



COMMONWEALTH TERRACE CO-OP

Fee Schedule

July 1, 2025 - June 30, 2026

Adopted by vote of the CTC Board of Directors on April 10, 2025

Fee Schedule Disclaimers:

- 1) All fees are based on current costs and are subject to change with Board approval without prior notice.
- 2) For full details, conditions, and applicable policies regarding these fees, please refer to the Resident Handbook and/or the associated policy documents.
- 3) The fees listed below represent common and routine charges; this is not a comprehensive list. Additional fees may apply based on specific circumstances.

Fee Item	FY 25-26
Occupancy	
Application Fee (per adult applicant, assessed at unit offer)	\$50
Roommate Change Processing Fee	\$150
Unreported Roommate	\$750
Transfer Fee (not applicable to approved household occupancy changes)	\$750
Transfer Fee for approved Roommate-Departure Transfer	\$500
Payment & Membership	
Late Rent/Outstanding Balance Fee (after 5th day of month)	8% (of balance due)
Membership Fee (One Time)	\$150
Non-member Surcharge/Month	\$60
Non-sufficient Fund Fee (NSF) Fee	\$40
Stop Payment Fee + Check Re-issue	\$20
Incomplete Laundry Room Duty (cleaning/signature)	\$60
Keys & Access	
Key - Building, Unit, Mailbox - Replacement	\$15
Key - Study Center, Laundry Room - Replacement	\$25
Laundry Card Replacement/ Unreturned	\$5
Lock Replacement - Mailbox/Apartment - per lock (includes corresponding key/s)	\$50
Lockout - During Office Hours	\$15
Lockout - After Office Hours	\$80
Parking & Vehicles	
Additional Vehicle Parking/Month	\$50
Seasonal Parking/Month	\$40
30-Day Visitor Parking Permit	\$40
Parking Permit Replacement/Unreturned	\$100
Parking Violation (invalid permit/improper use of permit)	\$45
Parking Violation - Ticket or Immobilization/Boot Removal	\$80
Appliances	
Additional Appliance/Month	\$18

Air Conditioner for 5 month season (May 1-Sept 30)	\$175
Air Conditioner/Month	\$45
Air Conditioner Install/Removal per Service Charge (AC)	\$60
Air Conditioner Sleeve Cover Replacement	\$100
Unreported Appliance/Air Conditioner Fee	\$100
Animals	
Animal/Month Fee	\$30
Animal Registration Fee	\$250
Unreported Animal Fee	\$500
Facility Reservations	
Key Access Card (Lost or Unreturned)	\$40
Room Reservation/Room	\$15
Room Reservation - Late Cancellation Fee	\$15
Repairs & Maintenance	
Light Bulb Replacement Fee (per LED/appliance bulb)	\$6
Light Bulb Replacement Fee (per fluorescent tube)	\$9
Light Fixture (puff lens) replacement	\$90
Light Fixture (round drum) replacement	\$40
Maintenance Cleaning Charges/Hour	\$70
Smoke Detector Tampering (disconnect/covering)	\$50
Window Blind Replacement/Screen Replacement per window	\$20
Window Blind (vertical) slat replacement/slat	\$6
Winter season open window negligence + all damage repair costs (burst pipes)	\$55
Outdoor & Garden Maintenance	
Clutter + Debris (Yard/Garden Beds + 1Bdrm Hallway) per week until resolved	\$40
Garden Plot Registration	\$60
Garden Plot Cleaning Charge (at end of season/abandoned)	\$40
Shoveling Fee (per household sidewalk)	\$40
General Fees & Violations	
Electronic Recycling	\$25
Fire Extinguisher Exchange Charge	\$30
Garbage/Recycling Negligence (failure to place inside container)	\$75
No-Smoking Policy Violation (final warning, 2nd offense eviction)	\$100
Unreturned Xfinity equipment Handling Fee	\$30

COMMONWEALTH TERRACE COOPERATIVE

1250 Fifield Avenue, Falcon Heights, MN 55108

umnctc.org | 651-646-7526 | ctc@umnctc.org