

RESOLUTION NO. 34-2012

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
MILWAUKIE, OREGON, REVISING FEES AND CHARGES AS SHOWN  
IN ATTACHMENT A AND UPDATING THE MASTER FEE SCHEDULE  
OF THE CITY OF MILWAUKIE.**

**WHEREAS**, it is the policy of the City of Milwaukie to maximize the use of serve and user charges for services that can be identified and where costs are directly related to the level of service provided; and

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

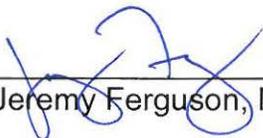
**WHEREAS**, Milwaukie advisory boards, commission, and committees periodically provide recommended adjustments to the fees and charges levied in providing City services, products and regulations; and

**WHEREAS**, the City Manager has caused a review of all City fees and charges, has received guidance from advisory boards, commissions, and committees, and has determined the cost for such fees and charges;

**NOW, THEREFORE, BE IT RESOLVED** that the City of Milwaukie Master Fee Schedule, included as Attachment A to this resolution, is hereby adopted.

Introduced and adopted by the City Council on June 5, 2012.

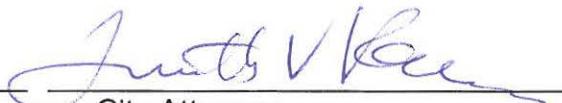
This resolution is effective on June 5, 2012.

  
\_\_\_\_\_  
Jeremy Ferguson, Mayor

ATTEST:

APPROVED AS TO FORM:  
Jordan Ramis PC

  
\_\_\_\_\_  
Pat DuVal, City Recorder

  
\_\_\_\_\_  
City Attorney



**MILWAUKIE**  
*Dogwood City of the West*

## **Master Fee Schedule**

**Adopted June xx, 2012**

**Effective July 1, 2012**

(Unless otherwise noted)

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## **1. GENERAL INFORMATION**

### **1.1 Overview**

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

### **1.2 Fee waiver and variance statement**

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

### **1.3 Billable hourly rates**

Unless otherwise specified, the City employee billable hourly rate shall be calculated as 2.5 times the employee's hourly pay rate, to the nearest \$5 increment. This calculation shall be used to recover costs for those services billed on an hourly basis, including but not limited to professional services such as planning, engineering, public works, utility, financial, legal, and police services. The use of a multiplier of 2.5 is intended to recover all overhead, training, benefits, and other costs associated with a City employee's time. Any work performed during overtime hours shall be billed the calculated hourly rate multiplied by 125 percent. A schedule of hourly billing rates will be maintained. The City Manager or Department Directors are authorized to adjust calculated billings to reflect the impact of unusual circumstances or situations.

## 2 UTILITIES

### 2.1 Monthly Rates

#### Wastewater and Water

UTILITY	Residential		Low Income		Commercial	
	Fixed	Volume Charge	Fixed	Volume Charge	Fixed	Volume Charge
	(per unit)	(per CCF of water consumption)	(per unit)	(per CCF of water consumption)	(per account)	(per CCF of water consumption)
<b>Wastewater<sup>1</sup></b> effective July 1, 2012	\$ 11.93	\$ 4.53	\$ 5.97	\$ 2.27	\$ 11.93	\$ 5.87
<b>Water<sup>2</sup></b> effective July 1, 2012	5.27	2.39	exempt	2.39	5.27	2.39

1. Residential wastewater volume charge is determined by the average monthly water usage from December to March (winter average). The winter average is adjusted annually on March 31st.

2. Fixed water rate of \$5.27 is for a 3/4" meter or smaller. The base rates for larger meters are as follows:

Commercial/Multifamily Meters		Standby Meters for Fire Flow Purposes	
Meter Size	Monthly Base Rate	Meter Size	Monthly Base Rate
1"	\$ 7.35	2"	\$ 7.85
1.5"	11.86	4"	28.27
2"	18.42	6"	41.16
3"	45.41	8"	55.88
4"	78.06	10"	70.59
6"	115.18	12"	85.31

#### Stormwater and Streets

UTILITY	Single Family Residential	Low Income	Commercial
<b>Stormwater</b> effective July 1, 2012	\$11.44	\$5.72	\$11.44 per 2,706 sq. ft. of impervious area
<b>Street Maintenance</b> Ord. #1966 effective July 1, 2007	\$3.35	Exempt	\$.35 per daily trip generated <sup>2</sup>

Full billing cycle rates for street maintenance in other residential categories are:

Street Maintenance Rates for Other Residential Categories	
Residential Category	Rates
Multifamily residential	\$2.10 per unit
Elderly housing	\$1.40 per unit
Mobile homes	\$1.40 per unit
Congregate care	\$.70 per unit

Commercial daily trip generation is calculated based on type of use and building square feet. Monthly bill is capped at \$250. (Municipal Code Section 3.25.060.)

## 2 UTILITIES (continued)

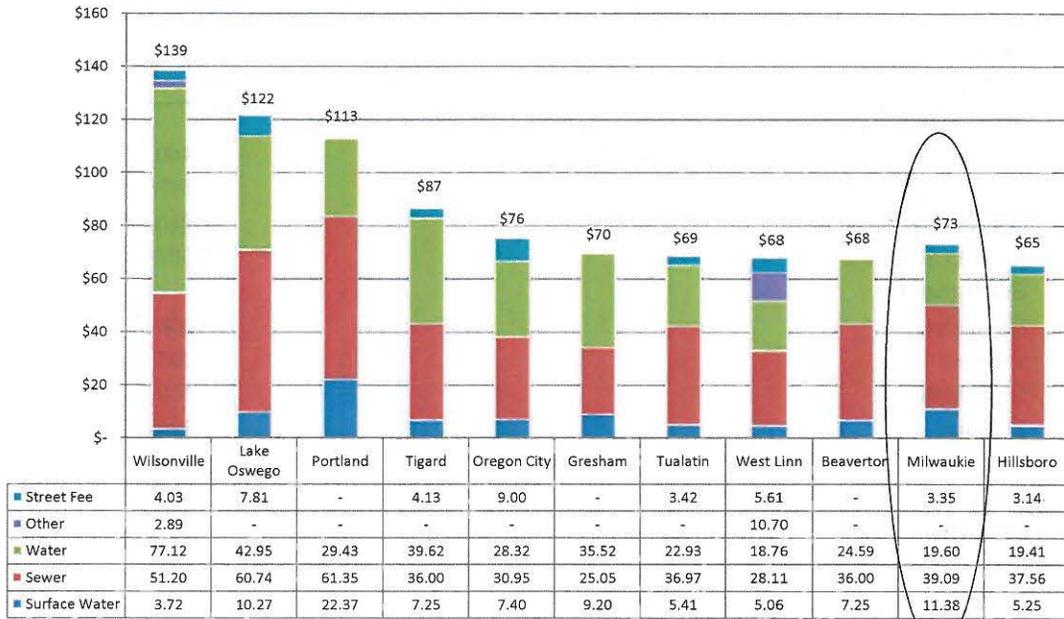
### 2.2 Other Charges

<b>Water:</b>	<b>Fee</b>
Service and Equipment	
Connect Service 5/8" or 3/4" Residential Service	\$ 2,460
Connect Service 1"	2,547
Connect Service 1 1/2"	2,923
Connect Service 2"	3,067
<b>Equipment</b>	
3/4" Meter	208
1" Meter	301
1 1/2" Meter	510
2" Meter	625
Hydrant Meter Deposit (Refundable less water usage)	2,000
<b>Miscellaneous</b>	
Delinquent Account—Past Due Notice	5
Delinquent Account—Notice of Termination	5
Shut-off/Turn-on	30
After-hours Restoration of Service (reduced from \$120 by authorization of City Manager on 3/11/11)	80
(Monday-Friday 3:00-8:00 p.m.; Saturday and Sunday 8:00 a.m.-8:00 p.m.)	
Information Research	\$44/hr.
Reimbursement District Fee	To be determined by scope of project

### 2.3 Penalties (each day that a violation exists is a separate offense)

Low income utility rate violation (Ord. #1424, adopted 1979)	up to \$200
Water, wastewater, or storm system regulation violation (Ord. #1418, adopted 1978, Ord. #1548, adopted 1983, and Ord. #1755, adopted 1994)	\$25 to \$500
Sewer violation (Ord. #1548, adopted 1983)	maximum \$500
FOG violation (Ord. #1990, adopted 2008, Ord. #1985, adopted 2008, and Ord. #1972, adopted 2007)	maximum \$500

**2.4. Comparison Graph of Average Utility Bills of Neighboring Cities (on a monthly basis)**



This graph compares the average utility bills for the neighboring cities surrounding Milwaukie. As some cities bill monthly, some bill every two months, and some bill every three months, these amounts are converted to average monthly amounts so they are comparable to Milwaukie. Also, cities increase different rates at different times during they year; therefore, this graph is simply a picture in time reflecting the rates at the time that the survey was conducted. And finally, cities have different average water consumption amounts per household; so for the sake of this comparison, these rates are computed using an average 6ccfs of water used per month so as to be most comparable to Milwaukie's overall average. Below are Milwaukie's calculations:

	eff. July 1, 2011		eff. July 1, 2012		eff. July 1 2013			
	increased	avg bill	increased	avg bill	increased	avg bill		
<b>Water Service Fee</b>								
Base		\$ 4.50	17.1%	\$ 0.77	\$ 5.27	14.70%	\$ 0.77	\$ 6.04
Plus per 6ccf		12.24	17.1%	2.09	14.33	14.70%	2.11	16.44
<i>Avg water per house (6ccfs)</i>		16.74		19.60			22.48	
<b>Sewer Service Fee</b>								
Base fee		11.15	7.0%	0.78	\$ 11.93	6%	0.72	12.65
Plus per 6ccf		25.38	7.0%	1.78	27.16	6%	1.63	28.79
<i>Avg sewer per house</i>		36.53		39.09			41.44	
<b>Storm Water Management Fee</b>		10.64	7.0%	0.74	11.38	7%	0.80	12.18
<b>Street Maintenance Fee</b>		3.35	0%	-	3.35	0%		3.35
<b>Average bill to homeowner</b>		\$ - \$ 67.26		\$ 6.16	\$ 73.42		\$ 6.03	\$ 79.45

### 3. BUILDING

#### 3.1 Residential Building Permits

##### A.

**Structural Permits**—Valuation shall be calculated in accordance with OAR 918-050-0100.

##### 1. Permit

	<u>Base Fee</u>	<u>Plus each additional \$100 of BV</u>
\$1 to \$500	\$ 18.75	\$ -
\$501 to \$2,000	18.75	2.89
\$2,001 to \$25,000	62.10	11.54
\$25,001 to \$50,000	327.52	8.58
\$50,001 to \$100,000	542.02	5.77
Over \$100,000	830.52	4.88
Minimum permit fee	100.00	

Permit fees from calculation of total valuation from the square footage of the improvement

	<u>Fee</u>
<b>2. Initial Plan Review Fees</b>	65% of the permit fee
<b>3. Plan Review Fees Required/Requested by Changes, Additions, Revisions</b>	75/hr. (1 hr. min.)
<b>4. Third Party Plan Review Fee (for transfer of plan review to a third party)</b>	10% of the permit fee (\$65 min.)
<b>5. Residential Solar PV Installation</b>	\$ 100.00

##### B. Mechanical Permits—Fees per current Mechanical Permit application

	<u>Fee</u>
Minimum Permit Fee	\$ 85.00

##### 1. HVAC

For the installation of:

Air handling unit including ducts:

Up to 10,000 cfm	24.00
Over 10,000 cfm	27.00
Air conditioning/heat pump (site plan required)	42.00
Alteration of existing HVAC system	19.50
Boiler/compressor	19.50
Install/relocate/replace furnace/burner including ductwork and vent:	
Up to 100,000 BTU/H	19.50
Over 100,000 BTU/H	23.00
Install/relocate/replace heaters (room, suspended, wall- or floor-mounted)	19.50
Vent for other than furnace	19.50

### 3. BUILDING (continued)

#### 2. Environmental Exhaust and Ventilation

For the installation of:

Appliance vent	16.00
Dryer exhaust	13.00
Each hood that is served by a mechanical exhaust or air conditioning	11.00
Exhaust system with single duct (bath fan) each	9.00
Exhaust system apart from heating or air conditioning	13.00

#### 3. Fuel Piping and Distribution

LPG-NG-Oil fuel piping:

Up to 4 outlets (includes gas tag)	23.00
Each additional outlet over 4	2.50

#### 4. Other Listed Application or Equipment

Decorative fireplace or insert	37.00
Woodstove/pellet stove	49.00
For each appliance or piece of equipment regulated by the code but not classed in other appliance categories, for which no other fee is listed in this code, or for which there is an alteration or extension of an existing mechanical system	19.50

### C. Plumbing Permits—Fees per current Plumbing Permit application

Minimum Permit Fee	<b>Fee</b>
	\$ 85.00

#### 1. Total Bathrooms Per Dwelling

1 bath dwelling (includes 1 kitchen)	352.00
2 bath dwelling (includes 1 kitchen)	389.00
3 bath dwelling (includes 1 kitchen)	462.00
Additional bathroom/kitchen	184.00

Includes the first 100 ft. of water piping, sanitary and storm sewer lines, hose bibs, icemakers, under floor low point drains, and rain drain packages that include the piping, gutters, downspouts, and perimeter system.

#### 2. Additions, Alterations, and Repairs (per fixture)

#### 3. Utilities per 100 feet

Catch basin	28.00
Drywells each	28.00
Footing drain (per 100 lin. ft.)	56.00
Rain drain connector	28.00
Manholes each	56.00

#### 4. Interior Piping (per 100 lin. ft.)

### 3. BUILDING (continued)

**5. Stand-alone Fire Suppression Systems (requires a backflow device installed by licensed plumbing contractor or persons exempt from licensina)**

0 sq. ft. to 2,000 sq. ft.	94.50
2,001 sq. ft. to 3,600 sq. ft.	141.75
3,601 sq. ft. to 7,200 sq. ft.	177.50
\$7,201 sq. ft. and greater	330.75

**6. Multipurpose or Continuous Loop Fire Suppression Systems**

0 sq. ft. to 2,000 sq. ft.	94.50
2,001 sq. ft. to 3,600 sq. ft.	141.75
3,601 sq. ft. to 7,200 sq. ft.	177.50
\$7,201 sq. ft. and greater	330.75

**D. Other Inspections and Fees**

	<u>Fee per hour</u>
Minimum Inspection Fee	\$ 85.00

**1. Inspections outside of normal business hours**

98/hr. (2 hr. min.)

(Must be preapproved by applicant)

**2. Inspections for which no fee is specifically indicated**

68.00

(Must be preapproved by applicant)

**3. Re-inspection fee**

60.00

**4. Replacement sheets**

23.00

**5. Investigation fee**

Amount of subject permit fee

**E. Manufactured Dwelling and Cabana Installation Permits—** All jurisdictions in the Tri-County area shall charge a single fee for the installation and set-up of manufactured homes. This single fee shall include the concrete slab, runners, or foundations when they comply with the prescriptive requirements of the Oregon Manufactured Dwelling standard, electrical feeder and plumbing connections, and all cross-over connections.

	<u>Fee</u>
<b>1. Installation permit</b>	\$ 445.00
<b>2. Earthquake-resistant bracing</b>	135.00
<b>3. Re-inspection</b>	135.00
<b>4. Statewide code development, training and monitoring fee</b> (in addition to all other manufactured dwelling fees and charges)	30.00

### 3. BUILDING (continued)

#### 3.2 Commercial/Industrial Building Permits

##### A.

**Structural Permits**—Valuation shall be calculated in accordance with OAR 918-050-0110.

##### 1. Permit Fee

	<u>Base Fee</u>	<u>Plus each additional \$100 of BV</u>
\$1 to \$500	\$ 18.75	\$ -
\$501 to \$2,000	18.75	2.89
\$2,001 to \$25,000	62.10	11.54
\$25,001 to \$50,000	327.52	8.58
\$50,001 to \$100,000	542.02	5.77
Over \$100,000	830.52	4.88
Minimum permit fee	100.00	

Permit fees from calculation of total valuation from the square footage of the improvement

	<u>Fee</u>
<b>2. Initial Plan Review Fees</b>	65% of the permit fee
<b>3. Plan Review Fees Required/Requested by Changes, Additions, Revisions</b>	75/hr. (1 hr. min.)
<b>4. Fire and Life Safety Plan Review Fee</b> (commercial only)	40% of structural permit fee
(Based on valuation of total improvements or \$50.00/hr. to review a Fire and Life Safety Master Plan) (Hourly charge must be approved by Applicant)	
<b>5. Seismic Site Hazard Report Review</b>	1% of total structural and mechanical fees

##### B. Mechanical Permits

—Valuation shall be calculated on the value of the equipment and installation costs.

**1. Use this section for commercial installation, replacement or relocation of non-portable mechanical equipment or mechanical work not covered previously. Indicate the value of all mechanical labor, materials, and equipment.**

##### 1. Permit Fee:

	<u>Base Fee</u>	<u>Plus each additional \$100 of BV</u>
\$1 to \$6,500	\$ 85.00	\$ -
\$6,501 to \$10,000	85.00	1.73
\$10,001 to \$100,000	145.50	10.50
Over \$100,000	1,090.50	7.25
Minimum permit fee	85.00	

### 3. BUILDING (continued)

2. Plan review fee	25% of mechanical permit fee
3. Plan Review Fees Required/Requested by Changes, Additions, Revisions	75/hr. (1 hr. min.)
<b>C. Plumbing Permits</b>	<b>Fee</b>
1. Additions, Alterations, and Repairs (per fixture)	\$ 18.00
2. Utilities per 100 feet	65.00
Catch basin	28.00
Drywells each	28.00
Footing drain (per 100 lin. ft.)	28.00
Rain drain connector	28.00
Manholes each	28.00
3. Interior Piping (per 100 lin. ft.)	65.00
4. Initial Plan Review Fees	30% of the Plumbing permit fees
5. Plan Review Fees Required/Requested by Changes, Additions, Revisions	75/hr. (1 hr. min.)
6. Minimum permit fee	85.00
7. Medical Gas Permits: Valuation shall be calculated on the value of the equipment and installation costs.	

**Medical Gas Permit Fees:**

	<u>Base Fee</u>	<u>Plus each additional \$100 of BV</u>
\$1 to \$6,500	\$ 85.00	\$ -
\$6,501 to \$10,000	85.00	1.73
\$10,001 to \$100,000	145.50	10.50
Over \$100,000	1,090.50	7.25
Minimum permit fee	85.00	

### 3. BUILDING (continued)

<b>D. Other Inspections and Fees</b>	<b>Fee</b>
Minimum Inspection Fee	\$ 85.00
<b>1. Inspections outside of normal business hours</b>	
(Must be preapproved by applicant)	98/hr. ( 2 hr min.)
<b>2. Inspections for which no fee is specifically indicated</b>	75.00
(Must be preapproved by applicant)	
<b>3. Re-inspection fee</b>	60.00
<b>4. Replacement sheets</b>	23.00
<b>5. Investigation fee</b>	Amount of subject permit fee
<b>6. Temporary Certificate of Occupancy</b>	180.00
<b>7. Change of use/occupancy</b>	300.00
<b>E. Deferred Submittal Fee</b> (in addition to project plan review fee)	
(OAR 918-050-0170)	\$250 + 10% of deferred item permit fee per deferred submittal (minimum \$300)
<b>F. Phased Permit Fee</b> (in addition to project plan review fee)	
(OAR 918-050-0160)	\$250 + 10% of total project permit fee per phase (minimum \$300, not to exceed \$1,500 per phase)

### 3. BUILDING (continued)

#### 3.3 Permit Related Fees

<b>A.</b>	<b>A State surcharge shall be collected in an amount as required by State law.</b>	
<b>B.</b>	<b>Building Moving/Demolition Permits</b>	
	2,000 sq. ft. or less	\$ 85.00
	Each additional 1,000 sq. ft.	300.00
	Plan Review Fee	65% of the permit fee
<b>C.</b>	<b>Prefabricated Structures</b>	(Per current permit fees)
<b>D.</b>	<b>Temporary Structures</b>	(Per current permit fees)
<b>E.</b>	<b>Manufactured Dwelling Parks and Mobile Home Parks</b>	Per current State of Oregon permit fee
	(OAR. Division 650. Table 1) plus 30%	
<b>F.</b>	<b>Recreational Parks and Organizational Camps</b>	Per current State of Oregon permit fee
	(OAR. Division 650. Table 1) plus 30%	
<b>G.</b>	<b>Miscellaneous Building Valuations</b>	
	<b>1. Retaining Walls</b>	<u>Fee</u>
	To 8 ft. high, including footing	\$254/lin. ft.
	Over 8 ft. high	276/lin. ft.
	<b>2. Fences</b>	
	Over 6 ft. to 8 ft. high	15/lin. ft.
	<b>3. Concrete Slabs on Grade Foundations</b> —For house moves, modular buildings, pole buildings, etc.	
	<b>Plain concrete:</b>	
	4-in. slab	3/sq. ft.
	5-in. slab	3.10/sq. ft.
	6-in. slab	3.25/sq. ft.
	Reinforced concrete	Add 1.15/sq. ft.
	<b>4. Crawl Space Foundations</b>	
	For house moves, modular, etc.	7.50/sq. ft.
	<b>5. Accessory Buildings</b>	
	With floor slab	55/sq. ft.
	Without floor slab	28/sq. ft.

### 3. BUILDING (continued)

#### 6. Pole Buildings

Up to and including 14-ft. eave height	32/sq. ft.
Over 14-ft. eave height	45/sq. ft.

#### For insulation:

Roof—add	0.35/sq. ft.
Slab—add	0.35/sq. ft.
Wall—add	0.35/sq. ft.
For slabs on grade	see section G. 3. for fees

#### 7. Swimming Pools (pool only/deck extra)

Concrete or unite	70/sq. ft.
Plastic below ground	45/sq. ft.

### 3.4 In-Fill and Grading

#### A. In-Fill and Grading Permit Fees

	<u>Fee</u>
1-50 cubic yards	\$ 100.00
51 to 100 cubic yards	150.00
101 to 1,000 cubic yards	200.00
1,001 to 10,000 cubic yards	250.00
10,001 cubic yards or more	Total hourly cost*

\*Cost to include supervision, overhead, equipment, hourly wages, and benefits of employees involved

#### B. In-Fill and Grading Plan Review Fees

1-50 cubic yards	100.00
51 to 100 cubic yards	150.00
101 to 1,000 cubic yards	200.00
1,001 to 10,000 cubic yards	250.00
10,001 cubic yards or more	Total hourly cost*

\*Cost to include supervision, overhead, equipment, hourly wages, and benefits of employees involved

#### C. Other Inspections and Fees

##### 1. Inspections outside normal business hours

75/hr. ( 2 hr.min.)

##### 2. Re-inspection fee

75/hr.

##### 3. Inspections for which no fee is specifically indicated

75/hr.

### 3. BUILDING (continued)

#### 3.5 Penalties

	<u>Fee</u>
Penalties (each day that a violation exists is a separate offense)	
Violation of vacant building standards (Ord. #1464, adopted 1980)	up to \$300
Interference with fire control device (Ord. #1515, adopted 1982)	up to \$750
Swimming pool barrier violation (Ord. #1430, adopted 1979)	up to \$100 per week <sup>[2]</sup>
Building relocation violation (Ord. #1952, adopted 2005)	not less than \$1,000
Failure to comply with stop work order (Ord. #1881, adopted 2000)	up to \$1,000
Any violation of Title 15 for which a specific penalty has not been expressly provided (Ord. #2011, adopted 2010)	up to \$1,000

#### 3.6 Specialty Code Penalty (1)

	<u>Fee</u>
<b>A. Penalty</b>	
Violation of various Specialty Codes (building, plumbing, mechanical, electrical) (Ord. #1814, adopted 1997, and Ord. #2011, adopted 2010)	up to \$1,000 per day, (max. \$5,000)
<b>B. Fee</b>	
Appeal of Specialty Code violation (Ord. #2011, adopted 2010)	250.00

(2) Each week that this violation exists is a separate offense.

## 4. BUSINESS REGISTRATION

### 4.1 Fees and charges

	<u>Fee</u>
Standard base fee	\$ 110
New business commencing between July 1 and December 31	55
Change in business ownership fee	10
Fee for each FTE	5
Temporary Business (2 weeks or less)	25
Duplicate receipt	10
Delinquent Registration	\$10% of base fee each calendar month and fraction thereof

### 4.2 Penalties (each day that a violation exists is a separate offense)

Violation of business registration requirements (Ord. #1863, adopted 1999, and Ord. #1349, adopted 1976)	up to \$200
Failure to secure motor vehicle fuel sales permit (Ord. #1970, adopted 2007)	200% penalty on tax owed
Failure to file monthly motor vehicle fuel sales report (Ord. #1970, adopted 2007)	\$50
Late payment of motor vehicle fuel sales tax (Ord. #1970, adopted 2007) (depending upon length of delinquency)	1% or 10% of tax
Violation of "Milwaukie Junk Dealers, Secondhand Dealers, Pawnbrokers and Transient Merchants Ordinance" (Ord. #1552, adopted 1983)	up to \$300

#### **Metro Business License versus City Business License or Both?:**

Instead of getting separate business licenses within each Portland-area city that you conduct business in, you can get a single license from Metro to construct, alter and repair structures in 20 cities that have licensing requirements in the metropolitan area. The license covers all construction trades, both commercial and residential, as well as all landscape contractors. The Metro license allows contractors or landscapers to operate in 20 cities surrounding Portland having licensing requirements in the metropolitan area, excluding Portland. Exception: if your principal place of business is inside the City of Milwaukie, the business is required to apply for a City of Milwaukie Business Registration in addition to the Metro License.

For Metro applications, contact Metro at 503-797-1710 or visit their website at: <http://www.oregonmetro.gov/index.cfm/go/by.web/id=24216>.

## 5. CODE ENFORCEMENT

### 5.1 Penalties (each day that a violation exists is a separate offense)

	<u>Fee</u>
General penalty (applies to any Municipal Code violation where no other penalty is specified) (Ord. #1935, adopted 2004, Ord. #1758, adopted 1994, and Ord. #1591, adopted 1986)	\$150 to \$500
Third or subsequent violation (applies to any Municipal Code violation) (Ord. #1935, adopted 2004, Ord. #1758, adopted 1994, and Ord. #1591, adopted 1986)	\$1,000
Nuisance violation (Ord. #1503, adopted 1981, and Ord. #1028, adopted 1964)	maximum \$500
Shopping cart retrieval programmatic violation (Ord. #1980, adopted 2008)	maximum \$500
Noise control violation (Ord. #1528, adopted 1982)	maximum \$500
Adult business code violation (Ord. #1533, adopted 1982)	maximum \$500
Public urination or defecation (Ord. #1953, adopted 2005)	up to \$750
Curfew violation (Ord. #1503, adopted 1981, and Ord. #995, adopted 1963)	up to \$300
Failure to retrieve shopping cart within 72 hours (Ord. #1980, adopted 2008)	\$50
Solid waste regulation/un-franchised violation (Ord. #1955, adopted 2005)	up to \$100
Abatement (applies to any Municipal Code violation citation) (Ord. #1998, adopted 2009, Ord. #1758, adopted 1994, and Ord. #1659, adopted 1989)	\$50

All violations of the Municipal Code are additionally subject to the Code Enforcement abatement fee and the general penalty for third or subsequent violations.

## 6. ENGINEERING

### 6.1 Inspections and Permits

	<u>Fee</u>
Right-of-Way Inspection Permit	\$ 150
Right-of-Way Use Permit	30
Street Opening Inspection Fee	85
Right-of-way/Street Opening Re-inspection (beyond standard of 2 for R-O-W and 1 for street opening)	85
Sewer Dye Test	100
Subdivision Const. Inspect. (Street/Sewer/Water/Storm Sewer)	5.5% of Total Const. Cost (min. \$500)
Public Impvts. Const. Inspection (Comml./Ind./Misc. Dev.)	5.5% of Total Const. Cost (min. \$500)
Street Opening Deposit (Performance bond amount at discretion of City Engineer)	\$25 per square foot, \$1,500 minimum
Street Opening Deposit (Streets under 5-Year Moratorium) (Performance bond amount at discretion of City Engineer)	\$50 per square foot, \$3,000 minimum
Right-of-Way Usage for Wireless Communication Facility	\$250/month per antenna per utility pole
Moving Buildings	\$200 + \$65/hr. staff time + \$1,000 deposit

### 6.2 Tree Removal

	<u>Fee</u>
Tree Removal Permit	\$ 150

### 6.3 Materials (Engineering)

	<u>Fee</u>
Public Works Standards	\$ 30
Sewer TV Inspection Tape	25
<b>Electronic Drawings</b>	
Paper—all sizes	5
Other format (plus \$45/hr for additional work)	7
Reproduction charges (\$.10 for additional pages)	1

## 6. ENGINEERING (continued.)

### 6.4 Printed and Electronic Maps (GIS)

	<u>Fee</u>
<b>Standard selection of GIS maps</b>	
Full Sheet (34" x 44")	\$ 45
1/2 Sheet (22" x 34")	35
1/4 Sheet (17" x 22")	25
1/8 Sheet (11" x 17")	15
Electronic file (via electronic mail in PDF, JPG, GIF or TIF formats)	15
Electronic file (for mailed media, which includes postage, handling and media charges)	22
<b>Aerial maps</b>	
Full Sheet (34" x 44")	50
1/2 Sheet (22" x 34")	40
1/4 Sheet (17" x 22")	30
1/8 Sheet (11" x 17")	20
Electronic file (via electronic mail in PDF, JPG, GIF or TIF formats)	15
Electronic file (for mailed media, which includes postage, handling and media charges)	22
<b>Custom maps:</b>	
Flat charge per hour plus cost of materials	55
Electronic file (for mailed media, which includes postage, handling and media charges)	7

### 6.5 Erosion Control

	<u>Fee</u>
Erosion Prevention and Sediment Control Planning and Design Manual (CD)	\$ 10
Minimum Charge for Clearing/Construction*	75
<b>Minimum charge applies if:</b>	
Over 500 sq. ft. of disturbed soil	
Not in or around a sensitive area (NR Zone, wetlands, conservancies, and streams)	
Value of structure/remodel doesn't exceed \$20,000	
Clearing/Construction for Single-Family Residential	380
Rate if certified in erosion control**	225
Clearing/Construction for Multifamily Residential	490
Rate if certified in erosion control**	335
(additional \$40 per 1/2 acre over 1 acre)	
Clearing/Construction for Subdivision/Commercial/Industrial	623
Rate if certified in erosion control**	467
(additional \$40 per 1/2 acre over 1 acre)	
Additional Site Visit (due to code enforcement)	65
<b>*Erosion control certification discount does not apply</b>	
<b>**Certification requires 4 hours of training in erosion control every 2 years</b>	

## 6. ENGINEERING (continued.)

### 6.6 Penalties (each day that a violation exists is a separate offense)

Violation of capital improvement regulations (Ord. #1707, adopted 1991)	up to \$500
Basketball hoop regulation violation (Ord. #1503, adopted 1981, and Ord. #1405, adopted 1978)	up to \$250
Vegetation too low in the right-of-way (Ord. #1999, adopted 2009)	up to \$100
Clear vision violation (Ord. #1679, adopted 1990)	up to \$250
Failure to repair sidewalk (Ord. #1697, adopted 1991)	up to \$250
Sidewalk bench violation (Ord. #1503, adopted 1981, and Ord. #1289, adopted 1974)	up to \$100
Failure to remove street bench after permit termination (Ord. #1289, adopted 1974)	\$25
Flood hazard violation (Ord. #1983, adopted 2008, and Ord. #1899, adopted 2002)	up to \$1,000
Access management violation (Ord. #2004 adopted 2009)	up to \$250
Right-of-way encroachment (Ord. #2004 adopted 2009, and Ord. #1866 adopted 2000)	up to \$250
Erosion control violation (Ord. #1899 adopted 2002)	up to \$300

## 7. LIBRARY

### 7.1 Photocopies:

	<u>Per Item</u>
Black and White	\$ 0.10
Color	0.90
Microfilm Copies	0.10

### 7.2 Overdue Fine:

	<u>Per Day</u>	<u>Maximum</u>
Adult	\$ 0.25	\$ 3.00
Juvenile	0.10	1.00

### 7.3 Lost or damaged items:

	<u>Per Item</u>
Barcode	\$ 1.00
Book Jacket	0.90
Barcode and Book Jacket	0.90
Audiobook Cassette or CD	0.90
Audiobook and CD-ROM case	0.90
Juvenile Kit—Plastic Bag	0.90
Missing Pages and Booklets	Refer to Librarian
Lost Item	Actual Retail Cost
Damaged Material	Replacement Cost
Lost Library Card	\$1

### 7.4 Replacement Media Cases:

	<u>Per Item</u>
Cover sheet	\$ 1.00
Video Box	1.00
DVD Case	1.00
CD Case	2.00
CD and CD-ROM booklets	3.00

### 7.5 Miscellaneous

	<u>Per Item</u>
Public Computer Printing (first 5 free)	\$ 0.10
	<u>Per year</u>
Non-District citizen library use	\$ 95.00

## 8. MISCELLANEOUS

### 8.1 Photocopies

**Assisted:**

	<u>Per Item</u>
Black and White	\$ 0.30
Color	1.00

**Unassisted:**

Black and White	0.10
Color	0.90

### 8.2 Other Copying/Service

	<u>Per Item</u>
Audio tape	\$ 10
Video tape	20
Transcription (per hour)	30
Electronic files on CD-ROM	5
(Includes \$2 for postage & handling. Additional research charges may apply.)	

### 8.3 Photographs

	<u>Per Page</u>
Color photos on photo quality paper	\$ 3
Color photos on standard copy paper	1

### 8.4 Financial Reports

	<u>Fee</u>
Adopted Budget	\$ 45
Comprehensive Annual Financial Report	45
Capital Improvement Plan	45

### 8.5 Miscellaneous

	<u>Fee</u>
Returned Check Charge	\$ 30
Lien Search	27
Temporary Event/Block Party	Actual Cost
Postage and Handling	\$2 plus postage

### 8.6 Telecommunications

	<u>Fee</u>
Registration fee	\$ 36
Franchise review deposit	5,000
Community Service Use—Wireless Communication Facility (see <b>PLANNING fees</b> )	
Right-of-Way Usage for Wireless Communication Facility (see <b>ENGINEERING fees</b> )	

## 9. MUNICIPAL COURT

### 9.1 Fees and Charges

	<b>Fee</b>
Payment Plan Installment Fee	\$ 25
Failure to Appear Fee	25
Reinstatement Fee	15
Suspension Packet Fee	12
Returned Check Fee	30
Boot Release Fee	45
Seat Belt Class Fee	50

<b>9.2 Penalties</b>	<b>Presumptive Fine</b>	<b>Special Zone Fine <sub>1</sub></b>	<b>Minimum Fine</b>	<b>Maximum Fine</b>
Class A	\$ 435	\$ 870	\$ 220	\$ 2,000
Class B	260	520	130	1,000
Class C	160	320	80	500
Class D	110	220	60	250

<sub>1</sub> Special Zones include highway work Zones, school zones and safety corridors

## 10. PARKING

### 10.1 Parking Permit Fees

	<u>Fee</u>
Monthly Permit	\$ 20

### 10.2 Parking Bail Schedule

(Res. #46-2009, adopted 2009)

	<u>Fee</u>
Abandoned Vehicle	\$ 50
Angle Parking	15
Bicycle Lane	20
Blocking Driveway	50
Block Rule	25
Bus Zone	20
Double Parking	20
During Prohibited Times	50
Emergency/Safety Zone	50
Fire Hydrant	50
Five or More Unpaid Violations	50
Handicapped Zone	250
Loading Zone	20
No Parking Zone/Prohibited	50
On Crosswalk/Sidewalk	35
Over 1 Ft. from Curb	15
Over Space Line	15
Overtime Parking	25
Overtime Parking 5 or more	30
Permit Only Parking	30
Taxi Zone	20
Tow Away Zone	50
Traffic Hazard	50
Trucks—2 Hr. Limit	50
Wrong Side of Street	15

#### **If bail is not posted by the court date the fine will be doubled**

(Ord. #2005, adopted 2009, Ord. #1997, adopted 2009, Ord. #1728, adopted 1993, and Ord. #1361, adopted 1977)

# 11. PLANNING

## 11.1 Land Use Standard Applications

The following standard fees apply to all land use applications[1] not listed below. Some applications may require additional fees as described below under Additional Application Fees:

	<u>Fee</u>
Type I Administrative Review	\$ 200
Type II Administrative Review	1,000
Type III Quasi-Judicial Review	2,000
Type IV Quasi-Judicial Review	5,000
Type V Legislative Review	5,000

## 11.2 Other Land Use Applications

	<u>Fee</u>
Community Service Use—Minor Modification (Type I)	\$ 50
Historic Resource Designation (Type IV)	150
Minor Land Partition (Type II)	2,000
<b>Natural Resource (Res. #77-2011, adopted 8/16/11, effective 9/15/11)</b>	
Boundary Verification (Type I)	-
Construction Management Plan (Type I)	-
Natural Resource Management Plan (Type I)	-
Tree Removal Request (Type I)	-
Tree Removal Request (Type III)	500

All Other Type I, II, or III applications Per Standard Application Fees (listed above)

(Fees waived for applications that meet all 3 of the following criteria: (1) the application involves only a habitat conservation area (HCA) and not a water quality resource (WQR), (2) the property is used for residential purposes, and (3) the current owner was the owner prior to September 15, 2011, the effective date of Ordinance #2036, pursuant to Resolution #77-2011.)

Planned Development—Preliminary Plan Review (Type III)	4,400
Planned Development—Final Plan Review (Type IV)	5,700
Property Line Adjustment (Type I)	650
Subdivision—Preliminary Plat Review (Type III)	\$4,400 + \$100 per lot over 4 lots
Temporary Structure (Type I)	50

## 11.3 Annexations

	<u>Fee</u>
Annexation (Expedited)	\$ 150
Annexation (Non expedited: No Zone Change or Comp Plan Amendment)	150
Annexation (Non expedited: Zone Change only)	500
Annexation (Non expedited: Zone Change and Comp Plan Amendment)	3,500

## 11. PLANNING (continued)

### 11.4 Appeals

	<u>Fee</u>
Appeal to Planning Commission (Fees waived for NDA-sponsored appeals, pursuant to Resolution #26-1999)	\$ 500
Appeal to City Council (Fees waived for NDA-sponsored appeals, pursuant to Resolution #26-1999)	1,000

### 11.5 Additional Application Fees

	<u>Fee</u>
The following fees apply in addition to Land Use Application fees:	
Measure 56 Notice (for Zoning Map or Text Amendment)	Actual Cost (\$1 per affected property, \$35 minimum)
Reserve deposit	500
<b>Technical Report Review:</b>	
Scope of Work Preparation	Actual Cost[1]
Reserve deposit	1,000

[1] For a complete list of land use application types, see Milwaukie Municipal Code Table 19.901.

[2] Actual cost to be determined by Planning Director or Engineering Director by estimating the cost of City staff time and resources dedicated to the project. See more information under Deposit Information.

Review of Technical Report	Actual Cost[1]
Reserve deposit:	
Traffic	2,500
Natural Resources (Res. #77-2011, adopted 8/16/11, effective 9/15/11)	2,000
All others	1,000

### 11.6 Deposit Information

In some cases, reserve deposits are collected to ensure that the City's actual expenses are covered. Deposits will be refunded relative to actual costs, and additional money may be required if actual costs exceed the deposit amount. This applies only to reserve deposits—base fees are nonrefundable.

## 11. PLANNING (continued)

### 11.7 Discounts for Land Use Applications

Two or more applications (no discount for most expensive application)	25% discount
(This discount applies to applications which relate to the same unit of land and which will be reviewed and decided concurrently.)	
Senior citizens	10% discount
(Seniors must be at least 65 years of age, and must be the property owner. May get Senior <b>or</b> Low income discount)	
Low income citizens	25% discount
(Low-income citizens may qualify for reduced fees by filing the same application used to apply for reduced sewer and water rates.)	
NDA-sponsored land use applications related to parks	Fees waived

### 11.8 Early Assistance

	<u>Fee</u>
Pre-application Meeting	\$ 100
(Applies to optional meetings attended by a maximum of 2 City staff. No written notes provided.)	
Pre-application Conference	200
(Applies to required or optional meetings that require 3 or more City staff. Written summary notes provided 2 weeks after meeting.)	
Pre-application Conference—Transportation Facilities Review	100
(Additional meeting required to discuss Transportation Impact Study.)	
Design Review Consultation with Design and Landmarks Committee	800

### 11.9 Special Requests

	<u>Fee</u>
Planning Commission Approval for Bee Colonies	\$ 500
Property Value Reduction Claims (pertaining to Measures 37 or 49)	1,515
(Fee will be refunded if applicant prevails. If claim is denied, additional money may be required to cover contract-attorney or appraiser costs, as determined by City Manager.)	
Significant Modification of Complete Land Use Application	500
Reschedule of Public Hearing at Applicant's Request (when re-notification required)	500
Temporary Occupancy Request	100
Time Extension of Previously Granted Land Use Approval (Title 17 only)	50
Zoning Confirmation (General)	50
Zoning Confirmation (DMV Permit, LUCS)	25
(waived for LUCS for emergency sewer connection)	

## 11. PLANNING (continued)

### 11.10 Permit Review and Inspections

	<u>Fee</u>
Building Permit Review and Inspections (Minor; e.g., Demolition, Erosion Control, etc.)	\$ 25
Building Permit Review and Inspections (Major)	200
Additional Planning Inspection Fee	50
Modifications to Building Permit during Review (Fee applies to site plan revisions generated by applicant, not those required by staff during review process.)	100
Sign Permit Review (per sign)	100
Sign Permit Review (Daily Display or "sandwich board" sign)	150
Tree Permit (major pruning or removal of trees in the public right-of-way)	80

### 11.11 Materials

	<u>Fee</u>
Zoning Ordinance	\$ 25
Comprehensive Plan	15
Many materials are available online for free at. <a href="http://www.ci.milwaukie.or.us/planning/planning-documents-ordinances-plans-and-guidelines">http://www.ci.milwaukie.or.us/planning/planning-documents-ordinances-plans-and-guidelines</a> . Contact Planning staff for additional information.	

### 11.12 Comprehensive Plan or Zoning Ordinance Map:

	<u>Fee</u>
11x17 handout (Black & White)	No charge
11x17 handout (Color)	\$ 2
GIS maps full sheet (e.g., Zoning Map) (See Engineering for other sizes)	45

### 11.13 Comprehensive Plan ancillary documents: (most not available online)

	<u>Fee</u>
Ardenwald Park Master Plan	\$ 2
Downtown and Riverfront Land Use Framework Plan	25
Elk Rock Island Natural Area Management Plan	8
Furnberg Park Master Plan	5
Homewood Park Master Plan	1
Johnson Creek Resources Management Plan	15
Lake Road Multimodal Plan	8
Lewelling Community Park Master Plan	1

## 11. PLANNING (continued)

### Comprehensive Plan ancillary documents: (most not available online) (contd.)

	<b>Fee</b>
North Clackamas PFP	25
Town Center Master Plan	15
Scott Park Master Plan	2
Spring Park Master Plan	5
Springwater Corridor Master Plan	8
<b>Transportation System Plan:</b>	
Full Document	49
Executive Summary	15
CD	4
Water Tower Park Master Plan	2
Wichita Park Master Plan	2
Vision Statement (one page)	No charge
Sign Ordinance	5
Land Division Ordinance	5
Downtown Design Guidelines (Black & White/Color)	\$10/\$35
Downtown and Riverfront Public Area Requirements	15
Other informational handouts (10 pages or less)	No charge
Other informational handouts (over 10 pages)	At cost

### 11.14 Penalties (each day that a violation exists is a separate offense)

Violation of Sign Ordinance (Title 14) (Ord. #1965, adopted 2006, and Ord. #1733, adopted 1993)	up to \$100
Unpermitted tree cutting in the public right-of-way (Title 16) (Ord. #1836, adopted 1998)	\$150 to 500
Violation of Land Division Ordinance (Title 17) (Ord. #1907, adopted 2002)	200
Violation of Zoning Ordinance (Title 19) (Ord. #2025, adopted 2011)	up to \$200

[1] Actual cost to be determined by Planning Director or Engineering Director by estimating the cost of City staff time and resources dedicated to the project. See more information under Deposit Information.

## 12. POLICE

### 12.1 Permits/Licenses

	<u>Fee</u>
Adult Business	\$ 372
Alarm Permit—Residential (seniors 60+ exempt from fee requirement)	15
Alarm Permit—Business	21
Gun Background Check	21
Liquor License (Original Application)	108
Liquor License (Name or other change)	83
Liquor License (Renewal Application)	36
Liquor License (Temporary License)	\$10/day per type of alcohol: beer, wine, or distilled spirits

### 12.2 Police Reports

	<u>Fee</u>
Dispatch Tape Copy	\$ 26
Video Tape Copy	31
Police Report	15
Copy of Field Contact Report (FCR card)	5
Photo CD	15
(Additional research charges may apply for unusual/complex requests)	

### 12.3 Police Services

	<u>Fee</u>
False Alarm Response (first three)	No charge
False Alarm Response (each alarm after third)	\$ 160
Vehicle Impound	75
Fingerprinting	10
Loud Party Response—first response	Warning
Loud Party Response—second response and/or each subsequent response in 24-hr. period	50
Fire and Emergency Services fee (Ord. #1764, adopted 1994)	Actual cost
<b>Penalties (each day that a violation exists is a separate offense)</b>	

### 12.4 Penalties

	<u>Fee</u>
<b>Penalties (each day that a violation exists is a separate offense)</b>	
Traffic violation penalty (Ord. #1922, adopted 2003)	at least 50% of maximum under Oregon Statute
Weapon discharge violation (Ord. #1515, adopted 1982)	up to \$750
Public consumption of alcohol (Ord. #1746, adopted 1993)	up to \$250
Failure to pay Fire and Emergency Services fee (Ord. #1767, adopted 1994, and Ord. #1764, adopted 1994)	up to \$300
Security alarm violation (Ord. #1568, adopted 1984)	maximum \$500

### 13. SYSTEM DEVELOPMENT CHARGES & CONSTRUCTION EXCISE TAXES

SDC fees for water, stormwater and transportation shall be indexed for inflation annually using the Engineering-News Record Construction Cost Index for Seattle. Resolution 40-2007.

	Fee			
	Reimbursement	Improvement	Administration	TOTAL
<b>13.1 Transportation System Development Charge</b>				
Trip generation rates for each land use type are derived from the Institute of Transportation (ITE) report Trip Generation (7th Edition, 2003). Trip rates are expressed as vehicle trips entering and leaving a property during the p.m. peak travel period.				
Transportation SDC (per trip)	\$ 80	\$ 1,596	\$ -	\$ 1,676

<b>13.2 Stormwater System Development Charge</b>				
Stormwater unit is equal to 2,706 square feet of impervious surface on the property. Each single-family residential property is 1 Stormwater unit.				
Stormwater SDC:	286	813	85	1,184

<b>13.3 Wastewater System Development Charge</b>				
A wastewater unit is equal to 16 fixture units derived from Table 7-3 of the Oregon Plumbing Specialty Code. Each residential dwelling unit is 1 wastewater unit.				
Wastewater SDC:	327	566	-	893

Meter Size	Reimbursement	Improvement	Administration	TOTAL
5/8"x3/4"	\$ 527	\$ 438	\$ 74	\$ 1,039
3/4"x3/4"	791	657	111	1,559
1"	1,318	1,096	185	2,599
1.5"	2,636	2,191	370	5,197
2"	4,217	3,506	591	8,314
3"	8,434	7,011	1,183	16,628
4"	13,178	10,955	1,848	25,981
6"	26,357	21,910	3,696	51,963
8"	42,171	35,057	5,914	83,142
10"	60,620	50,394	8,502	119,516
12"	118,605	98,596	16,634	233,835

**13. SYSTEM DEVELOPMENT CHARGES & CONSTRUCTION EXCISE TAXES (continued)**

**13.5 Parks and Recreation System Development Charge**

Collected for the North Clackamas Parks and Recreation District (adopted Clackamas Board of County Commissioners, Ordinance 09-2007, Oct. 25, 2007)

**Parks and Recreation SDC:**

- Single-Family Residential
- Multifamily Residential
- Nonresidential

<u>Fee</u>
\$3,985 per dwelling unit
\$3,608 per dwelling unit
\$60 per employee*

\* Number of employees calculated according to type of business and building square feet

See: <http://www.clackamas.us/transportation/planning/sdc.htm#psdc>

**13.6 School Construction Excise Tax**

Collected for North Clackamas School District (adopted North Clackamas School District, December 6, 2007)

**School Construction Excise Tax:**

- Residential
- Commercial

<u>Fee</u>
\$1 per square foot
\$0.50 per square foot*

\*Total commercial fee capped at \$25,000 per project. Private schools, public improvements, low-income (HUD) housing, hospitals, religious facilities, and agricultural buildings are exempt. Construction under 1,000 square feet exempted.

**13.7 Metro Construction Excise Tax**

Collected for Metro (adopted Metro Council, Ordinance 06-1115, March 23, 2006, effective July 1, 2006; extended Metro Council, Ordinance 09-1220, June 11, 2009)

**Metro Construction Excise Tax**

\$0.12 per \$100 of permit value

\*Permits for construction projects valued at \$100,000 or less will be exempted from this tax as well as permits for development of affordable housing units and permits issued to 501(c)(3) nonprofit organizations for other projects aimed at serving low-income populations. Permits for construction valued at more than \$10 million will be assessed a flat \$12,000 fee (0.12 percent of \$10 million).