



City of Independence

Work Session Agenda

City Council

Tuesday, January 27, 2026 @ 6:00 PM

Civic Center - Council Chambers

(see agenda footer for meeting attendance information)

1. **Call to Order**

2. **Roll Call**

3. **Work Sessions**

- 3.1. Joint Work Session: City Council and Planning Commission, Infill Standards (Evander/Irvine)
- 3.2. Work Session: Community Services & Parks Sustainability Committee Update (Chair Seiler)
- 3.3. Work Session: Fee Schedule Update (Carey)
- 3.4. Work Session: MIRL (Irvine)

4. **Adjournment**

Meeting Attendance Information:

The City Council will hold this work session in-person in City Hall Council Chambers, via video conference (Zoom) or by phone. Meetings are also live-streamed on the City's YouTube channel at: <https://www.youtube.com/c/CityofIndependenceOR>.

- To attend in person, the City Hall address is 555 S. Main St.
- For Zoom login
visit: <https://us06web.zoom.us/j/85112139553?pwd=IZpeYuQdoGIX3v7NH3B3aderj11eH3.1>
- To participate in the meeting **by phone**, dial **US: +1-253-215-8782** and enter **Webinar ID: 851 1213 9553** and **Passcode: 380886**

Please Note: Public comments are not accepted during work sessions. Any written public comments received will be included in the agenda packet for the next regular meeting. Written comments may be delivered to City Hall or emailed to CouncilComments@ci.independence.or.us.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 72 hours in advance of the meeting to Myra Russell, City Recorder, 503-838-1212/TTY: 800-735-2900.

City of Independence More Housing, Same (Great) Neighborhood PROJECT INTRODUCTION

PROJECT OVERVIEW

Over the next 20 years, Independence will need about **2,000 new homes** to meet community needs. In early 2025, the city completed a Housing Production Strategy that outlined ways to support this growth, including **allowing more housing types as well as homes on smaller lots, especially near downtown.**



Triplex

PROJECT UPDATES

This project aims to implement this strategy by encouraging **affordable, neighborhood-friendly housing.** It will do this by:

- Expanding **what types of housing can be added to existing neighborhoods**
- Updating **design and development standards**, like lot sizes, building sizes, and housing types
- Addressing **necessary infrastructure**, like sidewalks, water, and sewer
- Providing **clear visuals and graphics** to show how the updated rules apply
- Including **helpful and informative videos** to explain code amendments

PROJECT SCHEDULE



City of Independence More Housing, Same (Great) Neighborhood

HOUSING TYPES - TWO UNITS

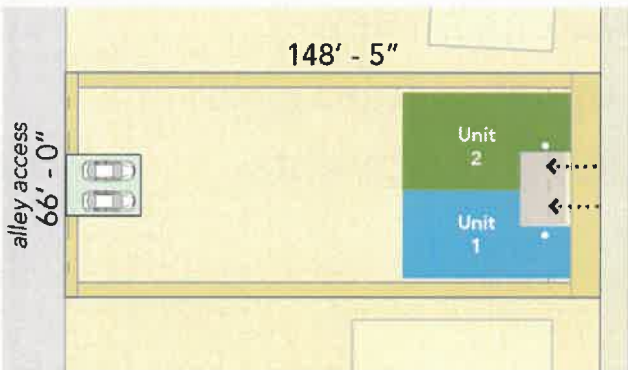
TWO UNITS? ISN'T THAT JUST A DUPLEX?

The City of Independence currently allows **two units** on any residentially zoned lot. These two units can be sited in a number of ways including: **a single unit plus an accessory dwelling unit (ADU), two attached side-by-side units, two detached units, or one unit above another.**

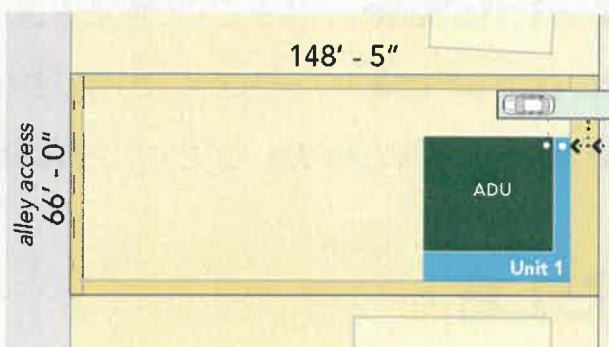
HOW DOES ALLOWING TWO UNITS ON A LOT HELP CREATE MORE HOUSING?

- Offering more places to build housing **allows for flexibility in where units can be built** and ultimately promotes housing that can be provided **at a lower cost.**
- Housing types like small lot single-family homes and cottage clusters **allow for alternative routes to homeownership.**
- Alternative housing types can be a good option for **smaller household sizes.**

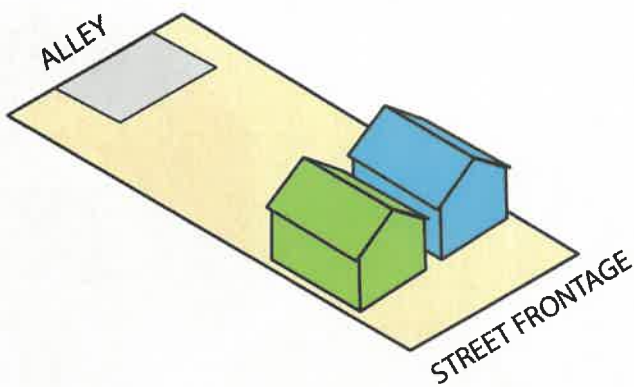
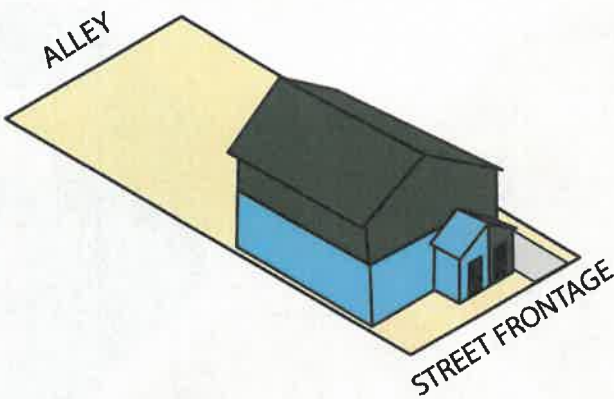
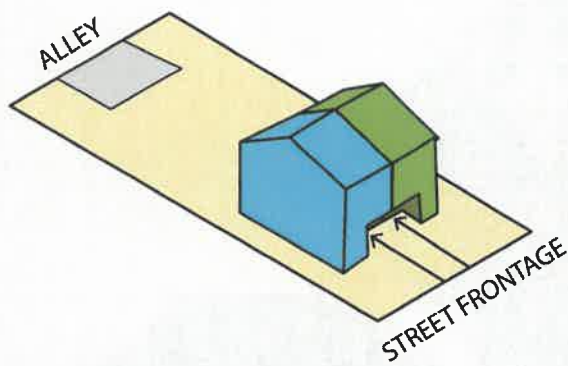
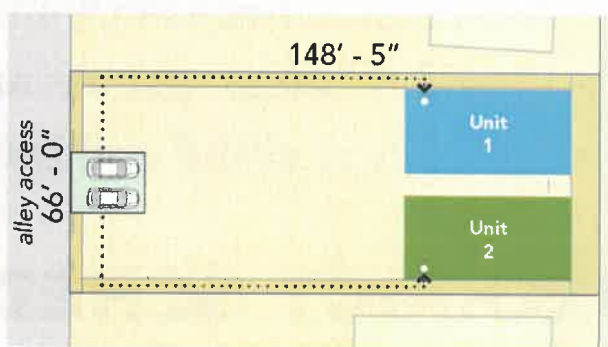
Attached Units



Stacked Units



Detached Units



City of Independence More Housing, Same (Great) Neighborhood

HOUSING TYPES - THREE UNITS

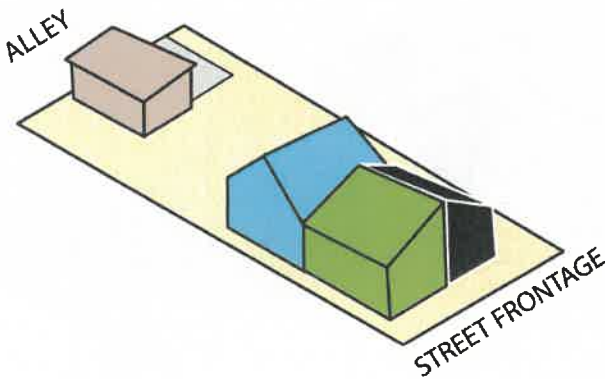
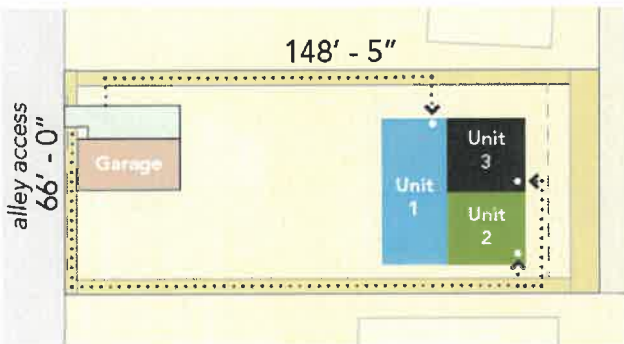
THREE'S COMPANY

A triplex means **three attached or detached dwelling units in any configuration on a lot or parcel**. Three units on a lot can include a number of options; **a stacked unit, three attached units, three attached side-by-side units, a duplex plus an accessory dwelling unit (ADU), or one single family unit with two accessory dwelling units (ADUs)**. Some of these examples are included below!

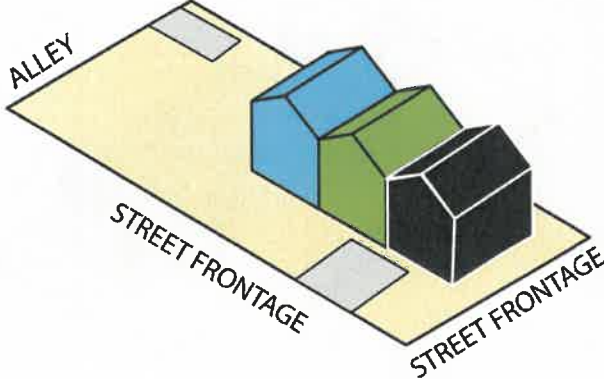
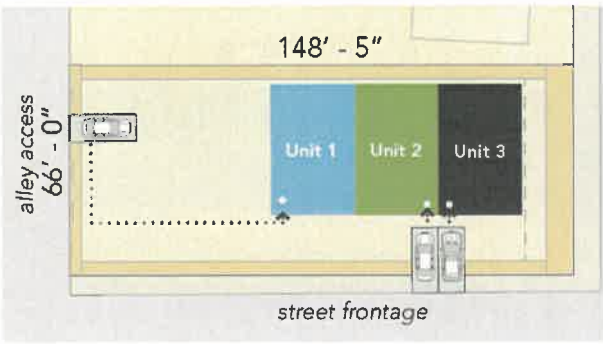
WHAT WOULD PARKING LOOK LIKE?

- **One parking spot** is required for each main structure. This means that if there are three main houses on a lot, then each will need a parking space.
- **Alleyways** provide great options for parking! See examples below and on the poster for Four Units that explore garage placement or additional parking via alleys.

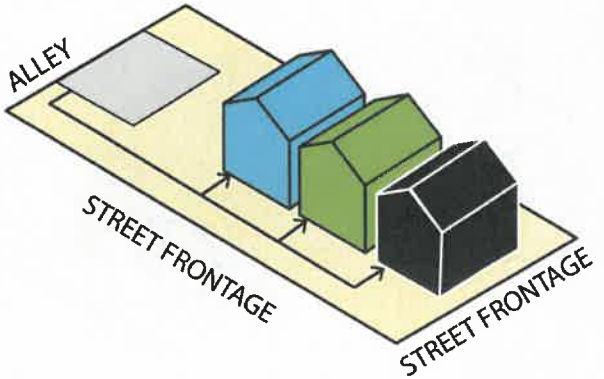
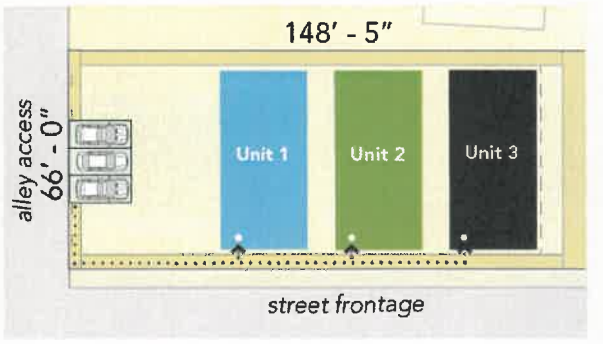
Attached Units



Townhouses



Detached Units



City of Independence More Housing, Same (Great) Neighborhood

HOUSING TYPES - FOUR UNITS

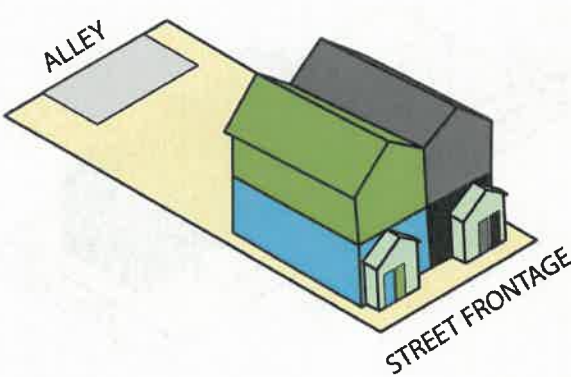
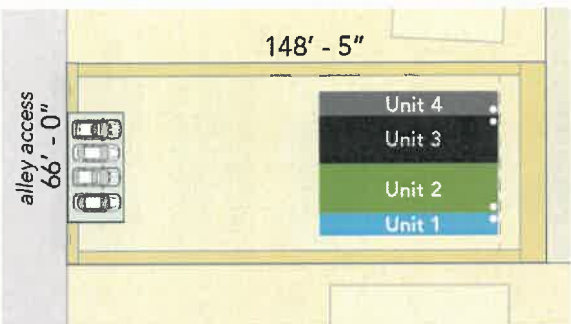
FOUR UNITS FEELS LIKE A LOT

Several neighborhoods in Independence already include lots with four homes. This project **builds on that history** by supporting a mix of housing types. By slightly reducing the minimum lot size per home and expanding allowed housing types, the project seeks to **allow more diverse housing options while maintaining the size and scale of existing neighborhoods.**

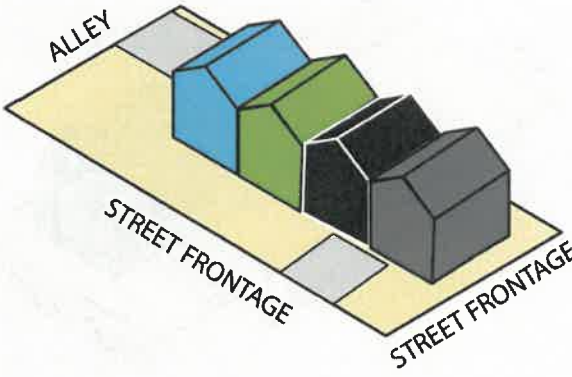
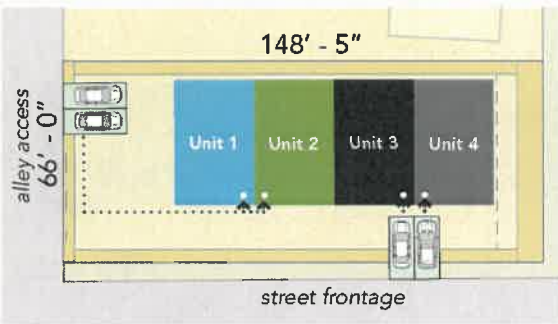
HOW CAN WE MAKE SURE NEW HOUSING IS COMPATIBLE WITH EXISTING NEIGHBORHOODS?

- A menu of design standards is included to **promote historic residential development patterns and enhance community livability.**
- **Example configurations** include: One stacked fourplex, one set of townhouses, or two attached single-family units with two accessory dwelling units (ADUs), or two duplexes.

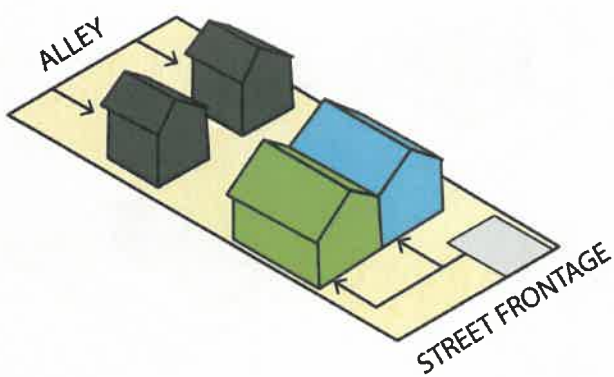
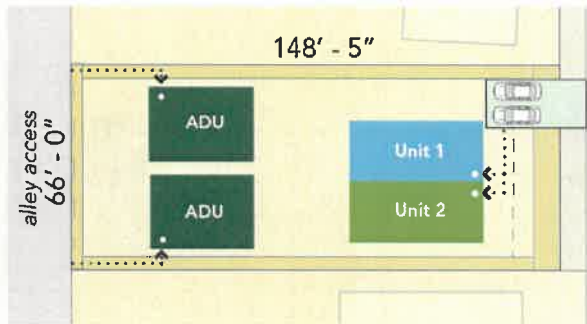
Stacked Fourplex



Townhouses



Attached Units with ADU





More Housing, Same (Great) Neighborhood Code Amendments Summary

The following table provides a high-level summary of the major amendments proposed for the Independence Development Code as a result of this project. The table is not an exhaustive list of the proposed code amendments. The amendments hope to increase housing options and to reduce barriers for property owners to add new housing to their land, while maintaining a high quality of development that respects the character of Independence. Each of the standards in the code is required to be clear and objective.

Code Section	Proposed Amendments
Subchapter 11 Administrative Provisions	Added Middle Housing Land Divisions (MHLD) to the list of application and review procedures in Section 11.002.
Subchapter 12 Definitions	- Updated definitions to ensure potential housing types are included and housing-related terms are consistent with the state model code and applicable state statutes. - Moved definitions from Subchapter 59: Historic Preservation to Subchapter 13 to make it easier to find and understand terms. - Changed “single-family” to “single unit” throughout the code sections included in the update. While not required by the state, the change is best practice and is consistent with updated state model code provisions.
Subchapter 17 Allowed Uses	- Updated the allowed use table to permit a greater variety of housing types in existing zones. - Added triplexes, quadplexes and cottage clusters as allowed uses to increase the flexibility for property owners to create new units.
Subchapter 18 Density, Area, and Dimension Requirements in Residential Zones	- Updated the lot development standards to allow for a broader range of housing types in each zone and to provide more flexibility and options for property owners. - Made small reductions to the minimum lot size requirement to make it easier to divide certain common-sized lots in Independence. - Moved Mixed Density Residential Zone standards to the table to make the code easier to read and follow.

Subchapter 19 Residential Design Standards	Reviewed and updated existing residential design standards to make sure they are clear and objective and make it easier for applicants to understand and meet the code requirements.
Subchapter 21 Medium-Density Residential Zone	Updated existing standards to ensure they are clear and objective.
Subchapter 22 High-Density Residential Zone	Updated existing standards to ensure they are clear and objective.
Subchapter 23 Mixed-Density Residential Zone	- Updated existing standards to ensure they are clear and objective. - Moved development standards to Subchapter 18 to make it easier for applicants to use the code.
Subchapter 33 Mixed Use Pedestrian Friendly Commercial (MUPC) Zone and Downtown Overlay Zone	Updated existing standards to ensure they are clear and objective.
Subchapter 34 Downtown Riverfront Zone	Updated existing standards to ensure they are clear and objective.
Subchapter 54 Buffering, Screening, Landscape and Ash Creek Setback Requirements	- Updated Ash Creek setback to reflect state law requiring a 100' setback for middle housing development near the creek. - Updated existing standards to ensure they are clear and objective.
Subchapter 73 Parking	Updated parking requirements to ensure that they reflect each of the housing types.
Subchapter 74 Accessory Structures	Updated standards to ensure they are clear and objective.
Subchapter 75 General Development Standards	Added new section for cottage cluster development.
Subchapter 90 Subdivision Regulations	- Updated utility, road, and other improvements standards to be clear and objective and to meet the City's level of service targets. - Added new section about Middle Housing Land Division procedures and standards.

City of Independence, Oregon Review and Analysis of Fees and Charges

November 2025

January 28, 2026

City Manager Kenna West

The Finance Team has completed our review and assessment of the City of Independence's Master Fee Resolution and related fees and charges. This report summarizes the results of our review.

We have identified several recommended updates to the Master Fee Resolution. These recommendations present an opportunity for City leadership to align fees with the cost of providing services and in turn reduce reliance on other general revenues of the City.

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Introduction and Objective

The City of Independence (City) incurs costs of providing services to community members and others outside of our community. Currently, the City charges fees for services provided in accordance with the City's Master Fee Resolution No. 23-1590 as adopted by the City Council. Many of the City's fees for services have not been critically reviewed or adjusted for several years to take into account rising staff costs, inflation, or increased time and effort of staff in addressing increasingly complex projects, applications, and requests for services.

In July 2025 City staff began reviewing fees related to activities and services. The objective of our review is to identify the direct and indirect costs of providing services and propose fees that are more appropriately aligned with those costs of service, and in turn reduce reliance on general purpose revenues of the City where possible.

Approach and Methodology

To develop a better understanding of current service levels, associated costs of providing those services, and related fees charged to customers, staff met with and interviewed department heads including the Planning Manager, Public Works Director, Building Official, City Recorder, Library and Museum Directors, and the Police Chief. We also reviewed relevant City documents including the 2022-2023 Master Fee Resolution, the City's budget, audited financial statements, and detailed information from the City's financial information system related to personnel services and materials and services costs. Our review and discussions focused on identifying the effort involved in providing services and perspective on the respective fees charged. Throughout these discussions, we inquired about current processes, time and effort involved in providing service to customers, direct and indirect cost components, and perspectives on fees related to respective services provided.

Where applicable, we calculated direct costs based on budgeted wages and related benefits. We calculated indirect costs based on budgeted amounts for materials and services and converted them to hourly rates as a second component of the overall cost per hour for services provided.

City staff obtained comparative fees through professional contacts with respect to most service areas. Several of the comparative jurisdictions have more detailed categories for services and related fees than the City of Independence, making direct 1:1 comparison challenging. Our analysis and resulting recommendations take into consideration additional detail balanced against a desire to maintain as simple and streamlined fee schedule as possible.

We also took this opportunity to evaluate fees through the lens of community affordability or burden. Our findings and resultant recommendations establish cost recovery as a floor value, with some fees proposed above that level aligned with market considerations.

Background

Specifically in relation to land use applications and building inspections, City services are provided under a mix of local policies and statutory requirements that to some extent dictate the process for granting approvals to customers related to land use applications, permits, and related inspections. While some applications are processed and approved through an administrative (staff) review process, others require presentation to, and action by the Planning Commission, the City Council, or both. Understandably, the level of staff time and effort involved is proportionate to the level of approval required. Because building service fees are largely established and governed by the State of Oregon Building Codes Division, we looked primarily at supplemental fees charged by the City.

Benchmarking Information

Staff compared current and proposed fees to several comparison jurisdictions for purposes of gaining a market perspective and to get a sense of general reasonableness. Two factors are noteworthy as we evaluated the comparisons:

1. As mentioned previously several jurisdictions charge fees at a more detailed level for land use applications than the City of Independence, while
2. The structure of most other fees across jurisdictions was very similar.

The jurisdictions selected for purposes of comparing fee information are as follows:

- + City of Dallas
- + City of Salem
- + City of Corvallis
- + City of Albany
- + City of Monmouth
- + City of Silverton

Analysis

Administrative Fees

Our review of administrative-type fees identified several opportunities for the City. We believe that fees in many cases should be standardized across departments, and in many cases adjusted upwards to address several years of inflationary pressure and increases in personnel services costs, and to align with the current market environment as demonstrated through comparative benchmarking. As an example, current fees for providing copies and printing services to customers vary widely across departments of the City, but with little rationalization. Similarly, the fees related to research and staff analysis in response to customer requests range from set amounts to actual time and effort costs.

Staff identified fees in the current schedule that are no longer necessary or relevant to today's operations and practices, including detailed license and registration fees for specific types of business operations, many of which no longer exist. Staff also believe there are opportunities through this review to streamline certain provisions of the City's Municipal Code and the associated

fees to reduce staff work and involvement and increase efficiency and transparency in the fee structure. As an example, the City currently charges a permit fee related to maintaining chickens inside the City limits. City Code identifies a multi-step administrative process for identifying and verifying a range of information related to these permits, which has not been practically applied for some time. Staff believe it prudent to suggest an amendment to the City Code to remove requirements related to maintaining chickens within the City limits and alternatively deal with issues as they arise through the code enforcement process. Similarly, most museum and library fees such as facility rentals, photocopying, and printing can be aligned with similar charges in other departments. The current structure is inconsistent, with different rates applied for comparable services across departments. These differences suggest an opportunity to simplify and streamline the fee structure, helping to avoid confusion and improve consistency across the organization.

Business License Fees

The City's current fee structure identifies specific business licensing fees across an array of business types. For other types of businesses not specifically identified, the City currently maintains a separate business registration fee. Many of these business types are outdated and no longer exist in the community or beyond. It is common practice, as evidenced by comparative data collected, to establish a single business license fee and administer consistently across all businesses operating within the City. Staff believe this approach will reduce confusion for community members and reduce administrative burden in maintaining licensing information. A Code amendment will be required to streamline business licensing, remove existing business registration requirements, and potentially redefine what constitutes a "business".

Oregon Statute does not require a specific fee or process related to licensing of marijuana related businesses. City Code in Sec. 8-444 currently establishes fees for marijuana growers and retailers by resolution. It is unclear currently why separate and distinct licensing requirements are established for marijuana-related businesses versus other businesses in the community.

Planning Fees

Our analysis indicates that the City's current planning fees are significantly below the respective averages of comparable cities, with most falling well short of the median. A closer examination reveals notable gaps: annexation fees are 51% below the median, conditional use fees are 51% below, floodplain development permits are 64% below, and Willamette Greenway application fees are 95% below the median.

Independence Fee	Current Fee	Average	Median	% Under Average	% Under Median
Annexation	\$2,000.00	\$ 4,953.00	\$4,045.50	60%	51%
Comprehensive Plan	\$2,500.00	\$ 4,321.75	\$3,355.00	42%	25%
Conditional Use	\$2,000.00	\$ 4,080.75	\$4,096.50	51%	51%
Major Partition	\$1,500.00	\$ 2,600.60	\$1,650.00	42%	9%
Minor Partition	\$ 250.00	\$ 1,321.75	\$ 831.00	81%	70%
Subdivisions	\$2,500.00	\$ 4,311.00	\$2,750.00	42%	9%
Urban Growth	\$5,000.00	\$ 6,829.00	\$5,876.00	27%	15%
Variance	\$1,000.00	\$ 1,991.80	\$1,147.00	50%	13%
Zone Change	\$2,500.00	\$ 3,576.33	\$2,847.50	30%	12%
Floodplain Permit	\$ 200.00	\$ 2,086.00	\$ 562.00	90%	64%
Code Interpretation	\$ 500.00	\$ 1,406.25	\$ 759.50	64%	34%
Willamette Greenway	\$ 200.00	\$ 5,113.67	\$4,273.00	96%	95%

These imbalances suggest that the City is not currently recovering the full costs associated with processing and reviewing planning applications and is likely underpriced in the market for current conditions. As a result, proposed adjustments to the fee schedule address several key objectives: ensuring that fees better reflect the actual time, effort, and resources required by staff to complete each type of application and aligning fees more closely with those charged by comparable cities. This includes consideration of various steps involved in the process such as public hearings, planning commission review, and city council deliberation. All of which contribute significantly to overall project timelines and staff workload.

In comparing land use application fees, staff identified several of the most common application types to illustrate the similarities and differences across jurisdictions; annexations, partitions, subdivisions, and Willamette Greenway Permits. To facilitate comparison, we assumed the following facts with respect to applications and resultant fee calculations and display the results of these scenarios in Appendices II through V:

- + For annexations we assumed a total of 15 acres with no elections required and no separate zone change fees in our calculations.
- + Regarding partitions, we assumed major partitions involving three (3) parcels.
- + In calculating fees related to subdivision applications we assumed a total of 50 lots, including preliminary and final plat review, with no traffic analysis required.
- + Willamette Greenway Permits only included the cities where applicable: Corvallis, Albany, and Salem.

Building Fees

After consulting with the Building Inspector, it was recommended that we separate sign permit fees into two distinct categories: pole signs and building mounted signs. The rationale behind this is based on differing inspection requirements. Pole signs typically require three inspections,

whereas building signs only require one. The proposed rates for pole signs are calculated based on the estimated inspection time (in hours) and the inspector's hourly rate with benefits.

Public Works Fees

The Public Works Director recommends removing the system development charges (SDC's) and enterprise operations fees from the current fee schedule. These fees are governed by a separate resolution, which outlines the structure, rates, and application in greater detail. Maintaining them in a standalone resolution ensures that they are updated independently of the broader fee schedule and provide greater flexibility and clarity for both staff and the public.

Police Department Fees

Following a review of current Police Department fees and interviewing personnel, staff identified deficiencies in the fees currently in place. We found an increase in Police Department fees would align with comparable rates and better reflect the cost of police response.

A comparison of false alarm fees in nearby cities shows that Independence's current false alarm fee is significantly lower at nearly every level. Similarly to ours, most of the comparable cities do not charge for the first two alarms. However, our fees for the third alarm and above are significantly lower at every step. The City begins charging at \$25 for the third alarm while comparable cities begin at \$50- \$280.50. The fee caps out at \$100 for the fifth alarm and above for Independence, while the cap for other cities is between \$250 and \$1,122.50. Upon interviewing department personnel, we discovered that false alarms caused by faulty or poorly maintained systems unnecessarily occupy police resources. Raising these fees may encourage both businesses and homeowners to repair or replace malfunctioning systems, ultimately reducing avoidable calls.

After discussions with department personnel, we determined the City may benefit from an increase in the dog impound and boarding fees. With the current fee structure, dog impound fees start at \$35 and increase to \$100 each, and the daily rate for boarding is \$20. While there was not much information about other cities' boarding and impound fees, these rates no longer reflect the true cost of service. Likewise, these rates may not serve as a sufficient deterrent in preventing pet owners from allowing their dogs to get loose. An increase in both fees is recommended to reflect actual service costs and reduce the number of repeat impounds.

Recommendations

Simply stated, there are three ways to align charges for service with the related cost of service and with the market for those services. The first is to increase fees. The second is to streamline processes and recognize efficiencies to reduce costs until they fall within or close to the fees established within the market. The third, and most applied, is a combination of the two.

Staff believe that due to current staffing and the level of development activity in the community, there is little opportunity to make significant changes in how services are provided. City staff are lean at nearly every position with little back up not to mention capacity. For example, any significant increase in development activity may expose a bottleneck in review and processing of applications simply because the City has just one Planner.

Based on our work performed, we formulated the following recommendations around fees charged by the City. These recommendations are integral to our proposed fee adjustments as indicated in **Appendix I**.

Recommendation 1 – Standardize all copying and printing fees charged by City departments at \$0.25/page for black and white, and \$0.50/page for color.

Recommendation 2 – Standardize facility rental charges across City departments and facilities to increase transparency, reduce administrative burden, and reduce or eliminate consumer confusion. Recommended fees are illustrated in Appendix I.

Recommendation 3 – Standardize fees for research and analysis (unrelated to Public Records Requests) across departments based on the level of staff performing the work. Recommended fees are illustrated in Appendix I.

Recommendation 4 – Remove references to obsolete or outdated fee items (e.g., CD's and DVDs provided as media for digital copies, redaction fees, and fees for licensing cigarette vending machines).

Recommendation 5 – Establish fees related to current practices not identified in the current fee schedule (e.g., display rentals). Recommended fees are highlighted in Appendix I.

Recommendation 6 – Update fees for inflationary adjustments and alignment with other jurisdictions as appropriate. See Appendix I for specific fee increase recommendations.

Recommendation 7 – Eliminate detailed and specific licensing fees for various types of business operations and remove the current business registration fee in favor of a single, annual business license fee of \$100 applicable to all businesses operating within the City limits.

Recommendation 8 – Amend the City Code such that marijuana-related businesses fall under the same business licensing requirements as other community businesses.

Recommendation 9 – Amend the City Code to remove specific requirements for maintaining backyard chickens within the City limits and move to a complaint-based process through our established code compliance function.

Recommendation 10 – Remove utility rate and system development charge references from the City's Master Fee Resolution as these are separately addressed in specific, individual resolutions approved by Council in accordance with utility master planning.

Recommendation 11 – Increase planning fees as illustrated in Appendix I to better reflect staff time and effort involved in processing land use applications and better align with current market conditions. The proposed planning fees have been set at the minimum level necessary to recover the cost of providing the service, establishing a floor for the new fee structure. Most of the proposed fees align with or are slightly below the average charged by comparable cities. In developing the proposed fee structure, factors such as excessively high or low comparison fees, inflation, and cost-recovery were considered.

For illustrative purposes charts are provided as Appendices II through V. The comparative information provided in the appendices supports the proposed fees for the City based on the following conclusions drawn.

- + **Annexations** – The City of Independence’s proposed planning annexation fee falls within the middle range of fees charged by comparative jurisdictions. That average is skewed slightly by the City of Monmouth, which has notably lower fees, and the City of Salem, which has the highest annexation fee.
- + **Partitions** – The City of Independence’s proposed partition fees are in line with the average of the comparison jurisdictions. Most jurisdictions apply a base fee, except for the City of Salem which only charges per lot. However, Independence is unique in that it charges a base fee plus an additional fee per lot. This is not common among the jurisdictions reviewed.
- + **Subdivisions** – The City of Independence’s proposed subdivision fee is aligned with the average of comparable jurisdictions. It is, however, higher than the fees charged by the City of Silverton and the City of Monmouth, both of which consistently maintain lower fees across their planning services.
- + **Willamette Greenway Permits** – The City of Independence’s proposed fee for Willamette Greenway Permits is lower than those of comparable jurisdictions. Independence is the smallest of all the cities included in the comparison who do have a Willamette Greenway Permit fee. Given this context it is reasonable for the City’s fee to remain at the lower end of the range for this specific permit type.

Recommendation 12 – Increase respective fees in the Police Department related to false alarms and dog impound and boarding as illustrated in Appendix I to better reflect cost of services provided.

Recommendation 13 – Adjust sign permit fees as indicated in Appendix I to better reflect cost of services provided.

Appendix I – Proposed Fee Schedule

KEY	
	Proposed Additions and Changes
	Existing Fees

FEE DESCRIPTION				
ADMINISTRATIVE	CURRENT	PROPOSED		DIFFERENCE
A) Copies of Public Records				
1. Research Fee 10-30 mins	\$ 25.00	Remove		
2. Research Fee >30 mins	Personnel costs	Remove		
1. Research Fees				
a. Staff				
b. Manager				
c. Director				
3. Redaction Fee	Personnel costs	Remove		
4. Hard Copies				
a. Standard	\$ 0.25	Remove		
b. Non-Standard	Actual cost	Remove		
2. Hard Copies				
a. B&W		\$ 0.25		
b. Color		\$ 0.50		
5. Digital Copies	\$ 0.25	Remove		
6. CD/DVD/Flash Drive	\$ 5.00	Remove		
3. Flash Drive		\$ 5.00		
7. Electronic Search of City Server	Actual cost	Remove		
B) Facsimile				
1. Send	\$ 2.00	Remove		
2. Receive	\$ 1.50	Remove		
C) Courtesy Photocopies of Non-City Documents				
1. Standard B&W	\$ 0.25	Remove		
2. Standard Color	\$ 0.50	Remove		
3. 11x17 B&W	\$ 0.50	Remove		
4. 11x17 Color	\$ 1.00	Remove		
D) B) Copy of Municipal Code	\$ 75.00	\$ 75.00		\$ -
E) C) Appeal Fee	\$ 200.00	\$ 200.00		\$ -
F) D) Lien Search Fee	\$ 25.00	\$ 35.00		\$ 10.00
G) Dog/Hobby/Kennel Application				
1. Commercial	\$ 125.00	Remove		
2. Private/Hobby	\$ 30.00	Remove		
H) Backyard Chicken Permit				
1. Application Fee	\$ 40.00	Remove		
2. Renewal Fee	\$ 15.00	Remove		
I) E) Temporary RV Parking Permit	\$ 25.00	\$ 25.00		\$ -
F) Business Licenses				
1. Application Fee		\$ 100.00		
2. Renewal		\$ 100.00		
J) Business Licenses:				
1. Taxicab Businesses				
a. Application Fee (New Business)	\$ 100.00	Remove		
b. Application Fee (Renewal)	\$ 35.00	Remove		
c. Transport Rates:				
i. Minimum Charge (Meter Drop)	\$ 2.50	Remove		
ii. Base Mileage Rate	\$ 2.50	Remove		
iii. Increments	\$ 0.25	Remove		
iv. Wait Time	\$ 30.00	Remove		
v. Fuel Surcharge	\$ 2.00	Remove		

Appendix I – Proposed Fee Schedule

2. Entertainment Businesses					
a. Amusement Device					
i. 1-4 Devices	\$	50.00	Remove		
ii. 5-15 Devices	\$	250.00	Remove		
iii. 16+ Devices	\$	250.00	Remove		
b. Dance floor					
i. Closing time at or before 1:00am	\$	150.00	Remove		
ii. Closing time after 1:00am	\$	200.00	Remove		
3. Cigarette Vending Machine	\$	30.00	Remove		
4. Auction or Auctioneers					
a. Class 1, Regular Auction	\$	200.00	Remove		
b. Class 2, Temporary Auction	\$	25.00	Remove		
c. Class 3, Closing Out Auction	\$	25.00	Remove		
d. Class 4, Storage or Temporary Auction	\$	200.00	Remove		
e. Class 5, Temporary Benefit Auctions	\$	5.00	Remove		
5. Peddler or Solicitor					
a. Individual	\$	25.00	Remove		
b. Crew License	\$	50.00	Remove		
6. Secondhand Junk Dealer	\$	25.00	Remove		
7. Mobile Vending					
a. Base Fee	\$	35.00	Remove		
b. With Site Plan	\$	75.00	Remove		
8. Social Games	\$	50.00	Remove		
9. Public Dancing	\$	50.00	Remove		
10. Marijuana Businesses					
a. Retailers	\$	500.00	Remove		
b. Wholesalers/Manufacturers/Processors	\$	300.00	Remove		
11. E-Scooter Businesses					
a. Initial License	\$	500.00	Remove		
b. Renewals	\$	200.00	Remove		
c. Per ride fee	\$	0.05	Remove		
K) Business Registration					
1. Application Fee (New Business)	\$	25.00	Remove		
2. Annual Renewal	\$	15.00	Remove		
L) G NSF Fees	\$	35.00	\$	35.00	\$ -
B Facilities Rental					
1. Conference Room					
a. Half Day (Plus Cleaning Fee)			\$	50.00	
b. Full Day (Plus Cleaning Fee)			\$	100.00	
c. Cleaning Fee			\$	25.00	
LIBRARY					
A) Overdue Charges Per Hour - Laptop Checkout	\$	5.00	Remove		
B) Printouts	\$	0.10	Remove		
C) Copies					
1. B&W	\$	0.10	Remove		
2. Color	\$	1.00	Remove		
D) Lost Items - Base	\$	5.00	\$	5.00	\$ -
1. Replacement Item or Cost of Replacement Item	Actual cost		Actual cost		
E) Processing Fee/Item	\$	5.00	\$	5.00	\$ -
F) Non-Resident Card					
1. Within CCRLS Region	\$	60.00	\$	60.00	\$ -
2. Outside CCRLS Region	\$	75.00	\$	75.00	\$ -
3. Local Option Card	\$	35.00	\$	35.00	\$ -

Appendix I – Proposed Fee Schedule

G) Replacement Library Card	\$	1.00	\$	1.00	\$	-
H) Keychain Library Card	\$	1.00	\$	1.00	\$	-
I) Facility Fees						
1. Conference room, in excess of 4 hours	\$	50.00	Remove			
2. Conference room, off hours fee	\$	25.00	Remove			
3. Coffee	\$	3.00	Remove			
MUNICIPAL COURT						
A) DMV Search	\$	5.00	\$	5.00	\$	-
B) Handling		20% outstanding balance (one-time fee)		20% outstanding balance (one-time fee)		
C) Collections		25% outstanding balance (maximum \$250)		25% outstanding balance (maximum \$250)		
D) Suspension Package	\$	11.50	\$	11.50	\$	-
E) Judges Letters	\$	25.00	\$	25.00	\$	-
MUSEUM						
A) Copy Fees						
1. Photocopies	\$	0.25	Remove			
B) Research Fees						
1. 10-30 minutes staff time	\$	25.00	Remove			
2. Each additional 30 minutes	\$	25.00	Remove			
C) Shipping and Handling		Actual cost + \$3.95	Remove			
A) Postage			Actual Cost			
D) Data and Media on CD/DVD/Flash drive	\$	5.00				
B) Data and Media on Flash Drive			\$	5.00		
E) Facility Fees						
1. Conference room rental up to 4 hours						
a. Civic/not for profit	\$	20.00	Remove			
b. Private	\$	30.00	Remove			
2. Conference room, in excess of 4 hours	\$	50.00	Remove			
3. Conference room, late meetings	\$	25.00	Remove			
4. Conference room, cleaning deposit	\$	30.00	Remove			
5. Coffee						
a. 1-8 Servings	\$	10.00	Remove			
b. 9+ Servings	\$	25.00	Remove			
C) Display Rentals						
1. 90-Day Rental Fee			\$	1,600.00		
2. Refundable Deposit			\$	300.00		
POLICE DEPARTMENT						
A) Copy Fees						
1. Photocopies	\$	1.00	Remove			
2. Audio/Video/CD/DVD	\$	20.00	Remove			
3. Electronic Search of City Server	\$	20.00	Remove			
4. Test Score Transfer	\$	12.00				
5. Non Standard Documents		Actual costs	Remove			
6. Police Video/Blurring/Electronic Redaction	\$	20.00	Remove			
B) Facsimile						
1. Send	\$	2.00	Remove			
2. Receive	\$	1.50	Remove			
C) Fingerprinting						
1. First Card	\$	20.00	\$	20.00	\$	-
2. Each Additional Card	\$	10.00	\$	10.00	\$	-
D) Liquor License Applications						
1. New	\$	100.00	\$	100.00	\$	-
2. Renewal Fee	\$	35.00	\$	50.00	\$	15.00
3. Change (Ownership, Location, Privilege)	\$	75.00	\$	100.00	\$	25.00
4. Compliance Plan	\$	250.00	\$	250.00	\$	-
5. Temporary Permit	\$	35.00	\$	50.00	\$	15.00

Appendix I – Proposed Fee Schedule

E) Photos	\$	8.00	Remove		
F) False Alarms					
1. Business and Residential (per calendar year)					
a. 1st Two Alarms	No charge		No charge		
b. 3rd Alarm	\$	25.00	\$	50.00	\$ 25.00
c. 4th Alarm	\$	50.00	\$	100.00	\$ 50.00
d. 5th Alarm and Greater	\$	100.00	\$	200.00	\$ 100.00
2. Other (Car Alarms, etc.)					
a. 1st - 3rd Alarms	No charge		Remove		
b. Greater than 4 Alarms	\$	25.00	Remove		
G) Vehicle Tows - Administrative Fee	\$	75.00	\$	100.00	\$ 25.00
H) Vehicle Impound Daily Rate	\$	35.00	\$	50.00	\$ 15.00
I) Dog Licenses					
1. Spayed or Neutered					
a. One Year	\$	10.00	\$	20.00	\$ 10.00
b. 13-36 Months	\$	1.00	Remove		
c. Three Years	\$	26.00	\$	50.00	\$ 24.00
2. Non spayed or neutered					
a. One Year	\$	25.00	\$	50.00	\$ 25.00
b. 13-36 Months	\$	2.00	Remove		
c. Three Years	\$	75.00	\$	100.00	\$ 25.00
3. Late Fee	\$	15.00	\$	15.00	\$ -
J) Dog Impound Fee (Per Calendar Year)					
1. Impound Fee					
a. First Impound	\$	35.00	\$	50.00	\$ 15.00
b. Second Impound	\$	55.00	\$	75.00	\$ 20.00
c. Each Subsequent Impound	\$	100.00	\$	100.00	\$ -
2. Daily Boarding Fee	\$	20.00	\$	50.00	\$ 30.00
K) Records Research					
1. Up to 10 Minutes	\$	5.00	Remove		
2. 10 Minutes - 2 Hours	\$	25.00	Remove		
3. Over 2 Hours			Remove		
L) Personnel Costs					
1. Court Issued Subpoena Defense	\$	35.00	Remove		
2. Private Police Service Contracting			Remove		
a. Regular Officers	\$	65.00	Remove		
b. Reserve or Cadet Officers	\$	35.00	Remove		
M) Parking Violations					
1. All Violations of IMC32-151 Through 166	\$	20.00	\$	20.00	\$ -
2. Late Payment Fee	\$	30.00	\$	40.00	\$ 10.00
PLANNING					
<u>Land Use Application Fees</u>					
A) Annexation Petition	\$	2,000.00	\$	3,000.00	\$ 1,000.00
B) Comprehensive Plan Change Request	\$	2,500.00	\$	4,000.00	\$ 1,500.00
C) Conditional Use	\$	2,000.00	\$	3,000.00	\$ 1,000.00
D) Manufactured Home Dwelling Park - Base	\$	1,500.00	\$	2,000.00	\$ 500.00
1. Per Dwelling Unit	\$	150.00	\$	150.00	\$ -
E) Partitions					
1. Major	\$	1,500.00	\$	2,000.00	\$ 500.00
2. Minor (Per Lot)	\$	250.00	\$	1,000.00	\$ 750.00
F) Lot Line Adjustment	\$	400.00	\$	500.00	\$ 100.00
G) Planned Unit Development	\$	1,500.00	\$	2,000.00	\$ 500.00
1. Per Dwelling Unit	\$	150.00	\$	150.00	\$ -
H) Site Design Review					
1. Type I	\$	2,000.00	\$	1,500.00	\$ (500.00)
2. Type II	\$	2,500.00	\$	2,500.00	\$ -

Appendix I – Proposed Fee Schedule

I. Subdivisions			
1. Tentative Subdivision Application Filing Fee - Base	\$ 2,500.00	\$ 2,500.00	\$ -
2. Per Lot	\$ 150.00	\$ 125.00	\$ (25.00)
3. Inspection Fee Per 90.60.075(I)(1)	4% of an approved, stamped engineer's cost	stamped engineer's cost	
J) Urban Growth Boundary Change Request	\$ 5,000.00	\$ 6,000.00	\$ 1,000.00
K) Variance	\$ 1,000.00	\$ 2,000.00	\$ 1,000.00
L) Zone Change	\$ 2,500.00	\$ 3,000.00	\$ 500.00
M) Land use pre application fee	\$ 300.00	\$ 500.00	\$ 200.00
<u>Other Planning Fees</u>			
N) Appeal			
1. Decision Without a Public Hearing	\$ 250.00	Remove	
2. Decision With Public Hearing	Actual Costs	Remove	
a. To Council		\$ 1,500.00	
b. To Planning Commission		\$ 750.00	
O) Certified Abutters List + Address Label Sets	\$ 25.00	\$ 100.00	\$ 75.00
P) Copies			
1. Comprehensive Plan	\$ 75.00	Remove	
2. Development Code	\$ 35.00	Remove	
3. Subdivision Ordinance	\$ 15.00	Remove	
4. Master Plans	\$ 75.00	Remove	
Q) Floodplain Development Permit	\$ 200.00	\$ 750.00	\$ 550.00
R) Administrative Fee	10% of billable charges	10% of billable charges	
S) Notice Fee	\$ 60.00	\$ 100.00	\$ 40.00
T) Right-of-Way Utility Construction Permit			
1. Major (Costs Greater than \$15,000)	\$ 200.00	\$ 2,000.00	\$ 1,800.00
2. Minor (Costs Under \$15,000)	\$ 50.00	\$ 1,200.00	\$ 1,150.00
U) Vacation of Property	\$ 500.00	\$ 3,000.00	\$ 2,500.00
V) Code Interpretation	\$ 500.00	Remove	
W) Code Text Amendment	\$ 2,500.00	\$ 2,500.00	\$ -
X) Legal Lot Determination	\$ 400.00	Remove	
Y) Final Plat Review	\$ 200.00	\$ 750.00	\$ 550.00
Z) Non-Conforming Use/Zoning Confirmation	\$ 250.00	Remove	
AA) Historic Review	\$ 150.00	\$ 300.00	\$ 150.00
BB) Willamette Greenway	\$ 200.00	\$ 3,000.00	\$ 2,800.00
<u>Building</u>			
A) Sign Permits			
1. 0-35 SF	\$ 60.00	Remove	
2. 36-60 SF	\$ 90.00	Remove	
3. 61-100 SF	\$ 160.00	Remove	
4. 101-150 SF	\$ 200.00	Remove	
A) Sign Permits			
1. Pole Signs			
a. 0-32 SF		\$ 122.00	
b. 33-64 SF		\$ 243.00	
c. 65-96 SF		\$ 365.00	
d. 97+SF		\$ 486.00	
2. Building Signs			
a. 0-32 SF		\$ 60.00	
b. 33-64 SF		\$ 90.00	
c. 65-96 SF		\$ 160.00	
d. 97+ SF		\$ 200.00	
B) Fence Permit	\$ 35.00	\$ 35.00	\$ -
C) Mobile Home Placement	\$ 297.00	\$ 297.00	\$ -
D) Building Moving Permit	\$ 100.00	\$ 500.00	\$ 400.00
E) Business Occupancy Certification	\$ 75.00	\$ 75.00	\$ -

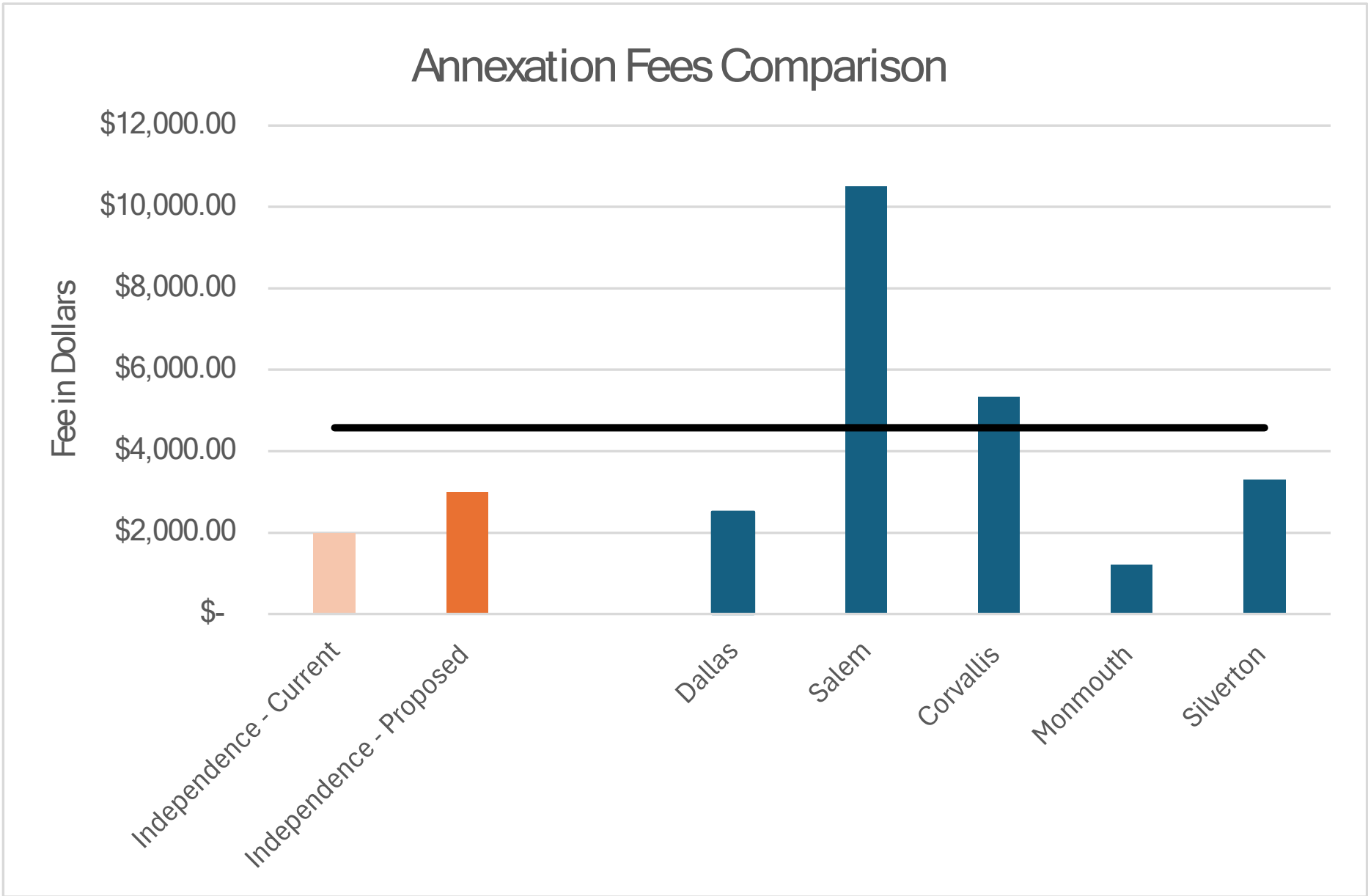
Appendix I – Proposed Fee Schedule

Park Use					
A) Park Rental			\$	100.00	
B) Amphitheater Rental			\$	500.00	
C) Stage Rental			\$	500.00	
D) Rental Cleaning Deposit				1/2 of rental cost, due upfront (refundable)	
E) Bike Campground Nightly Fee			\$	10.00	
A) Neighborhood Parks, Riverview Park Picnic Areas					
1. Civic/Not-for-Profit	\$	20.00	Remove		
2. Private	\$	35.00	Remove		
3. Commercial	\$	60.00	Remove		
4. Additional Weekends Reserves	\$	50.00	Remove		
B) Riverview Park Amphitheater (based on attendance)					
1. 0-74	\$	100.00	Remove		
2. 75-299	\$	150.00	Remove		
3. 300-599	\$	300.00	Remove		
4. 600-999	\$	450.00	Remove		
5. 1000+	\$	600.00	Remove		
6. Additional fee if entry fee charged by organizer	\$	1.00	Remove		
C) Stage Rental					
1. Basic Stage-Commercial or For-Profit	\$	400.00	Remove		
2. Extended Stage - Commercial or For-Profit	\$	500.00	Remove		
3. Basic Stage - Non-Profit or Civic	\$	250.00	Remove		
4. Extended Stage - Non-Profit or Civic	\$	35.00	Remove		
5. Transport			Remove		
6. Stage Deployment Technician/ On-Site Technician	\$	50.00	Remove		
7. Sound Technicians & Equipment	\$	50.00	Remove		
8. Removal/Storage/Return of Stage Equipment	\$	150.00	Remove		
9. F) Spider Box for Stage Use	\$	500.00	\$	500.00	\$ -
PUBLIC WORKS					
A) Fire Hydrant Flow Meter Rental	\$	100.00	\$100.00 per month (bulk water) + usage per current base and usage rates per resolution		
B) Construction Base Water Rate	Current base and usage rates		rates per resolution		
C) Driveway Curb Out	\$	30.00			
C) Right-of-Way Permit			\$50.00 minimum, up to \$100.00		
D) Miscellaneous Equipment			Hourly rate per federal public works rate		
E) Equipment Operator			Hourly rate per federal public works rate		
F) Development Review and Inspections					
1. Plan Review			1% of an approved public improvement estimate		
2. Construction Inspection			4% of an approved public improvement estimate		
G) Zone of Benefit (Public Improvements)					
1. Deposit	\$	500.00	Remove		
2. Base Fee	\$	1,500.00	Remove		

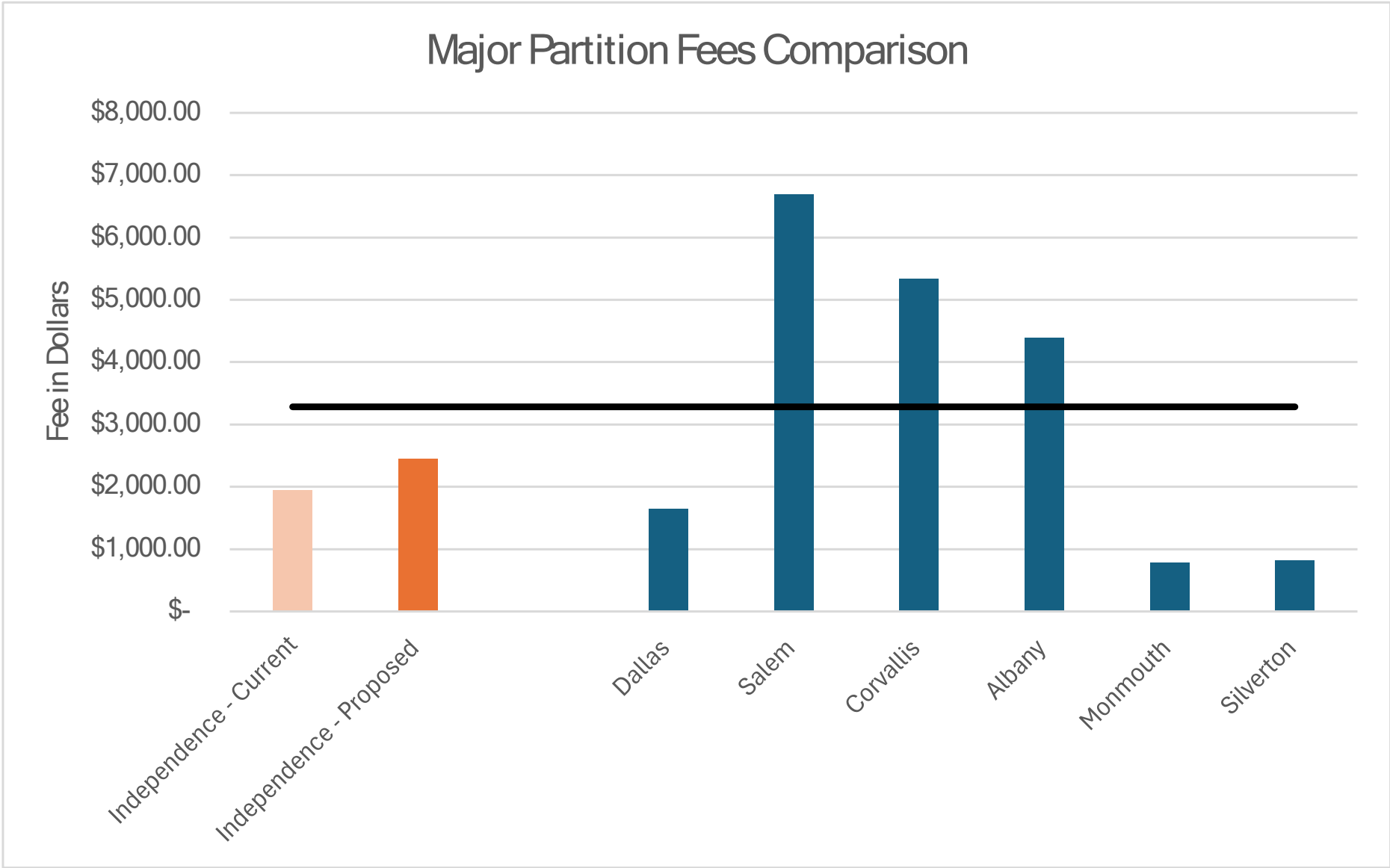
Appendix I – Proposed Fee Schedule

ENTERPRISE OPERATIONS			
<u>Utility Billing and Collection</u>			
1. Deposits	\$	150.00	Remove
2. Miscellaneous			
a. Posting Fee	\$	15.00	Remove
b. Late Charge	10% (\$10.00 minimum)		Remove
c. Reinstatement Fee	\$	50.00	Remove
d. Tampering Fee	\$	50.00	Remove
<u>Water Utility</u>			
Rates - Residential, Commercial, Industrial (Meter Size)			
1. 5/8" - 3/4"	\$	34.79	Remove
2. 1"	\$	73.06	Remove
3. 1-1/4"	\$	107.89	Remove
4. 1-1/2"	\$	153.12	Remove
5. 2"	\$	264.47	Remove
6. 3"	\$	584.62	Remove
7. 4"	\$	1,026.55	Remove
8. 6"	\$	2,300.16	Remove
9. Usage Rate per 100 Cubic Feet of Water	\$	3.33	Remove
Private Fire Protection: Hydrants/Sprinklers			
1. 2"	\$	7.83	Remove
2. 4"	\$	10.43	Remove
3. 6"	\$	18.26	Remove
Public Fire Protection			
1. Annual Fee	\$	1,605.65	Remove
Service Connection Fees and Meter (Service Size)			
1. 3/4"	\$	250.00	Remove
2. 1"	\$	282.00	Remove
3. 1-1/2"	\$	970.00	Remove
4. 2"	\$	1,100.00	Remove
5. 3"	\$	1,850.00	Remove
6. 4"	\$	1,900.00	Remove
7. 6"	\$	2,700.00	Remove
SYSTEM DEVELOPMENT CHARGES			
Water			
1. Residential			
a. Single Family Unit	\$	2,786.00	Remove
b. Multi-Family Unit	\$	2,226.00	Remove
2. Commercial Building			
a. 3/4" meter	\$	2,226.00	Remove
b. 1" meter	\$	3,961.00	Remove
c. 1 1/2" meter	\$	8,906.00	Remove
d. 2" meter	\$	15,833.00	Remove
e. 3" meter	\$	39,667.00	Remove
f. 4" meter	\$	63,501.00	Remove
Stormwater			
1. Single Family Unit	\$	937.00	Remove
2. Multi-family unit	\$	590.00	Remove
3. Commercial Building	\$	472.00	Remove
Parks			
1. Single Family Unit	\$	4,372.00	Remove
2. Multi-family unit	\$	4,076.00	Remove

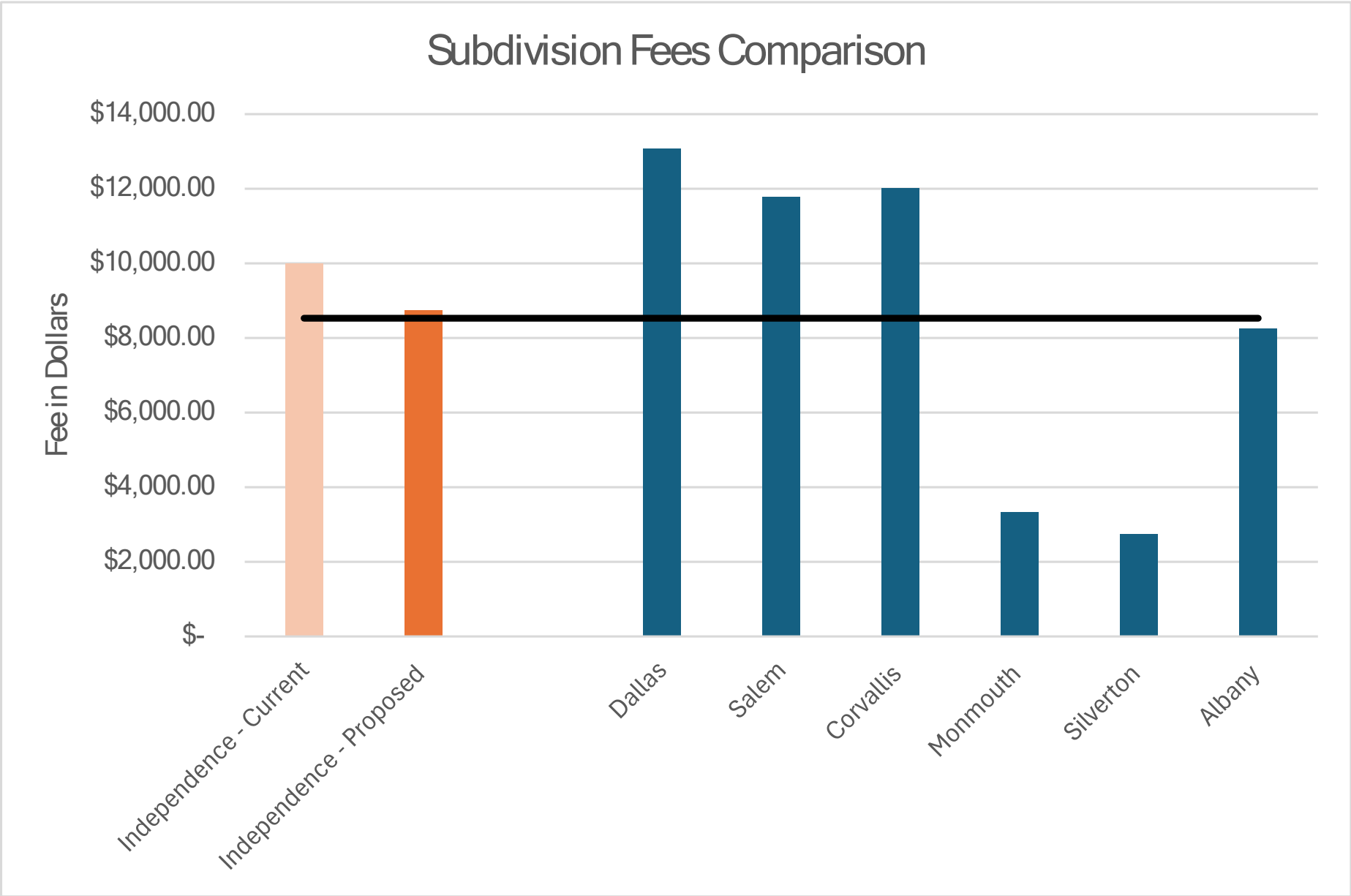
Appendix II – Annexation Fees



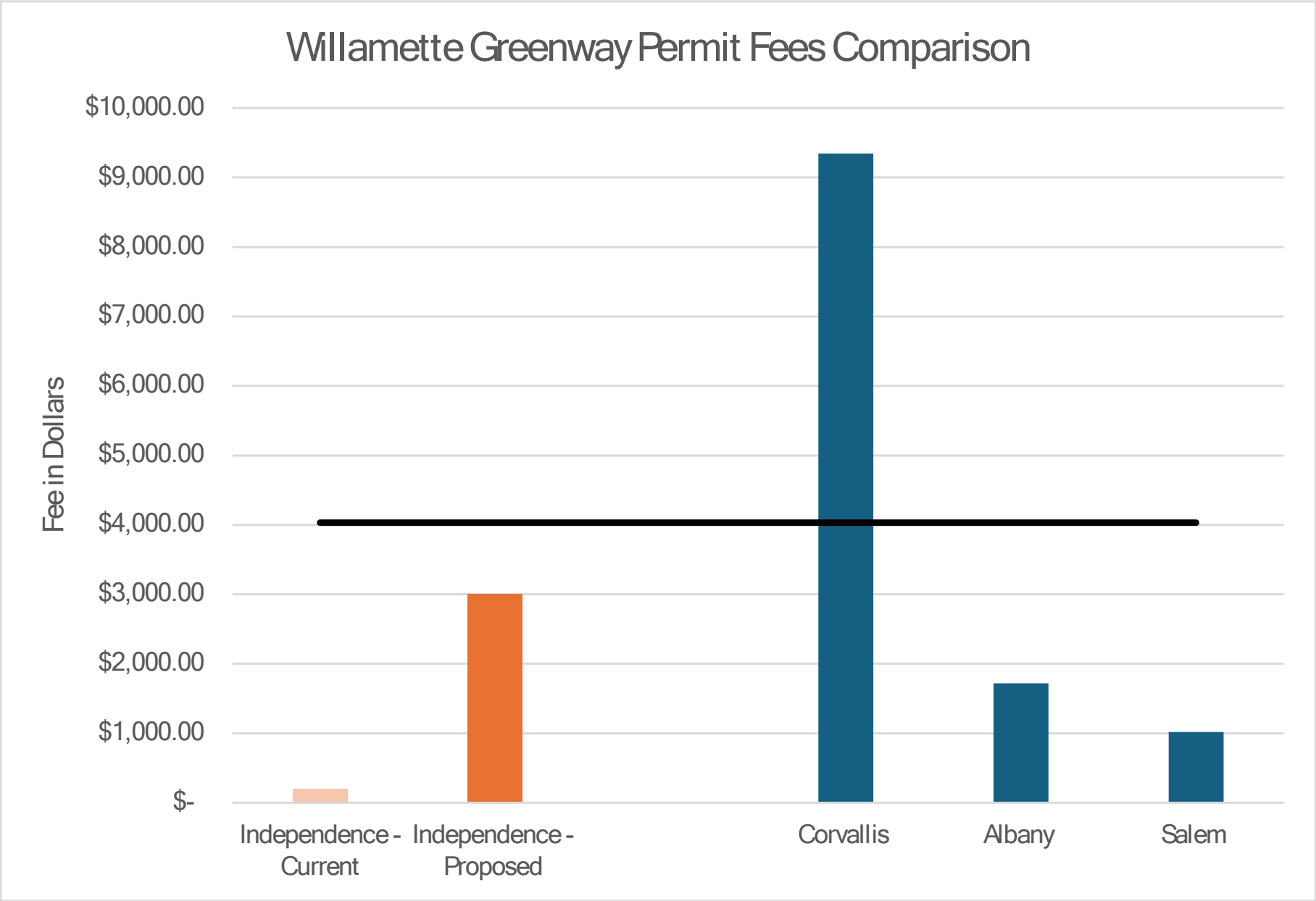
Appendix III – Major Partition Fees



Appendix IV – Subdivision Fees



Appendix V – Willamette Greenway Permit Fees



Changes to Fee Schedule

Post 10/28/2025 Council Work Session

January 27, 2026

Legend	
	Current Fee: Amount currently charged by the City
	Original Proposal: Amount suggested during 10/28/2025 work session
	Proposed Fee Post Input: Changes or additions to current or originally proposed fees

Contents

Administration.....	3
Library.....	5
Museum.....	6
Municipal Court.....	7
Police Department.....	8
Planning.....	9
Building.....	10
Park Use.....	11
Public Works.....	12
Enterprise Operations.....	13
System Development Charges.....	14

Administration				
Fee Description	Current Fee	Original Proposal	Current Proposed Fee Post Input	Comments
A) Copies of Public Records				
1. Research Fee 10-30 mins	\$ 25.00	Remove		
2. Research Fee >30 mins	Personnel costs	Remove		
1. Research Fees				
Actual Time, 15-Minute Minimum/15-Minute Increments				
a. Staff		\$ 45.00	\$ 45.00	
b. Manager		\$ 60.00	\$ 60.00	
c. Director		\$ 80.00	\$ 80.00	
3. Redaction Fee	Personnel costs	Remove		
4. Hard Copies				
a. Standard	\$ 0.25	Remove		
b. Non-Standard	Actual cost	Remove		
2. Hard Copies				
a. B&W		\$ 0.25	\$ 0.25	
b. Color		\$ 0.50	\$ 1.00	Suggested to increase per Council or Corr
5. Digital Copies	\$ 0.25	Remove		
6. CD/DVD/Flash Drive	\$ 5.00	Remove		
3. Flash Drive		\$ 5.00	\$ 5.00	+ Research time charged seperately
7. Electronic Search of City Server	Actual cost	Remove		
B) Facsimile				
1. Send	\$ 2.00	Remove		
2. Receive	\$ 1.50	Remove		
C) Courtesy Photocopies of Non-City Documents				
1. Standard B&W	\$ 0.25	Remove		
2. Standard Color	\$ 0.50	Remove		
3. 11x17 B&W	\$ 0.50	Remove		
4. 11x17 Color	\$ 1.00	Remove		
D) B) Copy of Municipal Code	\$ 75.00	\$ 75.00	\$ 75.00	
E) C) Appeal Fee	\$ 200.00	\$ 200.00	\$ 200.00	
F) D) Lien Search Fee	\$ 25.00	\$ 35.00	\$ 35.00	
G) Dog Hobby Kennel Application				
1. Commercial	\$ 125.00	Remove		
2. Private Hobby	\$ 30.00	Remove		
H) Backyard Chicken Permit				
1. Application Fee	\$ 40.00	Remove		
2. Renewal Fee	\$ 15.00	Remove		
I) E) Temporary RV Parking Permit	\$ 25.00	\$ 25.00	\$ 25.00	
F) Business Licenses				
1. Application Fee		\$ 100.00	\$ 100.00	
2. Renewal		\$ 100.00	\$ 100.00	
G) Liquor License Applications				Liquor license applications were moved to admin from PD requested by PD personnel.
1. New	\$ 100.00	\$ 100.00	\$ 100.00	
2. Renewal Fee	\$ 35.00	\$ 50.00	\$ 50.00	
3. Change (Ownership, Location, Privilege)	\$ 75.00	\$ 100.00	\$ 100.00	
4. Compliance Plan	\$ 250.00	\$ 250.00	\$ 250.00	
5. Temporary Permit	\$ 35.00	\$ 50.00	\$ 50.00	
J) Business Licenses:				
1. Taxicab Businesses				
a. Application Fee (New Business)	\$ 100.00	Remove		
b. Application Fee (Renewal)	\$ 35.00	Remove		
c. Transport Rates:				
i. Minimum Charge (Meter Drop)	\$ 2.50	Remove		
ii. Base Mileage Rate	\$ 2.50	Remove		
iii. Increments	\$ 0.25	Remove		
iv. Wait Time	\$ 30.00	Remove		
v. Fuel Surcharge	\$ 2.00	Remove		
2. Entertainment Businesses				
a. Amusement Device				
i. 1-4 Devices	\$ 50.00	Remove		
ii. 5-15 Devices	\$ 250.00	Remove		
iii. 16+ Devices	\$ 250.00	Remove		
b. Dance floor				
i. Closing time at or before 1:00am	\$ 150.00	Remove		
ii. Closing time after 1:00am	\$ 200.00	Remove		
3. Cigarette Vending Machine	\$ 30.00	Remove		

4. Auction or Auctioneers					
a. Class 1, Regular Auction	\$	200.00	Remove		
b. Class 2, Temporary Auction	\$	25.00	Remove		
c. Class 3, Closing Out Auction	\$	25.00	Remove		
d. Class 4, Storage or Temporary Auction	\$	200.00	Remove		
e. Class 5, Temporary Benefit Auctions	\$	5.00	Remove		
5. Peddler or Solicitor					
a. Individual	\$	25.00	Remove		
b. Crew License	\$	50.00	Remove		
6. Secondhand Junk Dealer	\$	25.00	Remove		
7. Mobile Vending					
a. Base Fee	\$	35.00	Remove		
b. With Site Plan	\$	75.00	Remove		
8. Social Games	\$	50.00	Remove		
9. Public Dancing	\$	50.00	Remove		
10. Marijuana Businesses					
a. Retailers					
i. Application Fee	\$	500.00	Remove		
ii. Renewal Fee	\$	300.00	Remove		
b. Wholesalers/Manufacturers/Processors					
i. Application Fee		Actual Costs	Remove		
ii. Renewal Fee	\$	1,000.00	Remove		
11. E-Scooter Businesses					
a. Initial License	\$	500.00	Remove		
b. Renewals	\$	200.00	Remove		
c. Per ride fee	\$	0.05	Remove		
K) Business Registration					
1. Application Fee (New Business)	\$	25.00	Remove		
2. Annual Renewal	\$	15.00	Remove		
H) Notorizations				\$	10.00
M) I) NSF Fees	\$	35.00	\$	35.00	Added per Finance
J) Facilities Rental					
1. Conference Room					
a. Half Day (Plus Cleaning Fee)			\$	50.00	
b. Full Day (Plus Cleaning Fee)			\$	100.00	
c. Cleaning Fee			\$	25.00	
a. Rental Fee Per Hour				\$	10.00
b. Cleaning Fee (Refundable Deposit)				\$	50.00
					Changed to per hour per Councilor Corr, it was also suggested to add a separate fee for non-profits - will need to be discussed

Library				
Fee Description	Current Fee	Original Proposal	Current Proposed Fee Post Input	Comments
A) Overdue Charges Per Hour - Laptop Checkout	\$ 5.00	Remove		
B) Printouts	\$ 0.10	Remove		Standardized under admin
C) Copies				Standardized under admin
1. B&W	\$ 0.10	Remove		
2. Color	\$ 1.00	Remove		
D) Lost Items - Base	\$ 5.00	\$ 5.00	\$ 5.00	
1. Replacement Item or Cost of Replacement Item	Actual cost	Actual cost	Actual cost	
E) Processing Fee/Item	\$ 5.00	\$ 5.00	\$ 5.00	
F) Non-Resident Card				
1. Within CCRLS Region	\$ 60.00	\$ 60.00	\$ 60.00	
2. Outside CCRLS Region	\$ 75.00	\$ 75.00	\$ 75.00	
3. Local Option Card	\$ 35.00	\$ 35.00	\$ 35.00	
G) Replacement Library Card	\$ 1.00	\$ 1.00	\$ 1.00	
H) Keychain Library Card	\$ 1.00	\$ 1.00	\$ 3.00	Suggested to increase per Councilor Corr
I) Facility Fees				
1. Conference room, in excess of 4 hours	\$ 50.00	Remove		Standardized under admin
2. Conference room, off hours fee	\$ 25.00	Remove		
3. Coffee	\$ 3.00	Remove		

Museum				
Fee Description	Current Fee	Original Proposal	Current Proposed Fee Post Input	Comments
A) Copy Fees				Standardized under admin
1. Photocopies	\$ 0.25	Remove		
B) Research Fees				Standardized under admin
1. 10-30 minutes staff time	\$ 25.00	Remove		
2. Each additional 30 minutes	\$ 25.00	Remove		
C) Shipping and Handling	Actual cost + \$3.95	Remove		
A) Postage		Actual Cost	Actual Cost	
D) Data and Media on CD/DVD/Flash drive	\$ 5.00			
B) Data and Media on Flash Drive		\$ 5.00	\$ 5.00	
E) Facility Fees				Standardized under admin
1. Conference room rental up to 4 hours				
a. Civic/not for profit	\$ 20.00	Remove		
b. Private	\$ 30.00	Remove		
2. Conference room, in excess of 4 hours	\$ 50.00	Remove		
3. Conference room, late meetings	\$ 25.00	Remove		
4. Conference room, cleaning deposit	\$ 30.00	Remove		
5. Coffee				
a. 1-8 Servings	\$ 10.00	Remove		
b. 9+ Servings	\$ 25.00	Remove		
C) Display Rentals				Add development and shipping fee - suggestion per Council or Corr
1. 90-Day Rental Fee		\$ 1,600.00	\$ 1,600.00	
2. Refundable Deposit		\$ 300.00	\$ 300.00	

Municipal Court				
Fee Description	Current Fee	Original Proposal	Current Proposed Fee Post Input	Comments
A) DMV Search	\$ 5.00	\$ 5.00	\$ 5.00	
B) Handling	20% outstanding balance (one-time fee)	20% outstanding balance (one-time fee)	20% outstanding balance (one-time fee)	
C) Collections	25% outstanding balance (maximum \$250)	25% outstanding balance (maximum \$250)	25% outstanding balance (maximum \$250)	
D) Suspension Package	\$ 11.50	\$ 11.50	\$ 11.50	
E) Judges Letters	\$ 25.00	\$ 25.00	\$ 25.00	

Police Department				
Fee Description	Current Fee	Original Proposal	Current Proposed Fee Post Input	Comments
A) Copy Fees				Standardized under admin
1. Photocopies	\$ 1.00	Remove		
2. Audio/Video/CD/DVD	\$ 20.00	Remove		
3. Electronic Search of City Server	\$ 20.00	Remove		
4. Test Score Transfer	\$ 12.00			
5. Non Standard Documents	Actual costs	Remove		
6. Police Video/Blurring/Electronic Redaction	\$ 20.00	Remove		
B) Facsimile				
1. Send	\$ 2.00	Remove		
2. Receive	\$ 1.50	Remove		
C) Fingerprinting				
1. First Card	\$ 20.00	\$ 20.00	\$ 20.00	
2. Each Additional Card	\$ 10.00	\$ 10.00	\$ 10.00	
D) Photos	\$ 8.00	Remove		
E) False Alarms				
1. Business and Residential (per calendar year)				
a. 1st Two Alarms	No charge	No charge		
a. 1st Alarm			No charge	
b. 2nd Alarm			\$ 15.00	Added per Councilor Corr
b. c. 3rd Alarm	\$ 25.00	\$ 50.00	\$ 50.00	
c. d. 4th Alarm	\$ 50.00	\$ 100.00	\$ 100.00	
d. e. 5th Alarm and Greater	\$ 100.00	\$ 200.00	\$ 200.00	
2. Other (Car Alarms, etc.)				
a. 1st - 3rd Alarms	No charge	Remove		
b. Greater than 4 Alarms	\$ 25.00	Remove		
F) Vehicle Tows - Administrative Fee	\$ 75.00	\$ 100.00	\$ 100.00	
G) Vehicle Impound Daily Rate	\$ 35.00	\$ 50.00	\$ 50.00	
H) Dog Licenses				** Consider adding a senior discount - Councilor Corr suggestion
1. Spayed or Neutered				
a. One Year	\$ 10.00	\$ 20.00	\$ 15.00	Lowered fee to be consistent with what the county charges
b. 13-36 Months	\$ 1.00	Remove	\$ 2.00	Do not remove and increase by \$1 per PD Personnel
c. Three Years	\$ 26.00	\$ 50.00	\$ 45.00	Lowered fee to be consistent with what the county charges
2. Non spayed or neutered				
a. One Year	\$ 25.00	\$ 50.00	\$ 30.00	Lowered fee to be consistent with what the county charges
b. 13-36 Months	\$ 2.00	Remove	\$ 3.00	Do not remove and increase by \$1 per PD Personnel
c. Three Years	\$ 75.00	\$ 100.00	\$ 80.00	Lowered fee to be consistent with what the county charges
3. Late Fee	\$ 15.00	\$ 15.00	Remove	Removed per Councilor Corr
I) Dog Impound Fee (Per Calendar Year)				
1. Impound Fee				
a. First Impound	\$ 35.00	\$ 50.00	\$ 50.00	
b. Second Impound	\$ 55.00	\$ 75.00	\$ 75.00	
c. Each Subsequent Impound	\$ 100.00	\$ 100.00	\$ 100.00	
2. Daily Boarding Fee	\$ 20.00	\$ 50.00	\$ 20.00	
J) Records Research				Standardized under admin
1. Research Request Under 10 Minutes	\$ 5.00	Remove	\$ 10.00	Do not remove and increase by \$1 per PD Personnel
a. Copy of Report (Per Page)			\$ 1.00	Add per PD Personnel
2. 10 Minutes - 2 Hours	\$ 25.00	Remove		
3. Over 2 Hours		Remove		
2. Police Video/Blurring/Electronic Redaction		Remove	Actual Cost	Add per PD Personnel
3. Photos (Each)		Remove	\$ 1.00	Add per PD Personnel
K) Personnel Costs				
1. Court Issued Subpoena Defense	\$ 35.00	Remove		
2. Private Police Service Contracting				
a. Regular Officers	\$ 65.00	Remove		
b. Reserve or Cadet Officers	\$ 35.00	Remove		
L) Parking Violations				** Consider expanding fees for specific violations - Councilor Corr suggestion
1. All Violations of IMC32-151 Through 166	\$ 20.00	\$ 20.00	\$ 20.00	
2. Late Payment Fee	\$ 30.00	\$ 40.00	\$ 40.00	

Planning				
Fee Description	Current Fee	Original Proposal	Current Proposed Fee Post Input	Comments
Land Use Application Fees				
A) Annexation Petition	\$ 2,000.00	\$ 3,000.00	\$ 3,000.00	
B) Comprehensive Plan Change Request	\$ 2,500.00	\$ 4,000.00	\$ 4,000.00	
C) Conditional Use	\$ 2,000.00	\$ 3,000.00	\$ 3,000.00	
D) Manufactured Home Dwelling Park - Base	\$ 1,500.00	\$ 2,000.00	\$ 2,500.00	Make consistent (D, F, and I)
1. Per Dwelling Unit	\$ 150.00	\$ 150.00	\$ 125.00	Make consistent (D, F, and I)
E) Partitions				
1. Major	\$ 1,500.00	\$ 2,000.00	\$ 2,000.00	
2. Minor	\$ 250.00	\$ 1,000.00	\$ 1,000.00	
F) Lot Line Adjustment	\$ 400.00	\$ 500.00	\$ 400.00	Keep fee the same amount per Fred
G) Planned Unit Development	\$ 1,500.00	\$ 2,000.00	\$ 2,500.00	Make consistent (D, F, and I)
1. Per Dwelling Unit	\$ 150.00	\$ 150.00	\$ 125.00	Make consistent (D, F, and I)
H) Site Design Review				
1. Type I	\$ 2,000.00	\$ 1,500.00	\$ 1,500.00	
2. Type II	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
I) Subdivisions				
1. Tentative Subdivision Application Filing Fee - Base	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	Make consistent (D, F, and I)
2. Per Lot	\$ 150.00	\$ 125.00	\$ 125.00	Make consistent (D, F, and I)
3. Inspection Fee Per 90.60.075(I)(1)	4% of an approved, stamped engineer's cost	4% of an approved, stamped engineer's cost		
J) Urban Growth Boundary Change Request	\$ 5,000.00	\$ 6,000.00	\$ 6,000.00	
K) Variance	\$ 1,000.00	\$ 2,000.00	\$ 2,000.00	
L) Zone Change	\$ 2,500.00	\$ 3,000.00	\$ 3,000.00	
M) Land use pre application fee	\$ 300.00	\$ 500.00	Remove	Remove single fee and add tiers per Fred
1. Without Subsequent Land Use Review			\$ 200.00	Added per Fred
2. With Subsequent Land Use Review			\$ 400.00	Added per Fred
N) Limited Land Use Decision			\$ 1,000.00	These are relatively new in state law, and we do not have a fee currently. Similar to minor partition process
O) Middle Housing Land Division			\$ 1,000.00	These are relatively new in state law, and we do not have a fee currently. Similar to minor partition process
P) Housing Land Use Adjustment			\$ 600.00	These are relatively new in state law, and we do not have a fee currently. Fee estimate based on anticipated workload
Other Planning Fees				
N) Appeal				
1. Decision Without a Public Hearing	\$ 250.00	Remove	Remove	Remove per Fred
2. Decision With Public Hearing	Actual Costs	Remove		
a. To Council		\$ 1,500.00	\$ 1,500.00	
b. To Planning Commission		\$ 750.00	\$ 750.00	
O) Certified Abutters List + Address Label Sets + Notice Fee	\$ 25.00	\$ 100.00	\$ 100.00	Add notice fee and combine
P) Copies				
1. Comprehensive Plan	\$ 75.00	Remove		
2. Development Code	\$ 35.00	Remove		
3. Subdivision Ordinance	\$ 15.00	Remove		
4. Master Plans	\$ 75.00	Remove		
Q) Floodplain Development Permit	\$ 200.00	\$ 750.00	\$ 750.00	
R) Administrative Fee	10% of billable charges	10% of billable charges	10% of billable charges	
S) Notice Fee	\$ 60.00	\$ 100.00	Remove	Combine with line item O
T) Right-of-Way Utility Construction Permit				
1. Major (Costs Greater than \$15,000)	\$ 200.00	\$ 2,000.00	\$ 2,000.00	
2. Minor (Costs Under \$15,000)	\$ 50.00	\$ 1,200.00	\$ 1,200.00	
U) Vacation of Property	\$ 500.00	\$ 3,000.00	\$ 3,000.00	
V) Code Interpretation	\$ 500.00	Remove		Falls under research fee
W) Code Text Amendment	\$ 2,500.00	\$ 2,500.00	\$ 3,000.00	Increase per Fred
X) Legal Lot Determination	\$ 400.00	Remove		Falls under research fee
Y) Final Plat Review	\$ 200.00	\$ 750.00	\$ 500.00	Reduce per Fred
Z) Non-Conforming Use/Zoning Confirmation	\$ 250.00	Remove		Falls under research fee
AA) Historic Review	\$ 150.00	\$ 300.00	\$ 150.00	Reduce per Fred
BB) Willamette Greenway	\$ 200.00	\$ 3,000.00	\$ 2,800.00	Reduce per Fred
CC) Community Trolley Tours				
Less than 10 - guided			\$ 50.00	Add per Councilor Corr
Greater than 10 - guided			\$ 100.00	Add per Councilor Corr
Self guided - per person			\$ 5.00	Add per Councilor Corr

Building				
Fee Description	Current Fee	Original Proposal	Current Proposed Fee Post Input	Comments
A) Sign Permits				
1. 0-35 SF	\$ 60.00	Remove		
2. 36-60 SF	\$ 90.00	Remove		
3. 61-100 SF	\$ 160.00	Remove		
4. 101-150 SF	\$ 200.00	Remove		
A) Sign Permits				
1. Pole Signs				
a. 0-32 SF		\$ 122.00	\$ 122.00	
b. 33-64 SF		\$ 243.00	\$ 243.00	
c. 65-96 SF		\$ 365.00	\$ 365.00	
d. 97+SF		\$ 486.00	\$ 486.00	
2. Building Signs				
a. 0-32 SF		\$ 60.00	\$ 60.00	
b. 33-64 SF		\$ 90.00	\$ 90.00	
c. 65-96 SF		\$ 160.00	\$ 160.00	
d. 97+ SF		\$ 200.00	\$ 200.00	
B) Fence Permit	\$ 35.00	\$ 35.00	\$ 35.00	
C) Mobile Home Placement	\$ 297.00	\$ 297.00	\$ 297.00	
D) Building Moving Permit	\$ 100.00	\$ 500.00	\$ 500.00	
E) Business Occupancy Certification and Business Change of Use	\$ 100.00	\$ 100.00	\$ 100.00	

Park Use				
Fee Description	Current Fee	Original Proposal	Current Proposed Fee Post Input	Comments
A) Park Rental		\$ 100.00	\$ 100.00	
B) Amphitheater Rental		\$ 500.00	\$ 500.00	
C) Stage Rental		\$ 500.00	\$ 500.00	
D) Rental Cleaning Deposit		1/2 of rental cost, due upfront (refundable)	1/2 of rental cost, due upfront (refundable)	
E) Bike Campground Nightly Fee		\$ 10.00	\$ 10.00	
F) Event Camping (per vehicle)			\$ 10.00	Add per Shawn
A) Neighborhood Parks, Riverview Park Picnic Areas	\$ 20.00	Remove		
1. Civic/Not-for-Profit	\$ 35.00	Remove		
2. Private	\$ 60.00	Remove		
3. Commercial	\$ 50.00	Remove		
4. Additional Weekends Reserves				
B) Riverview Park Amphitheater (based on attendance)	\$ 100.00	Remove		
1. 0-74	\$ 150.00	Remove		
2. 75-299	\$ 300.00	Remove		
3. 300-599	\$ 450.00	Remove		
4. 600-999	\$ 600.00	Remove		
5. 1000+	\$ 1.00	Remove		
6. Additional fee if entry fee charged by organizer				
C) Stage Rental	\$ 400.00	Remove		
1. Basic Stage-Commercial or For-Profit	\$ 500.00	Remove		
2. Extended Stage- Commercial or For-Profit	\$ 250.00	Remove		
3. Basic Stage- Non-Profit or Civic	\$ 35.00	Remove		
4. Extended Stage- Non-Profit or Civic		Remove		
5. Transport	\$ 50.00	Remove		
6. Stage Deployment Technician/ On-Site Technician	\$ 50.00	Remove		
7. Sound Technicians & Equipment	\$ 150.00	Remove		
8. Removal/Storage/Return of Stage Equipment	\$ 500.00	\$ 500.00	\$ 500.00	
9. F) Spider Box for Stage Use				

Public Works				
Fee Description	Current Fee	Original Proposal	Current Proposed Fee Post Input	Comments
A) Fire Hydrant Flow Meter Rental	\$ 100.00	\$100.00 per month (bulk water) + usage per resolution	\$100.00 per month (bulk water) + usage per resolution	
B) Construction Base Water Rate	Current base and usage rates	Current base and usage rates per resolution	Current base and usage rates per resolution	
C) Driveway Curb Out	\$ 30.00	Remove		
C) Right-of-Way Utility Construction Permit				
1. Major (Costs Greater than \$15,000)	\$ 200.00	\$ 100.00	\$ 100.00	
2. Minor (Costs Under \$15,000)	\$ 50.00	\$ 50.00	\$ 50.00	
D) Miscellaneous Equipment	Hourly rate per federal public works rate	Hourly rate per federal public works rate	Hourly rate per federal public works rate	
E) Equipment Operator	Hourly rate per federal public works rate	Hourly rate per federal public works rate	Hourly rate per federal public works rate	
F) Development Review and Inspections				
1. Plan Review	1% of an approved public improvement estimate	1% of an approved public improvement estimate	1% of an approved public improvement estimate	
2. Construction Inspection	4% of an approved public improvement estimate	4% of an approved public improvement estimate	4% of an approved public improvement estimate	
G) Zone of Benefit (Public Improvements)				
1. Deposit	\$ 500.00	Remove		
2. Base Fee	\$ 1,500.00	Remove		

Enterprise Operations				
Fee Description	Current Fee	Original Proposal	Current Proposed Fee Post Input	Comments
<u>Utility Billing and Collection</u>				
1. Deposits	\$ 150.00	Remove		
2. Miscellaneous				
a. Posting Fee	\$ 15.00	Remove		
b. Late Charge	10% (\$10.00 minimum)	Remove		
c. Reinstatement Fee	\$ 50.00	Remove		
d. Tampering Fee	\$ 50.00	Remove		
<u>Water Utility</u>				
Rates - Residential, Commercial, Industrial (Meter Size)				
1. 5/8" - 3/4"	\$ 34.79	Remove		
2. 1"	\$ 73.06	Remove		
3. 1-1/4"	\$ 107.89	Remove		
4. 1-1/2"	\$ 153.12	Remove		
5. 2"	\$ 264.47	Remove		
6. 3"	\$ 584.62	Remove		
7. 4"	\$ 1,026.55	Remove		
8. 6"	\$ 2,300.16	Remove		
9. Usage Rate per 100 Cubic Feet of Water	\$ 3.33	Remove		
Private Fire Protection: Hydrants/Sprinklers				
1. 2"	\$ 7.83	Remove		
2. 4"	\$ 10.43	Remove		
3. 6"	\$ 18.26	Remove		
Public Fire Protection				
1. Annual Fee	\$ 1,605.65	Remove		
Service Connection Fees and Meter (Service Size)				
1. 3/4"	\$ 250.00	Remove		
2. 1"	\$ 282.00	Remove		
3. 1-1/2"	\$ 970.00	Remove		
4. 2"	\$ 1,100.00	Remove		
5. 3"	\$ 1,850.00	Remove		
6. 4"	\$ 1,900.00	Remove		
7. 6"	\$ 2,700.00	Remove		

System Development Charges				
Fee Description	Current Fee	Original Proposal	Current Proposed Fee Post Input	Comments
Water				
1. Residential				
a. Single Family Unit	\$ 2,786.00	Remove		
b. Multi-Family Unit	\$ 2,226.00	Remove		
2. Commercial Building				
a. 3/4" meter	\$ 2,226.00	Remove		
b. 1" meter	\$ 3,961.00	Remove		
c. 1 1/2" meter	\$ 8,906.00	Remove		
d. 2" meter	\$ 15,833.00	Remove		
e. 3" meter	\$ 39,667.00	Remove		
f. 4" meter	\$ 63,501.00	Remove		
Stormwater				
1. Single Family Unit	\$ 937.00	Remove		
2. Multi-family unit	\$ 590.00	Remove		
3. Commercial Building	\$ 472.00	Remove		
Parks				
1. Single Family Unit	\$ 4,372.00	Remove		
2. Multi-family unit	\$ 4,076.00	Remove		