



RAMSEY-WASHINGTON

METRO WATERSHED DISTRICT

FEE AND ESCROW SCHEDULE **Updated September 25, 2023**

NOTE: Fees and escrows shall not be collected for public projects.

1. Permit Application Processing Fee

A flat fee of \$500 is required for each permit application. For single-lot residential projects, a flat fee of \$175 is required for each permit application.

The application fee must be submitted with or shortly after the application materials. A project will not be eligible for approval until the fee has been paid.

Newly available in 2023, application fees may now be paid by check or credit card payment over the phone (surcharges apply –see below). All checks shall be made payable to the Ramsey-Washington Metro Watershed District (or RWMWD) and mailed to the attention of Nicole Maras:

RWMWD Office
2665 Noel Drive
Little Canada, MN 55117

Type of Permit	Permit Application Fee (no surcharge if paying by check)	Permit Application Fee- w/ manually-entered credit card total + surcharge (3%)
Single Lot Residential	\$175	\$180.25
All Other Projects	\$500	\$515

Credit card payments processed by Square®. Debit and prepaid cards will not be accepted. Call Emily Kamin, Administrative Assistant, at 651-792-7963 during office hours: 8:00a.m. – 4:00p.m. to process payment over the phone. A receipt will be provided via e-mail.

2. Cash Escrows

Escrows shall be paid in full prior to issuance of a District permit in the form of a check only. No credit card payments or letters of credit will be accepted. The escrow will be used to ensure the completion of work in accordance with the permit.

Inspection and enforcement fees resulting from site violations may be deducted from escrow during the course of the project. After the District has completed a final inspection and determined that the project was constructed in compliance with the permit conditions, the unutilized escrow will be returned to the applicant upon permit closure.

The online permit application form will auto-calculate the escrow required for the project according to the District rules that apply. www.rwmwd.org/permits

Description of Activity	Escrow Amount
Erosion and Sediment Control (Rule F)	\$2,000 per acre of disturbance
Stormwater Management & Erosion and Sediment Control (Rules C & Rule F)	\$5,000 per acre of disturbance

All checks shall be made payable to the Ramsey-Washington Metro Watershed District (or RWMWD) and mailed to the attention of Nicole Maras:

RWMWD Office
2665 Noel Drive
Little Canada, MN 55117

RWMWD Notice of Square® Credit Card Payment Surcharge

- The Ramsey-Washington Metro Watershed District imposes surcharges to credit card payments taken with Square® for the Permit Program only and applies only to the application fee.
- The surcharge will be less than or equal to the Square® surcharge for the transaction. Square's surcharges are available here: <https://squareup.com/help/us/en/article/5068-what-are-square-s-fees>. The total District fee + surcharge is calculated with a third-party calculator suggested by Square®. <https://squareup.com/us/en/payments/surcharge-calculator>.
- The surcharge will be itemized on your receipt or invoice.
- The surcharge is not greater than our cost of acceptance.
- The Permit Program does not accept debit cards or prepaid cards for payments with Square®.