

**A RESOLUTION ESTABLISHING FEES
AND CHARGES FOR CITY SERVICES**

) Resolution No. 12
) for 2005

WHEREAS, it is the policy of the City of Lebanon to require the ascertainment and recovery of certain City costs from fees and charges levied, therefore providing City services, products and regulations; and

WHEREAS, the City Administrator has caused a review of City fees and charges to recover a reasonable percentage of City costs in providing City services, products and regulations, and recommends such adjustments to the City Council; and

WHEREAS, notice has been given for public comment upon said charges and the City Council has deliberated and considered said public comment; and

WHEREAS, said review of all City fees and charges as well as necessary and appropriate new fees and charges are provided in Attachment "1."


WHEREAS, public notice of the proposed City fee changes was provided in the newspaper of record on May 21, 22 and 25, 2005.

THEREFORE THE LEBANON CITY COUNCIL RESOLVES AS FOLLOWS:

Section 1: The following fees, rates and charges as attached hereto as Attachment "1" and incorporated herein by this reference are adopted by the City, effective July 1, 2005.

Section 2: The City Council hereby determines that the fees, rates and charges hereby adopted are not subject to the limits of section 11 or 11b, Article XI of the Oregon Constitution.

Passed by the Council by a vote of 5 for and 0 against and approved by the Mayor this 25th day of May 2005.


Kenneth I. Toombs, Mayor
Scott Simpson, Council President

ATTESTED BY:


John E. Hitt, City Recorder

CITY OF LEBANON FEES AND CHARGES

Effective July 1, 2005

TYPES OF FEES	CURRENT FEES
MINISTRATIVE FEES:	
ministrative Requests - Miscellaneous	\$25.00/hour
ceals (Non Land Use)	\$25.00
dit Report	\$15.00
dget Document	\$15.00
eclosures notice	\$25.00
using Rehab Payoff and Reconveyance	\$15.00
n Search (online)	\$25.00
n Sufficient Funds (NSF) Charge	\$25.00
tary Fee	\$1.00
idential RV Permit (1 - 15 days)	\$35.00
Renewal periods 15 days (no more than 3 renewals)	\$25.00 each
I Weeds & Grass Abatement (if not abated within 10 days)	\$25.00
mporary Use Permit	\$250.00
Public Information Request Form and Guidelines:	
imple request (definition on back of request form)	cost to be determined
omplex request (definition on back of request form)	cost to be determined
dio Tape Copies (\$15.00 for first tape, \$5.00 for each additional)	\$15.00 / \$5.00
leo Tape Copies	\$25.00
otocopies	\$0.25
hived Electronic Information Retrieval	\$100.00/hour
BUSINESS LICENSE FEES (Miscellaneous):	
Annual Business License Fees: (after July 1 issued @ 1/2 annual fee)	
Auctions	\$150/year, \$25/each
Boxing & Wrestling (per event)	\$50.00
Business License Listing (per event)	\$5.00
Carnivals	larger of \$100/day or 1% of gross
Circuses and Exhibitions (per event)	larger of \$100/day or 1% of gross
Dances (Public) - Annual Permit	\$150.00
Dances - Per Dance	\$25.00
Drug Paraphernalia Sales	\$250.00
Fairs, festivals per each vendor participating (per event)	\$150.00
Smoking License	
Ongoing Annual License	\$200.00
License for one day special event	\$50.00
License for one day special event/ non-profit organization	\$20.00
Quorum License (first license requested)	\$100.00
Annual renewal of a liquor license	\$35.00
Change of location or ownership of liquor license	\$75.00
Merchant Police, Security Service (annual)	\$75.00
Non Profit Organizations	\$0.00

TYPES OF FEES	CURRENT FEES
SINISS LICENSE FEES (Miscellaneous): (Continued)	
Trade Permit	\$20.00
Idler and Solicitors	
-30 days	\$15.00
1- 60 days	\$25.00
1 days to 6 months	\$30.00
More than 6 months, up to one year	\$40.00
Recording Fees (Linn County)	\$10.00
Bondhand Buyers and Sellers Annual Fee	\$75.00
ici Licenses:	
Annual Taxi Operator License	\$100.00
Annual additional vehicle	\$25.00
Annual Taxi Driver Permit	\$15.00
Transient Merchants/ 30 days	\$35.00
Transfer of ownership/change of location or name	\$10.00
TY FACILITIES (Use of):	
ty Park Facilities (see Park Shelters)	
ntiam Travel Station Rental:	
Passenger Lobby	\$5.00/hour
Freight Room (plus refundable deposit)	\$25.00/hour
3 DIVISION:	
ty Street Map with UGB	\$12.00
ning Map	\$25.00
stom Data	\$75.00/hour
ty wide GIS on CD	\$75.00
BRARY FEES:	
erlibrary loan (per item)	\$2.00
erinet copies (each copy)	\$0.10
st item processing fee (plus replacement cost of item)	\$3.00
st Library Card Fee	\$1.00
nresident Cards:	
For Family Household	\$35.00
For Senior Citizen(60+) Family/Household	\$30.00
Junior-Materials-Only Card	\$5.00
erdue items per day per item (up to a maximum of \$4.00)	\$0.10
otocopies by coin operated machine (per copy)	\$0.10
otocopies made by staff	\$0.25
ervation fee (per item)	\$0.50

TYPES OF FEES	CURRENT FEES
MUNICIPAL COURT FEES:	
Appeal to Linn County Circuit Court (+ certified copy charge)	\$25.00
Certified copies (per sheet)	\$5.00
Copies (per sheet)	\$1.00
Trial Costs:	
Cite or Arrest Warrant	\$50.00
Notice of court action of driving privileges to DMV	\$20.00
Trial Costs (per Trial):	
Confinement Fee/day	\$20.00
Criminal (non Jury - if convicted)	\$20.00
Jury trial (if convicted)	\$50.00
Traffic (if convicted)	\$15.00
Ill Diversion extension fee	\$25.00
Failure to Appear Fees:	
Arraignment	\$20.00
Trial (jury) (and jury fee)	\$150.00
Trial (no jury)	\$100.00
Charge for turning to collection	40%
Inefficient funds service charge	\$25.00
Delay fee (if canceled after arrival of Jurors)	\$15/juror
Electronic Payments	\$20.00
Miscellaneous petitions and warrants	\$20.00
Payment extension fee	\$30.00
Payment extension interest	(9% per annum)
RECREATION FEES:	
Boys' and Girls' Camps:	
Camping fees per day (+ transient tax)	\$23.00
Camping fees per day (+ transient tax) - AFTER 5/1/06	\$25.00
Reservation fee	\$6.00
Reservation change fee (non-refundable) transaction fee	\$6.00
Extra vehicle (per night)	\$5.00
Group tent camping fee (max 20 people/10 tents)	\$48.00
Waste Dump Station fee	\$3.00
Waste Dump Station Permit, Commercial Accounts by Permit Only	\$15.00
Special Event Application fee	\$10.00
RECREATION SHELTER RENTAL FEES:	
Security and Cleaning deposit for groups (over 50?) (refundable) security fee Must be in form of check or cc number	Equal to base rental fee
Shelter application processing fee (non-refundable) transaction fee	\$6.00
Booth Park Shelter	\$20.00
Century Park Shelter	\$30.00
Century Park Community Center:	
Century Park Main Building Area, Full day	\$40.00
Century Park Main Building Area, 1/2 day rate (4 hours a.m. or 4 hours p.m.)	\$20.00
Century Park Main Building Area, Evening after 5:00 p.m.	\$20.00
Century Park Office Space, Monthly rental fee	\$30.00

TYPES OF FEES	CURRENT FEES
RK SHELTER RENTAL FEES: (Continued)	
Christopher Columbus Park Shelter	\$20.00
Ston Park Gazebo	\$40.00
er Park Main Shelter	\$45.00
er Park Horseshoe Area Picnic Table Shelter	\$20.00
er Park Small Picnic Table Shelters (2)	\$25.00
ANNING DEPARTMENT FEES:	
Administrative Review	
Residential	\$500.00
Commercial Re-Use	\$600.00
Commercial New	\$750.00
exation	\$1,700.00
5 acres and less	\$1,700.00
Great than 5 acres	\$2,200.00
deal of Planning Commission Decision	\$500.00
deal of Staff Decision	\$250.00
mpile Planning Action Record File	\$25/hour + 25¢ per page
mprehensive Plan Map Amendment	\$2,000.00
mprehensive Plan - Text / Map	\$25 for plan/ \$25 for map
nditional Use Permit	\$950.00
Engineering Fees:	
Engineered Site Plan Review (Engineering)	\$650 + \$200/acre
Reapplication Fee (for up to "2" resubmittals)	33% of original fee
New Residential Site Plan Review (Engineering)	\$50.00
Street/Alley Vacation (Engineering)	\$1,200.00
Easement Vacation (Engineering)	\$750.00
ard Partition (Planning \$550 (\$700) /Engineering \$150)	\$850.00
: Line Adjustment (Planning \$250 (\$350) /Engineering \$150)	\$500.00
asure 56 Mailing	\$2,500.00
ification to Approved Application	\$100 - \$800
isance Abatement (if not abated within 10 days)	\$100.00
inned Development Preliminary	\$1,750.00
inned Development General	
Residential	\$1200 + \$10 / Unit
Ion-Residential	\$1200 + \$5/100 sq ft
idential Plot Plan Review	\$25.00
idential Remodels (fee incurred if outside of original footprint)	\$25.00
lewalk Café Permit	\$50/annually
in Review	75.00 + \$1.00/sq ft
bdivision	
entative Plat (Planning \$1750(\$2500) + \$15/lot / Engineering \$500)	\$2,500 +\$15/lot
inal Plat (Planning \$1200 (\$1750) + \$25/lot / Engineering \$250)	\$1750 + \$25/lot
bdivision Amendment	\$1,600.00
bdivision/Code (each set)	\$5.00
mporary Occupancy Permit/day	\$10.00
affic Study Deposit	\$3,000.00
riance	\$700.00

TYPES OF FEES	CURRENT FEES
ANNING DEPARTMENT FEES: (Continued)	
ie Change (map or text)	\$2,500.00
ing Ordinance - Text	\$25.00
ing Map	\$25.00
LICE DEPARTMENT FEES:	
andoned Vehicle Abatement (if not abated within 10 days)	\$50.00
rm permits (Phase in over 5 year period)	\$10.00
lio Cassettes/DVD's (\$15.00 for first tape, \$5.00 for each additional)	\$15.00 / \$5.00
e Licensing (<i>free</i> during bike rodeo)	\$2.00
ersion Classes, Other (\$35 to \$50 maximum)	\$50.00
se alarm billing:	
1st alarm	\$0.00
2nd alarm or more at \$25 ea	\$25.00
ger Printing	\$15.00
ident Page(s) (first 5)	No Charge
ident Pages (after 5)	\$0.25 each
pection fee for "fix-it" tickets (each)	\$5.00
ial Records Check (waive fee for Armed Forces) - up to 5 pages	\$7.50
Additional pages	\$0.25
egon Crash Reports	No Charge
orking Permit - Annual Residential	\$75.00
orking Permit - Daily	\$15.00
ice Reports:	
Current Report (up to 5 pages)	\$5.00
Archived Reports (up to 5 pages)	\$10.00
Additional pages	\$0.25
otographs (copied on photo paper or disc)	\$1.00/photo
stage (regular delivery)	Included in fee
stage (2-day or overnight)	Cost over regular
earch Charge (for requests over 30 minutes)	\$12.50/15 minutes
sh Request (less than 5 business days)	\$10.00
at Belt Class	\$50.00
hicles:	
Boot Removal Fee	\$50.00
Impounded Vehicle Release (Admin. Fee)	\$100.00
leo Tapes	\$25.00
NIOR CENTER FEES:	
ilding Rental Fees	
asic Rental Deposit	\$100.00
lcohol Deposit	\$500.00
ntal Fees: Depending on space, time & entity renting	\$10 - \$70/hour
ustodial Services (optional at request of S.C.)	\$50.00
PA System	\$10.00
lide Projector	\$10.00
V/VCR	\$10.00
Easel & Flip Chart	\$10.00

TYPES OF FEES	CURRENT FEES
NIOR CENTER FEES: (Continued)	
rable Medical Equipment Loan Fee (per contract)	\$10.00
otocopies - Letter 8 1/2 x 11, Legal 8 1/2 x 14 (per side)	\$0.25
otocopies - Jumbo 11 x 17 (per side)	\$0.50
xes - First Page (each additional page \$.75)	\$2.00
s Transportation	
Seniors and Disabled Persons (one way)	\$1.00
Public (one way)	\$2.00
5 years of age and under (one way)	Free
PERMITS AND RIGHTS OF WAY:	
Inner Permit	\$30.00
Inner Installation	\$50.00
Basic Right-of-Way Encroachment Fee:	\$65.00
Contractor Pre-qualification	\$50.00
Transfer of improvements	\$200.00
Public Improvement Drawing Review (for up to "2" resubmittals)	\$250.00 + 3% of const.
Public Improvement Permit	
\$250.00 + 4% of cost up to \$50,000	
\$250.00 + 3% of cost above \$50,000	
Right-of-Way Encroachment Surcharges:	
Curb Cut	\$1.50/sf; \$20.00 min
Hard Surface Street Cuts	\$1.00/sf; \$30.00 min
4" Sanitary Connection	\$55.00
6" Sanitary Connection	\$110.00
4" Storm Connection	\$30.00
6"-8" Storm Connection	\$90.00
Over 8" Storm Connection	\$125.00
Pavement/ROW Dedication Process Fee	\$125.00 each
WATER/SEWER SPECIAL SERVICE FEES:	
1" Water Meter Service Connection Fee	\$850.00
1/2", 2" Water Meters (cost of materials & labor - deposit required)	Cost
Contaminated Waste Dump Permit	\$250.00
Industrial Pretreatment Program Fees	
Initial Issue for 1 to 5 years	\$500.00
Annual Monitoring & Compliance Review	\$250.00
Hauled Waste Dump Fee - per gallon	0.0725/per gallon
Wastewater Discharge Permit Application	\$250.00
Contaminated Waste Discharge Permit	
Issued for \leq or less	\$250.00
Service Charges:	
After Hours Meter Turn On	\$70.00
Door Hanger	\$7.50
Lock-Off (Meter)	\$35.00
Installing a 3/4" Meter to an Existing Service	\$65.00
Install a 3/4" Hand Valve	\$25.00
Provide a Water Meter Box.	\$30.00

TYPES OF FEES	CURRENT FEES
WATER/SEWER SPECIAL SERVICE FEES: (Continued)	
Service charges:	
Re-inspection fee for backflow prevention devices	\$25.00
Remove an Existing and Replace a Water Meter Box	\$50.00
Remove Meter due to tampering	\$65.00
Replace a Damaged Meter Lock	\$40.00
Replace a Damaged Meter Locking Cap	\$40.00
Replace a Damaged Meter Resetter	\$60.00
Test Water Meter, <i>Refund when Test Indicates Meter Runs Fast</i>	\$25.00
Utility bill late payment fee (added to late payment notice)	\$7.50
Water retest fee	\$200.00/300 linear foot
Lower or raise water meter	\$50.00
Move water meter location	Cost
Install a fire hydrant meter	\$25.00
Transfer Dump Station Commercial Permit	\$15.00



Building Division Fees

Fee Schedule Table

Up to \$500	\$15
\$500 to \$2,000	\$15 for the first \$500, plus \$2 for each additional \$100 or fraction thereof to and including \$2,000
\$2,000 to \$25,000	\$45 for the first \$2,000, plus \$8 for each additional \$1,000 or fraction thereof to and including \$25,000
\$25,000 to \$50,000	\$229 for the first \$25,000, plus \$6 for each additional \$1,000 or fraction thereof to and including \$50,000
\$50,000 to \$100,000	\$379 for the first \$50,000, plus \$4 for each additional \$1,000 or fraction thereof to and including \$100,000
\$100,000 and up	\$579 for the first \$100,000, plus \$3.50 for each additional \$1,000 or fraction thereof

Review Fees

Building Plan Review Fee	65% of building permit fee
Life Safety Review (as required by ORS 459.155)	40% of building permit fee
Mechanical Plan Review Fee	25% of mechanical permit fee
Plumbing Plan Review Fee	25% of plumbing permit fee
Additional plan review required by changes, additions or revisions to approved plans	\$65 per hour (minimum 1/2 hour)
Permit Project	*\$100 each phase, plus 75% of building permit fee
Permit Submittal	*65% of building permit fee
Permit/Engineer Certified Plan Review Submittal Fee	*\$100 per submittal
Master Plan Review Submittal Fee	*\$100 per submittal

Inspection Fees

Inspections outside of normal business hours	\$65 per hour (minimum 2 hour)
Inspection fees assessed under provisions of Section 108.8	\$65 per inspection
Inspections for which no fee is specifically indicated	\$65 per inspection

Other Fees

Permit Fee	\$75
Daily Occupancy	\$10 per day
Manufactured Home Placement Permit Fee	\$260

* Proposed Fee

Proposed Fees For Adoption

Phased Project and Deferred Submittal Fees

When requested to review and approve plans for phased construction or deferred plan submittals under the City of Lebanon's current and adopted codes, the following fees in addition to the applicable plan review and permit fees shall apply.

- (1) Phased Projects. There shall be a phased submittal fee of \$100 for each separate phase of the project. In addition, the plan review fee shall be increased in an amount equal to 10 percent of the building permit fee calculated using the City of Lebanon's adopted fee schedule for the value of the particular phase of the project. This fee shall not exceed an additional \$1,500 for each phase.
- (2) Deferred Submittals. This deferred submittal review fee shall be an amount equal to 65 percent of the building permit fee, using the value of this project element, as calculated using the City of Lebanon's adopted fee schedule. This fee is in addition to the originally paid project plan review fee, based on the total project value.

Architect/Engineer Certified Plan Review Submittal Fee

There shall be an administrative fee of \$100 for all building permits issued under ORS 455.628 Plan Review Exemption. This program provides for residential plans to be previously approved by an Architect/Engineer that is also state certified as a one and two family dwelling plans examiner. Those plans reviewed and still valid under this program may be submitted for building permit issuance without paying plan review fees. This is a Lebanon Building Division administrative fee and independent of any other fees required by other City Departments or Divisions. The application and plans are processed in accordance to procedures set forth in the Lebanon Building Division Operating Plan.

State Master Plan Submittal Fee

There shall be an administrative fee of \$100 for all building permits issued under the State Master Plan program. This program provides for residential plans to be previously approved by the State Building Code Division. Those plans reviewed and still valid under this program may be submitted for building permit issuance without paying plan review fees. This is a Lebanon Building Division administrative fee and independent of any other fees required by other City Departments or Divisions. The application and plans are processed in accordance to procedures set forth in the Lebanon Building Division Operating Plan.