

BALDWIN TOWNSHIP  
SHERBURNE COUNTY, MINNESOTA  
ORDINANCE #600  
(Revised 1/4/16)

AN ORDINANCE ADOPTING A  
FEE SCHEDULE FOR THE TOWN

The Board of Supervisors of the Town of Baldwin ordains:

**SECTION I. Schedule Adopted.** The attached fee schedule is hereby adopted. The fees contained in the schedule replace any fee amounts previously adopted by the Town Board on the same item.

**SECTION II, Not Codified.** This ordinance is transitory in nature and shall not be codified. This ordinance and the fee schedule established hereby shall be placed on file and available for public inspection at the Town Hall.

**ARTICLE III. Zoning Fees.** The Town is authorized by Minnesota Statutes, section 762.355, subdivision 4 to impose fees to offset its costs to administer and enforce its subdivision ordinance. The zoning fees the Town collects shall be used to offset the Town's costs related to the administration and enforcement of its subdivision ordinance. The subdivision application fees the Town collects will not be transferred or used for purposes unrelated to planning and zoning.

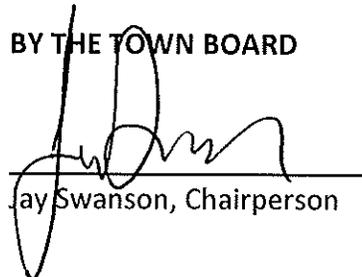
**ARTICLE IV. Reasonableness.** The Town Board determines the fees established on the attached fee schedule are fair, reasonable, proportionate, and have a nexus to the actual costs the Town incurs related to providing the services to which they relate.

**ARTICLE V. Effect.** The fees set out in the attached fee schedule apply notwithstanding any other fees the Town has established which may be inconsistent. Any other fees imposed by the Township which do not appear on the attached fee schedule remain in full force and effect.

**ARTICLE VI. Effective Date.** This ordinance is effective upon the first day of publication and applies to any requests for a service included on the schedule made on or after its effective date.

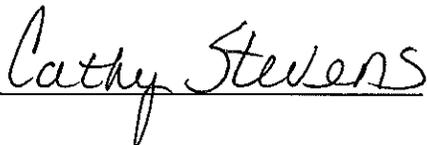
Adopted this 7<sup>th</sup> day of December, 2015.

BY THE TOWN BOARD



Jay Swanson, Chairperson

ATTEST:



Cathy Stevens

**BALDWIN TOWNSHIP  
FEE SCHEDULE**

Adopted on December 7, 2015 (Revised 1/4/16)

**GENERAL FEES**

Notary Fee	\$1.00
DVD's (if borrowed from township	\$15.00 (refundable deposit)
Electronic Data	\$10.00
Photo Copies	
Letter Size	\$.25 (Color \$.35)
Legal Size	\$.50 (Color \$.60)
Ledger Size	\$1.00
Mailing Copies	
First three copies	\$1.50
Additional Each	\$.25
Overdue Utility Fee	7% Delinquent Fee plus \$25.00 month service charge
NSF Check Fee	\$40.00
Road Right of Way Permit	\$500.00
Driveway Permit Fee	\$150.00
2 <sup>nd</sup> Driveway Permit Fee	\$150.00 Needs approval of the Baldwin Town Board
EMS Signs, Post & Hardware Fee	\$67.32
Canine Pick Up Fee	\$150.00 plus applicable PayPal convenience fee of \$5.00. Fee payable to Baldwin Township in person or through PayPal on the Baldwin Township Website.
Feline Pick Up Fee	\$150.00 Fee payable to Baldwin Township. Pickup only when directed by the sheriff.

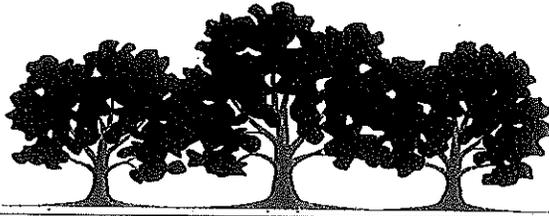
\*If estimated amount of photo copies exceeds \$30.00, Baldwin Township must receive the money before the Township will satisfy the request.

**BALDWIN TOWNSHIP  
FEE SCHEDULE**

Adopted on December 7, 2015 (Revised 1/4/16)

	Includes fee to conduct 1 hearing. Town administration fee, Attorney fees and Engineering fee. If actual cost is less than \$1,000, that amount will be refunded; if actual cost is more, the cost will be billed to person requesting the hearing. Fees will be deposited into a non-interest bearing escrow account. <b>No public hearing will be noticed until the applicant has signed a fee responsibility agreement with the Township.</b>
Public Hearing Fees	
Fees other than Public Hearing	
Publication Fee	As charged by newspaper
Attorney Fee	As charged by township attorney
Engineering Fee, if applicable	As charged by township engineer

Applicants are required to escrow the indicated amount of cash with the Town and may be required to sign an escrow agreement. Applicants are responsible for fully reimbursing the Town for all professional fees it incurs related to the request. The Town uses the escrowed funds to reimburse itself for these fees and if the escrow is not sufficient to fully reimburse the Town, the applicant will be billed or will be required to submit additional funds to be placed in escrow. Any unreimbursed amounts constitute a service charge the Town will certify to the County Auditor for collection on the applicant's property as provided in Minn. Stat. § 366.012.



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# BALDWIN TOWNSHIP

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PO BOX 25, 30239-128TH STREET, PRINCETON, MN 55371

**BALDWIN TOWNSHIP  
PUBLIC HEARING NOTICE  
AMENDING 2016 FEE ORDINANCE**

Notice is hereby given that the Town Board of Baldwin Township, Sherburne County, Minnesota, will meet at 7:30 p.m. on the 4<sup>th</sup> day of January, 2016, at the Baldwin Town Hall, 30239 – 128<sup>th</sup> Street, Princeton, MN to take comment on the amended 2016 Fee Ordinance. A copy of the amended Fee Ordinance is on file with the Town Clerk and can be viewed during business hours.

Cathy Stevens  
Baldwin Township  
Clerk/Treasurer

**Mission Statement**

To make Baldwin Township a proud place to live by safeguarding property rights,  
encouraging agriculture, commercial communities and residential growth.