64 GB	0	\$40	\$0-cost recovery	New Offering
Court Services	Adult Supervision Fee	\$240/per year	\$250/yr	\$4,000/yr	Based on increase of \$10/yr X estimated 400 clients paying
Environmental Services	Environmental Center Collection Fees – Gas/Ammonia Appliances	none	Vendor contract pricing – varies with size and type of appliance from \$75 to \$500.	\$0 – budget neutral.	These are much more expensive to manage than regular appliances. We would like to provide the service as needed without a budget impact.
	Environmental Center Collection Fees –two part foam cylinders - Non-Gas Cylinders, toxics.	none	State Contract/Vendor pricing. Varies with size and type.	\$0 – budget neutral.	These are expensive to manage. We would like to provide the service as needed without a budget impact.
	Solid Waste Program Fees – Master Composter/Recycler Certification Class	none	\$30 per person	\$900	Pilot program was started with Scott County in 2015. Fee would cover cost of class materials and

					ensure commitment to a popular program with limited space.		
Environmental Services	Industrial Hazardous Waste Generator Fees <u>Very Small Quantity Generators:</u> Under 10 gallons/year 11-55 gallons/year 56-100 gallons/year Over 100 gallons/year	License Application Fee \$30 \$115 \$174 \$231	Fee \$50 \$100 \$125 \$150	License Application Fee \$35 \$125 \$195 \$250	Fee \$50 \$100 \$125 \$150	Overall increase of aprox. 10% which generates about \$6,000 in new revenue.	
	Small Quantity Generators: Under 500 gallons/year 500-1000 gallons/year Over 1000 gallons/year	License Application Fee \$382 \$509 \$636	Fee \$250 \$275 \$300	License Fee \$420 \$560 \$700	Application Fee \$250 \$275 \$300	Fees have not changed since 2005 but the cost of the program has increased. Our fees are still lower than all Metro Counties.	
	Large Quantity Generators: Under 10,000 gallons/year 10,000 – 50,000 gallons/year Over 50,000 gallons/year	License Application Fee \$1271 \$2541 \$5082	Fee \$450 \$550 \$650	License Fee \$1400 \$2800 \$5580	Application Fee \$450 \$550 \$650	Fees have not changed since 2005 but the cost of the program has increased. Our fees are still lower than all Metro Counties.	
	VSGQ Collection Program: Appointment fee (Includes one hour of administrative time.)	\$75		\$100		\$500	Haven't increased since 2005. These generators are often from other counties with complex waste streams. This results in more staff time.
	Health & Human Services	Adult Day Services	75.00		Private Pay Rate: 81.00/Per Day	\$864 based on 12 clients	

			+SmartLink Fees / Change Sliding Fee Scale for 2015 federal poverty guidelines.	per month	
Health & Human Services	DELETE: Immunizations: (Admin Fee): MN Vaccines for Children (MnVFC) and Un/Under-insured Adult Vaccine (UUAV) Fees	Delete this of all the individual shot fees		0	
	DELETE: Health Promotion Presentation to group.	\$75/hour per trainer		0	
	ADD: Vaccine Administration	\$21.22 Per Shot	\$21.22 Per Shot	0	
	ADD: Vaccine Administration-Subsequent	\$21.22 Per Shot	\$21.22 Per Shot	0	
	ADD: Dextoxification Fees Detoxification Transportation	Vendor contracted rate, not to exceed actual cost. Fees will be determined based on MN Statutes and Fee Application.			
Information Technology	Zip Disk	\$30/each	-	-	Please remove this service. It is no longer valid.
GIS Mapping Projects	Internet Map Print Out— 8.5 x 11	\$15/page Additional Copy \$5	0	0	Remove – no longer get requests for internet map print outs – if there is a special request it will fall under map costs and GIS Staff Resources.
	Custom Mapping	\$100/hour labor— 15 minute increments	0	0	Remove – part of GIS Staff Resource fee.

Mailing Labels	Automated Request	\$25/request	0	0	Remove - Mailing labels are no longer requested by the cities, they have their own GIS to support these requests. If there is a request it will fall under the GIS Staff Resources fee.
	Manual Request	\$50/request	0	0	"?"
	E-mailed results	No Charge	0	0	"?"
	Printed List	\$0.10/page	0	0	"?"
	Printed Mailing Label Sheet	\$2/page	0	0	"?"
GIS Data Sales	Data setup fee	\$100/hr (1 hour minimum) 15 minute increments	0	0	Remove – now part of GIS Staff Resources below.
	Pictometry Web Application Population: — >10,000 — 7,500-10,000 — 5,000-7,500 — 2,500-5,000 — 1,000-2,500 — < 1,000 Flat fee for organizations that cover large areas	Fee: \$1,000 \$750 \$500 \$250 \$100 \$50 \$250	0	0	Remove- County no longer hosts the Pictometry web application for the cities; it is now hosted by Pictometry. Fees are cost shared with the cities through the Pictometry sector fee schedule.
GIS Staff Resources	GIS Service Requests –custom maps, special data request or GIS related work.	\$100/hour (15 minute increments)	0	0	No change in revenue.
Library	Missing DVD or CD from a set		\$15	\$50	We estimate minimal increased revenue because majority of

					customers return the missing item from the set when notified.
Library	Missing book from a Book Club in a Bag kit		\$10	\$50	We estimate minimal increased revenue because majority of customers return the missing item from the set when notified
Parks	Group park entrance – week day	\$1.00/person	\$1.25/person	\$800	Additional revenue projected based on 2015 bookings
	Group park entrance – weekend	\$1.25/person	\$1.50/person	\$250	Additional revenue projected based on 2015 bookings
	Group camping fee	\$2.00/person	\$2.25/person	\$100	Additional revenue projected based on 2015 bookings
	All-inclusive shelter rental rate for vehicle permits during graduation season Dates 2 nd Weekend in May until the 2 nd Weekend in June	\$5.00/vehicle	\$100/day/rental	\$100	Aimed to attract more business during this time-frame and provide an easier system for public and staff
	Baylor Historic House Group Rental	\$80/night weekend & holidays \$65/night weekdays	\$175.00/night weekend & holidays, \$125.00/night weekdays	\$350	Fees adjusted based on better understanding of market rate & additional costs to offering service
	Baylor Historic House Damage Deposit	N/A	\$200.00	\$0	Was not reflected in 2015 schedule, added for 2016
	Personal Watercraft Storage Rack	\$25.00/spot	\$35.00/spot	\$270	Planning to add an additional 6-place rack

					to account for demand
Planning & Water Management Department	Wetland Exemption Permit	<p>\$100: Applicant shall reimburse the County for engineering costs incurred during application review and final inspections.</p> <p>- Staff Costs. The permit fee includes 2 hours of staff time. The applicant shall reimburse the County for staff costs, including staff of the Soil Water and Conservation District (SWCD), beyond the permit fee up to an additional \$500 at a rate of \$50/hour.</p> <p>- Work started without obtaining a permit shall be subject to a \$200 Double Fee.</p>	<p>\$100</p> <p>- Work started without obtaining a permit shall be subject to a \$200 Double Fee.</p>	No change	<p>Splitting existing service (“Wetlands Permit”) into two categories to clarify process for customers. Both services are currently offered but permit applications refer to “Wetland Exemption” and “Boundary/Type Determination” making it difficult for applicants to determine the required fee.</p>

	Wetland Boundary/Type Determination	<p>\$100: Applicant shall reimburse the County for engineering costs incurred during application review and final inspections.</p> <p>- Staff Costs. The permit fee includes 2 hours of staff time. The applicant shall reimburse the County for staff costs, including staff of the Soil Water and Conservation District (SWCD), beyond the permit fee up to an additional \$500 at a rate of \$50/hour.</p> <p>- Work started without obtaining a permit shall be subject to a \$200 Double Fee.</p>	<p>\$100</p> <p><input type="checkbox"/> Engineering Costs. Applicant shall reimburse the County for engineering costs incurred during application review and final inspections.</p> <p><input type="checkbox"/> Staff Costs. The permit fee includes 2 hours of staff time. The applicant shall reimburse the County for staff costs, including staff of the Soil Water and Conservation District (SWCD), beyond the permit fee up to an additional \$500 at a rate of \$50/hour.</p>	No change	Splitting existing service (“Wetlands Permit”) into two categories to clarify process for customers. Both services are currently offered but permit applications refer to “Wetland Exemption” and “Boundary/Type Determination” making it difficult for applicants to determine the required fee.
Taxpayer Services	Copy of Certificate of Real Estate Value (CRV)				Fee unchanged – changing Service

					description to more accurate description
	Brewer Off-Sale Liquor License		\$150		New license/fee.
Taxpayer Services	Brewer Sunday Off-Sale Liquor License		\$200		New license/fee.
	Off-Sale Micro/Small Brewer Malt Liquor License				Delete (duplicate)
	On-Sale Temporary Liquor License	\$100	\$100 per event		Clarifying fee as “per event”
	Consumption & Display (Set-up) License				Fee unchanged – changing Service description to more accurate description
	Wine License				Delete – no longer applicable
	Escrow Processing Fee	Automated \$200/year; Manual \$7/parcel per request	Automated \$300/year; Manual \$10/parcel per request	\$300 \$111	
	Escrow Processing Additional Escrow Files	\$35	\$50	\$30	
	1 st Time Delinquency Fee (per parcel)	\$25	Property Taxation	\$1,355	
Sheriff's Office	Abandoned Property	\$70	\$79	0	We did not increase these rates for 2015. Due to the current wage increase effective 11/2/2015 for the licensed deputies and their increases effective 3/9/2016, it is
	Judgment and Degree	\$70	\$79	0	
	Legal Not Found	\$70	\$79	0	
	Lien Sales	\$70	\$79	0	
	Mortgage Foreclosure Sales	\$70	\$79	0	
	Posting of Notices	\$70	\$79	0	
	Request of Process Returned	\$70	\$79	0	
	Replevin	\$70	\$79	0	

	Service of Process Fee	\$70	\$79	0	necessary to increase the above line items to ensure we recover our increased costs.
	Writ of Execution	\$70	\$79	0	
	Writ of Recovery	\$61	\$70	0	
	Off-Duty Deputy Services	\$61	\$70	0	

**BOARD OF COUNTY COMMISSIONERS
CARVER COUNTY, MINNESOTA**

DATE December 1st, 2015

RESOLUTION NO. _____

MOTION BY COMMISSIONER _____ SECONDED BY COMMISSIONER _____

**A RESOLUTION ADOPTING ORDINANCE 48-2016,
THE 2016 CARVER COUNTY FEE SCHEDULE**

WHEREAS, the County Board of Commissioners may charge fees for services provided by any county office, official, department, court, or employee; and

WHEREAS, there is a reasonable relation between the fees contained in this schedule and the cost of providing the services; and

WHEREAS, Minnesota Statutes state that these service fees, charges, and rates must be established by ordinance.

NOW, THEREFORE BE IT RESOLVED, that the Carver County Board of Commissioners hereby ordains adoption Ordinance 48-2016 and the fees contained in this schedule, effective January 1, 2016.

YES	ABSENT	NO

STATE OF MINNESOTA
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 1st day of December, 2015, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this _____ day of _____, 2015

David Hemze, County Administrator

**CARVER COUNTY, MINNESOTA
ORDINANCE 48-2016**

THE 2016 CARVER COUNTY FEE SCHEDULE

The Carver County Board of Commissioners Hereby Ordains:

Section 1. The 2016 Carver County Fee Schedule, includes fees for services provided by county offices, officials, departments, courts, and employees, and is hereby adopted pursuant to Minnesota Statutes.

Section 2. The 2016 Carver County Fee Schedule is hereby established as an official control for Carver County and is kept in the Office of the Carver County Auditor.

Section 3. This ordinance shall become effective on January 1, 2016.

Adopted by the Carver County Board, Resolution # _____, at its meeting of December 1st, 2015.

Randy Maluchnik, Carver County Board Chair

David Hemze, Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

SunShare - Renewable Energy (Solar Garden Site)

Primary Originating Division/Dept: <input style="width: 90%;" type="text" value="Public Services - Land Mgmt."/>	Meeting Date: <input type="text" value="12/1/2015"/>
Contact: <input type="text" value="Jason Mielke"/> Title: <input type="text" value="Senior Planner"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="20"/> minutes Presenter: <input type="text" value="Jason Mielke"/> Title: <input type="text" value="Senior Planner"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

BACKGROUND/JUSTIFICATION:

File #PZ20150045. The Planning Commission has recommended denial of SunShare's request to construct, operate, and maintain a Community Solar Garden of up to 4 megawatts (MW) under an Essential Services Conditional Use Permit (CUP) at a site located in Section 16 of Watertown Township (31st Street). The request is a part of Xcel Energy's Community Solar Garden (CSG) program, which was established by the State of Minnesota in 2013. The proposed SunShare facility has been considered under the Renewable Energy, Essential Services, and Transition Area sections of Chapter 152 of the Carver County Zoning Code. The solar development would be located in the Transition Area Overlay District for the City of Watertown. The energy contract with Xcel Energy for this program is for a minimum of 25 years (minimum year approximately 2042). Findings cited for denial include the following: the proposed land use is incompatible with the neighborhood and the City of Watertown's Transition Area; the City of Watertown urged the Planning Commission to deny the request via written and verbal testimony; the Watertown Town Board recommended denial of the request in support of the City and neighboring property owners; it does not meet the intent of the Carver County 2030 Comprehensive Plan nor the standards of the Carver County Zoning Code; and it does not meet the intent of the City of Watertown 2030 Comprehensive Plan.

The Planning Commission Resolution is attached for the Board's consideration.

ACTION REQUESTED:

A motion adopting Findings of Fact and issuing Order #PZ20150045 for the denial of a Conditional Use Permit.

FISCAL IMPACT: <input type="text" value="None"/> <i>If "Other", specify:</i> <input type="text"/>	FUNDING County Dollars = <input type="text"/> <input type="text"/> Total <input type="text" value="\$0.00"/>
FTE IMPACT: <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2015 - 3665

COUNTY OF CARVER
PLANNING COMMISSION RESOLUTION

FILE #: PZ20150045

RESOLUTION #: 15-19

WHEREAS, the following application for a Conditional Use Permit has been submitted and accepted:

FILE #: PZ20150045

APPLICANT: Chuck Beisner (WaterSun LLC, on behalf of SunShare, LLC)

OWNER: Trax Investments, Inc.

SITE ADDRESS: 127XX 31st Street Watertown 55388

PERMIT TYPE: Essential Service – Solar Energy

PURSUANT TO: County Code, Section 152.039 B 2(b), 152.050, 152.052,
and 152.162 (D)

LEGAL DESCRIPTION: See attached Exhibit "A"

PARCEL #: 10-016-0730

WHEREAS, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meetings of September 15, 2015, October 20, 2015 and November 17, 2015; and,

WHEREAS, the Carver County Planning Commission finds as follows:

1. The subject property (approximately 31.00 acres) is owned by Trax Investment, Inc. and is located in the Northwest Quarter (NW¹/₄) of the Northwest Quarter (NW¹/₄) of Section 16, Watertown Township. The property consists of pasture/meadow ground (west of Newton Ave), agricultural production land (east of Newton Ave), and a portion of a wetland complex (east of Newton Ave). The property is located in the Transition Area Overlay District of the City of Watertown, partially in the Shoreland and Floodplain Overlay Districts of a DNR protected wetland and waterway, and the CCWMO (Crow River watershed).
2. The Planning Commission continued the public hearing from the September 15, 2015 meeting to the October 20, 2015 meeting and again from the October 20, 2015 meeting to the November 17, 2015 meeting based on the applicant's request, and to allow for additional review and discussion pertaining to Carver County Public Works (future road corridor), City of Watertown (Transition Area Overlay District) and Watertown Township (local road authority). A "60 Day Law" letter was sent to the applicant on October 5, 2015, extending the deadline for a final decision, until December 16, 2015.
3. The applicant, Chuck Beisner (WaterSun LLC on behalf of SunShare, LLC), is requesting to construct, operate and maintain up to a four (4) Mega-Watt (MW) Community Solar Garden as an Essential Service - Conditional Use Permit (CUP) from the subject parcel. The request is being proposed as part of Xcel Energy's Community Solar Garden program, which was established by the State of Minnesota in 2013. The energy contract with Xcel Energy for this program is for a minimum of 25 years (minimum year approx. 2042). The applicant is requesting approval of the CUP pursuant to Section 152.039 B 2(b) of the Carver County Zoning Code allowing for Renewable Energy as a CUP, Section 152.050 addressing the scope of allowable Essential Services, Section 152.052 addressing Essential Service CUP requirements, and Section 152.162 providing restrictions and requirements for conditional uses in Transition Area Overlay Districts.
4. Community Solar Gardens (CSG) were authorized under a 2013 Minnesota energy law which mandates investor-owned utilities to get 1.5% of their electricity from solar by 2020. Xcel Energy is authorized by law to offer solar garden projects. The original energy law for CSGs allowed for sites to be 1 Megawatt (MW) or less, but there was no project limit or aggregate capacity. According to recent publications, in June of 2015, the Minnesota Public Utility Commission (PUC) reviewed a host of questions from the solar developers about the eligibility of co-located CSGs, which are large scale projects segmented into 1 Megawatt (AC) parcels in order to align with program rules. The

result was that the PUC voted in favor of a partial settlement agreement between Xcel Energy and select developers, which set a 5-Megawatt (AC) system size cap on co-located solar gardens. The law also stipulates that 10% of those projects must be under 20 kilowatts. This will encourage widespread development of distributed generation across the state, with utilities needing to add about 450 MW of solar power to their portfolio.

5. The SunShare request was considered a Large Solar Energy System (SES) based on the fact that the current (DC) rate capacity exceeds 100 kilowatts and will produce energy which would be added to Xcel Energy's existing grid system. Therefore, a CUP is required pursuant to Section 152.039 and 152.052 of the Zoning Code. The applicant supplied their Memorandum of Solar Energy Development and Operations Lease Agreement as part of the operational plan, as well as a decommissioning plan.
6. SunShare stated that they selected the subject property because of its solar resource, physical characteristics, proximity to the existing electrical infrastructure/distribution lines and willing property owner. The property owner signed a long-term contract with SunShare and the project has been submitted into Xcel Energy's Community Solar Garden program.
7. The applicant's operational plan explains the request to develop and install a solar garden with up to a 4 Megawatt capacity. The garden would consist of 14,760 modules (panels) each approximately 3.5 x 6 feet in size. The modules would be mounted on a fixed racking system and may reach a height of approximately 8 to 10 feet above grade. There would also be 4 inverters and 1 billing meter pad. Electrical lines would be run underground to the inverters and/or meter pad. According to the applicant, the existing topography would be suitable for the project.
8. The solar garden site would operate 24 hours and day, 365 days a year (for 25 years) after construction has been completed. SunShare has selected Mortenson Construction as a partner to construct their Minnesota Solar Gardens. During construction, operating hours will be from 8:00 a.m. to 6:00 p.m. and would most likely occur during non-winter months. After construction, there would be limited traffic reporting to the site. In addition to mowing or vegetation management, 1 or 2 employees will report to the site (approximately 2 or 3 times a year) to check and provide routine maintenance. A crew of workers may report to the site to complete cleaning of the panels annually.
9. In July of 2014, the Carver County Public Works Division updated the Carver County Roadway Systems Plan, which is part of the Carver County 2030 Comprehensive Plan. As part of the update, mapping in the Appendix identifies a future connectivity corridor being located somewhere through the subject property. The applicant was aware of the future potential for a road project, and initially identified a 68-foot undeveloped corridor along the north property line to be preserved for the potential of a future road connection. The City of Watertown and Carver County Public Works Division indicated that a 68-foot corridor would conflict with the designated east/west alignment of any future road system; therefore, the applicant proposed an increase to the undeveloped future road corridor of 120 feet along the north half of the property line. However, the road alignment has not been determined and may need to be designed elsewhere on the property as illustrated in the various planning options. (Information provided pursuant to the applicant's updated project site plan dated 11/10/15).
10. The applicant intended to utilize 31st Street, which is a local cul-de-sac township road, to access the site. The cul-de-sac road also services two (2) adjacent wooded lots which have been previously approved and have been improved with single family residential homes. The Watertown Town Board is the road authority.
11. The applicant initially proposed a 6-foot decorative fence on the north, south and west side of the project to provide screening. As part of the most current amended project site plan (dated: 11/10/15), they proposed an 8-foot decorative fence on the north, south and west sides of the project areas. A chain link fence would be constructed on the eastern side of the property for security and safety reasons.
12. The Department of Natural Resources (DNR) Area Hydrologist, Jennie Skancke, has been notified of the request; however, no comments were received with regard to any potential shoreland and/or wetland impacts.
13. The applicant would need to comply with the Stormwater Management standards if the proposed use created an acre or more of disturbed area and/or an acre or more of new impervious area. The Carver County Water Management Organization (CCWMO) would review the grading plan in order to determine whether or not a permit was required.

14. Pursuant to the Carver County Zoning Code, Section 152.162 (D) - Transition Area Overlay Zone states, “Applications or requests for conditional uses shall be referred to an appropriate municipal official for comment and consideration as early on as possible, at a minimum, prior to the public hearing. Conditional uses provided for in the Agriculture District should not be permitted in transition areas if they are a significant departure from the future land use in the city’s Comprehensive Plan and the use is of a nature that it could not easily and economically be converted to the planned land use upon urbanization.” The site is located within the City of Watertown Transition Area Overlay District; therefore, the application was referred to the City of Watertown for comment and consideration. The City of Watertown discussed the request during their September 8th and October 13th City Council meetings. They have provided Carver County with written correspondence asking the Planning Commission to deny the conditional use based on the City’s 2030 Comprehensive Plan, the County’s future transportation plan, and to allow for orderly and sustainable development of the City and County. During the October 20th Planning Commission meeting, the City Administrator and Councilperson provided public testimony urging the denial of the application due to the incompatibility of the proposed use with the City’s 2030 Comprehensive Plan and surrounding residential neighborhood. Multiple petition signatures from neighboring residents, requesting denial of the CUP application, have also been submitted to Carver County and further reinforce the incompatibility of the proposed development. Testimony during the October 20, 2015, Planning Commission meeting was also received from Realtor, Chad Hoppke, and 2 or 3 neighbors regarding negative impacts on property values and incompatibly with the existing residential neighborhoods and future developments for residential growth in the area.
15. The City of Watertown has provided additional written documentation and public testimony at the Planning Commission meetings urging the Planning Commission to **deny** the conditional use due to the incompatibility of the proposed use with the City’s 2030 Comprehensive Plan, future transportation plan, surrounding residential neighborhoods, and the extension of services inhibiting the orderly and sustainable development of the City.
16. The Watertown Town Board has recommended **denial** of the CUP (Renewable Energy – Solar Site) based on the written and public testimony from the City of Watertown and neighboring residents (both City and Township). The Watertown Town Board reviewed the request during their September 8, 2015, Town Board meeting. Township representatives attended the September 15, 2015, October 20, 2015, and November 17, 2015 Planning Commission meetings and have gone on record as stating they oppose this request and recommend denial in support of the neighbors and also the City of Watertown.
17. There are numerous conflicts between the submitted application and the Carver County Comprehensive Plan and Carver County Zoning Code requirements. The following summary identifies the key sections and areas of concern:
- A. Conformity with the Carver County Zoning Code:
1. **Section 152.050 Scope (Essential Services) states:** *The land use, being necessary for the public health, safety, and welfare, and serving a public good, may be located in any area where it is essential to perform their function; however, the applicant must demonstrate that the location is essential to perform their function and an appropriate siting process has been utilized.* The applicant is on record stating that they selected the subject property because of its solar resource, physical characteristics, proximity to the existing electrical infrastructure/distribution lines and willing property owner. However, no reference has been made as to how the siting process was made with regard to the consideration of existing residential developments and the Transition Area Overlay District. Furthermore, the applicant has not demonstrated that this site is essential to perform their function.
 2. **Section 152.052 Conditional Use Permit Required states:** *The potential effects on existing and planned land uses in the area.* Based on written and testimony during the public hearing process, the City of Watertown is on record stating that this land use is incompatible with their 2030 comprehensive plan, the surrounding residential neighborhoods, and that it could have a negative impact on the ability to develop other properties in the adjacent area.
 3. **Section 152.162 General Provisions (Transition Area Overlay District) states:** *Any proposed Conditional Use Permit (CUP) land use in the Transition Area Overlay Zone shall be referred to an appropriate municipal official for comment and consideration. Conditional uses provided for in the Agriculture District should not be permitted in transition areas if they are a significant departure from the future land use in the city’s Comprehensive Plan and the use is of a nature that it could not easily and economically be converted to the*

planned land use upon urbanization. Based in written statements from the City of Watertown City Administrator (dated: October 13, 2015 & November 17, 2015) the effects of the proposed use will further impede the orderly development of the City’s utilities, infrastructure, trails and parks. The testimony and written statements also indicate that the proposed use would create conflicts with the City’s 2030 Comprehensive Plan, potential future planning cycles, the County’s future transportation plan, and the occupants of the immediate residential neighborhoods.

B. Conformity with the Carver County 2030 Comprehensive Plan:

1. **County Policy LU-3 Policy Areas (General Land Use and Growth Policies) states:** *Transition areas are shown as being urbanized in approximately 20 years in the cities’ Comprehensive Plans. These areas will need to be managed to ensure that they are available for urban development when needed and that development can occur in an economic and orderly fashion.* Again, The City of Watertown is on record stating that the proposed land use is incompatible with their 2030 Comprehensive Plan and would further impede the orderly development of the City’s utilities, infrastructure, trails and parks.
2. **County Policy LU-6 Planning (Future Growth Policies) states:** *The County supports the growth of the cities in the county within the framework of the local comprehensive plans and the County/Township Plan.* The current 2030 County Comprehensive Plan and City Comprehensive Plan indicate this area as the potential to be urbanized in approximately 15 years or sooner. In 2005-06, the City of Watertown completed a 960 acre “Watertown Growth Area Master Plan” along the southerly edge of the city limits. The plan was designed to help express the community’s vision for future land uses, development densities, transportation routes, open space preserves, parks and infrastructure. The subject study was completed based on a recognition that some property owners within the study area were ready to develop their land and that Watertown would utilize the plan to help guide its future and in doing so, prepare for future annexation petitions and development proposals. The proposed solar development has been described as the creation of a doughnut in the city’s vision.
3. **County Policy LU-19A Essential Services and Public Services (Agricultural Policy Areas: Other land Uses) states:** *Essential Services may be located in any area where it is essential to perform their function, provided an appropriate siting process is utilized in locating a site.* The goal of the Transition Areas are to provide for the efficient growth of the cities and economical extension of public services to developing areas, as well as, to manage expansion areas to prohibit land uses not compatible with future uses. The City of Watertown has provided testimony and written statements indicating that the proposed land use would create conflicts with the city’s 2030 Comprehensive Plan, the County’s future transportation plan, and the occupants of the immediate residential neighborhoods. The applicant has not shown that this area is essential to perform their function, nor have they presented their siting process.

C. Conformity with the City of Watertown 2030 Comprehensive Plan:

1. **Chapter 3 – Land Use & 20230 Map 3-3 states:** *The City has effectively developed and managed development opportunities within their growth boundaries and has provided for future land development in an orderly and phased manner.* Based on the applicant’s request, the use of the subject property would be for a minimum of 27 years. The testimony from the City of Watertown supports the idea that this land use and 27 years could have an impact on the ability to develop and/or provide infrastructure to other properties in the area.

18. Pursuant to Section 152.251 REQUIRED FINDINGS of the Carver County Zoning Code, an order for the issuance of a CUP or IUP can be adopted only if all ten (10) Findings of Fact (A-J) can be found as fact. Any conditions imposed by the permit or actions required as part of the order shall be considered in making findings. The request does not meet the required Findings of fact pursuant to Section 152.251 (A)(C)(H)(I) as follows:

(A) ***The conditional or interim use is permitted as a permitted conditional use within the zoning district, and meets all requirements of this chapter and any other county, regional, state, or federal laws, ordinances, rules or regulations.***

1. The applicant (SunShare) has not established compliance with the Carver County 2030 Comprehensive Plan, nor does the proposed use conform to the City of Watertown 2030 Comprehensive Plan. The proposed land use, within the Transition Area Overlay of the City of Watertown, would be permitted for a minimum of 27 years, and the current 2030 County and City Comprehensive Plans indicate these areas as potentially being urbanized in approximately 15 years or sooner.

2. The proposed request does not conform to all requirements of Chapter 152 of the Carver County Zoning Code. The Zoning Code states that “Conditional uses provided for in the Agriculture District should not be permitted in transition areas if they are a significant departure from the future land use in the city’s Comprehensive Plan and the use is of a nature that it could not easily and economically be converted to the planned land use upon urbanization. Again, the City of Watertown is on record stating that the proposed use is incompatible with the City’s 2030 Comprehensive Plan, County’s future transportation plan, surrounding residential neighborhoods and allowing for orderly and sustainable development of the City.
3. The testimony from the City of Watertown indicates that 27 years could have an impact on the ability to develop and/or provide infrastructure to other properties in the areas within the transition area. An approved CUP could prevent any development from taking place within the next 27 years, and could tie up the property for one or two more planning cycles.

(C) *The establishment of a conditional or interim use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.*

1. As stated, the proposed use would impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area (i.e. future city residential) while potentially creating a negative impact on the future level of services (infrastructure for development) needed for the surrounding Transitional Area Overlay District properties.

(H) *The use or development conforms to the County Comprehensive Plan.*

1. Based on public testimony from neighboring property owners and city officials, and the written statements from the City of Watertown City Administrator (dated: October 13, 2015 & November 17, 2015) the effects of the proposed use will further impede the orderly development of the City’s utilities, infrastructure, trails and parks. The testimony and written statements also indicate that the proposed use would create conflicts with the City’s 2030 Comprehensive Plan, the County’s future transportation plan, and the occupants of the immediate residential neighborhoods.

(I) *The use or development is compatible with the land uses in the neighborhood.*

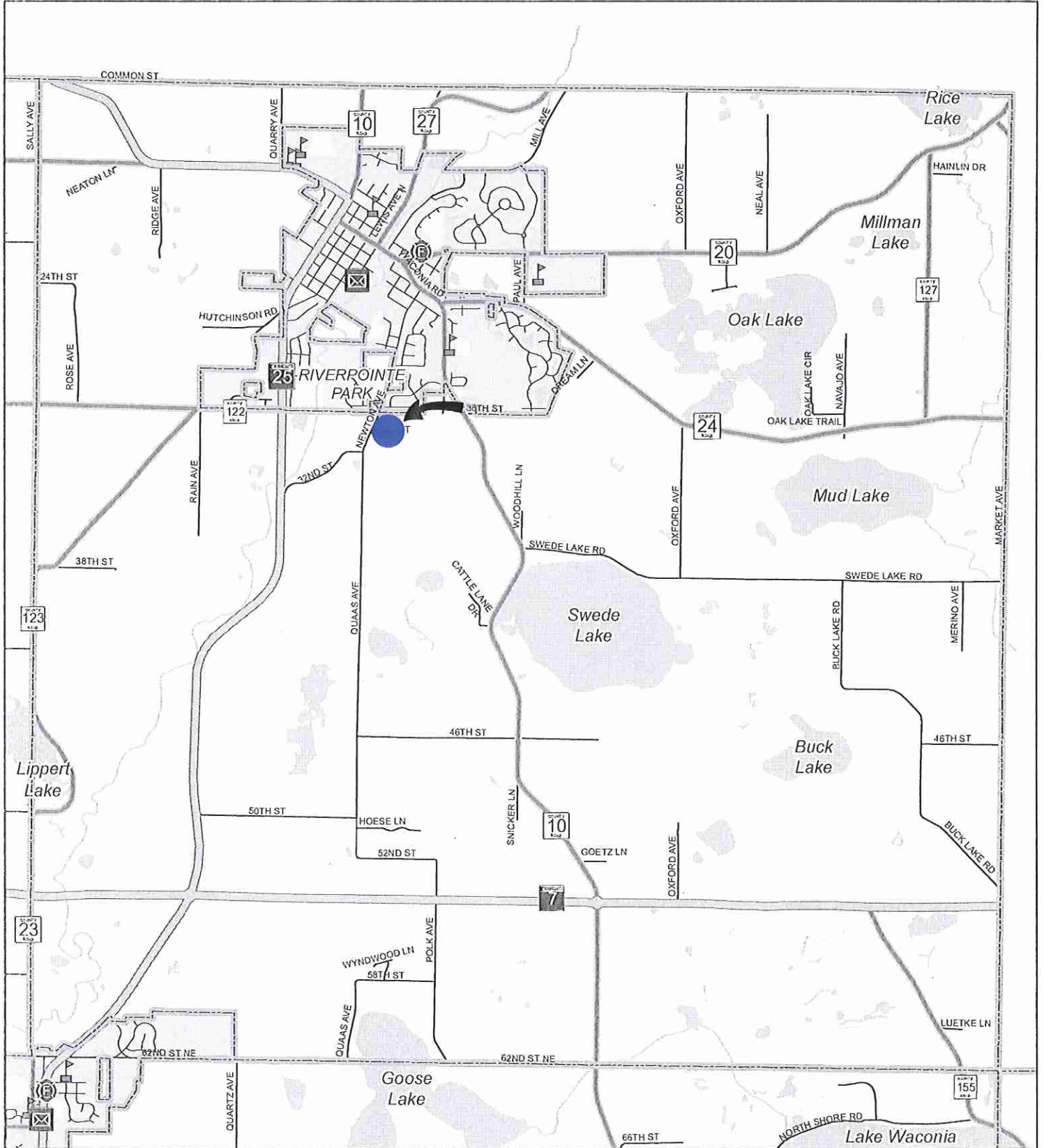
1. Based on public testimony during the public hearing process, the proposed use would have a negative impact on neighboring property values. Testimony was received from Realtor, Chad Hoppke, and several neighbors regarding negative impacts on values and incompatibly with the neighborhood.
2. The proposed use would not be compatible with the proposed future land uses in the neighborhood. The primary land use of the currently is agricultural; however, when annexation takes place the subject property is proposed for residential. The City of Watertown letter (dated: 11/16/15) states that, “nowhere in the City’s code governing alternate energy systems does it specifically state that large commercial or industrial sized generation systems apply. The nature of systems referenced and typically considered via a City issued conditional use permit is of a residential scale such as roof mounted solar panels”. It appears this would clearly be a significant departure from the City’s Comprehensive Plan, thus being incompatible with the neighborhood.

THEREFORE, BE IT RESOLVED, THAT The Carver County Planning Commission hereby recommends **denial** of the subject permit for an Essential Service (Solar Energy) - Conditional Use Permit on the land described in Exhibit “A” of the permit application.

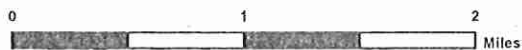
ADOPTED by the Carver County Planning Commission this 17th day of November, 2015.

John Fahey, Chair
Planning Commission

WATERTOWN TOWNSHIP



This map was created using Carver County's Geographic Information Systems (GIS), it is a compilation of information and data from various City, County, State, and Federal offices. This map is not a surveyed or legally recorded map and is intended to be used as a reference. Carver County is not responsible for any inaccuracies contained herein.



Carver County Board of Commissioners Request for Board Action



Agenda Item:

Final Project SP 010-611-006: CSAH 11 from CSAH 61 and CSAH 10

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="12/1/2015"/>
Contact: <input type="text" value="Scott A. Smith"/> Title: <input type="text" value="Project Engineer"/>	Item Type: <u>Regular Session</u>
Amount of Time Requested: <input type="text" value="5"/> minutes Presenter: <input type="text" value="Bill Weckman"/> Title: <input type="text" value="Program Delivery Manager"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No

Strategic Initiative:
Growth: Manage the challenges and opportunities resulting from growth and development

BACKGROUND/JUSTIFICATION:

The original project contract amount was \$6,521,186.81 million. The total of all work completed to date by Duinick, Inc. is \$ 6,046,990.87. A previous request to reduce retainage to 1.5% (\$91,042.36) was made and allowed. Presently, the total amount paid to Duinick, Inc. for work done by them is \$5,978,448.51 (this total is after reducing the total of all work completed by the 1.5% retainage).

The work for this project was completed during the 2012 and 2013 season, but law suits prevented the county from finalizing the contract. All work is complete and the project related law suits that involved Duinick are settled. All federal requirements and necessary project and financial documentation has been completed.

Duinick, Inc. is requesting to finalize the contract with the County and release all retainage. County staff agrees and is requesting that the contract be finalized and that the remaining retainage be paid. After applying liquidated damages and adding final quantities the remaining amount to be paid to Duinick, Inc. is \$68,542.36.

ACTION REQUESTED:

Motion to finalize the contract with and release all remaining retainage in the amount of \$68,542.36 to Duinick, Inc.

FISCAL IMPACT: None

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =	<input type="text"/>
CSAH	\$68,542.36
Total	\$68,542.36

Related Financial/FTE Comments:

Office use only:

RBA 2015 - 3633

CARVER COUNTY
11360 HIGHWAY 212
COLOGNE, MN 55322
Project No. SP 010-611-006 [108366]
Contract Final Pay Request No. 11

**Carver County Highway Department
Certificate of Final Acceptance
County Board Acknowledgment**

Contract Number: 61106
Contractor: N/A - Duininck, Inc.
Date Certified: 7/30/2015
Payment Number: 11

Whereas; Contract No. 61106 has in all things been completed, and the County Board being fully advised in the premises, now then be it resolved; that we do hereby accept said completed project for and in behalf of the Carver County Highway Department and authorize final payment as specified herein.

Carver County Highway Department
State of

I, _____, County _____ within and for said county do hereby certify that the foregoing resolution is a true and correct copy of the resolution on file in my office.

Dated this _____ day of _____, 20__

At _____,

Signed By _____
County _____

(SEAL)

Carver County Board of Commissioners Request for Board Action



Agenda Item:

2016 GIS County Tax Impact Maps

Primary Originating Division/Dept: <input type="text" value="Property & Financial Services"/>	Meeting Date: <input type="text" value="12/1/2015"/>
Contact: <input type="text" value="David Frischmon"/> Title: <input type="text"/>	Item Type: <input type="text" value="Work Session"/>
Amount of Time Requested: <input type="text" value="20"/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text" value="Pete Henschel"/> Title: <input type="text" value="GIS"/>	
Strategic Initiative: <input type="text" value="Finances: Improve the County's financial health and economic profile"/>	

BACKGROUND/JUSTIFICATION:

In response to County Board's direction to provide a broader tax impact perspective from the County Administrator's Recommended 2016 Tax Levy, County staff will present GIS maps that summarize the County-wide tax impact on residential, commercial and agricultural properties.

ACTION REQUESTED:

None- Informational presentation only

FISCAL IMPACT: <input type="text" value="None"/> <i>If "Other", specify:</i> <input type="text"/>	FUNDING County Dollars = <input type="text"/> <input type="text"/> Total \$0.00 <input type="checkbox"/> Insert additional funding source
FTE IMPACT: <input type="text" value="None"/>	

Related Financial/FTE Comments:

Office use only:

RBA 2015 - 3656

Carver County Board of Commissioners Request for Board Action



Agenda Item:

2017 Long Term Financial Plan

Primary Originating Division/Dept: <input type="text" value="Property & Financial Services"/>	Meeting Date: <input type="text" value="12/1/2015"/>
Contact: <input type="text" value="David Frischmon"/> Title: <input type="text" value="Division Director"/>	Item Type: <input type="text" value="Work Session"/>
Amount of Time Requested: <input type="text" value="15"/> minutes Presenter: <input type="text" value="David Frischmon"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Finances: Improve the County's financial health and economic profile"/>	

BACKGROUND/JUSTIFICATION:

The 2017 Long Term Financial Plan fulfills the County Board's direction to connect financial strategies to the County's long-term strategic goals and objectives. This Plan is not a budget but rather a non-binding assertion of future intent to allocate future County resources. Individual elements of the Plan will be systematically rolled forward until they are brought into the Annual Budget for approval and implementation.

ACTION REQUESTED:

Board review and direction only - Formal Board approval will be requested at the December 15th Board meeting.

FISCAL IMPACT: <input type="text" value="None"/> <i>If "Other", specify:</i> <input type="text"/>	FUNDING County Dollars = <input type="text"/> <input type="text"/> Total <input type="text" value="\$0.00"/> <input checked="" type="checkbox"/> Insert additional funding source
FTE IMPACT: <input type="text" value="None"/>	

Related Financial/FTE Comments:

The Plan is a long range planning tool so projects listed in the Plan are financial placeholders only. Projects are not approved until they are included in the Annual Budget process.

Office use only:

RBA 2015- 3672