

**RESOLUTION NO. 10-14**

**A RESOLUTION ESTABLISHING ALL FEES AND CHARGES FOR THE CITY OF SCAPPOOSE AND RESCINDING RESOLUTION NO. 09-11**

WHEREAS, the City of Scappoose wishes to ascertain and recover costs from providing City services, and

WHEREAS, the City Manager has caused a review of all City fees and charges and determined the cost for such services; and

WHEREAS, the City Manager has reduced certain fees in accordance with Resolution No. 09-04, and

WHEREAS, Scappoose Municipal Ordinances 563, 565, 566, 579, 634, 724, 725, and 731 gives the Council authority to adopt fees by resolution, now therefore

**THE CITY COUNCIL RESOLVES AS FOLLOWS;**

**SECTION 1. THE ADMINISTRATIVE FEES ATTACHED AS EXHIBIT "A" INCORPORATE ALL ADMINISTRATION FEES, AND RATES FOR FISCAL YEAR 2010 – 2011 AND ARE HEREBY ADOPTED.**

**SECTION 2. THE POLICE FEES ATTACHED AS EXHIBIT "B" INCORPORATE ALL POLICE FEES, AND RATES FOR FISCAL YEAR 2010– 2011 AND ARE HEREBY ADOPTED.**

**SECTION 3. THE COURT FEES ATTACHED AS EXHIBIT "C" INCORPORATE ALL COURT FEES, AND RATES FOR FISCAL YEAR 2010 – 2011 AND ARE HEREBY ADOPTED.**

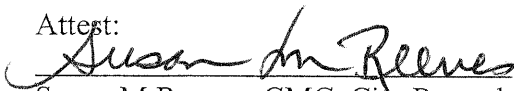
**SECTION 4. THE COMMUNITY DEVELOPMENT FEES ATTACHED AS EXHIBIT "D" INCORPORATE ALL COMMUNITY DEVELOPMENT FEES, AND RATES FOR FISCAL YEAR 2010 – 2011 AND ARE HEREBY ADOPTED.**

**SECTION 5. THE FEES AND CHARGES ADOPTED HEREIN SHALL BECOME EFFECTIVE JULY 7, 2010 AND SHALL CONTINUE IN EFFECT UNTIL REVISED. ALL FEES AND CHARGES INCONSISTANT WITH THIS RESOLUTION ARE RESCINDED.**

**PASSED AND ADOPTED** by the City Council of Scappoose and signed by me, and the City Recorder in authentication of its passage this 6<sup>th</sup> day of July, 2010.

**CITY OF SCAPPOOSE, OREGON**

Attest:

  
Susan M Reeves, CMC, City Recorder

  
Scott Burge, Mayor

**City of Scappoose Fee Schedule – Administration**

**Exhibit "A"**

	Fee	Notes
<b>Business License</b>		
Rental, Home & Apartments	\$55.00 (Exempt for 2011)	\$55.00 first rental; then \$ 5.00 for each after
Business Inside City Limits	\$55.00 (Exempt for 2011)	\$55.00 first 2 employees \$ 6.00 for each after
Business Outside City Limits	\$100.00	
Auctioneer	\$35.00 (Exempt for 2011)	Per quarter
Merchant Police	\$35.00 (Exempt for 2011)	Per quarter
Temporary (7 days) Business License	\$40.00	
Name Transfer/Relocation Fee	\$30.00 (Exempt for 2011)	
Renewal Penalty	10%	Monthly Fee
Copy of list	\$40.00	
<b>Amusement Device Fee</b>		
Per Machine	\$5.00 (Exempt for 2011)	Flat yearly fee
Business License Fee	\$55.00 (Exempt for 2011)	Flat yearly fee
<b>Liquor License</b>		
Initial Fee	\$100.00 (Half for 2011)	\$50.00 (2011)
Change in location or owner	\$75.00 (Half for 2011)	\$37.50 (2011)
Temporary/Renewal	\$35.00 (Half for 2011)	\$17.50 (2011)
<b>NSF</b>		
First	\$25.00	
Second	\$25.00	No more checks will be accepted.
<b>Misc</b>		
Transient Room Tax	9% of rent	
Lien Search	\$15.00	
<b>Fax</b>		
Local	\$1.00	
Long Distance	\$3.00	
<b>Photocopying</b>		
Single Sided	\$0.15	Color copies a nickel per side more
Double Sided	\$0.30	Color copies a nickel per side more
11X17 Single	\$0.40	Color copies a nickel per side more
11X17 Double	\$0.80	Color copies a nickel per side more
Municipal Code Copy	\$25.00	
Annual Budget/Audit/Master Plan	\$15.00	For Pre-bound and already produced documents
Draft Budget	\$5.00	
All other city-created documents	T & M	Staff hourly rate plus costs (Time & Materials)
Public Records Request	T & M	Staff hourly rate plus costs (Time & Materials)
<b>Photographs and Video</b>		
Audio & Video Tapes	\$25.00	
Pictures	\$2.00	
Negatives	\$5.00	
Digital Photograph (Each)	\$2.00	
Other items at actual cost plus hourly wage	T & M	Staff hourly rate plus costs (Time & Materials)

<b>City of Scappoose Fee Schedule ~ Police Department</b>	<b>Exhibit "B"</b>
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Existing Service	Fee	Notes
<b>Police Reports</b>		
Current Police Reports	\$15.00	
Reports 3 Years or Older	\$40.00	
Customized List	\$40.00	
Videos	\$25.00	Per copy
<b>Residential</b>		
Alarm Application & Permit	\$30.00 (Exempt for 2011)	
Age 62 & older Alarm Permit	Free	Per Ordinance 8.04.040 (C.)
<b>Business Audible Alarm</b>		
Alarm Permit & Application	\$100.00 (Exempt for 2011)	
<b>Business Silent Alarm</b>		
Alarm Permit & Application	\$100.00 (Exempt for 2011)	
<b>Vehicle Release</b>		
Tow release	\$100.00	
<b>Finger Printing</b>		
Scappoose Residents	Exempt for 2011	
Non Scappoose Residents	\$10.00	

<b>City of Scappoose Fee Schedule ~ Municipal Court</b>	<b>Exhibit "C"</b>
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Fee/Fine Description	Fee	Notes
<b>Payment Arrangement Fee</b>		
Payment Administration Fee	\$25.00	1-6 month payment arrangement
	\$50.00	7-12 month payment arrangement
Violations Fee	\$30.00	
Crimes Fee	\$50.00	
Community Service Fee	\$5.00	

**COMMUNITY DEVELOPMENT FEES****Exhibit "D"****City of Scappoose Fee Schedule - Public Works**

<b>Connection Fees</b>		
Construction Water	\$60.00	New construction only
Water - Subdivision	\$350.00	Per House
Water Non-Subdivision	Cost	Time and Materials
Water -1" service and larger	Cost	Time and Materials
Sewer - Existing Tee	\$75.00	
Sewer - No Existing Tee	\$300.00	
Hydrant Meter Deposit	\$750.00	
Hydrant Water Usage Fee	\$20 Administrative Fee plus 0.33 per 100 gallons	
Water Meter Accuracy Check	\$100.00	
Water Deposit	\$100.00	
Time & Material Deposit	T & M	Staff hourly rate plus costs (Time & Materials)
Time & Material Late Fee	1.50%	

**City of Scappoose Fee Schedule - Engineering**

<b>Applications/Review/Permit Fees</b>	<b>Fee</b>	
<b>SUBDIVISION</b>		
SUBDIVISION APPLICATION REVIEW	\$375.00	APPLICATION, ACCEPTANCE & REVIEW, COMMENTS, RESEARCH, AND PREPARATION, PRELIMINARY PLAT REVIEW
SUBDIVISION DESIGN REVIEW 1st & 2nd	\$975.00	PRE-DESIGN CONFERENCE, TWO DESIGN REVIEWS, PLAN APPROVAL
<b>PARTITION</b>		
PARTITION APPLICATION REVIEW	\$300.00	APPLICATION, ACCEPTANCE & REVIEW, COMMENTS, RESEARCH, & PREPARATION
PARTITION DESIGN REVIEW 1st & 2nd	\$750.00	PRE-DESIGN CONFERENCE, TWO DESIGN REVIEWS WITH COMMENTS, PLAN APPROVAL
3rd REVIEW (SUBDIVISION OR PARTITION)	\$750.00	THIRD AND SUBSEQUENT REVIEWS (EA)
<b>PRIVATE</b>		
PRIVATE PUBLIC WORKS APPLICATION REVIEW	\$300.00	APPLICATION, ACCEPTANCE & REVIEW/COMMENT
PRIVATE PUBLIC WORKS DESIGN REVIEW 1st & 2nd	\$300.00	PLAN REVIEW (FIRST TWO)
PRIVATE PUBLIC WORKS DESIGN 3rd REVIEW	\$300.00	THIRD AND SUBSEQUENT REVIEWS (EA)

<b>PUBLIC WORKS</b>		
PUBLIC WORKS CONSTRUCTION INSPECTION	\$750 + 5% OF ENG. EST. OF CONST. COST (for estimates up to \$50,000); \$750 + 4% OF ENG. EST. OF CONST. COST (for estimates \$50,000-\$200,000); \$750 + 3% OF ENG. EST. OF CONST. COST (for estimates over \$200,000)	PRE CONSTRUCTION CONFERENCE, CITY CONSTRUCTION INSPECTION, FINAL INSPECTION, PROJECT CLOSE OUT

<b>MISC</b>		
EASEMENT OCCUPANCY PERMIT	\$800.00	EVAL IMPACT AND CONSEQUENCES
EROSION CONTROL	\$200.00	EROSION CONTROL PLAN REVIEW
ELEVATION CERTIFICATES	\$150.00	ELEVATION CERTIFICATE REVIEW
BUILDING PERMIT REVIEW	\$75.00	BUILDING PERMIT REVIEW--RESIDENTIAL
THIRD PART REVIEW	ACTUAL COST, \$1,500 DEPOSIT	THIRD PARTY REVIEW
RIGHT-OF-WAY APPLICATIONS	\$200.00	STREET, ROW, OR ACCESS WAY VACATION
SPECIAL USE PERMITS	\$200.00	SPECIAL USE PERMIT (IN PUBLIC ROW)
GRADING PERMIT	\$100.00	0 - 50 CUBIC YARDS
51 – 10,000 CY	\$50.00	Plus \$50.00 for each additional 1,000 CY
10,001 CY and higher	\$550.00	Plus \$40.00 for each additional 1,000 CY
GIS data CD	\$100.00	

**City of Scappoose Fee Schedule - Planning (25% reduction for Applications in Commercial and Industrial Zoned Property)**

**LAND USE PERMITS - Applicant responsible for all costs**

<b>Applications/Review/Permit Fees</b>	<b>Fee</b>	<b>Notes</b>
Annexation	Initial Application Deposit (Planning Commission approval level) = <5 acres \$1,250; >5 acres \$250 per acre (\$3,000 max): Final Annexation Approval (City Council approval level) = \$2,000 (\$500.00 administrative fee, \$1,500 election costs deposit) for primary or general election, or \$9,500 (\$500 administrative fee, \$9,000 election costs deposit) in order to have a special election.	
Comprehensive Plan Map Amend	\$1,750	
Plan/Code Text Amendment	\$1,250	
Zone Change	<5 acres=\$1,250 per zone change; >5 acres \$250 per acre (\$3,000 max) per change	

Subdivision	\$750+\$125 per lot	
Partition	Minor = \$400; Major = \$800	
Easement and Street Vacations	Easements = \$250; Streets = \$500	
Property Line Adjustment	\$300	
Site Development Review (CV=Construction Value): (K=\$1,000): (M=\$1,000,000)	\$0-50K CV = \$1,250; \$50K-500K CV=\$1,500; \$500K-1M CV=\$2,000; \$1M-5M CV=\$3,500; >\$5M CV=\$6,000	
Conditional Use	\$0-50K CV = \$1,250; \$50K-500K CV=\$1,500; \$500K-1M CV=\$2,000; \$1M-5M CV=\$3,500; >\$5M CV=\$6,000	
Variances	Minor = \$250; Major = \$750	
Appeals: (PC=Planning Commission, Admin=Administrative Decision)	Appeal of Admin. Decision = \$250; Appeal of PC decision = \$500	
Significant Amendment to an Existing Land Use Application Causing Re-Notice and a revised Staff Report	50% of original application fee	
Similar Use Determination/Code Interpretation/Non-Conforming Use Expansion	\$250	
Modifications to Approvals	50% of original application fee	
Sensitive Lands Dev. Permit	\$750	Flooding, Wetlands, Step Slope & Riparian
Commercial Sign Permit	\$100 + building permit fee	
Temporary Use Permit	\$100	
Home Occupation	Type I = \$55 annual business license; Type II = \$250 + \$55 annual business license	\$55.00 annual business license fee exempt for 2010
Pre-Application Meeting	\$250	To include engineering
Planning Services Mgr. Research Fee	\$95 per hour	
Fence/Berm greater than 8-foot tall	\$250	
Historic Landmark Alteration	\$500	
Historic Landmark Addition/Removal	see Plan/Code Text Amendment	
Public Land Tree Removal	\$50	
Building Permit Review/Occupancy Permit Inspection Fee	\$75	
Re-Inspection Fee	\$75	

<b>City of Scappoose Fee Schedule - Building Fees (25% reduction for Applications in Commercial and Industrial Zoned Property)</b>		
<b>I Structural Permit Fees</b>		
<b>Total Valuation of Improvement</b>	<b>Fee</b>	
\$1.00 to \$500.00	\$15.00	
\$501 to \$2,000	\$15.00 for the first \$500.00, plus \$2.25 for each additional \$100.00 or fraction thereof, to and including \$2000.00	
\$2,001.00 to \$25,000.00	\$48.75 for the first \$2,000.00, plus \$9.00 for each additional \$1000.00 or fraction thereof, to and including \$25,000.00.	
\$25,001.00 to \$50,000.00	\$225.00 for the first \$25,000.00, plus \$6.75 for each additional \$1000.00 or fraction thereof, to and including \$50,000.00.	
\$50,001.00 to \$100,000.00	\$424.50 for the first \$50,000.00, plus \$4.50 for each additional \$1000.00 or fraction thereof, to and including \$100,000.00.	
\$100,000 and up	\$649.50 for the first \$100,000.00, plus \$3.75 for each additional \$1000.00 or fraction thereof	
<b>II Plan Review Fees</b>	<b>Fee</b>	<b>Notes</b>
Plan Review Fee is 65% of Structural Permit Fee	Plan Review Fee is 65% of Structural Permit Fee	

<b>III Plumbing Fees</b>		
<b><u>1 &amp; 2 Family Dwellings:</u></b>	<b>Fee</b>	<b>Notes</b>
A. 1 Bathroom house	\$257.40	
B. 2 Bathroom house	\$364.10	
C. 3 Bathroom house	\$463.10	
D. Per each bathroom (remodels only)	\$66.00	
E. Per each 1/2 bathroom (new construction & remodels)	\$33.00	
F. Water service (first 100 feet)	\$30.80	
G. Sanitary & storm water service (first 100 feet)	\$30.80	
H. Minor installation (per fixture)	\$16.50	
I. Special equipment or DWV alteration	\$44.00	
J. Add'l 100' or part thereof (water, sanitary, & storm sewer)	\$24.20	
<b><u>Manufactured Dwellings and Prefabricated Structures</u></b>		
A. Connection to existing drain, sewer & water (initial installation)	\$44.00	
B. New sanitary and storm water	\$30.80	
C. New water service	\$30.80	
D. Add'l 100' or part thereof (water, sanitary & storm sewer)	\$24.20	
<b><u>RV and Manufactured Dwelling Parks</u></b>		
A. Base fee (includes 5 or less spaces)	\$209.00	
B. 6-19 spaces (base fee plus cost per spaces)	\$36.30	
C. 20 or more spaces (base fee plus cost per spaces)	\$25.30	
D. Structures & storm sewer systems (per fixture)	\$16.50	
<b><u>Commercial, Industrial and Dwellings other than 1 &amp; 2 Family</u></b>		
A. 3 or less fixtures	\$55.00	
B. Base fee (includes 4 to 10 fixtures)	\$135.00	
C. 11 or more fixtures (base fee plus cost per fixture)	\$16.50	
D. Water service (first 100 feet)	\$44.00	
E. Building sanitary sewer (first 100 feet)	\$44.00	
F. Building storm sewer (first 100 feet)	\$44.00	
G. Add'l 100' or part thereof (water or sewer)	\$24.20	

<b>Miscellaneous Plumbing Fees</b>		
A. Re-inspection	\$44.00	
B. Specially requested inspections (per hour)	\$44.00	
C. Minimum Plumbing Permit Fee	\$40.00	
D. Plan Review Fee	25% of plumbing permit	
<b>IV Mechanical Permits</b>		
<b>Permit Issuance</b>	<b>Fee</b>	
1. Minimum permit fee	\$40.00	
2. For the issuance of each permit	\$20.00	
3. For issuing each supplemental permit	\$7.50	
<b>Unit Fee Schedule: Mechanical</b>		
1. For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliances, up to and including 100,000 Btu/h	\$15.00	
2. For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliances, over 100,000	\$18.75	
3. For the installation or relocation of each floor furnace, including vent	\$15.00	
4. For the installation or relocation of each suspended heater, recessed wall heater or floor mounted unit heater	\$15.00	
5. For the installation, relocation or replacement of appliance vent installed and not included in an appliance permit	\$7.50	
6. For the repair of, alteration of, or addition to each heating appliance, refrigeration unit or cooling system, including installation of controls regulated by this code.	\$15.00	
7. For the installation or relocation of each compressor to and including 3 horsepower, or each absorption system to and including 100,000 Btu/h	\$15.00	

<b>Unit Fee Schedule: Mechanical</b>		
8. For the installation or relocation of each compressor over 3 horsepower and including 15 horsepower, or each absorption system over 100,000 Btu/h to and including 500,000 Btu/h	\$27.50	
9. For the installation or relocation of each compressor over 15 horsepower to and including 30 horsepower, or each absorption system over 500,000 Btu/h and including 1,000,000 Btu/h	\$37.50	
10. For the installation or relocation of each compressor over 30 horsepower to and including 50 horsepower, or each absorption system over 1,000,000 Btu/h and including 1,750,000 Btu/h	\$56.25	
11. For the installation or relocation of each compressor over 50 horsepower, or each absorption system over 1,750,000 Btu/h	\$93.75	
12. For each air-handling unit to and including 10,000 cubic feet per minute (cfm), including ducts attached hereto. Note - this fee shall not apply to air handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in this code.	\$11.25	
13. For each air handling unit over 10,000 cfm	\$18.25	
14. For each evaporative cooler other than portable type	\$11.25	
15. For each ventilation fan connected to a single duct	\$7.50	
16. For each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit	\$11.25	
17. For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood	\$11.25	

<b>Unit Fee Schedule: Mechanical</b>		
18. For the installation or relocation of each domestic-type incinerator	\$18.75	
19. For each appliance or piece of equipment regulated by this code but not classed in other appliance categories, or for which no other fee is listed in this code.	\$11.25	
20. For each gas-piping system of one to four outlets	\$5.00	
21. For each gas-piping system of five or more outlets, per outlet	\$1.25	
<b>Miscellaneous Mechanical Inspection Fees</b>		
1. Inspections outside of normal business hours (minimum charge two hours)	\$37.50 per hour	
2. Reinspection fees	\$37.50	
3. Inspections for which no fee is specifically indicated (minimum charge one half hour)	\$40.00 per hour	
4. Plan review fee	25% of mechanical	
5. Additional plan review required by changes, additions or revision to approve plans (minimum charge - one half hour)	\$40.00 per hour	
<b>System Development Charges</b>		
Water	No Change	CPI increase for Portland
Sewer (50% reduction for privately funded projects)	No Change	CPI increase for Portland
Parks	No Change	CPI increase for Portland
Streets (50% reduction for privately fund projects)	Reduce by \$87 per trip	Havlik Crossing project removed. Stimulus
Storm Water ESU (Equivalent Surface Unit) = 2,750 sq. ft. of impervious surface.	No Change	CPI increase for Portland