



## 2022 FEE SCHEDULE

The Crow Wing Soil and Water Conservation District (SWCD) is funded through fees for services, competitive grants, and state grants. **SWCD is a local government unit with no levy authority under Minnesota State Statute 103C.**

Description	Cost	Billing
<b>Copies:</b>		Pay on Site
• 8 ½ x 11(Letter), 8 ½ x 14 (Legal) Copies	0.25¢ per Sheet	
• 11 x 17 (Ledger) Copies	0.50¢ per Sheet	Pay on Site
• Data Collection Staff Time	\$60.00 per hour Pro-Rated	Pay on Site
<b>Mailing:</b>		Pay on Site
• US Mail-Minimum \$2.00 (1 oz or less)	\$2.00	
<b>Maps:</b>		Pay on Site
• GIS Map-Black/White-Create/Print	\$1.00	
• GIS Map-Color-Create/Print	\$5.00	Pay on Site
• Map Photocopy Color	\$2.00	Pay on Site
• Plotter Printing	\$10.00	Pay on Site
<b>*Onsite Visit:</b>	\$125.00 Flat Fee (1 hr max.) For Site Visit and Summary Plus \$60.00 per hr (for each additional hr)	Pay on our website prior to the site visit being scheduled
<ul style="list-style-type: none"> <li>• Stormwater Recommendations</li> <li>• Erosion</li> <li>• Shoreline Buffers &amp; Stabilization</li> <li>• Tree Planting</li> <li>• Tree and Plant Identification</li> <li>• Pre-Screening for Grant Programs</li> <li>• Planting Plans</li> </ul>		
<b>**Crow Wing County Land Use Ordinance Technical Resources</b>	\$150.00 Flat Fee for Site Visit (1 hr max) Includes Travel Time & Mileage Plus \$60.00 per hr (for each additional hr)	Pay on our website prior to the site visit being scheduled
<ul style="list-style-type: none"> <li>• Sign Off Planning &amp; Zoning Authority for Variances</li> <li>• Restoration Vegetative Management Plan</li> <li>• Conditional Use Requirements</li> </ul>		
<b>Forest Stewardship Plan Writing:</b>	\$200.00 plus \$6.50 an acre	Invoice
<ul style="list-style-type: none"> <li>• Plans over 20 acres may be eligible for grant</li> </ul>		
<b>Conservation Corp of MN and IA:</b>	\$1250.00 per day or \$625.00 for ½ day Plus \$60.00 per hr for Technician Time <b>OR</b> \$400.00 per day or \$200 for ½ day Plus \$60.00 per hr for Technician Time with eligible grant	Invoice
<ul style="list-style-type: none"> <li>• CCMI Crew of 4-6 people for project labor, with tools &amp; small equipment</li> <li>• Dates are chosen by CCMI and SWCD</li> </ul>		
<b>Tree Planter Rental:</b>	\$100.00 per day Plus \$100.00 Damage Deposit	Pay to reserve the tree planter
<ul style="list-style-type: none"> <li>• Detco Mfg. 202 20" Coulter Tree Planter</li> </ul>		
<b>***Minnesota State Wetland Conservation Act MN Statute 8420:</b>	\$200.00 per Inspection Plus \$60.00 per hr for the complex site or if additional follow up is required	Pay on our website prior to the site visit being scheduled
<ul style="list-style-type: none"> <li>• Wetland Restoration Compliance Inspection</li> </ul>		

\*See Page 2

\*\* See Page 3

\*\*\* See Page 4

**The SWCD works with private landowners to accomplish soil and water conservation goals. We coordinate with nonprofits and other agencies to provide technical and financial assistance for landowners to protect the land and water resources we all enjoy.**



## \*Onsite Visit with an SWCD Technician

A landowner requests SWCD Technician's help with a Conservation Project.

1. Landowner fills out SWCD Assistance Form at <https://www.cswcd.org/swcd-assistance-form>.
2. Landowner Pays the \$100 Site visit Fee at <https://www.cswcd.org/product-page/on-site-technical-assistance-or-wca-wetland>. We will not go out to the site or schedule a site visit until the \$100 fee is paid in full. This cost covers the SWCD Technician's time for a 1-hour long site visit and a written Volunteer Conservation Project Plan.
3. SWCD Technician contacts the landowner to schedule within 10 business days of receiving online request and payment
4. SWCD Technician will meet landowner onsite.
5. SWCD Technician will email landowner a site visit summary to the landowner within three weeks after the site visit was complete.
6. If a landowner wants a more in-depth plan an additional \$60 per hour will be charged.
7. If the landowner has any additional questions landowners will be billed at \$60 per hour.

Procedure Steps	Cost	Entity Billed	Notes
1. Initial Site Visit	\$150	Landowner	Drive, Time, Photos, and Conversation with the Landowner
2. Volunteer Conservation Project Plan		Landowner	
3. Volunteer Conservation Project Plan (more in-depth request)	\$60 per hour	Landowner	
4. Additional Questions	\$60 per hour	Landowner	The technician will have to track time spent on individual landowners and use discretion.



## **\*\*Crow Wing County Land Use Technical Resources**

1. Landowner is notified of a Crow Wing County (CWC) ordinance requirement, conditional use, CWC Board of Adjustment recommendations, violation within CWC Landuse Ordinance.
2. Landowner visits [cwsxcd.org](http://cwsxcd.org) and pays the fee. This cost covers the SWCD Technician’s time for a 1-hour long site visit, site visit summary, onsite pre-construction meeting, final inspection, and final summary.
3. SWCD Technician will contact the landowner to schedule a site visit after payment is received in-full.
4. SWCD Technician will meet landowner onsite and document the violation(s) related to vegetative restoration or wetland compliance.
5. General Violation notes and photos will be sent to CWC Environmental Services Staff, and the landowner.
6. Landowners can choose to work with the SWCD to come up with a Vegetative Management Plan or go with an outside contractor.
  - a. SWCD: CW SWCD staff develop a Vegetative Management Plan. If the site is complex, we will request the landowner go with an outside contractor, at which, additional charges may apply.
  - b. Outside Contractor: If the landowner chooses to go through a contractor, the Vegetative Management Plan will need to be approved by CW SWCD *before any work is performed*.
    - i. General Vegetative Management Plan is reviewed by CW SWCD is covered for up to two hours. If any additional time is spent reviewing and editing the plan, the landowner will be charged an additional \$60 per hour.
7. Once the plan is approved, a pre-construction meeting will be scheduled between the landowner and an outside contractor, if applicable.
8. Once the restoration is completed, the landowner will notify CW SWCD for a final inspection.
  - a. CWC will review CW SWCD Inspection Report to verify compliance and sign final documentation.
9. \*Once the restoration is approved, the landowner will regain compliance. If restoration is not approved because planting was done outside of “Green Up”, the inspection will need to happen the following year after “Green Up.” If the landowner has additional questions, they should be directed to CWC Environmental staff, not CW SWCD. The landowner may be charged a rate of \$60/hour for additional questions to be answered.

Procedure Steps	Cost	Entity Billed	Notes
1. Initial Site Visit	\$150	Landowner	Drive Time, mileage, summary & communication.
2. Vegetative Management Plan	N/A	County or Landowner	Landowner coordinates with contractor or CW SWCD
3. Vegetative Management Plan Review	< 2 hours covered, after \$60/hour.	County or Landowner	If going with outside contractor.
4. Pre-Construction Meeting	N/A	County	Between SWCD Staff, landowner & outside contractor if applicable.
5. Final Inspection & Document	N/A	County	
6. Additional Questions	\$60/hour	Landowner	The technician will have to track time spent on individual landowners and use discretion.

*\*Green Up Definition: “Growing season indicators include soil temperature (41 °F at 12 inches below the soil surface) and aboveground growth development of vascular plants (referred to as the “green up” indicator). The green up indicator is the most frequently used and includes emergence of herbaceous plants from the ground, bud burst on woody plants, and emergence or opening of flowers).” MN BWSR*



## \*\*\*Minnesota State Wetland Conservation Act Compliance Inspection MN Statute 8420

1. Landowner receives Wetland Violation notification i.e., served a Restoration Order (RO) (according to Minnesota State Law Chapter 8420, part 8420.0900) by CW SWCD staff &/or The Department of Natural Resources (DNR), within Crow Wing County.
2. Landowner visits: <https://www.cwswcd.org/product-page/on-site-technical-assistance-or-wca-wetland> website and Pays \$200 Wetland Site Visit. Staff will not go out to the site until the \$200 fee is paid in full. This cost covers the SWCD Technician's time for a 1-hour long site visit and up-to 1-hour pre-construction meeting after the landowner has received the detailed Restoration Order with restoration plan details.
3. SWCD Technician will contact the landowner to discuss a date and time for the site visit after payment is received by CW SWCD.
4. SWCD Technician will meet landowner onsite and document Wetland Violation.
5. Wetland Violation notes and photos will be sent to all parties involved including but not limited to; Landowner, DNR, Crow Wing County Environmental Staff & other state or federal agencies.
6. Landowner can choose to work with the SWCD to come up with a Wetland Vegetative Management Plan or choose an outside contractor.
  - a. SWCD: If not indicated on a RO, CW SWCD staff writes a Wetland Vegetative Management Plan in-order to ensure landowner will become compliant according to Minnesota State Law Chapter 8420, part 8420.0900. This may cost the landowner additional funds (over the initial \$200 site visit fee) to accommodate staff time. Technician will give an estimate of total cost after the RO is served. If the site is complex, we will request the landowner choose an outside contractor.
    - i. Outside Contractor: If landowner chooses to go through a contractor, the Vegetative Management Plan will need to be approved of by an SWCD Technician *before any work is performed*.
      1. Wetland Vegetative Management Plan review by CW SWCD is covered for up-to two hours. If any additional time is spent reviewing and editing the plan, the landowner will be charged an additional \$60 per hour.
7. Once plan is approved, a pre-construction meeting will be set-up onsite between the landowner and an outside contractor, if applicable.
8. Once restoration is complete, landowner will notify CW SWCD for final inspection.
9. \*Once the restoration is approved, landowner will regain compliance. If restoration is not approved because planting was done outside of "Green Up", the inspection will need to happen the following year after "Green Up." CW SWCD staff will contact the landowner once "Green Up" has developed.



**Crow Wing Soil and Water Conservation District**  
 322 Laurel St. Suite 22 ▪ Brainerd, MN 56401

Procedure Steps	Cost	Entity Billed	Notes
1. Restoration Order Served	N/A	WCA	CW SWCD Develops & contacts The DNR or others involved.
2. Initial Landowner Site Visit	\$200	Landowner	Drive Time, mileage, summary & communication.
3. Additional Vegetative Management Restoration Plan	N/A	WCA	Technicians may give more, specific advice than RO contains.
4. Wetland Vegetative Management Plan Review	< 2 hours covered, after \$60 per hour.	WCA/Landowner	If going with an outside contractor
5. Onsite Pre-Construction Meeting	N/A	WCA	Between SWCD staff, landowner, and the outside contractor if applicable
6. Final Inspection and Document	N/A	WCA	Time Billed to WCA

*\*Green Up Definition: "Growing season indicators include soil temperature (41 °F at 12 inches below the soil surface) and aboveground growth development of vascular plants (referred to as the "green up" indicator). The green up indicator is the most frequently used and includes emergence of herbaceous plants from the ground, bud burst on woody plants, and emergence or opening of flowers)." Board of Water and Soil Resources*