

A RESOLUTION AMENDING RESOLUTION) RESOLUTION NO. 2016-3
NO. 2015-31 "AMENDING FEES AND CHARGES)
FOR CITY SERVICES" BY SETTING LICENSING)
FEES FOR MEDICAL MARIJUANA DISPENSARIES)

WHEREAS, the Lebanon City Council Adopted Ordinance Bill No. 2015-13, Ordinance No. 2869, establishing regulations for medical marijuana dispensaries; and

WHEREAS, the City Manager has caused a review of fees and charges in order to fully reimburse the City for the actual cost of providing medical marijuana dispensary licenses; and


WHEREAS, the City Council has reviewed the basis for establishing such fees as described in EXHIBIT A.

THEREFORE, THE LEBANON CITY COUNCIL RESOLVES AS FOLLOWS:

Section 1: The following fees amendment attached hereto as EXHIBIT A and incorporated herein by this reference are adopted by the City and shall become *effective immediately upon approval*.

Passed by the Lebanon City Council by a vote of 4 for and 1 against on this 13th day of January, 2016. *(and 1 abstention)*

CITY COUNCIL OF LEBANON OREGON



Paul Aziz, Mayor
Bob Elliott, Council President

ATTESTED:



Linda Kaser, City Clerk

EXHIBIT "A" CITY OF LEBANON FEES AND CHARGES

Effective January 13, 2016 - Supersedes All Previous Schedules

TYPES OF FEES	CURRENT FEES
ADMINISTRATIVE FEES (CITY CLERK'S OFFICE)	
Copies:	
Audio/Video Copies	\$15.00 1st / \$5.00 add'l
Black/White - Letter 8-1/2" x 11", Legal 8-1/2" x 14" (per side)	\$0.25
Black/White - Executive 11" x 17" (per side)	\$0.50
Color copies (each side)	\$0.50
Non Sufficient Funds (NSF) (charge back fees for debit/credit card & returned checks)	\$30.00
Liquor License (original application)	
Annual Renewal of a Liquor License	*\$35.00
Change Application (in ownership, location, or privilege)	*\$75.00
Temporary Application (valid for one calendar year -- covers multiple events)	*\$35.00
	*Not to exceed per ORS
Notary Services (Municipal Court Personnel):	
An acknowledgement; verification upon an oath or affirmation; certifying a copy of a document; witnessing or attesting a signature; and protesting commercial paper, except a check drawn on insolvent financial institution in which case the fee is \$0.	Not to exceed \$5.00
Administering an oath or affirmation without a signature; taking a deposition, each page; and all other notarial acts not specified.	Not to exceed \$1.00
Public Records Request: (all requests must be made on a City Public Records Request Form)	
If request exceeds \$25.00, the requester's authorization is required to proceed with request. If request exceeds \$100.00, a deposit may be required before commencing work.	May require 50% deposit
Archived Electronic Information Retrieval	\$100.00/hr
Voters' Pamphlets:	
Candidate Filing Fee (with or without photo)	\$35.00
BUSINESS / CITIZEN SERVICES & DEVELOPMENT CENTER FEES	
Animal Keeping Permit	\$35.00
Banner Permit (\$30 permit + \$65 installation)	\$95.00
Business License Fees* (after July 1 prorated):	
Auctions	\$150/year, \$25/each
Drug Paraphernalia Sales	\$250.00
Medical Marijuana Dispensary Licenses - Annual Operator License	\$200.00
Annual Employee License (other than Dispensary Owner) Valid for One Year	\$50.00
Secondhand Buyers and Sellers Annual Fee	\$75.00
Taxi Licenses - Annual Operator License	\$200.00
Annual Additional Vehicle	\$150.00
Annual Taxi Driver Permit Valid for One Year	\$30.00
Business Registration Fees - Initial Application	
Annual Renewal - submitted late	\$20.00
Annual Renewal - timely submitted (no changes)	\$0.00
Annual Renewal - with changes (ownership, responsible person, location or contact information)	\$7.50
Gambling License - Annual License	
License for One-day Special Event (City property only)	\$50.00
License for One-day Special Event / Non-profit Organization	\$20.00
Liquor License	<i>See Administration/City Clerk's Office Fees</i>
Parade Permit	\$20.00
Non-Profit Organizations	N/A

TYPES OF FEES	CURRENT FEES
BUSINESS / CITIZEN SERVICES & DEVELOPMENT CENTER FEES (continued)	
Parking Permit (per ORS 10.24.142):	
Annual Residential	\$75.00
Daily	\$15.00
Peddler and Solicitors:	
1-30 Days	\$15.00
31- 60 Days	\$25.00
61 Days to 6 Months	\$30.00
More than 6 Months, up to 1 Year	\$40.00
Public Event Applications:	
1-Day Event	\$100.00
2-3 Day Event	\$150.00
Master Permit	\$250.00
Transfer of Ownership/Change of Location or Name	\$10.00
Non-Profit Organizations	N/A
RV Permit (1 - 15 days)	\$35.00
Renewal Periods - 15 Days (no more than two renewals)	\$25.00 each
Santiam Travel Station (North End Only):	
Passenger Lobby (North End)	\$5.00/hour
ENGINEERING FEES	
Basic Right-of-Way Encroachment Fee	\$65.00
Bid Document	\$50.00
Contractor Pre-qualification	\$50.00
Deferral of Improvements	\$200.00
Easement/ROW Dedication Process Fee	\$125.00 each
Engineering Fees:	
Developer Assurance Agreement	\$100.00
Engineered Site Plan Review (Engineering)	\$500 + \$350/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
Public Improvement Drawing Review (for up to "2" resubmittals)	\$250.00 + 3% of const.
Public Improvement Permit:	
First \$50,000 of Construction Cost	\$250.00 +4% of cost up to \$50,000
Amount above \$50,000	\$250.00 +3% of cost above \$50,000
Right-of Way Encroachment Surcharges:	
Curb Cut	\$1.50/sf; \$20.00 min
Street Pavement Cut	\$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
Standard Drawings	\$20.00
FINANCE FEES	
Audit Report (available at no charge online or at the Library)	\$25.00
Budget Document (available at no charge online or at the Library)	\$50.00
Collection Fee (accounts turned over to Linn Co. or collection agency)	\$100.00
Fax Service (for public)	\$2.00 first page/.75 each add'l pg
Foreclosures Notice	\$100.00

TYPES OF FEES	CURRENT FEES
FINANCE FEES (continued)	
Housing Rehab Payoff and Reconveyance	\$50.00
Lien Search (online)	\$25.00
Non Sufficient Funds (NSF) (charge back fees for debit/credit card & returned checks)	\$30.00
Payment Extension Fee	\$5.00
Tall Weeds & Grass Abatement (if not abated within 7 days)	\$100.00
GIS DIVISION FEES	
City Street Map with UGB	\$12.00
Zoning Map	\$25.00
Custom Data	\$75.00/hour
City wide GIS on CD	\$75.00
LIBRARY FEES	
Collection Fee (accounts turned over to collection agency)	\$10.00
Community Meeting Room Rental Fees:	
Rental per Hour - (2-hour minimum) (depending on time and entity)	\$10.00 - \$25.00
Refundable Deposit (depending on time and entity)	\$100.00 or \$250.00
Refundable key deposit, after hours use	\$200.00
Non-refundable After Hours Use	\$35.00
Non-Refundable Weekend use	\$50.00
PA System	\$10.00
AV System	\$20.00
Copies (self-serve, per page):	
B/W Letter 8-1/2" x 11", Legal 8-1/2" x 14"	\$0.10
B/W Executive 11x17	\$0.20
Color Letter 8-1/2" x 11", Legal 8-1/2" x 14"	\$0.50
Color Executive 11x17	\$1.00
Interlibrary Loan (per item)	\$3.00
Lost Item Processing Fee (plus replacement cost of item)	\$3.00
Lost Library Card Fee	\$1.00
Non-resident Cards:	
Household (12-month)	\$50.00
Household (6-month)	\$30.00
Senior Citizen (60+ years) Household (12-month)	\$40.00
Overdue Items per Day per Item (up to a maximum of \$5.00)	\$0.20
Overdue (cumulative fines up to a maximum of \$25.00)	\$25.00
Reservation Fee (per item)	\$0.50
MUNICIPAL COURT FEES	
Appeal to Linn County Circuit Court - <i>inadvertently left off of 2013 Fees Schedule</i>	\$25.00 (plus certified copy cost)
Certified Copy (\$6.00 for certification/\$.25 per sheet)	\$6.25 minimum
Court Costs:	
Cite or Arrest Warrant	\$50.00
Notice of Court Action of Driving Privileges to DMV	\$15.00
Court 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
DUII Diversion Extension Fee	\$25.00
Expungement Filing Fee (State mandated)(waived for charges not filed or dismissed)	\$252.00
Expungement Packet Fee	\$5.00

TYPES OF FEES	CURRENT FEES
MUNICIPAL COURT FEES (continued)	
Fee for Turning to Collection (customer pays directly to collection agency)	40% of the principal balance
Jury Fee (if canceled after arrival of jurors)	\$10.00/juror
Late Payments	\$20.00
Non Sufficient Funds (NSF) (charge back fees for debit/credit card & returned checks)	\$30.00
Payment Extension Fee	\$30.00
Payment Extension Interest	(9% per annum)
Suspension Packet Administration Fee (if convicted)	\$12.00
PARK FEES - SHELTER & CAMPING FEES	
Booth Park Shelter	\$15.00
Century Park Shelter	\$30.00
Christopher Columbus Park Shelter	\$15.00
Ralston Park Gazebo	\$55.00
River Park Main Shelter	\$50.00
River Park Horseshoe Area Picnic Table Shelter	\$20.00
River Park Alcoholic Beverage Permit (must provide proof of liability insurance)	Non-refundable \$25.00
Wynn Mill	\$25.00
Camping:	
Daily Rate	\$24.00
Senior/Military Discount	\$22.00
Group Discount (3 or more sites)	\$20.00
Weekly Rate	\$130.00
Senior/Military Discount	\$125.00
Monthly Rate	\$450.00
Construction Workers in the City of Lebanon	\$350.00
Extra Vehicle (per night)	\$5.00
Sewage Dump Station Fee	\$5.00
Cancellation Fee	\$12.00
PLANNING / LAND USE FEES	
Note: For land use applications that require more than one approval, the applicant shall be charged the highest	
Administrative Review	\$450.00
Annexation	\$1,500.00
Appeal of Planning Commission Decision	\$500.00
Appeal of Staff Decision	\$250.00
Code Interpretation	\$100.00
Comprehensive Plan Map Amendment	\$2,000.00
Comprehensive Plan Documents	\$25.00
Conditional Use Permit: Residential / Commercial / Industrial	\$1,500.00
Development Code	\$40.00
Extension of Time Request	25% of original fee
Historic Reviews and Register Updates:	
Administrative	\$300.00
Quasi-Judicial	\$600.00
Legislative	\$1,000.00
Home Occupation	\$50.00
Lot Line Adjustment	\$250.00
Measure 56 Mailing	Actual Cost
Ministerial Review	\$150.00
Modification to Approved Application	25% of application
Non-Conforming Uses and Developments	\$450.00

TYPES OF FEES	CURRENT FEES
PLANNING / LAND USE FEES (continued)	
Partition	\$450.00
Planned Development - Preliminary	\$2,500.00
Final Plan - Ministerial	\$200.00
Final Plan - Administrative	\$450.00
Final Plan - Qausi-Judicial	\$750.00
Residential Plot Plan Review	\$25.00
Residential Remodels (fee incurred if outside of original footprint)	\$25.00
Sidewalk Café Permit	\$65.00/annually
Sign Review	\$75.00
Subdivision:	
Tentative Plat	\$2,000.00 + \$15/lot
Final Plat	\$800.00 + \$15/lot
Tree Felling (steep slopes)	**\$150.00 + \$5.00/tree
Temporary Use	\$35.00
UGB Amendment	Actual Costs
Variance:	
Class 1 - Minor Adjustment	\$150.00
Class 2 - Adjustment	\$450.00
Class 3 - Variance	\$1,000.00
Zone Change	\$1,000.00
POLICE DEPARTMENT FEES	
Abandoned Vehicle Abatement (if not abated within 10 days)	\$50.00
Alarm Permits	\$10.00
Archived Reports (up to 10 pages)	\$10.00
Additional Pages	\$1.00/page
Crash Report	\$5.00
Information Exchange Only	No Charge
Dog Permit (for potentially dangerous dogs per ORS)	\$50.00
Deferral Classes, Other (\$35 to \$50 maximum) (seatbelt/cell phone)	\$50.00
False Alarm Billing - 1st Alarm	\$0.00
2nd Alarm and Each Subsequent Alarm	\$25.00
Incident	\$1.00 each
Letter of Clearance (includes the required local records check)	\$15.00
Local Records Check (waive fee for Armed Forces)	\$10.00
Ordinance Research/Copy (up to 5 pages)	\$5.00
Additional Pages	\$1.00 page
Police Case Reports - Current Report	\$10.00
Photographs (copied on paper or disc)	\$5.00/sheet or \$10.00/disc
Public Fingerprinting	\$20.00
Additional Cards	\$5.00
Vehicles:	
Boot Removal Fee	\$50.00
Impounded Vehicle Release (Admin. Fee)	\$100.00
SENIOR CENTER FEES	
Bus Transportation:	
Seniors and Disabled Persons (one-way)	\$1.00
Public (one-way)	\$2.00
5 years of Age and Under	Free

TYPES OF FEES	CURRENT FEES
SENIOR CENTER FEES (continued)	
Copies:	
Letter 8-1/2" x 11" or Legal 8-1/2" x 14"	\$0.25
Color Copies (Letter or Legal)	\$0.50
Facility Rental (dependent on space, time and entity renting)	\$10.00-\$35.00/hr/room
Refundable Deposit - Non-Profit, Government or Public Group	\$100.00
Refundable Deposit - Private Groups	\$250.00
Non-refundable After Hours Use for Kitchen or Auditorium Rental	\$35.00
Non-refundable Fee for Weekend Cleanup (Functions over 100 People)	\$50.00
Open/Close Partitions in Auditorium or Between Classrooms 1 & 2	\$35.00
PA System, Slide Projector or TV/VCR	\$10.00
Audio/Visual System (including Projector)	\$20.00
WATER / WASTEWATER SPECIAL SERVICE FEES Community Development Department Functions	
Backflow Prevention Devices Re-inspection Fee	\$50.00
Contaminated Waste Dump Permit	\$250.00
Fire Hydrant Charges:	
Deposit	\$500.00
Deposit - Santiam Canal Industrial Park	\$50.00
Meter Installation	\$25.00
Industrial Pretreatment Program Fees	\$500.00
Initial Issue for 1 to 5 Years	\$250.00
Annual Monitoring & Compliance Review	.085/per gallon
IPP Hauled Waste Dump Fee - per gallon	\$250.00
IPP Wastewater Discharge Permit Application	\$250.00
IPP Contaminated Waste Discharge Permit: Issued for < or less	\$25.00
Meter Charges:	
3/4" Water Meter Service Connection Fee	\$850.00
1", 1 1/2", 2" Water Meters (cost of materials & labor - deposit required)	Actual Cost
Installing a 3/4" Meter to an Existing Service	\$165.00
Installing a 1" Meter to an Existing Service	\$200.00
Installing a 1 1/2" Meter to an Existing Service	\$1,215.00
Installing a 2" Meter to an Existing Service	\$1,400.00
Water Retest Fee	\$200.00/300 linear foot
WATER / WASTEWATER SPECIAL SERVICE FEES Finance/Utility Billing Department Functions	
Customer Service Charges:	
After Hours Meter Turn On	\$100.00
Credit Check	\$20.00
Deposit-Owner (refundable) - currently reflected in the Water Resolution	\$200.00
Deposit-Owner with Bad Payment History	\$300.00
Deposit (Renter/Non-owner) (non-refundable until account reconciled/closed)	\$200.00
Deposit (Renter/Non-owner with bad payment history) (non-refundable until account reconciled and closed)	\$300.00
Door Hanger	\$15.00
Late Payment Fee/Utility Bill (added to late payment notice)	\$5.00 + 2% delinquent amount
Non Sufficient Funds (Charge Back Fees for debit/credit card & returned checks)	\$30.00
Meter Equipment/Service Charges:	
Hand Valve - 3/4"	\$35.00
Lock-Off (Meter)	\$50.00

TYPES OF FEES	CURRENT FEES
WATER / WASTEWATER SPECIAL SERVICE FEES	
Finance/Utility Billing Department Functions (continued)	
Lower or Raise Water Meter	Actual Cost (\$50 Minimum)
Move Water Meter Location	Actual Cost (\$50 Minimum)
Remove an Existing and Replace a Water Meter Box	Actual Cost
Remove Meter due to Tampering	\$100.00
Replace a Damaged Meter Lid	\$35.00
Replace a Damaged Meter Lock	\$50.00
Replace a Damaged Meter Locking Cap	\$50.00
Replace a Damaged Meter (by customer tampering)	\$500.00
Replace a Damaged Meter Resetter	\$60.00
Test Water Meter (refund when test indicates meter runs fast)	\$25.00
Test Water Meter - if an independent agency is requested	\$100.00
Water Meter Box	\$70.00
Tampering with City Property:	
First Violation within a 24-month Period	\$25.00
2nd Violation	\$50.00
3rd Violation and each Subsequent Violation	\$250.00

