

RESOLUTION NO. 45-2013

**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 DOCUMENT OF THE CITY OF MILWAUKIE**

**WHEREAS**, it is the policy of the City of Milwaukie to maximize the use of 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, commissions 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 4, 2013.

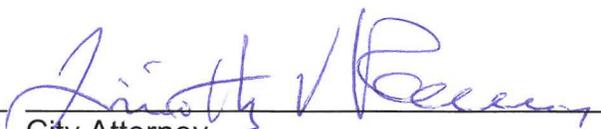
This resolution is effective on June 4, 2013.

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

ATTEST:

APPROVED AS TO FORM:  
Jordan Ramis PC

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

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

**Exhibit A**



**Master Fee Schedule**

**Adopted June 4, 2013**

**Effective July 1, 2013**

(Unless otherwise noted)

## TABLE OF CONTENTS

---

|  | <u>Page No.</u> |
|--|-----------------|
| <b>1. <u>GENERAL INFORMATION</u></b>                 |                 |
| 1.1 <u>Overview</u>                                  | 1               |
| 1.2 <u>Fee waiver and variance statement</u>         | 1               |
| 1.3 <u>Billable hourly rates</u>                     | 1               |
| <b>2. <u>UTILITIES</u></b>                           |                 |
| 2.1 <u>Monthly Rates</u>                             | 3               |
| 2.2 <u>Other Charges</u>                             | 4               |
| 2.3 <u>Penalties</u>                                 | 4               |
| 2.4 <u>Comparison Graph of Average Utility Bills</u> | 5               |
| <b>3. <u>BUILDING</u></b>                            |                 |
| 3.1 <u>Residential Building Permits</u>              | 6               |
| 3.2 <u>Commercial/Industrial Building Permits</u>    | 9               |
| 3.3 <u>Permit Related Fees</u>                       | 12              |
| 3.4 <u>In-Fill and Grading</u>                       | 13              |
| 3.5 <u>Penalties</u>                                 | 14              |
| 3.6 <u>Specialty Code Penalty</u>                    | 14              |
| <b>4. <u>BUSINESS REGISTRATION</u></b>               |                 |
| 4.1 <u>Fees and charges</u>                          | 15              |
| 4.2 <u>Penalties</u>                                 | 15              |
| <b>5. <u>CODE ENFORCEMENT</u></b>                    | 16              |
| 5.1 <u>Penalties</u>                                 |                 |
| <b>6. <u>ENGINEERING</u></b>                         |                 |
| 6.1 <u>Inspections and Permits</u>                   | 17              |
| 6.2 <u>Tree Removal</u>                              | 17              |
| 6.3 <u>Materials (Engineering)</u>                   | 17              |
| 6.4 <u>Printed and Electronic Maps (GIS)</u>         | 18              |
| 6.5 <u>Erosion Control</u>                           | 18              |
| 6.6 <u>Penalties</u>                                 | 19              |
| <b>7. <u>LIBRARY</u></b>                             |                 |
| 7.1 <u>Photocopies</u>                               | 20              |
| 7.2 <u>Overdue Fines</u>                             | 20              |
| 7.3 <u>Lost or damaged items</u>                     | 20              |
| 7.4 <u>Replacement Media Cases</u>                   | 20              |
| 7.5 <u>Miscellaneous</u>                             | 20              |

## TABLE OF CONTENTS

---

|   | <u>Page No.</u> |
|---|-----------------|
| <b>8. MISCELLANEOUS</b>                         |                 |
| 8.1 <u>Photocopies</u>                          | 21              |
| 8.2 <u>Other Copying/Service</u>                | 21              |
| 8.3 <u>Photographs</u>                          | 21              |
| 8.4 <u>Financial Reports</u>                    | 21              |
| 8.5 <u>Miscellaneous</u>                        | 21              |
| 8.6 <u>Telecommunications</u>                   | 21              |
| <b>9. MUNICIPAL COURT</b>                       |                 |
| 9.1 <u>Fees and Charges</u>                     | 22              |
| 9.2 <u>Penalties</u>                            | 22              |
| <b>10. MOTOR VEHICLE FUEL TAX</b>               |                 |
| 10.1 <u>Penalties</u>                           | 22              |
| <b>11. PARKING</b>                              |                 |
| 11.1 <u>Parking Permit Fees</u>                 | 23              |
| 11.2 <u>Parking Bail Schedule</u>               | 23              |
| <b>12. PLANNING</b>                             |                 |
| 12.1 <u>Land Use Application Fees</u>           | 24              |
| 12.2 <u>Other Planning Fees</u>                 | 24              |
| 12.3 <u>Annexations</u>                         | 24              |
| 12.4 <u>Appeals</u>                             | 25              |
| 12.5 <u>Additional Application Fees</u>         | 25              |
| 12.6 <u>Deposit Information</u>                 | 25              |
| 12.7 <u>Discounts for Land Use Applications</u> | 25              |
| 12.8 <u>Early Assistance</u>                    | 26              |
| 12.9 <u>Special Requests</u>                    | 26              |
| 12.10 <u>Permit Review and Inspections</u>      | 26              |
| 12.11 <u>Materials</u>                          | 27              |
| 12.12 <u>Penalties</u>                          | 28              |
| <b>13. POLICE</b>                               |                 |
| 13.1 <u>Permits/Licenses</u>                    | 29              |
| 13.2 <u>Police Reports</u>                      | 29              |
| 13.3 <u>Police Services</u>                     | 29              |
| 13.4 <u>Penalties</u>                           | 29              |

## TABLE OF CONTENTS

---

|  | <u>Page No.</u> |
|--|-----------------|
| <b>14. <u>SYSTEM DEVELOPMENT CHARGES &amp; CONSTRUCTION EXCISE TAXES</u></b> |                 |
| 14.1 <u>Transportation System Development Charge</u>                         | 30              |
| 14.2 <u>Stormwater System Development Charge</u>                             | 30              |
| 14.3 <u>Wastewater System Development Charge</u>                             | 30              |
| 14.4 <u>Water System Development Charge</u>                                  | 30              |
| 14.5 <u>Parks and Recreation System Development Charge</u>                   | 31              |
| 14.6 <u>School Construction Excise Tax</u>                                   | 31              |
| 14.7 <u>Metro Construction Excise Tax</u>                                    | 31              |

# **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 step 4 of the employee's job classification, 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.

# 1. GENERAL INFORMATION (continued)

## 1.3 Billable Hourly Rates (continued)

|  |    |     |
|--|----|-----|
| <b>Community Development and Public Works Administration</b> |    |     |
| Community Development Director                               | \$ | 120 |
| Resource and Economic Development Specialist                 |    | 75  |
| Light Rail Design Coordinator                                |    | 85  |
| Administrative Supervisor                                    |    | 65  |
| Administrative Specialist III                                |    | 60  |
| Administrative Specialist II                                 |    | 55  |
| Community Development Coordinator                            |    | 35  |
| <b>Engineering</b>   |    |     |
| Engineering Manager  |    | 95  |
| Civil Engineer   |    | 85  |
| Associate Engineer   |    | 70  |
| Engineering Technician                                       |    | 60  |
| Engineering Intern   |    | 35  |
| <b>Planning</b>  |    |     |
| Planning Director  |    | 110 |
| Senior Planner   |    | 85  |
| Associate Planner  |    | 75  |
| Assistant Planner  |    | 65  |
| <b>Building</b>  |    |     |
| Building Official  |    | 95  |
| Building Inspector   |    | 95  |
| Permit Technician  |    | 60  |
| <b>Operations</b>  |    |     |
| Public Works Director  |    | 110 |
| Operations Supervisor  |    | 80  |
| Water Quality Coordinator                                    |    | 65  |
| Asset Management Technician                                  |    | 65  |
| Utility Specialist II  |    | 65  |
| Utility Worker II  |    | 60  |
| Utility Specialist I   |    | 55  |
| Utility Worker I   |    | 55  |
| Fleet Supervisor   |    | 80  |
| Shop Foreman   |    | 70  |
| Mechanic   |    | 60  |
| Facilities Maintenance Coordinator                           |    | 70  |
| Facilities Maintenance Technician                            |    | 60  |
| <b>Code Compliance</b>                                       |    |     |
| Code Compliance Coordinator                                  |    | 65  |
| Code Compliance Assistant                                    |    | 55  |

## 2 UTILITIES

### 2.1 Monthly Rates

#### Wastewater and Water

| UTILITY  | Residential Charges |                          |                                | Low Income Charges |                          |                                | Commercial Charges |                          |                                |
|--|---------------------|--------------------------|--------------------------------|--------------------|--------------------------|--------------------------------|--------------------|--------------------------|--------------------------------|
|  | Treatment           | Billing & Administration | Volume                         | Treatment          | Billing & Administration | Volume                         | Treatment          | Billing & Administration | Volume                         |
|  | (per EDU )          | (per account)            | (per CCF of water consumption) | (per EDU )         | (per account)            | (per CCF of water consumption) | (per EDU )         | (per account)            | (per CCF of water consumption) |
| <b>Wastewater<sup>1</sup></b><br>effective January 1, 2013 | \$ 26.10            | \$ 7.65                  | \$ 2.46                        | \$ 13.05           | \$ 3.83                  | \$ 1.23                        | \$ 56.75           | \$ 7.65                  | \$ 2.46                        |

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.

|  | Fixed | Volume Charge |  | Fixed  | Volume Charge |  | Fixed | Volume Charge |
|--|-------|---------------|--|--------|---------------|--|-------|---------------|
| <b>Water<sup>2</sup></b><br>effective July 1, 2013 | 6.04  | 2.74          |  | exempt | 2.74          |  | 6.04  | 2.74          |

2. Fixed water rate of \$6.04 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"                            | \$ 8.43           | 2"                                    | \$ 9.00           |
| 1.5"                          | 13.60             | 4"                                    | 32.43             |
| 2"                            | 21.13             | 6"                                    | 47.21             |
| 3"                            | 52.09             | 8"                                    | 64.09             |
| 4"                            | 89.53             | 10"                                   | 80.97             |
| 6"                            | 132.11            | 12"                                   | 97.85             |

#### Stormwater and Streets

| UTILITY   | Single Family Residential | Low Income | Commercial                                   |
|---|---------------------------|------------|--|
| <b>Stormwater</b><br>effective July 1, 2013                       | \$11.44                   | \$5.72     | \$12.61 per 2,706 sq. ft. of impervious area |
| <b>Street Maintenance</b><br>Ord. #1966<br>effective July 1, 2007 | \$3.35                    | Exempt     | \$.35 per daily trip generated <sub>3</sub>  |

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  |

3. Commercial daily trip generation is calculated based on type of use and building square feet. Monthly bill is capped at \$250, indexed annually by the CPI published by the Bureau of Labor Statistics. Current maximum is \$279.32. (Municipal Code Section 3.25.060.)

## 2 UTILITIES (continued)

### 2.2 Other Charges

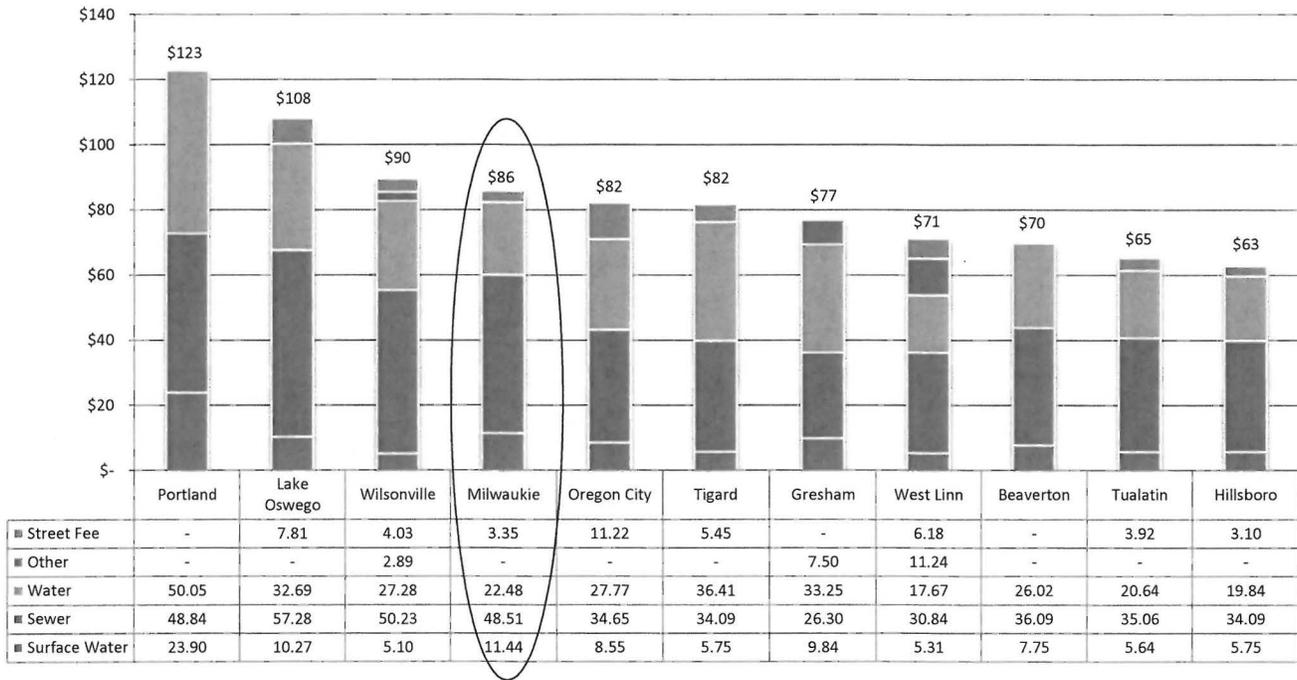
|  | <u>Fee</u>                           |
|--|--------------------------------------|
| <b>Water:</b>  |                                      |
| Service and Equipment  |                                      |
| Connect Service 5/8" or 3/4" Residential Service   | \$ 2,600                             |
| Connect Service 1"   | 2,700                                |
| Connect Service 1 1/2"   | 3,100                                |
| Connect Service 2"   | 3,200                                |
| <b>Equipment</b>   |                                      |
| 3/4" Meter   | 220                                  |
| 1" Meter   | 320                                  |
| 1 1/2" Meter   | 540                                  |
| 2" Meter   | 660                                  |
| Hydrant Meter Deposit<br>(Refundable less water usage)   | 2,100                                |
| <b>Sewer Connection</b>  |                                      |
| A fee charged to the City by Clackamas County and collected to recover invoiced costs for each new connection to the public sanitary sewer system. | 5,670 Per EDU[1]                     |
| <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<br>(Monday-Friday 3:00-8:00 p.m.; Saturday and Sunday 8:00 a.m.-8:00 p.m.)                                      | 80                                   |
| 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<br>(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 |

[1] An EDU or "equivalent dwelling unit" is a unit of measurement of sewer usage that is assumed to be equivalent to the usage of an average dwelling unit.

**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:

|                                    | July 1, 2011    | eff. July 1, 2012 |                         | eff. Jan 1, 2013 |                         | eff. July 1 2013 |                         |
|------------------------------------|-----------------|-------------------|-------------------------|------------------|-------------------------|------------------|-------------------------|
|                                    | avg bill        | increased         | avg bill                | increased        | avg bill                | increased        | avg bill                |
| <b>Water Service Fee</b>           |                 |                   |                         |                  |                         |                  |                         |
| Base                               | \$ 4.50         | 17.1%             | \$ 0.77 \$ 5.27         | 0%               | \$ - \$ 5.27            | 14.70%           | \$ 0.77 \$ 6.04         |
| Plus per 6ccf                      | 12.24           | 17.1%             | 2.09 14.33              | 0%               | - 14.33                 | 14.70%           | 2.11 16.44              |
| <i>Avg water per house (6ccfs)</i> | 16.74           |                   | 19.60                   |                  | 19.60                   |                  | 22.48                   |
| <b>Sewer Service Fee</b>           |                 |                   |                         |                  |                         |                  |                         |
| Base fee                           | 11.15           | 7.0%              | 0.78 \$ 11.93           | 118.78%          | 14.17 26.10             | 0%               | - 26.10                 |
| Plus per 6ccf                      | 25.38           | 7.0%              | 1.78 27.16              | -17.49%          | (4.75) 22.41            | 0%               | - 22.41                 |
| <i>Avg sewer per house</i>         | 36.53           |                   | 39.09                   |                  | 48.51                   |                  | 48.51                   |
| Storm Water Management Fee         | 10.64           | 7.5%              | 0.80 11.44              | 0%               | - 11.44                 | 0.0%             | 11.44                   |
| Street Maintenance Fee             | 3.35            | 0%                | - 3.35                  | 0%               | - 3.35                  | 0%               | 3.35                    |
| <b>Average bill to homeowner</b>   | <u>\$ 67.26</u> |                   | <u>\$ 6.22 \$ 73.48</u> |                  | <u>\$ 9.42 \$ 82.90</u> |                  | <u>\$ 4.05 \$ 85.78</u> |

### 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<br/>\$100 of BV</u>   |
|--|-----------------|---|
| \$1 to \$500   | \$ 18.75        | \$ -  |
| \$501 to \$2,000   | 18.75           | 2.89  |
| <br>   |                 |   |
|  |                 | <u>Plus each additional<br/>\$1,000 of BV</u> |
| \$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>                        |
|---|-----------------------------------|
| 2. Initial Plan Review Fees   | 65% of the permit fee             |
| 3. Plan Review Fees Required/Requested by Changes, Additions, Revisions       | 75/hr. (1 hr. min.)               |
| 4. Third Party Plan Review Fee (for transfer of plan review to a third party) | 10% of the permit fee (\$65 min.) |
| 5. Residential Solar PV Installation  | \$ 100.00                         |

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

|  | <u>Fee</u> |
|--|------------|
| Minimum Permit Fee   | \$ 85.00   |
| <br>   |            |
| <b>1. HVAC</b>   |            |
| 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:

|  | <u>Fee</u> |
|--|------------|
| 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

|                    | <u>Fee</u> |
|--------------------|------------|
| Minimum Permit Fee | \$ 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.

|   |              |
|---|--------------|
| <b>2. Additions, Alterations, and Repairs (per fixture)</b> | <b>18.00</b> |
|---|--------------|

|                                  |              |
|----------------------------------|--------------|
| <b>3. Utilities per 100 feet</b> | <b>65.00</b> |
|----------------------------------|--------------|

|                                  |       |
|----------------------------------|-------|
| 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 |

|  |              |
|--|--------------|
| <b>4. Interior Piping (per 100 lin. ft.)</b> | <b>65.00</b> |
|--|--------------|

### 3. BUILDING (continued)

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

|                                | <u>Fee</u> |
|--------------------------------|------------|
| 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 |

**7. Minimum Permit Fee** 85.00

**D. Other Inspections and Fees**

|  | <u>Fee per hour</u>          |
|--|------------------------------|
| Minimum Inspection Fee   | \$ 85.00                     |
| <b>1. Inspections outside of normal business hours</b><br>(Must be preapproved by applicant)           | 98/hr. (2 hr. min.)          |
| <b>2. Inspections for which no fee is specifically indicated</b><br>(Must be preapproved by applicant) | 68/hr                        |
| <b>3. Re-inspection fee</b>  | 60/hr                        |
| <b>4. Replacement sheets (each)</b>  | 23/sheet                     |
| <b>5. Investigation fee</b>  | 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 (in addition to all other manufactured dwelling fees and charges)</b> | 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<br/>\$100 of BV</u>   |
|-----------------------|-----------------|---|
| \$1 to \$500          | \$ 18.75        | \$ -  |
| \$501 to \$2,000      | 18.75           | 2.89  |
|                       |                 | <u>Plus each additional<br/>\$1,000 of BV</u> |
| \$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)<br>(Based on valuation of total improvements or \$50.00/hr. to review a Fire and Life Safety Master Plan)<br>(Hourly charge must be approved by Applicant) | 40% of structural permit fee               |
| <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.**

|                       | <u>Base Fee</u> | <u>Plus each additional<br/>\$100 of BV</u>  |
|-----------------------|-----------------|--|
| <b>1. Permit Fee:</b> |                 |  |
| \$1 to \$6,500        | \$ 85.00        | \$ -   |
| \$6,501 to \$10,000   | 85.00           | 1.73   |
|                       |                 | <u>Plus each additional<br/>\$1000 of BV</u> |
| \$10,001 to \$100,000 | 145.50          | 10.50  |
| Over \$100,000        | 1,090.50        | 7.25   |
| Minimum permit fee    | 85.00           |  |

|  |                              |
|--|------------------------------|
| <b>2. Plan review fee</b>  | 25% of mechanical permit fee |
| <b>3. Plan Review Fees Required/Requested by Changes, Additions, Revisions</b> | \$75/hr. (1 hr. min.)        |

**3. BUILDING (continued)**

**C. Plumbing Permits**

|   | <u>Fee</u>                      |
|---|---------------------------------|
| 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.)  | 56.00                           |
| Rain drain connector  | 28.00                           |
| Manholes each   | 56.00                           |
| 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                                     |
|                       |                 | <b>Plus each additional \$1000 of BV</b> |
| \$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>   | <u>Fee</u>   |
|--|--|
| <b>1. Inspections outside of normal business hours</b><br>(Must be preapproved by applicant)           | \$98/hr. ( 2 hr min.)  |
| <b>2. Inspections for which no fee is specifically indicated</b><br>(Must be preapproved by applicant) | 75/hr  |
| <b>3. Re-inspection fee</b>  | 60/hr  |
| <b>4. Replacement sheets (each)</b>  | 23/sheet   |
| <b>5. Investigation fee</b>  | Amount of subject<br>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 (in addition to project plan review fee)</b><br><br>(OAR 918-050-0170)    | <br>\$250 + 10% of<br>deferred item permit<br>fee per deferred<br>submittal (minimum<br>\$300)                     |
| <b>F. Phased Permit Fee (in addition to project plan review fee)</b><br>(OAR 918-050-0160)             | <br>\$250 + 10% of total<br>project permit fee per<br>phase (minimum<br>\$300, not to exceed<br>\$1,500 per phase) |

### 3. BUILDING (continued)

#### 3.3 Permit Related Fees

|   | <b>Fee</b>                 |
|---|----------------------------|
| <b>A. A State surcharge shall be collected in an amount as required by State law.</b>                   |                            |
| <b>B. Building Moving/Demolition Permits</b>  |                            |
| 2,000 sq. ft. or less   | \$ 78.00                   |
| Each additional 1,000 sq. ft.   | 38.00                      |
| Plan Review Fee   | 65% of the permit<br>fee   |
| <b>C. Prefabricated Structures</b>  | Per current permit fees    |
| <b>D. Temporary Structures</b>  | Per current permit fees    |
| <b>E. Manufactured Dwelling Parks and Mobile Home Parks</b>   | (OAR. Per current State of |
| Division 650.Table 1) plus 30%  | Oregon permit fee          |
| <b>F. Recreational Parks and Organizational Camps</b>   | (OAR. Per current State of |
| Division 650.Table 1) plus 30%  | Oregon permit fee          |
| <b>G. Miscellaneous Building Valuations</b>   |                            |
| <b>1. Retaining Walls</b>   | <b>Fee</b>                 |
| 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  | 3.00/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

|  | <u>Fee</u>                      |
|--|---------------------------------|
| Up to and including 14-ft. eave height | \$ 32/sq. ft.                   |
| Over 14-ft. eave height                | 45/sq. ft.                      |
| <b>For insulation:</b>                 |                                 |
| Roof—add                               | 0.35/sq. ft.                    |
| Slab—add                               | 0.35/sq. ft.                    |
| Wall—add                               | 0.35/sq. ft.                    |
| For slabs on grade                     | see section III.H.3<br>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             |
| 51 to 100 cubic yards       | 150                |
| 101 to 1,000 cubic yards    | 200                |
| 1,001 to 10,000 cubic yards | 250                |
| 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                |
| 51 to 100 cubic yards       | 150                |
| 101 to 1,000 cubic yards    | 200                |
| 1,001 to 10,000 cubic yards | 250                |
| 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<br>(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)<br>(Ord. #1814, adopted 1997, and Ord. #2011, adopted 2010) | up to \$1,000 per day,<br>(max. \$5,000) |
| <b>B. Fee</b>   |  |
| Appeal of Specialty Code violation<br>(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<br>calendar month and<br>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 |
| 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)<br>(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)<br>(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)<br>(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<br>(Performance bond amount at discretion of City Engineer)                                   | \$25 per square foot, \$1,500 minimum         |
| Street Opening Deposit (Streets under 5-Year Moratorium)<br>(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                       | 7          |
| (plus \$45/hr for additional work) |            |
| Reproduction charges               | 1          |
| (\$0.10 for additional pages)      |            |

## 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   |
| Unpermitted tree cutting in the public right-of-way (Title 16) (Ord. #1836, adopted 1998)     | \$1,000       |

## 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                | 2.00               |
| Barcode and Book Jacket    | 3.00               |
| Audiobook Cassette or CD   | 10.00              |
| Audiobook and CD-ROM case  | 5.00               |
| Juvenile Kit—Plastic Bag   | 3.00               |
| 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                 |            | 30               |
| 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

|                              | <u>Fee</u> |
|------------------------------|------------|
| 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         |
| Dismissal Fee                |            |
| - Class B                    | 200        |
| - Class C                    | 100        |
| - Class D                    | 75         |

| 9.2 Penalties | <u>Presumptive<br/>Fine</u> | <u>Special Zone<br/>Fine <sub>1</sub></u> | <u>Minimum Fine</u> | <u>Maximum Fine</u> |
|---------------|-----------------------------|---|---------------------|---------------------|
| 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. MOTOR VEHICLE FUEL TAX

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

|  | <u>Fee</u>               |
|--|--------------------------|
| 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         |

# 11. PARKING

## 11.1 Parking Permit Fees

|                                       | <b>Fee</b> |
|---------------------------------------|------------|
| Monthly Permit                        | \$ 25      |
| Quarterly                             | 67.50      |
| Semi Annual                           | 125        |
| Discount for bulk pass purchase (>10) | 10%        |
| Replacement pass (each)               | 5          |

## 11.2 Parking Bail Schedule

|                                | <b>Fee</b> |
|--------------------------------|------------|
| (Res. #46-2009, adopted 2009)  |            |
| Abandoned Vehicle              | \$ 80      |
| Angle Parking                  | 40         |
| Bicycle Lane                   | 80         |
| Blocking Driveway              | 50         |
| Block Rule                     | 40         |
| Bus Zone                       | 50         |
| Double Parking                 | 50         |
| During Prohibited Times        | 50         |
| Emergency/Safety Zone          | 80         |
| Fire Hydrant                   | 80         |
| Five or More Unpaid Violations | 60         |
| Loading Zone                   | 50         |
| No Parking Zone/Prohibited     | 80         |
| On Crosswalk/Sidewalk          | 80         |
| Over 1 Ft. from Curb           | 40         |
| Over Space Line                | 40         |
| Overtime Parking               | 40         |
| Overtime Parking 5 or more     | 60         |
| Permit Only Parking            | 40         |
| Taxi Zone                      | 50         |
| Tow Away Zone                  | 80         |
| Traffic Hazard                 | 80         |
| Trucks—2 Hr. Limit             | 50         |
| Wrong Side of Street           | 50         |
| Where prohibited               | 80         |

**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)

## 12. PLANNING

### 12.1 Standard Land Use 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      |

### 12.2 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  |
| Natural Resource (Res. #77-2011, adopted 8/16/11, effective 9/15/11)  |  |
| • 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   |

### 12.3 Annexations

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

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

## 12. PLANNING (continued)

### 12.4 Appeals

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

### 12.5 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<br>(\$1 per affected<br>property, \$35 min.) |
| Reserve deposit   | 500  |
| Technical Report Review:  |  |
| • Scope of Work Preparation   | Actual Cost[2]   |
| Reserve deposit   | 1,000  |
| • Review of Technical Report  | Actual Cost[2]   |
| Reserve deposit:  |  |
| • Traffic   | 2,500  |
| • Natural Resources (Res. #77-2011, adopted 8/16/11, effective 9/15/11) | 2,000  |
| • All others  | 1,000  |

### 12.6 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.

### 12.7 Discounts for Land Use Applications

|  | <u>Discount</u> |
|--|-----------------|
| 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 or 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     |

[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.

## 12. PLANNING (continued)

| 12.8  | <b>Early Assistance</b>  | <b>Fee</b> |
|-------|--|------------|
|       | Preapplication Meeting:  |            |
|       | • First meeting  | Free       |
|       | • Second meeting   | \$ 50      |
|       | • Third and subsequent meetings  | 100/mtg.   |
|       | (Applies to optional meetings attended by a maximum of 2 City staff. No written notes provided.)   |            |
|       | Preapplication Conference  | 200        |
|       | (Applies to required or optional meetings that require 3 or more City staff. Written summary notes provided 2 weeks after meeting.)  |            |
|       | Preapplication Conference—Transportation Facilities Review   | 100        |
|       | (Additional meeting required to discuss Transportation Impact Study.)  |            |
|       | Design Review Consultation with Design and Landmarks Committee   | 800        |
|       |  |            |
| 12.9  | <b>Special Requests</b>  | <b>Fee</b> |
|       | 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 renotification 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)   |            |
|       |  |            |
| 12.10 | <b>Permit Review and Inspections</b>   | <b>Fee</b> |
|       | Building Permit Review and Inspections (Minor; e.g., Demolition or Erosion Control)  | \$ 25      |
|       | Building Permit Review and Inspections (Major)   | 200        |
|       | Additional Planning Inspection Fee   | 50         |
|       | Modifications to Building Permit during Review   | 100        |
|       | (Fee applies to site plan revisions generated by applicant, not those required by staff during review process.)  |            |
|       | Sign Permit Review (per sign)  | 100        |
|       | Sign Permit Review (Daily Display or "sandwich board" sign)  | 150        |

## 12. PLANNING (continued)

### 12.11 Materials

Most materials are available online for free at:

<http://www.ci.milwaukie.or.us/planning/planning-documents-ordinances-plans-and-guidelines>

Contact Planning staff for additional information.

|  | <u>Fee</u> |
|--|------------|
| Zoning Ordinance                                 | \$ 40      |
| Comprehensive Plan                               | 20         |
| Sign Ordinance                                   | 5          |
| Land Division Ordinance                          | 4          |
| Downtown Design Guidelines (Black & White/Color) | \$10/\$35  |
| Downtown and Riverfront Public Area Requirements | 15         |

#### Maps (e.g. Comprehensive Plan, Zoning Ordinance, or NR Administrative):

|                                   |                    |
|-----------------------------------|--------------------|
| 11x17 handout (Color)             | 2                  |
| GIS maps (e.g., large Zoning Map) | See<br>Engineering |

#### Comprehensive Plan ancillary documents:

|   |           |
|---|-----------|
| • Ardenwald Park Master Plan                      | \$ 1      |
| • Downtown and Riverfront Land Use Framework Plan | 25        |
| • Elk Rock Island Natural Area Management Plan    | 5         |
| • Furnberg Park Master Plan                       | 20        |
| • Homewood Park Master Plan                       | 2         |
| • Johnson Creek Resources Management Plan         | 15        |
| • Lake Road Multimodal Plan                       | 10        |
| • Lewelling Community Park Master Plan            | 1         |
| • North Clackamas Park North Side Master Plan     | 10        |
| • North Clackamas Public Facilities Plan          | 50        |
| • Town Center Master Plan                         | 20        |
| • Scott Park Master Plan                          | 2         |
| • Spring Park Master Plan                         | 5         |
| • Springwater Corridor Master Plan                | 10        |
| • Transportation System Plan:                     |           |
| • Full Document                                   | 49        |
| • Executive Summary                               | 15        |
| • CD-ROM  | 4         |
| • Water Tower Park Master Plan                    | 1         |
| • Wichita Park Master Plan                        | 1         |
| • Vision Statement (one page)                     | No charge |

## 12. PLANNING (continued)

| 12.12 Penalties [3] (each day that a violation exists is a separate offense)                    | Fee         |
|---|-------------|
| Violation of Sign Ordinance (Title 14) (Ord. #1965, adopted 2006, and Ord. #1733, adopted 1993) | up to \$100 |
| 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   |

[3] All violations of the Municipal Code are additionally subject to the Code Enforcement abatement fee and the general penalty for third or subsequent violations. See the **Code Enforcement** section for complete information.

## 13. POLICE

### 13.1 Permits/Licenses

|  | <u>Fee</u>  |
|--|---|
| Adult Business   | \$ 372  |
| Alarm Permit—Residential (seniors 60+ exempt from fee requirement) | 20  |
| Alarm Permit—Business  | 21  |
| Gun Background Check   | 21  |
| Liquor License (Original Application)                              | 100   |
| Liquor License (Name or other change)                              | 75  |
| Liquor License (Renewal Application)                               | 35  |
| Liquor License (Temporary License)                                 | \$35/day per type of alcohol:<br>beer, wine, or distilled spirits |

### 13.2 Police Reports

|  | <u>Fee</u> |
|--|------------|
| Video Tape Copy  | 31         |
| Police Report  | 15         |
| Copy of Field Contact Report (FCR card)                              | 5          |
| Photo CD   | 15         |
| Traffic Citation Discovery   | 10         |
| (Additional research charges may apply for unusual/complex requests) |            |

### 13.3 Police Services

|  | <u>Fee</u>  |
|--|-------------|
| False Alarm Response (first three)   | No charge   |
| False Alarm Response (Customer age 65 and over)                                      | No charge   |
| False Alarm Response (each alarm after third)  | \$ 160      |
| Good conduct background letter   | 5           |
| Vehicle Impound  | 100         |
| 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>            |             |

### 13.4 Penalties

|   | <u>Fee</u>                                      |
|---|---|
| No active alarm permit on file for property (when dispatched)   | \$ 25   |
| <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<br>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                                   |

## 14. 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>14.1 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. |               |             |                |          |
| <b>Transportation SDC (per trip)</b>  | \$ 83         | \$ 1,658    | \$ -           | \$ 1,741 |
| <b>14.2 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.  |               |             |                |          |
| <b>Stormwater SDC:</b>  | 286           | 813         | 85             | 1,184    |
| <b>14.3 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.   |               |             |                |          |
| <b>Wastewater SDC:</b>  | 327           | 566         | -              | 893      |
| <b>Wastewater SDC (CCSD#1):</b>   | -             | 5,670       | -              | 5,670    |

### 14.4 Water System Development Charge

| Meter Size | Reimbursement | Improvement | Administration | TOTAL      |
|------------|---------------|-------------|----------------|------------|
| 3/4"x3/4"  | 822           | 683         | 115            | \$ 1,620   |
| 1"         | 1,369         | 1,139       | 192            | \$ 2,700   |
| 1.5"       | 2,739         | 2,276       | 384            | \$ 5,399   |
| 2"         | 4,381         | 3,643       | 614            | \$ 8,638   |
| 3"         | 8,763         | 7,284       | 1,229          | \$ 17,276  |
| 4"         | 13,692        | 11,382      | 1,920          | \$ 26,994  |
| 6"         | 27,385        | 22,764      | 3,840          | \$ 53,989  |
| 8"         | 43,816        | 36,424      | 6,145          | \$ 86,385  |
| 10"        | 62,984        | 52,359      | 8,834          | \$ 124,177 |
| 12"        | 123,231       | 102,441     | 17,283         | \$ 242,955 |

## 14. SYSTEM DEVELOPMENT CHARGES & CONSTRUCTION EXCISE TAXES (continued)

### 14.5 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:

|                           | <u>Fee</u>                |
|---------------------------|---------------------------|
| Single-Family Residential | \$3,985 per dwelling unit |
| Multifamily Residential   | \$3,608 per dwelling unit |
| Nonresidential            | \$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>

### 14.6 School Construction Excise Tax

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

#### School Construction Excise Tax:

|             | <u>Fee</u>              |
|-------------|-------------------------|
| Residential | \$1 per square foot     |
| Commercial  | \$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.

### 14.7 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).