

# Memorandum

**To:** BCWMC Technical Advisory Committee (TAC)  
**From:** Barr Engineering Co. (Jim Herbert PE; Gabby Campagnola)  
**Subject:** Item 4: Proposed 2026 Project Review Fees  
**Date:** December 31, 2025  
**Project:** 23270051.65 1010 004

## 4. Proposed 2026 Project Review Fees

### Recommendation:

Based on the analysis of project review fees for 2024–2025, the Commission Engineer recommends that the Commission maintain the current project review fee schedule. Most project reviews were completed within or close to the project review fee, and for those projects where review costs exceeded \$5,000, the Commission typically captured these overruns through reimbursement from the applicants. While non-fee reviews (such as MnDOT projects) resulted in some unreimbursed costs, these represent a small portion of overall review activity.

### Background:

The Commission Engineer performed an analysis of the Commission project review fees submitted during 2024-2025. The existing project review fee schedule has been in place since August 2022. The following table summarizes the revenue and review costs for projects submitted during 2024-2025. The first row is based on all the project reviews completed during 2024 and 2025, whereas the second row excludes several projects, as noted in the table. The table is based on Commission Engineer's records and has not been cross referenced with BCWMC financial statements.

Project Review Fee Analysis for Completed Project Reviews <sup>1</sup> (2024 – 2025)					
Total Projects Reviewed	Total Project Review Fees	Reimbursement for Reviews that Exceeded \$5,000 <sup>2</sup>	Total Project Review Fee Revenues	Total Review Costs	Differential <sup>3</sup>
35 <sup>1</sup>	\$72,000 <sup>1</sup>	\$3,374	\$75,374 <sup>1</sup>	\$94,163 <sup>1</sup>	-\$18,789 <sup>1</sup>
30 <sup>1,3</sup>	\$67,500 <sup>1,3</sup>	\$3,374	\$71,274 <sup>1,3</sup>	\$70,360 <sup>1,3</sup>	+\$914 <sup>1,3</sup>

<sup>1</sup> Excluding BCWMC #2025-03 (Fruen Mill Preliminary Services) that is fully reimbursed

<sup>2</sup> BCWMC #2024-12 (Creek Edge Townhomes); BCWMC #2024-20 (Station 73 TRIP)

<sup>3</sup> Excluding MnDOT non-fee reviews BCWMC #2024-04 (Penn Ave Pond); BCWMC #2024-05 (MnDOT Pond Group B); BCWMC #2024-19 (MnDOT Pond Maintenance #10, #14, #15); BCWMC #2024-24 (SP-2789-174: Highway 394 – Dunwoody); and excluding 2024-03 Plymouth Boulevard Rehabilitation and Regional Water Quality Treatment Pond

The Commission Engineer's review resulted in the following conclusions:

- During 2024 and 2025, Barr completed 35 project development reviews (not including #2025-03 Fruen Mill Preliminary Services).
  - Of the 35 development reviews conducted, 31 included review fees, while 4 were non-fee reviews for MnDOT projects.
  - 18 project reviews were completed for less than (or within \$100) of the project review fee, including:
    - 11 Commercial/ Industrial/ Institutional projects
    - 1 Multi-residential project
    - 0 Single-family home projects
    - 0 Single-family Subdivision projects
    - 6 Street/ Hwy/ Trails/ Utility/ Municipal projects
  - 13 project reviews were completed for more than \$100 of the project review fee, including:
    - 1 Commercial/ Industrial/ Institutional project
    - 2 Multi-residential projects that involved work in the floodplain (including #2024-12 Creek Edge Townhomes that was billed for expenses greater than \$5,000)
    - 2 Single-family home projects
    - 0 Single-family Subdivision projects
    - 8 Street/ Hwy/ Trails/ Utility/ Municipal projects (including BCWMC #2024-20 Station 73 TRIP that involved water quality treatment design and was billed for expenses greater than \$5,000)
  - As noted in the past, there still tend to be a few complex projects where review costs exceed \$10,000. During 2024 and 2025, there was one project (BCWMC #2024-03 Plymouth Boulevard Rehabilitation and Regional Water Quality Treatment Pond) that required significant time to complete the review and coordinate with the applicant to perform modeling and review other complex issues. The applicant was not billed for the review costs over \$5,000 due to the nature of the regional water quality treatment pond project.
- Review costs for the four MnDOT non-fee projects were \$11,735.
- The Add-On Fees (for projects requiring rate control, treatment to MIDS performance goal, projects below the 100-year floodplain, work involving creek crossings, projects involving alternative BMPs, projects involving variance request) have generally been sufficient to support review costs during 2024 and 2025.