



NEW RESIDENT ~ UTILITY APPLICATION

*DO NOT use for new construction or new service.

Important City Information

1. CITY HALL HOURS

- a. Monday to Friday 8:00 a.m. to 4:30 p.m.

WEBSITE

- c. www.gilbertmn.org

2. ADDRESS

- a. 16 South Broadway, P.O. Box 548, Gilbert, MN 55748

3. CONTACTS

GILBERT CITY HALL

- a. 218-748-2232 Phone
b. 218-748-2234 Fax

GILBERT WATER & LIGHT

- a. 218-748-2232 Phone
b. 218-742-9825 After Hours Utility Issues

GILBERT PUBLIC LIBRARY

- a. 218-748-2230 Phone
b. 218-742-9825 After Hours Utility Issues

GILBERT POLICE DEPARTMENT

- a. 218-748-2225 Phone
NON-EMERGENCY

GILBERT FIRE DEPARTMENT

- a. 218-748-2218 Phone
NON-EMERGENCY

SHERWOOD FOREST CAMGROUND HOST

- a. 218-748-2221 Phone

4. Gilbert Water & Light provides electric, water, sewer, and garbage services for all residents.

- a. **ELECTRIC:** Utility bills go out on the last business day of the month and are due on the 10th of the month. *A ten percent late fee is applied to the account if payment is not received by the 11th of the month.* Payments can be made at City Hall, on-line through our payment service (link and phone number on our website), or by dropping payment into the payment box located outside City Hall.
 - b. The city does not provide gas; however, it is provided by Minnesota Energy Resources at 800-889-9508. Gas emergencies call 911. For gas-related issues call: 800-889-4970.
 - c. **SANITATION:** City of Gilbert “orange” garbage bags are required for residential garbage and come in a roll of 10 bags. Garbage bags must be placed at the edge of the alley (or edge of the street if there is no alley) by 6:00 a.m. on Fridays for collection.
 - i. Purchase at Gilbert City Hall or Circle K Gas Station
 - ii. Sizes
 - 1. Small (8 gallon) \$3.00
 - 2. Medium (14 gallon) \$6.50
 - 3. Large (33 gallon) \$13.00
5. PETS IN THE CITY
- a. Pets are required to be licensed within the City of Gilbert. Licenses are required to be renewed in January of each year. A certificate of rabies vaccination is required with each application.
 - i. \$5.00 for altered animals.
 - ii. \$10.00 for unaltered animals.
6. CALENDAR PARKING
- a. Calendar parking is in effect from November 1st to May 1st. Parking is on the odd side of the street or avenue on the odd days of the month and the even side of the street or avenue on the even days of the month. The changeover time is between 6:00 p.m. and 12:00 a.m.
7. LAND USE PERMIT AND VARIANCE
- a. Land Use permit and variance applications can be picked up at City Hall or found on our website. Completed applications and payments are submitted at City Hall.
8. FACILITY RENTAL
- a. The Gilbert Community Center, Senior Center, Arena, and Beach Pavilion may be rented for events. Reservations are made at City Hall. The current rate schedule can be found on our website.
9. CEMETERY
- a. Available cemetery lots may be purchased at City Hall.

*Thank you and Welcome to the
City of Gilbert!!*

Additional Information

Permit Fees

Building Permit Fees:

- \$50.00 Miscellaneous (Whether new or replacing), such as, roofs, decks, fences, sheds, siding, widows, signs, etc.
- \$75.00 Addition to an accessory building
- \$250.00 Homes
- \$500.00 Commercial Projects

Public Hearing Fees

Variance Fee	\$150.00
Conditional Use Permit Fee	\$100.00

Rental, Lease, or Use Fees

VBRO or Air B&B Annual Fee	\$100.00
Short Term Lease Fee	\$100.00
Transient Merchant, Peddler or Solicitor (FOOD TRUCKS)	\$100.00

Ordinance Fees

Amendment of Ordinance or Zoning Map Fee - \$250.00

*Adopted BY COUNCIL June 26th, 2023.

Application For Utilities

A copy of proof of ownership is highly recommended with all applications

**unless address ownership updated on St. Louis County Website.*

1. APPLICANT/OWNER _____

ADDRESS _____ TELEPHONE _____

BILLING ADDRESS _____

EMAIL _____

CO-APPLICANT NAME _____

2. COMMERCIAL/BUSINESS NAME

ADDRESS _____ TELEPHONE _____

EMAIL _____

3. SERVICE ADDRESS AND/OR LEGAL DESCRIPTION

ADDRESS _____

PARCEL NUMBER _____

ADDITION _____ BLOCK _____ LOT(S) _____

4. CHECK ONE

OWNER OWNER-CONTRACT FOR DEED RENTER

5. PRIMARY HEAT SOURCE

WOOD GAS ELECTRIC PROPANE

I am making an application for utility services with the City of Gilbert Water & Light Department for the service address listed above. I am responsible for all charges related to the account and agree to make all payments on or before the due date. I understand that I will be charged a late fee of 10% (ten percent) on any balance not paid in full by the due date.

6. SIGNATURE

APPLICANT _____

CO-APPLICANT _____

UTILITY USE ONLY

ACCOUNT NUMBER _____

Electric Meter Deposit \$100

CASH CREDIT CHECK (Check number _____)

Deposits earn interest and are refunded to the account holder after 3 years of maintaining a good payment record.

	Residential Water		Commercial Water
	Residential Sewer		Commercial Sewer
	Residential Electric		Commercial Electric
	Residential Sanitation (Garbage)		Commercial Sanitation (Garbage)

NEW CONSTRUCTION ONLY

	\$1,000 Water Tap Fee (plus the cost of the meter)
	\$1,000 Sewer Tap Fee
	\$500 Electric Tap Fee (Residential)
	\$500 Electrical Tap Fee (Commercial)

