



Oregon

John A. Kitzhaber, M.D., Governor

Department of Land Conservation and Development

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www.oregon.gov/LCD



NOTICE OF ADOPTED CHANGE TO A COMPREHENSIVE PLAN OR LAND USE REGULATION

Date: June 29, 2015
Jurisdiction: City of Salem
Local file no.: Fee Resolution FY 15
DLCD file no.: 004-15

The Department of Land Conservation and Development (DLCD) received the attached notice of adopted amendment to a comprehensive plan or land use regulation on 06/29/2015. A copy of the adopted amendment is available for review at the DLCD office in Salem and the local government office.

Notice of the proposed amendment was submitted to DLCD less than 35 days prior to the first evidentiary hearing.

Appeal Procedures

Eligibility to appeal this amendment is governed by ORS 197.612, ORS 197.620, and ORS 197.830. Under ORS 197.830(9), a notice of intent to appeal a land use decision to LUBA must be filed no later than 21 days after the date the decision sought to be reviewed became final. If you have questions about the date the decision became final, please contact the jurisdiction that adopted the amendment.

A notice of intent to appeal must be served upon the local government and others who received written notice of the final decision from the local government. The notice of intent to appeal must be served and filed in the form and manner prescribed by LUBA, (OAR chapter 661, division 10).

If the amendment is not appealed, it will be deemed acknowledged as set forth in ORS 197.625(1)(a). Please call LUBA at 503-373-1265, if you have questions about appeal procedures.

DLCD Contact

If you have questions about this notice, please contact DLCD's Plan Amendment Specialist at 503-934-0017 or plan.amendments@state.or.us



NOTICE OF ADOPTED CHANGE TO A COMPREHENSIVE PLAN OR LAND USE REGULATION

FOR DLCD USE
File No.: 004-15 {23818}
Received: 6/29/2015

Local governments are required to send notice of an adopted change to a comprehensive plan or land use regulation **no more than 20 days after the adoption.** (See OAR 660-018-0040). The rules require that the notice include a completed copy of this form. **This notice form is not for submittal of a completed periodic review task or a plan amendment reviewed in the manner of periodic review.** Use Form 4 for an adopted urban growth boundary including over 50 acres by a city with a population greater than 2,500 within the UGB or an urban growth boundary amendment over 100 acres adopted by a metropolitan service district. Use Form 5 for an adopted urban reserve designation, or amendment to add over 50 acres, by a city with a population greater than 2,500 within the UGB. Use Form 6 with submittal of an adopted periodic review task.

Jurisdiction: City of Salem

Local file no.: **Fee Resolution for FY 15-16**

Date of adoption: 06/22/2015 Date sent: 6/29/2015

Was Notice of a Proposed Change (Form 1) submitted to DLCD?

- Yes: Date (use the date of last revision if a revised Form 1 was submitted): 05/22/2015
- No

Is the adopted change different from what was described in the Notice of Proposed Change? Yes No
If yes, describe how the adoption differs from the proposal:

Local contact (name and title): Lisa Anderson-Ogilvie, Urban Planning Administrator

Phone: 503-540-2381 E-mail: lmanderson@cityofsalem.net

Street address: 555 Liberty St SE, Rm 305 City: Salem Zip: 97301-3513

PLEASE COMPLETE ALL OF THE FOLLOWING SECTIONS THAT APPLY

For a change to comprehensive plan text:

Identify the sections of the plan that were added or amended and which statewide planning goals those sections implement, if any:

For a change to a comprehensive plan map:

Identify the former and new map designations and the area affected:

- Change from _____ to _____ acres. A goal exception was required for this change.
- Change from _____ to _____ acres. A goal exception was required for this change.
- Change from _____ to _____ acres. A goal exception was required for this change.
- Change from _____ to _____ acres. A goal exception was required for this change.

Location of affected property (T, R, Sec., TL and address): _____

- The subject property is entirely within an urban growth boundary
- The subject property is partially within an urban growth boundary

If the comprehensive plan map change is a UGB amendment including less than 50 acres and/or by a city with a population less than 2,500 in the urban area, indicate the number of acres of the former rural plan designation, by type, included in the boundary.

Exclusive Farm Use – Acres:	Non-resource – Acres:
Forest – Acres:	Marginal Lands – Acres:
Rural Residential – Acres:	Natural Resource/Coastal/Open Space – Acres:
Rural Commercial or Industrial – Acres:	Other: – Acres:

If the comprehensive plan map change is an urban reserve amendment including less than 50 acres, or establishment or amendment of an urban reserve by a city with a population less than 2,500 in the urban area, indicate the number of acres, by plan designation, included in the boundary.

Exclusive Farm Use – Acres:	Non-resource – Acres:
Forest – Acres:	Marginal Lands – Acres:
Rural Residential – Acres:	Natural Resource/Coastal/Open Space – Acres:
Rural Commercial or Industrial – Acres:	Other: – Acres:

For a change to the text of an ordinance or code:

Identify the sections of the ordinance or code that were added or amended by title and number:

For a change to a zoning map:

Identify the former and new base zone designations and the area affected:

Change from	to	. Acres:
Change from	to	. Acres:
Change from	to	. Acres:
Change from	to	. Acres:

Identify additions to or removal from an overlay zone designation and the area affected:

Overlay zone designation: . Acres added: . Acres removed:

Location of affected property (T, R, Sec., TL and address):

List affected state or federal agencies, local governments and special districts:

Identify supplemental information that is included because it may be useful to inform DLCD or members of the public of the effect of the actual change that has been submitted with this Notice of Adopted Change, if any. If the submittal, including supplementary materials, exceeds 100 pages, include a summary of the amendment briefly describing its purpose and requirements.

To set fees and charges for land use matters for the City of Salem Community Development Department and Public Works Department. Adoption of an annual fee resolution is necessary to adjust fees to address identified business needs and increasing costs.

Transmittal Letter & Resolution No. 2015-22
June 22, 2015 Hearing Staff Report



COMMUNITY DEVELOPMENT DEPARTMENT

555 Liberty St. SE / Room 305 • Salem, OR 97301-3503 • (503) 588-6173 • (503) TTY 588-6353 • (503) Fax 588-6005

June 29, 2015

Si necesita ayuda para comprender esta informacion, por favor llame 503-588-6173.

**NOTICE OF FINAL DECISION: Resolution No. 2015-22
Annual Fee Resolution for Community Development and Public Works**

YOU ARE HEREBY NOTIFIED that the City Council of the City of Salem adopted Resolution No. 2015-22 at the June 22, 2015 session. Resolution No. 2015-22 sets land use application fees and charges for the Planning Division and the Public Works Department for Fiscal Year 2015-16. A copy of the resolution is attached.

Any person with standing may appeal the City Council's decision by filing a "Notice of Intent to Appeal" with the Land Use Board of Appeals, 775 Summer St NE, Suite 330, Salem OR 97301-1283, **not later than 21 days after June 29, 2015**. Anyone with questions regarding filing an appeal with the Oregon Land Use Board of Appeals should contact an attorney.

The complete case file is available for review at the Community Development Department, 555 Liberty St SE, Room 305, Salem OR 97301. If you have any further questions, you may contact the City of Salem Planning Division at 503-588-6173.

Lisa Anderson-Ogilvie,
Urban Planning Administrator

Attached: Resolution No. 2015-22

RESOLUTION 2015-22

A RESOLUTION SETTING FEES AND CHARGES FOR THE PLANNING DIVISION OF THE COMMUNITY DEVELOPMENT DEPARTMENT AND THE PUBLIC WORKS DEPARTMENT

Whereas, certain fees and charges for the Planning Division of the Community Development Department and the Public Works Department are set forth in Resolution No. 2014-31; and

Whereas, it is necessary to revise the fee schedule to increase certain fees of the Planning Division in order to more closely recover the costs of processing land use applications; and

Whereas, it is necessary to revise the fee schedule to increase most fees of the Public Works Department by 2.41 percent to reflect the Portland-Salem Consumer Price Index for Fiscal Year 2015-16; and

Whereas, it is necessary to revise the fee schedule to clarify fees for certain applications, reduce fees for certain simple plan reviews, and remove obsolete fees; and

Whereas, the fees set forth in this resolution comply with applicable state law concerning land use application and appeals fees.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SALEM, OREGON, RESOLVES AS FOLLOWS:

Section 1. There are hereby established, and there shall be collected, fees and charges as set forth in "Exhibit 1," which is attached hereto and incorporated herein by this reference.

Section 2. This resolution rescinds Resolution No. 2014-31 and supersedes any other resolution to the extent it enacts fees and charges of the type set forth herein.

Section 3. This resolution is effective July 1, 2015.

ADOPTED by the City Council this 22nd day of June, 2015.

ATTEST:

City Recorder

Approved by City Attorney: _____

Checked by: L. Anderson-Ogilvie

LAND USE APPLICATION FEE SCHEDULE

Effective July 1, 2015
Questions call 503-588-6213

Annexations and Comprehensive Plan/Zone Changes	Base Fee	Processing	Automation	Property	Archiving	TOTAL FEE (this total excludes Archiving Fee)	Additional Comments
		Fee per Billing	Surcharge	Owner Notification List			
Annexations for less than 5 acres and voter exempt annexations	\$ 3,224.50	\$ 12.50	\$ 5.00	\$ 17.00	See Archiving Fee for exact costs	\$ 3,259.00	
Annexations for less than 5 acres and voter exempt annexations with Comp Plan/Zone Changes	\$ 4,412.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 4,447.00	\$1,188.50 of this amount is a base fee for the CPC/ZC. Actual hourly rate and processing costs for the CPC/ZC will be charged in addition to this fee.
Voter Annexations of 5 acres or more	\$ 4,960.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 4,995.00	
Voter Annexations of 5 acres or more with Comp Plan/Zone Changes	\$ 6,147.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 6,182.00	\$1,188.50 of this amount is a base fee for the CPC/ZC. Actual hourly rate and processing costs for the CPC/ZC will be charged in addition to this fee.
Annexation Publication Costs	\$ 3,011.00	Deposit in addition to other fees				\$ 3,011.00	For voter approved annexations, a minimum deposit is required to cover publications costs with full costs to be charged per SRC Chapter 260.
Annexation Deposit for a Special Election						Call 503-588-6213	A deposit to cover the costs of a special election is also required. The amount of the deposit will be allocated on a per ballot measure basis.
Modification of Application	10% of Original Application Fee	\$ 12.50	\$ 5.00			Call 503-588-6213	Actual Hourly rate and processing costs will be charged in addition to the Base Fee.
Modification of Application Requiring Renotice	10% of Original Application Fee	\$ 12.50	\$ 5.00	\$ 17.00		Call 503-588-6213	Actual Hourly rate and processing costs will be charged in addition to the Base Fee.
Time Extension	\$ 149.50	\$ 12.50	\$ 5.00			\$ 167.00	
Appeals (All parties except Neighborhood Associations)	\$ 250.50	\$ 12.50	\$ 5.00			\$ 268.00	
Appeals by Neighborhood Associations	\$ -				None	\$ -	

Design Review	Base Fee	Processing	Automation	Property	Archiving	TOTAL FEE (this total excludes Archiving Fee)	Additional Comments
		Fee per Billing	Surcharge	Owner Notification List			
Class 1 Design Review	\$ 262.50	\$ 12.50	\$ 5.00		See Archiving Fee for exact costs	\$ 280.00	
Class 2 Design Review	\$ 464.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 499.00	
Class 3 Design Review	\$ 627.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 662.00	
Historic Residential Individual - Minor	\$ 232.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 267.00	

LAND USE APPLICATION FEE SCHEDULE

Effective July 1, 2015
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Historic Residential Individual - Major	\$ 232.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 267.00	
Historic Residential District - Minor	\$ 232.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 267.00	
Historic Residential District - Major	\$ 232.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 267.00	
Historic Commercial District - Minor	\$ 232.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 267.00	
Historic Commercial District - Minor (Signs)	\$ 54.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 89.00	
Historic Commercial District - Minor (Awnings)	\$ 85.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 120.00	
Historic Commercial District - Major	\$ 554.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 589.00	
Historic Commercial Individual - Minor	\$ 232.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 267.00	
Historic Commercial Individual - Major	\$ 554.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 589.00	
Historic Public Individual - Minor	\$ 232.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 267.00	
Historic Public Individual - Major	\$ 554.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 589.00	
Historic Public District- Minor	\$ 232.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 267.00	
Historic Public District- Major	\$ 554.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 589.00	
Time Extension (Class 1 or Class 2)	\$ 149.50	\$ 12.50	\$ 5.00			\$ 167.00	
Modification of Application	10% of Original Application Fee	\$ 12.50	\$ 5.00			Call 503-588-6213	Actual Hourly rate and processing costs will be charged in addition to the Base Fee.
Modification of Application Requiring Renotice	10% of Original Application Fee	\$ 12.50	\$ 5.00	\$ 17.00		Call 503-588-6213	Actual Hourly rate and processing costs will be charged in addition to the Base Fee.
Appeals (All parties except Neighborhood Associations)	\$ 250.50	\$ 12.50	\$ 5.00			\$ 268.00	
Appeals by Neighborhood Associations	\$ -				None	\$ -	
Processing Automation Property TOTAL FEE Feeper Billing Surcharge Notification Archiving (This total includes Archiving Fee)							
Land/Development	Base Fee	Billing	Surcharge	Notification List	Archiving Fee	Archiving Fee	Additional Comments
Appeal of Expedited Land Division Decision	\$ 319.50	\$ 12.50	\$ 5.00		See Archiving Fee for exact costs	\$ 337.00	\$319.50 deposit with a maximum fee of \$500 to compensate for actual costs.
Appeals (All parties except Neighborhood Associations)	\$ 250.50	\$ 12.50	\$ 5.00		See Archiving Fee for exact costs	\$ 268.00	
Appeals by Neighborhood Associations	\$ -				None	\$ -	
Manufactured Dwelling Park Subdivision - Tentative Plan	\$ 377.50	\$ 12.50	\$ 5.00	\$ 17.00	See Archiving Fee for exact costs	\$ 412.00	
Manufactured Dwelling Park Permit	\$ 7,315.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 7,350.00	Total Base Cost plus additional \$6.00 per dwelling in excess of 5
Partition - Tentative Plan (with or without Variance or Adjustment)	\$ 3,646.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 3,681.00	
Expedited Partition	\$ 6,919.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 6,954.00	
Property Boundary Verification	\$ 280.50	\$ 12.50	\$ 5.00			\$ 298.00	
Property Line Adjustment	\$ 372.50	\$ 12.50	\$ 5.00			\$ 390.00	
Planned Unit Development (PUD) - Final Plan	\$ 514.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 549.00	Total Base Cost plus additional \$3.20 per dwelling in excess of 5
Planned Unit Development (PUD) - Tentative Plan	\$ 6,126.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 6,161.00	Total Base Cost plus additional \$6.00 per dwelling in excess of 5

LAND USE APPLICATION FEE SCHEDULE

Effective July 1, 2015
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	Natural Resources	Processing Fee per Billing	Automation Surcharge	Property Owner Notification List	Archiving Fee	TOTAL FEE (this total excludes Archiving Fee)	Additional Comments
Replat - Tentative Plan (with or without Variance or Adjustment)	\$ 598.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 633.00	
Subdivision (Including Phased Subdivision) - Tentative Plan (with or without Variance or Adjustment)	\$ 7,167.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 7,202.00	Total Base Cost plus additional \$6.00 per lot in excess of 5
Expedited Subdivision	\$ 7,167.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 7,202.00	Total Base Cost plus additional \$6.00 per lot in excess of 5
Time Extension (Class 1 or Class 2)	\$ 149.50	\$ 12.50	\$ 5.00			\$ 167.00	
Urban Growth Preliminary Declaration	\$ 3,920.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 3,955.00	Total Base Cost plus additional \$6.00 per acre in excess of 5
Urban Service Area Amendment	\$ 4,960.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 4,995.00	
Validation of Unit of Land	\$ 3,646.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 3,681.00	
Modification of Application		10% of Original Application Fee \$ 12.50	\$ 5.00			Call 503-588-6213	Actual Hourly rate and processing costs will be charged in addition to the Base Fee.
Modification of Application Requiring Renotice		10% of Original Application Fee \$ 12.50	\$ 5.00	\$ 17.00		Call 503-588-6213	Actual Hourly rate and processing costs will be charged in addition to the Base Fee.
Measure 49 Claim Review	\$ 1,158.50	\$ 12.50	\$ 5.00			\$ 1,176.00	\$1,158.50 deposit. Final costs will be determined from the total hourly rate and costs incurred up to the reasonable and actual cost.
Processing Fee per Billing Automation Surcharge Property Owner Notification List Archiving Fee TOTAL FEE (this total excludes Archiving Fee)							
Tree & Vegetation Removal Permit	\$ 296.50	\$ 12.50	\$ 5.00		See Archiving Fee for exact costs	\$ 314.00	
Tree Conservation Plan	\$ 404.50	\$ 12.50	\$ 5.00			\$ 422.00	
Tree Conservation Plan Adjustment	\$ 194.50	\$ 12.50	\$ 5.00			\$ 212.00	
Tree Variance	\$ 497.50	\$ 12.50	\$ 5.00			\$ 515.00	
Wetlands Permit	\$ 119.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 154.00	
Modification of Application		10% of Original Application Fee \$ 12.50	\$ 5.00			Call 503-588-6213	Actual Hourly rate and processing costs will be charged in addition to the Base Fee.
Modification of Application Requiring Renotice		10% of Original Application Fee \$ 12.50	\$ 5.00	\$ 17.00		Call 503-588-6213	Actual Hourly rate and processing costs will be charged in addition to the Base Fee.
Appeal of Planning Administrator Decision	\$ 250.50	\$ 12.50	\$ 5.00			\$ 268.00	
Time Extension (Class 1 or Class 2)	\$ 149.50	\$ 12.50	\$ 5.00			\$ 167.00	

LAND USE APPLICATION FEE SCHEDULE

Effective July 1, 2015
Questions call 503-568-6213

Pre-Application	Base Fee	Processing Fee per Billing	Automation Surcharge	Property Owner Notification List	Archiving Fee	TOTAL FEE	Additional Comments
						(This total excludes Archiving Fee)	
Pre Application Conference	\$ 427.50	\$ 12.50	\$ 5.00		See Archiving Fee for exact costs	\$ 445.00	
Sign Application and Permit Fees	Base Fee	Processing Fee per Billing	Automation Surcharge	Property Owner Notification List	Archiving Fee	TOTAL FEE (This total excludes Archiving Fee)	Additional Comments
(1) Permanent Signs (except outdoor advertising signs)					See Archiving Fee for exact costs		
(a) Up to 32 sq. ft.	\$ 113.50	\$ 12.50	\$ 5.00			\$ 131.00	
(b) 32 sq. ft. or more but below 50 sq. ft.	\$ 207.50	\$ 12.50	\$ 5.00			\$ 225.00	
(c) 50 sq. ft. or more but below 100 sq. ft.	\$ 410.50	\$ 12.50	\$ 5.00			\$ 428.00	
(d) 100 sq. ft. or more but below 200 sq. ft.	\$ 588.50	\$ 12.50	\$ 5.00			\$ 606.00	
(e) 200 sq. ft. or more but below 300 sq. ft.	\$ 706.50	\$ 12.50	\$ 5.00			\$ 724.00	
(f) 300 sq. ft. or more	\$ 885.50	\$ 12.50	\$ 5.00			\$ 903.00	
(g) Structural Face Change	\$ 58.50	\$ 12.50	\$ 5.00			\$ 76.00	
(2) Outdoor Advertising Signs (Billboards)	\$ 885.50	\$ 12.50	\$ 5.00			\$ 903.00	
(a) Annual Maintenance Inspection Fee	\$ 119.50	\$ 12.50	\$ 5.00		None	\$ 137.00	
3) Temporary Sign Permit					See Archiving Fee for exact costs		
(a) Temporary Banner (good for 1 month)	\$ 53.50	\$ 12.50	\$ 5.00		None	\$ 71.00	
(b) Temporary Pennant (good for 6 months)	\$ 101.50	\$ 12.50	\$ 5.00		None	\$ 119.00	
(c) Temporary Balloon (good for 14 days)	\$ 53.50	\$ 12.50	\$ 5.00		None	\$ 71.00	
(d) Temporary Sign (good for 1 month) (Firework and Christmas tree sales)	\$ 53.50	\$ 12.50	\$ 5.00		None	\$ 71.00	
(4) Sign Removal for Repair and Return	\$ 58.50	\$ 12.50	\$ 5.00		See Archiving Fee for exact costs	\$ 76.00	
(5) Wall Façade for Signs							Building Permit Required
(a) Removal Agreement	\$ 475.50	\$ 12.50	\$ 5.00		See Archiving Fee for exact costs	\$ 493.00	
(6) Sign Appeal to Hearings Officer	\$ 2,667.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 2,702.00	
(7) Sign Variance to Hearings Officer	\$ 2,649.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 2,684.00	
(8) Sign Conditional Use to Hearings Officer	\$ 2,653.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 2,688.00	
(9) Sign Adjustment	\$ 137.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 172.00	
(10) Discretionary Sign		\$ 12.50	\$ 2.50	\$ 17.00		\$ 32.00	Base fee is included in Permanent Sign Fee

LAND USE APPLICATION FEE SCHEDULE

Effective July 1, 2015
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(11) Banner across Liberty Street or on Liberty Parkade	\$31/day (\$155 minimum)	\$ 12.50	\$ 5.00			See Archiving Fee for exact costs	\$172.50 minimum																																																																																																																																										
(12) Investigation (Penalty) Fees																																																																																																																																																	
(a) For work conducted prior to obtaining permit or in violation of sign code provisions (including release of confiscated signs)	Double Permit Fee (\$114.50 minimum)	\$ 12.50	\$ 5.00			See Archiving Fee for exact costs	Double Permit Fee (\$132 Minimum)																																																																																																																																										
(13) Reinspection Fee - A reinspection fee may be assessed when work for which inspection is called is not complete or when corrections called for have not been made.	\$ 119.50	\$ 12.50	\$ 5.00			See Archiving Fee for exact costs	\$ 137.00																																																																																																																																										
Reinspection fees may also be assessed for deviating from the plans, requiring additional plan review.																																																																																																																																																	
No additional inspection of the work will be performed until the reinspection fees have been paid.																																																																																																																																																	
(14) Right-of-Way Sidewalk Sign	\$ -	\$ 12.50	\$ 2.50			None	\$ 15.00	No Inspection Requirement, plus a Public works Plan Review Fee																																																																																																																																									
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LAND USE APPLICATION FEE SCHEDULE

Effective July 1, 2015
Questions call 503-588-6213

Site Plan Review	Base Fee	Processing Fee per Billing	Automation Surcharge	Property Owner Notification List	Archiving Fee	TOTAL FEE	Additional Comments
						(this total excludes Archiving Fee)	
Site Plan Review Fee - New Multi-Family (Valuation)							
**NOTE: Property Owner Notification List fee of \$17 will be added for Class 3 Site Plan reviews.							
Up to \$500,000	\$ 516.50	\$ 12.50	\$ 5.00			See Archiving Fee for exact costs \$ 534.00	
\$500,001-1,000,000	\$ 777.50	\$ 12.50	\$ 5.00			\$ 795.00	
\$1,000,001-2,000,000	\$ 1,033.50	\$ 12.50	\$ 5.00			\$ 1,051.00	
\$2,000,001-3,000,000	\$ 1,295.50	\$ 12.50	\$ 5.00			\$ 1,313.00	
\$3,000,001 or more	\$ 1,556.50	\$ 12.50	\$ 5.00			\$ 1,574.00	
Site Plan Review Fee -Class 2 and Class 3 Site Plan Review (Valuation)							
**NOTE: Property Owner Notification List fee of \$17 will be added for Class 3 Site Plan reviews.							
Up to \$500,000	\$ 516.50	\$ 12.50	\$ 5.00			See Archiving Fee for exact costs \$ 534.00	
\$500,001 to \$1,000,000	\$ 777.50	\$ 12.50	\$ 5.00			\$ 795.00	
\$1,000,001 to \$1,500,000	\$ 1,033.50	\$ 12.50	\$ 5.00			\$ 1,051.00	
\$1,500,001 to \$1,750,000	\$ 1,295.50	\$ 12.50	\$ 5.00			\$ 1,313.00	
\$1,750,001 to \$2,250,000	\$ 1,556.50	\$ 12.50	\$ 5.00			\$ 1,574.00	
\$2,250,001 to \$2,500,000	\$ 1,811.50	\$ 12.50	\$ 5.00			\$ 1,829.00	
\$2,500,001 to \$2,750,000	\$ 2,067.50	\$ 12.50	\$ 5.00			\$ 2,085.00	
\$2,750,001 to \$3,250,000	\$ 2,327.50	\$ 12.50	\$ 5.00			\$ 2,345.00	
\$3,250,001 or more	\$ 2,588.50	\$ 12.50	\$ 5.00			\$ 2,606.00	
Site Plan Review Fee - Class 1							
**NOTE: Property Owner Notification List fee of \$17 will be added for Class 3 Site Plan Reviews.							
Additional Planning Review Fee for Expedited Building Permits	hour	\$ 12.50	\$ 5.00			\$ 188 per hour	
** On sites where more than one building permit is requested under one site plan review application, no plans check fee is charged for the first building permit, but regular plans check fees will be charged							
Zoning							
	Base Fee	Processing Fee per Billing	Automation Surcharge	Property Owner Notification List	Archiving Fee	TOTAL FEE (this total excludes Archiving Fee)	Additional Comments
Adjustment (Class 1)	\$ 464.50	\$ 12.50	\$ 5.00	\$ 17.00		See Archiving Fee for exact costs \$ 499.00	
Adjustment (Class 2)	\$ 464.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 499.00	
Airport Overlay Zone Height Variance	\$ 262.50	\$ 12.50	\$ 5.00			\$ 280.00	
Appeals (All parties except Neighborhood Associations)	\$ 250.50	\$ 12.50	\$ 5.00			See Archiving Fee for exact costs \$ 268.00	
Appeals by Neighborhood Associations	\$ -					None \$ -	
Conditional Use	\$ 2,653.50	\$ 12.50	\$ 5.00	\$ 17.00		See Archiving Fee for exact costs \$ 2,688.00	

LAND USE APPLICATION FEE SCHEDULE

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Comprehensive Plan Map Amendment (Minor)	\$ 1,188.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 1,223.00	Actual hourly rate and processing costs will be charged in addition to this base fee.
Comprehensive Plan Map Amendment (Minor)(Consolidated with Zone Change)	\$ 1,188.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 1,223.00	Actual hourly rate and processing costs will be charged in addition to this base fee.
Exception to Dispersal Policy (applies to homeless shelters and room and board facilities)	\$ 261.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 296.00	
FMU: Fairview Plan, Refinement Plan, or Major Amendment	\$ 595.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 630.00	
FMU: Minor Amendment	\$ 452.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 487.00	
Formal Interpretation	\$ 526.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 561.00	
Greenway Development Permit (Class 1)	\$ 464.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 499.00	
Greenway Development Permit (Class 2)	\$ 2,779.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 2,814.00	
Historic Resource Adaptive Reuse	\$ 2,489.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 2,524.00	
Historic Resource Demolition (Commercial)	\$ 588.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 623.00	
Historic Resource Demolition (Public)	\$ 588.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 623.00	
Historic Resource Demolition (Residential)	\$ 246.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 281.00	
Historic Resource Designation Removal (Class 1)	\$ 246.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 281.00	
Historic Resource Designation Removal (Class 2)	\$ 588.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 623.00	
Land Use Verification - Government Agencies	\$ 27.00	\$ 12.50	\$ 2.50			\$ 42.00	
Land Use Verification - Non-Conforming Uses	\$ 743.50	\$ 12.50	\$ 5.00			\$ 761.00	
Land Use Verification - Other	\$ 92.50	\$ 12.50	\$ 5.00			\$ 110.00	
NCMU: Neighborhood Center Master Plan, Detailed Plan, Subarea Approval, Major Amendment, or Minor Amendment	\$ 1,188.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 1,223.00	Actual hourly rate and processing costs will be charged in addition to this base fee.
Similar Use Determination	\$ 526.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 561.00	
Special Setback/removal recordation agreement	\$ 110.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 145.00	
Temporary Use Permit (Class 1) (Except Mobile Food Units)	\$ 27.00	\$ 12.50	\$ 2.50			\$ 42.00	
Temporary Use Permit (Class 2)	\$ 464.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 499.00	
Time Extension (Class 1 or Class 2)	\$ 149.50	\$ 12.50	\$ 5.00			\$ 167.00	
Variance	\$ 2,649.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 2,684.00	
Zone Change	\$ 4,779.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 4,814.00	
Extension, Alteration, and Expansion or Substitution of a Non-Conforming Use	\$ 2,653.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 2,688.00	
Modification of Application	10% of Original Application Fee	\$ 12.50	\$ 5.00			Call 503-588-6213	Actual Hourly rate and processing costs will be charged in addition to the Base Fee.
Modification of Application Requiring Renotice	10% of Original Application Fee	\$ 12.50	\$ 5.00	\$ 17.00		Call 503-588-6213	Actual Hourly rate and processing costs will be charged in addition to the Base Fee.

LAND USE APPLICATION FEE SCHEDULE

Effective July 1, 2015
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Wireless Communications Facilities	Base Fee	Processing		Automation Surcharge	Property Owner		Archiving Fee	TOTAL FEE (this total excludes Archiving Fee)	Additional Comments
		Fee per Billing	Automation Surcharge		Notification List	Archiving Fee			
Temporary Wireless Communications Facilities Siting	\$ 261.50	\$ 12.50	\$ 5.00				See Archiving Fee for exact costs	\$ 279.00	
Class 1 Wireless Communications Facilities Siting	\$ 516.50	\$ 12.50	\$ 5.00					\$ 534.00	
Class 2 Wireless Communications Facilities Siting	\$ 516.50	\$ 12.50	\$ 5.00		\$ 17.00			\$ 551.00	
Class 3 Wireless Communications Facilities Siting	\$ 2,653.50	\$ 12.50	\$ 5.00		\$ 17.00			\$ 2,688.00	
Wireless Communications Facilities Adjustment	\$ 464.50	\$ 12.50	\$ 5.00		\$ 17.00			\$ 499.00	
Third Party Review of Wireless Communications Facilities Application	\$ 255.50	\$ 12.50	\$ 5.00					\$ 273.00	\$255.50 of this amount is a base fee for a minimum of one hour of review. Hourly rate costs of \$255.50 per hour for additional hours of review will be charged in addition to this fee.
Modification of Application		\$ 12.50	\$ 5.00				Call 503-588-6213		Actual Hourly rate and processing costs will be charged in addition to the Base Fee.
Modification of Application Requiring Renotice		\$ 12.50	\$ 5.00		\$ 17.00		Call 503-588-6213		Actual Hourly rate and processing costs will be charged in addition to the Base Fee.
Time Extension (Class 1 or Class 2)	\$ 149.50	\$ 12.50	\$ 5.00					\$ 167.00	
Appeals (All parties except Neighborhood Associations)	\$ 250.50	\$ 12.50	\$ 5.00					\$ 268.00	
Appeals by Neighborhood Associations	\$ -	\$ -	\$ -				None	\$ -	

Public Works Development Permit and Service Fees (Land Use related)	Base Fee	Processing		Automation Surcharge	Property Owner		Archiving Fee	TOTAL FEE (this total excludes Archiving Fee)	Additional Comments
		Fee per Billing	Automation Surcharge		Notification List	Archiving Fee			
Condominium Plat Check/Master Plan	\$ 737.00							\$ 737.00	Minimum Per Floor Plus \$73.00 Per Unit
Post Monumentation Subdivision Plat Check/Master Plan	\$ 799.00							\$ 799.00	Minimum Per Site Plus \$54.00 Per Lot. Full Cost Charged.
Standard Subdivision and Replat Plat Check/Master Plan	\$ 737.00							\$ 737.00	Minimum Per Site Plus \$37.00 Per Lot. Full Cost Charged.
Traffic Impact/TPR Analysis (Comp Plan Change or Zone Change)	\$ 666.00							\$ 666.00	Each
Traffic Impact Analysis (Site Plan Review or Subdivision)	\$ 666.00							\$ 666.00	Each
Driveway/Sidewalk Variance	\$ 266.00							\$ 266.00	Per Site
Class 2 Driveway Access Permit	\$ 266.00							\$ 266.00	Per Site
Floodplain Overlay Zone Variance	\$ 2,458.00							\$ 2,458.00	Each
Petition for Street Naming	\$ 1,557.00							\$ 1,557.00	Deposit, Full Cost Charged.
Petition for Vacation of Public Property	\$ 3,620.00							\$ 3,620.00	Deposit, Full Cost Charged.

LAND USE APPLICATION FEE SCHEDULE

Effective July 1, 2015
Questions call 503-588-6213

Miscellaneous Fees	Base Fee	Processing Fee per Billing	Automation Surcharge	Property Owner Notification List	Archiving Fee	TOTAL FEE (this total excludes Archiving Fee)	Additional Comments
Archiving Fee for paper size less than 11 x 17 inches	\$0.50 per page					\$0.50 per page	If information is submitted electronically, this fee is waived. This is only for information submitted to the City in paper format.
Archiving Fee for paper sizes 11 x 17 inches or greater	\$1.75 per page					\$1.75 per page	If information is submitted electronically, this fee is waived. This is only for information submitted to the City in paper format.
Public Hearing Sign Deposit	\$ 25					\$ 25.00	This is a deposit. If the Public Hearing Sign is returned in reusable condition, the deposit will be refunded.
Miscellaneous Research	\$115/hour				See Archiving Fee for exact costs	\$115/hour	
Septic Tank Recordation	\$ 92.50	\$ 12.50	\$ 5.00		See Archiving Fee for exact costs	\$ 197.00	
Property Owner Notification list	\$ 17.00	\$ 12.50	\$ 2.50			\$ 49.00	If purchased stand-alone, add Processing fee of \$12.50 and Automation Fee of 2.50. However, this fee is usually included in the cost of other applicable fees.
Automation Surcharge							
\$2.50 per billing less than \$50.00							
\$5.00 per billing equal to, or greater than \$50.00							
During the refund process this Automation Surcharge will not be prorated to accommodate a lower billing amount as a result of the refund process and will remain at the initial charged amount.							
FOOTNOTE: The fees and charges levied by this resolution shall be nonrefundable. However, if an applicant withdraws an application, the Community Development Director has the authority to refund all or a portion of the application fee excluding the expenses incurred by the City. In addition, an appeal fee will be refunded if the appellant prevails on appeals of "permit" decisions (as defined in ORS 227.160) issued without a hearing, and appeals of tentative plan decisions.							
In situations where conditions or other requirements would cause the cost of permit administration and enforcement to vary significantly from established permit or service fee, or where the service is not listed herein, the Community Development Director shall make an estimate of the cost of service, including overhead, and collect a permit or service fee based upon the actual cost, including overhead, of the service at the close of the process. The estimate shall be used as the basis for a deposit.							
Deposits and/or bonds held by the City will not be released until all fees and charges are paid in full.							

FOR COUNCIL MEETING OF:
AGENDA ITEM NO:

June 22, 2015
4(a)

TO: MAYOR AND CITY COUNCIL

THROUGH: KACEY DUNCAN, INTERIM CITY MANAGER

FROM: GLENN W. GROSS, DIRECTOR
COMMUNITY DEVELOPMENT DEPARTMENT
PETER FERNANDEZ, P.E., DIRECTOR
PUBLIC WORKS DEPARTMENT

SUBJECT: SETTING LAND USE FEES AND CHARGES FOR THE PLANNING
DIVISION AND THE PUBLIC WORKS DEPARTMENT FOR FISCAL
YEAR 2015-16

ISSUE:

Should the City Council adopt Resolution No. 2015-22 setting land use fees and charges for the Planning Division and the Public Works Department?

RECOMMENDATION:

Adopt Resolution No. 2015-22 setting land use fees and charges for the Planning Division and Public Works Department.

SUMMARY AND BACKGROUND:

Resolution No. 2015-22 sets land use fees and charges for the Planning Division, and certain fees and charges for the Public Works Department, for Fiscal Year 2015-16.

Proposed changes to the fee schedule for Fiscal Year 2015-16 include a 6.2 percent increase to the Planning Division's land use fees in order to move towards a target cost recovery of 50 percent. Public Works Department fees associated with land use actions are proposed to be increased by 2.41 percent to reflect the Portland-Salem Consumer Price Index. Changes are also proposed to clarify fees for certain applications, reduce fees for certain simple plan reviews, and remove obsolete fees that no longer have a corresponding application and process.

Adoption of certain land use application and appeal fees are a "land use decision" requiring notice and public hearing consistent with state land use laws and Statewide Planning Goal 1 - Citizen Involvement. The City Council's public hearing on the proposed fee resolution satisfies this requirement.

FACTS AND FINDINGS:

Increase to Meet Cost Recovery of 50 Percent

A 6.2 percent increase to the Planning Division's fees for Fiscal Year 2015-16 is proposed in order to move towards a 50-percent cost recovery on application fees within 5 years. The fee increase accounts for an annual increase to reflect the Portland-Salem Consumer Price Index for Fiscal Year 2015-16, in addition to the increases that are needed to work towards a 50-percent cost recovery.

In February 2013 the Planning Division presented this cost recovery strategy to the City Council Finance Sub-Committee. The Committee directed staff to work with stakeholders to gauge the level of support for each fee increase. Staff met with representatives from the Home Builders Association, Salem Association of Realtors, and real estate and land use applicants to review the proposed cost recovery strategy and proposed fee increases. Staff returned to the Finance Sub-Committee to inform them that all parties involved are in support of the strategy and proposed fee increases.

Fiscal Year 2014-2015 was the first year of the 5-year plan to move towards a 50-percent cost recovery which resulted in the Planning Division fees being raised 6.58 percent for the current fiscal year. It is estimated that at the end of Fiscal Year 2014-2015 we will have achieved a 43.8 percent cost recovery rate, and with the proposed increase will achieve an estimated 45.15 percent cost recovery rate in Fiscal Year 2015-2016.

Statutory Limits on Application Fees

The amount the City may charge for land use application fees is regulated under several different state statutes. Oregon Revised Statute (ORS) 227.175(1) requires that "permit" fees must be no more than the "actual or average cost" of processing the application. The term "permit" is defined in ORS 227.160 as a discretionary approval of a proposed development of land.

"Permit" does not include approvals of land use matters where only limited discretion is used by the decision maker, or zone changes, comprehensive plan designation changes, or tentative plan applications for partitions or subdivisions. Examples of "permit" decisions routinely made by the City include conditional use permits and zoning variances.

ORS 92.044(3) & (4) and 92.046(4) require that the fee for review of land division tentative plans be no more than the amount "sufficient to defray the costs incurred in the review and investigation of and action upon" the proposed subdivision or partition.

The amount a city may charge for appeal fees is also regulated under statute. ORS 227.175(10) limits the fee charged to file an appeal of a permit decision made without a hearing to no more than the cost for preparing for and conducting the appeal, or \$250,

whichever is less. Fees charged to file an appeal of a decision made with a hearing shall be reasonable, and no more than the average cost or the actual cost of the appeal. To avoid confusion, appeal filing fees for appeals of all land use decisions are the same amount and not proposed to be increased. Appeals filed by recognized neighborhood associations will remain free.

The proposed fees remain below the actual costs incurred by the City to process applications, and therefore, conform to the limits set by state statute.

Other Proposed Changes to the Fee Schedule

Additional changes are proposed as follows:

- Historic Design review of commercial awnings: Adding this fee will reduce the amount required for this administrative review, as current applicants are required to pay the full design review fee, despite the more limited scope of the work and review involved. It is hoped that this reduced fee will increase compliance with the historic design review of awnings in the downtown historic district.
- Review of Partition, Subdivision, and PUD Final Plats: This fee will be deleted as there is no longer a land use review process that is associated with this fee.
- Plan check fee for porches: This fee will clarify that the plan check fee that currently applies to decks and accessory structures also applies to porches.
- Plan Check fee for Manufactured Homes Inside a Manufactured Dwelling Park and Outside a Manufactured Dwelling Park: These two new fee lines will clarify that the same fee that applies to new single family and duplex dwellings will apply to manufactured dwellings when there are outside of a manufactured dwelling park. For those that are inside a park, a reduced fee will apply, as the review that is allowed under state law is greatly reduced compared to the review for dwellings outside a park.
- Miscellaneous Plans Check fee: This will clarify what the hourly rate for plan check review shall be when not covered by any other fee. This fee is the hourly burdened rate of a Planner II, and will be charged in quarter hour increments.
- Other changes: All other changes are for clarity and consistency in the table.

Public Works Department Land Use Fees

The fee resolution includes Public Works Department fees associated with land use actions. These fees are adjusted annually by a 2.41 percent increase to reflect the Portland-Salem Consumer Price Index for Fiscal Year 2015-16.

Other changes include a new fee for a Class 2 Driveway access permits and the merging of Filing and Processing fees in relation to Petition for Vacation of Public Property. A Class 2 Driveway Access permit fee is a new application required under the Unified Development Code. The proposed fee will recover costs associated with this new application. This fee applies only when a Class 2 Driveway Access permit is issued as a stand-alone permit apart from any other land use action.



Lisa Anderson-Ogilvie, Urban Planning Administrator

Attachments: 1. Planning Division's Proposed Fee Schedule for Fiscal Year 2015-16

LAND USE APPLICATION FEE SCHEDULE

Effective July 1, 2015
Questions call 503-588-6213

ATTACHMENT 1

Annexations and Comprehensive Plan/Zone Changes	Base Fee FY 14-15		Processing Fee per Billing	Automation Surcharge	Property Owner Notification List	Archiving Fee	CURRENT TOTAL FEE (This total excludes Archiving Fee)	TOTAL FEE (This total excludes Archiving Fee)	Additional Comments
	Base Fee	Base Fee							
Annexations for less than 5 acres and voter exempt annexations	\$ 3,036	\$ 3,224.50	\$ 12.50	\$ 5.00	\$ 17.00	See Archiving Fee for exact costs	\$ 3,070.50	\$ 3,259.00	
Annexations for less than 5 acres and voter exempt annexations with Comp Plan/Zone Changes	\$ 4,154	\$ 4,412.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 4,188.50	\$ 4,447.00	\$1,188.50 of this amount is a base fee for the CPC/ZC. Actual hourly rate and processing costs for the CPC/ZC will be charged in addition to this fee.
Voter Annexations of 5 acres or more	\$ 4,670	\$ 4,960.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 4,704.50	\$ 4,995.00	
Voter Annexations of 5 acres or more with Comp Plan/Zone Changes	\$ 5,788	\$ 6,147.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 5,822.50	\$ 6,182.00	\$1,188.50 of this amount is a base fee for the CPC/ZC. Actual hourly rate and processing costs for the CPC/ZC will be charged in addition to this fee.
Annexation Publication Costs	\$ 2,835	\$ 3,011.00	Deposit in addition to other fees				\$ 2,835.00	\$ 3,011.00	For voter approved annexations, a minimum deposit is required to cover publications costs with full costs to be charged per SRC Chapter 260.
Annexation Deposit for a Special Election							Call 503-588-6213	Call 503-588-6213	A deposit to cover the costs of a special election is also required. The amount of the deposit will be allocated on a per ballot measure basis.
Modification of Application	10% of Original Application Fee	10% of Original Application Fee	\$ 12.50	\$ 5.00				Call 503-588-6213	Actual Hourly rate and processing costs will be charged in addition to the Base Fee.
Modification of Application Requiring Renotice	10% of Original Application Fee	10% of Original Application Fee	\$ 12.50	\$ 5.00	\$ 17.00		Call 503-588-6213	Call 503-588-6213	Actual Hourly rate and processing costs will be charged in addition to the Base Fee.
Time Extension	\$ 140	\$ 149.50	\$ 12.50	\$ 5.00			\$ 157.50	\$ 167.00	
Appeals (All parties except Neighborhood Associations)	\$ 250	\$ 250.50	\$ 12.50	\$ 5.00			\$ 267.50	\$ 268.00	
Appeals by Neighborhood Associations	\$ -	\$ -				None	\$ -	\$ -	

Design Review	Base Fee FY 14-15		Processing Fee per Billing	Automation Surcharge	Property Owner Notification List	Archiving Fee	CURRENT TOTAL FEE (This total excludes Archiving Fee)	TOTAL FEE (This total excludes Archiving Fee)	Additional Comments
	Base Fee	Base Fee							
Class 1 Design Review	\$ 247	\$ 262.50	\$ 12.50	\$ 5.00		See Archiving Fee for exact costs	\$ 264.50	\$ 280.00	
Class 2 Design Review	\$ 437	\$ 464.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 471.50	\$ 499.00	
Class 3 Design Review	\$ 590	\$ 627.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 624.50	\$ 662.00	
Historic Residential Individual - Minor	\$ 232	\$ 232.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 266.50	\$ 267.00	
Historic Residential Individual - Major	\$ 232	\$ 232.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 266.50	\$ 267.00	
Historic Residential District - Minor	\$ 232	\$ 232.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 266.50	\$ 267.00	
Historic Residential District - Major	\$ 232	\$ 232.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 266.50	\$ 267.00	
Historic Commercial District - Minor	\$ 232	\$ 232.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 266.50	\$ 267.00	
Historic Commercial District - Minor (Signs)	\$ 54	\$ 54.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 88.50	\$ 89.00	
Historic Commercial District - Minor (Awnings)		\$ 85.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ -	\$ 120.00	
Historic Commercial District - Major	\$ 554	\$ 554.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 588.50	\$ 589.00	
Historic Commercial Individual - Minor	\$ 232	\$ 232.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 266.50	\$ 267.00	
Historic Commercial Individual - Major	\$ 554	\$ 554.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 588.50	\$ 589.00	
Historic Public Individual - Minor	\$ 232	\$ 232.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 266.50	\$ 267.00	

LAND USE APPLICATION FEE SCHEDULE

Effective July 1, 2015
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Land Development	Base Fee FY 14-15	Base Fee	Processing Fee per Billing	Automation Surcharge	Property Owner Notification List	Archiving Fee	CURRENT TOTAL FEE (This total excludes Archiving Fee)	TOTAL FEE (This total excludes Archiving Fee)	Additional Comments
Historic Public Individual - Major	\$ 554	\$ 554.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 588.50	\$ 589.00	
Historic Public District- Minor	\$ 232	\$ 232.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 266.50	\$ 267.00	
Historic Public District- Major	\$ 554	\$ 554.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 588.50	\$ 589.00	
Time Extension (Class 1 or Class 2)	\$ 140	\$ 149.50	\$ 12.50	\$ 5.00			\$ 157.50	\$ 167.00	
Modification of Application	10% of Original Application Fee	10% of Original Application Fee	\$ 12.50	\$ 5.00				Call 503-588-6213	Actual Hourly rate and processing costs will be charged in addition to the Base Fee.
Modification of Application Requiring Renotice	10% of Original Application Fee	10% of Original Application Fee	\$ 12.50	\$ 5.00	\$ 17.00		Call 503-588-6213	Call 503-588-6213	Actual Hourly rate and processing costs will be charged in addition to the Base Fee.
Appeals (All parties except Neighborhood Associations)	\$ 250	\$ 250.50	\$ 12.50	\$ 5.00			\$ 267.50	\$ 268.00	
Appeals by Neighborhood Associations	\$ -	\$ -				None	\$ -	\$ -	
Appeal of Expedited Land Division Decision	\$ 300	\$ 319.50	\$ 12.50	\$ 5.00		See Archiving Fee for exact costs	\$ 317.50	\$ 337.00	\$319.50 deposit with a maximum fee of \$500 to compensate for actual costs.
Appeals (All parties except Neighborhood Associations)	\$ 250	\$ 250.50	\$ 12.50	\$ 5.00		See Archiving Fee for exact costs	\$ 267.50	\$ 268.00	
Appeals by Neighborhood Associations	\$ -	\$ -				None	\$ -	\$ -	
Manufactured Dwelling Park Subdivision - Tentative Plan	\$ 355	\$ 377.50	\$ 12.50	\$ 5.00	\$ 17.00	See Archiving Fee for exact costs	\$ 389.50	\$ 412.00	
Manufactured Dwelling Park Permit	\$ 6,888	\$ 7,315.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 6,922.50	\$ 7,350.00	Total Base Cost plus additional \$6.00 per dwelling in excess of 5
Partition - Tentative Plan (with or without Variance or Adjustment)	\$ 3,433	\$ 3,646.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 3,467.50	\$ 3,681.00	
Expedited Partition	\$ 6,515	\$ 6,919.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 6,549.50	\$ 6,954.00	
Property Boundary Verification	\$ 264	\$ 280.50	\$ 12.50	\$ 5.00			\$ 281.50	\$ 298.00	
Property Line Adjustment	\$ 350	\$ 372.50	\$ 12.50	\$ 5.00			\$ 367.50	\$ 390.00	
Planned Unit Development (PUD) - Final Plan	\$ 484	\$ 514.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 518.50	\$ 549.00	Total Base Cost plus additional \$3.20 per dwelling in excess of 5
Planned Unit Development (PUD) - Tentative Plan	\$ 5,768	\$ 6,126.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 5,802.50	\$ 6,161.00	Total Base Cost plus additional \$6.00 per dwelling in excess of 5
Replat - Tentative Plan (with or without Variance or Adjustment)	\$ 563	\$ 598.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 597.50	\$ 633.00	
Review of Partition, Subdivision and PUD Final Plans	\$ 340	\$ 329.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 344.50	\$ 364.00	
Subdivision (Including Phased Subdivision) - Tentative Plan (with or without Variance or Adjustment)	\$ 6,749	\$ 7,167.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 6,783.50	\$ 7,202.00	Total Base Cost plus additional \$6.00 per lot in excess of 5
Expedited Subdivision	\$ 6,749	\$ 7,167.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 6,783.50	\$ 7,202.00	Total Base Cost plus additional \$6.00 per lot in excess of 5
Time Extension (Class 1 or Class 2)	\$ 140	\$ 149.50	\$ 12.50	\$ 5.00			\$ 157.50	\$ 167.00	
Urban Growth Preliminary Declaration	\$ 3,691	\$ 3,920.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 3,725.50	\$ 3,955.00	Total Base Cost plus additional \$6.00 per acre in excess of 5
Urban Service Area Amendment	\$ 4,670	\$ 4,960.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 4,704.50	\$ 4,995.00	
Validation of Unit of Land	\$ 3,433	\$ 3,646.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 3,467.50	\$ 3,681.00	
Modification of Application	10% of Original	10% of Original	\$ 12.50	\$ 5.00				Call 503-588-6213	Actual Hourly rate and processing costs will be charged in addition to the Base Fee.

LAND USE APPLICATION FEE SCHEDULE

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	10% of Original Application Fee	10% of Original Application Fee						Call 503-588-6213	Call 503-588-6213	Actual Hourly rate and processing costs will be charged in addition to the Base Fee.
Modification of Application Requiring Renotice			\$ 12.50	\$ 5.00	\$ 17.00					\$1,158.50 deposit. Final costs will be determined from the total hourly rate and costs incurred up to the reasonable and actual cost.
Measure 49 Claim Review	\$ 1,090	\$ 1,158.50	\$ 12.50	\$ 5.00				\$ 1,107.50	\$ 1,176.00	
CURRENT TOTAL FEE (This total excludes Archiving Fee)										
TOTAL FEE (This total excludes Archiving Fee)										
Natural Resources	Base Fee FY 14-15	Base Fee	Processing Fee per Billing	Automation Surcharge	Property Owner Notification List	Archiving Fee	Archiving Fee	Archiving Fee	Archiving Fee	Additional Comments
Tree & Vegetation Removal Permit	\$ 279	\$ 296.50	\$ 12.50	\$ 5.00		See Archiving Fee for exact costs	\$ 296.50	\$ 314.00		
Tree Conservation Plan	\$ 380	\$ 404.50	\$ 12.50	\$ 5.00			\$ 397.50	\$ 422.00		
Tree Conservation Plan Adjustment	\$ 183	\$ 194.50	\$ 12.50	\$ 5.00			\$ 200.50	\$ 212.00		
Tree Variance	\$ 468	\$ 497.50	\$ 12.50	\$ 5.00			\$ 485.50	\$ 515.00		
Wetlands Permit	\$ 112	\$ 119.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 146.50	\$ 154.00		
Modification of Application	10% of Original Application Fee	10% of Original Application Fee	\$ 12.50	\$ 5.00				Call 503-588-6213	Call 503-588-6213	Actual Hourly rate and processing costs will be charged in addition to the Base Fee.
Modification of Application Requiring Renotice	10% of Original Application Fee	10% of Original Application Fee	\$ 12.50	\$ 5.00	\$ 17.00			Call 503-588-6213	Call 503-588-6213	Actual Hourly rate and processing costs will be charged in addition to the Base Fee.
Appeal of Planning Administrator Decision	\$ 250	\$ 250.50	\$ 12.50	\$ 5.00			\$ 267.50	\$ 268.00		
Time Extension (Class 1 or Class 2)	\$ 140	\$ 149.50	\$ 12.50	\$ 5.00			\$ 157.50	\$ 167.00		
CURRENT TOTAL FEE (This total excludes Archiving Fee)										
TOTAL FEE (This total excludes Archiving Fee)										
Pre Application	Base Fee FY 14-15	Base Fee	Processing Fee per Billing	Automation Surcharge	Property Owner Notification List	Archiving Fee	Archiving Fee	Archiving Fee	Archiving Fee	Additional Comments
Pre Application Conference	\$ 402	\$ 427.50	\$ 12.50	\$ 5.00		See Archiving Fee for exact costs	\$ 419.50	\$ 445.00		
CURRENT TOTAL FEE (This total excludes Archiving Fee)										
TOTAL FEE (This total excludes Archiving Fee)										
Sign Application and Permit Fees	Base Fee FY 14-15	Base Fee	Processing Fee per Billing	Automation Surcharge	Property Owner Notification List	Archiving Fee	Archiving Fee	Archiving Fee	Archiving Fee	Additional Comments
(1) Permanent Signs (except outdoor advertising signs)						See Archiving Fee for exact costs				
(a) Up to 32 sq. ft.	\$ 106	\$ 113.50	\$ 12.50	\$ 5.00			\$ 123.50	\$ 131.00		
(b) 32 sq. ft. or more but below 50 sq. ft.	\$ 195	\$ 207.50	\$ 12.50	\$ 5.00			\$ 212.50	\$ 225.00		
(c) 50 sq. ft. or more but below 100 sq. ft.	\$ 386	\$ 410.50	\$ 12.50	\$ 5.00			\$ 403.50	\$ 428.00		
(d) 100 sq. ft. or more but below 200 sq. ft.	\$ 554	\$ 588.50	\$ 12.50	\$ 5.00			\$ 571.50	\$ 606.00		
(e) 200 sq. ft. or more but below 300 sq. ft.	\$ 665	\$ 706.50	\$ 12.50	\$ 5.00			\$ 682.50	\$ 724.00		
(f) 300 sq. ft. or more	\$ 833	\$ 885.50	\$ 12.50	\$ 5.00			\$ 850.50	\$ 903.00		
(g) Structural Face Change	\$ 55	\$ 58.50	\$ 12.50	\$ 5.00			\$ 72.50	\$ 76.00		
(2) Outdoor Advertising Signs (Billboards)	\$ 833	\$ 885.50	\$ 12.50	\$ 5.00			\$ 850.50	\$ 903.00		
(a) Annual Maintenance Inspection Fee	\$ 112	\$ 119.50	\$ 12.50	\$ 5.00		None	\$ 129.50	\$ 137.00		

LAND USE APPLICATION FEE SCHEDULE

Effective July 1, 2015
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3) Temporary Sign Permit						See Archiving Fee for exact costs																																																																																																																					
(a) Temporary Banner (good for 1 month)	\$ 50	\$ 53.50	\$ 12.50	\$ 5.00		None	\$ 67.50	\$ 71.00																																																																																																																			
(b) Temporary Pennant (good for 6 months)	\$ 95	\$ 101.50	\$ 12.50	\$ 5.00		None	\$ 112.50	\$ 119.00																																																																																																																			
(c) Temporary Balloon (good for 14 days)	\$ 50	\$ 53.50	\$ 12.50	\$ 5.00		None	\$ 67.50	\$ 71.00																																																																																																																			
(d) Temporary Sign (good for 1 month) (Firework and Christmas tree sales)	\$ 50	\$ 53.50	\$ 12.50	\$ 5.00		None	\$ 67.50	\$ 71.00																																																																																																																			
(4) Sign Removal for Repair and Return	\$ 55	\$ 58.50	\$ 12.50	\$ 5.00		See Archiving Fee for exact costs	\$ 72.50	\$ 76.00																																																																																																																			
(5) Wall Façade for Signs									Building Permit Required																																																																																																																		
(a) Removal Agreement	\$ 447	\$ 475.50	\$ 12.50	\$ 5.00		See Archiving Fee for exact costs	\$ 464.50	\$ 493.00																																																																																																																			
(6) Sign Appeal to Hearings Officer	\$ 2,511	\$ 2,667.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 2,545.50	\$ 2,702.00																																																																																																																			
(7) Sign Variance to Hearings Officer	\$ 2,494	\$ 2,649.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 2,528.50	\$ 2,684.00																																																																																																																			
(8) Sign Conditional Use to Hearings Officer	\$ 2,498	\$ 2,653.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 2,532.50	\$ 2,688.00																																																																																																																			
(9) Sign Adjustment	\$ 128	\$ 137.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 183.50	\$ 172.00																																																																																																																			
(10) Discretionary Sign			\$ 12.50	\$ 2.50	\$ 17.00		\$ 32.00	\$ 32.00	Base fee is included in Permanent Sign Fee																																																																																																																		
(11) Banner across Liberty Street or on Liberty Parkade	\$29/day (\$145 minimum)	\$31/day (\$155 minimum)	\$ 12.50	\$ 5.00		See Archiving Fee for exact costs	\$182.50 minimum	\$172.50 minimum																																																																																																																			
(12) Investigation (Penalty) Fees																																																																																																																											
(a) For work conducted prior to obtaining permit or in violation of sign code provisions (including release of confiscated signs)	Double Permit Fee (\$107 minimum)	Double Permit Fee (\$114.50 minimum)	\$ 12.50	\$ 5.00		See Archiving Fee for exact costs	Double Permit Fee (\$124.50 Minimum)	Double Permit Fee (\$132 Minimum)																																																																																																																			
(13) Reinspection Fee - A reinspection fee may be assessed when work for which inspection is called is not complete or when corrections called for have not been made.	\$ 112	\$ 119.50	\$ 12.50	\$ 5.00		See Archiving Fee for exact costs	\$ 129.50	\$ 137.00																																																																																																																			
Reinspection fees may also be assessed for deviating from the plans, requiring additional plan review.																																																																																																																											
No additional inspection of the work will be performed until the reinspection fees have been paid.																																																																																																																											
(14) Right-of-Way Sidewalk Sign	\$ -	\$ -	\$ 12.50	\$ 2.50		None	\$ 15.00	\$ 15.00	No Inspection Requirement, plus a Public works Plan Review Fee																																																																																																																		
<table border="1"> <thead> <tr> <th rowspan="2">Zoning Plan Review</th> <th colspan="2">Base Fee FY 14-15</th> <th rowspan="2">Processing Fee per Billing</th> <th rowspan="2">Automation Surchage</th> <th rowspan="2">Property Owner Notification List</th> <th rowspan="2">Archiving Fee</th> <th>CURRENT TOTAL FEE</th> <th>TOTAL FEE</th> <th rowspan="2">Additional Comments</th> </tr> <tr> <th>Base Fee</th> <th>Base Fee</th> <th>(This total excludes Archiving Fee)</th> <th>(This total excludes Archiving Fee)</th> </tr> </thead> <tbody> <tr> <td>Plan Check - Single Family and Duplex</td> <td>\$ 246</td> <td>\$ 261.00</td> <td></td> <td></td> <td></td> <td>See Archiving Fee for exact costs</td> <td>\$ 246.00</td> <td>\$ 261.00</td> <td></td> </tr> <tr> <td>Plan Check - Historic Properties/Districts - Single Family and Duplex</td> <td>\$ 117</td> <td>\$ 124.00</td> <td></td> <td></td> <td></td> <td></td> <td>\$ 117.00</td> <td>\$ 124.00</td> <td></td> </tr> <tr> <td>Plan Check - Deck, Porch and Accessory Structures for 1 & 2 Family Dwellings</td> <td>\$ 74</td> <td>\$ 79.00</td> <td></td> <td></td> <td></td> <td></td> <td>\$ 74.00</td> <td>\$ 79.00</td> <td></td> </tr> <tr> <td>Plan Check - Manufactured Home inside a Manufactured</td> <td></td> <td>\$ 79.00</td> <td></td> <td></td> <td></td> <td></td> <td>\$ -</td> <td>\$ 79.00</td> <td></td> </tr> <tr> <td>Plan Check - Manufactured Home outside a Manufactured</td> <td></td> <td>\$ 261.00</td> <td></td> <td></td> <td></td> <td></td> <td>\$ -</td> <td>\$ 261.00</td> <td></td> </tr> <tr> <td colspan="10">Plan Check - Residential/Commercial and Industrial Alterations (Valuation) where no site plan review required</td> </tr> <tr> <td>Up to \$2,000</td> <td>\$ 74</td> <td>\$ 79.00</td> <td></td> <td></td> <td></td> <td></td> <td>\$ 74.00</td> <td>\$ 79.00</td> <td></td> </tr> <tr> <td>\$2,001 to \$10,000</td> <td>\$ 145</td> <td>\$ 154.00</td> <td></td> <td></td> <td></td> <td></td> <td>\$ 145.00</td> <td>\$ 154.00</td> <td></td> </tr> <tr> <td>\$10,001 to \$35,000</td> <td>\$ 184</td> <td>\$ 195.00</td> <td></td> <td></td> <td></td> <td></td> <td>\$ 184.00</td> <td>\$ 195.00</td> <td></td> </tr> <tr> <td>\$35,001 or more</td> <td>\$ 246</td> <td>\$ 261.00</td> <td></td> <td></td> <td></td> <td></td> <td>\$ 246.00</td> <td>\$ 261.00</td> <td></td> </tr> </tbody> </table>										Zoning Plan Review	Base Fee FY 14-15		Processing Fee per Billing	Automation Surchage	Property Owner Notification List	Archiving Fee	CURRENT TOTAL FEE	TOTAL FEE	Additional Comments	Base Fee	Base Fee	(This total excludes Archiving Fee)	(This total excludes Archiving Fee)	Plan Check - Single Family and Duplex	\$ 246	\$ 261.00				See Archiving Fee for exact costs	\$ 246.00	\$ 261.00		Plan Check - Historic Properties/Districts - Single Family and Duplex	\$ 117	\$ 124.00					\$ 117.00	\$ 124.00		Plan Check - Deck, Porch and Accessory Structures for 1 & 2 Family Dwellings	\$ 74	\$ 79.00					\$ 74.00	\$ 79.00		Plan Check - Manufactured Home inside a Manufactured		\$ 79.00					\$ -	\$ 79.00		Plan Check - Manufactured Home outside a Manufactured		\$ 261.00					\$ -	\$ 261.00		Plan Check - Residential/Commercial and Industrial Alterations (Valuation) where no site plan review required										Up to \$2,000	\$ 74	\$ 79.00					\$ 74.00	\$ 79.00		\$2,001 to \$10,000	\$ 145	\$ 154.00					\$ 145.00	\$ 154.00		\$10,001 to \$35,000	\$ 184	\$ 195.00					\$ 184.00	\$ 195.00		\$35,001 or more	\$ 246	\$ 261.00					\$ 246.00	\$ 261.00	
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\$35,001 or more	\$ 246	\$ 261.00					\$ 246.00	\$ 261.00	
Zoning Inspection - 1-Review and 1-inspection per plan	\$ 100	\$ 106.00					\$ 100.00	\$ 106.00	
Zoning Reinspection - 1-Additional inspection per plan for each additional inspection	\$ 38	\$ 40.00					\$ 38.00	\$ 40.00	
Landscape Planning Review and Inspection - 1-Review and 1-Inspection per plan	\$ 100	\$ 106.00					\$ 100.00	\$ 106.00	Includes 1 Plan Review and 1 inspection
Landscape Planning Reinspection for Plans-Review - 1-Additional inspection per plan for each additional inspection	\$ 38	\$ 40.00					\$ 38.00	\$ 40.00	
Demolition Review	\$ 74	\$ 79.00					\$ 74.00	\$ 79.00	
All Other Plan Checks Not Identified Above		\$60/hr					\$ -	\$60/hr	Charged at a minimum of \$15 per quarter.

Site Plan Review	Base Fee FY		Processing Fee per Billing	Automation Surcharge	Property Owner Notification List	Archiving Fee	CURRENT	TOTAL FEE	Additional Comments
	14-15	Base Fee					(This total excludes Archiving Fee)	(This total excludes Archiving Fee)	
Site Plan Review Fee - New Multi-Family (Valuation)									
**NOTE: Property Owner Notification List fee of \$17 will be added for Class 3 Site Plan reviews.									
						See Archiving Fee for exact costs			
Up to \$500,000	\$ 486	\$ 516.50	\$ 12.50	\$ 5.00			\$ 503.50	\$ 534.00	
\$500,001-1,000,000	\$ 732	\$ 777.50	\$ 12.50	\$ 5.00			\$ 749.50	\$ 795.00	
\$1,000,001-2,000,000	\$ 973	\$ 1,033.50	\$ 12.50	\$ 5.00			\$ 990.50	\$ 1,051.00	
\$2,000,001-3,000,000	\$ 1,219	\$ 1,295.50	\$ 12.50	\$ 5.00			\$ 1,236.50	\$ 1,313.00	
\$3,000,001 or more	\$ 1,465	\$ 1,556.50	\$ 12.50	\$ 5.00			\$ 1,482.50	\$ 1,574.00	
Site Plan Review Fee -Class 2 and Class 3 Site Plan Review (Valuation)									
**NOTE: Property Owner Notification List fee of \$17 will be added for Class 3 Site Plan reviews.									
						See Archiving Fee for exact costs			
Up to \$500,000	\$ 486	\$ 516.50	\$ 12.50	\$ 5.00			\$ 503.50	\$ 534.00	
\$500,001 to \$1,000,000	\$ 732	\$ 777.50	\$ 12.50	\$ 5.00			\$ 749.50	\$ 795.00	
\$1,000,001 to \$1,500,000	\$ 973	\$ 1,033.50	\$ 12.50	\$ 5.00			\$ 990.50	\$ 1,051.00	
\$1,500,001 to \$1,750,000	\$ 1,219	\$ 1,295.50	\$ 12.50	\$ 5.00			\$ 1,236.50	\$ 1,313.00	
\$1,750,001 to \$2,250,000	\$ 1,465	\$ 1,556.50	\$ 12.50	\$ 5.00			\$ 1,482.50	\$ 1,574.00	
\$2,250,001 to \$2,500,000	\$ 1,705	\$ 1,811.50	\$ 12.50	\$ 5.00			\$ 1,722.50	\$ 1,829.00	
\$2,500,001 to \$2,750,000	\$ 1,946	\$ 2,067.50	\$ 12.50	\$ 5.00			\$ 1,963.50	\$ 2,085.00	
\$2,750,001 to \$3,250,000	\$ 2,191	\$ 2,327.50	\$ 12.50	\$ 5.00			\$ 2,208.50	\$ 2,345.00	
\$3,250,001 or more	\$ 2,437	\$ 2,588.50	\$ 12.50	\$ 5.00			\$ 2,454.50	\$ 2,606.00	
Site Plan Review Fee - Class I									
**NOTE: Property Owner Notification List fee of \$17 will be added for-Class 3 Site Plan Reviews.									
Permits	\$ 246	\$ 261.50	\$ 12.50	\$ 5.00			\$ 263.50	\$ 279.00	
	\$188 per hour	\$188 per hour					\$176 per hour	\$188 per hour	
** On sites where more than one building permit is requested under one site plan review application, no plans check fee is charged for the first building permit, but regular plans check fees will be charged for all additional building permits on such sites.									

LAND USE APPLICATION FEE SCHEDULE

Effective July 1, 2015
Questions call 503-588-6213

Zoning	Base Fee FY 14-15		Processing Fee per Billing	Automation Surcharge	Property Owner Notification List	Archiving Fee	CURRENT TOTAL FEE (This total excludes Archiving Fee)	TOTAL FEE (This total excludes Archiving Fee)	Additional Comments
	Base Fee	Base Fee							
Adjustment (Class 1)	\$ 437	\$ 464.50	\$ 12.50	\$ 5.00	\$ 17.00	See Archiving Fee for exact costs	\$ 471.50	\$ 499.00	
Adjustment (Class 2)	\$ 437	\$ 464.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 471.50	\$ 499.00	
Airport Overlay Zone Height Variance	\$ 247	\$ 262.50	\$ 12.50	\$ 5.00			\$ 264.50	\$ 280.00	
Appeals (All parties except Neighborhood Associations)	\$ 250	\$ 250.50	\$ 12.50	\$ 5.00			\$ 267.50	\$ 268.00	
Appeals by Neighborhood Associations	\$ -	\$ -				None	\$ -	\$ -	
Conditional Use	\$ 2,498	\$ 2,653.50	\$ 12.50	\$ 5.00	\$ 17.00	See Archiving Fee for exact costs	\$ 2,532.50	\$ 2,688.00	
Comprehensive Plan Map Amendment (Minor)	\$ 1,119	\$ 1,188.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 1,153.50	\$ 1,223.00	Actual hourly rate and processing costs will be charged in addition to this base fee.
Comprehensive Plan Map Amendment (Minor)(Consolidated with Zone Change)	\$ 1,119	\$ 1,188.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 1,153.50	\$ 1,223.00	Actual hourly rate and processing costs will be charged in addition to this base fee.
Exception to Dispersal Policy (applies to homeless shelters and room and board facilities)	\$ 248	\$ 261.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 280.50	\$ 296.00	
FMU: Fairview Plan, Refinement Plan, or Major Amendment	\$ 560	\$ 595.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 594.50	\$ 630.00	
FMU: Minor Amendment	\$ 426	\$ 452.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 460.50	\$ 487.00	
Formal Interpretation	\$ 495	\$ 526.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 529.50	\$ 561.00	
Greenway Development Permit (Class 1)	\$ 437	\$ 464.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 471.50	\$ 499.00	
Greenway Development Permit (Class 2)	\$ 2,617	\$ 2,779.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 2,651.50	\$ 2,814.00	
Historic Resource Adaptive Reuse	\$ 2,344	\$ 2,489.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 2,378.50	\$ 2,524.00	
Historic Resource Demolition (Commercial)	\$ 554	\$ 588.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 588.50	\$ 623.00	
Historic Resource Demolition (Public)	\$ 554	\$ 588.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 588.50	\$ 623.00	
Historic Resource Demolition (Residential)	\$ 232	\$ 246.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 266.50	\$ 281.00	
Historic Resource Designation	\$ -	\$ -	\$ 12.50	\$ 2.50	\$ 17.00		\$ 32.00	\$ 32.00	
Historic Resource Designation Removal (Class 1)	\$ 232	\$ 246.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 266.50	\$ 281.00	
Historic Resource Designation Removal (Class 2)	\$ 554	\$ 588.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 588.50	\$ 623.00	
Land Use Verification - Government Agencies	\$ 25	\$ 27.00	\$ 12.50	\$ 2.50			\$ 40.00	\$ 42.00	
Land Use Verification - Non-Conforming Uses	\$ 700	\$ 743.50	\$ 12.50	\$ 5.00			\$ 717.50	\$ 761.00	
Land Use Verification - Other	\$ 87	\$ 92.50	\$ 12.50	\$ 5.00			\$ 104.50	\$ 110.00	
Neighborhood Center Master Plan, Detailed Plan, Subarea Approval, Major Amendment, or Minor Amendment	\$ 1,119	\$ 1,188.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 1,153.50	\$ 1,223.00	Actual hourly rate and processing costs will be charged in addition to this base fee.
Similar Use Determination	\$ 495	\$ 526.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 529.50	\$ 561.00	
Special Setback/removal recordation agreement	\$ 104	\$ 110.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 138.50	\$ 145.00	
Temporary Use Permit (Class 1) (Except Mobile Food Units)	\$ 25	\$ 27.00	\$ 12.50	\$ 2.50			\$ 40.00	\$ 42.00	
Temporary Use Permit (Class 2)	\$ 437	\$ 464.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 471.50	\$ 499.00	
Time Extension (Class 1 or Class 2)	\$ 140	\$ 149.50	\$ 12.50	\$ 5.00			\$ 157.50	\$ 167.00	
Variance	\$ 2,494	\$ 2,649.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 2,528.50	\$ 2,684.00	
Zone Change	\$ 4,500	\$ 4,779.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 4,534.50	\$ 4,814.00	
Extension, Alteration, and Expansion or Substitution of a Non-Conforming Use	\$ 2,498	\$ 2,653.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 2,532.50	\$ 2,688.00	
Modification of Application	10% of Original Application Fee	10% of Original Application Fee	\$ 12.50	\$ 5.00					Call 503-588-6213 Actual Hourly rate and processing costs will be charged in addition to the Base Fee.
Modification of Application Requiring Renofice	10% of Original Application Fee	10% of Original Application Fee	\$ 12.50	\$ 5.00	\$ 17.00		Call 503-588-6213	Call 503-588-6213	Actual Hourly rate and processing costs will be charged in addition to the Base Fee.

LAND USE APPLICATION FEE SCHEDULE

Effective July 1, 2015
 Questions call 503-588-6213

Wireless Communications Facilities	Base Fee FY 14-15		Processing Fee per Billing	Automation Surcharge	Property Owner Notification List	Archiving Fee	CURRENT TOTAL FEE	TOTAL FEE	Additional Comments
	Base Fee	Base Fee					(This total excludes Archiving Fee)	(This total excludes Archiving Fee)	
Temporary Wireless Communications Facilities Siting	\$ 246	\$ 261.50	\$ 12.50	\$ 5.00		See Archiving Fee for exact costs	\$ 263.50	\$ 279.00	
Class 1 Wireless Communications Facilities Siting	\$ 486	\$ 516.50	\$ 12.50	\$ 5.00			\$ 503.50	\$ 534.00	
Class 2 Wireless Communications Facilities Siting	\$ 486	\$ 516.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 520.50	\$ 551.00	
Class 3 Wireless Communications Facilities Siting	\$ 2,498	\$ 2,653.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 2,532.50	\$ 2,688.00	
Wireless Communications Facilities Adjustment	\$ 437	\$ 464.50	\$ 12.50	\$ 5.00	\$ 17.00		\$ 471.50	\$ 499.00	
Third Party Review of Wireless Communications Facilities Application	\$ 240	\$ 255.50	\$ 12.50	\$ 5.00			\$ 257.50	\$ 273.00	\$255.50 of this amount is a base fee for a minimum of one hour of review. Hourly rate costs of \$255.50 per hour for additional hours of review will be charged in addition to this fee.
Modification of Application	10% of Original Application Fee		\$ 12.50	\$ 5.00				Call 503-588-6213	Actual Hourly rate and processing costs will be charged in addition to the Base Fee.
Modification of Application Requiring Renote	10% of Original Application Fee		\$ 12.50	\$ 5.00	\$ 17.00		Call 503-588-6213	Call 503-588-6213	Actual Hourly rate and processing costs will be charged in addition to the Base Fee.
Time Extension (Class 1 or Class 2)	\$ 140	\$ 149.50	\$ 12.50	\$ 5.00			\$ 157.50	\$ 167.00	
Appeals (All parties except Neighborhood Associations)	\$ 250	\$ 250.50	\$ 12.50	\$ 5.00			\$ 267.50	\$ 268.00	
Appeals by Neighborhood Associations	\$ -	\$ -	\$ -	\$ -		None	\$ -	\$ -	

Public Works Development Permit and Service Fees (Land Use related)	Base Fee FY 14-15		Processing Fee per Billing	Automation Surcharge	Property Owner Notification List	Archiving Fee	CURRENT TOTAL FEE	TOTAL FEE	Additional Comments
	Base Fee	Base Fee					(This total excludes Archiving Fee)	(This total excludes Archiving Fee)	
Condominium Plat Check/Master Plan	\$ 720	\$ 737.00					\$ 720.00	\$ 737.00	Minimum Per Floor Plus \$73.00 Per Unit. Full Cost Charged.
Post Monumentation Subdivision Plat Check/Master Plan	\$ 780	\$ 799.00					\$ 780.00	\$ 799.00	Minimum Per Site Plus \$54.00 Per Lot. Full Cost Charged.
Standard Subdivision and Replat Plat Check/Master Plan	\$ 720	\$ 737.00					\$ 720.00	\$ 737.00	Minimum Per Site Plus \$37.00 Per Lot. Full Cost Charged.
Traffic Impact/TPR Analysis (Comp Plan Change or Zone Change)	\$ 650	\$ 666.00					\$ 650.00	\$ 666.00	Each
Traffic Impact Analysis (Site Plan Review or Subdivision)	\$ 650	\$ 666.00					\$ 650.00	\$ 666.00	Each
Driveway/Sidewalk Variance	\$ 260	\$ 266.00					\$ 260.00	\$ 266.00	Per Site
Class 2 Driveway Access Permit		\$ 266.00						\$ 266.00	Per Site
Floodplain Overlay Zone Variance	\$ 2,400	\$ 2,458.00					\$ 2,400.00	\$ 2,458.00	Each
Petition for Street Naming	\$ 1,520	\$ 1,557.00					\$ 1,520.00	\$ 1,557.00	Deposit, Full Cost Charged.
Processing Fee, Public Works Department									
Petition for Vacation of Public Property		\$ 3,620.00						\$ 3,620.00	Deposit, Full Cost Charged.
Filing Fee, Office of City Recorder	\$ 2,400						\$ 2,400.00	\$ -	Deposit, Full Cost Charged.
Processing Fee, Public Works Department	\$ 1,520						\$ 1,520.00	\$ -	Deposit, Full Cost Charged.

LAND USE APPLICATION FEE SCHEDULE

Effective July 1, 2015
 Questions call 503-588-6213

Miscellaneous Fees	Base Fee FY 14-15	Base Fee	Processing Fee per Billing	Automation Surcharge	Property Owner Notification List	Archiving Fee	CURRENT TOTAL FEE (This total excludes Archiving Fee)	TOTAL FEE (This total excludes Archiving Fee)	Additional Comments
Archiving Fee for paper size less than 11 x 17 inches	\$0.50 per page	\$0.50 per page					\$0.50 per page	\$0.50 per page	If information is submitted electronically, this fee is waived. This is only for information submitted to the City in paper format.
Archiving Fee for paper sizes 11 x 17 inches or greater	\$1.75 per page	\$1.75 per page					\$1.75 per page	\$1.75 per page	If information is submitted electronically, this fee is waived. This is only for information submitted to the City in paper format.
Public Hearing Sign Deposit	\$ 25	\$ 25					\$ 25.00	\$ 25.00	This is a deposit. If the Public Hearing Sign is returned in reusable condition, the deposit will be refunded.
Miscellaneous Research	\$108/hour	\$115/hour				See Archiving Fee for exact costs	\$108/hour	\$115/hour	
Septic Tank Recordation	\$ 87	\$ 92.50	\$ 12.50	\$ 5.00		See Archiving Fee for exact costs	\$ 104.50	\$ 197.00	
Property Owner Notification list	\$ 17	\$ 17.00	\$ 12.50	\$ 2.50			\$ 32.00	\$ 49.00	If purchased stand-alone, add Processing fee of \$12.50 and Automation Fee of 2.50. However, this fee is usually included in the cost of other applicable fees.
Automation Surcharge									
\$2.50 per billing less than \$50.00									
\$5.00 per billing equal to, or greater than \$50.00									
During the refund process this Automation Surcharge will not be prorated to accommodate a lower billing amount as a result of the refund process and will remain at the initial charged amount.									
FOOTNOTE: The fees and charges levied by this resolution shall be nonrefundable. However, if an applicant withdraws an application, the Community Development Director has the authority to refund all or a portion of the application fee excluding the expenses incurred by the City. In addition, an appeal fee will be refunded if the appellant prevails on appeals of "permit" decisions (as defined in ORS 227.160) issued without a hearing, and appeals of tentative plan decisions.									
In situations where conditions or other requirements would cause the cost of permit administration and enforcement to vary significantly from established permit or service fee, or where the service is not listed herein, the Community Development Director shall make an estimate of the cost of service, including overhead, and collect a permit or service fee based upon the actual cost, including overhead, of the service at the close of the process. The estimate shall be used as the basis for a deposit.									
Deposits and/or bonds held by the City will not be released until all fees and charges are paid in full.									