

RESOLUTION NO. 23-08

**A RESOLUTION MODIFYING THE PLANNING DIVISION FEE SCHEDULE AND AMENDING
RESOLUTION NO. 19-13**

WHEREAS, Oregon City Municipal Code Chapter 17.50.290 authorized the City to adopt by resolution, and revise from time to time, a schedule of fees for applications; and

WHEREAS, The City of Oregon City adopted Resolution No. 19-13 establishing a schedule of application fees for Planning which included all planning fees previously adopted by resolutions, and established a consistent method to adjust these fees on an annual basis to account for inflation; and

WHEREAS, Fees are necessary to defray the Planning Division's actual operational costs. The City of Oregon City desires to modify the Planning Fees schedule as identified in Exhibit A which includes all planning fees previously adopted by resolutions; modifies the names of some fees to be consistent with names used in the Planning Division's software system, EnerGov, creates a new fee for Middle Housing Land Divisions, and revises the Tree Replacement Mitigation Fee, and continues to include an annual adjustment to adjust these fees to account for inflation; and

WHEREAS, The City of Oregon City, City Commission resolves that the City should recover to the extent practicable, the actual cost of providing Planning services to facilitate the issuing of permits for construction of various public and private developments per the City of Oregon City standards.

NOW, THEREFORE, OREGON CITY RESOLVES AS FOLLOWS:

Section 1. The City hereby amends Resolution 19-13 and adopts Exhibit A, Planning Division Fee Schedule.

Section 2. The Planning Division Fee Schedule Exhibit A shall continue to be adjusted annually to account for inflation on January 1st of every calendar year. The adjustment will be based on changes to the Consumer Price Index (CPI-W)- Pacific Division.

Section 3. This resolution shall take effect immediately upon its adoption by the City Commission.

Approved and adopted at a regular meeting of the City Commission held on the 3rd day of May 2023.


DENYSEC. MCGRIFF
Mayor

Attested to this 3rd day of May 2023:


Jakob Wiley, City Recorder

Approved as to legal sufficiency:


City Attorney

Exhibit A – Planning Fee Schedule May 3, 2023



City of Oregon City

Community Development

Planning Division Fee Schedule

May 3, 2023

All fees are subject to change by Resolution of the City Commission.

The applicant is responsible for paying the application fee in effect at the time the **formal application** is submitted.

APPLICATION TYPE	FILING FEE				
Adjustments/Alternatives/Modifications authorized in 17.20, 17.21, 17.22, 17.41, 17.52, & 17.62 (Type II) (per request)	\$1,703 or, if processed with another Type II or III application: \$399				
Amendment to Comprehensive Plan	\$5,588				
Annexation Application	\$5,502				
Annexation Election	actual City portion of election \$3,964 deposit due for fees.				
Annexation: Final Department of Revenue Legal Description of Boundary Change	\$1,292				
Annexation Metro Mapping (per acre)	<table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 50%;">$< 1 = \\$150$</td> <td style="text-align: center; width: 50%;">$1 - 5 = \\$250$</td> </tr> <tr> <td style="text-align: center;">$5.1 - 40 = \\$300$</td> <td style="text-align: center;">$> 40 = \\$400$</td> </tr> </table>	$< 1 = \$150$	$1 - 5 = \$250$	$5.1 - 40 = \$300$	$> 40 = \$400$
$< 1 = \$150$	$1 - 5 = \$250$				
$5.1 - 40 = \$300$	$> 40 = \$400$				
Appeal - Administrative (includes SDC appeal)	\$250				
Appeal - Historic Review Board	\$250				
Appeal - PC Decision	\$1,762				
Ballot Measure 56 Notice	≤ 200 Notices = \$587 Each Additional 1,000 Notices = \$587				
Code Interpretation / Similar Use	\$1,328				
Compatibility Review: Eligible Modifications for Communication Facilities (Type I)	\$399				
Compatibility Review (Type II)	\$1,048				
Conditional Use	\$4,805				
Development Inspection for Conformance with Approval	First Inspection = \$0 Each Inspection Thereafter = \$100				
DMV Dealer's License Review	\$117				
Expedited Land Division	\$5,241 plus \$525 per lot				
Floodplain (Flood Mngmt Overlay Dist) Review (Type II)	\$1,240				
Geologic Hazards Review	\$1,101				
Geotechnical Review - High Water Table	\$755				
Historic Review - Demolition	$< 1,000$ sf = \$350 $> 1,000$ sf = \$872				
Historic Review - New Construction	\$50 plus 2.5% of construction cost Max = \$1,000				
Historic Review - Remodel	\$50				
Incomplete Type II-IV and Legislative Submittal (Excluding Geologic Hazards)	First Incomplete Submittal: \$0 Each Incomplete Submittal Thereafter: \$352				
Land Use Compatibility Statement (LUCS) Review	\$88				
Lot Line Adjustment	\$1,468				
Mailing Labels	\$20				
Master Plan / Concept Plan	\$8,733				
Master Plan / Concept Plan Amendment	Type I = \$872 Type II = \$2,620 Type III = \$4,366				
Minor Partition	\$5,013				

Natural Resource Review	
- Type I Exemption Review	\$100
- Type I Verification Residential	\$267
- Type I Verification Non-Residential	\$534
- Type II Review/Verification Residential	\$1,241
- Type II Review/Verification Non-Residential	
- Consultant Fee	\$2,483
	Actual City Cost
Lawful Non-Conforming: Proportional Upgrade Review	\$200
Lawful Non-Conforming Use, Structures, Lot, Site, or Expansion Verification (Type II)	\$1,048
Lawful Non-Conforming Use: Verification of Use or Lot (Type I)	\$176
Parking Adjustment (Type III) – Planning Commission	\$1,202
Phased Subdivision or Site Plan and Design Review Occupancy Plan	\$998
Planning Review of Building Permit - Multi-Family, Commercial, 3-4 Plex, Internal Conversion, Cottage Cluster, Industrial, Institutional, Retail, Office, Duplex, Non-Residential, etc.: New Structure, Addition, Demolition, Accessory Structure, Porch, Modification, Fence, Retaining Wall, Development, Excludes Mechanical	.1% Bldg. Permit Value Minimum = \$96 Maximum = \$4,385
Planning Review of Building Permit - Residential Single-Family and ADUs: New, Addition, Demolition, Accessory Structure, Porch, Modification, Fence, Retaining Wall, Development, etc.	\$96
Pre-Application Conference Minor: Emergency Annexation, Minor Site Plan and Design Review, Minor Partition, Minor Variance, Geologic Hazard, Natural Resource Overlay, Flood Management, Willamette River Greenway, 2+ Pre-Application on the Same Project, Mobile Food Units, or Similar as Determined by the Community Development Director	Minor = \$698 Major = \$1,353
Major: All other applications (excluding Type I)	
Public Improvement Modification	\$449
Remand	Half the Original Application Cost
Renotice Application	\$734
Research/Staff Time Per Hour	\$100
Sign Permit – Planning Review: Wall, freestanding, projection or roof signs	\$222 plus 5% of Sign Construction Cost
Sign Permit: A-Frame within the Right-of-Way	\$64
Sign Permit: Temporary Banner	\$64
Sign Variance	\$1,607
Site Plan & Design Review - Minor Type I Over the Counter for Building Façade, Landscaping, Temporary Structures, Site Alterations (Fences, Lighting, Pedestrian Circulation, etc.), Parking Lot Repaving, & Mechanical Equipment	up to 2 review items = \$95 3 or more review items = \$190

Site Plan & Design Review - Minor Type I Extended Review for Building Additions, Removal/Relocation of Parking, Change in Parking Lot Circulation or Layout, Mobile Food Units, & Manufactured Home in a Manufactured Home Park	\$317 per review
Site Plan & Design Review - Minor Type I Middle Housing Plan Review for Single Family: Attached and Detached, Duplex, Corner Duplex, Internal Conversion, & 3-4 Plex: New/Addition	\$599
Site Plan & Design Review - Minor Type II	\$1,048
Site Plan & Design Review / Detailed Master Plan / Manufactured Home Park Review - less than \$500,000 - \$500,000 to \$3,000,000 - over \$3,000,000	\$2,620 plus 0.007 X project cost \$4,366 plus 0.005 X project cost \$14,848 plus 0.003 X project cost maximum fee = \$69,650
Subdivision	\$5,241 plus \$436 per lot
Middle Housing Land Division	\$1,500 plus \$250.00 per parent lot (2-10 lots) \$200.00 per parent lot (11-50 lots) \$150.00 per parent lot (50+ lots)
Tree Replacement/Mitigation Fee (per tree)	\$500.00
Urban Growth Boundary (UGB) Expansion Request	\$9,983
Variance Type II	\$1,703
Variance (Type III)	\$3,163
Willamette Greenway (Type II)	\$1,240
Willamette Greenway (Type III)	\$1,937
Withdrawn Application	Prior to Complete - Reimburse 75% of Fee Prior to Notice - Reimburse 50% of Fee After Noticed - No Refund
Zone Change / Text Amendment	\$3,545
Zoning Confirmation Letter	\$153