

RESOLUTION NO. 917-R

A RESOLUTION ESTABLISHING AND REVISING SPECIFIC FEES AND CHARGES.

WHEREAS, the Troutdale City Council has reviewed City program expenditures and the revenues to support those programs; and

WHEREAS, an evaluation has been conducted as to the unit costs of providing services compared to the revenues generated from supporting fees and charges; and

WHEREAS, certain current fees and charges are not adequate to recover the costs of providing the services; and

WHEREAS, the Troutdale City Council has found that adopting fees and charges by Resolution to be the most cost effective.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF TROUTDALE THAT:

- 1.a. Lien Check Fee shall be 7.50 for each lien search. An additional charge of 20% [of \$7.50] for faxed copies.
- 1.b. Photocopies shall be charged at \$.25 per page for standard letter or legal sized copies and \$.50 per page for 11" x 17" standard sized copies. These fees are to cover the photocopy and associated labor cost to the City. The fees for other non-standard copy requests shall be determined by the Finance Director, based on direct cost of material and labor plus standard City overhead charges of not less than 30%.
- 1.c. Document Copies shall be available at the following charges:

City Budget	\$15.00
Comprehensive Annual Financial Report	15.00
Comprehensive Plan	5.00
Comprehensive Plan Inventory	10.00
Development Code	10.00
Plan/Zoning Maps	1.00
Park Plan	5.00
Engineering Specifications	5.00
City Maps (ODOT)	1.00

- 1.d. NSF Check Fee shall be \$15.00 for each check returned to the City due to insufficient funds in the payor's account.
- 1.e. New Resident Lists shall be provided at a fee of \$5.00.
- 1.f. Water Service Connection Charge shall be \$15.00 for new or reconnected accounts. Accounts disconnected more than two times per calendar year will be assessed \$25.00 for each subsequent reconnection of service.
- 1.g. Liquor License Application Fee shall be \$25.00 per application, either initial application or renewal of application.
- 1.h. Business License Listings shall be \$25.00 per request for any Troutdale business license listings.
- 1.i. Business License Application Fee shall be \$25.00 per year. All professions, trades, occupations, commercial or industrial enterprises must possess a business license. New business license applied for after July 1st of each year shall be assessed one-half the yearly rate (\$12.50). Applications for new business or renewals received after December 1st shall be \$25.00 and will be issued for the next full year.
- 1.j. Peddlers License Application Fee shall be \$5.00 for each person employed as a canvasser/solicitor by the business in addition to the business license fee as specified in 1.i.
- 1.k. Temporary Street side Sales Permit shall be \$15.00.

SECTION 2 - PUBLIC SAFETY DEPARTMENT

- 2.a. Police Reports Copy charges shall be \$10.00 per report.
- 2.b. Fingerprinting charge for fingerprinting a non-resident at their request shall be \$8.00 per set of fingerprints.
- 2.c. Police Officer Cost shall be \$120.00 for the minimum four hours and \$30.00 per hour for each additional hour that police security services are required as a condition of the Community Park Building rental or as requested by organizations for their activities.

SECTION 3 - ENGINEERING

- 3.a. Blue Line Copy Charge shall be \$.30 per square foot with a minimum charge of \$4.00 for the first standard blue line copies.

- 3.b. Orthophotoquad Photobase Map Copy charge shall be \$6.00 for the first orthophoto copy and \$2.00 for each additional copy of the same photobase.
- 3.c. Aerial Photo Use fee shall be \$25.00 for a single, non-recurring use of any original aerial photo; the fee for recurring use shall be negotiated by the Public Works Department.

SECTION 4 - COMMUNITY DEVELOPMENT - PLANNING

- 4.a. Tentative Plat Fee shall be \$300.00 plus direct costs of \$10.00 for each lot. Engineering review costs will be charged separately in addition to the filing fee.
- 4.b. Final Plat Fee shall be one-half of the Tentative Plat Fee and be paid when the Final Plat is filed.
- 4.c. Project Development Inspection Fee shall be \$100.00 plus engineering and inspection costs. A deposit of \$50.00 per lot to cover inspection costs is required. Result will be \$100.00 filing fee plus all direct costs.
- 4.d. Zone Change Application Fee shall be \$300.00 for less than six acres; \$50.00 per acre up to a maximum of \$2,000.00 for six or more acres. The fee shall be per zone requested.
- 4.e. Annexation Fee shall be 1% of the assessed value of land used for other than single family residence; \$15.00 per lot for single family residences.
- 4.f. Boundary Review Fee. Fees associated with filing an amendment to the Urban Growth Boundary shall be those filing fees established by the Metropolitan Service District, and/or Boundary Commission current fee schedule and direct expenses incurred by the City.
- 4.g. Comprehensive Plan Amendment: Applicants, unless the application is requested by a majority of the City Council during its annual Plan Amendment procedure, shall be charged a fee of \$500.00 and shall be governed by the Amendment Procedures of the Comprehensive Plan.
- 4.h. Vacation of Street, Rights-of-Way and Plat Application fee shall be \$300.00.
- 4.i. Minor Partition Fee shall be \$50.00 for partition of a parcel into two or three lots.
- 4.j. Major Partition Fee shall be \$150.00 for partition of a parcel into two or three lots and creation of a street.

- 4.k. Minor Variance Fee shall be \$50.00 for a Type I variance and \$100.00 for a Type II variance.
- 4.l. Major Variance Fee shall be \$150.00 for a variance requiring a public hearing.
- 4.m. Development Permit fee shall be \$10.00.
- 4.n. Temporary Use Permit Fee shall be \$100.00 for a temporary use permit.
- 4.o. Special Event Permit shall be \$100.00.
- 4.p. Non-Conforming Use Change Fee shall be \$150.00 to recover the costs of planning review and any public hearings. The fee shall be collected prior to the issuance of any building permit required by the change.
- 4.q. Conditional Use Permit Fee shall be \$300.00.
- 4.r. Public Hearing Fee for all items requiring a public hearing not specifically listed above, shall be \$150.00.
- 4.s. Design Review Charges for commercial and multi-family applications shall be a fee equal to 1/10 of 1% (.001) of the building value as determined by the Building Official per UBC guidelines and, further the fee shall be \$10.00 minimum and no more than \$2,000.00 maximum. Duplex design review, at staff level, shall be \$30.00 per duplex.
- 4.t. Appeals Charge - Planning Commission shall be \$150.00 for appeals from staff decisions to the Planning Commission.
- 4.u. Appeals Charge - City Council shall be \$150.00 for appeals from Planning Commission decisions to the Common Council.

SECTION 5 - COMMUNITY DEVELOPMENT - BUILDING

- 5.a. Building Permit Fee shall be computed from Table 3A of the current edition of the UBC, as amended by the State of Oregon. Building valuation shall be determined by use of the current issue, current year, of ICBO Building Standards (Building Valuation Data Table) or Building Valuation Data published by the State Building Codes Agency.
- 5.b. Plan Checking and Examination Fee - Residential shall be a \$150.00 deposit at time of application which shall later be applied to or refunded from the fee based on Section 5.a. of this Resolution and calculated at 65% of building permit fee.

- 5.c. Plan Checking and Examination Fee - Commercial and Industrial shall be paid in full when plans are submitted for review based on Section 5.a. of this Resolution and calculated at 65% of building permit fee.
- 5.d. Demolition Permit fees shall be as set forth in attached exhibit 5.d.
- 5.e. Mechanical Permit fees shall be as set forth in Table 3A of the current edition of the Uniform Mechanical Code, as amended by the State of Oregon.
- 5.f. Plumbing Permit fees shall be as set forth in the attached Exhibit 5.f.
- 5.g. Electrical Permit fees shall be as set forth in the attached Exhibit 5.g.
- 5.h. Sign Permit fees shall be as set forth in Table 3A of the current edition of the Uniform Building Code, as amended by the State of Oregon.

SECTION 6 - PUBLIC WORKS - WATER

- 6.a. Water Testing Fee shall be cost plus administration and overhead.
- 6.b. Other special City services required will be charged at time and materials plus standard administration and overhead.

SECTION 7 - PUBLIC WORKS - WASTEWATER

- 7.a. Wastewater Testing Fee shall be cost plus administration and overhead.
- 7.b. Other special City services required will be charged at time and materials plus standard administration and overhead.

SECTION 8 - COMMUNITY BUILDING RENTAL

- 8.a. Troutdale Public Service Groups (without alcoholic beverages) \$25 + \$25.
- 8.b. Troutdale Public Service Groups (with alcoholic beverages) \$50 + \$50.
- 8.c. Troutdale Resident (without alcoholic beverages) \$100.00 + \$25.00.
- 8.d. Troutdale Resident (with alcoholic beverages) \$100.00 + \$50.00.
- 8.e. Nonresident (without alcoholic beverages) \$150.00 + \$25.00.
- 8.f. Nonresident (with alcoholic beverages) \$150.00 + \$50.00.

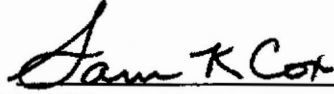
- 8.g. Police Officer Requirement - If alcoholic beverages are served a Troutdale City Police Officer is required. The fee is to offset related costs incurred by the use of the officer. Sponsorship and approval by the Mayor or City Councilor may waive this requirement.
- 8.h. One-Half Day Use Rates shall be one-half of the regular listed rates if the total usage is less than 4 hours.

SECTION 9 - OTHER

Materials and/or Services not specifically addressed in the City's ordinances and resolutions may be provided upon the City Administrator's approval. The charge shall be based upon direct cost of labor and materials plus appropriate, but not less than 30%, City overhead charge. The City Administrator may waive the City overhead charge partially or in total upon determination of benefit to both parties.

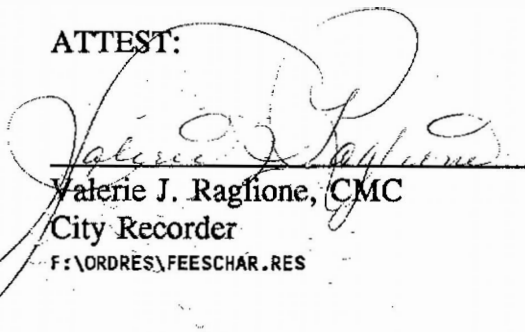
ADOPTED BY THE COMMON COUNCIL OF THE CITY OF TROUTDALE THIS 23rd DAY OF JULY, 1991.

YEAS: 5
NAYS: 0
ABSTAINED: 0



SAM K. COX, MAYOR
Date Signed: *July 24, 1991*

ATTEST:



Valerie J. Raglione, CMC
City Recorder

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code and for which a permit is required until approved by the building official.

(b) **Temporary Connections.** The building official may authorize temporary connection of the mechanical equipment to the source of energy fuel for the purpose of testing the equipment, or for use under a temporary certificate of occupancy.

TABLE NO. 3-A—MECHANICAL PERMIT FEES

Permit Issuance

1. For the issuance of each permit \$10.00
2. For issuing each supplemental permit 3.00

Unit Fee Schedule

1. For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h 6.00
2. For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance over 100,000 Btu/h 7.50
3. For the installation or relocation of each floor furnace, including vent 6.00
4. For the installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater 6.00
5. For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit 3.00
6. For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption, or evaporative cooling system, including installation of controls regulated by this code 6.00
7. For the installation or relocation of each boiler or compressor to and including three horsepower, or each absorption system to and including 100,000 Btu/h 6.00
8. For the installation or relocation of each boiler or compressor over three horsepower to and including 15 horsepower, or each absorption system over 100,000 Btu/h and including 500,000 Btu/h 11.00
9. For the installation or relocation of each boiler or compressor over 15 horsepower to and including 30 horsepower, or each absorption system over 500,000 Btu/h to and including 1,000,000 Btu/h 15.00
10. For the installation or relocation of each boiler or compressor over 30 horsepower to and including 50 horsepower, or for each absorption system over 1,000,000 Btu/h to and including 1,750,000 Btu/h 22.50
11. For the installation or relocation of each boiler or refrigeration compressor over 50 horsepower, or each absorption system over 1,750,000 Btu/h 37.50
12. For each air-handling unit to and including 10,000 cubic feet per minute, including ducts attached thereto 4.50
Note: This fee shall not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in this code.
13. For each air-handling unit over 10,000 cfm 7.50
14. For each evaporative cooler other than portable type 4.50
15. For each ventilation fan connected to a single duct 3.00

TABLE NO. 3-A—MECHANICAL PERMIT FEES—(Continued)

16. For each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit 4.50
17. For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood 4.50
18. For the installation or relocation of each domestic-type incinerator 7.50
19. For the installation or relocation of each commercial or industrial-type incinerator 30.00
20. For each appliance or piece of equipment regulated by this code but not classed in other appliance categories, or for which no other fee is listed in this code 4.50
21. When Chapter 22 is applicable (see Section 103), permit fees for fuel-gas piping shall be as follows:
 For each gas-piping system of one to four outlets 2.00
 For each gas-piping system of five or more outlets, per outlet 0.50

Other Inspections and Fees:

1. Inspections outside of normal business hours \$15.00 per hour (minimum charge—two hours)
2. Reinspection fees assessed under provisions of Section 305 (f) \$15.00 each
3. Inspections for which no fee is specifically indicated \$15.00 per hour (minimum charge—one-half hour)
4. Additional plan review required by changes, additions or revisions to approved plans \$15.00 per hour (minimum charge—one-half hour)

CITY OF TROUTDALE
104 SE KIBLING STREET
TROUTDALE OR 97060
665-5175

EXHIBIT D

PERMIT NO. _____

DATE ISSUED _____

DEMOLITION PERMIT ISSUED BY _____

ADDRESS _____

LEGAL DESC: Lot _____ Block _____

SUBDIVISION/SECTION _____

OWNER _____

ADDRESS _____

PHONE _____

CONTRACTOR _____

CONTR. ADDRESS _____

STATE REG# _____ CITY LICENSE # _____

PHONE _____ VALUATION \$ _____

Permits are nontransferable and expire if work is not started within 180 days of issuance or if work is suspended for a period in excess of 180 days. Contractor must notify the Building Department a minimum of 48 hours in advance of demolition or removal for scheduling of inspections. Adequate traffic control and signage is required during demolition and must be coordinated with the City of Troutdale.

Any request to remove structures through a fire training exercise will require approval from Portland Fire Bureau. In all cases, demolition permits are required.

I have examined the completed application for a permit and do certify that all information herein is true and correct and I further certify that any and all work performed shall be in accordance with the ordinances of the City of Troutdale and the laws of the State of Oregon pertaining to the work described herein.

Check One Owner Contractor

Date Signed: _____

PERMIT FEES

DEMOLITION \$ 35.00

WATER DISCONNECT * \$ _____

SEWER DISCONNECT * \$ _____
(city only)

STATE SURCHARGE \$ _____

TOTAL PERMIT FEE \$ _____

* 20.00 each

**RULES AND REGULATIONS
GOVERNING DEMOLITION**

The owner of record is responsible for the removal and disconnection of the sewer and water supply and/or private sewage system. All such work must be accomplished within five (5) days of the removal of the structure.

Private sewage disposal systems must be abandoned in accordance with the requirements of DEQ and Multnomah County Dept. of Environmental Services. A separate permit is required and may be obtained at Troutdale City Hall.

All private well systems must be completely disconnected, well marked and made safe from any potential hazardous condition.

Water meters must be removed by the Water Division. Sewer disconnections must be inspected by the Wastewater Treatment Division.

All debris resulting from demolition must be disposed of at appropriate disposal sites. Debris must be removed within five days following demolition and not be left on the property.

EXHIBIT E

1988 EDITION

3-A

TABLE NO. 3-A—BUILDING PERMIT FEES

TOTAL VALUATION	FEE
\$1.00 to \$500.00	\$10.00
\$501.00 to \$2,000.00	\$10.00 for the first \$500.00 plus \$1.50 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$32.50 for the first \$2,000.00 plus \$6.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$170.50 for the first \$25,000.00 plus \$4.50 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$283.00 for the first \$50,000.00 plus \$3.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 and up	\$433.00 for the first \$100,000.00 plus \$2.50 for each additional \$1,000.00 or fraction thereof
Other Inspections and Fees:	
1. Inspections outside of normal business hours	\$15.00 per hour (minimum charge—two hours)
2. Reinspection fee assessed under provisions of Section 305 (g)	\$15.00 each
3. Inspections for which no fee is specifically indicated	\$15.00 per hour (minimum charge—one-half hour)
4. Additional plan review required by changes, additions or revisions to approved plans	\$15.00 per hour (minimum charge—one-half hour)

CITY OF TROUTDALE
104 SE KIBLING STREET
TROUTDALE OR 97060
665-5175

EXHIBIT F

PERMIT NO. _____

DATE ISSUED _____

PLUMBING PERMIT

ISSUED BY _____

RECEIPT NO. _____

ADDRESS _____

LEGAL DESC: Lot _____ Block _____

SUBDIVISION/SECTION _____

ASSESSOR'S ACCT. NO. _____

OWNER _____

ADDRESS _____

PHONE _____

CONTRACTOR _____

CONTR. ADDRESS _____

STATE REG# _____ CITY LICENSE # _____

PHONE _____ VALUATION \$ _____

Permits are nontransferable and expire if work is not started within 180 days of issuance or if work is suspended for 180 days.

DESCRIBE SCOPE OF WORK ACTIVITY:

I have examined the completed application for a permit and do certify that all information herein is true and correct and I further certify that any and all work performed shall be in accordance with the ordinances of the City of Troutdale and the laws of the State of Oregon pertaining to the work described herein.

Check One Owner Contractor

Date Signed: _____

PLAN REVIEW REQUIRED AS FOLLOWS:

1. A residential structure which has 40 fixtures or more
2. All nonresidential structures of more than 30 water fixture units
3. Nonresidential structures with more than 200 feet of developed length of water or sewer pipe
4. When specifically requested by the Building Department

PLAN CHECK DEPOSIT \$ _____

Receipt No. _____

Date Received: _____

NEW DWELLINGS

1. Each unit with one bathroom \$155.00 _____
2. Each unit with two bathrooms \$205.00 _____
3. Each unit over two bathrooms \$250.00 _____

EXISTING DWELLINGS

1. Each unit fixture, repair or replace
 - a. First three fixtures \$ 35.00 _____
 - b. Each fixture over 3
No. of Fixtures ___ x \$ 8.00 _____
 - c. Each manhole, drywell, sewer cap,
vacuum breaker, catch basin
No. of Items ___ x \$ 25.00 _____
2. Water, storm or sanitary sewer line installation
 - a. First 100 feet of line \$ 35.00 _____
 - b. Each additional foot of line
No. of Feet ___ x \$.20 _____

MANUFACTURED DWELLINGS

1. Manufactured home park sewer collection and water distribution per space
No. of Spaces ___ x \$ 30.00 _____
2. Manufactured home service connections per space
No. of Spaces ___ x \$ 25.00 _____

COMMERCIAL/MULTI-FAMILY

1. Each unit fixture, repair or replace
 - a. First three fixtures \$ 50.00 _____
 - b. Each fixture over 3
No. of Fixtures ___ x \$ 10.00 _____
 - c. Each manhole, drywell, sewer cap,
vacuum breaker, catch basin
No. of Items ___ x \$ 25.00 _____
2. Water, storm or sanitary sewer line installation
 - a. First 100 feet of line \$ 35.00 _____
 - b. Each additional foot of line
No. of Feet ___ x \$.20 _____

PERMIT FEE

STATE SURCHARGE 5% _____

PLAN REVIEW (25%) _____

TOTAL PERMIT FEE _____

CITY OF TROUTDALE
104 SE KIBLING STREET
TROUTDALE OR 97060
665-5175

EXHIBIT G

PERMIT NO. _____

DATE ISSUED _____

ELECTRICAL PERMIT

ISSUED BY _____

RECEIPT NO. _____

ADDRESS _____

LEGAL DESC: Lot _____ Block _____

SUBDIVISION/SECTION _____

OWNER _____

PHONE _____

CONTRACTOR _____

CONTR. ADDRESS _____

CONTR. LIC. NO. _____

CONTR. BOARD REG. NO. _____

SIGNATURE _____

(Supervising Electrician)

LICENSE NO. _____ PHONE _____

Permits are nontransferable and expire if work is not started within 180 days of issuance or if work is suspended for 180 days.

FOR OWNER INSTALLATION:

Print Owner's Name _____ Phone No. _____

Address _____

City _____ State _____ Zip _____

This installation is being made on property I own which is not intended for sale, lease or rent.

Owner's Signature _____

Plan Review Section (if required)

COMPLETE FEE SCHEDULE BELOW:

Number of Inspections Per Permit Allowed

A. RESIDENTIAL PER UNIT (SERVICE INCLUDED)

ITEM	COST	SUM
1000 sq. ft. of less	85.00	4
Each add'l. 500 sq. ft. or portion thereof	15.00	
Limited Energy	20.00	1
Each Manu. Dwelling or Modular Service or Feeder	40.00	1

B. SERVICE OR FEEDERS

INSTALLATION, ALTERATION/RELOCATION		
200 amps or less	50.00	2
201 amps to 400 amps	60.00	2
401 amps to 600 amps	100.00	2
601 amps to 1000 amps	130.00	2
Over 1000 amps or volts	300.00	2
Reconnect Only	40.00	2

C. TEMPORARY SERVICE OR FEEDERS

INSTALLATION, ALTERATION/RELOCATION		
200 amps or less	40.00	2
201 amps to 400 amps	55.00	2
Over 401 amps to 600 amps	80.00	2
Over 600 amps or 1000 volts see "B"		

D. BRANCH CIRCUITS

NEW/ALTERATION/EXTENSION PER PANEL		
The fee for branch circuits with purchase of service or feeder fee		
Each branch circuit	2.00	
The fee for branch circuits without purchase of service or feeder fee		
First branch circuit	35.00	
Each add'l. branch circuit	2.00	

E. MISCELLANEOUS

(Service or feeder not included)		
Each pump or irrig. circle	40.00	2
Each sign or outline lighting	40.00	2
Signal circuit(s) or a limited energy panel, alteration or extension	40.00	2

F. EACH ADDITIONAL OR SPECIAL INSPECTION

Over the allowable in any of the the above per inspection	35.00	1
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TOTAL FEES \$ _____

5% SURCHARGE _____

PLAN REVIEW (25% of Permit Fee) _____

LESS BULK LABEL FEE _____

BALANCE DUE \$ _____