



22500 Salamo Road
West Linn, Oregon 97068
<http://westlinnoregon.gov>

WEST LINN CITY COUNCIL MEETING MINUTES February 10, 2026

Pre-Meeting

[Call to Order and Pledge of Allegiance \[6:00 pm/5 min\]](#)

Council Present:

Mayor Rory Bialostosky, Council President Mary Baumgardner, Councilor Kevin Bonnington, Councilor Carol Bryck, and Councilor Leo Groner.

Staff Present:

City Manager John Williams, City Attorney Kaylie Klein, City Recorder Kathy Mollusky, and Finance Directory Lauren Breithaupt.

[Approval of Agenda \[6:05 pm/5 min\]](#)

Council President Mary Baumgardner moved to approve the agenda for the February 10, 2026, West Linn City Council Meeting adding 4b Community Advisory Group Appointment. Councilor Leo Groner seconded the motion.

Ayes: Mayor Rory Bialostosky, Council President Mary Baumgardner, Councilor Kevin Bonnington, Councilor Carol Bryck, and Councilor Leo Groner.

Nays: None.

The motion carried 5 - 0

[Public Comment \[6:10 pm/5 min\]](#)

Steve Fearing re: golf cart/Low Slow Vehicle (LSV) ordinance.

[Public Comment - Steve Fearing submittal](#)

[Mayor and Council Reports \[6:15 pm/15 min\]](#)

[Reports from Community Advisory Groups](#)

Councilor Bryck attended career day at Rosemont Ridge Middle School. This year, she worked at the real-life simulation. The students were given career choices with a presumed salary and they had to decide if they had student loans or if they wanted to buy a car versus taking transit and all these different things.

Council President Baumgardner was at the table representing Council. Around 200 8th graders came through with their questions. They were earnest and wonderful students. It was a great opportunity to see the rest of the community. She also attended a Clackamas County Coordinating Committee (C4) meeting that was not as much fun, although it was interesting. She had a meeting with Willamette Falls Trust at Historic City Hall. This is a great meeting space that is available for the public to rent. They are responding to a letter from the Grand Ronde tribe. She appreciates Kate Brown's leadership.

Mayor Bialostosky attended the Rotary Club meeting to give an update on everything that is going on in the City. He is proud of the work the City, Council, and community are doing. He had breakfast with Pam Pearce, Community Living Above, about the dispensary and other issues. She has done some great work on substance prevention with Representative Jules Walters.

Councilor Groner went to the sanctuary law presentation given by City Attorney Klein. He learned a lot, it was interesting and useful.

Councilor Bonnington stated career day was fun. He remembers doing it in 8th grade and it is special to come full circle. The Economic Development Committee (EDC) received a briefing on Vision43. They are prepared to make recommendations to Council.

[Community Advisory Group Appointment](#)

Mayor Bialostosky placed before Council removing Alyssa Cruz from the Economic Development Committee.

Council President Mary Baumgardner moved to approve the Mayor's appointment removal. Councilor Leo Groner seconded the motion.

Ayes: Mayor Rory Bialostosky, Council President Mary Baumgardner, Councilor Kevin Bonnington, Councilor Carol Bryck, and Councilor Leo Groner.

Nays: None.

The motion carried 5 - 0

[SMART Transit Presentation \[6:30 pm/30 min\]](#)

Dwight Brashear, Transit Director and Diane Kotler, Transit Operations Manager, gave the presentation.

[Presentation](#)

In response to Council questions, Mr. Brashear responded:

- SMART is funded by City of Wilsonville and TriMet payroll tax, and the State Transportation Improvement Fund (STIF). This allows them to provide this service at no cost.
- This body and Wilsonville Council would have to come up with a plan if they want to join SMART or be independent, it is a political question.

Council President Baumgardner stated one of her first appointments was to the Transportation Advisory Board (TAB). This service is important for equity - this is what drives her and what she hears from community members and employers that need employees to get to work. They are using, and soon losing, their way to get to work with TriMet cuts. She is looking forward to these discussions. She congratulated them on their new building and housing that is critically needed.

Mayor Bialostosky thanked them for their partnership and for making stops in West Linn where we are losing service, the community members are very appreciative. Council wants to continue the conversation where SMART can back fill, understand the political dynamics, and collaborate where possible.

City Manager Williams is happy to help with communications and outreach. He welcomed SMART to West Linn.

[Consent Agenda \[7:00 pm/5 min\]](#)

[Agenda Bill 2026-02-10-01: Meeting Minutes for January 13, 2025 Council Meetings](#)

[Draft Minutes Information](#)

Council President Mary Baumgardner moved to approve the Consent Agenda for the February 10, 2026, West Linn City Council Meeting which includes the January 13, 2025, meeting minutes. Councilor Leo Groner seconded the motion.

Ayes: Mayor Rory Bialostosky, Council President Mary Baumgardner, Councilor Kevin Bonnington, Councilor Carol Bryck, and Councilor Leo Groner.

Nays: None.

The motion carried 5 - 0

[Business Meeting \[7:05 pm/60 min\]](#)

[Agenda Bill 2026-02-10-02: RESOLUTION 2026-01, REVISING FEES AND CHARGES AS SHOWN IN ATTACHMENT A AND UPDATING THE MASTER FEES AND CHARGES DOCUMENT OF THE CITY OF WEST LINN RELATED TO THE PARKS MAINTENANCE FEE FOR OPERATIONS CENTER CONSTRUCTION](#)

[RES 2026-01 Master Fees Information](#)

Finance Director Breithaupt gave the staff report explaining there are only two things being updated: 1) Correction of an error in Section 8.4. The total fee remains the same; however, the breakdown of the fee was incorrect. 2) Increase in the Parks Maintenance Fee of \$5.20 per month per residence to help pay for the Parks Department's portion (which is in the General Fund) of the Operations Center cost. That portion is about \$561,000 a year and this would cover that. Council has asked Staff to look at this to help supplement the General Fund.

In response to Council questions, staff responded:

- The Parks Department is in the General Fund and is stretched thin; there are concerns about the future biennium.
- The Parks Maintenance Fee was implemented in 2007.
- Multifamily residences could have 30 apartments on one meter with some of those units vacant. The City gives a slight discount to account for vacancy rates. It is approximately \$1 per month difference per unit.
- When a single-family home is vacant, it does not accrue, no one is paying a bill.
- Same thing with duplexes if they are on the same water meter.
- The Communications team is working on messaging that explains the history and rationale for this. For context, the City is paying for 80% of the project cost with existing funds. This is the only increase anticipated related to this project. The careful deliberation and time that Council and the community have put into the need for this project over time, and the special circumstances of the general fund relative to the dedicated utility funds are all pieces of the puzzle.

Council President Mary Baumgardner moved to adopt Resolution 2026-01, revising fees and charges as shown in Attachment A and updating the master fees and charges document of the

city of West Linn related to the parks maintenance fee. Councilor Leo Groner seconded the motion.

Councilor Bryck thinks people in general don't want costs to go up. This may be a more difficult one for them because they don't see that physical thing. The operations center has not been built; they have not seen the efficacies that come from this. It is hard to see the rate go up. We do have a low-income rate; people can contact the utility department and find out what they need to do to qualify. There is help for people in hardship.

Mayor Bialostosky stated that asking residents to pay \$5 more a month is not easy. He has carefully considered comments from the public, especially at a time when household budgets are tight. This is a onetime long-term, capital investment; it is not something the regular budget can cover without impacting service. The current facility was purchased in the 1930s and was built for a much smaller city, it is no longer adequate for West Linn's needs. From the photos posted online, it is clear that it doesn't work for public works, parks maintenance, water, sewer, nor emergency response. West Linn has grown and our infrastructure needs have grown with it. The operations Center is an investment in how we take care of our City every day. Giving our crews a space and tools they need to work efficiently, respond faster during severe weather and emergencies, and maintain the systems we all rely on. It is going to benefit all our maintenance departments we rely on parks, streets, storm, and sewer. It is not about luxury or expansion. It is about making sure the people that keep our city running can do their jobs safely, effectively, and efficiently. Council didn't take this decision lightly. West Linn's population in 1930 when the site was purchased was 1,956. Now we are around 28,000 and we have 110 lane miles of road, tons of parks, and all the different expansions in our systems. He feels that the fact we only have to do a \$5 per month increase is a bargain for what we are getting for our community. He hears the concerns about the cost of living, that is why they try to keep the fee as low as possible to accomplish critical infrastructure.

Council President shared that a person she spoke with is grateful for the careful consideration Council made, specifically on the cost of the operations center and value engineering - which means getting the costs down. For instance, the City cut down from three buildings to two to cut costs. People need reassurance, it is helpful for people to put into context. It is not easy, but they understand the need.

Mayor Bialostosky added the value engineering effort taken is in the communications and on the website, we shaved \$4.2 million off the cost.

Councilor Groner is reading about the American Revolution; the British Americans wanted no taxation without representation. He has never heard of anyone who likes taxation, with or without representation. No one likes taxes and they have not for a long time. The communication plan is a good one. He recommends people look at the website. It has to be communicated on several levels; we need all methods of communications.

Mayor Bialostosky stated it is important to communicate the need.

Ayes: Mayor Rory Bialostosky, Council President Mary Baumgardner, Councilor Kevin Bonnington, Councilor Carol Bryck, and Councilor Leo Groner.

Nays: None.

The motion carried 5 - 0

[City Manager Report \[8:05 pm/5 min\]](#)

City Manager Williams stated the next meeting is the Council Retreat on Friday, February 27. The next two work sessions, February 17 and March 3, do not have any items on them, he proposed canceling February 17. He does not want to cancel March 3 because things might come up at the retreat.

He went over the upcoming events including the meet the Police Chief event on February 18. It is an opportunity for the community to meet/re-meet Chief Rollins. The swearing-in ceremony is February 25 at 1:00 pm.

With Doug Riggs' help, he has reviewed all the bills coming through legislation. Mr. Riggs is working to provide opportunities for the Councilors to meet with the legislatures. The deadline is this Friday for legislation. There is continued efforts on housing and loosening regulations is being proposed in areas of housing and the Urban Growth Boundary.

Just a reminder, the City is closed on Monday for Presidents Day.

[Adjourn \[8:10 pm\]](#)

Minutes approved 3-10-2026.



22500 Salamo Road
West Linn, Oregon 97068
<http://westlinnoregon.gov>

CITY COUNCIL AGENDA

Tuesday, February 10, 2026

5:30 p.m. – Pre-Meeting – Bolton Room & Virtual*

6:00 p.m. – Business Meeting – Council Chambers & Virtual*

1. Call to Order and Pledge of Allegiance [6:00 pm/5 min]
2. Approval of Agenda [6:05 pm/5 min]
3. Public Comment [6:10 pm/5 min]

The purpose of Public Comment is to allow the community to present information or raise an issue regarding items that do not include a public hearing. All remarks should be addressed to the Council as a body. This is a time for Council to listen, they will not typically engage in discussion on topics not on the agenda. Time limit for each participant is three minutes, unless the Mayor decides to allocate more or less time. Designated representatives of Neighborhood Associations and Community Advisory Groups are granted five minutes.

4. Mayor and Council Reports [6:15 pm/15 min]
 - a. Reports from Community Advisory Groups
5. SMART Transit Presentation [6:30 pm/30 min]
6. Consent Agenda [7:00 pm/5 min]

The Consent Agenda allows Council to consider routine items that do not require a discussion. An item may only be discussed if it is removed from the Consent Agenda. Council makes one motion covering all items included on the Consent Agenda.

- a. Agenda Bill 2026-02-10-01: Meeting Minutes for January 13, 2025 Council Meetings
7. Business Meeting [7:05 pm/60 min]

Persons wishing to speak on agenda items shall complete the form provided in the foyer and hand them to staff prior to the item being called for discussion. A separate slip must be turned in for each item. The time limit for each participant is three minutes, unless the Mayor decides to allocate more or less time. Designated representatives of Neighborhood Associations and Community Advisory Groups are granted five minutes.

- a. Agenda Bill 2026-02-10-02: RESOLUTION 2026-01, REVISING FEES AND CHARGES AS SHOWN IN ATTACHMENT A AND UPDATING THE MASTER FEES AND CHARGES DOCUMENT OF THE CITY OF WEST LINN RELATED TO THE PARKS MAINTENANCE FEE FOR OPERATIONS CENTER CONSTRUCTION

8. City Manager Report

[8:05 pm/5 min]

9. Adjourn

[8:10 pm]



Wilsonville - Clackamas Town Center Express Transit Service

City of West Linn

February 10, 2026

About SMART

- ▶ Owned and operated by City of Wilsonville
- ▶ Nine routes
- ▶ All service is free except to Salem and Out-Of-Town medical trips
- ▶ Transportation Options Programs
- ▶ SMART and Fleet Departments



Delivering Projects to Communities

- ▶ Transit Master Plan
- ▶ Bus on Shoulder Pilot on I-5
- ▶ Bus on Shoulder Pilot on I-205
- ▶ Wilsonville - Woodburn Express (January 2026)
- ▶ Wilsonville - Clackamas Town Center (May 2026)
- ▶ Vuela TOD Transit & Customer Service Center (April 2026)

Transit Master Plan **SMART**
SOUTH METRO AREA REGIONAL TRANSIT
WILSONVILLE, OREGON

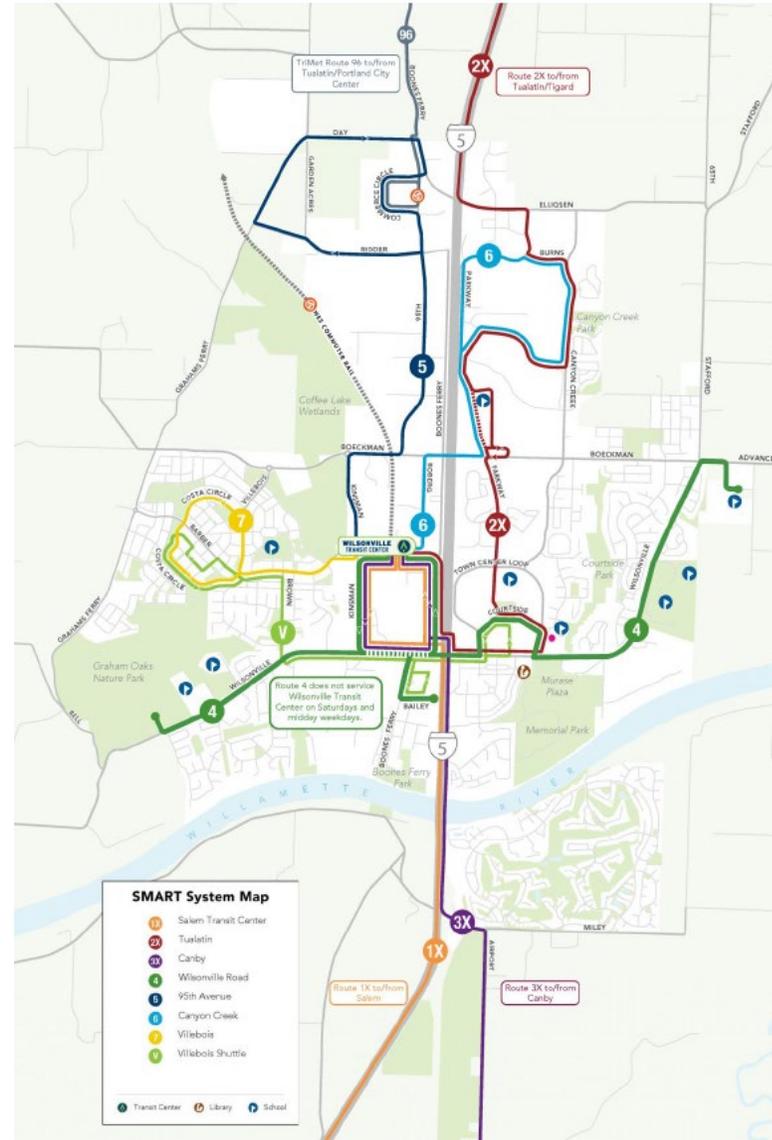
2023 UPDATE



City of Wilsonville Transit System

► Funding Provided By:

- Federal and State formula and competitive funds
- State Transportation Improvement Fund - formula, discretionary and regional coordination
- City of Wilsonville Payroll Tax



Connection to Jobs and Mobility Wilsonville Transit Center

- ▶ Transit Oriented Development
- ▶ SMART Customer Service Center Opens April '26



Wilsonville - Clackamas Town Center Route 10X

- ▶ Connection to all SMART Services and Routes
- ▶ Extension of Saturday service when SMART Customer Service Center Opens



Wilsonville - Clackamas Town Center Route 10X

► Community Partnerships

- Regional Funding
- Intercity Connectivity
- Service to Educational Facilities
- Service to Medical Facilities

Service summary

[🕒 Timetable](#)

Weekday

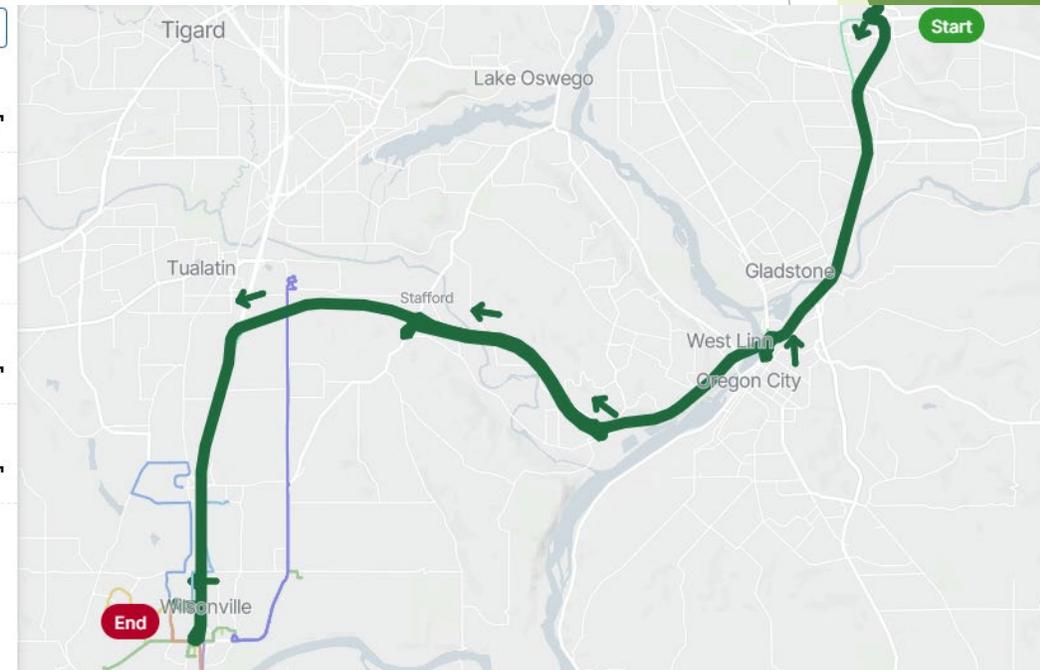
FROM	TO	EVERY	RUNTIME	🗨️
06:45	10:45	30 min	91.5 min	
10:45	17:15	60 min	82.5 min	
17:15	19:45	30 min	91.5 min	

Saturday

FROM	TO	EVERY	RUNTIME	🗨️
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Sunday

FROM	TO	EVERY	RUNTIME	🗨️
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Wilsonville Clackamas Town Center Route 10X

Proposed Stop Locations Bi-Directional Service

- ▶ Riverside High School - Alternative to Route 76
- ▶ West Linn - 10th Street @ McDonalds - Alternative to Route 76
- ▶ Oregon City Shopping Center - Connect to TriMet Routes 31, 32, 33 & 34



Welcome To

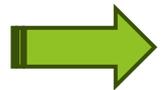
WEST LINN

WELCOME TO

OREGON CITY

Wilsonville Clackamas Town Center Route 10X

Two Stops with Connections...



MAX Green Line



Connection to TriMet Bus Service



Connection to SANDY Area Transit



Wilsonville - Clackamas Express Route 10X

- 30-Minute Headway during AM and PM during Peak Times
- 60-Minute Headway During Off-Peak Times

FUNDING

- STIF Formula Funding
- STIF Regional Coordination Funding

Operating Frequency



Service summary

Timetable



Weekday

FROM	TO	EVERY	RUNTIME	LAYOVER	SPEED	VEHICLES	CAPACITY
06:45	10:45	30 min	91.5 min	9.9 min	33.4 mph	4	—
10:45	17:15	60 min	82.5 min	8.6 min	37.1 mph	2	—
17:15	19:45	30 min	91.5 min	9.9 min	33.4 mph	4	—

Next Steps & Schedule

- I-205 Bus on Shoulder
- Work with Partners to Begin Outreach
- Service Begins Monday, May 4
- Promotion & Partnerships to Advance Saturday Service



Clackamas

Ride SMART – it's fast, free, and traffic-free!
Go from Wilsonville to Clackamas Town Center with Bus on Shoulder service and easy MAX connections!

Free

new! 10X

Wilsonville to Clackamas Transit Center

- ✓ Riverside High School, Tualatin
- ✓ 205 & 10th Street, West Linn
- ✓ Clackamas Town Center -
Connections to Bus & MAX Service

Enjoy Free Wifi onboard
Service every 30 min., peak commute

[RideSMART.com/10X](https://www.rideSMART.com/10X)

503-682-7790



THANK YOU

Dwight Brashear

Transit Director

dbrashear@ridesmart.com

Diana Kotler

Transit Operations Manager

dkotler@ridesmart.com



Agenda Bill 2026-02-10-01

Date: February 4, 2025

To: Rory Bialostosky, Mayor
Members, West Linn City Council

From: Kathy Mollusky, City Recorder *KM*

Through: John Williams, City Manager *JRW*

Subject: Draft Meeting Minutes

Purpose: Approval of City Council Meeting Minutes.

Question(s) for Council:

Does Council wish to approve the attached City Council Meeting Minutes?

Public Hearing Required: None required.

Background & Discussion:

The attached City Council Meeting Minutes are ready for Council approval.

Budget Impact: N/A

Sustainability Impact:

Council continues to present its meeting minutes online, reducing paper waste.

Council Options:

1. Approve the Council Meeting Minutes.
2. Revise and approve the Council Meeting Minutes.

Staff Recommendation:

Approve Council Meeting Minutes.

Potential Motions:

Approving the Consent Agenda will approve these minutes.

Attachments:

1. January 13, 2026, Council Meeting Minutes



22500 Salamo Road
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<http://westlinnoregon.gov>

WEST LINN CITY COUNCIL MEETING MINUTES January 13, 2026

[Pre-Meeting](#)

[Call to Order and Pledge of Allegiance \[6:00 pm/5 min\]](#)

Council Present:

Mayor Rory Bialostosky, Council President Mary Baumgardner, Councilor Kevin Bonnington, Councilor Carol Bryck, and Councilor Leo Groner.

Staff Present:

City Manager John Williams, City Attorney Kaylie Klein, Finance Director Lauren Breithaupt, Parks & Recreation Director Megan Big John, Administrative Assistant Teresa Howard, Library Director Doug Erickson, Community Relations Coordinator Danielle Choi, and Honors Attorney Kristen James.

Mayor Bialostosky noted that Councilor Bryck will be attending virtually.

[Approval of Agenda \[6:05 pm/5 min\]](#)

Council President Mary Baumgardner moved to approve the agenda for the January 13, 2026, West Linn City Council Meeting. Councilor Leo Groner seconded the motion.

Ayes: Mayor Rory Bialostosky, Council President Mary Baumgardner, Councilor Kevin Bonnington, Councilor Carol Bryck, and Councilor Leo Groner.

Nays: None.

The motion carried 5 - 0

[Public Comment \[6:10 pm/10 min\]](#)

Cary & Teri Cummings provided public comment virtually.

[Mayor and Council Reports \[6:20 pm/15 min\]](#)

[Election of Council President](#)

Councilor Carol Bryck moved to approve Appoint Mary Baumgardner as Council President. Councilor Leo Groner seconded the motion.

Ayes: Mayor Rory Bialostosky, Council President Mary Baumgardner, Councilor Kevin Bonnington, Councilor Carol Bryck, and Councilor Leo Groner.

Nays: None.

The motion carried 5 - 0

[Community Advisory Group Appointments](#)

Mayor Bialostosky placed before the following appointments to the Community Advisory Groups:

Library Advisory Board: Clinton Springer

Sustainability Advisory Board: Samantha Thoreson and Amy Schauer

Councilor Leo Groner moved to approve the Community Advisory Group Appointments. Councilor President Mary Baumgarden seconded the motion.

Mayor Bialostosky noted that there are vacancies on Budget Committee, Audit Committee, Committee for Community Involvement, Transportation Advisory Board and Utility Advisory Board, with no applications at this time. Mayor Bialostosky would like the openings advertised in Council newsletter and on social media. He also requested that the letters sent to applicants who were not appointed be notified of the vacancies.

Councilor Leo Groner moved to approve the Mayor's appointments. Council President Mary Baumgardner seconded the motion.

Ayes: Mayor Rory Bialostosky, Council President Mary Baumgardner, Councilor Kevin Bonnington, Councilor Carol Bryck, and Councilor Leo Groner.

Nays: None.

The motion carried 5 - 0

Council Liaison Appointments

Mayor Bialostosky opened the discussion on Council Liaison appointments, noting that, from the pre-meeting discussion, most councilors wish to retain their current assignments with a few changes. There was no further discussion.

Mayor Bialostosky placed before Council reappointing everyone to their current liaison appointments with the following changes:

Library Advisory Board to Council President Baumgardner

Transportation Advisory Board to Councilor Leo Groner

Arts & Culture Commission to Councilor Carol Bryck

Council President Mary Baumgardner moved to approve the Mayor's Council Liaison Appointments. Councilor Leo Groner seconded the motion.

Ayes: Mayor Rory Bialostosky, Council President Mary Baumgardner, Councilor Kevin Bonnington, Councilor Carol Bryck, and Councilor Leo Groner.

Nays: None.

The motion carried 5 - 0

Reports from Community Advisory Groups

Mayor Bialostosky reported on the great meeting with the Youth Advisory Board in December, during which they continued discussion on transportation and pedestrian safety projects previously shared with the Council. He shared with the board that they may have a future opportunity to provide input on one of the projects in a potential city bond measure.

Councilor Groner reported that he met with the Arts & Culture Advisory Board meeting on January 7th. The holiday market went well at the Adult Community Center, noting that the parade was somewhat disappointing. He noted a coordinated art project along Highway 43 involving the cities of West Linn, Lake Oswego, and Oregon City. Councilor Groner further reported that there is a need for a mural policy, as there is interest in creating murals but no current policy for either public or private property. He also added that he recently did jury duty which enjoyed, Mayor Bialostosky thanked him for his service.

Councilor Bonnington reported that the Economic Development Committee completed their SWAT analysis which led into a discussion about new and potential revenue sources for the city. Thursday there was a Park & Recreation Advisory Board Meeting, most of the discussion was regarding the Utility Fee that will be discussed later in the current meeting.

Councilor Bryck, noted openings on the Utility Advisory Board and reported that the last meeting was cancelled due to a lack of quorum, emphasizing the need to generate interest in joining the committee so future meetings can be held. Mayor Bialostosky asked if they had gone below the quorum threshold, Councilor Bryck responded that had everyone been in attendance they would have had a quorum, one person was absent.

Council President Baumgardner reported that she and Councilor Bryck attended the Clackamas County Business Alliance 2026 Legislative Summit, where they learned about what is coming up in the legislative session and met with legislators and other local elected officials. She noted that she has continued participating in various regional meetings, including the management and operations meeting with the Willamette Falls and Landings Heritage Area Coalition and a legislative committee meeting. Council President Baumgardner added that she will attend the Metro 50-Year Visioning Summit on Thursday, where invitees will share their vision for the metro area, and will report back to Council.

Mayor Bialostosky noted that Councilor Groner requested the Healthcare for All proclamation which Councilor Groner then read.

[Proclamations \[6:35 pm/10 min\]](#)

[Healthcare for All](#)

[Proclamation](#)

Councilor Groner read the Healthcare for All Proclamation.

[Martin Luther King, Jr. Day](#)

[Proclamation](#)

Council President Mary Baumgardner read the proclamation declaring January 19, 2026 as Martin Luther King Jr. Day.

[Audit Committee Presentation \[6:45 pm/10 min\]](#)

City Manager Williams introduced Finance Director Lauren Breithaupt and Tonya Moffit from Merina & Co., thanking them and the Finance Department for their work on the audit.

Director Breithaupt began by stating that they were very pleased to have another successful audit this year and introduced Tonya Moffit to present the June 30, 2025, audited financial statement, which is an annual comprehensive financial report.

Ms. Moffit stated that the audit received a clean, unmodified opinion, the highest level of financial statement report that is given. The city received the Government Finance Officers Association (GFOA) Award for Excellence for the June 30, 2024, audit and expects the city will receive it for the June 30, 2025, audit as well.

The Oregon Minimum Standards Report, a compliance report required by the Oregon Legislature which has specific items for municipal auditors to review, was also completed. This was also a great audit with no findings. Ms. Moffit noted that this is Merina & Co's last audit with the City of West Linn and has appreciated working with City staff and Council over the past several years.

Council President Baumgardner thanked Ms. Moffit, noting it was reassuring that the City's finances are being carefully monitored. Mayor Bialostosky also expressed appreciation and noted that Ms. Moffit will be missed. Director Breithaupt added that Merina & Co. is concluding its government audit work and that the City will transition to a new auditor, Aldrich CPAs.

Councilor Bryck stated that they were expecting a clean audit and are looking forward to working with the new auditors next year.

[Consent Agenda \[6:50 pm/5 min\]](#)

[Agenda Bill 2026-01-13-01: Meeting Minutes for December 9, 2025 Council Meeting Draft Minutes Information](#)

Council President Mary Baumgardner moved to approve the Consent Agenda for the January 13, 2026, West Linn City Council Meeting which includes the December 9, 2025, meeting minutes. Councilor Leo Groner seconded the motion.

Ayes: Mayor Rory Bialostosky, Council President Mary Baumgardner, Councilor Kevin Bonnington, Councilor Carol Bryck, and Councilor Leo Groner.

Nays: None.

The motion carried 5 - 0

[Business Meeting \[6:55 pm/90 min\]](#)

[Agenda Bill 2026-01-13-02: ORDINANCE 1769, RELATING TO THE PROCESS FOR VACATION OF A RIGHT-OF-WAY, EASEMENT, AND REAL PROPERTY](#)

City Attorney Kaylie Klein introduced Honors Attorney, Kristen James who has worked with staff on Ordinance 1769. Attorney James reviewed the memo included in the packet. She noted that neither the current West Linn Municipal Code nor the Community Development Code (CDC) specifies a procedural process for vacating a public right of way, easement, or other public property. She explained that the lack of a defined process creates uncertainty as to whether such vacations are considered land use decisions, appealable to the Land Use Board of Appeals (LUBA), or policy decisions which are appealable to the circuit court - an important distinction.

Attorney James further explained that Ordinance 1763, adopted in October 2025, repealed language in the CDC that classified street vacations as land use decisions but didn't add any clarifying language to either the CDC or West Linn Municipal Code. Currently it is arguable that vacations are policy decisions appealable to circuit court and not land use decisions appealable to LUBA. The city legal department and planning department recommend clarifying that vacations are policy decisions, consistent with the best practices of neighboring cities. The proposed ordinance would require the City to follow the process established in ORS Chapter 271, which sets forth the procedural process for both petitioner-initiated and city-initiated vacations, and directs the governing body to approve or deny vacations based on public interest.

Councilor Bryck stated that she appreciated the clarification moving forward. Mayor Bialostosky asked why the City would prefer appeals to be heard in circuit court rather than by the Land Use Board of Appeals (LUBA). Attorney James replied that LUBA is a forum frequently used for appeals and that it is best practice to clearly designate the appeal venue. She noted that West Linn's neighboring cities designate circuit court as their appeal venue, and the proposed ordinance will align with that practice. She added that circuit court process includes a public hearing requirement, provides for public comment, notice requirements for petitioner-initiated vacations, and provides opportunities for public input.

[ORD 1769 Information](#)

Council President Mary Baumgardner moved to approve First Reading for Ordinance 1769, relating to the process for vacation of a right-of-way, easement, and real property, and set the matter for Second Reading. Councilor Leo Groner seconded the motion.

Ayes: Mayor Rory Bialostosky, Council President Mary Baumgardner, Councilor Kevin Bonnington, Councilor Carol Bryck, and Councilor Leo Groner.

Nays: None.

The motion carried 5 - 0

Council President Mary Baumgardner moved to approve Second Reading for Ordinance 1769, relating to the process for vacation of a right-of-way, easement, and real property, and adopt the ordinance. Councilor Leo Groner seconded the motion.

Ayes: Mayor Rory Bialostosky, Council President Mary Baumgardner, Councilor Kevin Bonnington, Councilor Carol Bryck, and Councilor Leo Groner.

Nays: None.

The motion carried 5 - 0

Agenda Bill 2026-01-13-03: RESOLUTION 2026-01, REVISING FEES AND CHARGES AS SHOWN IN ATTACHMENT A AND UPDATING THE MASTER FEES AND CHARGES DOCUMENT OF THE CITY OF WEST LINN RELATED TO THE PARKS MAINTENANCE FEE

RES 2026-01 Master Fees Information

Mayor Bialostosky introduced City Manager John Williams to present the staff report for Resolution 2026-01 regarding Parks Utility Service Fee. City Manager Williams stated that the item was a continuation of the Council's December discussion on funding for the Operations Center. He noted that in December, council approved a \$45 million Full Faith and Credit Obligation to be repaid from city funds, primary through City utility rates, which includes sewer, stormwater, streets, and water funds. Approximately 17-18% of the project is attributed to the Parks Department, funded through the General Fund and largely supported by the Parks Utility Service Fee.

City Manager Williams explained that, in December, the Council directed staff to return with options for increasing the Parks Utility Service fee to cover the General fund portion of the project. He added that the General Fund faces long-term stability challenges, which Council is addressing to ensure the continuation of City services. Increasing the Parks Utility Service Fee to cover the Parks Department's share of the Operations Center project would be a significant step towards long-term stability.

City Manager Williams stated that the issue is complex and that staff have worked throughout the fall to evaluate the City's financial needs, long-term strategy, and community engagement efforts. He introduced Finance Director Lauren Breithaupt, Library Director Doug Erickson, Community Relations Director Danielle Choi, and Parks Director Megan Big John, who have been involved in planning and communication related to the project.

City Manager Williams explained that the resolution before Council proposes two phased increases to the Parks Utility Service Fee: one to fund the Parks Department's share of the Operations Center Project and one to align the fee with the full cost of parks maintenance services.

Finance Director Breithaupt outlined the two components of the proposed Parks Utility Service Fee increase. She stated that the first increase of \$5.00 a month would take effect January 1, with impacts reflected on the February bills, and the second increase of \$5.20 would take effect July 1st, reflected on the August bills.

Director Breithaupt explained that the first increase is intended to align the parks revenue with the park's maintenance expenses. She noted that the fee currently covers only 83% of maintenance costs and the proposed increase would close that gap.

Director Breithaupt stated the second increase would fund the Parks Departments portion of the Operations Center debt service. She explained that the Full Faith and Credit Obligation

approved in December is tentatively scheduled for issuance in March, with first payment in December 2026, followed by principal and interest payments in June. She reported the total annual debt services is estimated at approximately \$3.2 million, of which the Parks Department portion is \$561,000 annually. She added that other portions of the Full Faith and Credit would be covered by existing rates, with potential future fee discussions.

Library Director Doug Erickson provided an overview of the communications plan he has been developing with Community Relations Coordinator Danielle Choi. He explained that the plan is intended to convey the timing, costs, and economic context of the proposed resolution, with the goal of ensuring clear and transparent information for the public while supporting the Council with a long-term communications strategy.

Coordinator Choi explained that for complex issues such as the municipal budget, they recommend a two-tiered communications approach consisting of a high-level overview supported by more detailed information through channels such as the OWL Newsletter, long-form content, and press releases. She stated this approach allows community members to engage at varying levels of detail. She added that the communications effort has been called "Funding Our Future" initiative, with a centralized hub connecting related projects. Overall, this communications strategy would emphasize transparency, accuracy, reliability, and timely information. Staff are prepared to support Council in ongoing community discussions.

Director Erickson stated that staff researched historical and societal trends to contextualize the Parks and Utility Service Fee increase. Using 2008 as an example, he noted that the Consumer Price Index has risen 54.1%, the Employee Cost Index has increased over 57%, and construction costs have risen 97% since that year. He added that West Linn's Parks Department maintains 2-3 times more acreage per FTE than the national average, which is approximately 20 acres per person, adding that this does not include infrastructure. He noted that these data points can be used in the communications strategy to explain rising costs and the need to maintain services to keep pace with rising costs.

City Manager stated that staff is seeking Council direction on next steps, including how Council would like to proceed and how staff can best provide support. He added that discussion of the City's financial strategic plan will continue this winter at the Council retreat, including identifying challenges, values, potential options, and time frame for discussing with the community.

Mayor Bialostosky noted that he wanted to make sure Council was prepared to consider the resolution and that all Councilors had an opportunity to share their thoughts. He proposed scheduling a future work session for further discussion with a vote at a business meeting the week after.

Councilor Bonnington stated that this is a significant and impactful issue and thanked staff for their work. He emphasized the importance of transparency and clearly outlining the strategy prior to considering a fee increase, noting that increased public understanding can lead to

greater public support and help address the budget shortfall collectively.

Mayor Bialostosky asked Councilor Bonnington if he needed further information from staff regarding the Parks Maintenance Fee. Councilor Bonnington said he feels well prepared and has information he needs, he feels the public at large could benefit from more information.

Councilor Groner stated that it is important to demonstrate responsible stewardship of public funds. He asked for clarification regarding Parks Department staffing levels, noting that he did not believe staffing had increased and may have declined. Parks Director Megan Big John responded to the question that in 2016 there was a shift in budget a reduction in leadership and that money used to bring in 2 field staff members. City Manager Williams added that the parks maintenance fee was raised in 2021 to hire 2 additional maintenance workers.

Councilor Bryck stated aligning the Parks Utility Fee with the actual maintenance costs is important and would reduce the burden on the General Fund. She suggested it would be helpful to see charts showing what the fee covers compared to the actual maintenance costs. Councilor Bryck added that there is some urgency to have everything aligned for the Full Faith and Credit obligation, while recognizing the importance of community outreach.

Mayor Bialostosky stated that he recognizes community members are experiencing rising costs and economic pressures and would like to keep costs as low as possible. He noted that Council has a duty to ensure the City's finances remain stable. He added they will go at the speed that Council is able. He requested a few draft communication strategy plans prior to vote, as well as different phasing approaches of increases. Mayor Bialostosky would also like to look at the legislative history from Parks Maintenance Fee discussion from 2007, there was a council discussion at that time that they would like the fee to cover the full cost of maintenance. Regarding operations center, he would like to dive a little deeper into the financials as to what the impact of the \$5 would be and free up in the Parks fund and why it is needed again, prior to the vote.

Council President Baumgardner expressed concern about the project timeframe, noting that it initially appeared there was more time than may actually be available. She emphasized concerns about affordability and the impacts on rent-burdened residents and stated that Council should clearly communicate how assistance programs are accessed and how affordability considerations are incorporated.

She added that it is Council's responsibility to ensure the City's needs are being met and that, if fees have not kept pace with costs, they need to be addressed. Drawing on her experience serving on South Fork Water Board, she referenced the long-term maintenance costs associated with the aging water main from the Clackamas River. She noted that the community will expect clear information and answers, while acknowledging the need to bring funding in line with costs. Council President Baumgardner stated she is prepared to vote when the Council is comfortable voting, if not tonight it should be sooner rather than later.

Councilor Groner requested a comparison of the proposed fee structure with those of neighboring cities. Councilor Bonnington stated that when the fee was initially discussed, he had assumed it was already covering maintenance costs and suggested an analysis of the additional funding needed to address deferred maintenance. Mayor Bialostosky added that other cities are having the same conversations about rates and keeping up with costs along with rising construction costs.

Council President Baumgardner asked about the recommended timeframe. City Manager Williams responded that staff have most of the information requested by Council, with the primary remaining item being the cost and scope of deferred maintenance. He stated that staff could return with information as early as the following week, or alternatively at the first work session in February, and acknowledged Council's differing timeline preferences.

Mayor Bialostosky stated his preference for a work session either the following week or the first week of February to allow staff adequate preparation time and agenda placement. He confirmed with the City Manager that the discussion would continue and noted his intent to schedule a tentative vote in February once consensus is reached.

[Agenda Bill 2026-01-13-04: Pioneer Center Intergovernmental Agreement \(IGA\) for Adult Community Services](#)

[Pioneer Center IGA Information](#)

City Manager John Williams stated that staff were present to provide information on the Pioneer Center and the Intergovernmental Agreement (IGA) with Oregon City, which was on the agenda for Council approval. He introduced Parks and Recreation Director Megan Big John, along with Cecily Rose from the Pioneer Center in Oregon City, to provide information and a presentation.

Director Big John stated that West Linn has maintained an IGA with Oregon City since 2008 for services provided at the Pioneer Center. She explained that the services support older adults and residents with disabilities and that the partnership allows for efficient, high-quality service delivery while avoiding duplication of staff and resources. She also noted that the IGA is currently approved annually and has been discussed for renewal as a five-year agreement with annual fee adjustments.

Cecily Rose, Social Services and Community Center Manager for the Pioneer Center, provided an overview of the Center, its history, and services for seniors and individuals with disabilities. Since 1979, West Linn and Oregon City have partnered to serve both communities, which included Loaves and Fishes.

Manager Rose stated that the Pioneer Center provides services to seniors and individuals with disabilities, in partnership with Clackamas County Social Services, and emphasized the program's importance for vulnerable community members. She reported that the Center provided over 6,000 Meals on Wheels to West Linn residents last year, in addition to social and

recreation services, five days a week compared to the West Linn Adult Community Center's one-day-per-week meal program.

Manager Rose provided a brief overview of how the Pioneer Center is funded, including support from organizations, state and local programs, private donors, grants, and fundraising events. She noted that under the original 2008 agreement, West Linn contributed \$38,000 annually, and under the current 2025 agreement, the contribution is \$41,000, reflecting a modest increase due in part to careful stewardship and collective efforts. Director Big John added that West Linn has one FTE managing the Adult Community Center, and without the partnership, the city could not provide these services. Manager Rose also noted that over 200 volunteers, many from West Linn, support the Center, and she expressed appreciation to the Council, Director Big John, and Adult Community Center staff for their collaboration.

Mayor Bialostosky thanked Manager Rose and Director Big John for the presentation and noted his positive experience volunteering. He suggested it could be a team-building opportunity for other Council members, which Manager Rose welcomed, mentioning Community Champions Week in March as one possibility. Mayor Bialostosky expressed gratitude for the partnership. Council President Baumgardner also thanked them for the services provided and noted community appreciation, expressing interest in volunteering.

Council President Mary Baumgardner moved to approve the Intergovernmental Agreement with the City of Oregon City for services provided by the Pioneer Adult Community Center, including the revised budget and renewal options. Councilor Leo Groner seconded the motion.

Ayes: Mayor Rory Bialostosky, Council President Mary Baumgardner, Councilor Kevin Bonnington, Councilor Carol Bryck, and Councilor Leo Groner.

Nays: None.

The motion carried 5 - 0

[Agenda Bill 2026-01-13-05: Heritage Tree Nomination – McLean Park](#)
[Heritage Tree Nomination Information](#)

City Manager John Williams introduced Parks and Recreation Director Megan Big John, who presented a nomination for a Heritage Tree in McLean Park. Director Big John provided background on the Heritage Tree Program, governed by Municipal Code Section 8.710, noting that nominations can be submitted by any individual with the property owner's consent. She outlined the evaluation process, which includes an arborist assessment, review by the Parks and Recreation Advisory Board (PRAB), and final approval by City Council.

The nominated tree, a Giant Sequoia, estimated to be 80 years old and over 100 feet tall, scored 450 on the evaluation criteria. PRAB unanimously recommended designation on November 13, 2025. The tree has historical significance, believed planted in 1940 by Dr.

McLean's son. Director Big John requested Council consideration for designation, with a celebration planned during Arbor Month in April.

Council President Mary Baumgardner moved to approve the nomination of the Giant Sequoia at the McLean Park as a Heritage Tree in recognition of its historical, environmental, and community significance. Councilor Leo Groner seconded the motion.

Ayes: Mayor Rory Bialostosky, Council President Mary Baumgardner, Councilor Kevin Bonnington, Councilor Carol Bryck, and Councilor Leo Groner.

Nays: None.

The motion carried 5 - 0

[City Manager Report \[8:25 pm/5 min\]](#)

Mayor Bialostosky asked about including the Parks and Recreation Advisory Board in discussions on the Parks Maintenance Fee. City Manager Williams responded that the Board could be notified and invited to participate and could include discussions regarding the Oppenlander property and land on Parker Road.

City Manager Williams reviewed upcoming Council meetings, the next work session would include discussion of West Linn's Marijuana Prohibition and the requested information on the Parks Maintenance Fee. He added that a work session is scheduled for February 3, and that the first work sessions in February and March will be moved from 1:00 p.m. to 6:00 p.m., as confirmed by Council.

He further noted that staff are working to schedule the Council's annual priority-setting meeting, including discussion of the City's financial strategic plan, with proposed dates of February 13 or February 27.

City Manager Williams added that the February 3rd work session will include a discussion with the Utility Advisory Board on water rates as well as the annual report from the Police Review and Recommend Committee. He stated that the February 10th business meeting will include a presentation from SMART regarding proposed service along I-205. He also reported plans to meet with Neighborhood Associations, the School Resource Officer at the Library and noted the artwork of artist Marlana Stoddard-Hayes on display in Council Chambers.

[Adjourn \[8:35 pm\]](#)

Draft Minutes

Agenda Bill 2026-02-10-02

Date Prepared: February 4, 2026
For Meeting Date: February 10, 2026
To: Mayor Rory Bialostosky and West Linn City Council
From: John Williams, City Manager *JRW*
Lauren Breithaupt, Finance Director *LB*
Subject: Parks Utility Service Fee Master Fees and Charges update for Operations Center construction

Purpose:

To update the City's Master Fees and Charges document for Parks Utility Service Fee (referred to as "Parks Maintenance Fee" or "PMF") changes.

Question(s) for Council:

Shall the Council adopt changes to the Parks Maintenance Fee?

Public Hearing Required:

None Required.

Background & Discussion:

During the December 2 work session, the City Council reviewed funding strategies for the Operations Center project. After evaluating multiple financing options, the Council determined that a \$45 million Full Faith and Credit Obligation (FFCO) provides the most viable path forward. The Council subsequently adopted Resolution 2025-18 authorizing the issuance at its December 9, 2025 meeting.

Based on current estimates, the annual debt service attributable to the Parks portion of the project is approximately \$561,000 and would be paid from the General Fund. Council discussed increasing the Parks Maintenance Fee (PMF) by \$5.20 per month to provide a dedicated revenue source to support the General Fund's share of this obligation. Council requested this item be brought back for formal consideration in January 2026. The entire remaining cost of the Operations Center project will be paid from existing utility rate funds (streets, sewer, stormwater, water), thanks to long-term planning and savings in these funds over time.

Council further discussed this at the meetings of January 13, January 20, and February 3. At the February 3 Work Session, Council requested staff return with the required materials for adoption of the \$5.20 per month.

On February 3 Council also requested staff move forward with a proposed "Funding our Future" roadmap. This community conversation will begin with open-ended questions about community expectations and ideas, and lead to development of priorities and solutions, including addressing the future of the General Fund.

Budget Impact:

Approximately \$561,000 annual increase in Parks Maintenance Fee revenue, making a significant contribution to long-term stabilization of the City's General Fund.

Sustainability Impact:

NA

Council Options:

1. Approve the resolution as proposed updating fees effective March 1, 2026.
2. Approve the resolution, but with certain changes as directed.
3. Do not approve the resolution leaving fees and charges as is.

Staff Recommendation:

Based on prior Council discussion and direction, and critical City budget needs, staff recommends that the City Council approve Resolution 2026-01. Staff will work on continued public communication on this and related financial issues. Our goal is to build transparency, trust, and shared understanding as the City works to responsibly fund essential services.

We recognize that any fee increase can create a hardship for some households. To help ensure affordability and protect vulnerable residents, the City offers both Low-Income Assistance and Emergency Assistance Programs for qualifying customers. These programs provide reduced billing or temporary support for families experiencing financial difficulty, and historically, the Emergency Assistance Program has never been fully utilized in any given year. The City remains committed to maintaining access to essential services while balancing the long-term financial sustainability of parks operations.

Potential Motion:

Move to approve Resolution 2026-01 revising fees and charges as shown in Attachment A updating the Master Fees and Charges document.

Attachments:

1. Resolution 2026-01
2. Attachment A showing fee changes to Master Fees and document in red.

RESOLUTION 2026-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST LINN REVISING FEES AND CHARGES AS SHOWN IN ATTACHMENT A AND UPDATING THE MASTER FEES AND CHARGES DOCUMENT OF THE CITY OF WEST LINN RELATED TO THE PARKS MAINTENANCE FEE

WHEREAS, it is the policy of the City of West Linn to require the discernment and recovery of certain City costs from fees and charges levied in providing City services, products and regulations; and

WHEREAS, the City Manager shall periodically cause a review of City fees and charges to recover the percentage of City costs in providing City services, products and regulations and recommend adjustments to the City Council; and

WHEREAS, West Linn advisory boards, commission, and committees periodically provide recommended adjustments to the fees and charges levied in providing City services, products and regulations; and

WHEREAS, the City Manager has caused a review of all City fees and charges, has received guidance, and has determined the cost for such fees and charges.

NOW, THEREFORE, THE CITY OF WEST LINN RESOLVES AS FOLLOWS: The City of West Linn “Master Fees and Charges” document, included as Attachment A to this resolution, is hereby adopted.

This resolution was PASSED and ADOPTED this _____ day of _____, 2026, and takes effect upon passage.

RORY BIALOSTOSKY, MAYOR

ATTEST:

KATHY MOLLUSKY, CITY RECORDER

APPROVED AS TO FORM:

KAYLIE KLEIN, CITY ATTORNEY



Master Fees and Charges Document

Adopted: June 23, 2025

Updated: September 8, 2025

Updated: February __, 2026

Effective: July 1, 2025

(Unless otherwise noted)

Attachment A

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1. General Information

1.1. Overview

The City of West Linn provides a full range of municipal services to the community, which includes police protection, traffic control and improvement, street maintenance and improvement, water, sewer, and surface water management services, planning and zoning regulation, building inspection and regulation, parks and recreational activities, and community library services. This Master Fees Schedule consolidates all City fees and charges, adopted by City Council resolution, for the various services that the City provides. Typically, it is updated annually and reflects all fee resolutions passed by Council during the year. For easy reference, the current Master Fees Schedule booklet is available online at: <http://westlinnoregon.gov/finance>.

1.2. Fee Variance & Waiver Statement

Based upon an unusual circumstance or event, past practices, demonstrated hardship, or public benefit, the City Manager is authorized to waive or decrease a fee(s) or charge(s) in a particular matter. The request for a waiver or reduction may be in writing. If the City Manager or his designee agrees to said waiver or reduction, he/she may inform the City Council, in writing, of the request and his/her decision, except in minor matters (defined as waivers or reductions valued at \$500 or less). Establishment of a new fee, not yet authorized in this schedule, shall be approved by City Council and included and specified during the next update to this document.

1.3. Statement of Hourly Rates

Unless otherwise specified, the City employee hourly rate shall be calculated as three times the employee's hourly pay rate, to the nearest \$5 increment. This calculation shall be used to recover costs for those services billed on an hourly basis, including but not limited to professional services such as planning, engineering, public works, utility, financial, legal, parks, and police services. The use of a multiplier of three is intended to recover all overhead, training, benefits, and other costs associated with a City employee's time. Any work performed during overtime hours shall be billed the calculated three times hourly rate multiplied by 125 percent. A schedule of hourly billing rates will be maintained. The City Manager or Department Directors are authorized to adjust calculated billings to reflect the impact of unusual circumstances or situations.

2. Utility and City Services Fees

Increased 5.00%

	Effective January 1, 2024		Effective January 1, 2025		Effective January 1, 2026	
	Over 700 Cubic Feet;		Over 700 Cubic Feet;		Over 700 Cubic Feet;	
	First 700 Cubic Feet	Per 100 Cubic Feet	First 700 Cubic Feet	Per 100 Cubic Feet	First 700 Cubic Feet	Per 100 Cubic Feet
2.1. Water Rates						
5/8" x 3/4" meter	\$ 30.20	\$ 3.48	\$ 31.71	\$ 3.65	\$ 33.30	\$ 3.83
3/4" meter	30.20	3.48	31.71	3.65	33.30	3.83
1" meter	35.85	3.48	37.64	3.65	39.52	3.83
Multi-family rate per dwelling	30.20	3.48	31.71	3.65	33.30	3.83
1-1/4" to 1-1/2" meter	41.01	3.48	43.06	3.65	45.21	3.83
2" meter	52.52	3.48	55.15	3.65	57.91	3.83
3" meter	65.93	3.48	69.23	3.65	72.69	3.83
6" meter	131.92	3.48	138.52	3.65	145.45	3.83

Note: for water users outside of City limits, a factor of 1.5 is applied to applicable utility rates.

2.2. Water Service Shut Off

	<u>Fee</u>	
Shut off fee for non-payment	\$ 30	Pursuant to Code 4.235 (2)
Shut off fees pursuant to request from customer:		
Shut off fee for a period of less than 15 days	\$ 20	Pursuant to Code 4.185 (2)
Shut off fee for a period of not less than 15 days	\$ -	Pursuant to Code 4.185 (1)

Note: a onetime fee of \$30 will be charged for shut off due to non-payment. Water shall not be returned to service until the customer pays their account balance in full and the \$30 fee. A onetime fee of \$20 will be charged to a water customer that wishes to have their service discontinued for a period of less than 15 days. Water shall not be returned to service until the customer pays their account balance in full and the \$20 fee. No shut off fee will be charged for having service discontinued for a period of not less than 15 days. Please also refer to the section below as "turn on" fees may or may not apply as well.

2.3. Water Service Turn On

	<u>Fee</u>
Turn on fee when service is performed after regular working hours	\$ 110
Turn on fee when service is performed during regular working hours:	
Turn on for a period of less than 15 days	\$ 25
Turn on for a period of not less than 15 days	\$ -

Note: a onetime fee of \$100, in addition to shut off fees, will be charged to turn on water service after hours. A onetime fee of \$25 dollars will be charged to turn on water and set up an active billing account for less than 15 days. No fee will be charged for turn on of water service for a period of not less than 15 days.

2.4. Delinquent Services Bill Accounts

	<u>Fee</u>
Interest: monthly interest rate on delinquent balances due	2.00%
Ten-day Notice fee (sent out for 3 months past due and over \$200)	\$ 7.50
Door Hanger Shut-off fee (received at least 2 days prior to shut-off)	\$ 15.00
Door Hanger Shut-off fee- repeat occurrence (i.e. each additional door hanger after one is received for the year)	\$ 25.00

			Increased 5.00%
2.5. Bulk Water Rates (per 1,000 gallons)	<u>eff. 1/1/24</u>	<u>eff. 1/1/25</u>	<u>eff. 1/1/26</u>
5/8" x 3/4" meter	\$ 5.79	\$ 6.08	\$ 6.38

A special bulk water charge shall be charged to bulk users, such as commercial cleaning services, commercial spraying businesses, contractors and other commercial bulk users of water recognized by the city. Each bulk user shall obtain a permit from the public works department, which shall be free of charge, and the user may be required to pay a refundable cash deposit of one hundred dollars or more before the permit is granted.

2.6. Reduced Utility Bill Rates for Qualifying Low-income Households

						Increased 5.00%
	<u>Effective</u>		<u>Effective</u>		<u>Effective</u>	
	January 1, 2024		January 1, 2025		January 1, 2026	
	Over 700		Over 700		Over 700	
	Cubic Feet;		Cubic Feet;		Cubic Feet;	
	First 700	Per 100	First 700	Per 100	First 700	Per 100
	Cubic Feet	Cubic Feet	Cubic Feet	Cubic Feet	Cubic Feet	Cubic Feet
5/8" x 3/4" meter	\$ 15.10	\$ 3.48	\$ 15.86	\$ 3.65	\$ 16.65	\$ 3.83
3/4" meter	15.10	3.48	15.86	3.65	16.65	3.83

Monthly water service charges to the principal residence of low income citizens as defined in this section shall be as follows: for 5/8-inch or 3/4-inch water meter; the first 700 cubic feet of water use shall be charged at one-half the regular consumption rate; water used in excess of the first seven hundred cubic feet of water used shall be charged at the regular consumption rate. There shall be no reduced water service charge for meters in excess of those described above.

Only principal residences occupied by a person(s) having an annual income(s) that does not exceed 185% of the federal poverty low income guidelines (as established for both single and multiple person households, by the poverty guidelines updated periodically in the Federal Register by the U.S. Department of Health and Human Services under the authority of 42 U.S.C. 9902(2).), are eligible for reduced utility bill rates renewable July 1st of every fiscal year.

							Increased 5.00%
	<u>Effective</u>		<u>Effective</u>		<u>Effective</u>		
	January 1, 2024		January 1, 2025		January 1, 2026		
2.7. Water Meter	Dig-In	Drop-In	Dig-In	Drop-In	Dig-In	Drop-In	
Installation Services	Service	Service	Service	Service	Service	Service	
5/8" x 3/4" meter	\$ 3,681	\$ 494	\$ 3,865	\$ 519	\$ 4,058	\$ 545	
3/4" meter	3,772	583	3,961	612	4,159	643	
1" meter	3,861	674	4,054	708	4,257	743	
1" to 1-1/2" meter	6,465	1,033	6,788	1,085	7,127	1,139	
2" meter	6,824	1,706	7,165	1,791	7,523	1,881	

All other connection and installation charges for water meters in excess of two-inches shall be determined after the City has performed the work and the actual cost has been determined. Such cost shall include labor, materials and services, equipment and indirect overhead costs. An advance cash deposit shall be required at the time that a building permit is issued for water meters in excess of 2-inches: for each three-inch meter, \$10,000; four-inch meter, \$10,000; six-inch meter, \$15,000; and eight-inch meter \$15,000.

When the amount of the cash deposit exceeds the City's actual cost, the difference shall be refunded. When the City's actual cost exceeds the cash deposit, the difference shall be due immediately; if the difference is not paid within 30 days of the billing date, interest and finance charges shall accrue at the rates stated in Section 2.4. The price structure has been calculated to recover costs associated with dig-in service piping installations up to and including 40 linear feet.

Any service installation requiring piping extensions ranging from 40 linear feet up to 125 linear feet will be charged an additional \$50 per linear foot, in addition to the charge listed above. Service installations requiring piping extensions longer than 125 linear feet shall be negotiated. The West Linn Public Works Department will provide a written estimate detailing the work to be performed, and the applicant shall agree and make a cash deposit prior to the commencement of work. Final billings for this work shall be consistent with this fee schedule.

Service Definitions:

Dig-in Service: Condition where the City or its agent must physically tap into a main water line to extend water service to the property.

Drop-in Service: An existing condition where a developer of a residential subdivision or commercial complex has installed water services to each serviceable and buildable lot in accordance with City specifications.

2.8. Sanitary Sewer Collection Rates	Effective January 1, 2024		Effective January 1, 2025		Increased 5.00% Effective January 1, 2026	
	Residential	Commercial	Residential	Commercial	Residential	Commercial
	City of West Linn	\$ 26.49	\$ 26.49 plus \$2.65 per CCF over 10 per month	\$ 27.81	\$ 27.81 plus \$2.78 per CCF over 10 per month	\$ 29.20
	Effective July 1, 2023		Effective July 1, 2024		Effective July 1, 2025	
	Residential	Commercial	Residential	Commercial	Residential	Commercial
Tri-City Service District	\$ 27.90	\$ 27.90	\$ 29.30	\$ 29.30	\$ 30.75	\$ 30.75
		\$ 2.79 per CCF over 10 per month		\$ 2.93 per CCF over 10 per month	est.	\$ 3.08 per CCF over 10 per month

Tri-City Service District is the separate entity that treats City of West Linn sewage and accordingly, the City passes through their charges to West Linn citizens. These pass-through charges are not determined by the City, but rather by the Tri-City Service District and historically have changed every July 1st, as opposed to January 1st when the City's charges have historically changed.

The above sewer rates for Tri-City Service District are actually stated on a per "Equivalent Dwelling Unit (EDU) basis, which should be based on water consumption". So in converting their EDU rates over to CCFs which are used for billing commercial properties in West Linn, if for residential units, every residence is deemed to have 1 EDU and therefore 1 base fee charge applies, then for commercial property, West Linn has historically (since at least 1999) determined that since 1 EDU = 1 residence = which is also about 10 CCFs. Therefore, for commercial billing purposes in West Linn, bill one of Tri-City's base fee which would include 10 CCFs, as a minimum charge for all commercial properties, and then one-tenth of the same base rate per CCF for water consumption used over 10 CCFs per month.

2.9. Surface Water Management Rates	Effective	Effective	Increased 5.00% Effective
	January 1, 2024	January 1, 2025	January 1, 2026
	Equivalent Service Units (ESUs)	Equivalent Service Units (ESUs)	Equivalent Service Units (ESUs)
Monthly charge per ESU	\$ 9.08	\$ 9.53	\$ 10.01
Single family residential	1 ESU	1 ESU	1 ESU
Apartments (per unit)	\$ 9.08	\$ 9.53	\$ 10.01
Duplex	2 ESU	2 ESU	2 ESU
Triplex	3 ESU	3 ESU	3 ESU

Total equivalent service units are based on measured impervious area. The rate for "All Other Improved Premises" shall be computed by dividing the total measured impervious area by 2,914 square feet. The quotient is rounded to the nearest whole number and multiplied by the base equivalent service unit rate.

The City Council determines that the fees imposed upon by this resolution are not taxes subject to the property tax limitations of Article XI, section 11 of the Constitution.

2.10. Street Permit Fee	Permit Fee
Permit per project or contract	\$ 60

Street permit fees are charged on a per project or per contract basis.

2.11. Roadway Maintenance Fee (or commonly referred to as Street Maintenance Fee)	Effective	Effective	Increased 5.00% Effective
	July 1, 2023	July 1, 2024	July 1, 2025
	Charge per Month	Charge per Month	Charge per Month
Residential:			
Single family residence	\$ 16.81 per month	\$ 17.65 per month	\$ 18.53 per month
Multi-family residence	15.93 per month	16.73 per month	17.57 per month
Commercial, Public Properties:			
Home-based businesses	\$ 9.12 per month	\$ 9.58 per month	\$ 10.06 per month
0 to 50 trips	9.12 per month	9.58 per month	10.06 per month
51 to 250 trips	1.02 per trip	1.07 per trip	1.12 per trip
251 to 500 trips	1.23 per trip	1.29 per trip	1.35 per trip
501+ trips	1.41 per trip	1.48 per trip	1.55 per trip
Maximums and Caps:			
Commercial maximum	\$1,165	\$1,200	\$1,236
Commercial yearly increase max	3%	3%	3%
Public institution maximum	\$300	\$300	\$300

A residence is defined by the presence of any size water meter, for the roadway maintenance fee. The system and structure of fees for roadway maintenance can be controlled through the vacancy of a residence and turning off water service to the vacant residence. The City Council determines that the roadway maintenance fees imposed upon residences are not taxes subject to the property tax limitations of Article XI, section 11(b) of the Oregon Constitution.

A multi-family housing unit is defined as a residential structure with multiple dwelling units in the same building that share one water meter. Because multi-family housing units cannot define vacancy based on the absence of water service, a multi-family rate can apply to eligible multi-family housing units. The multi-family housing rate is discounted based on the city-wide vacancy rate as determined by the City of West Linn Planning Department in effect for a one-year period as of July 1 of each fiscal year.

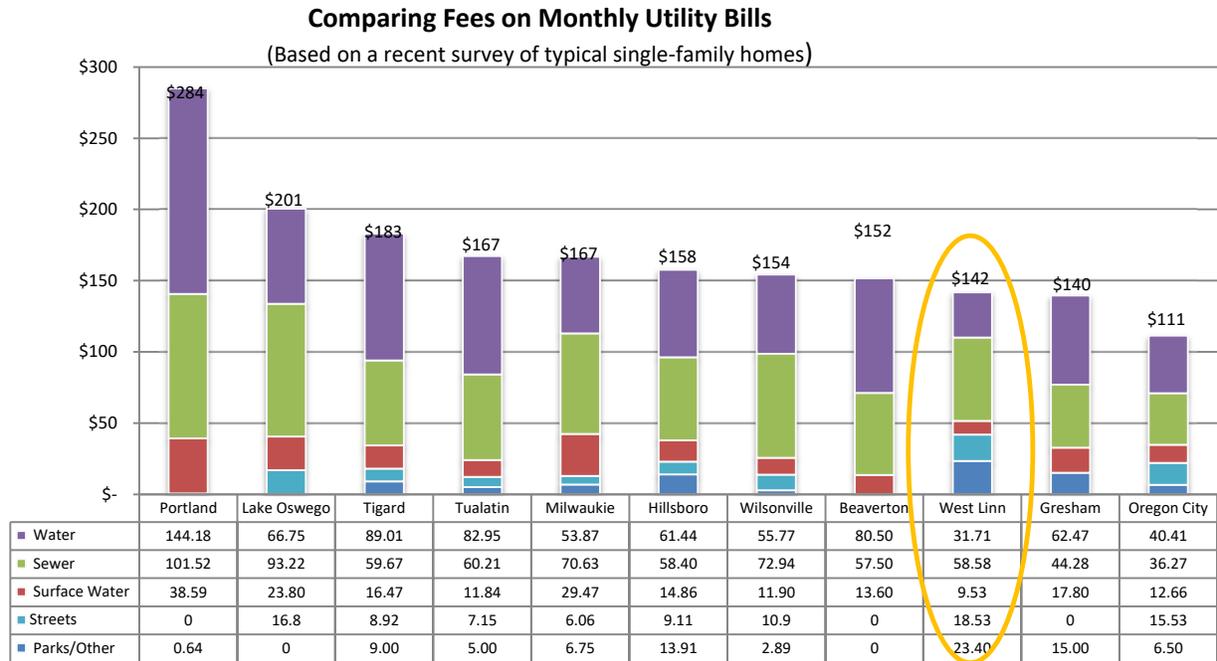
Per trip calculation for business establishments shall be calculated using trip generation rates for various types of development as provided in the Trip Generation Manual of the Institute of Traffic Engineers. Business establishments shall have the opportunity to review and modify data used in the trip calculation formula.

Monthly roadway maintenance fees to the principal residence of low income citizens as defined in this section shall be as follows: low income citizens shall be charged at one-half the regular rate. Any citizen currently receiving the reduced water service charge for low-income citizens shall automatically receive the reduced roadway maintenance fee. Principal residences occupied by a person(s) having an annual income(s) that does not exceed one hundred eighty-five percent (185%) of the most recently published federal poverty low income guidelines (as established by the poverty guidelines updated periodically in the Federal Register by the U.S. Department of Health and Human Services under the authority of 42 U.S.C. 9902(2).), are eligible for reduced roadway maintenance fees.

2.12. Park Maintenance Fee

[refer to Section 6.10 of the Parks Fee and Charges]

2.13. Fees for Utility Services



This above graph compares the typical (i.e. median) utility bill for the neighboring cities surrounding West Linn. As some cities bill monthly, some bill every two months, and some bill every three months, these amounts are converted to typical monthly amounts so they are comparable to West Linn. Also, cities increase different rates at different times during the year; therefore, this graph is simply a picture in time reflecting the rates at the time that the survey was conducted. And finally, cities have different typical water consumption amounts per household; so for the sake of this comparison, these rates are computed using an average 10ccfs of water used per month so as to be most comparable.

Typical City Services Bill (residential)	eff. January 1, 2025		eff. July 1, 2025		Increased 5.00%				
	proposed	median	proposed	median	proposed	median			
Water Service Fee									
Base (includes up to 7ccf)	5%	1.51 \$	31.71	\$	31.71	5%	1.59 \$	33.30	
Sewer Service Fee									
Base fee to West Linn	5%	1.32	27.81		27.81	5%	1.39	29.20	
Tri-City portion of sewer fee (est.)			29.30	5%	1.45	30.75	est.	30.75	
<i>Avg sewer per house</i>			57.11		58.56			59.95	
Surface Water Management Fee	5%	0.43	9.53		9.53	5%	0.48	10.01	
Fees for Utility Services			98.35		99.80			103.26	
Fees for Other City Services									
Street Maintenance Fee			17.65	5%	0.88	18.53		18.53	
Parks Maintenance Fee			22.29	5%	1.11	23.40		23.40	
Total City Services			\$ 3.29	\$ 138.29	\$ 3.44	\$ 141.73		\$ 3.45	\$ 145.19
Usage rate per 1ccf over 7ccf	5%	0.17	3.65		3.65	5%	0.18	3.83	

3. Administrative Fees

3.1. City Facility Deposits

Deposits for the use of City facilities may be made via check/credit card to be cashed/charged immediately with any potential refund returned later at the applicable time.

If the City facility is left clean with no work required on behalf of City staff or contractor, the total amount of the deposit shall be refunded. If work is required by City staff or contractor, the actual costs as provided in the section above will be ascertained and subtracted from the deposit. If the deposit exceeds the costs, then any monies remaining shall be refunded; should costs exceed the deposit, the event organizer shall be billed for the difference. All refunds will be in compliance with Ordinance No. 1493, Section 7.870 and shall be made in no more than 30 days.

3.2. Special Events (permit)

	Fee
Filing fee	\$ 100
Deposit	[see Section 3.1. above for deposit policy]

All special events must file for a special event permit. Barricade rental will be a pass through from the Public Works Department. City personnel costs will be charged based on services required using the methodology described in Section 1.3.

3.3. Overstreet Banner (permit)

	Fee
Filing fee	\$ 50

Note: all applicants must file for an Overstreet Banner permit and only City sponsored events may be advertised on a overstreet banner.

3.4. Business License/Home Occupation

	Business License Fees		Plus Home Occupation Fees	
	Annual fee [inside City]	Annual Fee (outside City)		
1 to 2 employees	\$ 71	\$ 95	Initial annual fee	\$ 154
3 to 5 employees	95	129	Annual renewal fee	\$ 39
6 to 10 employees	118	173		
over 10 employees	135	202		

Note: License fees will be prorated to 50% for licenses beginning after January 1st of the fiscal year.

Persons having a fixed place of business within the City of West Linn and who are subject to being licensed under the provisions of Sections 7.00 to 7.08 shall pay a business license fee.

Note: Non-profit organizations are required to obtain a license, but are exempt from the fees.

For an apartment house as defined in sections 7.000 to 7.080, with ten dwelling units or less, a business license fee of \$87 per year shall be assessed, and an additional amount of \$2.00 per dwelling unit shall be assessed for every dwelling unit in an apartment house in excess of ten (10).

Metro Business License versus City Business License or Both?:

Instead of getting separate business licenses within each Portland-area city that you conduct business in, you can get a single license from Metro to construct, alter and repair structures in 20 cities that have licensing requirements in the metropolitan area. The license covers all construction trades, both commercial and residential, as well as all landscape contractors. The Metro license allows contractors or landscapers to operate in 20 cities surrounding Portland having licensing requirements in the metropolitan area, excluding Portland. Exception: if your principal place of business is inside the City of West Linn, the business is required to apply for a City of West Linn Business License in addition to the Metro License. For Metro applications, contact Metro at 503-797-1710 or visit their website at: <http://www.oregonmetro.gov/index.cfm/qo/by.web/id=24216>.

The City Council finds that certain trades, shops, businesses or callings are carried on in the City by persons from regular places of business and by persons from vehicles who have not regular places of business within the City; that persons with regular places of business in the City pay City ad valorem property taxes upon real and personal property which is used in and belongs to their business and that persons who do not have regular places of business in the City escape such ad valorem taxation.

Both receive the benefit of police and fire protection, public utilities and sidewalks, streetlights, health services and other public facilities and services of the City. Therefore, in order that each shall pay as nearly as may be not a discriminatory share, but a share in proportion to benefits received of the burden supporting such facilities and services of the City, such businesses not operating from regular places of business in the City shall pay one and one-half times the license fee previously designated herein for businesses operating from a fixed place of business within the City.

Maximum annual business license fee

Based on the criteria set forth in Section 6(d) of Resolution No. 94-42, no business shall be charged an annual business license fee greater than two hundred dollars (\$200).

Adult Businesses

The application fee for a permit to own, maintain, operate or conduct an adult business (Section 7.115(1) of the West Linn Municipal Code), shall be five hundred dollars (\$500) and non-refundable.

The application fee for a permit to entertain in, or be employed by any adult business (Section 7.115 (2) of the West Linn Municipal Code), shall be fifty dollars (\$50) and non-refundable.

	Application Fee
3.5. Liquor License	
Original application	\$ 100
Change in ownership or management	75
Renewal or temporary application	35

[These fees apply for applications of a liquor license per Section 7.715 of the WL Municipal Code.]

3.6. Dog License

Ordinance 1595 transfers dog licensing and fee collection over to Clackamas County effective 7/14/2010.

3.7. Public Record Requests

Every person has a right to inspect any public record of a public body in this state, except as otherwise provided by ORS 192. Please understand that the documents or records requested may not be immediately available for review and that an appointment to review the documents or records may be necessary. There may be a cost for the research time to retrieve the requested records and costs for duplication of requested documents. If research time is required, the requestor will be notified of the estimated cost prior to retrieving the documents or records. Prepayment for research time and copies may be required. Any documents or records made available for review may not be disassembled. Copies may be made by the requestor directly, through digital means, such as digital photography or a city supplied flash drive. Please note, the City will not create a new document in response to a records request.

1. Public record request must be in writing. Please use the following form to submit your request to the City Recorder via e-mail at cwl_records@westlinnoregon.gov, by fax at 503-650-9041, mail, or bring to 22500 Salamo Rd., West Linn, Oregon, 97068: <https://westlinnoregon.gov/citymanager/public-records-request-online-form>
2. For Police record requests, please contact the Police Department directly at <http://westlinnoregon.gov/police/police-report-request>.
3. The City shall respond to all requests as soon as practical and without unreasonable delay. Generally, responses will be made within five (5) business days.
4. If inspection of documents is preferred over copies, such inspection shall occur during normal business hours. An acceptable inspection time and place will be arranged between the requestor and the staff person. Space is provided for up to two persons to inspect records per request.
5. The City will submit a cost estimate to the requestor to provide the requested documents, including copying charges, research time (if required), and separating exempt from non-exempt materials.
6. If the estimated cost is \$35 or more, the City shall require a deposit for the full amount of the estimate before fulfilling the request. If the actual cost exceeds the estimate, the City will not release the documents until the fee is received in full.

Public Record Request services:

Photocopying or PDF creation records service - first page up to 10 pages
 Photocopying or PDF creation records service - over 10 pages
 Records research fee:

City supplied flash drive (per event/meeting, and or documents)
 City Budget, City Audit, or City CIP document

Fee

Free
 See per page photocopying fees below
 Staff hourly wage, plus benefits
 (first 30 minutes free)
 \$100/hr. for incurred legal research costs
 \$20 and \$15 for each additional

Available on City's Finance Page & Printed
 Copies available for review at ACC,
 Library, & City Hall

3.8. Photocopying, Printing, PDF Creation, Scanning and Faxing Fees

8.5" x 11" (per page charge)
 8.5" x 14" (per page charge)
 11" x 17" (per page charge)

Per page fee

\$ 0.25
 0.30
 0.35

3.9. Non-sufficient Funds (NSF) Charge

Relating to returned payments for NSF (pursuant
 to West Linn Code Section 4.015 and 4.235)

Fee

\$ 25

3.10. Finance Charges

[refer interest rates and applicable fees under Section 2.4. Delinquent Utility Bill Accounts]

3.11. Municipal Court Fees and Charges

Civil Compromise Fee
 Bench Probation / Probation Violation Fee
 Violation Compliance Citation ("Fix-It ticket")
 Local DUII Conviction Fee
 File Review Fee
 Fee for fine payment agreements
 Suspension Fee
 Deferral Fees:
 Criminal Deferred Sentence
 Seat-Belt Deferral Fee
 Safe Driving Deferral Fee (Students)
 Safe Driving Deferral Fee (Adults)

Fee

\$ 200
 100
 35
 45
 25
 20
 15
 \$ 200
 Range \$75 to \$115
 Range \$75 to \$440
 Range \$75 to \$440

Parking Fines

Range \$30 to \$440 (Includes disabled parking)

Fine schedule relating to infractions

See separate conviction schedule of fines maintained by the Municipal
 Court Judge as summarized below pursuant to ORS 153:

Penalty class	Presumptive		Special		
	Fine	Fine	Zone Fine	Minimum Fine	Maximum Fine
Class A	\$ 440	\$ 875	\$ 225	\$ 2,000	
Class B	265	525	135	1,000	
Class C	165	325	85	500	
Class D	115	225	65	250	
Class E	100		100	100	

Note: Special
 Zones include
 highway work,
 school, and safety

	<u>Fee</u>
3.12 Administrative Appeal Fee Appeal to Hearings Officer pursuant to WLMC 1.400 for all municipal code appeals without a designated appeal fee	\$ 400
3.13 Sidewalk Café Permit (Annual) Annual permit for operation of outdoor café service within the City's ROW	\$ 122

4. GIS/Mapping Fees

4.1. Map Printouts		<u>Per Copy</u>
First five laser copies - 8.5" x 11", full color (A Size Letter)		\$ 0.25
Each laser copy thereafter - 8.5" x 11", full color (A Size Letter)		0.25
Up to 11"x17", full color or black and white (B Size Tabloid)		0.35
Over 11"x17", up to 24"x36", full color or black and white (C & D Sizes)		20.00
Over 24"x36" up to 36"x48", full color or black and white (E Size)		25.00
Over 36"x48" up to 50"x60" (two map sheets), full color or b&w (Oversized)		39.00

4.2. City Atlas **Available on City website in digital format at no cost**

<i>Road Maps:</i>		<u>Per Copy</u>
11x17 black & white OR color		\$ 0.35

4.3. Custom Request Maps
Approved hourly billing rate per Section 1.3. plus map printout fees, limited to staff availability

4.4. Large Format Copies	<u>Black & White</u>	<u>Color</u>
Wide Format Scan and print (36" maximum width)	\$ 20	\$ 34
Plus approved hourly billing rate per section 1.3		

4.5. Digital Data	<u>Per Section</u>	<u>Full City (15 sections)</u>
1999 Ortho-rectified Aerial Photography, Color or Black and White, 1-foot pixels	\$ 64	\$ 643

- Digital data may not be redistributed or resold.
- Other years of photography are not available for public distribution. Contact Metro DRC to purchase.
- Available in ESRI format.
- DXF conversion or non-standard requests: data cost plus staff time
- Some data layers are not available for public distribution due to licensing constraints and must be obtained through Metro's Data Resource Center or Clackamas County.
- All GIS digital data requests must go through the West Linn GIS Coordinator.
- A Release of Information Form must be filled out and signed prior to transfer of data.

4.6. GIS Digital Layers	<u>Per Layer</u>	<u>All City Layers</u>
GIS Digital Data Layers	\$ 34	\$ 322
Approved hourly billing rate per section 1.3 plus layer fees, limited to staff availability		
Includes asbuilt reconciliation for site development.		

5. Library Fees

5.1. Overdue items	<u>Per Day</u>	<u>Maximum</u>
Adult items	\$ 0.10	\$ 1.00
Children's items	0.10	1.00
Children's AV materials	0.10	1.00
Library of Things items	1.00	Cost of item
Physical Cultural Pass	5.00	Cost of pass
5.2. Media Storage	<u>Per Item</u>	
USB	\$ 3.00	
Blank CD/DVD	1.00	
5.3. Community Room	<u>Per Hour</u>	
Deposit	\$ 30.00	
5.4. Lost & Damaged	<u>Per Item</u>	
Item	Retail cost of item	
Miscellaneous missing part	\$ 1.00	
5.5. Photocopying, Printing, Scanning and Faxing Fees		
Black and White copying/printing		\$ 0.10 per page
Color copying/printing		0.25 per page
Faxing		0.25 per page
Scanning		No charge
3D printing	\$3 - \$15 per project, depending upon filament usage. For projects requiring more than 500 grams of materials, there will be an additional supply fee of \$5.	
Glowforge engraving	\$5 to \$10 per project, depending on whether we supply material	

6. Parks, Recreation, and Facility Fees

6.1. Picnic Shelter Rental Fees Per Time Block

Groups of 300+ or renting the Willamette Stage must utilize a Special Event permit.

Shelter	Capacity	Resident	Non-Resident
Marylhurst Heights Park Shelter A	Max 25	\$70	\$145
Marylhurst Heights Park Shelter B	Max 25	\$70	\$145
Sunset Park Shelter A	Max 25	\$70	\$145
Sunset Shelter B	Max 25	\$70	\$145
Willamette Park Gazebo	Max 25	\$70	\$145
Tanner Creek Park Shelter	Max 50	\$85	\$165
Hammerle Park Shelter	Max 50	\$85	\$165
Mary S. Young Park Shelter	Max 50	\$85	\$165
Willamette Park Main Shelter	Max 100	\$110	\$210
Hammerle Park Shelter	Max 100	\$110	\$210
Mary S. Young Park Shelter	Max 100	\$110	\$210

6.2. Special Event Fee

Application Fee \$150 (also located under Section 3.2)

Size of Event	Non-Profit	Commercial/ Private
Event Size 1-199	\$155	\$255
Event Size 200-499	205	355
Event Size 500-999	305	505
Event Size 1000 - 1999	505	855
Event Size 2000-4999	855	1,255

Special Event Fee applies when use of infrastructure facilities, right of ways, streets, open space, trails, or group areas necessary for event.

Facility rental fee will be in addition to the Special Event Fee

City personnel costs will be charged based on services required using the methodology described in Section 1.3.

6.3. Athletic Field Rental Permits

	Field Permit Only per hour
Grass Field	\$20
Artificial Turf	40

6.4. Tournament & Camp Fees

Adult & Youth Sports Camp Fees per day

West Linn Resident or Non-Profit	\$30 hour per field
Non-Resident or For Profit	65 hour per field

Adult & Youth Sports Tournament Fees per day

Fee to offset incurred costs for hosting tournaments (utilities, supplies and materials, and staff time)

1 - 5 teams in tournament	\$300
6 - 10 teams in tournament	500
11 - 20 teams in tournament	750
20+ teams in tournament	1,000

6.5. Adult Community Center Rental Fees

	Charges per hour		
	*Non-Profit	Residents	Non-Residents
Facility Rental (All rooms except kitchen)	NA	\$300	\$375
Grand Fir	\$50	100	125
Cedar Room (Dining Room)	45	90	115
Oak Room (back left)	30	60	75
Hemlock Room (front classroom)	20	40	50
Maple Room (back classroom)	20	40	50
Alcohol Fee	\$75 - Flat	\$75 - Flat	\$75 - Flat

* Non-Profit Meetings are 2 hours maximum. Maximum number of attendees must be kept under 100. No amplified music allowed.
 [See also Section 3.1 for facility deposit information.]

6.6. Sunset Fire Hall Community Room Fees

	Charges per hour		
	*Non-Profit & WL Affiliates	Residents	Non-Residents
Up to 49 people	\$30	\$75	\$95
50 to 99 people	\$40	95	120
Alcohol Fee		\$75 - Flat	\$75 - Flat

*West Linn Non-Profit and Affiliates Meetings maximum 2 hours per reservation. Maximum number of attendees is 100. No amplified music allowed.
 [See also Section 3.1 for facility deposit information.]

6.7. Robinwood Station Room Fees

*Robinwood Station is leased to the Friends of Robinwood Station who manages the reservations and fees.

6.8. Street Trees

New Subdivisions/Existing Subdivisions:

The developer shall pay the cost of street trees at the time public improvements are bonded, prior to final plat approval. The fee shall be based on the number of trees required multiplied by \$400(the cost per tree). This fee includes the purchase cost of the tree, labor and equipment for original placement, regular maintenance following the City’s schedule for two years, and a two-year replacement warranty.

Existing Subdivisions/Older Established Areas:

Landowners in existing subdivisions or other established areas might choose to initiate a beautification or replacement project by planting street trees. In which case, fees will be as listed above or based on all or any combination of: permit and inspection fees, the actual cost of the tree, the actual cost of original placement, the projected cost of maintenance, and replacement warranty.

These fees shall be set and agreed upon prior to a permit being issued.

6.9. Park Maintenance Fee

Increased \$5.20

	Effective July 1, 2024		Effective July 1, 2025		Effective March 1, 2026	
	Charge per month		Charge per month		Charge per month	
	Residential	Commercial	Residential	Commercial	Residential	Commercial
Single family residence	\$ 22.29	n/a	\$ 23.40	n/a	\$ 28.60	n/a
Multi-family residence	21.17	n/a	22.23	n/a	27.43	n/a

For the park maintenance fee, a residence is defined by the presence of any size water meter. The system and structure of fees for parks maintenance can be controlled through the vacancy of a residence and turning off water service to the vacant residence. The City Council determines that the park maintenance fees imposed upon residences are not taxes subject to the property tax limitations of Article XI, section 11(b) of the Oregon Constitution.

A multi-family housing unit is defined as a residential structure with multiple dwelling units in the same building with that share one water meter. Because multi-family housing units cannot define vacancy based on the absence of water service, a multi-family rate can apply to eligible multi-family housing units. The multi-family housing rate is discounted based on the City-wide vacancy rate as determined by the City of West Linn Planning Department in effect for a one-year period as of July 1 of each fiscal year.

Monthly park maintenance fees to the principal residence of low income citizens as defined in this section shall be as follows: low income citizens shall be charged at one-half the regular rate. Any citizen currently receiving the reduced water service charge for low-income citizens shall automatically receive the reduced roadway maintenance fee. Principal residences occupied by a person(s) having an annual income(s) that does not exceed one hundred eighty-five percent (185%) of the most recently published federal poverty low income guidelines (as established by the poverty guidelines updated periodically in the Federal Register by the U.S. Department of Health and Human Services under the authority of 42 U.S.C. 9902(2).), are eligible for reduced park maintenance fees.

6.10. Commercial Filming

	<u>Fee</u>
Film/video one day fee - no park closure	\$100
Film/video one day fee - Park Closure	\$ 1,000 or more depending on park/area to be utilized or closed.
Still Photography per day	\$75

Tree Removal Permit Fee

Requires a change to Municipal Code prior to being enacted.

	<u>Fee</u>	
Tier 1	25	When Permit approval processed in office
Tier 2	65	When Permit approval requires site visit to address
Tier 3	185	When Permit approval requires site visit to address and mailing of notifications
Appeal Fee	\$400	Applies to Administrative appeals pursuant to WLMC 1.400 (ties to Section 3.12 under Administration section)

6.11. Tree Review

	<u>Fee</u>
	\$150
Associated with residential permit - \$116 flat fee	

Changed Special Event application and Banner application fees to \$150 under Admin Section

7. Police Fees

7.1. Police Public Record Request Services

	<u>Fee</u>
Photocopy or PDF creation each <u>police case report or incident</u> - first page up to ten pages per case/incident	\$ 15
Photocopy or PDF creation each <u>police case report or incident</u> - over ten pages per case/incident	See section 7.2 for applicable fee
Photocopy or PDF creation of other police documents (not related to case/incident)- first page up to ten pages	Free
Photocopying or PDF creation of police documents (not related to case/incident) - over ten pages	See per page photocopying fees below
Digital files produced to USB flash drive/CD duplication for each <u>police case report or incident</u>	\$20 and \$15 for each additional
Records Research, preparation, redaction and review fees	Staff hourly wage, plus benefits (first 30 minutes free) \$100/hr. for legal review/research

7.2. Photocopying, Printing, Scanning and Faxing Fees

	<u>Per page fee</u>
8.5" x 11" (per page charge)	\$ 0.25
8.5" x 14" (per page charge)	0.30
11" x 17" (per page charge)	0.35

7.3. Release of Impounded Vehicles

	<u>Per Vehicle</u>
Administrative Cost on tows resulting from violations, hazards/community care taking	\$ 200

Whereas, state law and West Linn municipal codes authorize police officers to impound an abandoned vehicle or a vehicle that is disabled, abandoned, parked or left standing unattended on a road or highway right of way and creates a hazard or obstruction to traffic or is unlawfully parked; and whereas, ORS 809.716 and 809.720 were adopted by the state legislature in 1997 to promote public safety and financial responsibility by authorizing police officers to impound vehicles, without prior notice for the following offenses; Driving an uninsured vehicle in violation of ORS 806.010, Driving while suspended or revoked in violation of ORS 811.175 or 811.182, Driving while under the influence of intoxicants in violation of ORS 813.010; Operating without driving privileges or in violation of license restriction in violation of ORS 807.010; and whereas, such state statutes allow payment to a police agency of an administrative fee determined by the agency to be sufficient to recover its actual administrative cost for the impoundment.

Criminal vehicle impound fees apply to DUII, attempts to elude police, reckless driving, driving while felony suspended, hit and run felony.

7.4. Security Alarm Permits

	<u>Fee</u>
Annual new permit	\$ 40
Annual renewal fee	40
Failure to obtain a permit or delinquent renewal	25

7.5. False Alarm System Fees

	Fee
First false alarm	\$ 25
Second false alarm	50
Third false alarm	75
Fourth false alarm	100
Fifth false alarm and additional false alarm(s)	150
False alarm late fee	25
Alarm monitoring & installation business non-compliance fee	25

* First false alarm fee waived if citizen completes online alarm school

Any alarm system, as defined in WLMC 7.230(3) and WLMC 7.230(5), that has false alarm(s) within any permit year are subject to fees or actions.

8. Public Works Fees

8.1. Public Works Construction Permit	<u>Fee/Deposit</u>	
Flat permit fee	\$ 116	
Construction services deposit	500	Pursuant to City Code Section 3.255
Required deposit if street is cut		\$500 plus \$50 per lineal foot of street cut
8.2. Public Improvement Permit	<u>Fee/Deposit</u>	
Flat permit fee	\$ 116	
Construction services deposit		6% of estimated construction costs
Pursuant to City Code Section 3.255 and West Linn Community Development Code 91.010(2)		
8.3. Blasting Permits	<u>Fee</u>	
Blasting permit fee	\$ 1,932	
		Pursuant to City Code Section 5.785
		Plus \$2.00 per cubic yard of material
8.4. Erosion Control		<u>Fee</u>
Erosion Control Permit Application and Inspection Fees - under 1/2 Acre		\$ 578
(\$202 - Application and \$376 - first year annual fee)		
Erosion Control Application Fees - over 1/2 Acre but under 1 acre		\$ 1,124
(\$393 - Application and \$731 - first year annual fee)		
Erosion Control Application Fees - over 1 acre (Over 5 acres - DEQ 1200C also is required)		\$ 2,095
(\$733 - Application and \$1362 - first year annual fee. Every 1 acre or portion there of over 5 acres inspection fees increase \$95)		
One charge per plan review/inspection; additional charge for each inspection.		
8.5. Building Site Cleanup Deposits	<u>Deposit</u>	
Building site cleanup deposit	\$ 350	Pursuant to City Code Section 8.11C
8.6. Vacations	<u>Fee</u>	
Easement	\$ 1,932	
8.7. Building Relocation Through Public Right-Of-Way (ROW)	<u>Fee</u>	
Flat permit fee	\$ 1,932	
Pursuant to Section 8.255 of the West Linn Municipal Code		
8.8. Asbuilts	<u>Fee</u>	
Reconciliation of development project asbuilts if not provided in ESRI file format		Hourly billing rate per Section 1.3
8.9. Right-of-Way Use Permits	<u>Fee</u>	
Flat permit fee	\$ 116	
Small Cell Permit Application		\$ 500 up to 5 sites, \$100 per additional attachment
8.10. Third party development review services	<u>Fee</u>	
Pass through charge from third party to developer		Third party fees plus 15% to cover City administrative costs
Reconciliation of development project asbuilts per approved hourly billing rate in Section 1.3 if not provided		

8.11. Grading Plan Review Fee

Cubic Yards (CY):	Fee for first 10,000 Cubic Yards	Plus fee for each additional CY over 10,000 Cubic Yards
0 to 50	No fee, no permit required	n/a
51 to 100	\$ 58	n/a
101 to 1,000	89 (for 1st 100 CY)	n/a
1,001 to 10,000	116 (for 1st 1,000 CY)	n/a
10,001 to 100,000	116 (for 1st 10,000 CY)	\$58 (each additional 10,000 CY)
100,001 to 200,000	620 (for 1st 100,000 CY)	27 (each additional 10,000 CY)
Over 200,000	924 (for 1st 200,000 CY)	17 (each additional 10,000 CY)

8.12. Grading Permit Fee

Cubic Yards (CY):	Fee for first 1,000 of Cubic Yards	Plus fee for each additional CY over 1,000 (or fraction thereof)
0 to 50	No fee, no permit required	n/a
51 to 100	\$ 89	n/a
101 to 1,000	89 (for 1st 100 CY)	\$ 42 (each additional 100 CY)
1,001 to 10,000	446 (for 1st 1,000 CY)	37 (each additional 1,000 CY)
10,001 to 100,000	751 (for 1st 10,000 CY)	158 (each additional 10,000 CY)
Over 100,000	2,111 (for 1st 100,000 CY)	84 (each additional 10,000 CY)

8.13. Public Works Review and Inspection

	<u>Fee</u>
General review associated with residential permit	\$ 609
All others, see Public Works Department fee schedule.	
Inspection fees per West Linn Hourly Fee Schedule, see Section 1.3	
 Stormwater Management Facility Review and Inspection	 \$ 263

8.14. Dye Test

	<u>Fee</u>
Residential	\$ 95
Commercial	Charged an hourly rate (see Section 1.3. for hourly rate information).

8.15 Utility Right-Of-Way Use Fees (Effective August 13, 2025)

Right-Of-Way Utility Provider Registration (Annual)	<u>Fee</u> \$ 50
Right-Of-Way Utility License (5 Year License)	\$ 250

Utility Providers

- Electric
- Natural Gas
- Communications
- Water
- Stormwater
- Wastewater

Right-Of-Way Usage Fee

- 5% gross revenue
- 5% gross revenue
- 7% gross revenue
- 0% gross revenue
- 0% gross revenue
- 0% gross revenue

Utility Operators

- Electric
- Natural Gas
- Cable

Right-Of-Way Usage Fee

- 5% gross revenue
- 5% gross revenue
- 5% gross revenue per the cable franchise agreement and Cable Act

Communications

7% gross revenue, provided that Operators whose only facilities in the right-of-way are Small Wireless Facilities as defined in 47 C.F.R. 1.6002 mounted on structures within the right-of-way, and with no facilities strung between such structures or otherwise within, under, or above the right-of-way, shall pay an attachment fee of \$270 per attachment.

- Water
- Stormwater
- Wastewater

- 0% gross revenue
- 0% gross revenue
- 0% gross revenue

Utility Operators With No Revenue From Customers In The City

\$ 2.75 per linear foot or \$5,629 per year, whichever is greater

Gross revenue means any revenue received or derived from all sources from utility facilities and/or utility services within the city limits by the utility; including revenue from the use, rental or lease of operating facilities of the utility and from the provision of services by the utility. There shall be no deduction for the cost of the commodity furnished or sold, the cost of materials used, labor costs, interest, discount, delivery cost, taxes or other expense. Gross revenue does not include revenue paid directly by the United States of America or its agencies.

8.16. Fees in Lieu of Construction

Transportation Frontage Improvements

Fee

\$425/Linear Foot
Based on historical costs to construct facility per linear foot of frontage.

9. Planning Fees

9.1. Addressing	Fee
Change of existing address	\$ 200
Assign single-family	\$50 + \$10 per lot
Assign multi-family less than 50 units	\$50 + \$10 per unit
Assign multi-family with 50+ units	\$50 + \$5 per unit
Non-Residential (suite assignment)	\$50 for address + \$25 per suite
9.2. Annexation	Fee
(excludes election costs)	\$8,000 base fee + \$1,000 per acre above 1.0 acre
9.3. Appeal	Fee
Appeal to City Council	\$ 400
Expedited land division to Referee per ORS 197.375	300
Appeal fee through Neighborhood Association	no charge
9.4. Comprehensive Plan/Zoning Amendments	Deposit
Map Amendment	\$ 4,500
Plan/Code Text Amendment	4,500
9.5. Code Interpretation	Fee
	\$ 850
9.6. Conditional Use Permit	Deposit/Fee
Deposit	\$ 4,500
Inspection Fee	500
9.7. Design Review	Fee
Class I	\$ 2,800
Class II	Deposit
Inspection Fee	\$ 4,500 500
9.8. Determination of Unlisted Use	Fee
	\$ 850
9.9. Enlarge/Alter Non-conforming Use/ Structure	Fee
Without Public Hearing	\$ 1,200
With Public Hearing	3,300

9.10. Environmental Overlay Zones	Fee	
Dock Approval	\$ 3,000	
Water Resource Area Permit	2,850	
Floodplain Management Area Permit	2,850	
Willamette/Tualatin River Greenway Permit	2,850	
Combination of 2 Permits	4,275	
Combination of 3 Permits	5,700	
9.11. Extensions of Approval	Fee	
Historic Review Board Decision		
Residential	\$ 100	
Commercial	500	
Planning Director Decision	1,760	
Planning Commission Decision	3,700	
9.12. Historic Resources	Fee	
Residential		
Class I or II Design Review -		
Alterations/Additions	\$ 100	
Class II Design Review - New Construction	1,500	
Commercial		
Class I Commercial Design Review -		
Alterations/Additions	250	
Class II Commercial Design Review -		
Alterations/Additions	500	
Class II Commercial Design Review - New		
Construction	4,500	(deposit)
Demolition Permit	4,500	
Relocation Permit	1,500	
Landmark or District Designation	no charge	
Removal of Historic Resource Designation	4,500	
9.13. Land Division	Fee	
Expedited Land Division	\$ 4,900	
Minor Partition	4,400	
Property Line Adjustment (includes plat		
review fee)	1,200	
Final Plat Review		
Minor Partition	1,500	
Subdivision	2,000	
	Deposit	
Subdivision	\$ 4,500	
Planned Unit Development (PUD)	4,500	
Subdivision/PUD Inspection Fee	500	(fee)
9.14. Modification of Approval	Fee	
Historic Review Board Decision		
Alterations/Additions	\$ 100	
New Construction	500	
Planning Director Decision	1,400	
Planning Commission Decision	3,700	

9.15. Pre-Application Conference	Fee
Level I (Planning review only)	\$ 420
Level II (City-wide departmental review)	1,200
Historic Review	no charge
9.16. Sign Review	Fee
Face change	\$ 50
Temporary	50
Permanent	250
9.17. Street Name Change	Fee
	\$ 940
9.18. Temporary Use Permit	Fee
Planning Director Decision	\$ 330
Planning Commission Decision	3,500
Special Event	no charge
9.19. Vacations	Fee
Street	\$ 6,000
Tree Easement	1,000
9.20. Variance	Fee
Class I	\$ 1,000
Class II	3,450
After the initial charge for the first variance, subsequent variances will be charged one-half the fee when processed as one application.	
9.21. Willamette Falls Drive Commercial Design District	Fee
Class I Design Review to Change Paint Color	No Charge
9.22. Zoning Verification	Fee
Information Requests	\$ 150
Land Use Compatibility Statements	150
9.23. Development Agreement	Deposit
	\$ 2,500
9.24. Building Permit Review	Fee
Residential	\$ 150
Commercial	300
9.25. Planning Consultation	Fee
	\$ 150

***Deposit based applications will be billed monthly for time and materials above the initial deposit.**

10.8.	Inspection Fees - All Disciplines	Fee	
	Reinspection Fee	\$176/each	
	Inspection outside normal business hours (Minimum two hours)	265/hour	
	Inspection for which no fee is indicated	176/hour	
	Each additional inspection	176/each	
10.9.	Demolition (complete demolition), not subject to State Surcharge	Fee	
	Residential	\$ 176	
	Commercial	Based on valuation. Apply contract price to building permit table.	
10.10.	Consultation	Fee	
	Fee	\$176/hour	
10.11.	Residential Fire Suppression - Standalone System, fee includes plan review (See Plumbing Fee section for Continuous Loop/Multipurpose System)	Fee	
	0 to 2,000	\$ 176	
	2,001 to 3,600	221	
	3,601 to 7,200	265	
	Over 7,200	353	
	Commercial Fire Suppression - Alarms/Sprinklers	Based on the valuation of the work, applied to the Structural Permit Fee schedule 10.1	
10.12.	Occupancy Certificate	Fee	
	Commercial	\$ 530	(Temporary certificate of occupancy)
	Residential	530	(Temporary certificate of occupancy)
10.13.	Plumbing Permit Fees	Fee	
	New 1 & 2 Family Dwelling – includes one kitchen, first 100 feet each of site utilities, hose bibbs, icemakers, underfloor low-point drains, and rain drain packages that include the piping, gutters, downspouts, and perimeter system.		
	Half bath counted as whole		
	SFR (1) Bath One Kitchen	\$ 692	
	SFR (2) Bath One Kitchen	918	
	SFR (3) Bath One Kitchen	1,119	
	Each additional bathroom > 3 or kitchen > 1	121	
	Each additional 100 ft or fraction of site utilities - water, sewer, storm (which includes rain, footing, trench, and leach)		
	First 100 ft included in bathroom/kitchen fee		
10.14.	Commercial Medical Gas	See Structural Valuation Table	
	Fee based on installation costs and system equipment, including but not limited to inlets, outlets, fixtures and appliances.		
10.15.	Site Utility Fees - Commercial and Non-New Residential	Fee	
	Catch basin/area drain	\$ 32	
	Trench drain	32	
	Manholes	32	
	Sanitary sewer - First 100 feet or less	134	
	Sanitary sewer - Each additional 100 feet or fraction	134	
	Storm sewer - First 100 feet or less	134	
	Storm sewer - Each additional 100 feet or fraction	134	
	Water services - First 100 feet or less	134	
	Water services - Each additional 100 feet or fraction	134	
	MFD Park - site utility connection per space	134	(see 10.19)

10.16.	Fixture or Item - Commercial and Residential	Fee
	Absorption valve	\$ 32
	Back flow preventer (irrigation)	32
	Backwater valve	32
	Basins/lavatory	32
	Clothes washer	32
	Dishwasher	32
	Drinking fountain(s)	32
	Ejectors/sump	32
	Expansion tank	32
	Fixture/sewer cap	32
	Floor drains/floor sinks/hub	32
	Garbage disposal	32
	Hose bib	32
	Ice maker	32
	Interceptor/grease trap	32
	Primer(s)	32
	Roof drain (commercial)	32
	Sink(s), basin(s), lav(s)	32
	Stormwater retention/detention tank facility	32
	Swimming Pool Piping	32
	Tubs/shower/shower pan	32
	Urinal	32
	Water closet	32
	Water heater	32
	Interior Repipe Water Piping/retrofit water supply (Per each individual floor containing plumbing)	122
	Alternate potable water heating system	122
	Other Plumbing Fixture	32
	Plumbing Minimum permit fee	176

10.17.	Mechanical Permit Fees - Residential	Fee
	Duct Work - no appliance/ fixture	\$ 34
	Air Conditioning	44
	Air handling unit of up to 10,000 cfm	44
	Air handling unit 10,001 cfm and over	44
	Appliance of piece of equipment regulated by code but not classified in other appliance categories	34
	Attic/ crawl space fans	34
	Chimney/ liner/ flue/ vent	34
	Evaporative cooler other than portable	34
	Floor furnace, including vent	55
	Furnace - greater than 100,000 BTU	55
	Furnace - up to 100,000 BTU	55
	Furnace/burner including duct work/vent/liner	55
	Flue vent for water heater or gas fireplace	34
	Hood served by mechanical exhaust, including ducts for hood	34
	Mini split system	44
	Heat Pumps	44
	Suspended heater, recessed wall heater, or floor mounted unit heater	44
	Appliance Vent installation, relocation or replacement not included in an appliance permit	34
	Clothes Dryer Exhaust	34
	Range hood/other kitchen equipment	34
	Ventilation fan connected to single duct	34
	Gas Fuel Piping (4 outlets)	16
	Gas Fuel Piping (each above 4)	16
	Oil tank/gas diesel generators	55
	Pool or spa heater, kiln	34
	Decorative Fireplace (manufactured)	55
	Gas or wood fireplace/ Insert	55
	Wood Stove/ Pellet Stove	55

10.17.	Mechanical Permit Fees - Residential (continued)	Fee
	Gas clothes dryer	\$ 34
	Other fuel appliance	34
	Other environment exhaust/ ventilation	34
	Other heating/cooling	34
	Ventilation system not a portion of heating or air-conditioning system authorized by permit	34
	Repair, alteration, or addition to mechanical appliance, including installation or relocation of controls	34
	Installation or relocation domestic /type incinerator	34
	Water Heater	34
	Minimum mechanical permit fee	176
	Commercial Mechanical Fees	See section 10.1

10.18.	Solar Permit Fee	Fee
	Prescriptive Path System (includes Plan Review)	\$ 262
	Non-prescriptive installation	See section 10.1
	<i>(Fee as per structural permit fee table by valuation to include the solar panels, racking, mounting elements, rails and the cost of labor to install. Solar electrical equipment including collector panels and inverters shall be excluded from the structural permit valuation.)</i>	

Cancelled Prescriptive Solar Permits will be subject to permit fee retention for any work already completed by the City of West Linn.¹

10.19.	Manufactured Dwelling Placement Fee *	Fee
		\$ 520
	State (Cabana) Fee	30
	<i>* Includes the concrete slab, runners or foundations that are prescriptive, electrical feeder and plumbing connections and all cross-over connections and up to 30 lineal feet of site utilities. Decks, other accessory structures, and foundations that are not prescriptive, utility connections beyond 30 lineal feet, new electrical services or additional branch circuits, and new plumbing - may require separate permits (see site utility fees above). All decks, carports, garages, porches, and patios are based on valuation and may also require separate permits.</i>	
	-- See Structural schedule by valuation for non-dwelling modular placements	

10.20. **Manufactured Dwelling/RV parks - Area Development Permit (ADP)**
The Area Development Permit fee to be calculated based on the valuations shown in Table 2 of OAR 918-600-0030 for Manufactured Dwelling/Mobile Home Parks and Table 2 of OAR 918-650-0030 for Recreational Park & Organizational Camp – and applying the valuation amount to Table 1 as referenced for each.

11. Solid Waste - West Linn Refuse and Recycling

Rates as of July 1, 2025 - Charged Directly by WL Refuse and Recycling

11.1 Residential Service (recycling and yard debris included in rate):

<u>Service Type</u>	<u>Current Rate</u>	<u>Method</u>
21-gallon cart weekly curbside	\$ 31.64	Residential
21-gallon cart weekly w/in 50' of road	37.03	Residential
35-gallon cart weekly curbside	37.70	Residential
35-gallon cart weekly w/in 50' of road	44.15	Residential
35-gallon cart - On Call		
35-gallon cart monthly curbside	18.88	Residential
35-gallon cart monthly w/in 50' of road	22.09	Residential
65-gallon cart weekly curbside	60.38	Residential
65-gallon cart weekly w/in 50' of road	70.64	Residential
95-gallon cart weekly curbside	66.40	Residential
95-gallon cart weekly w/in 50' of road	77.68	Residential
Yard Debris only weekly curbside	8.50	Residential
Additional Yard Debris weekly curbside	8.50	Residential

11.2 Commercial Service:

<u>Service Type</u>	<u>Current Rate</u>	<u>Method</u>
35-gallon cart weekly curbside	\$ 37.70	Commercial
35-gallon cart weekly w/in 50' of road	44.15	Commercial
65-gallon cart weekly curbside	60.38	Commercial
65-gallon cart weekly w/in 50' of road	70.64	Commercial
95-gallon cart weekly curbside	66.40	Commercial
95-gallon cart weekly w/in 50' of road	77.68	Commercial
Yard Debris only weekly curbside	8.50	Commercial
Additional Yard Debris weekly curbside	8.50	Commercial

11.3 Extra Hauling:

<u>Service Type</u>	<u>Current Rate</u>	<u>Method</u>
35-gallon cart worth	\$ 12.57	Residential
1-bag worth (garbage or yard debris)	5.00	Residential
1-yard worth (garbage)	32.00	Commercial
Return Trip Fee	9.00	

11.4 Mobile Home Courts and Apartments (yard debris service is not included in this rate):

<u>Service Type</u>	<u>Current Rate</u>	<u>Method</u>
21-gallon cart weekly curbside	\$ 23.41	Residential
21-gallon cart weekly w/in 50' of road	26.75	Residential
35-gallon cart weekly curbside	27.90	Residential
35-gallon cart weekly w/in 50' of road	32.65	Residential
65-gallon cart weekly curbside	44.67	Residential
65-gallon cart weekly w/in 50' of road	52.25	Residential
95-gallon cart weekly curbside	49.16	Residential
95-gallon cart weekly w/in 50' of road	57.46	Residential

11.5 Container Service - Loose:

<u>Service Type</u>	<u>Current Rate</u>	<u>Method</u>
1-yard picked up 1x/week	\$ 148.91	Commercial
1.5-yard picked up 1x/week	227.45	Commercial
2-yard picked up 1x/week	272.93	Commercial
3-yard picked up 1x/week	409.39	Commercial
4-yard picked up 1x/week	545.88	Commercial
6-yard picked up 1x/week	900.71	Commercial
Additional 1-yard picked up 1x/week	163.78	Commercial
Additional 1.5-yard picked up 1x/week	250.18	Commercial
Additional 2-yard picked up 1x/week	300.26	Commercial
Additional 3-yard picked up 1x/week	450.35	Commercial
Additional 4-yard picked up 1x/week	600.48	Commercial
Additional 6-yard picked up 1x/week	990.73	Commercial

**Note: Compacted container rates shall be 2.5 times the loose rate*

Source Separated Food Waste: 95% of Commercial Rates

11.6 Cleanup Containers:

<u>Service Type</u>	<u>Current Rate</u>	<u>Method</u>
3-yard container	\$ 134.21	Commercial
4-yard container	168.35	Commercial

**Note: Price is per dump*

11.7 Additional Recycling (Recycle Plus)

<u>Service Type</u>	<u>Current Rate</u>
Monthly Charge	\$ 2.68
20-gallon pickup	9.93
20-gallon non-curb w/in 150' of road	12.55
20-gallon non-curb greater than 150' of road	13.95

**Note: Price is per pickup*

Monthly Collection Rate Adjustment Methodology

The monthly Collection Rate shall be adjusted upward or downward to reflect eighty percent (80%) of the change in the All Items in WEST - Size Class B/C, all urban; Consumer Price Index All Consumers; Series ID

* See West Linn Refuse & Recycling Franchise Agreement (Section 7.3) for additional information.

**12. Solid Waste - Keller Drop Box dba Allied Waste Services/Republic Services
Rates as of July 1, 2024 - Charged Directly by Allied Waste Services/Republic Services**

12.1 Drop Box Services

<u>Size</u>	<u>Commodity</u>	<u>Delivery</u>	<u>Haul</u>	<u>Rent</u>
10 yd	Concrete	\$ 41.47	\$ 183.00	\$105.24/month or \$10.52/day
10 yd	Concrete w/ Rebar	41.47	183.00	105.24/month or 10.52/day
10 yd	Dirt	41.47	183.00	105.24/month or 10.52/day
10 yd	Sod	41.47	183.00	105.24/month or 10.52/day
20 yd	Yard Debris	41.47	183.00	105.24/month or 10.52/day
30 yd	Yard Debris	41.47	210.46	105.24/month or 10.52/day
40 yd	Yard Debris	41.47	239.45	105.24/month or 10.52/day
20 yd	Wood	41.47	183.00	105.24/month or 10.52/day
30 yd	Wood	41.47	210.46	105.24/month or 10.52/day
40 yd	Wood	41.47	239.45	105.24/month or 10.52/day
20 yd	Trash/Mixed/C&D	41.47	183.00	105.24/month or 10.52/day
30 yd	Trash/Mixed/C&D	41.47	210.46	105.24/month or 10.52/day
40 yd	Trash/Mixed/C&D	41.47	239.45	105.24/month or 10.52/day

12.2 Compactor Services

<u>Compactor</u>	<u>Haul</u>
20 Yard	\$ 207.79
30 Yard	281.35
40 Yard	317.54

Monthly Collection Rate Adjustment Methodology

The monthly Collection Rate shall be adjusted in alignment with the most recently concluded calendar year of the U.S Bureau of Labor Statistics, Consumer Price Index for All Urban Consumers: Water and Sewer and Trash Collection Services in U.S City Average (CUSR0000SEHG).

* See Keller Drop Box dba Allied Waste Services/Republic Services Franchise Agreement (Section 7.3) for additional information.

* All commodities hauled at same rate depending on box size. Disposal not included and may vary based on disposal site. Any weight over 10 tons will be charged a fee, equal to 1.5 times the per ton rate for disposal. Excessive haul time, 1 truck and 1 driver is \$97.31 per hour.

13. Systems Development Charges (SDCs)

City SDCs Increased
for ENR CCI Index at
2.780%

13.1. General SDC Information

West Linn SDC fees shall be indexed for inflation annually using the Engineering News – Record Construction Cost Index (Seattle) for the most recent 12-month period per Code Section 4.415(3).

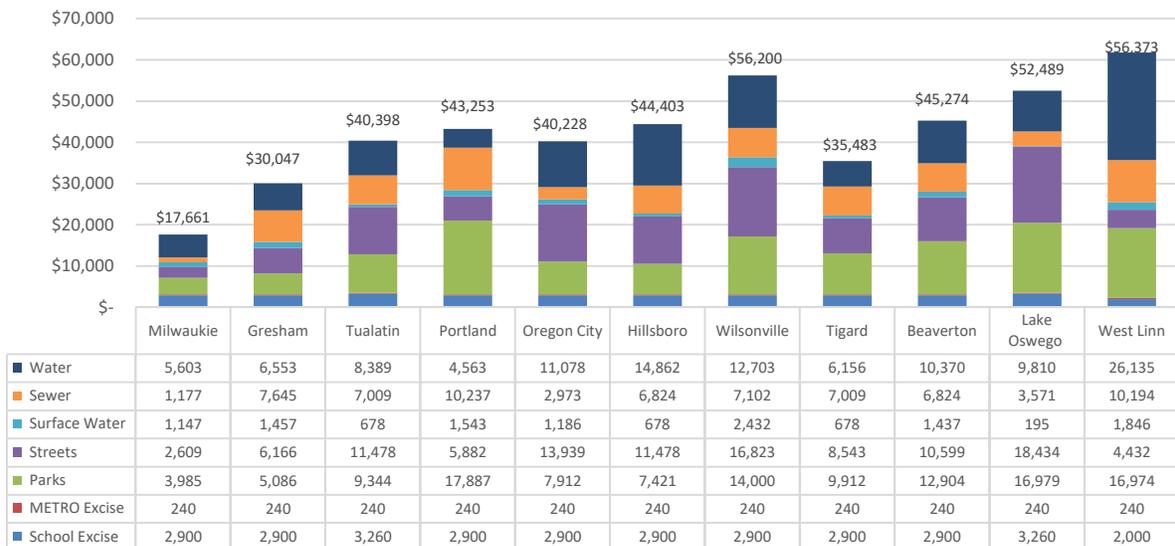
Below is a summary table of all SDC charges for a Single Family Dwelling (effective July 1, 2025):

Per Single Family Dwelling:	Reimbursement	Improvement	Administrative	Total
Street SDC	\$ 2,089	\$ 221	\$ 141	\$ 2,452
Bike/Ped SDC	1,955	25	-	1,980
Water SDC	1,495	17,812	501	19,808
Surface Water SDC	1,351	405	90	1,846
Parks SDC	-	16,529	445	16,974
Sewer SDC	165	869	60	1,094
Sub-total, SDCs to City	<u>\$ 7,055</u>	<u>\$ 35,861</u>	<u>\$ 1,237</u>	<u>\$ 44,154</u>
Plus Water SDC collected for South Fork Water Board (updated effective January 1, 2025)				6,327
Plus Sewer SDC collected for Tri-City Service District (proposed)				9,100
Plus Excise Tax collected for Metro on valuations over \$100,000				240
Plus Excise Tax collected for School District on new construction or additions				2,000
Total SDCs due for Single Family Dwelling				<u><u>\$ 61,821</u></u>

Notes:

Comparison of Neighboring Cities' New Single-Family SDC Fees

Based on a 2,000sqft home with 500sqft garage, \$200,000 value



13.2. Street SDC

Effective July 1, 2009

Effective July 1, 2025 [see updated 7/1/2025 table attached]

13.3. Bike/Ped SDC

Effective January 26, 2010 - Phase I

Effective July 1, 2025 [see updated 7/1/2025 table attached]

13.4. Water SDC

Note: see also the additional SDC collected on behalf of South Fork Water Board
 [SFWB Water SDC for 5/8" meter is currently = \$4,218 for 2025 and \$2,944 for 2024

Effective July 1, 2024 [ENR CCI increase 3.17%]

Size of Meter	Meter Equivalency	Reimbursement	Improvement	Administrative	Total
<i>per factor of 1</i>	1.00	\$970	\$11,553	\$325	\$12,848
5/8"	1	\$970	\$11,553	\$325	\$12,848
3/4"	1.5	\$1,455	\$17,330	\$487	\$19,272
1"	2.5	\$2,425	\$28,883	\$812	\$32,120
1.5"	5	\$4,850	\$57,765	\$1,625	\$64,240
2"	8	\$7,760	\$92,424	\$2,600	\$102,784
3"	16	\$15,520	\$184,848	\$5,200	\$205,568
4"	25	\$24,250	\$288,825	\$8,125	\$321,200
6"	50	\$48,500	\$577,650	\$16,250	\$642,400
8"	80	\$77,600	\$924,240	\$26,000	\$1,027,840
10"	125	\$121,250	\$1,444,125	\$40,625	\$1,606,000

Effective July 1, 2025 [ENR CCI increase 2.78%]

Size of Meter	Meter Equivalency	Reimbursement	Improvement	Administrative	Total
<i>per factor of 1</i>	1.00	\$997	\$11,874	\$334	\$13,205
3/4"	1.5	\$1,496	\$17,811	\$501	\$19,808
1"	2.5	\$2,493	\$29,685	\$835	\$33,013
1.5"	5	\$4,985	\$59,370	\$1,670	\$66,025
2"	8	\$7,976	\$94,992	\$2,672	\$105,640
3"	16	\$15,952	\$189,984	\$5,344	\$211,280
4"	25	\$24,925	\$296,850	\$8,350	\$330,125
6"	50	\$49,850	\$593,700	\$16,700	\$660,250
8"	80	\$79,760	\$949,920	\$26,720	\$1,056,400
10"	125	\$124,625	\$1,484,250	\$41,750	\$1,650,625

13.5. Surface Water SDC

The surface water SDC is based on impervious surface area. For "Single Family" applications, surface water SDC's are based on an assumed average equivalent service unit (1 ESU = 2,914 sq ft). For "All Other" applications, surface water SDC's are based on actual, total impervious surface area (\$1,796-per 2,914 sq ft)

Effective July 1, 2024 [ENR CCI increase 3.17%]

Unit		Reimbursement	Improvement	Administrative	Total
<i>per factor of 1</i>	1.00	\$1,314	\$394	\$88	\$1,796
Single family	1.00	\$1,314	\$394	\$88	\$1,796
All Other	1.00	\$1,314	\$394	\$88	\$1,796

Effective July 1, 2025 [ENR CCI increase 2.78%]

Unit		Reimbursement	Improvement	Administrative	Total
<i>per factor of 1</i>	1.00	\$1,351	\$405	\$90	\$1,846
Single family	1.00	\$1,351	\$405	\$90	\$1,846
All Other	1.00	\$1,351	\$405	\$90	\$1,846

13.6. Park SDC

Effective July 1, 2024 [ENR CCI increase 3.17%]

Unit		Reimbursement	Improvement	Administrative	Total
<i>per factor of 1</i>	1.00	\$0	\$5,776	\$156	\$5,932
Single family	2.784	\$0	\$16,080	\$435	\$16,515
Townhouse	2.784	\$0	\$16,080	\$434	\$16,515
Cottage Cluster, Separate	2.425	\$0	\$14,008	\$378	\$14,386
Cottage Cluster, Shared	2.425	\$0	\$14,008	\$378	\$14,386
2-4 Units, Separate	2.067	\$0	\$11,940	\$322	\$12,262
2-4 Units, Shared	2.067	\$0	\$11,940	\$322	\$12,262
Multi-family	1.874	\$0	\$10,823	\$291	\$11,114

Effective July 1, 2025 [ENR CCI increase 2.78%]

Unit		Reimbursement	Improvement	Administrative	Total
<i>per factor of 1</i>	1.00	\$0	\$5,937	\$160	\$6,097
Single family	2.784	\$0	\$16,529	\$445	\$16,974
Townhouse	2.784	\$0	\$16,529	\$445	\$16,974
Cottage Cluster, Separate	2.425	\$0	\$14,397	\$378	\$14,775
Cottage Cluster, Shared	2.425	\$0	\$14,397	\$378	\$14,775
2-4 Units, Separate	2.067	\$0	\$12,272	\$322	\$12,594
2-4 Units, Shared	2.067	\$0	\$12,272	\$322	\$12,594
Multi-family	1.874	\$0	\$11,124	\$299	\$11,423

13.7. Sewer SDC

Note: see also the additional SDC collected on behalf of Tri-City Service District
 [Tri-City Service District Sewer SDC is currently 1 EDU = \$8,860]

Effective July 1, 2025 [ENR CCI increase 2.78%]

Unit	Meter Size	Factor	Reimbursement	Improvement	Administrative	Total
<i>per factor of 1</i>		1.00	\$1,041	\$4,062	\$194	\$5,297
Single family	-	-	\$1,041	\$4,062	\$194	\$5,297
Townhouse	-	-	\$1,041	\$4,062	\$194	\$5,297
Cottage Cluster, Separate	-	-	\$907	\$3,539	\$168	\$4,614
Cottage Cluster, Shared	-	-	\$907	\$3,539	\$168	\$4,614
2-4 Units, Separate	-	-	\$773	\$3,016	\$144	\$3,933
2-4 Units, Shared	-	-	\$773	\$3,016	\$144	\$3,933
Multi-family	-	-	\$580	\$2,262	\$108	\$2,950
Commercial	5/8"	1	\$1,041	\$4,062	\$194	\$5,297
Commercial	3/4"	1.5	\$1,562	\$6,093	\$291	\$7,946
Commercial	1"	2.5	\$2,603	\$10,155	\$485	\$13,243
Commercial	1.5"	5	\$5,205	\$20,310	\$970	\$26,485
Commercial	2"	8	\$8,328	\$32,496	\$1,552	\$42,376
Commercial	3"	16	\$16,656	\$64,992	\$3,104	\$84,752
Commercial	4"	25	\$26,025	\$101,550	\$4,850	\$132,425
Commercial	6"	50	\$52,050	\$203,100	\$9,700	\$264,850
Commercial	8"	80	\$83,280	\$324,960	\$15,520	\$423,760
Commercial	10"	125	\$130,125	\$507,750	\$24,250	\$662,125

Effective October 1, 2025 [Updated Sanitary Sewer SDC Methodology - FCS Report]

Unit	Meter Size	Factor	Reimbursement	Improvement	Administrative	Total
<i>per factor of 1</i>		1.00	\$165	\$869	\$60	\$1,094
Single family	-	-	\$165	\$869	\$60	\$1,094
Townhouse	-	-	\$165	\$869	\$60	\$1,094
Cottage Cluster, Separate	-	-	\$138	\$729	\$50	\$917
Cottage Cluster, Shared	-	-	\$138	\$729	\$50	\$917
2-4 Units, Separate	-	-	\$111	\$587	\$41	\$739
2-4 Units, Shared	-	-	\$111	\$587	\$41	\$739
Multi-family	-	-	\$70	\$369	\$25	\$464
Commercial	5/8"	1	\$165	\$869	\$60	\$1,094
Commercial	3/4"	1.5	\$248	\$1,304	\$89	\$1,641
Commercial	1"	2.5	\$413	\$2,173	\$149	\$2,735
Commercial	1.5"	5	\$825	\$4,345	\$300	\$5,470
Commercial	2"	8	\$1,320	\$6,953	\$480	\$8,753
Commercial	3"	16	\$2,640	\$13,905	\$960	\$17,505
Commercial	4"	25	\$4,125	\$21,727	\$1,500	\$27,352
Commercial	6"	50	\$8,251	\$43,453	\$3,000	\$54,704
Commercial	8"	80	\$13,201	\$69,526	\$4,800	\$87,527
Commercial	10"	125	\$20,627	\$108,633	\$7,501	\$136,761

New Methodology and Fees Adopted Effective July 1, 2015
[ENR CCI increased all SDC Fees by 2.78% Effective July 1, 2025]

ITE Code	Land Use	Unit	ITE				Effective July 1, 2024				
			Average Daily Trips	Number of Person Trips ¹	% Primary Trips	New Person Trip Ends	Improvement Cost		Reimbursement Cost		Admin
							Bike/Ped	Street	Bike/Ped	Street	
21	Commercial Airport	CFD	123.1	206.8	100%	206.8					
30	Intermodal Truck Terminal	Acre	62.5	105.0	100%	105.0					
110	General Light Industrial	1,000 SFGFA	5.3	8.8	100%	8.8					
130	Industrial Park	1,000 SFGFA	5.3	9.0	100%	9.0					
140	Manufacturing	1,000 SFGFA	3.0	5.1	100%	5.1					
151	Mini-Warehouse	1,000 SFGFA	2.4	4.0	100%	4.0					
160	Data Center	1,000 SFGFA	1.0	1.7	100%	1.7					
210	Single-Family Detached Housing	Dwelling unit	9.4	15.7	100%	15.7					
215	Townhouse	Dwelling unit	7.4	9.8	100%	9.8					
Hybrid	Cottage Cluster, Separate	Dwelling unit	6.7	8.1	100%	8.1					
Hybrid	Cottage Cluster, Shared	Dwelling unit	6.7	8.1	100%	8.1					
Hybrid	2-4 Units, Separate	Dwelling unit	6.7	8.1	100%	8.1					
Hybrid	2-4 Units, Shared	Dwelling unit	6.7	8.1	100%	8.1					
220	Apartment	Dwelling unit	6.5	10.9	100%	10.9					
240	Mobile Home Park	ODU	4.9	8.2	100%	8.2					
254	Assisted Living	Bed	2.6	4.3	100%	4.3					
310	Hotel	Room	7.9	13.2	100%	13.2					
320	Motel	Room	5.6	9.5	100%	9.5					
411	City Park	Acre	6.1	10.3	100%	10.3					
417	Regional Park	Acre	5.0	8.4	100%	8.4					
430	Golf Course	Acre	5.3	8.9	100%	8.9					
444	Movie Theater with Matinee	Movie screen	387.0	650.2	100%	650.2					
492	Health/Fitness Club	1,000 SFGFA	30.3	50.9	100%	50.9					
495	Recreational Community Center	1,000 SFGFA	27.4	46.0	100%	46.0					
520	Elementary School	1,000 SFGFA	7.1	12.0	59%	7.1					
522	Middle School/Junior High School	1,000 SFGFA	6.4	10.7	59%	6.3					
530	High School	1,000 SFGFA	6.0	10.0	59%	5.9					
540	Junior/Community College	1,000 SFGFA	21.4	36.0	100%	36.0					
560	Church	1,000 SFGFA	13.2	22.2	100%	22.2					
565	Day Care Center	1,000 SFGFA	18.0	30.3	33%	10.0					
590	Library	1,000 SFGFA	50.5	84.8	100%	84.8					
610	Hospital	1,000 SFGFA	12.2	20.4	100%	20.4					
620	Nursing Home	1,000 SFGFA	7.2	12.1	100%	12.1					
710	General Office Building	1,000 SFGFA	8.4	14.1	100%	14.1					
720	Medical-Dental Office Building	1,000 SFGFA	27.3	45.9	100%	45.9					
731	State Motor Vehicles Department	1,000 SFGFA	120.9	203.1	100%	203.1					
732	United States Post Office	1,000 SFGFA	88.4	148.4	100%	148.4					
750	Office Park	1,000 SFGFA	8.5	14.3	100%	14.3					
760	Research and Development Center	1,000 SFGFA	6.2	10.5	100%	10.5					
770	Business Park	1,000 SFGFA	9.4	15.9	100%	15.9					
812	Building Materials and Lumber Store	1,000 SFGFA	43.1	72.5	100%	72.5					
813	Free-Standing Discount Superstore	1,000 SFGFA	38.5	64.6	72%	46.5					
814	Variety Store	1,000 SFGFA	30.6	51.4	48%	24.5					
815	Free-Standing Discount Store	1,000 SFGFA	28.2	47.4	48%	22.6					
816	Hardware/Paint Store	1,000 SFGFA	25.9	43.5	45%	19.4					
817	Nursery (Garden Center)	1,000 SFGFA	82.9	139.2	100%	139.2					
820	Shopping Center	1,000 SFGFA	20.7	34.7	50%	17.4					
826	Specialty Retail Center	1,000 SFGFA	40.6	68.2	100%	68.2					
841	Automobile Sales	1,000 SFGFA	29.3	49.2	100%	49.2					
843	Automobile Parts Sales	1,000 SFGFA	27.2	45.8	44%	20.1					
848	Tire Store	1,000 SFGFA	17.1	28.7	69%	19.7					
850	Supermarket	1,000 SFGFA	47.3	79.5	39%	30.8					
851	Convenience Market (Open 24 Hours)	1,000 SFGFA	246.8	414.6	33%	134.9					
857	Discount Club	1,000 SFGFA	42.3	71.1	100%	71.1					
862	Home Improvement Superstore	1,000 SFGFA	16.7	28.1	44%	12.4					
880	Pharmacy/Drugstore without Drive-Thro	1,000 SFGFA	38.1	64.1	42%	27.1					
881	Pharmacy/Drugstore with Drive-Through	1,000 SFGFA	36.8	61.9	38%	23.5					
890	Furniture Store	1,000 SFGFA	1.8	3.1	37%	1.1					
911	Walk-in Bank	1,000 SFGFA	121.3	203.8	100%	203.8					
912	Drive-in Bank	1,000 SFGFA	33.5	56.3	27%	15.4					
925	Drinking Place	1,000 SFGFA	154.9	260.2	100%	260.2					
931	Quality Restaurant	1,000 SFGFA	37.4	62.9	43%	26.7					
932	High-Turnover (Sit-Down) Restaurant	1,000 SFGFA	52.6	88.3	40%	35.1					
933	Fast-Food Restaurant without Drive-Thro	1,000 SFGFA	208.3	349.9	40%	139.1					
934	Fast-Food Restaurant with Drive-Through	1,000 SFGFA	219.1	368.0	41%	150.7					
936	Coffee/Donut Shop without Drive-Through	1,000 SFGFA	102.6	172.4	40%	68.5					
937	Coffee/Donut Shop with Drive-Through	1,000 SFGFA	335.2	563.1	41%	230.5					
938	Coffee/Donut Kiosk	1,000 SFGFA	306.0	514.1	17%	87.4					
944	Gasoline/Service Station	VFP	59.0	99.1	35%	34.7					
945	Gasoline/Service Station with Convenie VFP		20.8	34.9	13%	4.5					
946	Gasoline/Service Station with Car Wash VFP		36.5	61.3	24%	14.7					
***	Other (median)		27.2	45.8	100%	45.8					
***	Other (average)		54.0	90.7	77%	70.0					
Per Average Daily Person Trip-End Unit SDC Fee (eff. 7/1/23)							\$124.52	\$133.08	\$1.61	\$14.09	\$9.01

Source: ITE Trip Generation Manual, 9th Edition, compiled by FCS GROUP
 1.68¹ Person trip conversion rate of 1.68 derived from 2009 U.S. National Household Transportation Survey findings
Abbreviations
 CFD - commercial flights per day
 ODU - occupied dwelling unit
 SFGFA - square feet of gross floor area
 SFGLA - square feet of gross leasable area
 VFP - vehicle fueling position

Attachments

1. Fees of other entities that the City of West Linn is required to pass through
 - 1.1. METRO - Construction Excise Tax
 - 1.2. WLWSD - Construction Excise Tax
 - 1.3. LOSD - Construction Excise Tax
 - 1.4. Water SDC - South Fork Water Board water SDC charges
 - 1.5. Sewer SDC - Tri-City Service District sewer SDC charges
2. Copy of Resolution adopting Master Fees and Charges booklet
3. Copies of the three Construction Excise Tax agreements and provisions

Attachments

1. Construction Excise Tax agreement with other entities

1.1. METRO - Construction Excise Tax

	<u>Fee</u>	
Tax percentage to be assessed on value of construction	0.12%	of construction
City's administrative fee retained to cover collection costs	5%	of tax amount
Maximum amount of tax assessed	\$ 12,000	
Exempt construction projects that are under this value	\$ 100,000	
Date the tax first went into effect	July 1, 2006	
http://www.metro-region.org/index.cfm/go/by.web/id=18459		

1.2. WLWSD - Construction Excise Tax

Residential - tax amount on value of construction	\$ 1.56	per square foot
Nonresidential - tax amount on value of construction	\$ 0.78	per square foot
City's administrative fee retained to cover collection costs	4%	of tax amount
Date the tax first went into effect	June 17, 2017	

1.3. LOSD - Construction Excise Tax [increased for CCI eff. 12/27/2023]

Residential - tax amount on value of construction	\$ 1.45	per square foot
Nonresidential - tax amount on value of construction	\$ 0.72	per square foot
City's administrative fee retained to cover collection costs	4%	of tax amount
Date the tax first went into effect	April 1, 2010	

1.4. South Fork Water Board - Water SDC Fee

Meter Size	Equivalent Meter Factor (EMF)	Water SDC Fee (eff. 1/1/23)	Water SDC Fee (eff. 1/1/24)	Water SDC Fee (eff. 3/1/25)
3/4"	1	\$ 2,932	\$ 2,944	\$ 4,218
3/4"	1.5	\$ 4,398	\$ 4,416	\$ 6,327
1"	2.5	\$ 7,331	\$ 7,359	\$ 10,545
1.5"	5	\$ 14,661	\$ 14,719	\$ 21,090
2"	8	\$ 23,458	\$ 23,550	\$ 33,744
3"	16	\$ 46,916	\$ 47,099	\$ 67,488
4"	25	\$ 73,307	\$ 73,593	\$ 105,450
6"	50	\$ 146,613	\$ 147,186	\$ 210,900
8"	80	\$ 234,581	\$ 235,497	\$ 337,440
10"	115	\$ 337,211	\$ 338,528	\$ 485,070

1.5. Tri-City Service District - Sewer SDC Fee

[see next page for table, details, and information]

1.5. Tri-City Service District Sewer SDC Fee

1 EDU = \$9,100 proposed

Class of Service	System Development Charge	Sewer Use Charge
Residential		
01. Single Family Dwelling	1 EDU	1 EDU
02. Duplex	0.8 EDU per dwelling unit	1 EDU per dwelling unit
03. Triplex	0.8 EDU per dwelling unit	1 EDU per dwelling unit
04. Multi-Family (Four Plex and Up)	0.8 EDU per dwelling unit	1 EDU per dwelling unit
05. Trailer/Mobile Home Parks	0.8 EDU per dwelling unit	1 EDU per rental space provided sewer service
06. Adult Foster Care Homes ¹	1 EDU	1 EDU per five occupants

Institutional		
10. High Schools	1 EDU per 29 students (ADA) ²	1 EDU per each 1,000 cu. Ft. or fraction thereof per month of metered water consumption
11. Junior High Schools	1 EDU per 29 students (ADA) ²	Same as 10. (above)
12. Elementary and Pre Schools	1 EDU per 65 students (ADA) ²	Same as 10. (above)
13. Community Colleges	1 EDU per 29 students (ADA) ²	Same as 10. (above)
14. Churches	1 EDU per 180 seats (ADA) ³	Same as 10. (above)
-if parsonage	1 EDU per 29 students (ADA) ²	Same as 10. (above)
-if weekday child care or church school	1 EDU per 65 additional students	Same as 10. (above)
-if full time business officer	1 EDU per 1,900 sq. ft. additional meeting area	Same as 10. (above)
-if evening programs conducted three night or more per week	1 EDU per 1,900 sq. ft. additional meeting area	Same as 10. (above)
15. Hospitals - General	1 EDU per bed	Same as 10. (above)
16. Convalescent/Rest Homes	1 EDU per two beds	Same as 10. (above)
17. Adult Foster Care Homes ⁴	1 EDU per two beds	Same as 10. (above)

Commercial		
20. Hotels, Motels	1 EDU per two rooms	1 EDU per two rooms ⁵
-if quality restaurant	1 EDU per 10 seats, 1 EDU per 10 additional seats	1 EDU per 10 seats ⁵
21. Restaurants	1 EDU per 11 seats	1 EDU per 11 seats ⁵
22. Fast Food	1 EDU per 18 seats	1 EDU per 18 seats ⁵
23. Tavern/Lounge	1 EDU per 18 seats	1 EDU per 18 seats ⁵
24. Service Stations (without car wash)	1.7 EDU	1 EDU per each 1,000 cu. Ft. or fraction thereof per month of metered water consumption
25. Car Wash	UEDUs per stall	Same as 24. (above)
26. Rollover (with service station)	5.6 EDUs	Same as 24. (above)
27. Tunnel (with service station)	16 EDUs	Same as 24. (above)
28. Laundromats	1 EDU per machine	Same as 24. (above)
29. Other Commercial (shall include all classes not otherwise included in this table)	The lesser of 1 EDU per 1,900 sq. ft. or less of floor space or 1 EDU per quarter acre or fraction thereof of land acre but not less than 50 percent of maximum charge resulting from the two options.	Same as 24. (above)

Industrial		
30. Light Industrial Waste ⁶	Same as 29. (above)	1 EDU per each 1,000 cu. Ft. or fraction thereof per month of metered water consumption and actual cost to District for removal of SS and BOD per pound for amount resulting from sewage strength in excess of domestic sewage strength. Based on District cost per pound for removal off BOD and SS and cost per gallon for processing sewage flow.
31. Heavy Industrial Waste ⁷	Based on actual cost to District but not less than 16. (above)	

Public Authorities		
40. Cities	See applicable agreements	See applicable agreements

Note: For the purpose of equivalent dwelling units for connection charge purposes, the quotient will be carried to two decimal places.

- 1 Adult foster care homes having an occupancy capacity of five or fewer persons for whom the owner/operator of the facility receives remuneration of any kind shall be charged for one EDU.
- 2 ADA = Average Daily Attendance
- 3 Where seating is on benches or pews, the number of seats shall be computer on the basis of one seat for each 18 inches of bench or pews length.

- 4 Adult foster care homes having an occupancy capacity in excess of five persons for whom the owner/operator of the facility receives remuneration of any kind.
- 5 First year of service is based on seating capacity as shown. Subsequent service based on one EDU per 1,000 cubic feet or fraction thereof of metered water consumption.
- 6 With 30 pounds to 200 pounds of SS per day; 30 pounds to 200 pounds of BOD per day; and less than 10,000 gallons per day
- 7 With more than 200 pounds of SS per day; 200 pounds of BOD per day; and 10,000 gallons or more per day



I wish to speak during Public Comments (comments are limited to three minutes). Topic listed will be reflected in the meeting minutes.

Please specify topic (required): Golf Cart / LSV ordinance

I wish to wait and speak on the agenda item listed below (comments are limited to three minutes).

Please specify agenda item (required):
Draft ordinance

Please print:

Name: Stave Fearing

Phonetic spelling, if difficult to pronounce: _____

Address (Optional): 1515 6th St

City: West Linn State: OR Zip: 97068

Email (Optional): [Redacted] Phone (Optional): [Redacted]

Please submit this form to the City Recorder along with copies of any material to be handed out to the Council.

This form is subject to public records laws. If requested, it may be disclosed to another party unless exempt from disclosure under Oregon Public Records Law.

DRAFT MODEL ORDINANCE: West Linn Golf Cart / LSV Use on City Streets

CITY OF WEST LINN, OREGON

ORDINANCE NO. [TBD]

AN ORDINANCE ALLOWING THE USE OF GOLF CARTS AND LOW-SPEED ELECTRIC VEHICLES ON DESIGNATED CITY STREETS

WHEREAS, Oregon Revised Statutes (ORS) 810.070 and 820.210(3) permit municipalities to adopt ordinances authorizing the operation of golf carts and low-speed vehicles (LSVs) on public roads within city limits, notwithstanding standard vehicle equipment laws; and

WHEREAS, the City of West Linn recognizes the desire of residents to use such vehicles as a safe, sustainable, and community-friendly mode of local transportation; and

WHEREAS, the City finds that the safe operation of golf carts and low-speed electric vehicles can be accommodated on certain designated city streets without interfering with regular vehicular traffic;

NOW, THEREFORE, THE CITY OF WEST LINN ORDAINS AS FOLLOWS:

SECTION 1: DEFINITIONS

A. "Golf Cart" means a motorized vehicle designed for operation on a golf course, capable of speeds not exceeding 20 mph.

B. "Low-Speed Vehicle (LSV)" means a four-wheeled electric vehicle with a top speed between 20 and 25 mph as defined under federal safety standards.

SECTION 2: PERMITTED AREAS OF OPERATION

A. Golf carts and LSVs may be operated on city streets where the posted speed limit is 25 mph or lower.

B. Operation is prohibited on state highways or roads with speed limits exceeding 25 mph, except to cross at an intersection.

C. Specific streets may be designated or excluded by the City Council by resolution.

SECTION 3: OPERATIONAL REQUIREMENTS

A. Operators must:

- Be at least 16 years old
- Hold a valid driver's license
- Comply with all applicable traffic laws

B. Golf carts must be equipped with:

- Headlights and taillights (if operated between dusk and dawn)
- Reflectors
- A rearview mirror
- A slow-moving vehicle triangle or visible signage

C. Maximum occupancy is limited to the number of seats in the vehicle.

SECTION 4: PROHIBITED USES

A. Operation on sidewalks, parks, or trails is prohibited.

B. Operation under the influence of alcohol or drugs is strictly prohibited.

C. Racing or reckless operation is prohibited.

SECTION 5: ENFORCEMENT AND PENALTIES

Violations of this ordinance shall be considered a Class C traffic violation, subject to fines as established by city code.

SECTION 6: SEVERABILITY

If any portion of this ordinance is found to be invalid, the remainder shall remain in full force and effect.

SECTION 7: EFFECTIVE DATE

This ordinance shall take effect 30 days following its adoption.

PASSED BY THE CITY COUNCIL THIS [DATE] DAY OF [MONTH], 2025.

SIGNED: [Mayor's Name]