



Executive Summary

City Council Workshop

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| AGENDA ITEM: | Ordinance No. 335 – Amendment to Fee References in City Code |
| PREPARED BY: | Jacob Kolander, City Administrator |
| RECOMMENDED ACTION: | Discussion |

Summary:

Ordinance No. 335 updates multiple sections of the Maple Plain City Code to replace outdated references to fee adoption “by resolution” with language that correctly reflects the legal requirement to adopt the City’s fee schedule by ordinance. These changes ensure compliance with statutory requirements and improve consistency across the Code.

Reasons for Proposed Changes:

- **Legal Compliance:** Minnesota law requires municipal fee schedules to be adopted by ordinance, not resolution.
- **Code Consistency:** Updates all relevant sections to uniformly reference the “City fee schedule.”

Policy Citations:

Sections amended include:

- §2-52 – Escrow Requirements
- §4-64 – Permit Registration Fees
- §4-409 – Animal Permit Fees
- §9-28 – Water Meter Charges
- §9-74 – Sewer Connection Fees
- §9-135 – Stormwater Utility Billing

This item is referred to the City Council for consideration and adoption at the next regular meeting.