

Brainerd City Code 1005.01

Section 1005 Licensing Procedures

1005.01. Licenses Required. It is unlawful for any person to engage in any trade, profession, business or privilege in the city for which a license is required by any provision of this code without first obtaining a license from the city in the manner provided in this section.

1005.03. Application. Application for a license is made to the clerk treasurer upon forms provided by the city. The applicant shall state the location of the proposed activity and such other facts as are required for or applicable to the granting of the license.

1005.05. Payment of Fee. The fees required for a license shall be paid at the office of the clerk before the granting of the license. Unless otherwise specified in this code no license fee shall be prorated for a portion of a year, and no license fee paid shall be refunded.

1005.07. Bond and Insurance. Required bonds shall be in form satisfactory to the city attorney. Where policies of insurance are required, the policies shall be approved as to substance and form by the city attorney. Satisfactory evidence of coverage by bond or insurance shall be filed with the clerk-treasurer before the license is issued.

1005.09. Approval or Denial of Licenses. Where the approval of any city or state officer of the council is required prior to the issuance of a license, the approval must be presented to the clerk treasurer before the license is issued. No license may be approved by any city officer or issued by the clerk if it appears that the conduct of the activity for which a license is sought will be contrary to the health, safety or welfare of the public or any regulation, law or ordinance applicable to such activity.

1005.11. License Term. Unless otherwise specified in this code the term of the license year shall begin on January 1 and end on December 31. Where the issuance of licenses for periods of less than one year is permitted, the effective date of the license is the date of issuance.

1005.13. License Certificates. License certificates shall show the date of issue, the activity licensed and the term of the license. They shall be signed by the clerk treasurer, and be impressed with the city seal.

1005.15. Exhibition of License Certificate. A licensee shall carry his license certificate upon his person at all times when engaged in the activity for which the license was granted. Where the licensed activity is conducted at a fixed place of business or establishment, the certificate shall be exhibited at all times in some conspicuous place on the premises. The licensee shall present the license certificate when applying for a renewal and upon demand of any police officer or authorized representative of the city.

1005.17. Transfer of License. Unless otherwise provided in this code, no license shall be transferable without the authorization of the council.

1005.19. Renewal of License. License renewals are issued in the same manner and subject to the same conditions as original licenses.

1005.21. Revocation; Denial; Suspension. Subdivision 1. Grounds. A license issued or to be issued by the city may be denied, suspended or revoked by the council for any of the causes listed in this subsection.

Subd. 2. Fraud, misrepresentation, or incorrect statement contained in the application for license, or made in carrying on the licensed activity.

Subd. 3. Conviction of any crime, or misdemeanor, pertaining to license held or applied for, subject to the provisions of Minnesota Statutes, Chapter 364.

Subd. 4. Conducting such licensed activity in such manner as to constitute a breach of the peace, or a menace to the health, safety and welfare of the public, or a disturbance of the peace or comfort of the residents of the city, upon recommendation of the city health authorities or other appropriate city official.

Subd. 5. Expiration or cancellation of any required bond or insurance, or failure to notify the city within a reasonable time of changes in the terms of the insurance or the carriers.

Subd. 6. Actions unauthorized or beyond the scope of the license granted.

Subd. 7. Failure to continuously comply with all conditions required as precedent to the approval of the license.

1005.23. Hearing. No license may be suspended or revoked until after a hearing is granted to the licensee. Such hearing to be held before the city council upon due notice to the licensee stating the time and place of such hearing, together with a statement of the violation alleged to be the cause for the revocation or suspension of the license.

1005.25. Temporary Suspensions. The city council may temporarily suspend a license pending a hearing on revocation or suspension when in its judgment the public health, safety and welfare is endangered by the continuance of the licensed activity.

1005.27. Inspections. The city health authority and other appropriate city officials may enter upon the premises where any licensed activity is being conducted for the purpose of inspection at any reasonable hour.

Brainerd City Code 1010.01, Subd. 1 (Rev. 1993, 1998, 1999, 2006)

Section 1010 Licensing Fees

1010.01. Fees. Subdivision. 1. Fees Set. The fees for the various licenses required by this code are set forth in this subsection under the following headings:

Type of License	Section Requiring License	Fee Schedule
<i>Subd. 2 Amusements and Entertainments.</i>		
Amusements	1100	\$15 per machine plus 15 per location
Bowling	1100	\$20 per alley
Circuses	1100	\$25
Dances	1105	\$20 per event or \$200 for dances during a calendar year or any portion thereof
Music (Mechanical Amusement Devices)	1100	\$15 per machine plus \$15 per location
Pool Tables	1100	\$25
Roller Rink	1100	\$25
Theatre	1100	\$25
Wrestling & Boxing	1105	\$25
<i>Subd. 3. Building, Planning and Zoning.</i>		
Contractors	1130	\$50
<i>Subd. 4. Health and Sanitation.</i>		
Garbage	600.07	\$50 per unit, \$25 per unit scooters
<i>Subd. 5. Liquor and Cigarettes.</i>		
Cigarettes	1135	\$75
Off Sale Beer	1200	\$25
3.2% Malt Beverage	1205	\$25
On Sale Beer	1205	\$200
3.2% Malt Beverage	1205	\$200 (Prorated \$16.66 month)
On Sale Club	1200	\$500
On Sale Liquor	1200	\$3,000
Off Sale Liquor	1200	\$200
Temporary Beer	1205	\$20 per day
On Sale Wine	1200	\$300
Temporary On-Sale Liquor	1200	\$135 per day
Sunday On-Sale Liquor	1200	\$100
<i>Subd. 6. Motor Vehicles, Gasoline.</i>		
Auto Salvage	1145	\$25
Bulk Fuel Plant	1165	\$100 per plant
Gasoline/Motor Fuel	1165	\$100 per gasoline/motor fuel dispensing place of business regardless of the number of gasoline/motor fuel dispensers
Second-Hand Auto	1125	\$50 per lot
Taxi	1160	\$40 per unit

Subd. 7. Miscellaneous.

Unspayed or Unneutered Dogs or Cats	900	\$15
Spayed or Neutered Dogs or Cats	900	\$10
Replacement of Dog or Cat Tags	900	\$2.50
Impound Fees for Dogs or Cats	900	\$25/Plus an additional sum equal to the cost to the City for feeding and housing the dog or cat in a kennel.
Kennel License	900	\$35
Junk Dealers	1145	\$50
Vending Vehicles	1150	\$75

Subd. 8. Fire Sprinkler System Installation and Remodeling.

New Construction: \$25.00 + \$1.00 for each sprinkler head (includes plan reviews and inspection)
Revised System: \$15.00 + \$.75 for each added sprinkler head (includes plan reviews and
inspection) (If no new sprinkler heads, just flat \$15.00 fee)

Subd. 9. Pawnbrokers.

Pawnbrokers	1146	\$150
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Subd. 10. Adult Establishments.

Adult Establishments	1160	\$3,000
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1010.03. Penalty for Late Payment of License Fees. Subdivision 1. No Penalty. No penalty for the late payment of any license shall be incurred by any licensee provided the owner or his agent makes application for the renewal of his existing license to the city clerk-treasurer and includes therein the payment of the required fee therefore prior to the expiration date of said license.

(Revised Ordinance No. 981, 999 & 1039)

Subd. 2. Penalty for Late Payment. Every person whose licensed trade, business, profession, activity or privilege is licensed by the city, other than one who has been closed down or who has not operated such activity in the city after the expiration of the licensing year, shall pay to the city clerk the regular license fee and in addition thereto the following penalty for late application for a renewal license:

(a) one to 14 days late, a ten percent penalty, but not less than \$5.00;

(b) 15 to 30 days late, a 25 percent penalty, but not less than \$10.00;

(c) after expiration of 30 days from the due date, the activity for which a license is required shall cease and no new license or permit for such activity shall be considered until the owner of the business personally appears before the city council. If the new license or permit is approved, the

fee shall consist of the amount set forth for the new licenses and permits, plus the late penalty fee that was not paid for the old license.

Subd. 3. Late Payment of the License Fee with Penalty No Bar to Prosecution for Operating Without a License. The late payment of the license fee together with the penalty set forth herein is no bar to a prosecution by the city for operating any licensed trade, business, profession, activity, or privilege within the city without a license therefore.

Brainerd City Code 1015.01

Section 1015 Permit Procedures and Fees

1015.01. Permits Required. It is unlawful to conduct any activity in the city for which a permit is required by any provision of this code without first obtaining a permit from the city in the manner provided in this Section.

1015.03. Application for Permit. Application for a permit is made to the clerk on forms furnished by the city. The application shall contain information as to location, nature, extent and costs of the proposed structure, work, installation, activity, or other purpose, and other information which the building inspector or other duly authorized persons may require under this code. The application shall contain a declaration that the facts and representations therein made are true and correct, which statement shall be subscribed to by the person or persons, or officers or agents of a corporation, applying for the permit.

1015.05. Granting of Permits. Upon payment to the city by the application of the required fee for any permit, and upon approval of the appropriate inspector, the permit shall be issued, except where council approval is required, in which case the appropriate officer may issue the permit only after approval is granted by the council.

1015.07. Payment of Fees. Subdivision 1. Payment. The permit fee and other fees and charges set forth in this code shall be collected by the city before the issuance of any permit, and the city clerk, building inspector, or other persons authorized to issue a permit for which the payment of a fee is required under the provisions of this code may not issue a permit until the fee has been paid.

Subd. 2. Double Fees. If a person begins work of any kind for which a permit from the city is required without having secured the necessary permit therefore, either previous to or on the date of commencement of such work, he shall, when subsequently securing the permit, pay both the fee provided for the permit and an inspection fee equal to the fee provided for the permit and is subject to the penalty provisions of this code. (Revised Ord. 1221)

1015.09. Permit Fees. The fees and charges for the various permits required by this code are set forth in this subsection.

1015.11. Building Permits. Subdivision 1. Building Permits and Plan Review Fees. Building permit and plan review are those set forth in subdivision 2.

Subd. 2. Fees.

(a) Building Permit Fees. Building permit fees required by this ordinance shall be in accordance with the following provisions and shall be in force on the effective dates shown. Upon the effective date of each respective building permit fee schedule, the preceding schedule shall be superceded.

(1) The following is the schedule of building permit fees for commercial buildings including multifamily dwellings:

Total Valuation	Fee
\$1 to \$500	\$25.00
\$501 to \$2,000	\$25.00 for the first \$500.00 plus \$3.25 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2001 to \$25,000	\$73.75 for the first \$2,000.00 plus \$14.75 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001 to \$50,000	\$413.00 for the first \$25,000.00 plus \$10.75 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001 to \$100,000	\$681.75 for the first \$50,000.00 plus \$7.50 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001 to \$500,000	\$1,056.75 for the first \$100,000.00 plus \$6.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,000 to 1,000,000	\$3,346.75 for the first \$500,000.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,000 and up	\$5,956.75 for the first \$1,000,000.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof.

(2) The following is the schedule of building permit fees for single family dwellings and duplexes:

Total Valuation	Fee
\$1 to \$500	\$30.00
\$501 to \$2,000	\$30.00 for the first \$500.00 plus \$2.00 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2,001 to \$25,000	\$60.00 for the first \$2,000.00 plus \$9.50 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001 to \$50,000	\$278.50 for the first \$25,000.00 plus \$6.50 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001 to \$100,000	\$441.00 for the first \$50,000.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,000 and up	\$691.00 for the first \$100,000.00 plus \$4.50 for each additional \$1,000.00 or fraction thereof.

(b) Plan Review Fees.

(1) Plan review fees shall be charged for all building permits. The plan review fee shall be 65% of the building permit fee as calculated using the schedule in Section 1015.11, Subd. 2(a)(1) and Subd. 2(a)(2).

(2) Plan review fees for similar plans shall be 25% of the building permit fee as calculated using the schedule in Section 1015.11, Subd. 2(a)(1) and Subd. 2(a)(2).

1015.13. Miscellaneous Permit Fees.

Subject	Fee
Billboards	\$75.00
Street Vacation	\$50.00
Excavation	\$30.00
Demolition	\$35.00
Mechanical	\$70.00
Re-Roof (residential)	\$35.50
Re-Roof (commercial)	\$250.00 maximum, based on valuation
Siding	\$70.00
Sign	\$10.00
Re-Inspection	\$35.00 per inspection
Mechanical (New Residential)	\$70.00
Mechanical (Commercial)	based on valuation
Furnace Replacement	\$35.00
Water Heater Replacement	\$35.00
Central Air Conditioning	\$35.00
Fireplace Replacement	\$35.00
Manufactured and Modular Home (on-site and foundation)	\$150.00 based on valuation
Residential Entranceway Signs	\$500.00

(Revised Ord. 1221 & 1256)

1015.15. Zoning and Subdivision Fees: Special Provisions. Subdivision 1. Scope and Application. This subsection applies to applications for the platting or replatting of land and variances from platting regulations made pursuant to Section 500 of the this code, and to applications for zoning district changes, zoning code text amendments, conditional use permits, and variances, made pursuant to the Zoning Code (Appendix 1 of this code).

Conditional Use Permit	\$190.00
Rezoning	\$250.00
Variance	\$220.00
Plat Filing	Preliminary Plat: \$50.00 basic, plus \$2.00 per lot to maximum of \$200.00 Final Plat: \$10.00

1015.17 Plumbing Fees.

Plumbing Permit	\$105.00
Sewer Tap Permit	\$35.00
Septic Permit	\$35.00

(Revised by Ordinance No. 1157)

1015.15. Zoning and Subdivision Fees; Special Provisions. Subdivision 1. Scope and Application. This subsection applies to applications for the platting or replatting of land and variances from platting regulations made pursuant to Section 500 of this code, and to applications for zoning district changes, zoning code text amendments, conditional use permits, and variances, made pursuant to the Zoning Code (Appendix 1 of this code).

Subd. 2. Fees.

Conditional Use Permit Fee	\$50.00
Rezoning	\$100.00
Zoning Variance Fee	\$100.00
Plat Filing	Preliminary Plat: \$50 basic, plus \$2 per lot to maximum of \$200 Final Plat: \$10

1015.17. Plumbing Fees.

New Construction	\$15.00 basic plus \$1.00 per fixture over ten fixtures
Repair and Remodeling	\$15.00 basic plus \$1.00 per fixture over five fixtures
Sewer	\$35.00

(Revised Ord. 957)