

CITY OF NORTH PLAINS MASTER FEE SCHEDULE

FEE	FEE DESCRIPTION	FEE TYPE	EFFECTIVE 7/1/14	EFFECTIVE 5/15/15	EFFECTIVE 7/1/15
ADMINISTRATIVE					
Business Licenses (Revenue raising)					
	Annual fee				
1101	1. First year (waived)	Fee	-		-
1102	2. Renewal	Fee	50.00		50.00
1103	Delinquent payment if paid after February 1 or 30 days of operation		20% of license fee for every 30 day period		20% of license fee for every 30 day period
1104a	Home Occupation Permit - Admin	Fee	115.00		275.00
1104b	Home Occupation Permit - Conditional Use	Fee			585.00
1105	Peddlers Permit/Solicitor Vendor Permit Door to Door	Fee	125.00		135.00
1106	Temporary Vendor Permit - Stationary	Fee	25.00		90.00
Copies/Faxes/Mailing					
1130	Copies - B&W any size, per page	Fee	0.70		0.70
1133	Copies - Color any size, per page	Fee	0.80		0.80
1143	Faxes, per page	Fee	0.25		0.25
	Fees for mailing other than public hearing to be negotiated at time work scope is developed, including staff time, postage, and copies.	Fee	Actual cost		Actual cost
Finance					
1170	Returned Check Charge	Fee	25.00		35.00
1171	Notary Fee	Fee	\$5.00/Signature		\$5.00/Signature
1175	Lien search	Fee	\$20/lot searched		\$22/lot searched
Franchise/Privilege Tax/Host Fee					
	Electricity - 1.5% privilege 3.5% franchise	Fee	5%		5%
	Refuse & Recycling	Fee	3%		3%
	Natural Gas	Fee	3%		3%
	Sewage	Fee	5%		5%
	Compost	Fee	\$1/ton		\$1/ton
	Telecommunications	Fee	7%		7%
Liquor License Application					
1180	Change in ownership, location or privilege	Fee	80.00		85.00
1181	New outlet application	Fee	110.00		230.00
1182	Renewal	Fee	30.00		30.00
1183	Temporary Application	Fee	14.00		30.00
Newsletter Advertising					
1190	Full page advertisement in City newsletter	Fee	70.00		70.00
	Half page advertisement in City newsletter	Fee	40.00		40.00
	Quarter page advertisement in City newsletter	Fee	20.00		20.00
	Eighth page advertisement in City newsletter	Fee	10.00		10.00

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ADMINISTRATIVE Continued					
Permits					
1135/6	Amplified Music Permit	Fee	125.00		80.00
1160	Filming Permit (Commercial activity)	Fee	130.00		400.00
Public Records					
	Staff time for inspection of public records	Fee	Actual cost		Actual cost
	Administrative charge	Fee	15%		15%
	Annual Budget		\$24 or free online		\$24 or free online
	Annual Audit	Fee	\$24 or free online		\$24 or free online
	Capital Improvement Program	Fee	\$24 or free online		\$24 or free online
	City code	Fee	\$24 or free online		\$24 or free online
	Zoning and Development Code	Fee	\$24 or free online		\$24 or free online
	Comprehensive Plan	Fee	\$24 or free online		\$24 or free online
	Zoning Map	Fee	free online		free online
Transportation					
2107	Transportation Utility Fee (TUF)	Fee	1.33/trip		1.33/trip

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CODE ENFORCEMENT					
Nuisance					
1201	Notice of abatement	Fee	260.00		400.00
1202	Nuisance Hearing	Fee	135.00		445.00
Dangerous Building					
1203	Notice of abatement	Fee	195.00		735.00
1204	Public Hearing	Fee	485.00		1,250.00
1205	Citation	Fee	95.00		370.00

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PLANNING					
	* Public Hearing				
	+ Admin Decision				
Annexation					
1401	Annexation Deposit	* Deposit	10,000.00	20,000.00	20,000.00
1402	Annexation Election Deposit	* Deposit	9,000.00	9,000.00	9,000.00
Appeal of Administrative or Planning Commission Decision					
1405	Appeal of Administrative or Plan Comm Decision	* Fee	315.00	2,783.00	2,783.00
1406	Appeal of Decision Additional Hearing	Fee	375.00	2,392.00	2,392.00
Comprehensive Plan Document/Map Amendments					
1445	Legislative Amendment	* Deposit	8,000.00	8,000.00	8,000.00
1446	Zone change only	* Deposit	5,000.00	5,000.00	5,000.00
Design Review					
Residential Zone (R-7.5, R-5, R-2.5, and NC)					
1455	Single family attached dwelling/duplex type III	* Fee	385.00	2,004.00	2,004.00
1456	Multifamily 3 or more units	* Fee	970.00	2,731.00	2,731.00
Commercial and Industrial					
1462	Type II	+ Fee	185.00	1,104.00	1,104.00
1463	Type III	* Fee	890.00	2,765.00	2,765.00
Flood Plain Permits					
1473	Flood Plain Fill Permit	+ Fee	1,925.00	6,265.00	6,265.00
	CLOMAR Letter to remove property from a flood plain	+ Fee		149.00	149.00
LID/Reimbursement District Formation					
1535	Reimbursement District Formation	* Fee	8,070.00	17,115.00	17,115.00
Master Plans					
1506	Master Plan Refinement	* Fee	1,941.00	6,473.00	6,473.00
1507	Master Plan Review	* Fee	2,528.00	9,009.00	9,009.00
Non Conforming Use/Exceptions					
1515	Non-Conforming Use or Structure (All Zones)Reinstatement, Enlargement or Alteration of Use	* Fee	265.00	511.00	511.00
1525	Public Facility Standards Exception	* Deposit	3,500.00	3,500.00	3,500.00
Planned Use Development					
1457	Planned Use Development (PUD) preliminary plan	* Fee	4,195.00	6,862.00	6,862.00
	PUD Final development plan	Fee	2,685.00	3,333.00	3,333.00
	PUD Modification - major	Fee	820.00	5,913.00	5,913.00
	PUD Modification - administrative	Fee	420.00	1,528.00	1,528.00
	PUD under 5000 square feet	Fee		1,139.00	1,139.00

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PLANNING Continued					
Public Hearing Notice					
1526	Adjoining properties	Fee	80.00	cost + 15%	cost + 15%
1527	250 feet	Fee	115.00	cost + 15%	cost + 15%
1528	City Wide	Fee	730.00	cost + 15%	cost + 15%
1529	Publication in newspaper Argus	Fee	349.00	cost + 15%	cost + 15%
1530	Publication in newspaper Oregonian	Fee	640.00	cost + 15%	cost + 15%
Significant Natural Resource Permit					
1565	Significant Natural Resources Permit	* Fee	1,640.00	3,241.00	3,241.00
1570	Significant Natural Resource permit modification - minor	+ Fee	215.00	670.00	670.00
Similar Use Determination					
1571	Similar Use Determination	* Fee	615.00	1,385.00	1,385.00
Subdivisions					
1545	Development Other Than Single Family	* Fee	2,880.00	5,592.00	5,592.00
1546	Extension of subdivision agreement	* Fee	180.00	853.00	853.00
1547	Subdivision Final Plat (incl. 2 wks inspection for public improvements)	* Fee	2,685.00	13,489.00	13,489.00
	+ cost of inspection for additional weeks (will be collected with land use approvals)			2,176.00	2,176.00
1548	Manufactured home parks and subdivisions	* Fee	4,000.00	9,680.00	9,680.00
1549	Modification of approved development plan - Minor	+ Fee	150.00	1,250.00	1,250.00
1550	Modification of approved development plan - Major	* Fee	2,125.00	3,932.00	3,932.00
1551	Pre-Application Conference (Major Projects)	Fee	1,420.00	3,932.00	3,932.00
1553	Preliminary (Tentative) Subdivision Plat 1-10 lots	* Fee	4,785.00	7,171.00	7,171.00
	each additional lot up to 200			49.00	49.00
1554	Conditions of Approval Modification - Minor	Fee	450.00	1,024.00	1,024.00
1555	Conditions of Approval Modification - Major	Fee	820.00	3,586.00	3,586.00
	City Engineer review of public improvement drawings	Fee	5% of City Engineers cost estimate	5% of City Engineers cost estimate	5% of City Engineers cost estimate
Variance Permits					
1595	Administrative Type I	+ Fee			
	Administrative Type II	+ Fee	145.00	1,250.00	1,250.00
1596	Requiring Planning Commission Hearing (Type III)	* Fee	1,115.00	4,044.00	4,044.00
Zoning					
1495	Letter of zoning verification	+ Fee	20.00	20.00	20.00
1500	Letter of verification of compliance with zoning and development codes of an existing development	+ Fee	230.00	196.00	196.00
1592	Urban Growth Boundary Expansion Application	* Deposit	28,000.00	28,000.00	28,000.00
1598	Zoning Development Code Amendments/Zone Change	* Fee	2,825.00	6,278.00	6,280.00

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LAND USE					
Conditional Use Permits					
1440	Residential zone	* Fee	395.00	1,358.00	1,358.00
1441	Commercial or industrial zone	* Fee	745.00	1,358.00	1,358.00
1442	Minor Alterations of Conditional Use Permits	* Fee	265.00	237.00	237.00
Fence Permits					
1470	Fence Permit (All Types and Zones)	Fee	40.00	78.00	78.00
Historic Overlay District (Applies to Pythians, Lower, 379 Kaybern)					
1475	Certificate of Appropriateness	* Fee	210.00	248.00	248.00
1476	Demolition Permit	* Fee	195.00	840.00	840.00
Land Partitions					
1490	Land Partitions - Street dedication	* Fee	640.00	4,886.00	4,886.00
1491	Land Partitions - No street dedication	* Fee	400.00	1,332.00	1,332.00
Land Use Approval					
1415	Residential - New structure; Remodel/Alteration (Multi-Family charged per unit)	+ Fee	70.00	430.00	430.00
1415	Commercial - New structure; Remodel/Alteration	+ Fee	70.00	430.00	430.00
1415	Industrial - New structure; Remodel/Alteration	+ Fee	70.00	430.00	430.00
1415	Detached accessory structure over 200 square feet (City does not review structures under 200 square feet)	+ Fee	70.00	430.00	430.00
1420	Demolition any structure over 200 square feet	+ Fee	40.00	101.00	101.00
Lot Line Adjustment					
1505	Lot Line Adjustments	+ Fee	275.00	1,106.00	1,106.00
Mechanical Permits					
1510	Mechanical Permits (All Types and Zones)	+ Fee	10.00	12.00	15.00
Public Improvements					
1905	Culvert/Driveway Permits (perf. bond waived if deposit applies)	Fee	135.00	215.00	215.00
1907	1. Rock driveway with 16" or under culvert not over 20' long	Deposit	250.00	250.00	250.00
1908	2. Asphalt concrete or concrete driveway 16" or under culvert not over 20' long	Deposit	600.00	600.00	600.00
1909	3. Driveway with curb cut and sidewalk approach not longer than 24' and 16" or under culvert	Deposit	500.00	500.00	500.00
5210	3/4 inch meter - connection fee	Fee	2,000.00	2,000.00	2,000.00
5215	3/4 inch meter - drop fee	Fee	280.00	485.00	485.00
	Public Facilities Damage (street signs, water lines)	Fee	Billed at cost + 15%	Billed at cost + 15%	Billed at cost + 15%
	Water Line Extensions		Determined by City Engineer	Determined by City Engineer	Determined by City Engineer

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LAND USE Continued					
Public Improvements Continued					
	Performance Bond (deposit prior to start of public improvements)	Deposit	125% City Engineers estimate	125% City Engineers estimate	125% City Engineers estimate
	Security Maintenance Bond	Deposit	40% of actual cost or engineers estimate	40% of actual cost or engineers estimate	40% of actual cost or engineers estimate
Sign Permits					
1560	New Sign on building	+	45.00	160.00	160.00
	New sign monument			305.00	305.00
	Replacement sign			25.00	25.00
	Subdivision monument			125.00	125.00
	Temporary sign (in right of way)			25.00	25.00
Street Changes/Closure					
1435	Change of Address request for reasons other than fire and life safety	Fee	160.00	319.00	319.00
1540	Street Name Change	*	6,883.00	8,437.00	8,437.00
1575	Street Dedication	*	1,840.00	1,265.00	1,265.00
1580	Street Vacation	*	1,675.00	4,000.00	4,000.00
1937	Street Obstruction Permit (lane closure)	Fee	145.00	160.00	160.00
System Development Fee					
	Joint Water Commission System Development Charge (<i>Set by JWC</i>)		Varies	Varies	Varies
1715	Park System Development Charge (each dwelling unit)	Fee	3,910.00	4,568.00	4,568.00
	Transportation Development Tax (<i>Set by Washington County</i>)		Varies	Varies	Varies
2102	Transportation System Development Fee	Fee	\$518/pm peak hr trip	\$625/PM peak hr trip	\$625/PM peak hr trip
	Single family dwelling, 1.02 PM peak hour trip			638.00	638.00
	Water System Development Fee - see Water Fees below				
Temporary Structure Permits					
1585	Buildings not connected to water/sewer service	+	110.00	120.00	120.00
1590	Building connected to water/sewer service	*	495.00	425.00	425.00
1591	Renewal of Temporary Structure Permit	+	45.00	50.00	50.00

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LIBRARY					
1601	Black and White copies, per page	Fee	0.10		0.10
1604	Color copies, per page	Fee	0.40		0.40
	Fax through Staff, per page	Fee	1.00		1.00
	Fax / Scan through copier, first page	Fee	0.50		0.50
	Fax / Scan through copier, additional pages	Fee	0.45		0.45
1605	Earbuds/Headphones	Fee	2.00		2.00
1606	Flash drive	Fee	10.00		5.00
	Fines	Fee	Per WCCLS schedule		Per WCCLS schedule
	Space rental - see Jessie Mays rental fees				

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PARKS					
Community Garden					
1940	Rental 20x20 plot	Fee	20.00		20.00
1941	Rental 10x20 plot or 4x12 raised bed	Fee	15.00		15.00
Jessie Mays Community Hall Rental					
1701	First 2 hours, without food	Fee			120.00
	additional charge if event has food				55.00
	additional per hour rate				35.00
	Non-profit organizations and community fund raisers may request in-kind donation of hall rental, subject to City Manager or Council approval.	Fee			
1703	Recurring event per hour, without set up	Fee	10.00		15.00
1704	Recurring event per hour, with set up	Fee	36.00		70.00
1710	Security Deposit				
	1. Meeting or class (under 25 people) with no food or drink	Deposit	NA		NA
	2. Small event (between 26 and 75 persons) no food or drink	Deposit	150.00		150.00
	3. Large event with no food or drink	Deposit	300.00		300.00
	4. Meeting (under 25 people) with food or drink	Deposit	150.00		150.00
	5. Small event (between 26 and 75 persons) with food or drink	Deposit	300.00		300.00
	6. Large event with food or drink	Deposit	400.00		400.00
	7. Event with alcohol	Deposit	\$400 in addition to deposit above		\$400 in addition to deposit above
1711	After hours access fee	Fee	80.00		85.00
	Insurance (proof required) -- TULIP		Varies		Varies
Park Outdoor spaces					
	Entire field Rental (per hour)	Fee	60.00		60.00
	Baseball diamond only (2 hours)	Fee	Free		Free
	Tennis court or Basketball court (2 hours)	Fee	Free		Free
	Tennis court or Basketball court over 2 hours	Fee	60.00		60.00
	Reservation 2 picnic tables (4 hours)	Fee	25.00		25.00
	Event with alcohol - Deposit	Deposit	400.00		400.00
	Outdoor music permit	Fee	50.00		50.00
Public Assemblies					
	Under 150 persons	Fee	NA		NA
1721	150-500 persons	Fee	140.00		150.00
1722	501-1000	Fee	455.00		450.00
1723	Over 1,000	Fee	1,685.00		1,540.00
1935	Block Party Street Closure	Fee	-		-
1936	Special Event Street Closure	Fee	260.00		210.00
Public Assembly Bond/Deposit Fees					
	Under 150 persons	Deposit	NA		NA
1725	150-500 persons	Deposit	150.00		150.00
1726	501-1000	Deposit	500.00		500.00
1727	Over 1,000	Deposit	1,500.00		1,500.00

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POLICE					
1801	Fingerprinting	Fee	15.00		15.00
Police Report					
1802	First five pages	Fee	15.00		25.00
1803	Additional pages	Fee	0.25		0.25
Police discovery for municipal court					
1804	First five pages	Fee	22.00		25.00
1805	Additional pages	Fee	0.25		0.25
Special events requiring police services					
1810	Police Officer (4 hour minimum)	Fee	198.00		198.00
1811	Reserve Police Officer (4 hour minimum)	Fee	138.00		145.00
1812	Police Chief (4 hour minimum)	Fee	269.00		285.00

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WATER					
New/Reactivated Accounts					
5101	Application Fee - Utility Account	Fee	15.00		15.00
5160	Reactivation Fee - Dormant account	Fee	63.00		63.00
Deposit for Utility Account					
5102	Residential or Apartment per unit	Deposit	75.00		75.00
5103	Manufactured Home (per lot or pad)	Deposit	75.00		75.00
5104	Commercial/Industrial/Schools	Deposit			
	3/4"-1" meter	Deposit	75.00		75.00
	1.5"-2" meter	Deposit	150.00		150.00
	3"-4" meter	Deposit	300.00		300.00
5105	Hydrant with City meter	Deposit	1,000.00		1,000.00
5106	Hydrant without City meter	Deposit	300.00		300.00
5107	Hydrant wrench	Deposit	25.00		25.00
Monthly Water Base Fee					
5140	3/4" meter	Fee	48.93		48.93
5141	1" meter	Fee	81.57		81.57
5142	1.5" meter	Fee	163.05		163.05
5143	2" meter	Fee	260.83		260.83
5144	3" meter	Fee	570.31		570.31
5145	4" meter	Fee	978.31		978.31
5146	6" meter fire protection surcharge	Fee	24.65		24.65
5147	8" meter fire protection surcharge	Fee	33.84		33.84
5155	Outside City Water Rates (extraterritorial) applies to meters, hydrants, and unit rates	Fee	1.5 x regular rates		1.5 x regular rates
Monthly Water Consumption Rates					
5201	00-25 cf, per unit	Fee	4.03		4.11
5202	26-50 cf, per unit	Fee	4.37		4.46
5203	51 cf and up, per unit	Fee	4.93		5.03
Late Charges					
5220	72 hour notice Service Charge	Fee	23.00		25.00
5150	Notice of shut off / turn on	Fee	46.00		50.00
5130	Late payment fee (accounts not paid by 20th of month)	Fee	10% of bill		10% of bill

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WATER Continued					
Water System Development Charge					
5175	3/4" Displacement and low velocity turbine meters	Fee	4,298.00	4,936.00	4,936.00
5176	1" Displacement and low velocity turbine meters	Fee	10,744.00	12,338.00	12,338.00
5177	1.5" Displacement and low velocity turbine meters	Fee	21,487.00	24,675.00	24,675.00
5178	2" Displacement and low velocity turbine meters	Fee	34,379.00	39,480.00	39,480.00
5179	3" Displacement and low velocity turbine meters	Fee	68,758.00	78,960.00	78,960.00
5180	4" Displacement and low velocity turbine meters	Fee	107,434.00	123,374.00	123,374.00
5181	6" Displacement and low velocity turbine meters	Fee	214,866.00	246,746.00	246,746.00
5182	8" Displacement and low velocity turbine meters	Fee	343,786.00	394,794.00	394,794.00
5183	3" Large diameter compound meters	Fee	72,836.00	83,643.00	83,643.00
5184	4" Large diameter compound meters	Fee	124,861.00	143,387.00	143,387.00
5185	6" Large diameter compound meters	Fee	260,127.00	298,722.00	298,722.00
5186	8" Large diameter compound meters	Fee	374,583.00	430,160.00	430,160.00
5187	3" High velocity meters	Fee	72,836.00	83,643.00	83,643.00
5188	4" High velocity meters	Fee	131,105.00	150,557.00	150,557.00
5189	6" High velocity meters	Fee	291,342.00	334,568.00	334,568.00
5190	8" High velocity meters	Fee	499,444.00	573,547.00	573,547.00
5195	Water meter relocation	Fee	Actual Cost	Actual Cost	Actual Cost

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HOURLY STAFF RATES					
	Hourly rate including payroll burden				
	Administrative Overhead fee				The greater of \$15 or 15%
	City Attorney				175.00
	City Engineer				155.00
	City Manager				67.18
	Contract Planner				85.00
	Police Chief				61.44
	Police Officer				42.09
	Public Works Director				67.97
	Public Works Maintenance Worker II				35.03
	Public Works Maintenance Worker III				44.07
	Account Clerk III				34.54
	City Recorder				30.52

The user fees are established to lessen the amount of property taxes by charging the cost of providing a service directly to the person utilizing the service. Fees are minimum payments for services, and cannot be discounted. In some cases, additional fees may be required to be negotiated for complex projects.

Deposits are used when the City seeks to recover its actual costs for a service, but due to the uniqueness of each application setting a fixed fee is not practical. These costs include, but are not limited to: services rendered by the City Planning Consultant, City Engineer, City Attorney, administrative costs covering staff reports, correspondence, financial accounting, public works review, supplies, postage, copying and clerical time. If the actual costs exceed the deposit, the City reserves the right to request an additional deposit and/or the applicant will receive an invoice for any other additional charges.

An application shall not be deemed complete until all the fees are paid.