

**BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON**

**RESOLUTION NO. 2017-058**

Resolution Establishing Land Use Administration Fees and Repealing Resolution No. 2016-065.

**The Multnomah County Board of Commissioners Finds:**

- a. On April 13, 2000, the Board adopted Ordinance No. 944 establishing land use fees by resolution.
- b. On June 2, 2016, the Board adopted Resolution No. 2016-065 establishing current land use fees.
- c. Multnomah County has entered into intergovernmental agreements with the cities of Portland and Troutdale to provide planning services for areas outside those city limits and within the urban growth boundaries.
- d. The Portland IGA requires that fees charged for such services must cover the full cost of their provision. The City has approved some land use service fees and it is necessary for the County to also adopt such increases in order to be in compliance with the full cost recovery required under the IGA.
- e. No change in fee rates is proposed. Instead, minor changes are proposed to clarify the language of the Land Use Services fee schedule and to add language to the Code Enforcement fee schedule to include citations currently adopted by administrative rule “Accessory Short Term Rental (ASTR) Enforcement.”
- f. All other aspects of the fee schedule established by Resolution No. 2016-065 are intended to remain in effect as set out below, and Resolution No. 2016-065 will be repealed.

**The Multnomah County Board of Commissioners Resolves:**

- 1. Land Use Planning Division fees for MCC Chapters 11.05, 11.15, 11.45, 37 and 38, excluding planning services provided under IGAs are set as follows:

|        | <b>Action</b>                          | <b>Fee</b> |
|--------|--|------------|
| Type I | Building Permit Review                 | \$53       |
|        | Address Assignment                     | \$85       |
|        | Address Reassignment (requires notice) | \$127      |
|        | Land Use Compatibility Review          | \$43       |
|        | Sign Permit                            | \$30       |
|        | Wrecker License Review                 | \$192      |

|                               | <b>Action</b>   | <b>Fee</b>  |
|-------------------------------|---|-------------|
|                               | DMV Dealer Review   | \$43        |
|                               | Grading and Erosion Control   | \$224       |
|                               | Floodplain Development Permit or Review (one & two family dwellings)          | \$85        |
|                               | Floodplain Development Permit (all other uses)                                | \$350       |
|                               | Moving of a Floating Home Permit  | \$95        |
| Type II                       | Health Hardship Permit  | \$571       |
|                               | Health Hardship Renewal   | \$95        |
|                               | Non-hearing Variance  | \$279       |
|                               | Exceptions and Lots of Exception  | \$130       |
|                               | Time Extension  | \$363       |
|                               | Administrative Decision by Planning Director                                  | \$833       |
|                               | Accessory Uses Determination  | \$701       |
|                               | Alteration of Nonconforming Use   | \$950       |
|                               | Lot of Record Verification  | \$622       |
|                               | Zoning Code Interpretation  | \$833       |
|                               | Willamette River Greenway   | \$692       |
|                               | Forest Dwelling   | \$1,476     |
|                               | Significant Environmental Concern   | \$709       |
|                               | Administrative Modification of Conditions established in prior contested case | \$589       |
|                               | Hillside Development  | \$544       |
|                               | National Scenic Area Site Review  | \$710       |
|                               | National Scenic Area Expedited Review   | \$100       |
|                               | Temporary Permit  | \$189       |
|                               | Design Review   | \$708       |
|                               | Category 3 Land Division  | \$549       |
|                               | Category 4 Land Division  | \$249       |
|                               | Property Line Adjustment  | \$610       |
|                               | Appeal of Administrative Decision   | \$250       |
|                               | Withdrawal of Application   |             |
|                               | - Before app. status letter written   | Full Refund |
|                               | - After status ltr. assess 4 hr.  | \$164       |
| Withdrawal of Appeal          |   |             |
| - After hearing notice mailed | No Refund   |             |

|                               | <b>Action</b>   | <b>Fee</b>  |
|-------------------------------|---|---|
| Type III                      | Planned Development   | \$2,198   |
|                               | Community Service   | \$1,832   |
|                               | Regional Sanitary Landfill  | \$2,365   |
|                               | Conditional Use (CU)  | \$1,832   |
|                               | CU for Type B Home Occupation   | \$852   |
|                               | Variance (hearing)  | \$603   |
|                               | Modifications of conditions on a prior hearings case w/ rehearing         | Full fee for original action                          |
|                               | Lots of Exception   | \$875   |
|                               | Category 1 Land Division - up to 20 lots                                  | \$1,613   |
|                               | Category 1 - Fee for each additional lot over 20                          | \$30  |
|                               | Other hearings case   | \$626   |
|                               | National Scenic Area Site Review  | \$1,832   |
|                               | Withdrawal of Application   |   |
|                               | - Before app. status letter written                                       | Full Refund   |
|                               | - After status ltr. assess 4 hr.  | \$164   |
| - After hearing notice mailed | No Refund   |   |
| Type IV                       | Legislative or Quasijudicial Plan Revision                                | \$2,290 deposit                                       |
|                               | Legislative or Quasijudicial Zone Change                                  | \$2,290 deposit                                       |
| Misc.                         | Pre-application conference  | \$431   |
|                               | Pre-application conference for home occupation                            | \$168   |
|                               | Notice Sign   | \$10  |
|                               | Research Fee (includes mailing list production) (2 hour deposit required) | \$41/hour   |
|                               | Photocopies   | \$.30 per page  |
|                               | Color aerial photograph   | \$6.40 each   |
|                               | Cassette tape recording of hearing  | \$30.00 first tape-<br>additional \$2.65<br>each tape |
|                               | Rescheduled hearing   | \$249   |
|                               | Inspection Fee  | \$77  |

|  | Action                                       | Fee            |
|--|--|----------------|
|  | Review of :<br>Lot Consolidations<br>Replats | \$148<br>\$249 |

2. Fees for planning services provided by the City of Troutdale under the IGA are as set by the City of Troutdale.
3. Fees for planning services provided by the City of Portland under IGA are set out in the attached Exhibit A.
4. This Resolution takes effect and Resolution No. 2016-065 is repealed on July 7, 2017.

**ADOPTED this 29th day of June, 2017.**



BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON

*Deborah Kafoury*

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Deborah Kafoury, Chair

REVIEWED:  
JENNY M. MADKOUR, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By *Jed Tomkins*  
Jed Tomkins, Assistant County Attorney

**Exhibit A (for Services Provided by Portland under IGA)**

| <b>Land Use Planning Fees for Portland Services under IGA Are Set as Follows:</b>  |             |               |
|--|-------------|---------------|
| <b>LAND USE REVIEWS</b>  | <b>Type</b> | <b>Amount</b> |
| <b>Adjustment Review</b>   |             |               |
| Site With Existing House/Duplex - Fences/Decks/Eaves <sup>1</sup>  | II          | \$1,300       |
| Site With Existing House/Duplex  | II          | \$1,993       |
| All Other Projects <sup>2</sup>  | II          | \$2,616       |
| <b>Comprehensive Plan Map Amendment With Zone Map Amendment</b>  |             |               |
| <b>Tier A -</b>  | III         | \$11,679      |
| <ul style="list-style-type: none"> <li>a. Site abuts or is within 200 feet of property zoned the same as what is proposed.</li> <li>b. Site and ownership no larger than 5,000 square feet.</li> <li>c. No Environmental or Greenway Zoning on site, and</li> <li>d. Application is accompanied by documentation from the Neighborhood Association stating that they are not opposed.</li> </ul> |             |               |
| <b>Tier B – Residential to Residential Upzoning</b>  | III         | \$15,088      |
| <b>Tier C – All Other Proposals</b>  | III         | \$21,257      |
| <b>Conditional Use</b>   |             |               |
| Type Ix  | Ix          | \$2,912       |
| Type II  | II          | \$3,464       |
| Type II - Radio Frequency Facilities   | II          | \$7,609       |
| Type III – New   | III         | \$12,588      |
| Type III - Existing  | III         | \$6,133       |
| Type III - Radio Frequency Facilities  | III         | \$16,379      |

<sup>1</sup>This category also includes small accessory buildings that do not require a building permit, storage sheds, mechanical equipment, and trellises.

<sup>2</sup> The fee for Sign Adjustments is the same as the Design/Historic Resource Review Tier A Fee.

| <b>Design / Historic Resource Review<sup>3</sup></b>  |               |   |
|---|---------------|---|
| <b>Tier A – Signs only</b>  | Ix, II or III |   |
| Sign 20 sq ft. or smaller   |               | \$945   |
| Sign > 20 sq. ft.   |               | \$1,365   |
| Each additional sign  |               | \$100 (maximum \$1,000) for signs                               |
| <b>Tier B – Radio Frequency/Wireless Facilities</b>   | Ix, II or III | \$5,000   |
| <b>Sites with an Existing House/Duplex</b>  |               |   |
| <b>Tier C</b> – dormer projects; or exterior alterations to building or site with no change to footprint or exterior development area, no change to stormwater facility and no increase in floor area, or impervious surface area.<br><i>(Examples: adding a dormer, changing windows, door locations, etc.)</i>  | Ix, II or III | \$0.032 of valuation minimum \$925 maximum \$5,000 plus \$66    |
| <b>Tier D</b> – exterior alterations to building or site with a change to footprint or exterior development area; a change to stormwater facility and an increase in footprint, floor area, or impervious surface area < 500 sq. ft.<br><i>(Examples: adding a porch, or other small additions, etc.)</i>   | Ix, II or III | \$0.032 of valuation minimum \$1,260 maximum \$5,000 plus \$177 |
| <b>Sites with Other Existing Development:</b>   |               |   |
| <b>Tier E</b> – dormer or exterior alterations to building or site with no change to footprint or exterior development area, no change to stormwater facility, and no increase in floor area or impervious surface space.<br><i>(Examples: new dormer on a fourplex; a 5-story apartment's windows changing; new awnings on storefront; lighting; mechanical equipment, etc.)</i> | Ix, II or III | \$0.032 of valuation minimum \$1,260 maximum \$5,250 plus \$100 |
| Project may include one or more signs   |               | Each additional sign \$100 (maximum \$1,000) for signs          |

<sup>3</sup> If the applicant does not provide the valuation, the maximum fee will be charged.



|  |     |  |
|--|-----|--|
| <b>Historic Landmark Demolition Review</b>                       | IV  | \$8,500  |
| <b>Impact Mitigation Plan</b>                                    |     |  |
| Amendment (Minor)  | II  | \$5,130  |
| Implementation   | II  | \$5,130  |
| New/Amendment (Major)  | III | \$23,250   |
| Amendment (Use)  | III | \$8,000  |
| <b>Land Division Review</b>                                      |     |  |
| Type Ix  | Ix  | \$5,750+ \$250 per lot and tract plus \$1,200 for new street, plus \$259   |
| Type IIx   | IIx | \$6,500+ \$250 per lot and tract plus \$1,200 for new street, plus \$722   |
| Type III   | III | \$7,500+ \$250 per lot and tract plus \$1,200 for new street, plus \$3,126 |
| 2-3 lot Land Division with Concurrent Environmental Review       | III | \$6,500+ \$400 per lot and tract plus \$2,000 for new street plus \$2,242  |
| 4 or more lot Land Division with Concurrent Environmental Review | III | \$8,500+ \$400 per lot and tract plus \$2,000 for new street plus \$3,706  |
| <b>Land Division Amendment Review</b>                            |     |  |
| Type Ix  | Ix  | \$2,012  |
| Type IIx   | IIx | \$2,771  |
| Type III   | III | \$8,952  |

|   |              |          |
|---|--------------|----------|
| <b>Land Division Final Plat Review / Final Development Plan Review</b>    |              |          |
| If preliminary with Type Ix with no street                                | Admin Review | \$2,662  |
| If preliminary was Type Ix or Iix with a street                           | Admin Review | \$4,096  |
| If preliminary was Type Iix with no street                                | Admin Review | \$3,982  |
| If preliminary was Type III   | Admin Review | \$6,329  |
| <b>Additional Review of Final Plat</b>                                    |              |          |
| A fee will be charged for each review after the second review             | n/a          | \$280    |
| <b>Lot Consolidation</b>  |              |          |
|   | Ix           | \$1,534  |
| <b>Master Plan</b>  |              |          |
| Minor Amendments to Master Plans  | II           | \$7,429  |
| New Master Plans or Major Amendments to Master Plans                      | III          | \$15,575 |
| <b>Non-conforming Situation Review</b>                                    |              |          |
|   | II           | \$4,922  |
| <b>Non-conforming Status Review</b>                                       |              |          |
|   | II           | \$2,259  |
| <b>Planned Development Review</b>   |              |          |
| Type Iix  | Iix          | \$5,688  |
| Type III  | III          | \$9,208  |
| <b>Planned Development Amendment / Planned Unit Development Amendment</b> |              |          |
| Type Iix  | Iix          | \$2,936  |
| Type III  | III          | \$8,796  |
| <b>Statewide Planning Goal Exception</b>                                  |              |          |
|   | III          | \$30,712 |
| <b>Tree Preservation Violation Review</b>                                 |              |          |
| Type II   | II           | \$2,773  |
| Type III  | III          | \$7,536  |
| <b>Tree Review</b>  |              |          |
| Type II   | II           | \$2,771  |
| <b>Zoning Map Amendment</b>   |              |          |
|   | III          | \$8,046  |

|   |        |  |
|---|--------|--|
| <b>Other Unassigned Reviews</b>   |        |  |
| Type I/Ix   | I/Ix   | \$2,624                                      |
| Type II / IIx   | II/IIx | \$3,081                                      |
| Type III  | III    | \$7,572                                      |
| <b>EARLY ASSISTANCE SERVICES</b>  |        |  |
| <b>Design Commission Advice Request</b>   |        | \$2,520                                      |
| <b>Early Assistance - Zoning</b>  |        |  |
| Written Info Only   |        | \$400  |
| Meeting and Written Info  |        | \$500  |
| <b>Pre-Application Conference</b>   |        | \$2,363                                      |
| <b>Pre-Permit Zoning Plan Check<sup>5</sup></b>                                     |        |  |
| House or Duplex   |        | \$200  |
| All Other Development   |        | \$450  |
| <b>Remedial Action Exempt Review – Conference</b>                                   |        | \$637  |
| <b>OTHER LAND USE SERVICES</b>  |        |  |
| <b>Additional Copies of Recording Documents</b>                                     |        | \$16   |
| <b>Appeals</b>  |        |  |
| Type II / IIx   |        | \$250  |
| Recognized Organizations as defined by Zoning Code Chapter 33.910                   |        | No Charge                                    |
| Type III  |        | 50% of LUS application fee (Maximum \$5,000) |
| <b>120-day Delay/HRI Removal (ranked structures only)</b>                           |        | \$242  |
| <b>Expert Outside Consultation<sup>6</sup>(Per hour above base fee)</b>             |        | \$116  |
| <b>Field Verifications By Land Use Staff (except for environmental plan checks)</b> |        | \$200  |
| <b>Hourly Rate for Land Use Services</b>  |        | \$148  |

<sup>5</sup> Planning and Zoning review of plans prior to building permit submittal.

<sup>6</sup> Expert consultation fee applies to plan check for cultural resources in the Columbia South Shore and Environmental Reviews.

|   |   |
|---|---|
| <b>Lot Confirmation<sup>7</sup></b>                     |   |
| Sites Without Buildings                                 | \$683   |
| Sites With House(s) or Duplex(es)                       | \$768   |
| Sites With Other Development                            | \$768   |
| <b>Mural Permit Fee</b>                                 | \$263   |
| Structural Plan Review Fee                              | \$149   |
| <b>Plan Check<sup>8</sup></b>                           |   |
| Commercial and Residential                              | \$2.12 per \$1,000 valuation<br>\$95 minimum  |
| Maximum Number of Allowable Checksheets                 | 2   |
| Rate per additional checksheet                          | \$184   |
| Community Design Standards Plan Check                   | \$0.0075 of valuation<br>(add to base fee;<br>maximum \$2,000 for house or duplex;<br>maximum \$5,000 for all other projects) |
| Convenience Store/Amenity Bonus Plan Check              | \$250 (add to base fee)   |
| Environmental Standards Plan Check & Field Verification | \$727 (add to base fee)   |
| Environmental Violation Plan Check                      | \$850 (add to base fee)   |
| Sign Permit Plan Check After Land Use Review            | \$150 (flat fee)  |
| Radio Frequency Facilities Plan <sup>9</sup> Check      | \$720 (flat fee)  |
| <b>Property Line Adjustment</b>                         |   |
| Sites Without Buildings                                 | \$707   |
| Sites With House(s) or Duplex(es)                       | \$793   |
| Sites With Other Development                            | \$845   |
| <b>Property Line Adjustment With Lot Confirmation</b>   |   |
| Sites Without Buildings                                 | \$1,390   |
| Sites With House(s) or Duplex(es)                       | \$1,561   |
| Sites With Other Development                            | \$1,613   |

<sup>7</sup> A Site Development fee of \$77 is charged when a review is required.

<sup>8</sup> If the applicant does not provide the valuation, the maximum fee will be charged.

<sup>9</sup> This includes all new wireless facilities as well as existing facilities where antennas are added or changed, or equipment cabinets are added or changed.

|  |                    |  |
|--|--------------------|--|
| <b>Remedial Action Exempt Review</b>   |                    |  |
| Simple   |                    | \$3,018  |
| Complex  |                    | \$4,985  |
| <b>Renotification Fee – Any Review</b>   |                    | \$493  |
| <b>Transcripts</b>   |                    | Actual cost                                    |
| <b>Zoning Confirmation</b>   |                    |  |
| <b>Tier 1</b> (DMV New/Renewal, OLCC for Non-Conforming Use, Convenience Store, ODOT Advertising Sign Permit)  |                    | \$65   |
| <b>Tier 2</b> (LUCS, Bank Letter)  |                    | \$250  |
| <b>Tier 3</b> (Non-Conforming Standard Evidence, Non-Conforming Upgrades Option 2, Notice of Use Determination, Complex Zoning Analysis)   |                    | \$850  |
| <b>SITE DEVELOPMENT FEES - Bureau of Development Services</b>  |                    |  |
| <b>Applies to Commercial, Development Review and Site Development Projects:</b>  |                    |  |
| <b>Commercial Site Review Fee:</b><br>Applies to commercial building, development review and site development permits requiring site development review. Includes sites located in or adjacent to flood hazard areas and liquefaction hazard areas, sites with steep slopes, and projects with non-prescriptive geotechnical design. Services include plan review for site conditions, flood, liquefaction and steep slope hazards, and geotechnical review. |                    |  |
| For Commercial Building, Development Review and Site Development Permits:  |                    | 15% of the permit fee.<br>Minimum fee is \$131 |
| <b>Applies to Residential Projects:</b>  |                    |  |
| <b>Residential Fees</b>  |                    |  |
| <b>Residential Site Review and Inspection Fee for Simple Sites:</b><br>Applies to all simple residential sites with ground-disturbing activity. Services include plan review and/or inspections for site conditions, geotechnical review, landscaping, zoning, erosion control, and compliance with conditions of Land Use Reviews.  |                    |  |
|  | <b>Plan Review</b> | <b>Inspection</b>                              |
| New Construction   | \$262              | \$211  |
| Additions, alterations, garages and carports   | \$110              | \$87   |
| Decks, fences and demolitions  | \$80               | \$64   |

|  |  |                    |                   |
|--|--|--------------------|-------------------|
| <b>Residential Site Review and Inspection Fee for Complex Sites:</b>   |  |                    |                   |
| Applies to residential sites with ground-disturbing activity located in special sites, as defined in Title 10. Services include plan review and/or inspections for site conditions, geotechnical review, landscaping, zoning, Environmental Zone standards, erosion control, and compliance with conditions of Land Use Reviews. |  |                    |                   |
|  |  | <b>Plan Review</b> | <b>Inspection</b> |
|  | New Construction   | \$346              | \$275             |
|  | Additions, alterations, garages and carports   | \$173              | \$138             |
|  | Decks, fences and demolitions  | \$120              | \$95              |
| <b>Applies to Commercial, Development Review, and Site Development Projects:</b>   |  |                    |                   |
| <b>Erosion Control Fees</b>  |  |                    |                   |
| <b>Commercial, Development Review and Site Development Permits:</b>  |  |                    |                   |
| Located in an Environmental Zone:  | Base fee (up to one acre)  | <b>Plan Review</b> | <b>Inspection</b> |
|  | plus for each 0.5 acre (21,780 sq. ft.) of lot area, or portion thereof, for lots over 1 acre (43,560 sq. ft.)                               | \$326<br>\$36      | \$266<br>\$30     |
| Located in any other zone:   | Base fee (up to one acre)  | <b>Plan Review</b> | <b>Inspection</b> |
|  | plus, for each 0.5 acre (21,780 sq. ft.) of lot area, or portion thereof, for lots over 1 acre (43,560 sq. ft.)                              | \$218<br>\$36      | \$178<br>\$30     |
| <b>Exterior Utility Lines</b> (water, sanitary, storm, telephone, cable, electric)   | For the first 100 feet of line, for each additional 100 feet of line, or portion thereof.  | <b>Plan Review</b> | <b>Inspection</b> |
|  |  | \$19<br>\$14       | \$16<br>\$12      |
| <b>Exterior Alterations and Additions</b>  |  |                    |                   |
| Located in an Environmental Zone:  | Base fee (up to one acre)  | <b>Plan Review</b> | <b>Inspection</b> |
|  | plus for each 0.5 acre (21,780 sq. ft.) of ground disturbance, or portion thereof, for projects disturbing more than 1 acre (43,560 sq. ft.) | \$127<br>\$21      | \$104<br>\$17     |

|  |   |  |  |
|--|---|--|--|
| Located in any other zone:   | Base fee (up to one acre) plus for each 0.5 acre (21,780 sq. ft.) of ground disturbance or portion thereof, for projects disturbing more than 1 acre (43,560 sq. ft.) | <b>Plan Review</b><br>\$84<br>\$21                         | <b>Inspection</b><br>\$69<br>\$17  |
| <b>Applies to Commercial, Residential and Site Development Projects:</b>   |   |  |  |
| <b>Clearing Fee</b><br>For vegetation removal only with no other permitted activity.   |   |  |  |
| 5,000 square feet to 1 acre  |   | \$90   |  |
| Over 1 acre  |   | \$90 plus \$16 per additional acre or fraction of an acre  |  |
| <b>Clearing with Tree Cutting Fee</b><br>For vegetation removal only with no other permitted activity. (on slopes over 10% gradient)   |   |  |  |
| 2,500 square feet – 1 acre   |   | \$130  |  |
| 1 acre and up  |   | \$130 plus \$44 per additional acre or fraction of an acre |  |
| <b>Applies to Site Development Permits Only:</b>   |   |  |  |
| <b>Site Development Permit Fee</b><br>Applies to site work when no building permit is issued, including grading, excavation, private streets, and landscaping. Site development permit fees use the standard building permit fee table based upon project valuation, plus a plan review fee of 65% of the site development permit fee. |   |  |  |
| Total Value of Construction Work to be Performed:  |   |  |  |
| \$1  | -   | \$500  | \$95.00 minimum fee<br>Maximum number of allowable* inspections: 2   |
| \$501  | -   | \$2,000  | \$95.00 for the first \$500 plus \$2.37 for each additional \$100 or fraction thereof, to and including \$2,000<br>Maximum number of allowable* inspections: 2       |
| \$2,001  | -   | \$25,000   | \$130.55 for the first \$2,000 plus \$9.25 for each additional \$1,000 or fraction thereof, to and including \$25,000<br>Maximum number of allowable* inspections: 5 |

|   |   |           |  |
|---|---|-----------|--|
| \$25,001  | - | \$50,000  | \$343.30 for the first \$25,000, plus \$6.81 for each additional \$1,000 or fraction thereof, to and including \$50,000<br>Maximum number of allowable* inspections: 6 |
| \$50,001  | - | \$100,000 | \$513.55 for the first \$50,000, plus \$4.51 for each \$1,000 or fraction thereof, to and including \$100,000<br>Maximum number of allowable* inspections: 7           |
| \$100,0001  |   | and up    | \$739.05 for the first \$100,000, plus \$3.72 for each additional \$1,000 or fraction thereof  |
| *Inspections exceeding the maximum number of allowable shall be charged at the Reinspection Fee rate of \$97 per inspection.          |   |           |  |
| <b>Site Development Plan Review Fee</b><br>For the original submittal   |   |           | 65% of the permit fee<br>Maximum number of allowable checksheets: 2.<br>Any additional checksheets will be charged at the rate of \$175 per checksheet.                |
| For value-added revisions:  |   |           | 65% of the additional permit fee (based on the additional valuation)   |
| For all other reviews:  |   |           | Plan review time ½ hour or less: \$71<br>Plan review time greater than ½ hour: \$142 per hour or fraction of an hour   |
| <b>Applies to Commercial, Residential, Development Review and Site Development Projects:</b>  |   |           |  |
| <b>Miscellaneous Fees</b>   |   |           |  |
| <b>Additional Plan Review Fee</b><br>For changes, additions, or revisions to approved plans.  |   |           | Plan review time ½ hour or less: \$71<br>Plan review time greater than ½ hour: \$142 per hour or fraction thereof  |
| For technical plan review of special sites, including grading, geotech, engineered stormwater facilities, shoring and private streets |   |           |  |
| <b>Inspections Outside of Normal Business Hours</b>   |   |           | \$194 per hour or fraction of an hour<br>Minimum - \$194   |
| <b>Investigation Fee</b><br>For commencement of work before obtaining a permit.   |   |           | \$95 per hour or fraction of an hour,<br>Minimum - \$95  |

|  |   |
|--|---|
| <b>Limited Site Development Consultation Fee</b>   | \$284   |
| For requested optional meeting or site visit held prior to permit application. Applies to projects with complex site issues, including geotech, environmental zones, or other special sites. |   |
| The meeting will be limited to two City staff members.   | \$152   |
| Fee for each additional staff in attendance.   |   |
| <b>Other Inspections Not Specifically Identified Elsewhere</b>   | \$142 per hour or fraction of hour<br>Minimum - \$142                   |
| <b>Permit Reinstatement Processing Fee</b>   | The renewal fee shall be one half the amount required for a new permit. |
| Fee for renewal of a permit that has been expired for six months or less provided no changes have been made in the original plans and specifications for such work.                          | Minimum fee - \$95  |
| A permit may be renewed only once.   |   |
| <b>Reinspection Fee</b>  | \$97 per inspection   |
| When another inspection is required to confirm corrections, when the site is not accessible for a requested inspection, or plans are not available on site as required.                      |   |
| <b>Sign, Awning Permit and Registration:</b>   |   |
| <b>Illuminated (electric) Signs Review and Permit Fee</b>  |   |
| Fascia, freestanding or projecting signs with direct (neon), internal or changing image lighting or other electrical components.   |   |
| Up to 20 square feet   | \$205   |
| Over 20 square feet and up to 40 square feet   | \$253   |
| Over 40 square feet and up to 60 square feet   | \$293   |
| Over 60 square feet and up to 80 square feet   | \$321   |
| Over 80 square feet and up to 100 square feet  | \$351   |
| Over 100 square feet and up to 120 square feet   | \$391   |
| Over 120 square feet and up to 140 square feet   | \$410   |
| Over 140 square feet and up to 160 square feet   | \$429   |
| Over 160 square feet and up to 180 square feet   | \$450   |
| Over 180 square feet   | \$468   |
| <b>Non-illuminated Signs Review and Permit Fee</b>   |   |
| Fascia, freestanding or projecting signs without direct or internal lighting or other electrical components.   |   |
| Up to 20 square feet   | \$157   |
| Over 20 square feet and up to 40 square feet   | \$215   |
| Over 40 square feet and up to 60 square feet   | \$253   |

|  |  |
|--|--|
| Over 60 square feet and up to 80 square feet                             | \$264                                      |
| Over 80 square feet and up to 100 square feet                            | \$273                                      |
| Over 100 square feet and up to 120 square feet                           | \$293                                      |
| Over 120 square feet and up to 140 square feet                           | \$303                                      |
| Over 140 square feet and up to 160 square feet                           | \$321                                      |
| Over 160 square feet and up to 180 square feet                           | \$351                                      |
| Over 180 square feet   | \$372                                      |
| Wall painted or adhered signs<br>(i.e. vinyl, paper or similar material) | \$1.01per square foot<br>Minimum Fee -\$33 |

**Additional Plan Review Fee**

Charged for changes, additions or revisions to approved plans and for review of proposed "pre-approved" structural designs.

Plan review time 1/2 hour or less: \$71.  
Plan review time greater than 1/2 hour: \$142 per hour or fraction thereof

**Alternate methods appeal fees - Chapter 32.44**

Per appeal \$251

**Awnings Review and Permit Fees**

|                                |  |
|--------------------------------|--|
| Awnings without signs          | \$8.69per linear foot of awning                    |
| Sign and awning combinations   | Awning fee plus \$1.46per square foot of sign area |
| Signs added to existing awning | Fee as required for non-illuminated sign           |

**Early Assistance for Sign Permits**

|   |      |
|---|------|
| Early assistance sign code meeting          | \$73 |
| Fee for each additional staff in attendance | \$86 |

**Inspections Outside of Normal Business Hours**

\$194 per hour or fraction of hour  
Minimum - \$194

**Investigation Fee**

For commencement of work before obtaining a permit.

|                   |   |
|-------------------|---|
| Signs and awnings | \$95 per hour or fraction of an hour,<br>Minimum - \$95 |
|-------------------|---|

**Other Inspections Not Specifically Identified Elsewhere**

\$142 per hour or fraction of hour  
Minimum - \$142

**Permit Reinstatement Processing Fee**

Fee for renewal of a permit that has been expired for six months or less provided no changes have been made in the original plans and specifications for such work. A permit may be renewed only once.

The renewal fee shall be one half the amount required for a new permit.

Minimum Fee - \$95

**Portable Signs (A-Board) Registration**

\$70for 1 year

\$127for 2 years

\$228for 4 years

\$702one-time fee

**Reinspection Fee**

\$97 per inspection

**Sign & Awning Plan Review**

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Maximum number of allowable checksheets: 2

Additional checksheets will be charged at the rate of \$175 per checksheet

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**Structural Alteration to Existing Sign**

Same fee as for new sign

**Structural Plan Review Fee**

Required for: Fascia signs over 400 pounds  
All projecting signs  
All freestanding signs over 6 feet in height  
All pitched roof signs  
All awnings

65% of the permit fee

Minimum fee - \$142

**Temporary Balloon Registration**

\$33

Maximum of once, per lot, per calendar year

**Temporary Banner Registration**

\$33per month

Maximum of six (6) months, per lot, per calendar year

**Temporary Fascia or Temporary Freestanding Sign Registration**

Per Sign

\$69per year

| <b>ENFORCEMENT FEE AND PENALTY SCHEDULE</b>                                     |                                  |
|---|----------------------------------|
| <b>Type A Accessory Short-Term Rental Fee for 1 &amp; 2 Dwelling Structures</b> |                                  |
| Inspection Verification Fee (and every 6 years)                                 | \$159                            |
| Renewal Application Fee (intervening years – or year 2, 4, 8, 10, etc.)         | \$62                             |
| Reinspection Fee  | \$97                             |
| Delinquent Renewal Fee  | \$100                            |
| <b>Type A Accessory Short-Term Rental Fee for Multi-Dwelling Structures</b>     |                                  |
| Initial application fee (valid for two years)                                   | \$100                            |
| Renewal Application Fee (every two years)                                       | \$62                             |
| Delinquent Renewal Fee  | \$100                            |
| <b>Type B Accessory Short-Term Rental Fee for 1 &amp; 2 Dwelling Structures</b> |                                  |
| Inspection Verification Fee (and every 6 years)                                 | \$159                            |
| <b>Accessory Short-Term Rental Citation Fines</b>                               |                                  |
| First Offense   | \$1,000                          |
| Second Offense  | \$3,000                          |
| Third Offense   | \$5,000                          |
| Additional Violations After the Third Offense                                   | \$5,000                          |
| <b>Portable Sign Fines/Penalties</b>  |                                  |
| First Occurrence  | \$70                             |
| Second Occurrence   | \$140                            |
| Third Occurrence  | \$210                            |
| Fines/Penalties not paid by the 15 <sup>th</sup> day of the fine date           | Twice the amount as stated above |
| Administrative Costs of Impounding a Portable Sign                              | Cost of Removal                  |