

RESOLUTION NO. 24-05

A RESOLUTION MODIFYING THE PUBLIC WORKS ENGINEERING FEE SCHEDULE AND AMENDING RESOLUTION NO. 22-24

WHEREAS, the City of Oregon City adopted Resolution No. 22-24 establishing a schedule of permit fees for Public Works Engineering which included all engineering fees previously adopted by resolutions, and established a consistent method to adjust these fees on an annual basis to account for inflation; and

WHEREAS, the City of Oregon City has adopted Resolution No. 22-24 and other resolutions establishing fees that are necessary to defray the Public Works Engineering Division's actual operational costs; and

WHEREAS, the City of Oregon City desires to modify the Public Works Engineering Fee schedule, Exhibit A, which includes all engineering fees previously adopted by resolutions; proposes changes as described in Exhibit B, Fee Explanation; and continues to include an annual adjustment to adjust these fees to account for inflation; and

WHEREAS, the City of Oregon City, City Commission resolves that the City should recover to the extent practicable, the actual cost of providing Public Works Engineering Services to facilitate the issuing of permits for construction of various public and private infrastructure per the City of Oregon City standards.

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

Section 1. The City hereby adopts Exhibit A, Public Works Engineering Fee Schedule, to become effective February 22, 2024, with the addition of the Geotechnical Overlay Zone Review – Type I Verification Fee and Reimbursement District Processing Fee as well as minor edits as described in Exhibit B, Fee Explanation.

Section 2. The Public Works Engineering Fee Schedule, Exhibit A, shall continue to be adjusted annually to account for inflation on January 1st. The adjustment to account for inflation shall be based on changes in the CPI-W for the Pacific Division of the West Region.

Approved and adopted at a regular meeting of the City Commission held on the 7th day of February 2024.


DENYSE C. MCGRIFF, Mayor

Attested to this 7th day of February 2024:

Approved as to legal sufficiency:


Jakob Wiley, City Recorder


Carrie
City Attorney



City of Oregon City

Public Works

Engineering Fee Schedule

February 8, 2024

All fees are subject to change by Resolution of the City Commission. (Resolution No. 24-05 approved 2-7-2024)
 The applicant is responsible for paying the application fee in effect at the time the **formal application** is submitted.

Fee/Engineering Service/Permit Type	Fee Description	Rate	Fee
Erosion & Sediment Control SFR Permit (Application, Plan Review, Inspection)	Regular	Flat	\$321
	Reduced w/ Certification	Flat	\$246
	Re-inspection for failed inspection	Flat	\$100
Erosion & Sediment Control Non-SFR Permit (Application, Plan Review, Inspection)	Regular (1 acre or less)	Flat	\$852
	Reduced w/ Certification (1 acre or less)	Flat	\$472
	PLUS, each additional acre or fraction thereof	Per Unit	\$151
	Re-inspection for failed inspection	Flat	\$100
Engineering Services for Building Permits	Engineering Site Plan Review for Building Permit	Flat	\$100
	Inspection for Public Sidewalk and Driveway Approach for single family subdivision lot Building Permit	Flat	\$199
Public Utility Service Permit	Application for Public Water Service Line, Sanitary Sewer or Stormwater Service Laterals	Flat	\$63
	Plan Review	Flat	\$136
	Utility Inspection	Flat	\$199
	Pavement Cut & Restoration Inspection	Flat	\$33
	Utility Permit Sidewalk Repair Inspection	Flat	\$33
	Utility Permit Driveway Approach Repair Inspection	Flat	\$33
	Utility Re-Inspection	Flat	\$100
	Sanitary Sewer Service Lateral Launch Video Inspection by City per Customer request	Flat	\$279
	Sanitary Sewer Service Tap Video Inspection at Public Main Line Connection	Flat	\$279
Public Street Driveway Approach Permit	Application	Flat	\$63
	Plan Review	Flat	\$136
	Inspection	Flat	\$199
	Re-Inspection	Flat	\$100
Public Street Sidewalk Permit (PST)	Application and Plan Review	Flat	\$63
	Inspection	Flat	\$136
	Re-Inspection	Flat	\$100
Public Street Sidewalk Group Permit (PST Group)	Application (one contractor for multiple sidewalk panel replacements along one block of street frontage, block length shall be a maximum length of 500 feet)	Flat	\$63
	Plan Review	Flat	\$136
	Inspection	Flat	\$199
	Re-Inspection	Flat	\$100

Fee/Engineering Service/Permit Type	Fee Description	Rate	Fee
Public Street Sidewalk Permit in connection with the Sidewalk Assistance Grant Program	Application and Plan Review (PST)	Flat	\$32
	Inspection (PST)	Flat	\$68
	Application (PST Group)	Flat	\$32
	Plan Review (PST Group)	Flat	\$68
	Inspection (PST Group)	Flat	\$100
	Re-Inspection	Flat	\$51
Grading Permit (Filling, Grading, Excavating, including temporary material stockpile)	Application, Plan Review and Site Monitoring (*Engineer's Cost Estimate when applicable)	Flat Fee Plus Percentage	\$348 plus 2.5% of cost estimate*
Public Improvements Development Engineering Services (Street, Water, Sanitary Sewer, Stormwater)	5% of Engineer's Final Cost Estimate (2.5% Technical Plan Review Fee for First through Third Technical Plan Reviews plus 2.5% Inspection Fee)	Percentage	5% of cost estimate
	Additional Technical Plan Review Fee for every plan review beyond the third Technical Plan Review. 0.5% added to 2.5% Technical Plan Review Fee for each additional Plan Review after the Third Plan Review	Percentage	0.5% of cost estimate
	Re-Inspection(more than one inspection for the same item)	Flat	\$100
	Water Quality Testing	Actual Cost	Actual Cost Staff Lab Work
Type I Street Improvement Modification	Application and Analysis per OCMC 16.12.013.B.	Flat	\$199
Plant Establishment Fee	When 2-year maintenance period is complete and 25% or more of the required plantings of a stormwater management area are dying or dead, the applicant shall replace all dead or dying plants AND pay a fee for their establishment equal to 110% of the cost of the plants	Percentage	110% of the cost of the new plantings
Stormwater Management Peer Review	City Peer Review of Engineered Method to Calculate Size of Stormwater Management Facilities	Actual Cost	Actual Peer Review cost
Geotechnical Overlay Zone Review	City Peer Review of Geotechnical Overlay Zone Work (Reports, Plans, Inspections, Etc) from Completeness through Platting/Occupancy	Actual Cost	Actual Peer Review cost
Geotechnical Overlay Zone Review - Type I Verification	City Peer Review to verify Geologic Hazard Overlay Zone	Flat	\$400
Traffic Engineering Review	City Peer Review of Traffic Engineering Documents (Reports, Plans, Studies, Etc) from Completeness through Platting/Occupancy	Actual Cost	Actual Peer Review cost
Temporary Obstruction in ROW Permit	Application and Plan Review	Flat	\$33
	Inspection	Flat	\$33
Long Term Obstruction in ROW with Revocable ROW Permit	Application	Flat	\$63
	Plan Review	Flat	\$136
	City Resolution and Document Process	Flat	\$266
	Revocable ROW Permit	Flat	\$199
City Resolution and Document Processing	City Resolution and Document Processing	Flat	\$266
Document Processing and Recording Fee	Record one document at one time	Flat	\$363
	record each additional document at same time with first	Flat	\$206
Plat Review	Partition	Flat	\$687
	Subdivision	Flat	\$961
	Planned Development	Flat	\$2,494

Fee/Engineering Service/Permit Type	Fee Description	Rate	Fee
Vacation of Public Rights-of-Way or Public Easements	Public Right-of-Way	Flat	\$1,325
	Public Easement	Flat	\$782
Special Event ROW Permit	Application and Review	Flat	\$199
	ROW Inspection for use of ROW during Special Event	Flat	\$199
Reimbursement District Processing Fee	City Review, Document Processing, and District Setup	Flat	\$1,210
Renewable ROW Permit (outdoor seating, monitoring wells, other)	Application, Review and Inspection	Flat	\$100
ROW Permit General - Minor work outside of travel ways and no vehicular traffic control	Application, Review and Inspection	Flat	\$199
ROW Permit General - Moderate work within travel ways and not requiring Technical Plan Review	Application and Plan Review	Flat	\$199
	Inspection	Flat	\$199
ROW Permit General - Major work in ROW requiring technical plan review	Application, Technical Plan Review and ROW Inspection is Flat Fee plus 2.5% of Engineer's Final Cost Estimate	Flat Fee Plus Percentage	\$348 plus 2.5% of cost estimate
Small Cell Facility - Minor Installation (on Existing Third Party Utility Structure)	Application, Review and Inspection	Flat	\$920
Small Cell Facility - Major Installation (on City Utility Structure or Proposed New Structure) (requires Technical Plan Review)	Application, Technical Plan Review and Inspection - Flat Fee plus actual cost over Flat Fee plus 15% Administrative Fee	Flat Fee plus Actual Cost over Flat Fee plus Administrative Cost Percentage	\$920 plus actual cost over Flat Fee plus Administrative Fee
ROW Licensee Major Installation - Fiber, Cable, Natural Gas, Electric, Telecommunications (does not include Small Cell Facility) requires Technical Plan Review	5% of Engineer's Final Cost Estimate (2.5% Technical Plan Review Fee for First through Third Technical Plan Reviews plus 2.5% Inspection Fee)	Percentage	5% of cost estimate
	Additional Technical Plan Review Fee for every plan review beyond the third Technical Plan Review. 0.5% added to 2.5% Technical Plan Review Fee for each additional Plan Review after the Third Plan Review	Percentage	0.5% of cost estimate
Film Permit	ROW Inspection for use of ROW during filming	Flat	\$199
	Usage fee for using City facilities' sanitary sewer during filming	Flat	\$43
	Usage fee for using City facilities' water during filming	Flat	\$43
Annual Permit for Banners in Right-of-Way (ROW)	(Note: Fees adopted through Resolution 15.31)	One Flat Fee applies prior to June 30 th / One Flat Fee after June 30 th	\$229 prior to June 30 th / \$115 after June 30 th
Street Light Pole Banner Installation/Removal Permit in ROW	Fees for application, review, installation and removal of street light pole banners (Note: Fees adopted through Resolution 15.31)	Flat Rate per street light pole banner	\$27
Cross Street Banner Installation/Removal Permit in ROW	Fees for application, review, installation and removal of cross street banner at Molalla Avenue south of Char Diaz (Note: Fees adopted through Resolution 15.31)	Flat	\$87

Fee/Engineering Service/Permit Type	Fee Description	Rate	Fee
Traffic Impact Analysis	Traffic Impact Analysis (TIA) and Transportation Analysis Letter (TAL) Fee Structure		
Base Fee	Base fee covers initial review. Each time supplemental information is submitted for review in association with a particular land use application, a supplemental review fee will be assessed at 50 percent of the base fee.	Residential (units) 0-50 = \$1,444 >50 = \$1,806 Non-Residential (square feet) <50,000 = \$3,610 50,000-100,000 = \$4,512 >100,000 = \$5,414	
Large Study Area / Along Key Corridor	Applies to study areas including more than three intersections/accesses and/or development located near or along congested corridors.	Flat	\$902
Conditional Use / Zone Change / Master Plan	Applies to developments involving a conditional use or zone change, or master plan.	Flat	\$2,706
Meetings (per hour)	Charged on a time and material basis including travel and attendance time for pre-application meetings, site visits, planning commission meetings, and other meetings called by applicant or City staff to review issues associated with the development.	Flat	\$179
Transportation Analysis Letter		Flat	\$621
Approved requests for after-hours or weekend City staff inspections shall be billed based on staff cost.			

EXHIBIT B

Fee Explanation for Public Works Engineering Fees Resolution No. 24-05

The following provides a brief explanation of proposed changes to the Public Works Engineering Fees.

Public Improvement Development Engineering Services Re-Inspection Fee

On January 1, 2024, the fee was inflated based on CPI-W from previous established fees as \$101. To be consistent with all other re-inspection fees within the Engineering Fee Schedule, staff proposes to adjust this fee to \$100.

Public Improvement Development Engineering Services Water Quality Testing Fees

To ensure all costs are captured from staff time on private development, staff proposes to create a fee allowing for the collection of a time and material cost associated with the taking of, testing of, and analysis of water samples related to new water services to be placed into operation as constructed by private development.

Geotechnical Review

Fee title has changed to Geotechnical **Overlay Zone** Review to correctly reflect its purpose. The description was revised to correctly describe the fee.

Geotechnical Overlay Zone Review – Type I Verification

In preparation for a proposed code change to chapter 17.44, to be consistent with Natural Resource Overlay Districts, staff proposes a fee to process review of Geologic Hazard Overlay District verifications which will allow the science to prevail over conservative mapping which is based on aerial photography and lidar data. On the ground surveys can provide more specific detail which can verify whether a Geologic Hazard based on slope, as defined in code, truly exists. A survey is always more detailed and defined and is more accurate than existing lidar data. This process and fee gives a property owner the option to show the slope is not as steep as mapped.

Traffic Engineering Review

The description was revised to correctly describe the fee.

Reimbursement District Processing Fee

A fee was adopted by Resolution 01-04 as \$200. A replacement fee was then adopted by Resolution 04-43 as \$700. The fee has not recently been published. The Finance Department calculated the current fee based on an adopted \$700 fee plus inflation over the years which equals \$1,210 and increases by the CPI-W annually. Staff proposes to publish the fee on the Engineering Fee Schedule.

Traffic Impact Analysis Fees

Resolution 22-24 adopted a Time and Material actual cost fee for traffic impact analyses but did not remove the old Planning Fees which had been transferred from Planning to Engineering. Staff proposes to remove the list of fees since this is now charged at a Time and Material Basis only.