



# City of Oregon City

625 Center Street  
Oregon City, OR 97045  
503-657-0891

## Meeting Agenda City Commission

*Dan Holladay, Mayor*  
*Carol Pauli, Commission President*  
*Brian Shaw, Rocky Smith, Jr., Renate Mengelberg*

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Tuesday, January 12, 2016

5:30 PM

Commission Chambers

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### Work Session

#### 1. Convene Work Session and Roll Call

#### 2. Future Agenda Items

*The Commission's adopted goals and available staff resources shall be considered when recommending future agenda items. The Commission may add an item to a future agenda with consensus of the Commission.*

#### 3. Discussion Items

3a. [16-002](#) Oregon City System Development Charge (SDC) Forum Update and Discussion

**Sponsors:** Public Works Director John Lewis

**Attachments:** [Staff Report](#)

3b. [16-003](#) Draft Inter-Governmental Agreement (IGA) for the Willamette Falls Legacy Project

**Sponsors:** Community Development Director Tony Konkol

**Attachments:** [Staff Report](#)

[Willamette Falls Legacy Project Draft IGA](#)

3c. [15-688](#) Proposed Resolution No 16-01, Modifying the Building Division Fee Schedule to Provide a Complete List of Division Fees

**Sponsors:** Community Development Director Tony Konkol

**Attachments:** [Staff Report](#)

[Resolution 15-39](#)

[Exhibit 1: Fee Explanation](#)

[Exhibit 2: Building Division Fee Schedule](#)

3d. [16-009](#) Wesley Lynn Park Ballot Measure Discussion

**Sponsors:** Community Services Director Scott Archer

**Attachments:** [Staff Report](#)

[Parker Knoll Preliminary Design](#)

- 3e. [16-004](#) Buena Vista House Structural Issues
- Sponsors:** Community Services Director Scott Archer  
**Attachments:** [Staff Report](#)  
[Staff Report from 9.8.15 Work Session](#)
- 3f. [16-001](#) Draft Commission Policy 1-21: Charter Employee Complaint Reporting Procedure
- Sponsors:** Human Resources Director Jim Loeffler  
**Attachments:** [Staff Report](#)  
[Draft Commission Policy 1-21 Charter Employee Complaint Procedure](#)

#### 4. City Manager's Report

#### 5. Adjournment

*Agenda Posted at City Hall, Pioneer Community Center, Library, City Web site.*

*Video Streaming & Broadcasts: The meeting is streamed live on Internet on the Oregon City's Web site at [www.orcity.org](http://www.orcity.org) and available on demand following the meeting. The meeting can be viewed live on Willamette Falls Television on channels 23 and 28 for Oregon City area residents. The meetings are also rebroadcast on WFMC. Please contact WFMC at 503-650-0275 for a programming schedule.*

*City Hall is wheelchair accessible with entry ramps and handicapped parking located on the east side of the building. Hearing devices may be requested from the City Recorder prior to the meeting. Disabled individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503-657-0891.*



# City of Oregon City

625 Center Street  
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## Staff Report

File Number: 16-002

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**Agenda Date:** 1/12/2016

**Status:** Agenda Ready

**To:** City Commission

**Agenda #:** 3a.

**From:** Public Works Director John Lewis

**File Type:** Presentation

**SUBJECT:**

Oregon City System Development Charge (SDC) Forum Update and Discussion

**RECOMMENDED ACTION (Motion):**

Staff will present the Commission with an update on the SDC Forum and open discussion.

**BACKGROUND:**

In response to concerns about System Development Charges (SDCs), Oregon City co-hosted a well-attended forum for the business/development community in September 2015. Participants strongly support the use of SDC revenues to help pay for future infrastructure but their overriding concern is the total burden of SDCs, rather than a specific charge. The community feedback on SDC's has been constructive, and generally supportive of the infrastructure necessary to ensure planned growth in Oregon City is successful.

City staff welcomes the opportunity to share the results of the forum with the City Commission and to go over insights and considerations as provided by the City's consultant and regional expert in public finance, John Ghilarducci, principal at FCS Group. The ultimate goal of this effort is to review the results of the Forum, share some suggestions on how the City might address some of the concerns raised by the business/development community regarding the City's SDC rates, and seek confirmation from the City Commission on the planned next steps.



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## Staff Report

File Number: 16-002

**Agenda Date:** 1/12/2016

**Status:** Agenda Ready

**To:** City Commission

**Agenda #:** 3a.

**From:** Public Works Director John Lewis

**File Type:** Presentation

**SUBJECT:**

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City staff welcomes the opportunity to share the results of the forum with the City Commission and to go over insights and considerations as provided by the City's consultant and regional expert in public finance, John Ghilarducci, principal at FCS Group. The ultimate goal of this effort is to review the results of the Forum, share some suggestions on how the City might address some of the concerns raised by the business/development community regarding the City's SDC rates, and seek confirmation from the City Commission on the planned next steps.



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## Staff Report

File Number: 16-003

**Agenda Date:** 1/12/2016

**Status:** Agenda Ready

**To:** City Commission

**Agenda #:** 3b.

**From:** Community Development Director Tony Konkol

**File Type:** Report

### **SUBJECT:**

Draft Inter-Governmental Agreement (IGA) for the Willamette Falls Legacy Project

### **RECOMMENDED ACTION (Motion):**

Staff recommends the City Commission review, discuss and provide comments on the draft IGA.

### **BACKGROUND:**

The Willamette Falls Legacy Project is moving towards adopting a new IGA for the upcoming Riverwalk Schematic Design process and Refined Master Plan and Development Opportunity Study with Falls Legacy LLC which will include roles, responsibilities and staffing commitments. This is a refinement of the previous Memorandum of Understanding approved by the City Commission in the fall of 2014 that set forth the principals and commitment of the four government entities to the project. The term sheet for this IGA was reviewed by the Commission at the September 28, 2015 City Commission meeting. This IGA has a limited two-year horizon.

The Partners Group plans to approve the IGA at their January 29, 2016 meeting and will forward it back to the Oregon City Commission for adoption in February or early March. As this is still in draft form and being shared with all parties, there may be some revisions to the enclosed draft leading up to the Partners Meeting, though no major changes are anticipated.



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## Staff Report

File Number: 16-003

**Agenda Date:** 1/12/2016

**Status:** Agenda Ready

**To:** City Commission

**Agenda #:** 3b.

**From:** Community Development Director Tony Konkol

**File Type:** Report

### **SUBJECT:**

Draft Inter-Governmental Agreement (IGA) for the Willamette Falls Legacy Project

### **RECOMMENDED ACTION (Motion):**

Staff recommends the City Commission review, discuss and provide comments on the draft IGA.

### **BACKGROUND:**

The Willamette Falls Legacy Project is moving towards adopting a new IGA for the upcoming Riverwalk Schematic Design process and Refined Master Plan and Development Opportunity Study with Falls Legacy LLC which will include roles, responsibilities and staffing commitments. This is a refinement of the previous Memorandum of Understanding approved by the City Commission in the fall of 2014 that set forth the principals and commitment of the four government entities to the project. The term sheet for this IGA was reviewed by the Commission at the September 28, 2015 City Commission meeting. This IGA has a limited two-year horizon.

The Partners Group plans to approve the IGA at their January 29, 2016 meeting and will forward it back to the Oregon City Commission for adoption in February or early March. As this is still in draft form and being shared with all parties, there may be some revisions to the enclosed draft leading up to the Partners Meeting, though no major changes are anticipated.

**INTERGOVERNMENTAL AGREEMENT**  
**Willamette Falls Legacy Project**

This Intergovernmental Agreement (“Agreement”) is made and entered into by and among the State of Oregon, through the Oregon Parks and Recreation Department (the “State”), Clackamas County (the “County”), the City of Oregon City (the “City”) and Metro (“Metro”) (each a “party” and collectively, the “parties”), effective as of the last date of signature below (the “Effective Date”).

**RECITALS**

A. In February 2011, the former Blue Heron Paper Company located at 419/427 Main Street, Oregon City, Oregon (the “Property”) entered Chapter 7 bankruptcy, resulting in the loss of skilled jobs and leaving the mill property vacant, under the control of a bankruptcy trustee.

B. The parties began investigating the Property due to its proximity to Willamette Falls, a natural, cultural and historic wonder, and conducted environmental, structural, and historical analyses to better understand the Property, including the potential for public access to Willamette Falls and future redevelopment.

C. With the cooperation and contributions of the bankruptcy trustee, the parties commenced a land use master plan and rezoning effort, guided by four core values endorsed by the parties: public access, historic and cultural interpretation, economic redevelopment, and healthy habitat (the “Four Core Values”).

D. On July 29, 2013, the governor signed Senate Bill 5506 (“SB 5506”), and on August 14, 2013, signed Senate Bill 5533, together authorizing the sale of lottery-backed bonds to provide \$5 million for a public access project to Willamette Falls, so long as certain conditions set forth in SB 5506 were met (the “\$5M of State Funds”).

E. In May 2014, Falls Legacy, LLC, a Washington limited liability company (the “Owner”) purchased the Property from the bankruptcy trustee, and submitted the land use master plan and rezone application developed by the parties to the City, which was adopted in September 2014 as Master Plan CP 14-02, Zone Change and Text Amendment ZC 14-03, and Comprehensive Plan Amendment PZ 14-01.

F. On September 26, 2014, the parties entered into a Memorandum of Understanding (the “MOU”) regarding the former Blue Heron Paper Company property, documenting the parties’ shared commitment to the Four Core Values and to design and construction of public open space(s) and parkway with unobstructed views of the Willamette River and Willamette Falls (the “Riverwalk”).

G. On December 11, 2014, Portland General Electric Company (“PGE”) donated an option to Metro to acquire an easement over PGE property adjacent to Willamette Falls (the

“PGE Option”), which PGE Option and future easement will allow design and construction of the Riverwalk, which will likely include a viewpoint of Willamette Falls on property owned by PGE.

H. On December 15, 2014, the Owner donated an easement to Metro, recorded in the Clackamas County Official Records as Document No. 2014-064826, to facilitate the design and construction of the Riverwalk on the Property (the “Easement”).

I. On December 29, 2014, the governor determined the conditions of SB 5506 had been met and the \$5M of State Funds were provided to Metro in accordance with an Intergovernmental Agreement between Metro and the State (Agreement No. 7554), dated June 1, 2015 (the “\$5M IGA”).

J. On May 29, 2014, Metro issued a Notice of Intent to Award for RFP 2903 selecting the design team of Mayer/Reed, Snøhetta, and Dialogue for Willamette Falls Riverwalk pre-concept design and concept design.

K. On August 12, 2015, the governor signed House Bill 5030 and Senate Bill 5507 approving an additional \$7.5 million of State funding for the Riverwalk.

L. On September 24, 2015, in recognition that the design of the Riverwalk must relate to the remainder of the Property to be successful, the Metro Council awarded the City and the County a Community Planning and Development Grant (the “CPDG”) in the amount of \$550,000, which was matched with \$450,000 in funds from the Owner and \$25,000 from each of the City and County to conduct development opportunity studies and a refined master plan of the Property.

M. With the award of the CPDG, the parties’ efforts now include more than the Riverwalk, working to address, among other things, potential future open space and connections to the Property and infrastructure and economic development needs for the Property (the “Willamette Falls Legacy Project,” or simply, the “Legacy Project”).

N. For a project of this magnitude, the parties recognize the need to create a decision-making and organizational structure among the public entities so that (a) the parties can deliver unified direction and messages to outside parties, (b) the Legacy Project is a model of fiscal discipline, efficiency and accountability, (c) the parties have clarity on scope, schedule and budget for all aspects of the Legacy Project, and (d) the parties can effectively collaborate with the Owner and PGE.

O. The parties acknowledge the great opportunity but also the risks of the Legacy Project, including the fact that design and construction of the Riverwalk is not fully funded, no future public owner of the Riverwalk has been identified, and future public and elected officials may have perspectives on the Legacy Project not accounted for in this Agreement.

P. Under the authority of ORS 190.010 and ORS 190.110, the parties desire to enter into this Agreement to provide the governance structure needed for the Legacy Project during the



next phase of work, or over approximately the next two (2) years, on the terms and conditions set forth below.

NOW, THEREFORE, for and in consideration of the foregoing and the mutual covenants and agreements herein contained, the parties agree as follows:

## **AGREEMENTS**

**1. Term.** The term of this Agreement shall commence on the Effective Date and expire two (2) years following the Effective Date, unless amended and extended by written agreement of the parties.

**2. Definitions.** In addition to the definitions set forth in the Recitals, above, capitalized terms used in this Agreement shall have the definitions set forth in this Section 2, below.

2.1. Economic Development Working Group. One of the Legacy Project's Working Groups, as further described in Section 9, below.

2.2. Infrastructure Working Group. One of the Legacy Project's Working Groups, as further described in Section 8, below.

2.3. Partners Group. The advisory governing body for the Legacy Project, comprised of two (2) elected officials and the chief administrator from each of Metro, the County and the City, and two (2) elected officials and high-level staff from the State, as set forth on the attached Exhibit A.

2.4. Project Budget. The budget for the Legacy Project compiled by the Project Manager and approved by the Partners Group showing sources and uses of all Legacy Project funds, to be updated from time to time. The Project Budget approved and authorized by the parties as of the date of this Agreement is attached as Exhibit B.

2.5. Project Milestones. Key decision points for the Legacy Project, as determined by the TAC, including design milestones for the Riverwalk, which are as of the date of this Agreement: (a) pre-concept design and concept design for the Riverwalk and other public space on the Property, (b) selection of an initial Riverwalk project, and (c) development of construction documents, permitting, and construction of the first phase Riverwalk project.

2.6. Project Manager. Staff person employed by Metro for the Legacy Project.

2.7. Rediscover the Falls. A nonprofit "friends" group that supports the work of the Legacy Project and the Riverwalk by engaging and educating the public, collaborating with partners, and building sponsorship and enduring commitment to the public interest in the Riverwalk.

2.8. Riverwalk Working Group. One of the Legacy Project's Working Groups, as further described in Section 7, below.

2.9. TAC. The Technical Advisory Committee for the Legacy Project, comprised of non-elected staff from each of the parties and that reports to the Partners Group, as described further in Section 4.3, below.

2.10. Working Groups. Groups focused on specific aspects of the Legacy Project which report to the TAC, including the Economic Development Working Group, the Riverwalk Working Group, and the Infrastructure Working Group.

2.11. Working Group Lead. The designated lead staff person for each Working Group.

### **3. Authority**

3.1. ***Reservation of Regulatory and Legislative Authority***. Each party expressly reserves its regulatory and legislative authority with respect to the Legacy Project and the Property, including, for example, the City's regulatory authority over land use approvals, the State's authority over submerged lands, and each party's legislative authority to appropriate funds.

3.2. ***Project Budget; Appropriation of Funds***. As of the date of this Agreement, each party represents that it has appropriated the funds set forth on the Project Budget for such party, for the fiscal year(s) covered by such party's appropriation. Each party represents that it has authorized use during such fiscal year(s) of the appropriated funds in accordance with the Project Budget and this Agreement. The Project Budget may be revised from time to time by the Partners Group, within the amounts appropriated by the parties in their individual capacities. Spending in future fiscal years is subject to appropriation by each party's governing body, in such body's sole legislative discretion. The State agrees, and represents and warrants to the Partners Group generally and Metro specifically, that the use of the \$5M of State Funds as set forth in the Project Budget attached to this Agreement is not improper under Section 4(e) the \$5M IGA.

3.3. ***Delegation of Administrative Authority***. The work of the Legacy Project and its participants is advisory, structured such that the Partners Group can make unified recommendations to each of the governing bodies of the parties. In addition, upon approval of this Agreement by a party, each party's staff and elected representatives that participate in the Legacy Project, including the Partners Group, the TAC, or on a Working Group, shall have the authority to fully participate in the Legacy Project and to make non-legislative or administrative decisions on behalf of such party in accordance with this Agreement.

3.4. ***Staff Participation***. The parties intend that staff participating in the Legacy Project and the various project groups will work on behalf of the best interests of the Legacy Project, representing not only the best interests of their employer but also of the Legacy Project itself. In that manner, staff will freely communicate and share information with other agency staff and generally support each other with respect to the Legacy Project. Notwithstanding the foregoing, finance and legal staff participating in the Legacy Project and in the various project groups represent solely their employers, as they owe a professional duty of loyalty and a fiduciary duty solely to their respective agencies.

**4. Decision-Making and Governance.** The Legacy Project’s decision-making structure and general workflow is set forth in the organizational chart attached as Exhibit C (the “Org. Chart”).

**4.1. *Role of Working Groups.***

4.1.1. The Working Groups shall review Legacy Project information in detail and provide advice and recommendations to the TAC on those matters that are within the subject matter of a particular Working Group. From time to time, the TAC shall revisit and determine the subject matter and work scope for each Working Group.

4.1.2. Within each Working Group’s subject area, the Working Group is charged with reviewing the following matters and recommending any necessary or desirable action to the TAC: individual contracts, scopes of work, requests for proposals or bids, budgets, contract modifications, Project Milestones, and responses to significant external opportunities or threats.

4.1.3. *De minimus* changes to scopes of work, as determined by the Project Manager, or spending within the Project Budget (including contingencies), may be made at the Working Group level, without the need for further consideration at the TAC or by the Partners Group.

4.1.4. The Working Groups shall coordinate and collaborate with PGE, the Owner, and other third parties, as applicable to each Working Group’s subject area and its deliverables.

**4.2. *Role of the Working Group Leads.***

4.2.1. Each Working Group Lead shall develop his or her Working Group’s work plan scope, schedule and budget, in collaboration with the Project Manager and for approval by the TAC. The Working Group Lead shall be responsible for deliverables, schedule, and budget of his or her Working Group. The Working Group Lead shall also create milestones in the Working Group’s scope of work and schedule in order to report back to the TAC and the Partners, as applicable, for review and approval. Other participants in the Working Group will accept the leadership of the Working Group Lead and coordinate any related activity with the overall direction and knowledge of the Working Group Lead.

4.2.2. Each Working Group Lead shall work with the Project Manager to ensure that Legacy Project decisions described in Section 4.1.2, above, are considered at the TAC and that any matters for which there is no consensus at the Working Group level are also considered by the TAC.

4.2.3. Each Working Group Lead shall compile and report expenditures for its Working Group to the Project Manager to ensure expenditures match the Project Budget approved by the Partners. Each party shall report all Legacy Project expenditures made by such party to the appropriate Working Group Lead.

4.2.4. Each Working Group lead shall be responsible for understanding and considering the Owner and PGE's interests in the outcomes of the work of his or her Working Group, and shall promptly communicate with the Project Manager issues and opportunities as they arise.

4.3. ***Role of the TAC.***

4.3.1. The TAC meets weekly, or as otherwise agreed upon by the TAC, and shall keep minutes documenting its consideration and approval of any items. Items requiring TAC approval shall be emailed to the TAC at least two (2) business days in advance of the TAC meeting so that any party can be sure to send a representative or call into the meeting when that party desires to weigh in on a Legacy Project decision.

4.3.2. A party may send as many representatives to attend TAC meetings as such party deems necessary or desirable, provided that any members of the Partners Group shall attend TAC meetings only in unusual circumstances at the request of the Project Manager. It is expected that each party will send at least one (1) representative to each TAC meeting, or participate by telephone.

4.3.3. The TAC shall consider for approval all matters considered at the Working Group level (as set forth in Section 4.1.2, above), as well as decisions whether to recommend future intergovernmental agreements among the parties and decisions to pursue grant or funding opportunities.

4.3.4. Decisions of the TAC will be noted in the minutes for the TAC meeting. Should a TAC member disagree with a TAC decision, he or she may express such disagreement at the TAC meeting. If the TAC is unable to resolve the issue, the TAC member may elect to put it on the agenda for consideration at the next Partners Group meeting (as further described in Section 4.7, below).

4.3.5. The TAC shall prepare the agenda of the Partners Group.

4.3.6. Members of the TAC shall have the responsibility to communicate with their representatives on the Partners Group in between Partners Group meetings and with regard to agendas of the TAC and the Partners Group, to ensure each party is internally apprised of Legacy Project direction.

4.3.7. Any member of the TAC can call an emergency meeting of the TAC by notification to the Project Manager, who will use best efforts to schedule a meeting as soon as practical. Parties shall use best efforts to participate in emergency meetings of the TAC.

4.3.8. The TAC shall determine the subject matter and scope of work for each Working Group.

4.4. ***Role of Partners Group.***

4.4.1. The Partners Group meets quarterly, or as otherwise agreed upon by the Partners Group or the TAC, and shall keep minutes. Without objection from any member

of the Partners Group at a Partners Group meeting, matters considered by the Partners Group will be deemed approved and so noted in the minutes. The Partners Group is considered a public body in accordance with Oregon Public Meeting Law, providing recommendations and advice to each of the parties' governing bodies.

4.4.2. The Partners Group sets policy direction for the Legacy Project, approves Project Milestones and the Project Budget on a quarterly basis, sets direction in response to significant threats or opportunities (as determined by the TAC), recommends future intergovernmental agreements among the parties (to be approved by each party's governing body, if required), and makes recommendations that involve any material trade-offs among the Four Core Values. In addition, the Partners Group shall consider decisions that lack consensus at the TAC if added to the Partners Group agenda by a member of the TAC (as described in Section 4.3.4, above).

4.4.3. Members of the Partners Group shall communicate with their respective agency or government to ensure each party is apprised of Legacy Project direction and to ensure any decisions of the Legacy Project that require approval of such party's governing body are brought to the party's governing body.

4.5. ***Role of the Project Manager.*** The Project Manager has day-to-day management authority of the Legacy Project consistent with the approvals provided by the Partners Group and the TAC, and consistent with the Project Budget. The Project Manager shall track the Project Budget and provide reporting on the Project Budget to the TAC and the Partners Group.

4.6. ***Consensus.*** Decision-making for the Legacy Project and at each level of the Org. Chart shall be by consensus. Consensus is defined as the point where all parties agree on an option with which they are willing to move forward, and includes the opportunity for a party to express reservations or dissent while nevertheless agreeing to allow the Legacy Project to move forward. Each party, by signing onto this Agreement, commits its confidences to the Legacy Project's decision-making structure, recognizing this project structure and the collaboration it represents among the parties as the Legacy Project's best chance for success.

4.7. ***Protocols for Disagreement.***

4.7.1. If there is no consensus at the Working Group level, the decision will be considered at the next TAC meeting.

4.7.2. If there is no consensus at the TAC level, a member of the TAC can elect within three (3) days of the TAC meeting, to place the decision on the next Partners Group meeting agenda. This will ensure that decisions made at the TAC level can be relied upon to move the Legacy Project forward.

4.7.3. If there is no consensus at the Partners Group, the Partners Group will provide direction and recommendations to the TAC for further discussion and consideration.

4.7.4. If disagreement remains after further consideration by the TAC, the decision will be considered again at the next Partners Group meeting where the members of the Partners Group shall strive to make a decision to keep the Legacy Project moving forward. At this stage of disagreement, on matters that are critical to long-term operations and maintenance of the Riverwalk, parties that are identified as a future owner in accordance with Section 5.6, below, shall be given deference. Any resolution or conclusion in this circumstance that lacks consensus at the Partners Group will not bind the dissenting party.

4.7.5. If the need for a decision is urgent, the Project Manager may set emergency meetings of both the TAC and the Partners Group. The parties shall use best efforts to attend any emergency meetings.

## **5. General Obligations the Parties Regarding the Legacy Project Work.**

5.1. **Reporting Expenditures.** Parties shall report all expenditures to the Working Group Leads, including copies of invoices and any reasonable supporting documentation. To the extent an expenditure could be relevant to more than one Working Group, it shall be circulated to all relevant Working Group Leads. The Project Manager shall provide a quarterly report on the Project Budget and expenditures to the Working Group Leads and solicit feedback to ensure that the Project is remaining coordinated and on budget as required by Section 5.7.

5.2. **Contracts.** Parties shall notify the Project Manager of all draft contracts related to the Legacy Project. If requested by the Project Manager, a party shall provide copies of the draft contract and scope of work to the applicable Working Group Lead and the Project Manager, with reasonable opportunity for comment and review. If requested by the Project Manager, prior to executing a contract related to the Legacy Project, a party shall have obtained approval from the applicable Working Group and the TAC of the contract's scope, schedule, budget, workplan, and deliverables.

5.3. **Participation.** The parties shall participate meaningfully in all Legacy Project groups, and respect the roles and responsibilities assigned to each Partner in such participation.

5.4. **Staff Contributions; Tracking of Staff Time.** The parties shall provide key contributions of staff to lead and/or participate in the work of the TAC and the Working Groups, as set forth in the attached Exhibit D. Each party shall track staff time for match, and report staff time spent on the Legacy Project to the Project Manager, as requested by the Project Manager; provided, however, that it is understood and agreed that, unless otherwise specifically agreed to by the Partners Group, that staff resources, time and contributions shall be deemed "in-kind" contributions to the Project, and no municipality shall charge time or seek to recover expenses from the Project.

5.5. **Staff Leads.** At the request of the Project Manager or a Working Group Lead, a party may agree to lead a portion of the work of the TAC or a Working Group. Parties that agree to lead any portion of the work of the TAC or a Working Group will report back to the

Project Manager or Working Group Lead, as applicable, on the status of the work and seek support of material decisions.

5.6. ***Future Riverwalk Owner.*** The parties understand and agree that work on the Riverwalk can progress only so far without identification of the entity or entities that will own or operate the Riverwalk. The parties shall strive to identify the owner(s) and operator(s) of the Riverwalk by completion of pre-concept design work (approximately June 2016), such that design decisions that affect future ownership and operation of the Riverwalk are made with the approval of the entity or entities that will own and operate the Riverwalk. If the entity or entities that will own or operate the Riverwalk are not a party to this Agreement, the parties will amend this Agreement appropriately and enter into a separate agreement with the owner or operator, as necessary. The prospective owner(s) will be considered “identified” when they have committed to the Partners Group to seek to construct the Riverwalk. The prospective operator(s) will be considered “identified” when they have committed to the Partners Group to take responsibility for future operations, maintenance and security of the Riverwalk. An entity’s commitment to ownership and/or operation to the Partners Group should be in the form of a resolution adopted by the entity’s governing body.

5.7. ***Finance Oversight Subcommittee.*** The parties shall create a finance oversight subcommittee of the TAC made up of at least one member from each party. The finance oversight subcommittee shall oversee the Project Budget and expenditures of the Legacy Project. The subcommittee will design a financial reporting format and meet with the Project Manager and Working Group Leads quarterly to review reports.

## **6. Work of the TAC.**

6.1. ***General.*** The following subsections set forth roles and responsibilities regarding the work of the TAC, as of the date of this Agreement and may change from time to time upon approval of the TAC.

6.2. ***Project Administration.*** Metro will lead and manage the overall administration of the TAC and coordination among the Working Groups. It will create TAC agendas and meeting notes, and coordinate the Partners Group meetings. Metro’s work will also include tracking the Legacy Project scope, schedule, Project Budget, and expenditures. The Parties will strive to rotate the location of the TAC meetings to encourage broad participation.

6.3. ***Strategic Communications.*** Metro will lead the social media strategy, newsletters, and provide coordination of public engagement with the Working Groups, create materials needed for funding requests, among other things.

6.4. ***Public Engagement.*** Metro will lead the public engagement efforts in close coordination with the City. The City shall continue to update the Legacy Project website.

6.5. ***Funding Strategy.*** Metro will lead a fundraising and finance strategy for the Legacy Project. This work will coordinate opportunities with Rediscover the Falls and the work of the Working Groups. For lobbying, the County will lead federal efforts and Metro and the State’s Regional Solutions office will coordinate State efforts.

6.6. **Private Parties.** In coordination with and with input from the TAC, Metro will lead negotiations with the Owner and PGE with respect to real property issues and issues that have the potential to significantly impact all aspects of the Legacy Project. The parties shall refrain from communicating directly with the Owner or PGE on these issues without Metro's coordination and input in advance, except with respect to tours (see Section 6.9, below). The Working Group Leads may engage the Owner and PGE directly on Working Group-level issues, and will report the content of such conversations back to the TAC.

6.7. **Tribal Involvement.** The State of Oregon through State Parks will take the lead to create a process for government to government tribal consultation about involvement in the Willamette Falls Legacy Project and interpretation of the Riverwalk. The State, Metro, the County and the City will coordinate additional tribal involvement, as necessary.

6.8. **Coordination with State Agencies.** The State, through the Regional Solutions office, will lead communication, coordination, and involvement of State Parks and all other state agencies in the Legacy Project, especially with regard to required permits for the Riverwalk and state funding.

6.9. **Site Access and Tours.** The City will manage all site access and site tours through the Owner and PGE, and will update the TAC regarding tours on a weekly basis.

6.10. **Implementation strategies.** Metro will lead efforts to deliver key decisions and workplans associated with the work of the TAC for future phases of the Legacy Project, taking into account such things as governance, Riverwalk ownership, fundraising, and financing.

## **7. Work of the Riverwalk Working Group.**

7.1. **General.** The following subsections set forth roles and responsibilities regarding the Riverwalk Working Group, as of the date of the IGA and may change from time to time upon approval of the TAC.

7.2. **Riverwalk Working Group Lead.** Metro will provide a staff person to manage and coordinate all of the scopes of work and consultant contracts related to the Riverwalk. The Riverwalk Working Group Lead, in coordination with the Infrastructure Working Group Lead and Economic Development Working Group Lead, will create a project management plan for all the Riverwalk work.

7.3. **Deliverables.** [tbd]

## **8. Work of the Infrastructure Working Group.**

8.1. **General.** The following subsections set forth roles and responsibilities regarding the Infrastructure Working Group, as of the date of the IGA and may change from time to time upon approval of the TAC.

8.2. **Infrastructure Working Group Lead.** The City will provide a staff person to manage and coordinate all of the scopes of work and consultant contracts related to the



Infrastructure Working Group. The Infrastructure Working Group Lead, in coordination with the Economic Development Working Group, will create a project management plan for all the infrastructure work.

8.3. *Deliverables.* [tbd]

## **9. Work of the Economic Development Working Group.**

9.1. *General.* The following subsections set forth roles and responsibilities regarding the Economic Development Working Group, as of the date of the IGA and may change from time to time upon approval of the TAC.

9.2. *Economic Development Working Group Lead.* The Economic Development Working Group Lead, in coordination with the Infrastructure Working Group Lead, will create a project management plan for the Economic Development work.

9.3. *Deliverables.* [tbd]

## **10. Communication Protocols.**

10.1. All publicity and strategic communications for the Legacy Project will be coordinated through the TAC so that the parties can deliver unified direction and messages to outside parties.

10.2. Each party commits to working within Legacy Project channels and the structure set forth in this Agreement, especially with respect to any potential conflicts, disagreements, external events, or pressures. The parties shall consult with each other first, prior to outreach to third parties, at emergency TAC or Partners Group meetings, as necessary.

10.3. The parties commit to attendance at emergency meetings.

## **11. Miscellaneous.**

11.1. *Waiver of Liability.* Each party assumes all risks arising out of such party's participation in the Legacy Project, including with respect to the condition of the Property, and no party shall be liable to another for such risks, except to the extent caused by a party's gross negligence or willful misconduct.

11.2. *Indemnity.* Each party shall hold harmless and indemnify the other parties, and their agents and employees, against any and all liability, settlements, loss, costs, and expenses in connection with any action, suit, or claim arising out of the indemnifying party's work and actions under this Agreement within the maximum liability limits set forth under the Oregon Tort Claims Act and Oregon Constitution.

11.3. *Termination.* A party may terminate this Agreement at any time as to such party with thirty (30) days prior written notice to the other parties, if the terminating party believes, or has reason to believe, that funding sufficient to comply with this Agreement will not be made available to the terminating party by the terminating party's governing body. Any

termination of this Agreement shall not prejudice any rights or obligations accrued to the parties prior to termination.

11.4. ***Laws of Oregon; Compliance with Laws.*** The laws of the State of Oregon shall govern this Agreement, and the parties agree to submit to the jurisdiction of the courts of the State of Oregon. All activities of a party under this Agreement shall be in compliance with all applicable laws, statutes, ordinances, rules, regulations, and requirements of any governmental authority, including all applicable provisions of ORS chapters 279A, 279B, and 279C.

11.5. ***Maintenance of Records.*** The parties shall maintain all fiscal records relating to this Agreement in accordance with generally accepted accounting principles. In addition, the parties shall maintain any other records pertinent to this Agreement in such a manner as to clearly document their performance. Each party acknowledges and agrees that it shall retain such documents for a period of three (3) years after termination of this Agreement, or such longer period as may be required by applicable law. In the event of any audit, controversy, or litigation arising out of or related to this Agreement, the parties shall retain such documents until the conclusion thereof.

11.6. ***Relationship of Parties.*** Each of the parties hereto is deemed an independent contractor for purposes of this Agreement. No representative, agent, employee, or contractor of one party shall be deemed to be an employee, agent or contractor of any other party for any purpose. Nothing herein is intended, nor may it be construed, to create among the parties any relationship of principal and agent, partnership, joint venture, or any similar relationship, and each party hereby disclaims any such relationship.

11.7. ***Preservation of Privileges; Public Records.*** The parties acknowledge and agree that a primary purpose of this Agreement is to encourage frank communication and close collaboration among the parties for the maximum benefit of the Legacy Project, preliminary to any final action by the parties' governing bodies. The parties will disclose and transmit information to one another regarding possible direction for the Legacy Project and possible real estate transaction(s) with the Owner or third parties. The parties intend to preserve all rights under Oregon Public Records law, including, without limitation, exemptions related to internal advisory communications under ORS 192.502(1) and related to sharing of information regarding a potential real property negotiation under ORS 192.502(9)(a), the disclosure of which is restricted under ORS 192.660(2)(e). The parties intend by this section to protect from disclosure all Legacy Project information exchanged between any parties, or between any party and a consultant hired by a party for the Legacy Project, to the greatest extent permitted by law, regarding less whether the exchange occurred before execution of this Agreement and regardless of whether the writing or the document is marked "Confidential."

11.8. ***No Third-Party Beneficiary.*** This Agreement is between the parties and creates no third-party beneficiaries. Nothing in this Agreement gives or will be construed to give or provide any benefit, direct, indirect, or otherwise to third parties unless third persons are expressly described as intended to be beneficiaries of its terms.

11.9. **Assignment.** No party may assign this Agreement, in whole or in part, or any right or obligation hereunder, without the prior written approval of the other parties.

11.10. **Entire Agreement; Prior Agreements.** This Agreement constitutes the entire agreement among the parties on the subject matter hereof and supersedes all prior or contemporaneous written or oral understandings, representations, or communications of every kind. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. To the extent this Agreement contradicts the MOU, this Agreement governs.

11.11. **Modification; Waiver.** No course of dealing between the parties and no usage of trade will be relevant to supplement any term used in this Agreement. No waiver, consent, modification, or change of terms of this Agreement will bind any party unless in writing and signed by the Parties. The failure of a party to enforce any provision of this Agreement will not constitute a waiver by a party of that or any other provision.

11.12. **Authority.** The representatives signing on behalf of the parties certify they are duly authorized by the party for whom they sign to make this Agreement.

11.13. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which will be an original, but all of which will constitute one and the same instrument.

*[Remainder of page blank; signatures on next page.]*

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.

CITY OF OREGON CITY

METRO

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

CLACKAMAS COUNTY

STATE OF OREGON, through its Parks  
and Recreation Department

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

DRAFT

Exhibit A

**Partners Group**

State

State Senator  
State Representative  
Regional Solutions  
Oregon State Parks

Metro

Metro Council President  
Metro Councilor  
Metro Chief Operating Officer

Clackamas County

County Commissioner  
County Commission  
County Administrator

Oregon City

Mayor  
Commissioner  
City Manager

DRAFT

Exhibit B

**Project Budget**

DRAFT

Exhibit C

**Organization Chart**

DRAFT

Exhibit D

**Staffing Commitments**

DRAFT





# City of Oregon City

625 Center Street  
Oregon City, OR 97045  
503-657-0891

## Staff Report

File Number: 15-688

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**Agenda Date:** 1/12/2016

**Status:** Agenda Ready

**To:** City Commission

**Agenda #:** 3c.

**From:** Community Development Director Tony Konkol

**File Type:** Resolution

### **SUBJECT:**

Proposed Resolution No 16-01, Modifying the Building Division Fee Schedule to Provide a Complete List of Division Fees

### **RECOMMENDED ACTION (Motion):**

Staff recommends review and discussion of proposed Resolution No. 16-01.

### **BACKGROUND:**

Every four (4) years each Building Inspection Program within the State of Oregon must apply to renew the Building Program as administered by the State Building Codes Division. The City of Oregon City Building Inspection Program is due to be renewed January 1, 2016. A portion of the renewal process includes submittal of a complete list of the Building Inspection Program Fees. The current fee schedule has not been updated since 2000, with the exception of Resolution No. 10-28, which created a fee for the administration of the Solar Photovoltaic Systems.

The City administers Building Division fees through Chapter 15.04.010 of the Oregon City Municipal Code. The proposed Resolution, effective March 1, 2016, adopts 54 new fees and adjusts 9 existing fees for the Building Division. The proposed Resolution will adjust all Building Division fees annually based on inflation.



# City of Oregon City

625 Center Street  
Oregon City, OR 97045  
503-657-0891

## Staff Report

File Number: 15-688

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**Agenda Date:** 1/12/2016

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**To:** City Commission

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**From:** Community Development Director Tony Konkol

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The City administers Building Division fees through Chapter 15.04.010 of the Oregon City Municipal Code. The proposed Resolution, effective March 1, 2016, adopts 54 new fees and adjusts 9 existing fees for the Building Division. The proposed Resolution will adjust all Building Division fees annually based on inflation.

**RESOLUTION NO. 15-39**

---

**A RESOLUTION MODIFYING THE BUILDING DIVISION FEE SCHEDULE AND AMENDING  
RESOLUTION NUMBER 15-39.**

**WHEREAS**, Oregon City Municipal Code Section 15.04.015 (B) authorizes the City to adopt by resolution, and revise from time to time, a schedule of fees for applications; and

**WHEREAS**, the City has revised fees as described in Exhibit 1; and

**WHEREAS**, the revised fee schedule is provided in Exhibit 2; and

**WHEREAS**, staff relies on revenue from these fees to fund inspections, plan review and administration of the Oregon Specialty Codes; and

**WHEREAS**, staff costs should include annual adjustment of the fees based on the consumer price index every year to account for inflation; and

**WHEREAS**, notice has been provided to Oregon Building Codes Division as required in Oregon Administrative Rule 918-020-0220

**WHEREAS**, the City Commission concludes that the City should recover, to the extent practicable, the actual cost of reviewing the applications.

**NOW, THEREFORE, OREGON CITY RESOLVES AS FOLLOWS:**

**Section 1:** The City hereby amends the Building Division Fee Schedule adopted in Resolution 10-28 to become effective March 1, 2016 and included as part of the Building Division Fee Schedule.

**Section 2:** Beginning on March 1, 2016, the amended fees identified in Exhibit 1 and included in the Building Division Fee Schedule shall be adjusted, along with all other fees identified on the Building Division Fee Schedule, annually on January 1st based on the CPI-W for Portland, Oregon. Adjusted fees will be rounded to the nearest dollar.

Approved and adopted at a regular meeting of the City Commission held on the 16<sup>th</sup> day of December 2015.

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DAN HOLLADAY, Mayor

Attested to this 16 day of December 2015:

Approved as to legal sufficiency:

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Kattie Riggs, City Recorder

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City Attorney

Exhibit:

1. Fee Explanation
2. Building Division Fee Schedule

CITY OF OREGON CITY  
BUILDING DIVISION

FEE ADJUSTMENT PROPOSAL

December 2015

Exhibit 1

The City of Oregon City's Building Inspection Department under the Community Development Program provides inspection and plan review services relative to conformance with the State of Oregon Structural, Mechanical, Plumbing, Electrical, Residential and Manufactured Dwelling Specialty Codes. These functions are funded through permit fees and charges.

Per OAR 918-020-0220, the City of Oregon City Building Department seeks to adjust the fees charged for permits issued based on the Oregon Structural, Residential, Mechanical and Manufactured Dwelling Specialty Codes and to maintain the current permit fees for the Oregon Electrical and Plumbing Codes.

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## **BACKGROUND INFORMATION AND FACTS**

The Building Inspection Program is a Division of the City's Community Development Department and is funded through the issuance of Building, Plumbing, Mechanical and Electrical Permits and Plan Reviews.

Overhead expenses for the Building Division includes expenses for the City Manager, City Recorder, Personnel Director, City Commission, Finance and Fleet Services. Other expenses includes charges for the general fund administration including utilities, insurance, maintenance etc. The proportionate costs are allotted using factors such as size of budget, number of full time employees and amount of floor space utilized by the Building Division.

The Building Division accounting is housed entirely in a special reserve fund called Building Operations. The fund has line items for each revenue source and for each type of expenditure. Each fund carries over a beginning balance which may be budgeted and spent in the following years.

Given the projected activity level for residential, commercial and industrial development in Oregon City, fee adjustments are necessary to maintain service levels and support the costs of the program.

### **Conversion to Dedicated Funding**

As a result of the passage of legislation during the 1999 legislative cycle Oregon City's Building Division funds were converted to a dedicated funding in the beginning of Fiscal Year 00/01.

## **Fund Balance and Contingency**

The City of Oregon City wishes to establish a policy of maintaining a reserve-operating fund capable of carrying the department through the period of highs and lows in building activity.

The purpose of the fund balance is to allow a jurisdiction to maintain services through the valleys or slight downturns in workload. It is also designed such that monies are available to pay for “existing” workload already taken in. Based on comparisons with other jurisdictions and other analysis, the City’s goal is to maintain a four to six-month contingency fund balance. In addition to projected building activity, the City currently has approximately 400 active permits. This equates to an estimated 6 months worth of inspection activity. Therefore, we believe that the four to six month balance is a reasonable goal.

The total number of permits issued by the division increased in Fiscal Year 14/15, several factors contributed that has increased the division’s workload.

- The division has worked on and processed a large backlog of existing permits (some going back as far as 13 years) that had expired due to expiration of allotted time.
- The Building Division now performs plumbing and electrical inspections and plan reviews previously performed by Clackamas County.
- The State Building Codes have been revised in the past several years to include more comprehensive review requirements for areas such as seismic and wind design, accessibility requirements and energy conservation issues.
- The fact also exists that many of the remaining properties in Oregon City have complex environmental (water quality, flood plain etc.), engineering as well as complex building issues that must be addressed during the development and review process.
- Oregon City has a very large number of historic structures located within very active historic districts. Dealing with the complexities of historic structures requires significant amounts of time and coordination with Architects, Engineers and contractors as well as other City Departments, Boards and Commissions.
- Recent law changes have required that residential plans be completed within a shorter specific time frame and that the commercial building permit application process conforms to the requirements of Oregon Administrative Rule 918-020-0090.

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## **Recommendation**

The city believes that the proposed fee increases are reasonable and necessary in order to continue to administer and enforce the codes at current and projected levels of service and activity given:

- The need to maintain and continue to improve customer service in plan reviews, inspections and service to the public at the front counter, over the phone and in the field.
- The need to establish and maintain a reasonable cumulative reserve in a dedicated account for current operations.
- The need to establish an Enforcement and Compliance program that identifies and corrects those organizations that are not getting proper permits, oversees enforcement of proper licensing, and investigates and corrects complaints of building code violations.
- The need to provide adequate staffing levels to meet plan review, inspection and support staff needs to meet daily demands for counter assistance, filing and records management requirements.

## **PROPOSED FEE INCREASES**

### **MECHANICAL PERMIT FEES.**

#### **Commercial:**

The current commercial fee schedule is based upon the standardized fee methodology as stated in Oregon Administrative Rule 918-050-0100 effective January 1, 2009 and is calculated based on the value of the mechanical equipment and the installation costs. The last permit fee adjustment was 2008.

#### **One and Two Family Residential:**

The current mechanical permit fee schedule for one and two family residences like the commercial permit fees has not changed since 2008.

#### **Background and proposed fees.**

Commercial and one and two family mechanical permit activity results in approximately 25-30% of the divisions work load and current fee schedules only provide 4-5% of the division's revenue. As a result, the mechanical permit program of the division has been carried by other permit activity. A 62.5% increase in fees is recommended for the minimum mechanical permit fee. The fee increase is necessary to make the program self-supporting. We recognize that the fee increase represents a significant increase in mechanical permit fees. However, considering that fees have not been increased in 7 years and the fact that the mechanical program is not self-supporting, the increase is necessary.

**EXISTING COMMERCIAL MECHANICAL PERMIT FEE COMPARISON**

<b>VALUATION</b>	<b>Minimum</b>	<b>\$5,000 to \$10,000</b>	<b>\$10,001.00 to \$100,000</b>	<b>\$100,001 and up</b>
Beaverton	\$97.63	\$97.63 & \$2.81 per \$100	\$347.71 & \$2.54 per \$100	\$2608.71 & \$2.92 per \$100
Clackamas County	\$85.00	\$85.00 & \$1.66 per \$100	\$168.00 & 12.34 per \$1,000	\$1,279.00 & \$8.47 per \$1,000
Gresham	\$38.00	\$38.00 & \$5.00 per \$1,000	\$488.00 & \$14.00 per \$1,000	\$1,748 & \$11.00 per \$1,000
Happy Valley	\$85.00	\$85.00 & \$1.66 per \$100	\$168.00 & \$10.20 per \$1000	\$1,068.00 & \$7.00 per \$1,000
Lake Oswego	\$75.00	\$40.25 & \$1.35 per \$100	\$253.00 & \$8.30 per \$1,000	\$1,560.00 & \$5.70 per \$1,000
Milwaukie	\$136.00	\$136.00 & \$2.10 per \$1,000	\$241.00 & \$16.00 per \$1,000	\$1,681 + \$10.88 per \$1,000
Oregon City	\$52.25	\$52.25 & \$1.60 per \$100	\$132.25 & \$10.70 per \$1,000	\$1,166.80 & \$5.10 per \$1,000
Portland	\$95.00	\$95.00 & \$2.31 per \$100	\$302.90 & \$14.20 per \$1,000	\$1,580.90 & \$9.73 per \$1,000
Tigard	\$69.06	\$207.21 & \$2.81 per \$100	\$347.71 & \$2.54 per \$100	\$2,608.71 & \$11.02 per \$1,000
West Linn	\$100.00	\$100.00 & \$14.00 per \$1,000	\$672.00 & \$7.00 per \$1,000	\$1,029.00 & \$5.00 per \$1,000
Wilsonville**	\$61.55	\$61.55 & \$1.25 per \$1,000	\$123.05 & \$3.44 per \$1,000	\$432.65 & \$1.54 per \$1,000

\*\* Currently reviewing fees to make adjustments.

**PROPOSED COMMERCIAL MECHANICAL PERMIT FEE COMPARISON**

<b>VALUATION</b>	<b>Minimum</b>	<b>\$5,000 to \$10,000</b>	<b>\$10,001.00 to \$100,000</b>	<b>\$100,001 and up</b>
Beaverton	\$97.63	\$97.63 & \$2.81 per \$100	\$347.71 & \$2.54 per \$100	\$2608.71 & \$2.92 per \$100
Clackamas County	\$85.00	\$85.00 & \$1.66 per \$100	\$168.00 & \$12.34 per \$1,000	\$1,279.00 & \$8.47 per \$1,000
Gresham	\$38.00	\$38.00 & \$5.00 per \$1,000	\$488.00 & \$14.00 per \$1,000	\$1,748.00 & \$11.00 per \$1,000
Happy Valley	\$85.00	\$85.00 & \$1.66 per \$100	\$168.00 & \$10.20 per \$1000	\$1,068.00 & \$7.00 per \$1,000
Lake Oswego	\$75.00	\$40.25 & \$1.35 per \$100	\$253.00 & \$8.30 per \$1,000	\$1,560.00 & \$5.70 per \$1,000
Milwaukie	\$136.00	\$136.00 & \$2.10 per \$1,000	\$241.00 & \$16.00 per \$1,000	\$1,681 + \$10.88 per \$1,000
Oregon City	\$85.00	\$85.00 & \$1.70 per \$100	\$170.00 & \$12.50 per \$1,000	\$1,295.00 & \$8.50 per \$1,000
Portland	\$95.00	\$95.00 & \$2.31 per \$100	\$302.90 & \$14.20 per \$1,000	\$1,580.90 & \$9.73 per \$1,000
Tigard	\$69.06	\$207.21 & \$2.81 per \$100	\$347.71 & \$2.54 per \$100	\$2,608.71 & \$11.02 per \$1,000
West Linn	\$100.00	\$100.00 & \$14.00 per \$1,000	\$672.00 & \$7.00 per \$1,000	\$1,029.00 & \$5.00 per \$1,000
Wilsonville**	\$61.55	\$61.55 & \$1.25 per \$1,000	\$123.05 & \$3.44 per \$1,000	\$432.65 & \$1.54 per \$1,000
<b>AVERAGE</b>	\$84.56	\$84.56 & \$1.68 per \$100	\$298.31 & \$1.62 per \$100	\$1,535.54 & \$9.82 per \$1,000

\*\* Currently reviewing fees to make adjustments.



The division plans to closely monitor the mechanical program expenses/revenue in the future to ensure that the program can be self-supporting.

## **MANUFACTURED DWELLING FEES**

### **Background and proposed fees**

Oregon Administrative Rule 918-050-0130 requires all jurisdictions in the tri-county area to develop a single fee by January 2001. The single fee is to include the concrete slab or foundations when they comply with the prescriptive requirements of the State of Oregon Manufactured Dwelling Standard, electrical feeder and plumbing connections, and all cross-over connections.

Previously, items were charged separately for a manufactured dwelling placement permit, an electrical permit for the electrical feeder and a plumbing permit for the plumbing connections. The agreement of the Tri-County Fee Methodology subcommittee was to combine the separate fees into a single fee.

## **OREGON CITY MANUFACTURED DWELLING FEES EXISTING, PROPOSED AND COMPARISONS**

	Oregon City Existing	Oregon City Proposed	Clackamas County	Portland	Happy Valley	Milwaukie	Tigard
Installation Permit	\$312.00	\$400.00	\$407.00	\$385.00	\$445.00	\$445.00	\$422.87
Earth Quake Bracing	Included	Included	\$103.00	\$104.00	\$85.00	\$135.00	Included
<b>Total</b>	\$312.00	\$400.00	\$510.00	\$489.00	\$530.00	\$580.00	\$422.87

### **STRUCTURAL PERMIT FEES/Background and proposed fees**

Fees for structural permits are calculated by the use of separate tables. The first table establishes the amount per square foot of the structure is based on construction categories (i.e. a wood frame Vs masonry). The valuation table is determined by the International Code Council (ICC) and is published annually in the ICC Building Standards magazine as stated in Oregon Administrative Rule 918-050-0100. The second table is the fee table as it sets for the amount that will be charged per thousand dollars of valuation determined by the local municipality.

The recommendation is to increase the present minimum fee by 112% from \$40.00 to \$85.00. It should be noted that Oregon City has never requested an increase in the building permit fee table, other than the minimum permit fee. An increase in building permit fees will also increase plan review fees, as plan review fees are calculated as a percentage (65%) of permit fees. As indicated in the comparison, the proposed fees lie well within the range of fees of neighboring jurisdictions.

### **EXISTING BUILDING PERMIT FEE COMPARISON**

VALUATION	Minimum	\$500	\$2000 to \$25,000	\$25,000 to \$50,000	\$50,000 to \$100,000	\$100,000 and Up
Beaverton	\$81.86	\$82.46 & \$3.23 per \$100	\$129.91 & \$12.99 per \$1,000	\$428.00 & \$9.75 per \$1,000	\$672.43 & \$6.94 per \$1,000	\$1,019.43 & \$5.14 per \$1,000
Clackamas County	\$85.00	\$85.00	\$85.00 & \$7.40 per \$1,000	\$255.20 & \$6.72 per \$1,000	\$423.20 & \$4.48 per \$1,000	\$647.20 & \$3.74 per \$1,000
Gresham	\$49.00	\$49.00 & \$4.00 per \$100	\$109.00 & \$10.00 per \$1,000	\$339.00 & \$8.00 per \$1,000	\$539. & \$6.00 per \$1,000	\$839.00 & \$6.00 per \$1,000
Happy Valley	\$85.00	\$85.00	\$85.00 & \$11.10 per \$1,000	\$318.10 & \$8.25 per \$1,000	\$524.35 & \$5.55 per \$1,000	\$801.85 & \$4.65 per \$1,000
Lake Oswego	\$78.00	\$78.00	\$78.00 & \$9.40 per \$1,000	\$293.00 & \$6.75 per \$1,000	\$462.00 & \$4.70 per \$1,000	\$696.00 & \$3.00 per \$1,000
Milwaukie	\$125.00	\$125.00	\$125.00 & \$12.92 per \$1,000	\$383.40 & \$9.60 per \$1,000	\$623.40 & \$6.46 per \$1,000	\$946.40 & \$5.46 per \$1,000
Oregon City	\$40.00	\$40.00 & \$2.81 per \$100	\$72.19 & \$11.25 per \$1,000	\$328.13 & \$8.44 per \$1,000	\$536.25 & \$5.63 per \$1,000	\$811.88 & \$5.63 per \$1,000
Portland*	\$95.00	\$95.00 & \$2.44 per \$100	\$131.60 & \$9.54 per \$1,000	\$351.02 & \$7.02 per \$1,000	\$526.52 & \$4.65 per \$1,000	\$759.02 & \$3.83 per \$1,000
Tigard	\$53.27	\$53.27 & \$3.39 per \$100	\$104.12 & \$15.21 per \$1,000	\$453.95 & \$11.02 per \$1,000	\$729.45 & \$7.53 per \$1,000	\$1,105.95 & \$6.04 per \$1,000
West Linn	\$100.00	\$100.00	\$100.00 & \$14.00 per \$1,000	\$406.00 & \$11.00 per \$1,000	\$672.00 & \$7.00 per \$1,000	\$1,029.00 & \$5.00 per \$1,000
Wilsonville**	\$61.55	\$61.55	\$61.55 & \$1.23 per \$1,000	\$123.05 & \$3.44 per \$1,000	\$432.65 & \$1.54 per \$1,000	\$1,818.65 & \$1.54 per \$1,000

\* Limits permits to an average of 5 inspections per permit and each additional inspection is charged at \$97.00.

\*\* Currently reviewing fees to make adjustments.

**PROPOSED BUILDING PERMIT FEE COMPARISON**

VALUATION	Minimum	\$500	\$2000 to \$25,000	\$25,000 to \$50,000	\$50,000 to \$100,000	\$100,000 and Up
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Happy Valley	\$85.00	\$85.00	\$85.00 & \$11.10 per \$1,000	\$318.10 & \$8.25 per \$1,000	\$524.35 & \$5.55 per \$1,000	\$801.85 & \$4.65 per \$1,000
Lake Oswego	\$78.00	\$78.00	\$78.00 & \$9.40 per \$1,000	\$293.00 & \$6.75 per \$1,000	\$462.00 & \$4.70 per \$1,000	\$696.00 & \$3.00 per \$1,000
Milwaukie	\$125.00	\$125.00	\$125.00 & \$12.92 per \$1,000	383.40 & \$9.60 per \$1,000	\$623.40 & \$6.46 per \$1,000	\$946.40 & \$5.46 per \$1,000
Oregon City	\$85.00	\$85.00 & \$2.81 per \$100	\$127.15 & \$11.25 per \$1,000	\$386.25 & \$8.44 per \$1,000	\$597.25 & \$5.63 per \$1,000	\$878.75 & \$4.25 per \$1,000
Portland*	\$95.00	\$95.00 & \$2.44 per \$100	\$131.60 & \$9.54 per \$1,000	\$351.02 & \$7.02 per \$1,000	\$526.52 & \$4.65 per \$1,000	\$759.02 & \$3.83 per \$1,000
Tigard	\$53.27	\$53.27 & \$3.39 per \$100	\$104.12 & \$15.21 per \$1,000	\$453.95 & \$11.02 per \$1,000	\$729.45 & \$7.53 per \$1,000	\$1,105.95 & \$6.04 per \$1,000
West Linn	\$100.00	\$100.00	\$100.00 & \$14.00 per \$1,000	\$406.00 & \$11.00 per \$1,000	\$672.00 & \$7.00 per \$1,000	\$1,029.00 & \$5.00 per \$1,000
Wilsonville**	\$61.55	\$61.55	\$61.55 & \$1.23 per \$1,000	\$123.05 & \$3.44 per \$1,000	\$432.65 & \$1.54 per \$1,000	\$1,818.65 & \$1.54 per \$1,000
Average	\$81.69	\$81.69 & \$3.17 per \$100	\$132.55 & \$10.45 per \$1,000	\$339.72 & \$8.18 per \$1,000	\$563.84 & \$5.50 per \$1,000	\$958.79 & \$5.49 per \$1,000

\* Limits permits to an average of 5 inspections per permit and each additional inspection is charged at \$97.00.

\*\* Currently reviewing fees to make adjustments.

In addition to the fees previously specified, the following fees are being proposed; please see attached proposed versus existing fee schedule with the explanation below:

### **Change in Occupancy Background and Proposed Fee**

A request for a change in occupancy most often requires in-depth research on the part of the Building Division staff to research compliance to code. Issues such as types of allowable construction, mixed occupancy requirements and exiting requirements are all items that need to be verified for code compliance. Research on older existing buildings can and often requires extensive research to try and locate old plans and permits and can be very time consuming. Estimating 2-½ hours of staff time for service to the customer and research, a fee of \$225.00 is proposed and additional time billed at \$75.00 per hour of each staff member.

### **Temporary Certificate of Occupancy Background and Proposed Fee**

With of the high pressure of today's construction industry, the requests for a Temporary Certificate of Occupancy has become a common place with all Building Departments. The request generates increased staff workload to coordinate approval not only with each of the code specialties but with other departments within the City as well. In addition the

Temp C of O must be tracked to ensure that the conditions set forth in the granting of the Temp C of O are met and a final inspection approval is made and a permanent Certificate of Occupancy is issued. The fee for this service varies widely from jurisdiction to jurisdiction. The proposed fee of \$150 for a single family residence and \$250 for a commercial occupancy lies well within the highs and lows for surrounding jurisdictions and must be renewed every thirty days. The requirement to renew the Temporary Certificate of Occupancy reminds the requester that there are additional items to be completed and covers staff time researching and reminding the customer of the items that need completed in order to finalize the project.

### **Manufactured Dwelling and Recreational Park Background and Proposed Fee**

Oregon Administrative Rule 918-050-0110 requires that a municipality provide a fee schedule for all assumed programs that the jurisdiction administers. Oregon Administrative Rule 918-600-0010 is the scoping section to establish the minimum safety standards for the design and construction of mobile home and manufactured dwelling parks in accordance with Oregon Revised Statue 446. The proposed fee schedule can be found in the attached fee schedule identified as items 1.8.04a through 1.8.04f.

### **Standardization of Certain Fees**

Currently permits for signs, moved buildings, replacement of roofing and demolition of structures are based on the valuation of the project. This can cause confusion for the customer since the permit is issued prior to the work being completed and are often times there will be unforeseen items that can cause an incorrect valuation to be provided. The counter staff also has difficulty when attempting to verify if the valuation given is correct and not to overcharge the customer for the inspection services provided.

Typically there are not more than two inspections for signs, moved buildings, replacement of roofing and demolition of structures. Standardization of the these types of permits ensures that the customer is receiving a fair value for the inspection services and also assists the permit counter staff when attempting to determine the correct valuation.

### **ELECTRICAL AND PLUMBING FEES**

No additional fees or changes are proposed for these programs.



# City of Oregon City

Community Development

Building Division Fee Schedule

March 2016

Exhibit 1

BUILDING DIVISION						
1.1 Building - Plan Review						
	Description	Existing Fee	Fee	Unit		
1.1.01	Building Plan Review	No change	65%	of building permit fee		
1.1.02	Electrical, plumbing, accessibility,	No change	25%	of applicable permit fee		
1.1.03	Fire and life safety plan review	40%	65%	of building permit fee		
1.1.04	Plan review for manufactured dwelling or recreational park plan review	New Fee	65%	of building permit fee		
1.1.05	Approval of additional set of plans	New Fee	\$85.00	Per hour or portion thereof		
1.1.06	Additional Plan Review required by changes, addition or revisions to approved plans	\$75.00	\$85.00	Per hour or portion thereof		
1.1.07	Medical Gas Review	25%	50%	of medical gas permit		
1.1.08	Mechanical Plan Review (commercial)	25%	50%	of mechanical permit fee		
1.1.09	Deferred submittal review fee	No Change	\$300.00	per item deferred		
1.1.10	Consultation fee	New Fee	\$85.00	Per hour or portion thereof		
1.1.11	Phased construction review fee	No Change	10%	of the total project not to exceed \$1,500.00		
1.2 Building - Building Permits						
	Description					
1.2.01	The city may charge an investigation fee for work commenced prior to permit issuance					
1.2.02	<p>Refunds: If a permit has been issued and no work has been done under the permit, and provided the city receives a request for a refund within 180 days of the permit issuance, 80% of the permit fee(s) shall be refunded, less any city service fees. No permit fees are refundable beyond 180 days of permit issuance.</p> <p>If a refund of plan review fees is requested and the plan review has not yet begun, the city shall refund 80% of the review fee minus any city service fees provided the request is made in writing and the request is prior to the plan review starting and within 180 days of the submittal date.</p>					
1.2.03	Building permit fees are determined based on construction valuation. All new commercial and residential valuations will be determined utilizing the state mandated valuation calculation table. For remodels and repairs, the valuation shall be stated and includes all of the labor and materials. Valuation does not include the cost of the land.					
	Description		Fee	Unit		
	If the valuation is :			The building permit fee is:		
1.2.03a	Permit fee up to \$500.00 valuation	\$40.00	\$85.00			
1.2.03b	Valuation \$500.00 to \$2,000.00	\$40.00	\$85.00	For first \$500.00	\$2.81	Each additional \$100.00 or fraction thereof
1.2.03c	Valuation \$2,001.00 to \$25,000.00	\$72.19	\$127.15	For first \$2,000.00	\$11.25	Each additional \$1,000.00 or fraction thereof
1.2.03d	Valuation \$25,001.00 to \$50,000.00	\$328.13	\$386.25	For first \$25,000.00	\$8.44	Each additional \$1,000.00 or fraction thereof
1.2.03e	Valuation \$50,001.00 to \$100,000.00	\$536.25	\$597.25	For first \$50,000.00	\$5.63	Each additional \$1,000.00 or fraction thereof
1.2.03f	Valuation \$100,001.00 and up	\$811.88	\$878.75	For first \$100,000.00	\$4.25	Each additional \$1,000.00 or fraction thereof

<b>1.3</b>	<b>Building - Plumbing</b>			
	<i>Description</i>		<i>Fee</i>	<i>Unit</i>
1.3.01	Residential Minimum Permit fee	No Change	\$85.00	
	New One and Two family includes first 100 feet of Storm, Water,			
1.3.02	New SFD 1 Bath	No Change	\$761.00	
1.3.03	New SFD 2 Bath	No Change	\$864.00	
1.3.04	New SFD 3 Bath	No Change	\$956.00	
1.3.05	Each additional bath	No Change	\$87.00	Each bathroom or portion there of
	<b>Site Utilities</b>			
1.3.06	Catch basin	No Change	\$31.00	Each
1.3.07	Drywell	No Change	\$31.00	Each
1.3.08	Manufactured home utilities	No Change	\$126.00	Each
1.3.09	Manholes	No Change	\$31.00	Each
1.3.10	Rain drain connector	No Change	\$182.00	Each
1.3.11	Roof drain	No Change	\$19.00	Each
1.3.12a	Sanitary sewer up to 150 feet	No Change	\$145.00	Each
1.3.12b	Sanitary sewer 151 to 200 feet	No Change	\$110.00	Plus the \$145.00 for the first 150 feet
1.3.12c	Sanitary sewer over 200 feet	No Change	\$74.00	For every 100 feet or fraction there of
1.3.13a	Storm sewer up to 50 feet	No Change	\$110.00	
1.3.13b	Storm sewer over 50 feet	No Change	\$74.00	For every 100 feet or fraction there of
1.3.14a	Water service up to 50 feet	No Change	\$87.00	
1.3.14b	Water service over 50 feet	No Change	\$58.00	For every 100 feet or fraction there of
1.3.15	Footing drain	No Change		
	<b>Fixture Item</b>			
1.3.16	Absorption valve	No Change	\$31.00	Each
1.3.17	Backflow preventer	No Change	\$31.00	Each
1.3.18	Backwater valve	No Change	\$31.00	Each
1.3.19	Clothes washer	No Change	\$31.00	Each
1.3.20	Dishwasher	No Change	\$31.00	Each
1.3.21	Drinking fountain	No Change	\$31.00	Each
1.3.22	Ejector pump	No Change	\$31.00	Each
1.3.23	Expansion tank	No Change	\$31.00	Each
1.3.24	Fixture removal / cap	No Change	\$31.00	Each
1.3.25	Floor drain / sink	No Change	\$31.00	Each
1.3.26	Garbage disposal	No Change	\$31.00	Each
1.3.27	Hose bib	No Change	\$31.00	Each
1.3.28	Ice maker	No Change	\$31.00	Each
1.3.29	Interceptor / grease trap	No Change	\$31.00	Each
1.3.30	Sink / lavatory / basin	No Change	\$31.00	Each
1.3.31	Tub / shower/ shower pan	No Change	\$31.00	Each
1.3.32	Urinal	No Change	\$31.00	Each
1.3.33	Water closet	No Change	\$31.00	Each
1.3.34	Water heater	No Change	\$31.00	Each
1.3.35	Primers	No Change	\$31.00	Each
1.3.36	Medical gas valve	No Change	\$31.00	Each
1.3.37	<b>Recreational Vehicles &amp; MH Parks</b>			
1.3.37a	MH Park sewer collection & water system	No Change	\$95.45	Each Space
1.3.37b	Inspection Fee - 5 or less spaces	No Change	\$321.45	
1.3.37c	6 to 19 spaces	No Change	\$55.58	Each Space
1.3.37d	20 or more spaces	No Change	\$38.66	Each Space
<b>1.4</b>	<b>Residential Fire Suppression Systems</b>			
	<i>Description</i>		<i>Fee</i>	<i>Unit</i>
1.4a	Residence up to 2,000 sq. ft.	\$105.00	\$150.00	Each
1.4b	Residence 2,001 sq. ft. to 3,600 sq. ft.	\$156.00	\$201.00	Each
1.4c	Residence 3,601 sq. ft. to 7,200 sq. ft.	\$198.00	\$246.00	Each
1.4d	Residence 7,201 sq. ft. and above	\$242.00	\$291.00	Each
<b>1.5</b>	<b>Medical Gas</b>			
	<i>Description (based on valuation)</i>		<i>Fee</i>	<i>Unit</i>
1.5a	Up to \$5,000.00	No Change	\$121.00	
1.5b	\$5,001.00 to \$10,000.00	No Change	\$121.00	\$1.82 for each additional \$100.00 over \$5,000.00
1.5c	\$10,001.00 to \$100,000.00	No Change	\$212.00	\$12.34 for each additional \$1,000.00 over \$10,000.00
1.5d	\$100,000.00 and above	No Change	\$1,322.00	\$8.47 for each additional \$1,000.00 over \$100,000.00

<b>1.6 Building - Mechanical</b>				
<b>R-3 and U Occupancies only</b>				
	<i>Description</i>		<i>Fee</i>	<i>Unit</i>
<b>Heating and Cooling</b>				
1.6.01	Minimum permit fee	\$52.25	\$85.00	
1.6.02	Furnace with add-on air conditioner	\$16.00	\$20.00	Each
1.6.03	Gas heat pump	\$16.00	\$20.00	Each
1.6.04	Hydronic water system	\$12.00	\$20.00	Each
1.6.05	Residential boiler (radiator or hydronic)	\$16.00	\$20.00	Each
1.6.06	Unit heater	\$16.00	\$20.00	Each
1.6.07	Water heater	\$12.00	\$20.00	Each
1.6.08	Gas fireplace	No Change	\$20.00	Each
1.6.09	Log lighter	No Change	\$20.00	Each
1.6.10	Wood / pellet stove	No Change	\$20.00	Each
1.6.11	Flue or chimney liner for any of the above	\$8.00	\$16.00	Each
<b>Environmental exhaust and ventilation</b>				
1.6.12	Range hood	\$12.00	\$16.00	Each
1.6.13	Clothes dryer	\$8.00	\$16.00	Each
1.6.14	Single-duct (bathroom, toilet and utility rooms)	\$8.00	\$16.00	Each
1.6.15	Attic and crawlspace fans	\$8.00	\$16.00	Each
<b>Fuel gas piping</b>				
1.6.17	Up to 4 outlets	No Change	\$5.00	
1.6.18	Additional gas piping for appliances	\$1.50	\$2.00	Each
<b>Commercial (other than R-3 and U Occupancies)</b>				
	<i>Description (based on valuation)</i>		<i>Fee</i>	<i>Unit</i>
1.6.19a	Up to \$5,000.00	\$52.25	\$85.00	
1.6.19b	\$5,001.00 to \$10,000.00	\$52.50	\$85.00	\$1.70 \$1.60 for each additional \$100.00 over \$5,000.00
1.6.19c	\$10,001.00 to \$100,000.00	\$132.25	\$170.00	\$12.50 \$10.70 for each additional \$1,000.00 over \$10,000.00
1.6.19d	\$100,000.00 and above	\$1,161.60	\$1,295.00	\$8.50 \$5.10 for each additional \$1,000.00 over \$100,000.00
<b>1.7 Building - Electrical</b>				
Note: If inspection fees are not charged on an hourly basis, there shall be 2 inspections allowed per permit for all permits except those for residential single or multi-family dwelling units, other than manufactured or modular dwelling units and except those for renewable energy. 4 inspections shall be allowed per permit for residential single or multi-family dwelling units, other than manufactured or modular dwelling units. 3 inspections shall be allowed per permit for renewable energy permits, unless otherwise noted. Reconnect permits allow for 1 inspection.				
	<i>Description</i>		<i>Fee</i>	<i>Unit</i>
1.7.01	Residential - single or multi-family per dwelling unit with service	No Change	\$270.00	Each dwelling unit
1.7.02	Each additional 500 sq. ft. or portion thereof	No Change	\$55.00	Each dwelling unit
1.7.03	Each manufactured or modular dwelling unit service or feeder	No Change	\$109.00	Each dwelling unit
<b>Limited energy (low voltage)</b>				
1.7.04	Residential	No Change	\$109.00	Each dwelling unit
1.7.05	Commercial	No Change	\$109.00	Per panel
<b>Services or feeders installation, alteration or relocation</b>				
1.7.06	200 amp or less	No Change	\$161.00	Each
1.7.07	201 amps to 400 amps	No Change	\$213.00	Each
1.7.08	401 amps to 600 amps	No Change	\$321.00	Each
1.7.09	601 amps to 1,000 amps	No Change	\$482.00	Each
1.7.10	Over 1,000 amps and up	No Change	\$882.00	Each
<b>Temporary services or feeders installation, alteration or relocation</b>				
1.7.11	200 amp or less	No Change	\$94.00	Each
1.7.12	201 amps to 400 amps	No Change	\$200.00	Each
1.7.13	401 amps to 600 amps	No Change	\$270.00	Each
<b>Branch circuits - new, alteration or extension</b>				
1.7.14	Branch circuit with service or feeder	No Change	\$12.00	Each
1.7.15	Branch circuit without a service or feeder	No Change	\$90.00	First
1.7.16	Additional branch circuit	No Change	\$12.00	Each

Miscellaneous (service and feeder not included)										
1.7.17	Reconnect	No Change	\$109.00	Each						
1.7.18	Pump or irrigation circle	No Change	\$109.00	Each						
1.7.19	Sign or signal lighting	No Change	\$109.00	Each						
1.7.20	Renewable energy 5 kva or less	No Change	\$144.00	Each						
1.7.21	Renewable energy 5.01 to 15 kva	No Change	\$168.00	Each						
1.7.22	Renewable energy over 15.0 kva	No Change	\$280.00	Each						
Master Electrical Program										
1.7.23	Master electrical program annual permit	New Fee	\$170.00	Each annually						
1.7.24	Master electrical program inspection (includes travel time & inspection prep time)	New Fee	\$85.00	Per hour or portion there of						
1.7.25	Master electrical program inspection cancellation w/o 24 hour notice	New Fee	\$170.00	Each						
1.8 Building - Manufactured Dwelling and Park										
Description			Fee	Unit						
Manufactured dwelling park construction permits are subject to a State of Oregon surcharge of fifteen percent (15%). Manufactured home placement permits are subject to a thirty dollar (\$30.00) state administration fee. (Subject to change at the State of Oregon discretion)										
1.8.01	Manufactured dwelling and cabana installation permit - individual lot (includes prescriptive slab, runners or foundation and utility connections within 30 lineal feet)	\$312.00	\$400.00	Each installation						
1.8.02	Manufactured dwelling and cabana installation in manufactured home park & temporary placement permit (includes prescriptive slab, runners or foundation and utility connections within 30 lineal feet)	\$312.00	\$400.00	Each Installation						
1.8.03	Manufactured dwelling Park and Development Valuation Table: Valuation is based upon building valuation data found in Oregon Administrative Rules (OAR 918.600)									
If the valuation is :										
1.8.03a	Up to \$500.00		\$25.37							
1.8.03b	\$501.00 to \$2,000.00	New Fee	\$25.37	For first \$500.00	\$2.42 for each additional \$100 or fraction there of					
1.8.03c	\$2,001.00 to \$25,000.00	New Fee	\$76.12	For first \$2,000.00	\$14.49 for each additional \$1,000.00 or fraction there of					
1.8.03d	\$25,001.00 to \$50,000.00	New Fee	\$426.50	For first \$25,000.00	\$10.57 for each additional					
1.8.03e	\$50,001.00 to \$100,000.00	New Fee	\$703.18	For first \$50,000.00	\$7.25 for each additional					
1.8.03f	\$100,001.00 to \$500,000.00	New Fee	\$1,083.77	For first \$100,000.00	\$5.74 for each additional					
1.8.03g	\$500,001.00 to \$1,000,000.00	New Fee	\$3,455.51	For first \$500,000.00	\$3.32 for each additional					
1.8.03h	\$1,000,001.00 and up	New Fee	\$5,997.60	For first \$1,000,000.00	\$3.32 for each additional					
1.8.4	To be used in conjunction with Building Fees									
M/H Space Fee Table: If park contains more than one class, figure spaces in each class and add together										
	Park Class	4 or less	5	6	7	8	9	10	11	12
1.8.04a	A Fee	\$6,948.83	\$6,489.71	\$6,112.54	\$5,813.11	\$5,512.63	5,294.10	\$5,239.47	\$5,184.83	\$5,130.20
1.8.04b	B Fee	\$6,494.96	\$6,030.59	\$5,649.21	\$5,348.73	\$5,048.25	\$4,819.22	\$4,803.46	\$4,748.83	\$4,694.19
1.8.04c	C Fee	\$6,249.12	\$5,922.37	\$5,430.68	\$5,130.20	\$5,020.94	\$4,595.43	\$4,448.35	\$4,421.03	\$4,366.40
Class A contains paved streets, curbs & sidewalks										
Class B contains paved streets, no curbs & sidewalks										
Class C contains no paved streets or curbs & sidewalks on one side of each street										
Recreation Park Space Fee Table: If park contains more than one class, figure spaces in each class together.										
	Park Class	6	8	10	12	14	16	18	20	22
1.8.04d	A Fee	\$3,110.90	\$2,903.24	\$2,728.47	\$2,576.13	\$2,541.00	\$2,384.92	\$2,292.46	\$2,237.83	\$2,183.20
1.8.04e	B Fee	\$2,919.69	\$2,728.47	\$2,565.63	\$2,401.73	\$2,292.46	\$2,237.83	\$2,183.20	\$2,073.93	\$1,828.09
1.8.04f	C Fee	\$2,128.57	\$1,910.04	\$1,746.14	\$1,610.61	\$1,501.34	\$1,364.76	\$1,310.13	\$1,255.50	\$1,200.86
Class A contains paved streets, electrical water & sewer to each RV or camping space										
Class B contains electrical water & sewer to each RV or camping space but do not have paved streets										
Class C contains a combination of no more than two services of electric water & sewer and do not have paved streets										



1.9 Building - Signs				
	Description		Fee	Unit
1.9.01	Temporary sign registration fee			Same as sign permit requirements
1.9.02	Structural Plan Review is required for all signs attached to a building that weight more than 20 lbs,			65% of sign permit fee
1.9.03	Illuminated Signs: Buildings or freestanding electric, neon, LED, internal or changing electrical components require an electrical permit in addition to a building permit			
	Description		Fee	Unit
1.9.03a	Up to 8 sq. ft.	New Fee	\$109.00	Plus 65% of base fee if 1.9.02 applies
1.9.03b	Over 8 sq. ft. and up to 20 sq. ft.	New Fee	\$155.00	Plus 65% of base fee if 1.9.02 applies
1.9.03c	Over 20 sq. ft. and up to 40 sq. ft.	New Fee	\$176.00	Plus 65% of base fee if 1.9.02 applies
1.9.03d	Over 40 sq. ft. and up to 60 sq. ft.	New Fee	\$204.00	Plus 65% of base fee if 1.9.02 applies
1.9.03e	Over 60 sq. ft. and up to 80 sq. ft.	New Fee	\$215.00	Plus 65% of base fee if 1.9.02 applies
1.9.03f	Over 80 sq. ft. and up to 100 sq. ft.	New Fee	\$223.00	Plus 65% of base fee if 1.9.02 applies
1.9.03g	Over 100 sq. ft.	New Fee	\$284.00	Plus 65% of base fee if 1.9.02 applies
1.9.04	Non-illuminated Signs: Buildings or freestanding signs without electric, neon, LED, internal or changing electrical components.			
	Description		Fee	Unit
1.9.04a	Up to 8 sq. ft.	New Fee	\$56.00	Plus 65% of base fee if 1.9.02 applies
1.9.04b	Over 8 sq. ft. and up to 20 sq. ft.	New Fee	\$112.00	Plus 65% of base fee if 1.9.02 applies
1.9.04c	Over 20 sq. ft. and up to 40 sq. ft.	New Fee	\$136.00	Plus 65% of base fee if 1.9.02 applies
1.9.04d	Over 40 sq. ft. and up to 60 sq. ft.	New Fee	\$151.00	Plus 65% of base fee if 1.9.02 applies
1.9.04e	Over 60 sq. ft. and up to 80 sq. ft.	New Fee	\$160.00	Plus 65% of base fee if 1.9.02 applies
1.9.04f	Over 80 sq. ft. and up to 100 sq. ft.	New Fee	\$168.00	Plus 65% of base fee if 1.9.02 applies
1.9.04g	Over 100 sq. ft.	New Fee	\$223.00	Plus 65% of base fee if 1.9.02 applies
1.10. Building - Moved Buildings				
	Description		Fee	Unit
1.10.1	Moving permit (other than a U occupancy)	New Fee	\$250.00	Each structure
1.10.2	Moving permit U / uninhabitable occupancy	New Fee	\$125.00	Each structure
1.10.3	Pre-move inspection for structures moving within the City's	New Fee	\$300.00	Each structure
1.10.4	Pre-move inspection for structures moving into the City's jurisdiction	New Fee	\$300.00	Each structure, plus \$75.00 per hour after 4 hours including travel time and report preparation
1.10.5	Site inspection pre move	New Fee	\$85.00	Per hour or potion there of minimum 2 hour
1.11. Building - Re-roofs				
	Description		Fee	Unit
1.11.01	Re-roof permit (residential)	New Fee	\$150.00	Each structure
1.11.02	Re-roof permit (commercial)	New Fee	\$150.00	For the first 1,000 sq. ft. and \$37.50 for every additional 1,000 sq. ft. or portion there of
1.12. Building - Demolition				
	Description		Fee	Unit
1.12.01	Demolition residential	New Fee	\$225.00	Each Structure
1.12.02	Demolition commercial	New Fee	\$225.00	For the first 1,000 sq. ft. and \$37.50 for every additional 1,000 sq. ft. or portion there of
1.13. Building - Administrative Charges				
	Description		Fee	Unit
1.13.01	Copy and Printing charges black and white; 8.5 x 11 or 8.5 x 14 or 11 x 17	No Change	\$0.50	per sheet
1.13.02	Copy and Printing charges color; 8.5 x 11 or 8.5 x 14 or 11 x 17	New Fee	\$0.75	per sheet
1.13.03	Copy or Printing larger than 11 x 17	New Fee	\$5.00	Per sheet
1.13.04	Research fees / File review supervision	New Fee	\$125.00	Per hour or potion there of
1.13.05	Inspection for which no fee is specifically indicated	\$75.00	\$85.00	Per hour or portion there of
1.13.06	Reinspection fees	\$75.00	\$85.00	Each occurrence
1.13.07	Inspection outside normal business hours	No Change	\$90.00	Minimum 2 hours charge
1.13.08	Plan Review outside normal business hours	New Fee	\$90.00	Minimum 2 hours charge
1.13.09	Additional electrical inspections	No Change	\$85.00	Per inspection above the maximum allowed per the electrical permit
1.13.10	New Address	New Fee	\$60.00	Per address
1.13.11	Address Change	New Fee	\$60.00	Change Address
1.13.12	Quick start fee for all permits - Optional program if city can accommodate	New Fee	\$225.00	For each 1,000 sq. ft. in addition to the building permit fees
1.13.13	Fence	New Fee	\$225.00	First 200 lineal ft. \$75.00 for each additional 100 lineal ft. or portion there of
1.13.14	Poles over 10 high (flag, light, etc.)	New Fee	\$150.00	Each

1.13.15	Change of Use or Occupancy	\$90.00 Flat Fee	\$225.00	\$75.00 per hour or portion there of after 2 hours
1.13.16	Temporary Certificate of Occupancy (residential)	\$50.00	\$150.00	Each 30 day period or portion there of
1.13.17	Temporary Certificate of Occupancy (commercial)	\$250.00	\$300.00	First 30 day period or portion there of \$150 for each additional 30 day period or portion there of
1.13.18	Permit reinstatement due to expiration	No change		The fee for reinstated permits shall be proportional to the amount of review and inspection tasks remaining for the project as determined by the Building Official
1.13.19	Presubmittal meeting	New Fee	\$225.00	Per meeting not to exceed 2 hours
1.13.20	Presubmittal meeting (tenant improvement)	New Fee	\$225.00	Per meeting not to exceed 2 hours
1.13.21	State Surcharge	No Change		As determined by State of Oregon



# City of Oregon City

Community Development

Building Division Fee Schedule

March 2016

Exhibit 2

<b>BUILDING DIVISION</b>					
<b>1.1</b>	<b>Building - Plan Review</b>				
	<i>Description</i>	<i>Fee</i>	<i>Unit</i>		
1.1.01	Building Plan Review	65%	of building permit fee		
1.1.02	Electrical, plumbing, accessibility,	25%	of applicable permit fee		
1.1.03	Fire and life safety plan review	65%	of building permit fee		
1.1.04	Plan review for manufactured dwelling or recreational park plan review	65%	of building permit fee		
1.1.05	Approval of additional set of plans	\$85.00	Per hour or portion there of		
1.1.06	Additional Plan Review required by changes, addition or revisions to approved plans	\$85.00	Per hour or portion there of		
1.1.07	Medical Gas Review	50%	of medical gas permit		
1.1.08	Mechanical Plan Review (commercial)	50%	of mechanical permit fee		
1.1.09	Deferred submittal review fee	\$300.00	per item deferred		
1.1.10	Consultation fee	\$85.00	Per hour or portion there of		
1.1.11	Phased construction review fee	10%	of the total project not to exceed \$1,500.00		
<b>1.2</b>	<b>Building - Building Permits</b>				
	<i>Description</i>				
1.2.01	The city may charge an investigation fee for work commenced prior to permit issuance				
1.2.02	Refunds: If a permit has been issued and no work has been done under the permit, and provided the city receives a request for a refund within 180 days of the permit issuance, 80% of the permit fee(s) shall be refunded, less any city service fees. No permit fees are refundable beyond 180 days of permit issuance. If a refund of plan review fees is requested and the plan review has not yet begun, the city shall refund 80% of the review fee minus any city service fees provided the request is made in writing and the request is prior to the plan review starting and within 180 days of the submittal date.				
1.2.03	Building permit fees are determined based on construction valuation. All new commercial and residential valuations will be determined utilizing the state mandated valuation calculation table. For remodels and repairs, the valuation shall be stated and include the all labor and materials. Valuation does not include the cost of the land.				
	<i>Description</i>	<i>Fee</i>	<i>Unit</i>		
	If the valuation is :		The building permit fee is:		
1.2.03a	Permit fee up to \$500.00 valuation	\$85.00			
1.2.03b	Valuation \$500.00 to \$2,000.00	\$85.00	For first \$500.00	\$2.81	Each additional \$100.00 or fraction there of
1.2.03c	Valuation \$2,001.00 to \$25,000.00	\$127.15	For first \$2,000.00	\$11.25	Each additional \$1,000.00 or fraction there of
1.2.03d	Valuation \$25,001.00 to \$50,000.00	\$386.25	For first \$25,000.00	\$8.44	Each additional \$1,000.00 or fraction there of
1.2.03e	Valuation \$50,001.00 to \$100,000.00	\$597.25	For first \$50,000.00	\$5.63	Each additional \$1,000.00 or fraction there of
1.2.03f	Valuation \$100,001.00 and up	\$878.75	For first \$100,000.00	\$4.25	Each additional \$1,000.00 or fraction there of
<b>1.3</b>	<b>Building - Plumbing</b>				
	<i>Description</i>	<i>Fee</i>	<i>Unit</i>		
1.3.01	Residential Minimum Permit fee				
	New One and Two family includes first 100 feet of Storm, Water, Sewer				
1.3.02	New SFD 1 Bath	\$761.00			
1.3.03	New SFD 2 Bath	\$864.00			
1.3.04	New SFD 3 Bath	\$956.00			
1.3.05	Each additional bath	\$87.00	Each bathroom or portion there of		
	<b>Site Utilities</b>				
1.3.06	Catch basin	\$31.00			
1.3.07	Drywell	\$31.00			

1.3.08	Manufactured home utilities	\$126.00	
1.3.09	Manholes	\$31.00	
1.3.10	Rain drain connector	\$182.00	
1.3.11	Roof drain	\$19.00	
1.3.12a	Sanitary sewer up to 150 feet	\$145.00	
1.3.12b	Sanitary sewer 151 to 200 feet	\$110.00	Plus the \$145.00 for the first 150 feet
1.3.12c	Sanitary sewer over 200 feet	\$74.00	For every 100 feet or fraction there of
1.3.13a	Storm sewer up to 50 feet	\$110.00	
1.3.13b	Storm sewer over 50 feet	\$74.00	For every 100 feet or fraction there of
1.3.14a	Water service up to 50 feet	\$87.00	
1.3.14b	Water service over 50 feet	\$58.00	For every 100 feet or fraction there of
1.3.15	Footing drain		
	<b>Fixture Item</b>		
1.3.16	Absorption valve	\$31.00	Each
1.3.17	Backflow preventer	\$31.00	Each
1.3.18	Backwater valve	\$31.00	Each
1.3.19	Clothes washer	\$31.00	Each
1.3.20	Dishwasher	\$31.00	Each
1.3.21	Drinking fountain	\$31.00	Each
1.3.22	Ejector pump	\$31.00	Each
1.3.23	Expansion tank	\$31.00	Each
1.3.24	Fixture removal / cap	\$31.00	Each
1.3.25	Floor drain / sink	\$31.00	Each
1.3.26	Garbage disposal	\$31.00	Each
1.3.27	Hose bib	\$31.00	Each
1.3.28	Ice maker	\$31.00	Each
1.3.29	Interceptor / grease trap	\$31.00	Each
1.3.30	Sink / lavatory / basin	\$31.00	Each
1.3.31	Tub / shower/ shower pan	\$31.00	Each
1.3.32	Urinal	\$31.00	Each
1.3.33	Water closet	\$31.00	Each
1.3.34	Water heater	\$31.00	Each
1.3.35	Primers	\$31.00	Each
1.3.36	Medical gas valve	\$31.00	Each
1.3.37	<b>Recreational Vehicles &amp; MH Parks</b>		
1.3.37a	MH Park sewer collection & water system	\$95.45	Each Space
1.3.37b	Inspection Fee - 5 or less spaces	\$321.45	
1.3.37c	6 to 19 spaces	\$55.58	Each Space
1.3.37d	20 or more spaces	\$38.66	Each Space
<b>1.4</b>	<b>Residential Fire Suppression Systems</b>		
	<i>Description</i>	<i>Fee</i>	<i>Unit</i>
1.4a	Residence up to 2,000 sq. ft.	\$105.00	Each
1.4b	Residence 2,001 sq. ft. to 3,600 sq. ft.	\$156.00	Each
1.4c	Residence 3,601 sq. ft. to 7,200 sq. ft.	\$198.00	Each
1.4d	Residence 7,201 sq. ft. and above	\$242.00	Each
<b>1.5</b>	<b>Medical Gas</b>		
	<i>Description (based on valuation)</i>	<i>Fee</i>	<i>Unit</i>
1.5a	Up to \$5,000.00	\$121.00	
1.5b	\$5,001.00 to \$10,000.00	\$121.00	\$1.82 for each additional \$100.00 over \$5,000.00
1.5c	\$10,001.00 to \$100,000.00	\$121.00	\$12.34 for each additional \$1,000.00 over \$10,000.00
1.5d	\$100,000.00 and above	\$1,322.00	\$8.47 for each additional \$1,000.00 over \$100,000.00
<b>1.6</b>	<b>Building - Mechanical</b>		
	<b>R-3 and U Occupancies only</b>		
	<i>Description</i>	<i>Fee</i>	<i>Unit</i>
	<b>Heating and Cooling</b>		
1.6.01	Minimum permit fee	\$85.00	
1.6.02	Furnace with add-on air conditioner	\$20.00	Each
1.6.03	Gas heat pump	\$20.00	Each
1.6.04	Hydronic water system	\$20.00	Each

1.6.05	Residential boiler (radiator or hydronic)	\$20.00	Each
1.6.06	Unit heater	\$20.00	Each
1.6.07	Water heater	\$20.00	Each
1.6.08	Gas fireplace	\$20.00	Each
1.6.09	Log lighter	\$20.00	Each
1.6.10	Wood / pellet stove	\$20.00	Each
1.6.11	Flue or chimney liner for any of the above	\$16.00	Each
<b>Environmental exhaust and ventilation</b>			
1.6.12	Range hood	\$16.00	Each
1.6.13	Clothes dryer	\$16.00	Each
1.6.14	Single-duct (bathroom, toilet and utility rooms)	\$16.00	Each
1.6.15	Attic and crawlspace fans	\$16.00	Each
<b>Fuel gas piping</b>			
1.6.17	Up to 4 outlets	\$5.00	
1.6.18	Additional gas piping for appliances	\$2.00	Each
<b>Commercial (other than R-3 and U Occupancies)</b>			
	<i>Description (based on valuation)</i>	<i>Fee</i>	<i>Unit</i>
1.6.19a	Up to \$5,000.00	\$85.00	
1.6.19b	\$5,001.00 to \$10,000.00	\$85.00	\$1.70 for each additional \$100.00 over \$5,000.00
1.6.19c	\$10,001.00 to \$100,000.00	\$170.00	\$12.50 for each additional \$1,000.00 over \$10,000.00
1.6.19d	\$100,000.00 and above	\$1,295.00	\$8.50 for each additional \$1,000.00 over \$100,000.00
1.7	<b>Building - Electrical</b>		
	Note: If inspection fees are not charged on an hourly basis, there shall be 2 inspections allowed per permit for all permits except those for residential single or multi-family dwelling units, other than manufactured or modular dwelling units and except those for renewable energy. 4 inspections shall be allowed per permit for residential single or multi-family dwelling units, other than manufactured or modular dwelling units. 3 inspections shall be allowed per permit for renewable energy permits, unless otherwise noted. Reconnect permits allow for 1 inspection.		
	<i>Description</i>	<i>Fee</i>	<i>Unit</i>
1.7.01	Residential - single or multi-family per dwelling unit with service included	\$270.00	Each dwelling unit
1.7.02	Each additional 500 sq. ft. or portion thereof	\$55.00	Each dwelling unit
1.7.03	Each manufactured or modular dwelling unit service or feeder	\$109.00	Each dwelling unit
<b>Limited energy (low voltage)</b>			
1.7.04	Residential	\$109.00	Each dwelling unit
1.7.05	Commercial	\$109.00	Per panel
<b>Services or feeders installation, alteration or relocation</b>			
1.7.06	200 amp or less	\$161.00	Each
1.7.07	201 amps to 400 amps	\$213.00	Each
1.7.08	401 amps to 600 amps	\$321.00	Each
1.7.09	601 amps to 1,000 amps	\$482.00	Each
1.7.10	Over 1,000 amps and up	\$882.00	Each
<b>Temporary services or feeders installation, alteration or relocation</b>			
1.7.11	200 amp or less	\$94.00	Each
1.7.12	201 amps to 400 amps	\$200.00	Each
1.7.13	401 amps to 600 amps	\$270.00	Each
<b>Branch circuits - new, alteration or extension</b>			
1.7.14	Branch circuit with service or feeder	\$12.00	Each
1.7.15	Branch circuit without a service or feeder	\$90.00	First
1.7.16	Additional branch circuit	\$12.00	Each
<b>Miscellaneous (service and feeder not included)</b>			
1.7.17	Reconnect	\$109.00	Each
1.7.18	Pump or irrigation circle	\$109.00	Each
1.7.19	Sign or signal lighting	\$109.00	Each
1.7.20	Renewable energy 5 kva or less	\$144.00	Each
1.7.21	Renewable energy 5.01 to 15 kva	\$168.00	Each
1.7.22	Renewable energy over 15.0 kva	\$280.00	Each

<b>Master Electrical Program</b>											
1.7.23	Master electrical program annual permit				\$170.00	Each annually					
1.7.24	Master electrical program inspection (includes travel time & inspection prep time)				\$85.00	Per hour or portion there of					
1.7.25	Master electrical program inspection cancellation w/o 24 hour notice				\$170.00	Each					
<b>1.8</b>	<b>Building - Manufactured Dwelling and Park</b>										
	Description				Fee	Unit					
	Manufactured dwelling park construction permits are subject to a State of Oregon surcharge of fifteen percent (15%). Manufactured home placement permits are subject to a thirty dollar (\$30.00) state administration fee. (Subject to change at the State of Oregon discretion)										
1.8.01	Manufactured dwelling and cabana installation permit - individual lot (includes prescriptive slab, runners or foundation and utility connections within 30 lineal feet)				\$400.00	Each installation					
1.8.02	Manufactured dwelling and cabana installation in manufactured home park & temporary placement permit (includes prescriptive slab, runners or foundation and utility connections within 30 lineal feet)				\$400.00	Each Installation					
1.8.03	Manufactured dwelling Park and Development Valuation Table: Valuation is based upon building valuation data found in Oregon Administrative Rules (OAR 918.600)										
	If the valuation is :										
1.8.03a	Up to \$500.00				\$25.37						
1.8.03b	\$501.00 to \$2,000.00				\$25.37	For first \$500.00	\$2.42 for each additional \$100 or				
1.8.03c	\$2,001.00 to \$25,000.00				\$76.12	For first \$2,000.00	\$14.49 for each additional \$1,000.00 or				
1.8.03d	\$25,001.00 to \$50,000.00				\$426.50	For first \$25,000.00	\$10.57 for each additional \$1,000.00 or				
1.8.03e	\$50,001.00 to \$100,000.00				\$703.18	For first \$50,000.00	\$7.25 for each additional \$1,000.00 or				
1.8.03f	\$100,001.00 to \$500,000.00				\$1,083.77	For first \$100,000.00	\$5.74 for each additional \$1,000.00 or				
1.8.03g	\$500,001.00 to \$1,000,000.00				\$3,455.51	For first \$500,000.00	\$3.32 for each additional \$1,000.00 or				
1.8.03h	\$1,000,001.00 and up				\$5,997.60	For first \$1,000,000.00	\$3.32 for each additional \$1,000.00 or				
1.8.4	To be used in conjunction with Building Fees										
	M/H Space Fee Table: If park contains more than one class, figure spaces in each class and add together										
	Park Class		4 or less	5	6	7	8	9	10	11	12
1.8.04a	A Fee		\$6,948.83	\$6,489.71	\$6,112.54	\$5,813.11	\$5,512.63	5,294.10	\$5,239.47	\$5,184.83	\$5,130.20
1.8.04b	B Fee		\$6,494.96	\$6,030.59	\$5,649.21	\$5,348.73	\$5,048.25	\$4,819.22	\$4,803.46	\$4,748.83	\$4,694.19
1.8.04c	C Fee		\$6,249.12	\$5,922.37	\$5,430.68	\$5,130.20	\$5,020.94	\$4,595.43	\$4,448.35	\$4,421.03	\$4,366.40
Class A contains paved streets, curbs & sidewalks											
Class B contains paved streets, no curbs & sidewalks											
Class C contains no paved streets or curbs & sidewalks on one side of each street											
	Recreation Park Space Fee Table: If park contains more than one class, figure spaces in each class together.										
	Park Class		6	8	10	12	14	16	18	20	22
1.8.04d	A Fee		\$3,110.90	\$2,903.24	\$2,728.47	\$2,576.13	\$2,541.00	\$2,384.92	\$2,292.46	\$2,237.83	\$2,183.20
1.8.04e	B Fee		\$2,919.69	\$2,728.47	\$2,565.63	\$2,401.73	\$2,292.46	\$2,237.83	\$2,183.20	\$2,073.93	\$1,828.09
1.8.04f	C Fee		\$2,128.57	\$1,910.04	\$1,746.14	\$1,610.61	\$1,501.34	\$1,364.76	\$1,310.13	\$1,255.50	\$1,200.86
Class A contains paved streets, electrical water & sewer to each RV or camping space											
Class B contains electrical water & sewer to each RV or camping space but do not have paved streets											
Class C contains a combination of no more than two services of electric water & sewer and do not have paved streets											
<b>1.9</b>	<b>Building - Signs</b>										
	Description				Fee	Unit					
1.9.01	Temporary sign registration fee					Same as sign permit requirements					
1.9.02	Structural Plan Review is required for all signs attached to a building that weight more					65% of sign permit fee					
1.9.03	Illuminated Signs: Buildings or freestanding electric, neon, LED, internal or changing electrical components require an electrical permit in addition to a building permit										
	Description				Fee	Unit					
1.9.03a	Up to 8 sq. ft.				\$109.00	Plus 65% of base fee if 1.9.02 applies					
1.9.03b	Over 8 sq. ft. and up to 20 sq. ft.				\$155.00	Plus 65% of base fee if 1.9.02 applies					
1.9.03c	Over 20 sq. ft. and up to 40 sq. ft.				\$176.00	Plus 65% of base fee if 1.9.02 applies					
1.9.03d	Over 40 sq. ft. and up to 60 sq. ft.				\$204.00	Plus 65% of base fee if 1.9.02 applies					
1.9.03e	Over 60 sq. ft. and up to 80 sq. ft.				\$215.00	Plus 65% of base fee if 1.9.02 applies					
1.9.03f	Over 80 sq. ft. and up to 100 sq. ft.				\$223.00	Plus 65% of base fee if 1.9.02 applies					
1.9.03g	Over 100 sq. ft.				\$284.00	Plus 65% of base fee if 1.9.02 applies					
1.9.04	Non-illuminated Signs: Buildings or freestanding signs without electric, neon, LED, internal or changing electrical components.										

	Description	Fee	Unit
1.9.04a	Up to 8 sq. ft.	\$56.00	Plus 65% of base fee if 1.9.02 applies
1.9.04b	Over 8 sq. ft. and up to 20 sq. ft.	\$112.00	Plus 65% of base fee if 1.9.02 applies
1.9.04c	Over 20 sq. ft. and up to 40 sq. ft.	\$136.00	Plus 65% of base fee if 1.9.02 applies
1.9.04d	Over 40 sq. ft. and up to 60 sq. ft.	\$151.00	Plus 65% of base fee if 1.9.02 applies
1.9.04e	Over 60 sq. ft. and up to 80 sq. ft.	\$160.00	Plus 65% of base fee if 1.9.02 applies
1.9.04f	Over 80 sq. ft. and up to 100 sq. ft.	\$168.00	Plus 65% of base fee if 1.9.02 applies
1.9.04g	Over 100 sq. ft.	\$223.00	Plus 65% of base fee if 1.9.02 applies
<b>1.10.</b>	<b>Building - Moved Buildings</b>		
	Description	Fee	Unit
1.10.1	Moving permit (other than a U occupancy)	\$250.00	Each structure
1.10.2	Moving permit U / inhabitable occupancy	\$125.00	Each structure
1.10.3	Pre-move inspection for structures moving within the City's jurisdiction	\$300.00	Each structure
1.10.4	Pre-move inspection for structures moving into the City's jurisdiction	\$300.00	Each structure, plus \$75.00 per hour after 4 hours including travel time and report preparation
1.10.5	Site inspection pre move	\$85.00	Per hour or portion thereof of minimum 2 hour
<b>1.11</b>	<b>Building - Re-roofs</b>		
	Description	Fee	Unit
1.11.01	Re-roof permit (residential)	\$150.00	Each structure
1.11.02	Re-roof permit (commercial)	\$150.00	For the first 1,000 sq. ft. and \$37.50 for every additional 1,000 sq. ft. or portion thereof
<b>1.12</b>	<b>Building - Demolition</b>		
	Description	Fee	Unit
1.12.01	Demolition residential	\$225.00	Each Structure
1.12.02	Demolition commercial	\$225.00	For the first 1,000 sq. ft. and \$37.50 for every additional 1,000 sq. ft. or portion thereof
<b>1.13</b>	<b>Building - Administrative Charges</b>		
	Description	Fee	Unit
1.13.01	Copy and Printing charges black and white; 8.5 x 11 or 8.5 x 14 or 11 x 17	\$0.50	per sheet
1.13.02	Copy and Printing charges color; 8.5 x 11 or 8.5 x 14 or 11 x 17	\$0.75	per sheet
1.13.03	Copy or Printing larger than 11 x 17	\$5.00	Per sheet
1.13.04	Research fees / File review supervision	\$125.00	Per hour or portion thereof
1.13.05	Inspection for which no fee is specifically indicated	\$85.00	Per hour or portion thereof
1.13.06	Reinspection fees	\$85.00	Each occurrence
1.13.07	Inspection outside normal business hours	\$90.00	Minimum 2 hours charge
1.13.08	Plan Review outside normal business hours	\$90.00	Minimum 2 hours charge
1.13.09	Additional electrical inspections	\$85.00	Per inspection above the maximum allowed per the electrical permit
1.13.10	Quick start fee for all permits - Optional program if city can accommodate	\$225.00	For each 1,000 sq. ft. in addition to the building permit fees
1.13.11	Fence	\$225.00	First 200 lineal ft. \$75.00 for each additional 100 lineal ft. or portion thereof
1.13.12	Poles over 10 high (flag, light, etc.)	\$150.00	Each
1.13.13	Change of Use or Occupancy	\$225.00	\$75.00 per hour or portion thereof after 2 hours
1.13.14	Temporary Certificate of Occupancy (residential)	\$150.00	Each 30 day period or portion thereof
1.13.15	Temporary Certificate of Occupancy (commercial)	\$300.00	First 30 day period or portion thereof of \$150 for each additional 30 day period or portion thereof
1.13.16	Permit reinstatement due to expiration	The fee for reinstated permits shall be proportional to the amount of review and inspection tasks remaining for the project as determined by the Building Official	
1.13.17	Presubmittal meeting	\$225.00	Per meeting not to exceed 2 hours
1.13.18	Presubmittal meeting (tenant improvement)	\$225.00	Per meeting not to exceed 2 hours
1.13.19	Presubmittal meeting	\$225.00	Per meeting not to exceed 2 hours
1.13.20	Presubmittal meeting (tenant improvement)	\$225.00	Per meeting not to exceed 2 hours
1.13.21	State Surcharge		As determined by State of Oregon



# City of Oregon City

625 Center Street  
Oregon City, OR 97045  
503-657-0891

## Staff Report

File Number: 16-009

**Agenda Date:** 1/12/2016

**Status:** Agenda Ready

**To:** City Commission

**Agenda #:** 3d.

**From:** Community Services Director Scott Archer

**File Type:** Report

### **SUBJECT:**

Wesley Lynn Park Ballot Measure Discussion

### **RECOMMENDED ACTION (Motion):**

Staff will present the Wesley Lynn Park ballot measure information and open discussion.

### **BACKGROUND:**

Icon Construction is proposing to develop a 9-house subdivision directly adjacent to the undeveloped northwestern portion of Wesley Lynn Park and Leland Road. Development of this subdivision, referred to as Parker Knoll, will require the developer to construct a full-width local street on park property. Additionally, the developer needs to construct an underground storm water outfall conveyance system across part of our park property, resulting in a 15-foot storm sewer easement. Though it is on the park property, the adjacent land owner has a legal easement right of access. The City and developer have discussed terms which substantially enhance/improve pedestrian access to the park, as well as providing for future vehicular access to the currently undeveloped portion of the park. City approval for the described easements and access to develop will be conditioned on formal agreement between City and developer for the additional improvements which benefit the City and its park use.

Due to the new road construction on park property, which would be dedicated, and the necessary storm water easement on park property, staff believes this requires approval by a vote of the people. The developer would be required to cover costs, if any, related to this ballot measure. Icon has requested this issue be placed on the May 17, 2016 primary election ballot. The City Commission is required to hold a public hearing and adopt a resolution at an upcoming meeting in order to place this item on the ballot.

Staff will provide additional details on this subject at the City Commission Work Session.





# City of Oregon City

625 Center Street  
Oregon City, OR 97045  
503-657-0891

## Staff Report

File Number: 16-009

**Agenda Date:** 1/12/2016

**Status:** Agenda Ready

**To:** City Commission

**Agenda #:** 3d.

**From:** Community Services Director Scott Archer

**File Type:** Report

**SUBJECT:**

Wesley Lynn Park Ballot Measure Discussion

**RECOMMENDED ACTION (Motion):**

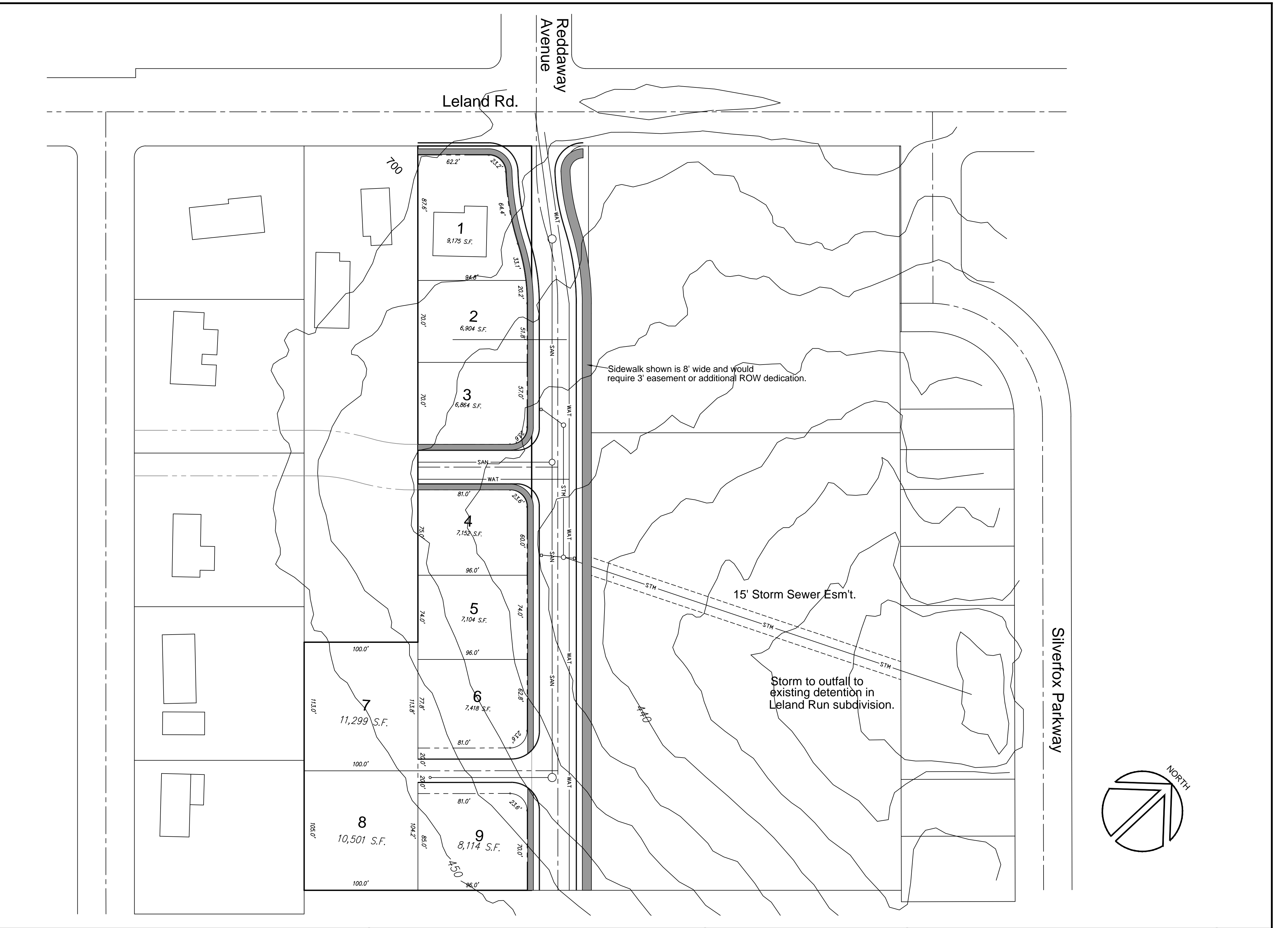
Staff will present the Wesley Lynn Park ballot measure information and open discussion.

**BACKGROUND:**

Icon Construction is proposing to develop a 9-house subdivision directly adjacent to the undeveloped northwestern portion of Wesley Lynn Park and Leland Road. Development of this subdivision, referred to as Parker Knoll, will require the developer to construct a full-width local street on park property. Additionally, the developer needs to construct an underground storm water outfall conveyance system across part of our park property, resulting in a 15-foot storm sewer easement. Though it is on the park property, the adjacent land owner has a legal easement right of access. The City and developer have discussed terms which substantially enhance/improve pedestrian access to the park, as well as providing for future vehicular access to the currently undeveloped portion of the park. City approval for the described easements and access to develop will be conditioned on formal agreement between City and developer for the additional improvements which benefit the City and its park use.

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Staff will provide additional details on this subject at the City Commission Work Session.



DESIGNED: REG			
DRAWN: REG			
SCALE: 1" = 50'			
DATE: October 2014			
FILE: 14-	DATE	NO.	REVISION

Richard E. Givens, Planning Consultant  
 18680 Sunblaze Dr.  
 Oregon City, OR 97045  
 PH: (503) 479-0097

APPLICANT: Icon Construction & Development, LLC  
 City, 1980 Willamette Falls Drive, Suite 200  
 West Linn, OR 97068 State, Zip  
 PH: (503) 657-0406

**Parker Knoll**  
 Preliminary Design Plan



# City of Oregon City

625 Center Street  
Oregon City, OR 97045  
503-657-0891

## Staff Report

File Number: 16-004

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**Agenda Date:** 1/12/2016

**Status:** Agenda Ready

**To:** City Commission

**Agenda #:** 3e.

**From:** Community Services Director Scott Archer

**File Type:** Report

**SUBJECT:**

Buena Vista House Structural Issues

**RECOMMENDED ACTION (Motion):**

Staff recommends discussion and direction from Commission.

**BACKGROUND:**

Staff gave a report to the City Commission at the 9/8/15 Work Session regarding structural concerns about the Buena Vista House (located at Atkinson Park). A copy of the staff report from this meeting outlining the main discussion points is attached. At this Work Session, staff recommended demolition/deconstruction of the building. The City Commission requested that this item be continued at a future meeting, to allow time for additional research regarding the history of the Buena Vista House. Since the last meeting, staff have discovered no new information that would change the previous recommendation.

**BUDGET IMPACT:**

Amount: Cost estimates for demolition/deconstruction range up to approximately \$20,000.

FY(s): 2015-17

Funding Source: Parks Operations



# City of Oregon City

625 Center Street  
Oregon City, OR 97045  
503-657-0891

## Staff Report

File Number: 16-004

---

**Agenda Date:** 1/12/2016

**Status:** Agenda Ready

**To:** City Commission

**Agenda #:** 3e.

**From:** Community Services Director Scott Archer

**File Type:** Report

**SUBJECT:**

Buena Vista House Structural Issues

**RECOMMENDED ACTION (Motion):**

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**BACKGROUND:**

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# City of Oregon City

625 Center Street  
Oregon City, OR 97045  
503-657-0891

## Staff Report

File Number: 15-496

**Agenda Date:** 9/8/2015

**Status:** Agenda Ready

**To:** City Commission

**Agenda #:** 3g.

**From:**

**File Type:** Report

### **SUBJECT:**

Buena Vista House Structural Issues

### **BACKGROUND:**

Buena Vista Club House has had some concerning facility issues. Staff has done an inspection of the facility noting some structural insufficiencies and potential hazards with continued use. Community Services had a structural engineer and City Building Official walk through the facility. The structural engineer made some observations and offered a range of \$2,500 to \$7,000 to provide a range of details in report and construction document format. There are deficiencies beyond the structural components regarding ADA compliance, as it is a public facility. The site is not highly utilized due to the lack of parking for the site, the dated and limited capacity of the building itself.

#### Structural concerns:

Hillside slope deterioration

Building is placed on small shallow concrete pedestals with unsecured shims/blocks/bricks stacked under the post and beams to support the structure

Hardwood flooring is rotting and moldy

Hardwood has rises where the beams are laid below the flooring and sags where they are not

The wall supported on the hillside slope near the road is pulling away from the building (window casing cracking, corner cracks, full wall cracks)

Doors and stairs on the park side of the building have been jacked-up and resupported in the past, but are continuing to sag

#### ADA compliance:

There is no compliant entry

Restrooms are non compliant

Entry and use of kitchen is non compliant

There is not a compliant parking area

Community Services Staff have researched estimates for demolition. Costs have ranged from \$8,640 to \$18,230. Staff also researched sustainable deconstruction options at an estimate range of \$8,900 to \$12,400.



# City of Oregon City

625 Center Street  
Oregon City, OR 97045  
503-657-0891

## Staff Report

File Number: 16-001

---

**Agenda Date:** 1/12/2016

**Status:** Agenda Ready

**To:** City Commission

**Agenda #:** 3f.

**From:** Human Resources Director Jim Loeffler

**File Type:** Report

**SUBJECT:**

Draft Commission Policy 1-21: Charter Employee Complaint Reporting Procedure

**RECOMMENDED ACTION (Motion):**

Staff recommends the City Commission review, discuss and edit the draft policy as necessary.

**BACKGROUND:**

The City Commission requested the Human Resource Director prepare a Commission policy that provided clear direction on how complaints against Commission employees shall be handled. The attached policy was prepared with assistance from the City's labor attorney.



# City of Oregon City

625 Center Street  
Oregon City, OR 97045  
503-657-0891

## Staff Report

File Number: 16-001

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**Agenda Date:** 1/12/2016

**Status:** Agenda Ready

**To:** City Commission

**Agenda #:** 3f.

**From:** Human Resources Director Jim Loeffler

**File Type:** Report

**SUBJECT:**

Draft Commission Policy 1-21: Charter Employee Complaint Reporting Procedure

**RECOMMENDED ACTION (Motion):**

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**BACKGROUND:**

The City Commission requested the Human Resource Director prepare a Commission policy that provided clear direction on how complaints against Commission employees shall be handled. The attached policy was prepared with assistance from the City's labor attorney.

## CHARTER EMPLOYEE COMPLAINT REPORTING PROCEDURE

### PURPOSE:

To establish the notification procedure for the Mayor and City Commission in the event of allegations of misconduct, harassment or illegal / unethical conduct against the City Manager or Municipal Court Judge.

### APPLICABILITY

This policy applies to employees of the City of Oregon City.

### REFERENCES

- A. Personnel Policy 030 – Equal Employment Opportunity and Harassment Policy
- B. Personnel Policy 410 – Standards of Conduct

### PROCEDURE

The City Manager and Municipal Court Judge are City employees appointed and serving at the pleasure of the City Commission. The City Manager and Municipal Court Judge are subject to employee Personnel Policies and Procedures. Allegations against any City employee are treated seriously, promptly investigated and resolved timely.

The reporting requirements of references A and B apply to the City Manager and the Municipal Court Judge, subject to the following modification in the procedure which shall be followed whenever a complaint against the City Manager or Municipal Court Judge is received.

Immediately upon receipt of an allegation of misconduct, harassment or illegal / unethical conduct committed by the City Manager or Municipal Court Judge, or concerning which either is



in any way complicit, the Human Resources Director will notify the Mayor and the City Commission immediately upon determining that the elements of the complaint are reliably ascertained. (“Reliably ascertained” means that a written complaint has been received by the Human Resources Director, or the basis of the allegations has been provided verbally to the Human Resources Director by the complainant or other source which the Human Resources Director deems sufficiently credible and specific as to be susceptible to investigation.) The official accused shall be informed of the nature of the complaint and the actions the City will take when the Human Resources Director has determined that notification is appropriate and the content of the notification. In every case, notification shall follow a determination that the allegations are not potentially criminal. If potentially criminal, then the Human Resources Director will consult with the City’s attorney, make recommendations to the Mayor and Commission and keep the Commission fully informed.

Upon receipt of a notification of charges against the City Manager or Municipal Court Judge, the Mayor will determine the need to call an Emergency Executive Session to discuss the complaint and, if an Executive Session is needed, will notify the City Recorder’s Office to make the notifications required by the Open Meetings Law. The Human Resources Director will provide the Mayor and Commission a recommended course of action relating to completing requirements of an appropriate investigation, whether the official should be placed on administrative leave with pay, and other matters appropriate for consideration and action by the Commission. The Human Resources Director shall oversee the scope of work of investigation.



# City of Oregon City

625 Center Street  
Oregon City, OR 97045  
503-657-0891

## Meeting Agenda City Commission

*Dan Holladay, Mayor*  
*Carol Pauli, Commission President*  
*Brian Shaw, Rocky Smith, Jr., Renate Mengelberg*

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Tuesday, January 12, 2016

5:30 PM

Commission Chambers

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### Work Session

#### 1. Convene Work Session and Roll Call

#### 2. Future Agenda Items

*The Commission's adopted goals and available staff resources shall be considered when recommending future agenda items. The Commission may add an item to a future agenda with consensus of the Commission.*

#### 3. Discussion Items

##### 3a. [16-002](#) Oregon City System Development Charge (SDC) Forum Update and Discussion

**Sponsors:** Public Works Director John Lewis

**Attachments:** [Staff Report](#)

##### 3b. [16-003](#) Draft Inter-Governmental Agreement (IGA) for the Willamette Falls Legacy Project

**Sponsors:** Community Development Director Tony Konkol

**Attachments:** [Staff Report](#)

[Willamette Falls Legacy Project Draft IGA](#)

##### 3c. [15-688](#) Proposed Resolution No 16-01, Modifying the Building Division Fee Schedule to Provide a Complete List of Division Fees

**Sponsors:** Community Development Director Tony Konkol

**Attachments:** [Staff Report](#)

[Resolution 15-39](#)

[Exhibit 1: Fee Explanation](#)

[Exhibit 2: Building Division Fee Schedule](#)

##### 3d. [16-009](#) Wesley Lynn Park Ballot Measure Discussion

**Sponsors:** Community Services Director Scott Archer

**Attachments:** [Staff Report](#)

[Parker Knoll Preliminary Design](#)

- 3e. [16-004](#) Buena Vista House Structural Issues
- Sponsors:** Community Services Director Scott Archer  
**Attachments:** [Staff Report](#)  
[Staff Report from 9.8.15 Work Session](#)
- 3f. [16-001](#) Draft Commission Policy 1-21: Charter Employee Complaint Reporting Procedure
- Sponsors:** Human Resources Director Jim Loeffler  
**Attachments:** [Staff Report](#)  
[Draft Commission Policy 1-21 Charter Employee Complaint Procedure](#)

#### 4. City Manager's Report

#### 5. Adjournment

*Agenda Posted at City Hall, Pioneer Community Center, Library, City Web site.*

*Video Streaming & Broadcasts: The meeting is streamed live on Internet on the Oregon City's Web site at [www.orcity.org](http://www.orcity.org) and available on demand following the meeting. The meeting can be viewed live on Willamette Falls Television on channels 23 and 28 for Oregon City area residents. The meetings are also rebroadcast on WFMC. Please contact WFMC at 503-650-0275 for a programming schedule.*

*City Hall is wheelchair accessible with entry ramps and handicapped parking located on the east side of the building. Hearing devices may be requested from the City Recorder prior to the meeting. Disabled individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503-657-0891.*

# COMMENT FORM



\*\*\*PLEASE PRINT CLEARLY\*\*\*

- SPEAK INTO THE MICROPHONE AND STATE YOUR NAME AND RESIDING CITY
- Limit Comments to 3 MINUTES.
- Give to the Clerk in Chambers prior to the meeting.

Date of Meeting \_\_\_\_\_

Item Number From Agenda \_\_\_\_\_

NAME: Libby Barq

ADDRESS: Street: Pic

City, State, Zip: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

# COMMENT FORM



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- Limit Comments to 3 MINUTES.
- Give to the Clerk in Chambers prior to the meeting.

Date of Meeting 1/12/2016

Item Number From Agenda 1

NAME: JOHN GHILARDUCCI

ADDRESS: Street: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

# COMMENT FORM



**\*\*\*PLEASE PRINT CLEARLY\*\*\***

- SPEAK INTO THE MICROPHONE AND STATE YOUR NAME AND RESIDING CITY
- Limit Comments to **3 MINUTES**.
- Give to the Clerk in Chambers **prior** to the meeting.

Date of Meeting 1-12-2016

Item Number From Agenda 2

NAME: Kathryn Krygier / Metro

ADDRESS: Street: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_



System Development Charges—From the Ground Up

# A COLLABORATIVE FORUM SUMMARY REPORT AND PROPOSED NEXT STEPS



# Highlights

- In response to concerns about SDCs, **Oregon City co-hosted a well-attended forum** for the business/development community in September 2015.
- **Participants strongly support the use of SDC revenues** to help pay for future infrastructure.
- Their overriding **concern is the total burden of SDCs**, rather than a specific charge.
- *The exception:* **SDC calculation for redevelopment**, which is widely thought to **be unfairly high and a disincentive** for business reinvestment.



# Forum Feedback

**There is generally a low level of understanding of City finances and master planning.**

On a scale of 1 (*do not know anything*) to 7 (*expert understanding*) participants rate their own understanding:

- City finances at **3.58**
- Infrastructure master planning at **3.48**





# Forum Feedback

Before being presented comparison charts, **38%** of attendees felt that Oregon City's SDCs are higher than other cities

Only **3%** considered the SDCs lower than other cities.

**36%** were not sure how they compare



# Forum Feedback

**56%** of participants said their questions concerned all of the City's SDCs.

Among those who selected individual SDCs:

- Transportation **19%**
- Parks **17%**
- Stormwater **6%**
- Wastewater **3%**



# SDC Comparison

## Specialty Retail

### SDC Summary - Specialty Retail

City	Transportation	TDT	Water	Sewer	Parks	Stormwater	Total
Hillsboro - South Hillsboro	62,320	21,524	17,030	23,588	3,595	473	128,530
West Linn	79,110	0	20,460	8,208	0	4,122	111,900
Beaverton - South Cooper Mtn	33,820	21,524	13,852	23,588	477	1,527	94,787
Sherwood	11,666	21,524	13,979	24,488	339	588	72,585
Tigard	0	21,524	20,746	23,588	1,924	473	68,255
Tigard - River Terrace	0	21,524	20,746	23,588	1,924	473	68,255
Hillsboro	0	21,524	17,030	23,588	3,595	473	66,210
<b>Oregon City</b>	44,978	0	13,360	4,268	754	606	63,966
Beaverton	0	21,524	13,852	23,588	477	1,527	60,967
Tualatin	0	21,524	9,375	23,588	0	473	54,960
Happy Valley - Clack. Co. Joint Area	39,616	0	0	7,316	0	0	46,932
Portland - North Macadam Overlay	19,840	0	5,842	8,801	1,810	1,690	37,982
Portland - Innovation Quadrant Overlay	19,620	0	5,842	8,801	1,810	1,690	37,762
Canby	10,680	0	8,259	8,953	2,413	1,041	31,346
Portland	9,560	0	5,842	8,801	1,810	1,690	27,702
Portland - Central City	9,560	0	5,842	8,801	1,810	1,690	27,702
Portland - Non-Central City	9,560	0	5,842	8,801	752	1,690	26,644
Clackamas County - Zone 2	18,362	0	0	7,316	255	0	25,933
Clackamas County - Zone 3 and Sunnyside Village	18,362	0	0	7,316	255	0	25,933
Clackamas County - North Clackamas Service Area	18,362	0	0	7,316	0	205	25,883
Clackamas County	18,362	0	0	7,316	0	0	25,678
Lake Oswego	5,876	0	11,875	4,326	3,374	117	25,569
Milwaukie	19,277	0	2,836	949	255	743	24,060
Gladstone	7,504	0	3,531	2,664	0	1,460	15,158



# Forum Feedback

**91%** of participants reported their expectation was for the City to “*Plan and build capacity for future homes and businesses.*”

There were no votes for either “*Plan and build just enough capacity for today’s immediate needs*” or “*Don’t plan or build capacity.*”



Several changes to Oregon City's SDS were presented at forum.

- ✓ Reduce SDCs for redevelopment
- ✓ Reduce infrastructure project lists
- ✓ Have ratepayers pay a greater share of development-related costs
- ✓ Develop discounted rates for special districts



# Forum Feedback

## Which options are best for Oregon City?

**Mean Score on a scale of 1 (strongly disagree) to 7 (strongly agree)**

New development continues to pay	5.81
Reduce SDCs for redevelopment	5.14
Current users should pay greater share	4.11
Special areas with discounted rates should be expanded	3.78
Reduce project lists	3.12





# Reduced SDCs for Redevelopment

## Alternatives

- Eliminate time limit
- Grant credit for highest previous use
- Buy down SDCs using external sources
- Calculate area-specific charges based on location of improvements
- Allocate original cost of assets between downtown and remaining City

## Considerations

- Capacity may no longer exist
- Incentivize timely redevelopment
- Complexity and administrative effort v. keeping it simple
- Data availability
- Results often counter intuitive due to location of growth



# Project List Status Report

## Plan Adoption

## Updates Needed

2012 Water Master Plan

- Water rate dilemma; requires a vote to increase rates for pipe replacement needs
- SDC's not adopted
- SDC CIP list not adopted

2013 Transportation System Plan

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# Project List is Too Big

## Alternatives

- Shorten planning period
- Reduce number of projects on the list
- Discount the charge and leave the list intact

## Considerations

- Denominator changes also if planning period changes
- Projects must be on the list in order to spend SDC money on them
- City may use discretion in establishing % cost recovery



# Discounted Rates for Special Districts

## Alternatives

- Develop sub-area SDCs based on costs of infrastructure needed to serve those sub-areas
  - Many sub-areas
  - Few sub-areas
- Buy down SDCs in desired locations with external funds
- Create area distinctions by level of previous funding through taxes, etc.

## Considerations

- May reduce City's flexibility to spend SDCs where it sees fit
- Adds complexity to SDC structure(s)
- Results can be counter-productive
- Must use ratemaking principles
  - can't be arbitrary
- Can be seen as divisive



# Recommendations for potential next steps

- Continue to provide avenues to educate the community
- City staff bring forth SDC Project Capital List(s) and Water and Sewer SDC updates for adoption
- City staff and SDC consultant make administrative/clarifying updates to code
- City staff and SDC consultant investigate modifying SDCs for redevelopment
- Gain business / development community feedback on potential updates
- Bring results back to City Commission for consideration





System Development Charges—From the Ground Up

# **A COLLABORATIVE FORUM**

## **SUMMARY REPORT AND**

## **PROPOSED NEXT STEPS**



# Highlights

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# Discounted Rates for Special Districts

## Alternatives

- Develop sub-area SDCs based on costs of infrastructure needed to serve those sub-areas
  - Many sub-areas
  - Few sub-areas
- Buy down SDCs in desired locations with external funds
- Create area distinctions by level of previous funding through taxes, etc.

## Considerations

- May reduce City's flexibility to spend SDCs where it sees fit
- Adds complexity to SDC structure(s)
- Results can be counter-productive
- Must use ratemaking principles
  - can't be arbitrary
- Can be seen as divisive

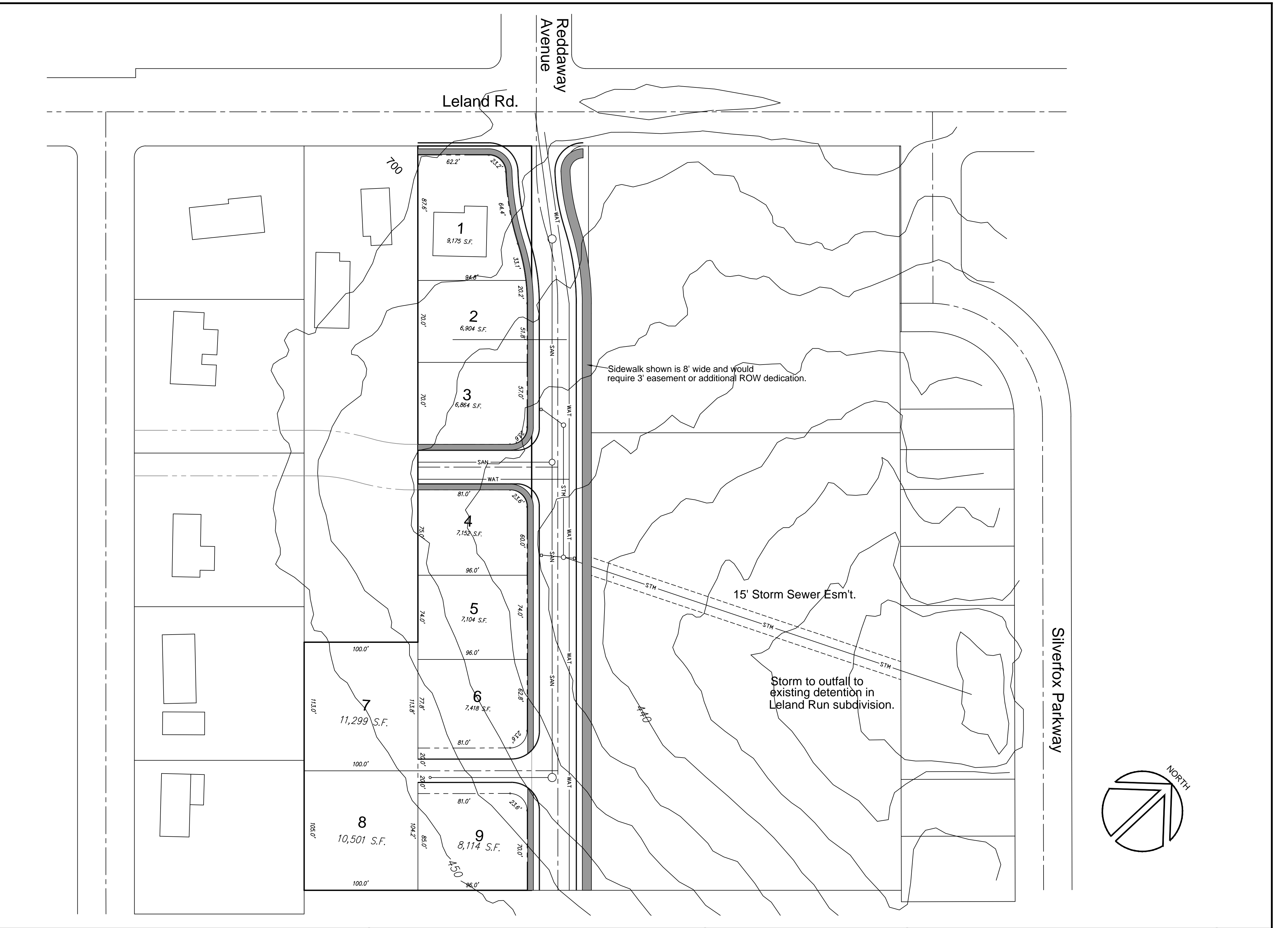




# Recommendations for potential next steps

- Continue to provide avenues to educate the community
- City staff bring forth SDC Project Capital List(s) and Water and Sewer SDC updates for adoption
- City staff and SDC consultant make administrative/clarifying updates to code
- City staff and SDC consultant investigate modifying SDCs for redevelopment
- Gain business / development community feedback on potential updates
- Bring results back to City Commission for consideration





DESIGNED: REG			
DRAWN: REG			
SCALE: 1" = 50'			
DATE: October 2014			
FILE: 14-	DATE	NO.	REVISION

Richard E. Givens, Planning Consultant  
 18680 Sunblaze Dr.  
 Oregon City, OR 97045  
 PH: (503) 479-0097

APPLICANT: Icon Construction & Development, LLC  
 City, 1980 Willamette Falls Drive, Suite 200  
 West Linn, OR 97068 State, Zip  
 PH: (503) 657-0406

# Parker Knoll

## Preliminary Design Plan







Willamette Falls Riverwalk Initial Project Funding - **DRAFT**

ENTERED INTO THE RECORD  
 DATE RECEIVED: 11/2/16  
 SUBMITTED BY: Kathryn Brygier  
 SUBJECT: Item # 360

	Metro NA Bond	Metro RISE	State Bond	State Bond	Falls Legacy	Tourism Grant	Oregon City	Fund Raising	Total
<b>Total Funds</b>	<b>\$5,000,000</b>	<b>\$100,000</b>	<b>\$5,000,000</b>	<b>\$7,500,000</b>	<b>\$400,000</b>	<b>\$53,622</b>	<b>\$1,245,581</b>	<b>\$5,912,939</b>	<b>\$25,212,142</b>
Already Spent	\$126,754	\$0	\$0	\$0	\$0	\$38,622	\$75,000	\$0	\$240,376
Available	\$4,873,246	\$100,000	\$5,000,000	\$7,500,000	\$400,000	\$15,000	\$1,170,581	\$5,912,939	\$24,971,766
Initial Project	\$4,873,246	\$100,000	\$5,000,000	\$7,500,000	\$400,000	\$15,000	\$1,170,581	\$5,912,939	\$24,971,765
Remaining	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Concept Design									
Total	\$2,961,831	\$1,655,447	\$100,000	\$0	\$0	\$200,000	\$15,000	\$991,384	\$2,961,831

Construction Documents									
Total	\$2,383,261	\$1,869,065	\$0	\$250,000	\$0	\$200,000	\$0	\$64,196	\$2,383,261

Permitting and Construction										
Total	\$17,356,513	\$0	\$0	\$4,750,000	\$6,578,574	\$0	\$0	\$115,001	\$5,912,939	\$17,356,513

Owner Contingency	\$2,270,160	\$1,348,735	\$0	\$0	\$921,426	\$0	\$0	\$0	\$0	\$2,270,161
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<b>Grand Total</b>	<b>\$24,971,765</b>
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WILLAMETTE FALLS LEGACY PROJECT SOURCES AND USES -- **DRAFT**

EXHIBIT B

FY 2015-2016 THROUGH FY 2016-2017

USES	Totals	SOURCES																																		
		State				Metro					Clackamas County				Oregon City									Falls Legacy LLC												
		Lottery Bonds		SHPO		Planning	NA Bond		RISE			Tourism Grant	Ec Dev Lottery Funds		Ec Dev Budget		CPDG Grant		NA Local Share	WFLP/Comm. Dev.		Urban Renewal/ED		General Fund		Metro Grant	Park SDCs	CPDG Grant Match		FLL Schematic Design		Archaeology				
15-16	16-17	15-16	16-17	15-16	15-16	16-17	14-15	15-16	16-17	15-16	15-16	16-17	15-16	16-17	15-16	16-17	15-16	15-16	16-17	15-16	16-17	15-16	16-17	15-16	16-17	15-16	16-17	15-16	16-17	15-16						
<b>WFLP</b>																																				
Friends Group	\$75,000									\$25,000										\$25,000	\$25,000															
Communications	\$46,216																											\$13,000								
Unallocated	\$0																																			
<b>Subtotal</b>	<b>\$121,216</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000	\$0	\$33,216	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$13,000	\$0	\$0	\$0	\$0	\$0			
<b>RIVERWALK</b>																																				
Snohetta Preconcept/Programming	\$630,000						\$430,000																									\$200,000 <sup>3</sup>				
Snohetta Concept	\$468,000						\$77,419												\$340,581 <sup>2</sup>		\$50,000 <sup>2</sup>															
20% Construction Doc. Phase 1	\$650,000		\$250,000 <sup>1</sup>							\$200,000																						\$200,000 <sup>3</sup>				
Habitat / Hydraulics Design	\$180,000					\$80,000	\$20,000	\$80,000																												
Topographic Survey	\$31,800						\$6,800	\$25,000																												
Rare and native plant ID	\$10,000						\$10,000																													
Restoration case studies	\$12,000						\$12,000																													
Communications	\$75,000						\$30,000	\$30,000				\$15,000																								
Third Party Cost Estimating	\$80,000							\$80,000																												
Cultural Landscape Report	\$90,000																			\$50,000					\$40,000											
EcoNW Infrastructure	\$50,000																			\$25,000		\$25,000														
Materials and Supplies	\$50,000						\$25,000	\$25,000																												
Staffing: PM	\$342,000						\$121,000	\$121,000		\$50,000	\$50,000																									
Staffing: Communications	\$100,000						\$50,000	\$50,000																												
Staffing: Parks and/or O&M	\$300,000																			\$50,000								\$250,000								
Contingency	\$290,000							\$200,000																				\$90,000 <sup>2</sup>								
<b>Subtotal</b>	<b>\$3,358,800</b>	\$0	\$250,000	\$0	\$0	\$80,000	\$782,219	\$811,000	\$0	\$50,000	\$50,000	\$15,000	\$0	\$0	\$0	\$0	\$0	\$0	\$340,581	\$125,000	\$50,000	\$25,000	\$0	\$40,000	\$0	\$0	\$340,000	\$0	\$0	\$200,000	\$200,000	\$0	\$0			
<b>INFRASTRUCTURE</b>																																				
Archaeology	\$30,000				\$20,000																\$5,000														\$5,000	
CPDG	\$850,000												\$25,000																	\$225,000	\$225,000					
Brownfield Remediation	\$10,000									\$10,000																										
Staffing: CPDG	\$150,000																			\$75,000	\$75,000															
Unallocated Funds/Contingency	\$0																																			
<b>Subtotal</b>	<b>\$1,040,000</b>	\$0	\$0	\$20,000	\$0	\$0	\$0	\$0	\$0	\$10,000	\$0	\$0	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$75,000	\$75,000	\$0	\$5,000	\$25,000	\$0	\$0	\$0	\$225,000	\$225,000	\$0	\$0	\$0	\$5,000			
<b>ECONOMIC DEVELOPMENT</b>																																				
Federal and State Lobbying	TBD																																			
Ec Dev. Staff Contract	TBD																																			
<b>Subtotal</b>	<b>\$0</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Grand Total</b>	<b>\$4,520,016</b>	\$0	\$250,000	\$20,000	\$0	\$80,000	\$782,219	\$811,000	\$0	\$85,000	\$50,000	\$48,216	\$25,000	\$0	\$0	\$0	\$250,000	\$250,000	\$340,581	\$155,000	\$100,000	\$25,000	\$0	\$40,000	\$0	\$13,000	\$340,000	\$225,000	\$225,000	\$200,000	\$200,000	\$5,000				
<b>Partner Contributions</b>			\$270,000				\$1,856,435											TBD			\$1,513,581													\$855,000		

**NOTES**

Only staffing funds from above sources included; other staffing funds from agencies (eg.: general funds) will be tracked separately

Amount assumed for FY 16-17; pending approval from respective agency, if necessary

<sup>1</sup>State Funds for Riverwalk design via IGA with Metro

<sup>2</sup>OC Funds to for Riverwalk via IGA with Metro

<sup>3</sup>Falls Legacy LLC for Riverwalk via easment agreement



ENTERED INTO THE RECORD  
 DATE RECEIVED: 1/12/16  
 SUBMITTED BY: Mike Roberts  
 SUBJECT: Item # 3C

**Table 1-A Building Permit Fees**

TOTAL VALUATION	FEE
\$1.00 to \$500.00	\$40.00
\$501.00 to \$2,000.00	\$40.00 for the first \$500.00 plus \$2.81 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$72.19 for the first \$2,000.00 plus \$11.25 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,000.00 to \$50,000.00	\$328.13 for the first \$25,000.00 plus \$8.44 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,000.00 to \$100,000.00	\$536.25 for the first \$50,000.00 plus \$5.63 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,000.00 and up	\$811.88 for the first \$100,000.00 plus \$5.63 for each additional \$1,000.00, or fraction thereof.
<b>Other Inspections and Fees</b>	
1. Inspections outside of normal business hours (minimum charge—two hours)	\$90.00 per hour
2. Re-inspection fees assessed under provisions of Section 108.8	\$75.00 each
3. Inspections for which no fee is specifically indicated (minimum charge—one-half hour)	\$ 75.00 per hour
4. Additional plan review required by changes, additions or revisions to approved plans. (minimum charge—one hour)	\$75.00 per hour
5. Manufactured dwelling set up fee	\$312.00
6. Change in occupancy	\$ 90.00
7. Temporary Certificate of Occupancy Fee	
Commercial (for 30 days)	\$250.00
Single Family Residence (for 30 days)	\$50.00
8. Deferred Submittal fee:	\$250.00 +
10% of the building permit fee using the value of the particular Deferred Submittal portion or portions of the project with a minimum fee of \$300.00	
9. Phased Permit fee:	\$250.00+
10% of the total project building permit fee not to exceed \$1,500 for each phase with a minimum fee of \$300.00.	
10. Solar Photovoltaic System	\$225.00 Flat fee
When conforming to Conventional provisions as provided in section 305.4 of Oregon Solar Photovoltaic Specialty Code. This includes one field inspection, any needed re-inspection(s) <i>may</i> be assessed a re-inspection fee.	

Effective 11/17/10

EXAMPLE

GIVEN:

An existing 1,500 square foot house is remodeling 300 square foot that consists of a Master Bedroom and Master Bath

The valuation of the addition is \$1,900.00

Inspections

Electrical (2): Rough and Final Plumbing (5): Under Floor, Water, Sewer, Rough and Final Mechanical (3): Under Floor, Rough and Final Structural (6): Under Floor, Shear, Framing, Insulation, Wall Covering and Final

Current Fees

Building Permit Fees for the above stated project		
Building Permit	\$40.00 for first \$500 \$2.81 x each additional \$100.00	\$79.34
Plan Review	65% of permit	\$51.57
Plumbing	3 fixtures x \$31.00	\$93.00
Electrical	1 Circuit x \$90.00	\$90.00
Mechanical	1 Fan minimum of \$52.50	\$52.50
Total		\$366.41
Inspections	16 inspections	\$22.90 per inspection

Proposed Fees

Building Permit Fees for the above stated project		
Building Permit	\$85.00 for first \$500 \$2.81 x each additional \$100.00	\$124.34
Plan Review	65% of permit	\$80.82
Plumbing	3 fixtures x \$31.00	\$93.00
Electrical	1 Circuit x \$90.00	\$90.00
Mechanical	1 Fan minimum of \$52.50	\$52.50
Total		\$440.66
Inspections	16 inspections	\$27.55 per inspection



# Mechanical Application

221 Molalla Avenue, Suite 200 - Oregon City, OR 97045  
 Phone: 503-722-3789 - Fax: 503-722-3880

Permit # :	
Date:	Receipt:
Bldg Permit #:	

### TYPE OF WORK

- New construction       Addition/alteration/replacement  
 Demolition               Other:

### CATEGORY OF CONSTRUCTION

- 1- and 2-family dwelling     Commercial/industrial     Accessory building  
 Multi-family                   Master builder               Other:

### JOB SITE INFORMATION AND LOCATION

Job site address:

City/State/ZIP:

Suite/bldg./apt. no.:      Project name:

Cross street/directions to job site:

Subdivision:                  Lot no.:

Tax map/parcel no.:

### DESCRIPTION OF WORK

PROPERTY OWNER       TENANT

Name:

Address:

City/State/ZIP:

Phone: (    )                  Fax: (    )

Owner Installation: This installation is being made on the property that I own, which is not intended for sale, lease rent, or exchange.

### Owner Signature:

APPLICANT                   CONTACT PERSON

Business name:

Contact name:

Address:

City/State/ZIP:

Phone: (    )                  Fax: (    )

E-mail:

### CONTRACTOR

Business name:                  O.C. or Metro Lic no.:

Address:

City/State/ZIP:

Phone: (    )                  Fax: (    )

CCB lic.:

Authorized signature:

Print name:                          Date:

### COMMERCIAL FEES

Mechanical permit fees are based on the value of the work performed. Indicate the value (rounded to the nearest dollar) of all mechanical materials, equipment, labor, overhead, and profit.

Value: \$

### RESIDENTIAL EQUIPMENT / SYSTEMS FEES\*

*For special information use checklist.*

Description	Qty.	Ea.	Total
<b>Heating/cooling</b>			
Furnace add-on air conditioning		16.00	
Gas heat pump		16.00	
Duct work		12.00	
Hydronic hot water system		12.00	
Residential boiler (radiator or hydronic)		16.00	
Unit heaters (fuel-type, not electric), in-wall, in-duct, suspended, etc.		16.00	
Flue/vent for any of above		8.00	
Other:			
<b>Other fuel appliances</b>			
Water heater		12.00	
Gas fireplace		20.00	
Flue vent for water heater or gas fireplace		8.00	
Log lighter (gas)		20.00	
Wood/pellet stove		20.00	
Wood fireplace/insert		20.00	
Chimney/liner/flue/vent		8.00	
Other:			
<b>Environmental exhaust and ventilation</b>			
Range hood/other kitchen equipment		12.00	
Clothes dryer exhaust		8.00	
Single-duct exhaust (bathrooms, toilet compartments, utility rooms)		8.00	
Attic/crawlspace fans		8.00	
Other:			
<b>Fuel piping</b>			
\$ 5.00 for first four; \$ 1.50 for each additional			
Furnace, etc.			
Gas heat pump			
Wall/suspended/unit heater			
Water heater			
Fireplace			
Range			
Barbecue			
Clothes dryer (gas)			
Other:			
<b>MECHANICAL PERMIT FEES</b>			
Minimum permit fee \$52.25			
<b>Subtotal</b>			
Plan review (25 % of permit fee)			
State surcharge (12% of permit fee)			
<b>TOTAL PERMIT FEE</b>			

**This permit application expires if a permit is not obtained within 180 days after it has been accepted as complete.**





# OREGON CITY

## Plumbing Application

221 Molalla Avenue, Suite 200  
Oregon City, OR 97045  
Phone:503-722-3789 - Fax:503-722-3880

Permit No.:	
Date:	Receipt No.:
Bldg Permit No.:	

TYPE OF WORK	
<input type="checkbox"/> New Construction	<input type="checkbox"/> Demolition
<input type="checkbox"/> Addition/Alteration/Replacement	<input type="checkbox"/> Other:
CATEGORY OF CONSTRUCTION	
<input type="checkbox"/> 1- and 2-Family Dwelling	<input type="checkbox"/> Commercial/Industrial
<input type="checkbox"/> Accessory Building	<input type="checkbox"/> Multi-Family
JOB SITE INFORMATION AND LOCATION	
Job Site Address:	
City/State/Zip:	
Suite/Bldg./Apt. No.:	Project Name:
Cross Street/Directions to Job Site:	
Subdivision:	Lot No.:
Tax Map/Parcel No.:	
DESCRIPTION OF WORK	
PROPERTY OWNER	
Name:	
Address:	
City/State/Zip:	
Phone No.: ( )	Fax No.: ( )
TENANT/ BUSINESS NAME	
Business Name:	
Contact Name:	
Address:	
City/State/Zip:	
Phone No.: ( )	Fax No.: ( )
Email:	
CONTRACTOR	
Business Name:	
Address:	
City/State/Zip:	
Phone No.: ( )	Fax No.: ( )
CCB License No.:	
License No.:	
City /Metro License No.:	

FEE SCHEDULE (MINIMUM \$85.00 FEE)			
<i>For special information use checklist.</i>			
Description	Qty.	Ea.	Total
<b>New 1- 2-family dwellings (includes 100 ft. for each utility connection)</b>			
SFR (1) bath		761.00	
SFR (2) bath		864.00	
SFR (3) bath		956.00	
Each additional bath/kitchen		87.00	
Fire sprinkler ( sq. ft.)		**	
<b>Site utilities</b>			
Catch basin or area drain		31.00	
Drywell, leach line, or trench drain		31.00	
Footing drain (no. linear ft.: )		**	
Manufactured home utilities		126.00	
Manholes		31.00	
Rain drain connector		**	
Sanitary sewer (no. linear ft.: )		**	
Storm sewer (no. linear ft.: )		**	
Water service (no. linear ft.: )		**	
Water Line Size		Indicate size of line to be used	
<b>Fixture or item</b>			
Absorption valve		31.00	
Backflow preventer		31.00	
Backwater valve		31.00	
Clothes washer		31.00	
Dishwasher		31.00	
Drinking fountain		31.00	
Ejectors/sump		31.00	
Expansion tank		31.00	
Fixture/sewer cap		31.00	
Floor drain/floor sink/hub		31.00	
Garbage disposal		31.00	
Hose bib		31.00	
Ice maker		31.00	
Interceptor/grease trap		31.00	
Medical gas (value: \$ )		**	
Primer		**	
Roof drain (commercial)		**	
Sink/basin/lavatory		31.00	
Tub/shower/shower pan		31.00	
Urinal		31.00	
Water closet		31.00	
Water heater		31.00	
Other:		**	
<b>Subtotal</b>			
Minimum permit fee			
Plan review ( 25% of permit fee)			
State surcharge (12% of permit fee)			
<b>TOTAL PERMIT FEE</b>			

**This permit application expires if a permit is not obtained within 180 days after it has been accepted.**  
\*\* See back of form for schedule Effective 06/15

Authorized Signature:	
Print Name:	Date:



# OREGON CITY

## Electrical Application

221 Molalla Avenue, Suite 200 - Oregon City, OR 97045  
Phone: 503-722-3789 - Fax: 503-722-3880

Permit #:	
Date:	Receipt:
Bldg Permit #:	

TYPE OF WORK		
<input type="checkbox"/> New construction	<input type="checkbox"/> Addition/alteration/replacement	
<input type="checkbox"/> Demolition	<input type="checkbox"/> Other:	
CATEGORY OF CONSTRUCTION		
<input type="checkbox"/> 1- and 2-family dwelling	<input type="checkbox"/> Commercial/industrial	<input type="checkbox"/> Accessory building
<input type="checkbox"/> Multi-family	<input type="checkbox"/> Master builder	<input type="checkbox"/> Other:
JOB SITE INFORMATION AND LOCATION		
Job no.:	Job address:	
City/State/ZIP:		
Suite/bldg./apt. no.:	Project name:	
Cross street/directions to job site:		
Subdivision:	Lot no.:	
Tax map/parcel no.:		
DESCRIPTION OF WORK		
<input type="checkbox"/> PROPERTY OWNER	<input type="checkbox"/> TENANT	
Name:		
Address:		
City/State/ZIP:		
Phone: ( )	Fax: ( )	
<b>Owner installation:</b> This installation is being made on property that I own, which is not intended for sale, lease, rent, or exchange.(ORS 479.541(1) and 479.560(1))		
Owner signature: _____ Date: _____		
<input type="checkbox"/> APPLICANT	<input type="checkbox"/> CONTACT PERSON	
Business name:		
Contact name:		
Address:		
City/State/ZIP:		
Phone: ( )	Fax: ( )	
E-mail:		
CONTRACTOR		
Business name:	Lic. no.:	
Address:		
City/State/ZIP:		
Phone: ( )	Fax: ( )	
City or Metro Lic. no.:	CCB Lic. no.:	
Supervising electrician signature, required:		
Print name:	Date:	
Authorized signature:		
Print name:	Date:	

PLAN REVIEW				
<input type="checkbox"/> Fire Pump	<input type="checkbox"/> Building over 3 stories			
<input type="checkbox"/> Emergency system	<input type="checkbox"/> Service or fdr 600 amps or over			
<input type="checkbox"/> Addition of new motor load of 100hp or more	<input type="checkbox"/> Comm-use agricultural buildings			
<input type="checkbox"/> Health Care Facilities	<input type="checkbox"/> Install of 75 KVA or larger separately derived system			
<input type="checkbox"/> Hazardous locations	<input type="checkbox"/> A, E, I-2, I-3 occupancies			
<input type="checkbox"/> Recreational vehicle parks	<input type="checkbox"/> Service of feeder 400 amps or more where the available fault current exceeds 10k amps at 150 volts or less to ground, or exceeds 14k amps for all other installs			
<input type="checkbox"/> Marinas and boatyards				
<input type="checkbox"/> Floating buildings				
<input type="checkbox"/> Six or more residential units				
<input type="checkbox"/> Supply over 600 volts nominal				
FEE SCHEDULE (MINIMUM \$85.00 FEE)				
Description	Qty.	Fee.	Total	*
<b>New residential single- or multi-family dwelling unit. Includes attached garage.</b>				
1,000 sq. ft. or less		270.00		4
Ea. add'l 500 sq. ft. or portion		55.00		
Limited energy, residential		109.00		2
Limited energy, multi-family		109.00		2
<b>Services or feeders installation, alteration, and/or relocation</b>				
200 amps or less		161.00		2
201 amps to 400 amps		213.00		2
401 amps to 600 amps		321.00		2
601 amps to 1,000 amps		482.00		2
Over 1,000 amps or volts		882.00		2
<b>Temporary services or feeders installation, alteration, and/or relocation</b>				
200 amps or less		94.00		2
201 amps to 400 amps		200.00		2
401 amps to 600 amps		270.00		2
<b>Branch circuits – new, alteration, or extension, per panel</b>				
A. Fee for branch circuits <i>with</i> above service or feeder fee				
		12.00		2
B. Fee for branch circuits <i>without</i> service or feeder fee, first branch circuit				
		90.00		2
Each add'l branch circuit		12.00		
<b>Miscellaneous (service or feeder not included)</b>				
Each manufactured or modular dwelling, service and/or feeder		109.00		2
Reconnect only		109.00		1
Pump or irrigation circle		109.00		2
Sign or Signal lighting		109.00		2
Renewable energy 5 kva or less		144.00		2
Renewable energy 5.01 to 15 kva		168.00		2
Renewable energy over 15 kva		280.00		2
<b>Each additional inspection over allowable in any of the above</b>				
Per inspection		85.00		
Investigation fee				
Other:				
ELECTRICAL PERMIT FEES				
Subtotal				
Minimum Permit Fee				
Plan review ( 25% of permit fee)				
State surcharge (12% of permit fee)				
<b>TOTAL PERMIT FEE</b>				

This permit application expires if a permit is not obtained within 180 days after it has been accepted as complete  
\* Number of inspections allowed per permit. Effective 05/15