

RESOLUTION NO. 23-11

A RESOLUTION ESTABLISHING ALL FEES AND CHARGES FOR THE CITY OF SCAPPOOSE AND RESCINDING RESOLUTION NO. 22-16

WHEREAS, the City of Scappoose wishes to ascertain and recover costs from providing City services, and

WHEREAS, the City Manager has caused a review of all City fees and charges and determined the cost for such services; and

WHEREAS, Scappoose Municipal Ordinances 563, 565, 566, 579, 634, 724, 725, and 731 give the Council authority to adopt fees by resolution.

NOW, THEREFORE, BE IT RESOLVED THAT;

Section 1. The Administrative Fees attached as Exhibit “A” incorporate all administration fees, and rates for fiscal year 2023-2024 and are hereby adopted.

Section 2. The Police Fees attached as Exhibit “B” incorporate all police fees, and rates for fiscal year 2023-2024 and are hereby adopted.

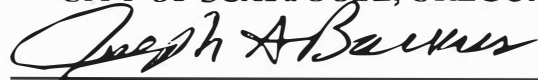
Section 3. The Court Fees attached as Exhibit “C” incorporate all court fees, and rates for fiscal year 2023-2024 and are hereby adopted.

Section 4. The Community Development Fees and Public Work Fees attached as Exhibit “D” incorporate all community development fees, public work fees, and rates for fiscal year 2023-2024 and are hereby adopted.

Section 5. The fees and charges adopted herein shall become effective July 1, 2023, and shall continue in effect until revised. All fees and charges inconsistent with this resolution are rescinded.

PASSED AND ADOPTED by the City Council of Scappoose and signed by me, and the City Manager in authentication of its passage this 19th day of June, 2023.

CITY OF SCAPPOOSE, OREGON



Joseph A. Backus, Mayor

Attest:


Alexandra Rains, City Manager

City of Scappoose Fee Schedule – Administration Exhibit "A"

	Current Fee ~ 2023-2024	Notes
Business License		
Rental, Home & Apartments	\$55.00	Annual \$55.00 first rental; then \$ 5.00 for each after
Business Inside City Limits (including Home Occupation)	\$55.00	Annual \$55.00 first 2 employees \$ 6.00 for each after
Business Outside City Limits	\$100.00	
Auctioneer	\$35.00	Per quarter
Merchant Police	\$35.00	Per quarter
Temporary (7 days) Business License	\$50.00	
Name Transfer/Relocation Fee	\$50.00	
Renewal Penalty	10%	Monthly Fee
Copy of list	\$50.00	
Amusement Device Fee		
Per Machine	\$5.00	Flat yearly fee
Business License Fee	\$55.00	Flat yearly fee
Liquor License		
		These fees apply for applications of a liquor license per Section 5.16 of the Scappoose Municipal Code.
Initial Fee	\$100.00	
Change in location or owner	\$75.00	
Temporary/Renewal	\$35.00	
Alcohol Permit Fee		
		Per Resolution No. 16-18
Private Party (up to 50 people)	\$50.00 & \$100.00 refundable deposit	
Private Party (51-250 people)	\$100.00 & \$200.00 refundable deposit	
Private Party (more than 250 guests)	\$250.00 per day & \$400.00 refundable deposit	
Public Event	\$250.00 per day & \$400.00 refundable deposit	
Insufficient or Return Payment Fee		
First	\$35.00	
Second ~ no more checks will be accepted	\$35.00	
Social Gaming		
Initial Application Fee	\$50.00	
Annual License Fee	\$15.00 per table	
Election Fee		
Filing Fee	\$20.00	Instead of nomination petition
Miscellaneous		
Transient Room Tax	9% of rent	
Lien Search	\$50.00	
Late Fee	1.50%	
Construction Excise Tax Admin Fee	4.00%	Per Resolution No. 16-17
Marijuana Sales	3.00%	Per Resolution No. 16-14
Administration Processing Fee	\$50.00	
Refund Policy; must be greater than \$25		City wide, unless otherwise noted
Fuel Tax	.03 per gallon	Ordinance No. 883
Check Reissue Fee	\$25.00	City wide, unless otherwise noted
Fax		
Local	\$2.00	
Long Distance	\$5.00	
Photocopying		
Single Sided	\$0.40	Color copies a .10 per side more
Double Sided	\$0.60	Color copies a .10 per side more
11X17 Single	\$1.00	Color copies a .10 per side more
11X17 Double	\$2.00	Color copies a .10 per side more
Municipal Code Copy		
Annual Budget/Audit/Master Plan	\$25.00	For pre-bound and already produced
Draft Budget	\$25.00	For pre-bound and already produced
All other city-created documents		Staff hourly rate plus costs (Time & Materials)
Public Records Request		Staff hourly rate plus costs (Time & Materials)
Photographs and Video		
Audio & Video Tapes	\$40.00	
Pictures	\$10.00	
Digital Photograph (Each)	\$10.00	
Other items at actual cost plus hourly wage	T & M	Staff hourly rate plus costs (Time & Materials)

	Current Fee ~ 2023-2024	Notes
Police Reports		
Current Police Reports	\$30.00	
Customized Police Reports	Time and Materials	
Reports 3 Years or Older	\$60.00	
Videos	\$40.00	Per copy
Residential		
Alarm Application & Permit	\$30.00	
Age 62 & older Alarm Permit	Free	Per Ordinance 8.04.040 (C.)
Business Audible Alarm		
Alarm Permit & Application	\$60.00	
Business Silent Alarm		
Alarm Permit & Application	\$60.00	
False Alarm		
	4-5 = \$50.00	
	6-8 = \$75.00	
	9+ = \$100.00	
Renewal Late Fee		
	\$25.00	
Vehicle Release		
Tow release	\$50.00	Cash Only
Finger Printing		
Scappoose Residents	\$10.00 per card	Cash Only
Non Scappoose Residents	\$10.00 per card	Cash Only
Background Check Fee	\$30.00	Ord 910

Fee Schedule ~ Municipal Court

	Current Fee ~ 2023-2024	Notes
Payment Arrangement Fee		
Payment Administration Fee	\$25.00	1-6 month payment arrangement
	\$50.00	7-12 month payment arrangement
Violations Fee	\$0.00	
Crimes Fee	\$50.00	
Community Service Fee	\$50.00	
Other Fees		
Discovery Fee-Copies of Reports	\$30.00	Waived for Court Appointed Attorney
Discovery Fee- CD or Electronic File	\$40.00	Waived for Court Appointed Attorney
Discovery Fee-Pictures	\$10.00 each	Waived for Court Appointed Attorney
Collection Agency Fee	25%	Per ORS 137.118
Illegally Parked Vehicles	\$50 per day or portion of day. Fines doubles to \$100 per day or portion of day if not paid within 30 days	
Bail Fee	15% of total bail	ORS 135.270
Warrant Fee	15% of total bail	
Fail to appear fee	\$100.00	

Fee Schedule ~ Public Works		Page 3
	Current Fee ~ 2023-2024	Notes
Connection Fees		
Water - 3/4" Meter	\$525	
Water - 1" Meter	\$600	
Water - Meter > 1"	Cost	Time and Materials
Water - Install new service line	Cost	Time and Materials
Water - outside City Limits	\$1,000	In addition to regular connection fee
Sewer - Existing Tee	\$200	Public Works oversight
Sewer - No Existing Tee	Cost	Time and Materials
Hydrant Meter Deposit	\$850	
Hydrant Water Usage Fee	\$58.15 Administration Fee, plus \$0.75 per 100 gallons	
Water Truck & Water Tank Per Load Fee	\$175	
Water Meter Accuracy Check	\$150	
Utility Security Deposit	\$150	
Re-billing fee ~ Residential	\$10	
Re-billing fee ~ Commercial	3.00%	
Utility Billing Late Fee	\$25.00	
Economic Index Rate Adjustment	7.2%	Per Resolution 17-16
Time & Material Deposit	T&M	Staff hourly rate plus costs (Time & Materials)
Time & Material Late Fee	1.50%	
Water Rates		
Inside City Rates		
3/4 - 1" Meter (Basic Service)	\$40.29 plus Commodity Rate	
1.5 - 2" Meter (No Fire Flow)	\$176.07 plus Commodity Rate	
1.5 - 2" Meter (W/ Fire Flow)	\$296.86 plus Commodity Rate	
3" Meter	\$825.13 plus Commodity Rate	
4" Meter & Greater	\$1,157.13 plus Commodity Rate	
Commodity Rate	.38 - .50 per 100 gallons	
Outside City Rates		
Dutch Canyon (pre-approved)	\$45.53 plus Commodity Rate	See Resolution 21-13
3/4 - 1" Meter (Basic Service)	\$90.61 plus Commodity Rate	
1.5 - 2" Meter (No Fire Flow)	\$396.10 plus Commodity Rate	
1.5 - 2" Meter (W/ Fire Flow)	\$667.85 plus Commodity Rate	
3" Meter	\$1,856.30 plus Commodity Rate	
4" Meter & Greater	\$2,603.26 plus Commodity Rate	
Commodity Rate	.38 - .50 per 100 gallons	
Wastewater Rates		
Basic Residential	\$68.75 plus Commodity Rate	See Resolution 15-07 for more information
Wastewater Only	\$73.03 plus Commodity Rate	See Resolution 22-10 7% increase (min.)
Residential Commodity Rate	See Resolution 22-10	
Commercial	\$68.39 plus Commodity Rate	
Commercial Commodity Rate	Resolution 22-10	Commodity now increases with Base Rates
Stormwater Rates		
Single Family Residential	\$15.85	See Resolution 15-21 for more information. Fee based on Equivalent Service Unit (1 ESU=2,750 Sq. ft. of impervious surface).
Multifamily Residential	\$15.85	1 ESU
Commercial	\$15.85	per ESU
Street Re-naming		
Application fee	\$285.00	Approved via Resolution 21-03, to be collected at time of application submittal. See Planning application fee also.
Re-signage fee	Cost	Approved via Resolution 21-03. Time and materials. To be collected if street re-naming ordinance is passed.

Fee Schedule ~ Engineering		Page 4
	Current Fee ~ 2023-2024	Notes
Applications/Review/Permit Fees	Below fee increases approved by Council per CDC Fee Study dated April 2022 at 75% of cost recovery	
Annexation		
Engineering Application Review	<5 acres \$1,500; >5 acres \$300 per acre (\$5,000 max)	Pre-Application research and preparation, Application completeness review, Preliminary plan review, Utility master plan research and capacity evaluation, Referral comments, Conditions of Approval
Site Development / Conditional Use		
Site Development / Conditional Land Use Application	ECV \$0 - \$499,000: \$1,500 ECV \$500,000+: \$2,250	Pre-Application research and preparation, Application completeness review, Preliminary plan review, Referral comments, Conditions of Approval
Site Development/Conditional Use - Construction Document Review (ECV=Engineers Construction Value)	\$1,500 deposit upon initial submittal + 3% of ECV (\$12,000 max)	Pre-Design Conference, Two design reviews with comments, Plan approval (See also Public Improvement fees, if applicable)
3rd Review	\$1,200.00	Third and subsequent reviews (Each)
Food Cart Pod Permit		
Type I Type II	Type I: \$550 Type II: \$1,575	Application completeness review, Preliminary plan review, Referral comments, Conditions of Approval
Subdivision - Preliminary Plat		
Subdivision Land Use Application	<5 acres \$2,250; >5 acres \$450 per acre (\$5,000 max)	Application completeness review, Referral comments, Preliminary plat review, Drafting of Staff Report, Conditions of Approval
Subdivision Construction Document 1st & 2nd Review	\$1,500 deposit upon initial submittal + 3% of ECV (\$12,000 max)	Pre-Design Conference, Two design reviews with comments, Plan approval
3rd Review	\$1,200.00	Third and subsequent reviews (Each)
Subdivision - Final Plat		
Subdivision Final Plat Approval	\$1,200 + \$35 Per lot	Review for conformance with Conditions of Approval and PWDS, Verify HOA and CC&R's with approved engineering documents
Partition		
Partition - Preliminary Plat	\$1,125 (Minor) / \$2,500 (Major)	Application completeness review, Preliminary plat review, Referral comments, Conditions of Approval
Partition - Final Plat	\$500 (Minor) / \$1,100 (Major)	Review for conformance with Conditions of Approval and PWDS
Partition Construction Document 1st & 2nd Review	See fees for public improvements below	Pre-design conference, Two design reviews with comments, Plan approval
3rd Review	\$1,200.00	Third and subsequent reviews (Each)
Public Improvements		
Public Improvements Document 1st & 2nd Review (ECV=Engineers Construction Value)	\$1,500 deposit at initial submittal + 3% of ECV (\$12,000 max)	Pre-design conference, Two design reviews with comments, Plan approval
3rd Review	\$1,200.00	Third and subsequent reviews (Each)
Public Improvements Inspection Fee (ECV=Engineers Construction Value, K=1,000, M=1,000,000)	\$1,500 + 6% of ECV <\$100K, \$2,500 + 5% of ECV \$100K-\$500K, \$7,500 + 4% of ECV >\$500K-\$2.5M, \$32,500 + 3% of ECV >\$2.5M-\$5M, \$57,500 + 2.5% ECV >\$5M-10M, \$107,500 + 2% ECV >\$10M	Pre-construction meeting, City construction inspection, Response to plan revisions and RFI's, Final inspection, Asbuilt review and project closeout, ECV = Cost of eng., const. admin, inspection and incidental expenses (per SMC Ch. 17.150.180, B. and including items per PWDS)
Miscellaneous		
Additional Land Use Action Review	25% of Planning Application Fee	Example; Comp Plan amendments, PLA, Modifications/Amendments, Sensitive Lands, Variances, Zone Changes, etc.
Easement Vacations and Street Vacations	Easements = \$1,350; Streets = \$1,350	
Erosion Control	\$200.00	Erosion control plan review
Elevation Certificates	\$150.00	Elevation certificate review
Building Permit Review	\$100.00	Building permit review --residential
Third Party Engineering Review	Actual cost, \$1,500 deposit	Third Party Review
Right-Of-Way/Utility/Public Improvement Permit	\$250 minimum fee	All Public Improvements
Engineering Document Review	\$150 per hour	
Grading Permit (total cut & fill volume)		
0 - 50 CY	\$100.00	
51 - 1,000 CY	\$150.00	Plus \$50.00 for each additional 1,000 CY
10,001 CY and higher	\$650.00	Plus \$40.00 for each additional 1,000 CY
GIS data CD	\$100.00	
Public Works Design Standards	\$35.00	paper
	\$40.00	CD
	\$50.00	both paper & CD

Fee Schedule ~ Planning Department		Page 5
Land Use Permits -	Current Fee ~ 2023-2024	Notes
Applicant responsible for all costs		
Applications/ Review/ Permit Fees	Below fee increases approved by Council per CDC Fee Study dated April 2022 at 75% of cost recovery	
Annexation	<5 acres \$1,575; >5 acres \$315 per acre (\$4,500 max). Annexations requiring an election: \$2,080 (\$520.00 administrative fee, \$1,560 election costs deposit) for primary or general election, or \$5,720 (\$520 administrative fee, \$5,200 election costs deposit) in order to have a special election.	Annexation also requires a zone change.
Comprehensive Plan Map Amend	\$4,800	
Plan/Code Text Amendment	\$4,800	
Zone Change	<5 acres=\$1,575 per zone change; >5 acres \$315 per acre (\$4,500 max) per change	
SUBDIVISION - PRELIMINARY PLAT	\$2,250 + \$150/lot	
SUBDIVISION - FINAL PLAT	\$600 + \$15/lot	Review for conformance with preliminary plat, conditions of approval, review HOA and CC&R's
Partition - Preliminary Plat	Minor: \$1,025; Major: \$2,025	
Partition Final Plat Review	Minor: \$300; Major: \$520	Review for conformance with preliminary plat, conditions of approval
Property Line Adjustment	\$975	
Easement Vacations and Street Vacations	Easements = \$900; Streets = \$900	
Site Development Review (CV=Construction Value): (K=\$1,000); (M=\$1,000,000)	\$0-499K CV=\$1,500; \$500K-999K CV=\$3,375; \$1M-4.99M CV=\$4,500; >\$5M CV=\$4,500	
Conditional Use	\$0-499K CV=\$1,500; \$500K-999K CV=\$3,375; \$1M-4.99M CV=\$4,500; >\$5M CV=\$4,500	
Sensitive Lands Dev. Permit	\$1,575	Flooding, Wetlands, Steep Slope & Riparian
Variances	Minor: \$825; Major \$1,500	
Appeals: (PC=Planning Commission, Admin=Administrative Decision)	Appeal of Admin. Decision = \$675; Appeal of PC decision = \$1,015	Note separate fee for Public Land Tree Removal appeals
Significant Amendment to an Existing Land Use Application Causing Re-Notice and a revised Staff Report	50% of original application fee	
Similar Use Determination/Code Interpretation/Non-Conforming Use Expansion	\$375	
Modifications to Approvals	50% of original application fee	
Commercial Sign Permit	\$200 + building permit fee	
Home Occupation	Type I = \$75 + current annual business license fee; Type II = \$900 + current annual business license fee	
Fence/Berm greater than 8-foot tall	\$675	
Food Cart Pod Permit	Type I = \$1,300 plus \$130 for 2-year renewal fee, Type II = \$2,500	
Historic Landmark Alteration	\$1,650	
Historic Landmark Addition/Removal	\$1,650	
Public Land Tree Removal or Appeal of Public Land Tree Removal	\$100	
Temporary Use Permit	\$150	
Pre-Application Meeting	\$750	Includes Engineering, Building, Public Works
Inquiry Meeting	\$260	1 hour with Planner and Engineer
Planning Services Mgr. Research Fee	\$99/hour	
Conceptual Master Plan - AE Overlay	\$420	Planning Commission Approval
Third Party Review	Actual cost, \$1,500 deposit	Third Party Review
Expedited Planning Review	60% of original application fee	Based on staff/consultant availability
LUCS Review and Signature/Planner document signature	\$88	
Building Permit Review/Occupancy Permit Inspection Fee	\$88	
Street re-naming	\$2,491	To be collected at time of street re-naming application submittal.
Re-Inspection Fee	\$88	

I. Structural Permit Fees	Current Fee ~ 2023-2025	Notes
<p>A. Permit Fee; Based on Total Valuation of Improvement: The valuation of building construction shall be the total construction cost for all classes of work. Includes new, remodel, additions, alterations, tenant improvements of architectural, structural, roofing, electrical, plumbing, heating and ventilation devices & equipment to also include contractors profit.</p>	<p>2023/2024 BDC approved fee increase + 5-year annual CPI adjustment, based on CPI-U West Region, on July 1st of succeeding years, beginning on July 1, 2024</p>	<p>OAR 918-050-0100 ORS 455 Building Codes</p>
<p>\$1.00 to \$7,000</p>	<p>\$174.00</p>	
<p>\$7,001.00 to \$25,000.00</p>	<p>\$174.00 for the first \$7,000.00, plus \$15.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00.</p>	
<p>\$25,001.00 to \$50,000.00</p>	<p>\$444.00 for the first \$25,000.00, plus \$11.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.</p>	
<p>\$50,001.00 to \$100,000.00</p>	<p>\$719.00 for the first \$50,000.00, plus \$8.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00.</p>	
<p>\$100,001 and up</p>	<p>\$1,119.00 for the first \$100,000.00, plus \$7.00 for each additional \$1,000.00 or fraction thereof.</p>	
<p>B. Manufactured Dwelling Placement- Residential</p>		
<p>1. Installation fee; includes setup, concrete slab, runners/foundation & first 30' utility/plumbing connections IF prescriptive per the Oregon Manufactured Dwelling & Park Specialty Code (OMD&PSC); no add'l plan review fee. *** NOTE: Any alterations/additions to structural (decks/ramps/acc. structures/foundations), mechanical & plumbing will require separate permits with applicable plan review.</p>	<p>\$669.00</p>	<p>ORS 918-050-0130</p>
<p>2. State of Oregon Code Development Fee This amount is set by State; it's in addition to all other fees and charges to be added to all manufactured dwelling and cabana installations permits only.</p>	<p>Amount is set by the State, currently \$30 but could change anytime</p>	<p>OAR 918-500-0105</p>
<p>3. Separate structural permit for items not included in the installation items listed in B.1. above; Decks, Accessory Structures, Foundations & Garages if they do not comply with the prescriptive requirements of the code.</p>	<p>Use above Structural Fee calculation (I.A.)</p>	<p>OAR 918-050-130</p>
<p>C. Modular/Pre-Fab Structure- Commercial, not a dwelling. Fee per 180-days.</p>		
<p>1. Installation fee per setting, includes plus plan review fee. Valid for 180 days, renewable Note: *All permanent pre-fab/modulars requires a Structural permit with Land Use approvals i.e. classrooms, offices, storage unit.</p>	<p>\$669.00</p>	<p>OAR 918-050-130</p>
<p>2. Runners & Concrete Slabs, or structural alterations/additions require additional permit based on construction/install value, in addition to the installation fee; plus plan review fees. (Not for Manufactured Dwellings)</p>	<p>Use above Structural Fee calculation (I.A.)</p>	<p>OAR 918-600-0030 918-650-0030</p>
<p>3. Additional permits required for plumbing/utility connections or mechanical additions/alterations; plus plan review if required. (Not for Manufactured Dwellings)</p>	<p>See Plumbing & Mechanical Fees</p>	<p>OAR 918-050-130</p>
<p>D. Area Development Permits (ADP) for Manufactured Swelling Parks, Mobile Home Parks & Recreational RV Parks -</p>		
<p>1. Fees to follow Oregon Administrative Rules 918-600-0030 fee tables based on park class A, B or C listed in the OAR.</p>	<p>See 918-600-030 fee table based on Class.</p>	<p>OAR 918-600-0030 918-650-0030</p>
<p>E. Fire Suppression Systems-</p>		
<p>1. Residential 13-R stand-alone systems are structural, based on square footage; includes plan review. (NOTE: Residential Fire Suppression fees for 13-D multi-purpose-continuous loop are plumbing permits based on same sq. ft. fee)</p>		<p>OAR 918-050-0140 & 918-050-0141</p>
<p>0-2000 square feet</p>	<p>\$410.00</p>	
<p>2001-3600 square feet</p>	<p>\$470.00</p>	
<p>3601-7200 square feet</p>	<p>\$536.00</p>	
<p>7201 and greater</p>	<p>\$669.00</p>	
<p>2. All Commercial systems are based on value; plus plan review fees. (Residential 13-R stand-alone systems & 13-D multi-purpose/continuous loop are plumbing permits based on square footage of building.)</p>	<p>Use above Structural Fee calculation (I.A.)</p>	<p>OAR 918-050-0140</p>
<p>F. Phased Construction-</p>		
<p>1. All types; Residential or Commercial. Phased Project Fee is in addition to project plan review fee based on the total project value. Fee not to exceed \$1,500 for each phase.)</p>	<p>\$200 phasing fee plus 10% of total project permit fee for plan review.</p>	<p>OAR 918-050-0160</p>
<p>G. Deferred Submittals-</p>		
<p>1. All types; Residential & Commercial fee charged for processing and reviewing shall be 65% of the building permit fee calculated using the value of the particular deferred portion(s) of the project. (Minimum fee is \$250; This fee is in addition to the project plan review fee based on the total project value.)</p>	<p>65% of the of the deferred portion(s). Minimum fee \$250.</p>	<p>OAR 918-050-0170, 918-460-0070 & 918-480-0030</p>
<p>H. Solar Structural Installations-</p>		
<p>1. Flat fee for installations that comply with the prescriptive path described in section 305.4 of the Oregon Solar Installation Specialty Code (pg. 30). This includes 1-plan review & 1-inspection. (Requires electrical permits @ Columbia County)</p>	<p>\$184.00</p>	<p>OAR 918-050-0180</p>
<p>2. All other installations, Per 305.4 OSISC, shall be based on valuation of structural elements for the solar panels, including racking, mounting, rails & cost of labor (Excluding value of solar electrical equipment, collector panels, & inverters). This does not include plan review fees and required electrical permits.</p>	<p>Use above Structural Fee calculation (I.A.)</p>	<p>OAR 918-050-0180</p>

I. Demolition Permits- Complete Demolitions Only	Current Fee ~ 2023-2025	Notes
1. Residential: Flat fee (exempt from State Surcharge). If water/sewer lines need to be capped then add plumbing permit WITH state surcharge.	\$266.00	
2. Commercial: Based on job value (exempt from State Surcharge). If water/sewer lines need to be capped then add plumbing permit WITH state surcharge.	Use above Structural Fee calculation (I.A.)	
J. Electrical Permits- All electrical permits are issued by Columbia County Land Development.		
K. Misc. permits		
1. Retaining walls, decks fences, accessory structures, etc. that require permits.	Use above Structural Fee calculation (I.A.)	
2. Seismic Surcharge Structural and Mechanical review required on all essential structures	1% of permit fee	
II. Plumbing Fee		
A. 1 & 2 Family Dwellings: New construction bathroom fees includes one kitchen, first 100' of site utilities, hose bibbs, icemakers, underfloor low-point drains and rain drain package which includes piping, gutters, downspouts & perimeter system. Half baths are counted as whole.		OAR 918-050-0100
1-bathroom & 1-kitchen	\$485.00	
2 bathroom & 1-kitchen	\$631.00	
3 bathroom & 1-kitchen	\$835.00	
Each add'l Bathroom >3 or Kitchen >1 (not counted above)	\$115.00	
Water service; first 100 feet (new construction excluded)	\$131.00	
Sanitary sewer & Storm water service; first 100 feet (new construction excluded)	\$131.00	
Add'l 100' or part thereof; water, sanitary, & storm sewer (no charge for 1st 100' of new construction)	\$69.00	
Special equipment or DWV alteration	\$75.00	
Minor installation (per fixture including additions/remodels, alterations, repairs including demolition caps.)	\$36.00	
Absorption valve	\$36.00	
Backflow preventer	\$36.00	
Backwater valve	\$36.00	
Catch basin or area drain	\$36.00	
Clothes washer	\$36.00	
Dishwasher	\$36.00	
Drinking fountain	\$36.00	
Ejectors/sump pump	\$36.00	
Expansion tank	\$36.00	
Fixture cap	\$36.00	
Floor drain/floor sink/hub drain	\$36.00	
Garbage disposal	\$36.00	
Hose bib	\$36.00	
Ice maker	\$36.00	
Primer	\$36.00	
Residential fire sprinklers	\$36.00	
Sink/basin/lavatory	\$36.00	
Stormwater retention/detention tank/facility	\$36.00	
Swimming pool piping	\$36.00	
Trench drain	\$36.00	
Tub/shower/shower pan	\$36.00	
Urinal	\$36.00	
Water closet	\$36.00	
Water heater	\$36.00	
Other - plumbing	\$36.00	
Alternate potable water heating system	\$36.00	
Interceptor/grease trap	\$36.00	
Manholes	\$36.00	
Roof drain (commercial)	\$36.00	
B. Manufactured Dwellings & Prefabricated Structures:		
Any New Manufactured/PreFab connection to existing drain, sewer, storm & water (Exclude 1st 30' of initial manuf. dwelling installation which is included in dwelling placement plus any connections for dwellings that complies with the prescriptive requirements of the Oregon Manufactured Dwelling & Park Specialty Code.)	\$131.00	918-050-0130
Add'l 30' or part thereof (water, sanitary & storm sewer)	\$35.93	
C. RV and Manufactured Dwelling Parks:		
Base fee (includes 5 or less spaces)	\$403.00	918-600-0030
6-19 spaces (base fee plus cost per spaces)	Base fee + \$134 per space fee	
20 or more spaces (base fee plus cost per spaces)		
Structures & storm sewer systems (per fixture)	\$34.00	
D. Commercial, Industrial & Dwellings Other Than 1 & 2 Family:		
Minor installation (per fixture fee not range of fixture counts for additions/remodels, alterations & repairs, see list above.)	\$36.00	918-050-0100
Water service (first 100 feet)	\$131.00	
Sanitary sewer (first 100 feet)	\$131.00	
Storm sewer (first 100 feet)	\$131.00	
Add'l 100' or part thereof (water or sewer)	\$76.00	
E. Fire Suppression - Residential:		
Only Stand-alone and Multipurpose Fire Suppression System (Fire 13-D) fees shall each be calculated as separate flat fees based on the square footage of the structure for dwellings, this includes plan review fees. Backflow permit is not included.	fee based on home sq. ft.	918-050-0140
0-2000 square feet	\$410.00	
2001-3600 square feet	\$470.00	
3601-7200 square feet	\$536.00	
7201 and greater	\$669.00	
F. Medical Gas:		
Fee for installation of a medical gas system shall be determined based on the value of the installation costs, system equipment including inlets, outlets, fixtures and appliances. This does NOT include plan review fees.	Use above Structural Fee calculation (I.A.)	918-050-0150

III. Mechanical Permit Fees	Current Fee ~ 2023-2025	Notes
A. Residential: Unless otherwise noted, fees apply to both gas & electric appliances for insulation, repairs, alterations and related equipment including piping. (\$16.00 each item that requires inspection)	\$16.00	OAR 918-050-0100
Air Conditioning	\$16.00	
Air Handler	\$16.00	
Appliance piece of equipment but not classified in other categories	\$16.00	
Cadet Heaters;	\$0.00	only requires an electrical permit, must count for heat source requirement
Chimney/liner/flue/vent	\$16.00	
Dryer; gas (if electric then no mechanical permit required)	\$16.00	
Dryer Vent	\$16.00	
Evaporative cooler other than portable	\$16.00	
Fans; bath/laundry/attic	\$16.00	
Fireplace (all types)	\$16.00	
Furnace/burner including duct work vent/liner	\$16.00	
Gas line for any including BBQ	\$16.00	
Gas Test, each	\$16.00	
Generators, oil tank/gas diesel	\$16.00	
Heat Pump (electric)	\$16.00	
Heater, suspended, in recessed wall / floor mount	\$16.00	
Hood & ducts served by mechanical exhaust	\$16.00	
Incinerator, domestic	\$16.00	
Mini-split	\$16.00	
Pool/spa heater, kiln	\$16.00	
Propane Insert	\$16.00	
Radon Mitigation	\$16.00	
Range/Cook Top; gas (if electric then no mechanical permit required)	\$16.00	
Range Hood/Vent	\$16.00	
Ventilation systems	\$16.00	
Water Heater; gas/hydronic (Plumbing permit also required for all types.)	\$16.00	
Wood/Pellet Stove	\$16.00	
Misc. heating/cooling, fuel appliances, exhaust/ventilation not listed above but regulated by code.	\$16.00	
B. Commercial, Industrial & Dwellings Other Than 1 & 2 Family:		
Mechanical fee shall be calculated based on the value of the equipment and installation costs, including contractor's profit. Plus plan review.	Use Structural Fee calculation (I.A.)	OAR 918-050-0100
IV. Miscellaneous Building Department Fees		
A. Plan Review Fees:		
Plan Review Fee	75% of structural, 35% for mechanical and plumbing only	
Plan Review additionally required by changes, alternatives or revision to approved plans (minimum 1 hr. charge)	\$133.00	
Fire-Life-Safety Plan Review; (Commercial only, if required)	40% of structural fee	
Phased Project Plan Review. All types; Residential or Commercial. Phased Project Plan Review fee is in addition to project plan review fee based on the total project value.	\$200 phased project application fee plus 10% of total project permit fee for plan review. (Fee not to exceed \$1,500 for each phase)	
Planning & Engineering Review fees could apply.	(see Planning/Eng. Fees)	
B. Inspection Fees & Miscellaneous Fees:		
Permit Fee minimum, all types	\$133.00	
Permit Extension Fee; Extension request must be sent to the Building Official prior to permit expiring and subject to Building Official approval. (exempt from State Surcharge)	1st extension request no fee, 2nd extension 50% of original permit fee. Each extension granted will be for 180 days.	
Permit Re-instatement Processing Fee for expired permits, if not expired for greater than 1-year.	50% of original permit fee subject to State Surcharge	
Inspections required outside normal business hours (min. 2 hr. charge)	\$133/hr.	
Inspections, specially requested or any inspection not otherwise indicated. (1 hr. min.)	\$133/hr.	
Investigation Fee; work commencing prior to permit issuance	\$133/hr. (2-hr. minimum fee)	
Records Request Fee	Staff hourly rate plus costs (Time & Materials)	
Reinspection Fee (after 2 same-type failed inspections)	\$133.00	
State Surcharge, set by state and subject to State increases.	(currently 12% of permit fee)	Set by State of Oregon, subject to their increases.
Temporary Certificate of Occupancy for Commercial Permits; per each 30-day period or fraction of	\$250.00 Commercial (per 30-days)	
Temporary Certificate of Occupancy for Residential permits; per each 30-day period or fraction of	\$173.00 Residential (per 30-days)	

	Current Fee ~ 2023-2024	Notes
Construction Excise Tax (CET)		
School Construction Excise Tax (CET)- Imposed on improvements to real property that result in a new structure or additional square footage in an existing structure. See exemptions in ORS 320.173	Ordinance 900: **Residential \$1.41 per sq. ft. **Nonresidential \$.70 per sq. ft. (non residential max \$35,200)	ORS 320.170 Oregon Dept. of Revenue will determine adjusted rates and report to the School.
System Development Charges (SDC)		
Water		
(based on water meter size)		Increased 7.2% per ENR 20 City Annual Ave CCI as of Dec 2022
5/8"	\$10,139.74	See Resolution 21-05
3/4"	\$10,139.74	See Resolution 17-16
1"	\$16,899.57	
1.5"	\$33,799.13	
2"	\$54,078.61	
3"	\$101,397.39	
4"	\$168,995.65	
6"	\$337,991.31	
8"	\$540,786.09	
Wastewater		
(based on water meter size)		Increased 7.2% per ENR 20 City Annual Ave CCI as of Dec 2022
3/4"	\$5,588.48	See Resolution 15-24
1" (single family only)	\$5,588.48	See Resolution 17-16
1"	\$9,313.67	
1.5"	\$18,626.05	
2"	\$29,801.67	
3"	\$59,603.34	
4"	\$89,993.01	
6"	\$179,987.28	
8"	\$287,978.88	
Parks		
(based on type of residential development)		Increased 7.2% per ENR 20 City Annual Ave CCI as of Dec 2022
Single Family	\$2,526.03	See Resolution 639
Multi-Family (per unit)	\$1,857.37	See Resolution 17-16
Manufactured Home in a Park	\$1,978.93	
Stormwater		
(based on Equivalent Service Unit; ESU=2,750 sq. ft. of impervious surface)		Resolution 708; Resolution 17-16
Single Family	\$654.00	1-ESU, Updated per Ordinance 915
Multi-Family & Commercial	Based on ESU	per ESU
Transportation		
		Increased 7.2% per ENR 20 City Annual Ave CCI as of Dec 2022
		See Resolution 15-11
		See Resolution 18-07
		See Resolution 17-16
ITE Land Use Code/Category		
Port and Terminal (Land Uses 000-099)	TOTAL SDC PER UNIT	Unit*
010 Waterport/Marine Terminal**	\$42,228.53	/Berth
021 Commercial Airport	\$14,156.60	/Ave. flights per day
022 General Aviation Airport	\$3,594.55	/Employee
030 Intermodal Truck Terminal	\$16,126.22	/Acre
090 Park-n-Ride Lot with Bus Service	\$1,526.45	/Parking space
093 Light Rail Transit Station with Parking	\$3,052.90	/Parking space
Industrial (Land Uses 100-199)	TOTAL SDC PER UNIT	Unit*
110 General light industrial	\$2,388.16	/T.S.F.G.F.A.
120 General heavy industrial	\$1,674.17	/T.S.F.G.F.A.
130 Industrial park	\$2,092.72	/T.S.F.G.F.A.
140 Manufacturing	\$1,797.27	/T.S.F.G.F.A.
150 Warehousing	\$787.85	/T.S.F.G.F.A.
151 Mini-warehouse	\$640.12	/T.S.F.G.F.A.
152 High-Cube Warehouse/Distribution Center	\$295.44	/T.S.F.G.F.A.
160 Data center	\$221.58	/T.S.F.G.F.A.
170 Utilities	\$1,871.13	/T.S.F.G.F.A.
Residential (Land Uses 200-299)	TOTAL SDC PER UNIT	Unit*
210 Single family detached housing	\$2,462.02	/Dwelling unit
220 Apartment	\$1,526.45	/Dwelling unit
221 Low-Rise Apartment	\$1,427.97	/Occupied dwelling unit
222 High-Rise Apartment	\$861.71	/Dwelling unit
223 Mid-Rise Apartment	\$960.19	/Dwelling unit
224 Rental Townhouse	\$1,772.65	/Dwelling unit
230 Residential condominium/townhouse	\$1,280.25	/Dwelling unit
231 Low-Rise Residential Condominium/Townhouse	\$1,920.37	/Dwelling unit
232 High-Rise Residential Condominium/Townhouse	\$935.57	/Dwelling unit
233 Luxury Condominium/Townhouse	\$1,354.11	/Occupied dwelling unit
240 Mobile home park	\$1,452.59	/Occupied dwelling unit
251 Senior Adult Housing - Detached	\$664.74	/Dwelling unit
252 Senior Adult Housing - Attached	\$615.50	/Dwelling unit
253 Congregate Care Facility	\$418.54	/Dwelling unit
254 Assisted living	\$541.64	/Bed
255 Continuing Care Retirement Community	\$393.92	/Unit
260 Recreational Homes	\$640.12	/Dwelling unit
265 Timeshare	\$1,846.51	/Dwelling unit
270 Residential Planned Unit Development	\$1,526.45	/Dwelling unit
Lodging (Land Uses 300-399)	TOTAL SDC PER UNIT	Unit*
310 Hotel	\$1,477.21	/Room
311 All Suites Hotel	\$984.81	/Room
312 Business Hotel	\$1,526.45	/Occupied Room
320 Motel	\$1,157.15	/Room
330 Resort Hotel	\$1,034.05	/Room

Transportation continued	Current Fee ~ 2023-2024	Notes
Recreational (Land Uses 400-499)	TOTAL SDC PER UNIT	Unit*
411 City Park**	\$465.32	/Acre
412 County Park	\$221.58	/Acre
413 State Park**	\$160.03	/Acre
414 Water Slide Park	\$4,727.07	/T.S.F.G.F.A.
415 Beach Park	\$3,200.62	/Acre
416 Campground/Recreational Vehicle Park	\$664.74	/Occupied camp site
417 Regional park	\$492.40	/Acre
418 National Monument	\$1,034.05	/Acre
420 Marina	\$467.78	/Berth
430 Golf course	\$738.61	/Acre
431 Miniature Golf Course	\$812.47	/Hole
432 Golf Driving Range	\$3,077.52	/Tees/Driving Position
433 Barring Cages	\$5,465.68	/Cage
435 Multipurpose Recreational Facility	\$8,814.02	/T.S.F.G.F.A.
437 Bowling Alley	\$4,210.05	/T.S.F.G.F.A.
440 Adult Cabaret	\$95,206.22	/T.S.F.G.F.A.
441 Live Theater	\$49.24	/Seat
443 Movie Theater without Matinee	\$59,088.42	/Movie Screen
444 Movie Theater with Matinee - Fri pm peak hr	\$113,031.23	/Movie screen
445 Multiplex Movie Theater - Fri pm peak hr	\$56,035.52	/Movie screen
452 Horse Racetrack	\$147.72	/Seat
453 Automobile Racetrack - Saturday peak hr	\$689.36	/Attendee
454 Dog Racetrack	\$369.30	/Attendee
460 Arena**	\$8,205.90	/Acre
465 Ice Skating Rink	\$5,810.36	/T.S.F.G.F.A.
466 Snow Ski Area	\$64,012.46	/Lift
473 Casino/Video Lottery Establishment	\$33,064.90	/T.S.F.G.F.A.
480 Amusement Park	\$9,724.97	/Acre
481 Zoo**	\$28,283.66	/Acre
488 Soccer Complex	\$42,272.84	/Field
490 Tennis Courts	\$9,552.63	/Court
491 Racquet/Tennis Club	\$8,247.76	/Court
492 Health/Fitness Club	\$8,690.92	/T.S.F.G.F.A.
493 Athletic Club	\$14,673.63	/T.S.F.G.F.A.
495 Recreational Community Center	\$6,745.93	/T.S.F.G.F.A.
Institutional (Land Uses 500-599)	TOTAL SDC PER UNIT	Unit*
501 Military Base	\$960.19	/Employee
520 Elementary School	\$2,979.04	/T.S.F.G.F.A.
522 Middle School/Junior High School	\$2,929.80	/T.S.F.G.F.A.
530 High School	\$2,388.16	/T.S.F.G.F.A.
534 Private School (K-8) - pm peak hour generator	\$16,076.98	/T.S.F.G.F.A.
536 Private School (K-12) - pm peak hour generator	\$13,541.10	/T.S.F.G.F.A.
540 Junior/Community College	\$6,253.52	/T.S.F.G.F.A.
550 University/College	\$1,944.99	/Employee
560 Church	\$1,354.11	/T.S.F.G.F.A.
561 Synagogue	\$4,160.81	/T.S.F.G.F.A.
562 Mosque - pm peak hour generator	\$27,131.43	/T.S.F.G.F.A.
565 Day Care Center	\$30,381.30	/T.S.F.G.F.A.
566 Cemetery	\$2,068.09	/Acre
571 Prison	\$7,164.47	/T.S.F.G.F.A.
580 Museum	\$443.16	/T.S.F.G.F.A.
590 Library	\$17,972.73	/T.S.F.G.F.A.
591 Lodge/Fraternal Organization	\$73.86	/Member
Medical (Land Uses 600-699)	TOTAL SDC PER UNIT	Unit*
610 Hospital	\$2,289.68	/T.S.F.G.F.A.
620 Nursing Home	\$1,821.89	/T.S.F.G.F.A.
630 Clinic	\$12,753.25	/T.S.F.G.F.A.
640 Animal Hospital/Veterinary Clinic	\$11,620.72	/T.S.F.G.F.A.
Office (Land Uses 700-799)	TOTAL SDC PER UNIT	Unit*
710 General office building	\$3,668.41	/T.S.F.G.F.A.
714 Corporate Headquarters Building	\$3,471.44	/T.S.F.G.F.A.
715 Single Tenant Office Building	\$4,283.91	/T.S.F.G.F.A.
720 Medical-dental office building	\$8,789.40	/T.S.F.G.F.A.
730 Government Office Building	\$2,979.04	/T.S.F.G.F.A.
731 State Motor Vehicles Department	\$42,075.88	/T.S.F.G.F.A.
732 United States Post Office	\$27,623.84	/T.S.F.G.F.A.
733 Government Office Complex	\$7,016.75	/T.S.F.G.F.A.
750 Office park - pm peak hour	\$3,643.79	/T.S.F.G.F.A.
760 Research and development center-pm peak hour	\$2,634.36	/T.S.F.G.F.A.
770 Business park - pm peak hour	\$3,102.14	/T.S.F.G.F.A.

Transportation continued	Current Fee ~ 2023-2024	Notes
Retail (Land Uses 800-899)	TOTAL SDC PER UNIT	Unit*
810 Tractor Supply Store	\$3,446.82	/T.S.F.G.F.A.
811 Construction Equipment Rental Store	\$2,437.40	/T.S.F.G.F.A.
812 Building Materials and Lumber Store	\$11,054.46	/T.S.F.G.F.A.
813 Free Standing Discount Super Store	\$7,711.04	/T.S.F.G.F.A.
814 Variety Store	\$16,790.96	/T.S.F.G.F.A.
815 Free Standing Discount Store	\$5,854.55	/T.S.F.G.F.A.
816 Hardware/Paint Store	\$5,302.69	/T.S.F.G.F.A.
817 Nursery (Garden Center)	\$17,086.40	/T.S.F.G.F.A.
818 Nursery (Wholesale)	\$12,728.63	/T.S.F.G.F.A.
820 Shopping Center	\$4,579.83	/T.S.F.O.G.L.A.
823 Factory Outlet Center	\$5,638.02	/T.S.F.G.F.A.
826 Specialty Retail Center	\$6,672.07	/T.S.F.O.G.L.A.
841 Automobile Sales	\$6,450.49	/T.S.F.G.F.A.
842 Recreational Vehicle Sales	\$6,253.52	/T.S.F.G.F.A.
843 Automobile Parts Sales	\$6,478.06	/T.S.F.G.F.A.
848 Tire Store	\$7,015.93	/T.S.F.G.F.A.
849 Tire Superstore	\$5,194.86	/T.S.F.G.F.A.
850 Supermarket	\$9,044.22	/T.S.F.G.F.A.
851 Convenience Market (Open 24 Hours)	\$41,970.12	/T.S.F.G.F.A.
852 Convenience Market (Open 15-16 Hours)	\$20,737.53	/T.S.F.G.F.A.
853 Convenience Market with Gasoline Pumps	\$20,309.28	/T.S.F.G.F.A.
854 Discount Supermarket	\$11,046.88	/T.S.F.G.F.A.
857 Discount Club	\$10,291.23	/T.S.F.G.F.A.
860 Wholesale Market	\$2,166.58	/T.S.F.G.F.A.
861 Sporting Goods Superstore	\$4,530.11	/T.S.F.G.F.A.
862 Home Improvement Superstore	\$2,524.06	/T.S.F.G.F.A.
863 Electronics Superstore	\$2,991.35	/T.S.F.G.F.A.
864 Toy/Children's Superstore	\$12,285.47	/T.S.F.G.F.A.
865 Baby Superstore	\$4,480.87	/T.S.F.G.F.A.
866 Pet Supply Superstore	\$8,321.62	/T.S.F.G.F.A.
867 Office Supply Superstore	\$8,370.86	/T.S.F.G.F.A.
868 Book Superstore	\$38,949.12	/T.S.F.G.F.A.
869 Discount Home Furnishing Superstore	\$3,865.37	/T.S.F.G.F.A.
872 Bed and Linen Superstore	\$5,465.68	/T.S.F.G.F.A.
875 Department Store	\$4,603.97	/T.S.F.G.F.A.
876 Apparel Store	\$9,429.53	/T.S.F.G.F.A.
879 Arts and Crafts Store	\$15,289.13	/T.S.F.G.F.A.
880 Pharmacy/Drugstore without Drive-Through	\$8,754.93	/T.S.F.G.F.A.
881 Pharmacy/Drugstore with Drive-Through	\$9,271.47	/T.S.F.G.F.A.
890 Furniture Store	\$406.23	/T.S.F.G.F.A.
896 DVD/Video Store	\$33,483.44	/T.S.F.G.F.A.
897 Medical Equipment Store	\$3,052.90	/T.S.F.G.F.A.
Services (Land Uses 900-999)	TOTAL SDC PER UNIT	Unit*
911 Walk-in Bank	\$29,864.27	/T.S.F.G.F.A.
912 Drive-in Bank	\$16,352.72	/T.S.F.G.F.A.
918 Hair Salon	\$3,569.93	/T.S.F.G.F.A.
920 Copy, Print and Express Ship Store	\$18,243.55	/T.S.F.G.F.A.
925 Drinking Place	\$27,919.28	/T.S.F.G.F.A.
931 Quality Restaurant	\$7,837.22	/T.S.F.G.F.A.
932 High-Turnover (Sit Down) Restaurant	\$9,639.72	/T.S.F.G.F.A.
933 Fast-food restaurant without drive-through	\$25,591.75	/T.S.F.G.F.A.
934 Fast-food restaurant with drive-through	\$32,913.14	/T.S.F.G.F.A.
935 Fast-food rest w/drive-thru & no indoor seating	\$12,184.28	/T.S.F.G.F.A.
936 Coffee/donut shop without drive-through	\$39,880.07	/T.S.F.G.F.A.
937 Coffee/donut shop with drive-through	\$43,144.94	/T.S.F.G.F.A.
938 Coffee/donut kiosk	\$75,604.46	/T.S.F.G.F.A.
939 Bread/Donut/Bagel Shop w/o Drive-Thru Window	\$68,936.49	/T.S.F.G.F.A.
940 Bread/Donut/Bagel Shop w/Drive-Thru Window	\$46,753.72	/T.S.F.G.F.A.
941 Quick Lubrication Vehicle Shop	\$12,777.87	/Servicing Position
942 Automobile Care Center	\$7,656.87	/T.S.F.O.G.L.A.
943 Automobile Parts and Service Center	\$10,980.60	/T.S.F.G.F.A.
944 Gasoline/service station	\$11,951.86	/Vehicle fueling position
945 Gasoline/service station with convenience market	\$4,250.13	/Vehicle fueling position
946 Gasoline/service sta w/conv market & car wash	\$8,151.74	/Vehicle fueling position
947 Self-Service Car Wash	\$13,639.58	/Wash stall
948 Automated Car Wash	\$34,763.69	/T.S.F.G.F.A.
950 Truck Stop	\$33,557.30	/T.S.F.G.F.A.
* Abbreviations used in the "Unit" column:		
T.S.F.G.F.A. = Thousand Square Feet Gross Floor Area		
T.S.F.G.L.A. = Thousand Square Feet Gross Leaseable Area		
T.S.F.O.G.L.A. = Thousand Square Feet Occupied Gross		
V.F.P. = Vehicle Fueling Position		
**No ITE PM peak hour trip generation for this code/category, the		