



RESOLUTION 2008-043

A RESOLUTION ADOPTING A SCHEDULE OF FEES AS AUTHORIZED BY THE CITY ZONING AND COMMUNITY DEVELOPMENT CODE, ESTABLISHING FEES FOR MISCELLANEOUS CITY SERVICES AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the Sherwood Municipal Code authorizes certain administrative fees and charges to be established by Resolution of the City Council; and

WHEREAS, the City performs and offers certain services, the cost of which are most reasonably borne by the recipient, as opposed to paying for said services from general City funds; and

WHEREAS the City Manager has developed a set of administrative fees and charges for the Council and City to use when assessing general fees for permits, applications, and services, and recovering general costs of performing actions requiring oversight and administration by City staff; and

WHEREAS, the City Council believes it is most appropriate and fiscally responsible that fees and charges for all services be set by the City Council, and at a level whereby reasonable costs are recovered; and

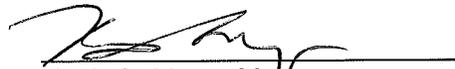
WHEREAS, the City has met the requirement for providing an opportunity for public comment prior to the adoption of this fee resolution as required by ORS 294.160.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. Adoption: The City of Sherwood Rates and Fees Schedule, attached hereto as Exhibit A, is hereby approved and adopted, and supercedes all prior development fee and charges schedules and miscellaneous fee schedules.

Section 2. Effective Date: This Resolution shall become effective July 1, 2008.

Duly passed by the City Council this 17th day of June 2008.


Keith S. Mays, Mayor

Attest:


Sylvia Murphy, City Recorder



Home of the Tualatin River National Wildlife Refuge

The City of Sherwood, Oregon Master Fees and Charges

Exhibit A
Resolution 2008-043

Adopted: June 17, 2008
Effective: July 1, 2008

Also available online at
www.ci.sherwood.or.us/government/departments/finance/fees.html

TABLE OF CONTENTS

Section 1

General

<u>Staff Rates</u>	4
<u>Business License</u>	4
<u>Liquor License</u>	4
<u>Dog Fees</u>	4
<u>Franchise Fees</u>	5
<u>Public Records</u>	6

Section 2

Outside Consultant, Legal Counsel and Miscellaneous Fees

<u>Outside Consultant</u>	7
<u>Legal Counsel</u>	7
<u>Miscellaneous Fees</u>	7

Section 3

Library

<u>General Fees</u>	8
---------------------------	---

Section 4

Police

<u>Alarm Permits</u>	9
<u>Alarm System Violations</u>	9
<u>Police Reports</u>	9
<u>Vehicle Impounds</u>	9
<u>Parking Violations</u>	9
<u>Miscellaneous Fees</u>	10

Section 5

Municipal Court

<u>Municipal Court Fees</u>	11
-----------------------------------	----

Section 6

Parks & Recreation

<u>Player Fees</u>	12
<u>Athletic Field User Charges</u>	12
<u>Robin Hood Theater Sign</u>	13
<u>Park or Amphitheater Rentals</u>	13

Section 7

Utility Charges for Service

<u>Water Utility Rates</u>	14
<u>Residential and Multi - Family</u>	14
<u>Commercial, Fire Protection, Hydrants</u>	15
<u>Account Activation and De-Activation, Additional and Other Charges</u>	16

TABLE OF CONTENTS

<u>Testing, Backflow, Water Installation Charges, Unauthorized use</u>	17
<u>Sanitary, Storm and Street Fees</u>	18

Section 8

System Development Charges

<u>System Development Charges - Water and Sewer</u>	19
<u>System Development Charges - Storm, Parks and</u>	20
<u>System Development Charges – Street Washington County TIF</u>	20
<u>System Development Charges - Street – Residential</u>	20
<u>System Development Charges - Street – Recreational</u>	20
<u>System Development Charges - Street – Institutional/Medical</u>	20
<u>System Development Charges - Street – Commercial Services</u>	20
<u>System Development Charges - Street – Office</u>	20
<u>System Development Charges - Street – Port/Industrial</u> ..	20

Section 9

Engineering Division

<u>Public Improvement and Subdivision Plan Reviews and Inspections</u>	25
<u>Miscellaneous Fees</u>	25

Section 10

Planning Division

<u>Annexations, Appeals, Conditional Use Permit, Land Divisions, Miscellaneous and other Fees</u>	27
<u>Planned Unit Development, Signage</u>	28
<u>Site Plan Reviews, Temporary Uses</u>	28
<u>Time Extensions, Vacations, Variance and Zone Amendments</u>	28

Section 11

Building Division

<u>Building Permits, Demolition Permits</u>	29
<u>Plan Review Fees, Phased Permits, Deferred Submittals, Sprinkler system fees</u>	30
<u>Electrical Permits</u>	30
<u>Mechanical Permits - Residential and Commercial</u>	30
<u>Plumbing Permits – Residential and Commercial</u>	32
<u>Medical Gas, Grading and Erosion Permits</u>	33
<u>Other Inspection Fees, Refunds, Certificate of Occupancy and Change of Use Permits</u>	34

SECTION 1: GENERAL

SECTION 1: GENERAL

A) Staff Rates

The following fees shall be charged for the services of City Staff.

1. For individuals listed on the salary schedule -
 - 200% of the hourly rate for the position at step 1.
 - The calculation is: monthly amount per salary schedule * 12/2,080 * 2.
2. City Manager \$133 per hour
3. City Recorder \$47 per hour

B) Business License

- Persons conducting business with the City of Sherwood and who are subject to being licensed under the provisions of sections 5.04 shall pay a business license fee.
1. Inside the City of Sherwood - \$75 plus \$6 per employee working more than 20 hours per week.
 2. Outside the City of Sherwood - \$107.50 plus \$6 per employee working more than 20 hours per week.
 3. Temporary License - \$112.50 plus an additional 50% of inside the City of Sherwood fee. For 30 days or less annually.
 4. Late Fee - \$5 per month or portion of a month late.
 5. Violation of Provision – 5% of the Business License fee for each calendar month delinquent not to exceed \$100.

C) Liquor License

- The Oregon Liquor Control Commission (OLCC) solicits the city's recommendation on applications for new, renewed, or changed liquor licenses. (ORS 471.164- 471.168)
1. Original Application \$100
 2. Change in ownership \$75
 3. Change in location \$75
 4. Change in Privilege \$75
 5. Renewal of License \$35

C) Dog Fees

- Any person violating the provisions of SMC section 6.04 shall pay the following fees.
1. Animal noise disturbance \$250
 2. Animal waste on public or another's private property \$250

SECTION 1: GENERAL

D) Franchise Fees (as set by franchise agreements)

- 1.) Electricity
Portland General Electric
3.5% of defined gross revenue
Ordinance No. 92-951
Expires August 1, 2012
- 2.) Cable and Broadband Services
Verizon Northwest
5% of gross revenue
Ordinance No. 2007-008
Expires August 21, 2015
- 3.) Natural Gas
Northwest Natural Gas
5% of gross revenue collected
Ordinance No. 2006-016
Expires November 16, 2016
- 4.) Cable and Broadband Services
Comcast
5% of gross revenue
Resolution No. 2000-857
Expires January 31, 2015
- 5.) Garbage/Solid Waste
Pride Disposal
5% of gross revenue
Ordinance No. 98-1049
Expires November 1, 2012
- 6.) Garbage/Solid Waste
Newberg Garbage Service
5% of gross revenue
Resolution No. 2004-061
Expires October 1, 2014
- 7.) Telephone
Verizon Northwest
7% of gross revenue
Resolution No. 2002-003

SECTION 1: GENERAL

E) Public Record Fees

1. Copies of Finance documents:
 - Budget \$25 per copy
 - Audit Reports \$25 per copy
2. Copies of Council documents: See General Service Copies
3. Copies of planning documents:
 - Community Development Plan \$40per copy
 - Local Wetland Inventory \$25 per copy
 - Master Plans \$25 per copy
4. Copies of Planning/Zone Maps:
 - Quarter section aerial \$125 per copy
 - Full size color \$50 per copy
 - Small size color 11 x 17 \$10 per copy
5. General Service Copies:
 - Copying \$.15 per single side
 - Copying \$.25 per double side
 - 24 x 36 large format plotter \$4 per sheet
6. Audio and video tape copies:
(City Council meeting tapes can be viewed onsite at no charge – contact City Recorder's office)
 - Audio \$25each tape
 - Video \$95 25 each tape
 - Data Disk \$25 each disk
7. Document Research:
 - Billed in 15 minute increments (see Section 1A)
 - Plus the cost of copying
8. Faxing \$2 plus \$1 per page
9. Lien search fee \$10 per lot
10. NSF Check Charges \$25
11. Notary Fee \$5 per signature

SECTION 2: LEGAL COUNSEL AND MISCELLANEOUS FEES

SECTION 2: LEGAL COUNSEL AND MISCELLANEOUS FEES

The following fees shall be charged for the services of the City Attorney's Office of the City.

A) Outside Consultant Fees	Actual Cost plus 10%
B) Legal Counsel Fees	Actual Cost plus 10%
C) Miscellaneous Fees	Actual Cost plus 10%

SECTION 3: LIBRARY

SECTION 3: LIBRARY

The following fees shall be charged for the Library Department activities of the City:

A. General Fees

- | | |
|--------------------------------------------------------|-----------------|
| 1. Damaged Material
<i>(As determined by staff)</i> | Based on extent |
| 2. Overdue DVD | \$1 per day |
| 3. All Other Materials | \$0.15 per day |
| 4. Lost Cultural Pass | Varies |
| 5. Overdue Cultural Pass | \$10 per day |

SECTION 4: POLICE

SECTION 4: POLICE

The following fees shall be charged for the Police Department activities of the City:

(A) Alarm Permit Fees

1. Every alarm user shall register their alarm system, as defined in SMC 8.08.020
2. Initial Alarm Permit \$100
 - i. *(Permit waived if over 65 years of age)*
3. Annual Renewal \$25
 - i. *(Renewal waived if over 66 years of age)*
4. Failure to obtain an initial permit or renewal within 90 days of invoicing will result in an inactive alarm permit

(B) Alarm System Code Violation Fees

- Any alarm system, as defined in SMC 8.08.070, that has a false alarm(s) within any calendar year shall be subject to the following fees or actions:
 1. First false alarm per calendar year no fee
 2. Second false alarm \$25
 3. Third false alarm \$50
 4. Fourth false alarm and succeeding false alarms \$150 per false alarm
 5. False alarm with no current alarm permit \$500

(C) Police Reports

1. Copies of report \$15
2. Audio Tapes \$20 per tape
3. Video Tapes \$25 per tape

(D) Vehicle Impound

- Whereas, state law and Sherwood municipal codes, as defined in SMC 8.04.060, that authorizes police officers to impound an abandoned vehicle or a vehicle that is disabled, discarded, or hazardously located.
 - 1) Police Impounded Vehicle Fees \$125 per vehicle

(E) Parking Violation Fees

- 1) No Parking (Anytime) Zone \$20
- 2) Obstructing Streets or Sidewalks \$20
- 3) Double Parking \$20
- 4) Blocking Driveway \$20
- 5) Parking in Bus Zone \$20
- 6) Parking in Loading Zone \$20
- 7) Parking on Wrong Side of Street \$20
- 8) Parking along Yellow Curb or in Crosswalk \$20
- 9) Parking over Space Line \$20
- 10) Parking over Time Limit \$20

SECTION 4: POLICE

(F) Miscellaneous Police Fees

- | | |
|--------------------------------------------------|----------------------------|
| 1) Copies of Photographs
<i>(12 exposure)</i> | \$15 plus processing costs |
| 2) Copies of Digital Photographs/Photo Files | \$20 per disc |

SECTION 5: MUNICIPAL COURT

SECTION 5: MUNICIPAL COURT

The following fees shall be charged for the Municipal Court activities of the City:

A) Court Costs

- | | |
|------------------------------------------------------------------------------|----------------------------|
| 1) Failure to Appear – Arraignments | \$20 |
| 2) Failure to Appear – Trials | \$50 |
| 3) Failure to Comply | \$20 |
| 4) Turned over to Collection Agency
<i>(Not to exceed \$250)</i> | 25% of the amount owed |
| 5) Set-up fee for Citation Time Payment Plan
<i>(Not to exceed \$250)</i> | 25% of the amount owed |
| 6) Vehicle Compliance Program – Administrative Fee | \$20 |
| 7) License reinstatement fee | \$50 |
| 8) Fees for Specific Infractions | set by Resolution 2003-088 |

SECTION 6: PARKS & RECREATION

SECTION 6: PARKS & RECREATION

The following fees shall be charged for the Parks & Recreation activities of the City:

A) Player Fees	<u>Resident</u>	<u>Non Resident</u>
Sherwood Youth	\$10	\$15
Adult Leagues	\$10	\$15

- a. All fees are per player and per season
- b. Youth fees include SFPA, SJBO, SBO, SYSC, SVB, SLC

B) Athletic Field User Charges

<u>Natural Turf</u>	<u>Non-Peak (8am -3pm)</u>	<u>Peak (3pm – dark)</u>
Group Reservations		
- For Profit	\$35/hour	\$55/hour
- Non Profit		
- Non Profit		

Private Reservations		
- Resident	\$15/hour	\$20/hour
- Non Resident	\$20/hour	\$25/hour

<u>Artificial Turf</u>	<u>Non-Peak (8am -3pm)</u>	<u>Peak (3pm – dark)</u>
Commercial/For Profit		
Resident	\$50/hour	\$80/hour
Non Resident	\$70/hour	\$100/hour
Non-Profit	\$40/hour	\$65/hour

Private Reservations	
- Resident	\$25/hour (M-F)
- Resident	\$30/hour (Sa-Sun)
- Non Resident	\$45/hour (M-F)
- Non Resident	\$65/hour (Sa-Sun)

Tournament Fee	
- Resident	Covered under per player/per season league fee
- Non Resident	\$80/hour

Sherwood Youth League	Covered under per player/per season league fee
Sherwood Adult League	Covered under per player/per season league fee

<u>High School Turf</u>	<u>Resident</u>	<u>Non Resident</u>
Practice Time - Youth	\$20/hour	
Practice Time - All others	\$50/hour	
Games - Youth	\$25/game	\$50/game
Games - All Adults	\$60/game	
Light Fee	\$25/hour	

SECTION 6: PARKS & RECREATION

<u>Gym Fees</u>	<u>Resident</u>	<u>Non Resident</u>
Drop in Gym Programs	\$2/per person	\$4/per person
Commercial – For Profit	\$60/hour	\$80/hour
Non Profit Groups	\$20/hour	\$50/hour
Private Reservations	\$40/hour	\$60/hour

- All Gym Rentals are billed in two hour blocks

C) Robin Hood Theater Sign

- \$15 per day/ \$60 minimum

D) Park or Amphitheater Rental

- \$45/4 hour or \$90/day

SECTION 7: UTILITY CHARGES FOR SERVICE

SECTION 7: UTILITY CHARGES FOR SERVICE

Water Utility Rates

RESIDENTIAL, MULTI-FAMILY, AND COMMERCIAL WATER SERVICE

Applicable to all residential, multi-family, and commercial customers receiving water service within the Sherwood city limits.

A residential customer is defined as a customer whose meter service serves only one-single family dwelling unit. All dwelling units served by individual meters shall be charged the residential rate for service. For example, the residential rate shall apply where separate water meters provide service to each side of the duplex.

Multi-family customers are defined as customers whose meter services more than one dwelling unit. For the purposes of this rate resolution, dwelling unit shall be defined as any place of human habitation designed for occupancy based upon separate leases, rental agreements, or other written instruments.

Commercial customers are defined as customers whose meter is for any use other than residential and Multi-family. Some examples of commercial uses include, but are not limited to: schools, hospitals, restaurants, and service stations.

A) Residential and Multi-Family Rates

Customer Class/Meter Size	Base Charge	Consumption Charge	Consumption Charge
Residential & Multi-Family	(\$/Month)	(\$/100 gallons)	(\$/100 gallons)
3/4"	\$ 9.15	First 21,000	Over 21,000
1"	\$ 11.32	First 21,000	Over 21,000
1-1/2"	\$ 20.11	First 21,000	Over 21,000
2"	\$ 29.24	First 21,000	Over 21,000
3"	\$ 58.84	First 21,000	Over 21,000
4"	\$ 100.53	First 21,000	Over 21,000
6"	\$ 208.70	First 21,000	Over 21,000
8"	\$ 386.30	First 21,000	Over 21,000
10"	\$ 557.85	First 21,000	Over 21,000
		Consumption Rate	
		\$0.46	\$.71

SECTION 7: UTILITY CHARGES FOR SERVICE

B) Commercial Rates

Customer Class/Meter Size	Base Charge	Consumption Charge	Consumption Charge
Commercial	(\$/Month)	(\$/100 gallons)	(\$/100 gallons)
3/4"	\$ 9.15	First 21,000	Over 21,000
1"	\$ 11.32	First 21,000	Over 21,000
1-1/2"	\$ 20.11	First 21,000	Over 21,000
2"	\$ 29.24	First 21,000	Over 21,000
3"	\$ 58.84	First 21,000	Over 21,000
4"	\$ 100.53	First 21,000	Over 21,000
6"	\$ 208.70	First 21,000	Over 21,000
8"	\$ 386.30	First 21,000	Over 21,000
10"	\$ 557.85	First 21,000	Over 21,000
		Consumption Rate	
		.49	.49

C) Fire Protection Service

The following fees shall be charged for all applicable connections for automatic sprinklers, and fire hydrants service for private fire protection:

Customer Class/Meter Size	Base Charge
• 4" and under	\$20.91
• 6"	\$40.05
• 8"	\$60.06
• 10"	\$85.49
• Water Service Connection in ROW	Actual time and materials

D) Hydrant Rentals

Fire hydrant permits - mandatory for fire hydrant use

• Three month permit (plus water usage at current rate)	\$50
• Six month permit (plus water usage at current rate)	\$75
• Twelve month permit (plus water usage at current rate)	\$115
• Penalty for unauthorized hydrant use	\$500
• Penalty for using non-approved (un-inspected tank)	\$950
• Failure to report water usage (per day for period not reported)	\$15
• Hydrant Meter - Refundable Deposit	\$745
• Hydrant Meter – Daily Rental	\$20

SECTION 7: UTILITY CHARGES FOR SERVICE

•	Flow testing of fire hydrants	\$135
E)	Account Activation and De-Activation	
	Turn on or off water at customer's request	
•	New Account Fee – Activation on during office hours Mon - Fri	\$15
•	New Account Fee – Activation after office hours and weekends	\$60
•	Leaks or emergencies beyond customer control during office hours	N/C
•	Second call	\$25
•	Non-leak or emergency turn offs after office hours or weekends	\$30
•	All snowbird turn offs	\$15
	Shutting off and turning on water for non-payment	
•	Turn on water during office hours, Monday through Friday	\$50
•	Turn on water after office hours or weekends	\$100
•	Tampering Fees	\$50
•	Broken promise turn off	\$50
F)	Additional Charges, If Necessary, To Enforce	
•	Removal of meter	\$50
•	Reinstallation of meter due to non-payment	N/C \$15
•	Installation or removal of locking device-first occurrence	\$50
•	Installation or removal of locking device-second occurrence	\$50
•	Installation or removal of locking device-third occurrence and meter pulled	\$150
•	Repair of breakage/damage to locking mechanism (curb stops, etc)	Parts and labor
•	Shutting off water at main or reinstating service	Parts and labor
•	Penalty for incorrect financial institution account information (NSF)	\$25
G)	Other Additional Charges	
•	Decreasing or increasing size of meter	Parts and labor
•	Testing on premises (5/8" - 3/4" - 1")	\$25
•	Removal of meter for testing (5/8" - 3/4" - 1")	\$50
•	Testing of meters larger than 1"	Parts and labor
•	Removal of meter during construction	\$150
•	Loss of meter (replacement cost)	\$50-\$135
•	Initial test fee per device - All subsequent tests are the responsibility of the owner, to be done annually by a State Certified Backflow Tester of their choice.	\$65
•	Decrease or Increase size of meter	Parts and Labor
H)	Testing water meters at customer/owner's request	
•	Testing on premises (5/8" - 3/4" - 1")	\$25
•	Removal of meter for testing (5/8" - 3/4" - 1")	\$50
•	Testing of meters larger than 1"	Parts and Labor

SECTION 7: UTILITY CHARGES FOR SERVICE

D) Backflow Prevention Device Testing

- Initial test fee per device \$65

All subsequent tests are the responsibility of the owner, to be done annually and test must be done by a State Certified Backflow Tester of their choice.

J) Water Meter Installation Services

<u>Water Meter Size</u>	<u>Installation Charges Per Meter</u>
5/8 -3/4"	\$360
1"	\$730
1-1/2"	\$1830
2"	\$3050
3"	\$6100
4"	\$7930
6"	Not available
8"	Not available

K) Un-Authorized Water Hook up

- Un-Authorized Water Hook up \$150
(Plus water use charges billed at current rate)

L) Re-Inspection Fees

- First Re-Inspection \$50 each
- Re-Inspection fee after the first \$100 each
- All subsequent Re-Inspection fees \$150 each

SECTION 7: UTILITY CHARGES FOR SERVICE

Sanitary, Storm Rates and Street Maintenance Fee

A) Sewer

- The monthly sewer utility user charge for property within the City and Served by Clean Water Services (CWS) of Washington County shall be established by CWS and adopted annually.
- [Clean Water Services - Rates](#)

B) Storm

(A 17% surcharge for the City is incorporated in the storm fee)

- The monthly sewer utility user charge for property within the City and Served by Clean Water Services (CWS) of Washington County shall be established by CWS and adopted annually.
- [Clean Water Services - Rates](#)

C) Street Maintenance Fee

The following fees shall be charged for the Street Utility fund of the City:

- | | |
|-----------------------------|--------------|
| • Single Family Residential | \$5 monthly |
| • Non – Residential | \$10 monthly |
| • Commercial | \$10 monthly |

SECTION 8: SYSTEM DEVELOPMENT CHARGES

SECTION 8: SYSTEM DEVELOPMENT CHARGES

The following fees shall be assessed for the Systems Development Charges (SDC). SDC's are one-time fees charged to new development to help pay a portion of the costs associated with building capital facilities to meet needs created by growth.

A) Systems Development Charges

1) WATER SDC

<u>Meter Size</u>	<u>Reimbursement Charge</u>	<u>Improvement Charge</u>	<u>Administrative Charge</u> Per Meter
3/4"	\$0	\$6072	\$47
1"	\$0	\$15,192.32	\$47
1-1/2"	\$0	\$30,384.64	\$47
2"	\$0	\$40,613.76	\$47
3"	\$0	\$106,343.12	\$47
4"	\$0	\$182,301.60	\$47
6"	\$0	\$379,795.52	\$47
8"	\$0	\$546,904.80	\$47

Exception: There is no System Development Charge (reimbursement of improvement fee) to upgrade from 5/8" – 3/4" to 1" when the sole purpose is a residential sprinkler system.

- Fire Flow Sprinkler Buildings only \$3007

2) SEWER SDC

<u>Sewer Residential</u>	<u>Reimbursement Charge</u>	<u>Improvement Charge</u>	<u>Flow Count</u>
Single Family Residence	\$0.086	\$.240	535 gallons
Two Family Residence (duplex)	\$0.086	\$.240	535 gallons
Manufactured Home /Single Lot	\$0.086	\$.240	535 gallons
Manufactured Home Parks	\$0.086	Based on Engineer Estimate	Based on Engineer Estimate
Multi-Family Residential	\$0.086	Based on Engineer Estimate	Based on Engineer Estimate
Commercial	\$0.086	Based on Engineer Estimate	Based on Engineer Estimate
Industrial	\$0.086	Based on Engineer Estimate	Based on Engineer Estimate
Institutional uses	\$0.086	Based on Engineer Estimate	Based on Engineer Estimate

- Regional Connection Charge \$3100 (Per dwelling unit or dwelling unit equivalent)
- Connections involving line taps, line extensions, etc. Actual labor and materials

SECTION 8: SYSTEM DEVELOPMENT CHARGES

3) STORM SDC

<u>Storm</u>	<u>Improvement Charge</u>
A.) Water Quality per ESU	\$275
B.) Water Quantity per ESU	\$225
<ul style="list-style-type: none"> Regional Storm Drainage: Per are of impervious surface. One Equivalent Service Unit (ESU) equals 2,640 square feet. City Storm Drainage: Per area of impervious surface \$0.043 per square foot 	

4) PARKS SDC

<u>Parks and Recreation</u>	<u>Improvement Fee</u>	<u>Administration Fee</u>	<u>Total Fee</u>
Single Family Dwelling	\$6,281	\$647	\$6,927 per EDU
Multi-Family Dwelling	\$4,713	\$486	\$5,199 per EDU
Manufactured Home	\$6,727	\$693	\$7,419 per EDU
Non – Residential	\$66	\$6	\$72 per Employee
<ul style="list-style-type: none"> Equivalent Dwelling Unit (EDU) Filing fee to Challenge expenditures of Parks SDC's <i>(Refundable if challenge is successful)</i> 		\$50	

5) STREET SDC

- The following charges are calculated by multiplying trip generation by the following

Washington County TIF

- Reference Washington County for fees
- [Washington County](#)

SECTION 8: SYSTEM DEVELOPMENT CHARGES

City of Sherwood TIF

Residential Transportation SDC	Code	Fee	Type
Single Family – Detached	210	\$2,721	Dwelling unit
Apartment	220	\$2,120	Dwelling unit
Residential Condominium/Townhouse	230	\$1,726	Dwelling unit
Manufactured House (In Park)	240	\$1,511	Dwelling unit
Assisted Living	254	\$888	Bed
Continuing Care Retirement	255	\$717	Unit
Recreation Home	260	\$931	Dwelling unit
Recreational Transportation SDC	Code	Fee	Type
City Park	411	\$704	Acre
County Park	412	\$1,196	Acre
Campground/RV Park	416	\$2,820	Camp site
Marina	420	\$1,964	Berth
Golf Course	430	\$24,582	Hole
Golf Driving Range	430	\$6,033	Tee
Multipurpose Recreation/Arcade	435	\$17,602	Thousand Square Ft gross floor area
Bowling Alley	437	\$22,925	Lane
Movie Theater w/o Matinee	443	\$117,425	Screen
Movie Theater with Matinee	444	\$107,166	Screen
Multiplex Movie Theater (10+ screens)	445	\$69,241	Screen
Casino/Video Poker/Lottery	473	\$68,030	Thousand Square Ft gross floor area
Amusement/Theme Park	480	\$36,563	Acre
Soccer Complex	488	\$34,425	Field
Racquet/Tennis Club	492	\$18,677	Court
Health Fitness Club	492	\$15,893	Thousand Square Ft gross floor area
Recreation/Community Center	495	\$15,737	Thousand Square Ft gross floor area

SECTION 8: SYSTEM DEVELOPMENT CHARGES

Institutional/Medical Transportation SDC	Code	Fee	Type
Military Base	501	\$816	Employee
Elementary School (Public)	520	\$172	Student
Middle/Junior high School (Public)	522	\$206	Student
High School (Public)	530	\$538	Student
Private School (K – 12)	536	\$872	Student
Junior/Community College	540	\$322	Employee
University/College	550	\$700	Student
Church	560	\$2,558	Thousand Square Ft gross floor area
Day Care Center/Preschool	565	\$0	Student
Library	590	\$7,499	Thousand Square Ft gross floor area
Hospital	610	\$6,287	Bed
Nursing Home	620	\$1,075	Bed
Clinic	630	\$15,947	Thousand Square Ft gross floor area
Commercial/Services SDC	Code	Fee	Type
Hotel/Motel	310	\$5,282	Room
Building Materials/Lumber	812	\$8,581	Thousand Square Ft gross floor area
Free Standing Discount Superstore w/Groceries	813	\$11,547	Thousand Square Ft gross floor area
Specialty Retail Center	814	\$10,539	Thousand Square Ft gross leaseable area
Free Standing Discount center w/o Groceries	815	\$16,439	Thousand Square Ft gross floor area
Hardware/Paint Stores	816	\$13,651	Thousand Square Ft gross floor area
Nursery/Garden Center	817	\$8,405	Thousand Square Ft gross floor area
Shopping Center	820	\$7,059	Thousand Square Ft gross leaseable area
Factory Outlet	823	\$5,396	Thousand Square Ft gross floor area
New Car Sales	841	\$6,964	Thousand Square Ft gross floor area
Automobile Parts Sales	843	\$13,193	Thousand Square Ft gross floor area
Tire Superstore	849	\$4,125	Thousand Square Ft gross floor area
Supermarket	850	\$23,063	Thousand Square Ft gross floor area

SECTION 8: SYSTEM DEVELOPMENT CHARGES

Convenience Market (24hr)	851	\$57,702	Thousand Square Ft gross floor area
Convenience Market w/fuel Pump	853	\$34,940	Vehicle Fueling Position
Wholesale Market	860	\$137	Thousand Square Ft gross floor area
Discount Club	861	\$12,932	Thousand Square Ft gross floor area
Home Improvement Superstore	862	\$4,493	Thousand Square Ft gross floor area
Electronics Superstore	863	\$9,560	Thousand Square Ft gross floor area
Office Supply Superstore	867	\$7,545	Thousand Square Ft gross floor area
Pharmacy/Drugstore w/o drive thru window	880	\$16,287	Thousand Square Ft gross floor area
Pharmacy/Drugstore with drive thru window	881	\$17,445	Thousand Square Ft gross floor area
Furniture Store	860	\$797	Thousand Square Ft gross floor area
Video Rental Store	896	\$63,752	Thousand Square Ft gross floor area
Bank/Savings – Walk in	911	\$51,390	Thousand Square Ft gross floor area
Bank/Savings – Drive in	912	\$51,725	Thousand Square Ft gross floor area
Quality Restaurant (not a chain)	931	\$20,846	Thousand Square Ft gross floor area
High Turnover-sit down restaurant (chain/stand alone)	932	\$13,181	Thousand Square Ft gross floor area
Fast food Restaurant (no Drive- thru)	933	\$87,566	Thousand Square Ft gross floor area
Fast Food Restaurant (with Drive-Thru)	934	\$58,925	Thousand Square Ft gross floor area
Drinking Place/Bar	936	\$9,071	Thousand Square Ft gross floor area
Quick Lubrication Vehicle Shop	941	\$7,880	Service Stall
Automobile Care Center	942	\$7,905	Thousand Square Ft gross leaseable area
Gasoline/Service Station (no Market/Car Wash)	944	\$15,836	Vehicle Fueling Position
Gasoline/Service Station (With Convenience Market)	945	\$10,078	Vehicle Fueling Position
Gasoline/Service Station (With Market and Car Wash)	946	\$9,114	Vehicle Fueling Position

SECTION 8: SYSTEM DEVELOPMENT CHARGES

Office SDC	Code	Fee	Type
General Office Building	710	\$4,065	Thousand Square Ft gross floor area
Corporate Headquarters Building	714	\$2,951	Thousand Square Ft gross floor area
Single Tenant Office Building	715	\$4,933	Thousand Square Ft gross floor area
Medical/Dental Office Building	720	\$12,853	Thousand Square Ft gross floor area
Government Office Building	730	\$23,744	Thousand Square Ft gross floor area
State Motor Vehicles Department	731	\$88,232	Thousand Square Ft gross floor area
US Post Office	732	\$31,560	Thousand Square Ft gross floor area
Office Park	750	\$4,292	Thousand Square Ft gross floor area
Research and Development Center	760	\$3,213	Thousand Square Ft gross floor area
Business Park	770	\$4,466	Thousand Square Ft gross floor area
Port/Industrial	Code	Fee	Type
Truck Terminals	30	\$3,287	Thousand Square Ft gross floor area
Park and Ride Lot with Bus Service	90	\$996	Parking Space
Light Rail Transit Station w/Parking	93	\$566	Parking Space
General Light Industrial	110	\$2,328	Thousand Square Ft gross floor area
General Heavy Industrial	120	\$501	Thousand Square Ft gross floor area
Industrial Park	130	\$2,322	Thousand Square Ft gross floor area
Manufacturing	140	\$1,269	Thousand Square Ft gross floor area
Warehouse	150	\$1,674	Thousand Square Ft gross floor area
Mini-Warehouse	151	\$811	Thousand Square Ft gross floor area
Utilities	170	\$1,825	Thousand Square Ft gross floor area

SECTION 9: ENGINEERING DIVISION

SECTION 9: ENGINEERING DIVISION

The following fees shall be assessed for the Engineering Division activities of the City.

A) Public Improvement; Subdivision Plan Reviews and Inspections

Plan Review – 4% of Construction Costs

- Water
- Sewer
- Street
- Storm
- Grading
- Erosion Control

Inspections – 5% of Construction Costs

- Water
- Sewer
- Street
- Storm
- Grading
- Erosion Control

Infrastructure

- Television Line Service Hourly Rate

B) Miscellaneous Fees

- | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|
| 1) Address Assignment | \$65 per lot |
| 2) Plans and Specifications for Capital Projects | Varies with project |
| 3) Compliance Agreements: | |
| • Traffic and Street Signs
<i>(Includes post, sign, hardware, and labor to install)</i> | \$200 per sign |
| • Street Trees | \$200 per tree |
| 4) In-Lieu of Fee – Fiber Optic Conduit Installation | \$10 linear foot |
| 5) Right of Way Permit | |
| • Performance Bond - 125% of estimated Costs required on projects greater than \$5000 | |
| • Maintenance Bond - \$1000 or 50% of project estimate, whichever is greater
<i>(A single bond may be provided for multiple projects of the same person provided the bond exceeds the aggregate project total)</i> | |
| • Administration Fee | \$150 per permit |
| • Inspection Fee – | \$150 or 4% of project estimate, whichever is greater |
| 6) Design and Construction Standards | \$50 on paper
\$25 on Disk |
| 7) As-built Requests | \$25 per subdivision |
| 8) As-built Electronic Media | \$10 per CD |

SECTION 9: ENGINEERING DIVISION

- 9) Existing Map Prints
- 8 ½ x 11 Black and White \$3
 - 8 ½ x 11 Color \$5
 - 11 x 17 Black and White \$6
 - 11 x 17 Color \$10
 - Up to 36 x 48 \$25

SECTION 10: PLANNING DIVISION

SECTION 10: PLANNING DIVISION

The following fees shall be assessed for the Planning Division activities of the City.

A) Annexations

- Deposit \$7,500
(Applicant pays 100% of actual expenses including staff time)
- Applicant will sign an agreement with the City that the balance of all costs will be paid to the City within 30 days of the date in the final annexation invoice.

B) Appeals

- Type I or II Actions (ORS 227.175) 10 (b) \$250
- Type II or IV Actions 50% of original fee(s)

C) Conditional Use Permit

\$3,948

D) Land Divisions

- Lot Line Adjustment \$708
- Minor Land Partition \$2,370
- Expedited Minor Partition \$525
(Added to the cost of the application)
- Final Plat Processing (Minor Land Partition) 525
- Subdivision \$5926 plus \$20 per lot
- Expedited Subdivision \$2,100
(Added to the cost of the application)
- Final Plat Processing (Subdivision) \$1,050

E) Miscellaneous Actions

- Minor Amendment(s) to Prior Approval 50% of base fee for land use being modified
- Consultant as needed Actual Costs

F) Other Fees

- Community Development Code Plan Check (payable at time of building permit submittal)
 - 1) Residential Permits \$100
 - 2) ADUs \$100
 - 3) Commercial, Industrial, Multi-Family Permits \$600
(See Final Site Plan Review fee)
- Design Review Team Consultations/Recommendations Staff Time (see section 1)
- Detailed Site Analysis Letter \$150
- Interpretive Decisions by the Director \$315
- Non-Conforming Use Modification \$1,000
- Modification to Application in Review \$500
(if modified after the application is deemed complete and the modification is needed to adequately review the application)
- Other Land Use Action
 - 1) Administrative \$263
 - 2) Hearing required and/or use of Hearings Officer \$2,310
- Planning Re-inspection Fee \$55 each after 1st inspection
- Postponement/Continuance Hearings \$300
(If applicant request is after notice has been published and/or staff report prepared)
- Pre-Application Conference \$400

SECTION 10: PLANNING DIVISION

- Publication/Distribution of Notice Type 2 \$165
- Publication/Distribution of Notice Type 3 & 4 \$265
- Tree Mitigation Inspection \$55 each after 1st inspection
- Tree Mitigation (Fee in-Lieu) \$75 per Caliber inch
- Zone Verification Letter \$50

G) Planned Unit Development (PUD) \$2,100

(Plus appropriate application fees (i.e. subdivisions, site plan, town-homes, etc.)

H) Refunds

- 75% refund if application is withdrawn prior to 30 day completeness
- 50% refund if withdrawn prior to public notice
- 25% refund if withdrawn prior to staff report
- No refund will be issued after the staff report has been prepared

I) Signage

- Event Sign Renewal Permit
 - 1) Consecutive two week period \$50
 - 2) Consecutive two month period \$100*(If renewals are applied for within 30 days of the expiration of the original permit)*
- Home Occupation Review \$50
- Permanent Signs \$150
(First 32 sq. ft. plus \$1 each additional sq. ft. of sign face)
(Excludes Home Occupation Signage)
- Temporary Portable Event Signs
 - 1) Consecutive two week period \$50 up to 10 signs allowed
 - 2) Consecutive two month period \$150 up to 10 signs allowed
- Temporary Portable Sign Violation Fines
 - 1) First Offense \$50 per sign
 - 2) Second Offense \$100 per sign
- Portable A-Frame Sign Code Violation Fines
 - 1) Second Offense \$50 per sign
 - 2) Third Offense \$100 per sign
 - 3) Fourth Offense and loss of sign privileges \$100 per sign

J) Site Plan Review

- Type III and IV \$5,926
(Additional \$100 for every 10,000 sq. ft. or portion thereof over the first 15,000 sq. ft.)
(Including Town-Homes, excluding projects in Old Town)
- Final Site Plan Review (Type III and IV) \$630
(Due at the time of Building Permit Submittal)
- Fast Track Site Plan Review (Type II) \$1,929
- Old Town Overlay Review \$250 added to application
(All uses excluding Single-Family detached dwellings)
(Application fee for Old Town projects is the application fee applicable based on size of the project plus the Old Town Overlay review fee. Fee is applicable for all uses excluding Single-Family detached dwellings.)

K) Temporary Uses

- Administrative \$335

SECTION 10: PLANNING DIVISION

L) Time Extension to Approval

- No Hearing Required \$150

M) Vacations (Public right-of-way and easements)

- Deposit plus staff time (see section 1) \$4,000

N) Variance

- Requiring Type III \$4,145
- Administrative \$1,102
(Per lot and per standard to be varied)

O) Zone Amendments

- Text Amendment \$5,330
- Map Amendment \$5,330

SECTION 11: BUILDING DIVISION

SECTION 11: BUILDING DIVISION

The following fees shall be assessed for the Building Division activities of the City.

A) Building Permits

Values are determined by the Building Official and/or are based on the most current Building Valuation Data, without state-specific modifiers, as published by the International Conference of Building Officials and in compliance with OAR 918-050-0100 to 918-050-0110.

1) Single Family and Two-Family Dwelling:

Total Valuation

\$1 to \$500	\$33 minimum fee
\$501 to \$2,000	\$33 for the first \$500 plus \$1.50 for each additional \$100 or fraction thereof, up to and including \$2,000
\$2,001 to \$25,000	\$55.50 for the first \$2,000 plus \$5 for each additional \$1,000 or fraction thereof, up to and including \$25,000
\$25,001 to \$50,000	\$170.50 for the first \$25,000 plus \$4.50 for each additional \$1,000 or fraction thereof, up to and including \$50,000
\$50,001 to \$100,000	\$283 for the first \$50,000 plus \$3 for each additional \$1,000 or fraction thereof, up to and including \$100,000
\$100,001 and up	\$433 for the first \$100,000 plus \$2.50 for each additional \$1,000 or fraction thereof over \$100,000
\$100,001 and up	0.12% of value on construction permit (Metro Excise Tax per Metro Code Chapter 7.04)

School CET – Residential \$1.00 per square foot of dwelling

2) Commercial, Industrial and Multi-Family

Total Valuation

\$1 to \$500	\$60 minimum fee
\$501 to \$2,000	\$60 for the first \$500 plus \$1.50 for each additional \$100 or fraction thereof, up to and including \$2,000
\$2,001 to \$25,000	\$82.50 for the first \$2,000 plus \$7.50 for each additional \$1,000 or fraction thereof, up to and including \$25,000
\$25,001 to \$50,000	\$255 for the first \$25,000 plus \$5 for each additional \$1,000 or fraction thereof, up to and including \$50,000
\$50,001 to \$100,000	\$380 for the first \$50,000 plus \$4.50 for each additional \$1,000 or fraction thereof, up to and including \$100,000
\$100,001 and up	\$605 for the first \$100,000 plus \$3 for each additional \$1,000 or fraction thereof over \$100,000
\$100,001 and up	0.12% of value on construction permit (Metro Excise Tax per Metro Code Chapter 7.04)

School CET – Non- Residential \$.50 per square foot of dwelling

3) Manufactured Dwelling Installation Permits

Includes prescriptive foundation system, plumbing and crossover connections, 30 lineal feet of sanitary sewer, storm and water lines, 12% state surcharge and the \$30 Cabana fee (unless state rates are modified)

- Manufactured home set up and installation fee \$322.66

B) Demolition Permits

- Residential \$183.58

SECTION 11: BUILDING DIVISION

(Based on 2 hours of admin time @ \$34.29 an hour, plus 1 hour of inspection time @ \$90 and \$25 for supply costs)

- Commercial \$273.58
(Based on 2 hours of admin time @ \$34.29 an hour, plus 2 hour of inspection time @ \$90 and \$25 for supply costs)

C) Plan Review Fees – Building Permit

- Plan review Fee 85% of building permit fee
- Fire and Life safety Plan Review Fee 40% of building permit fee
- State Surcharge 12% of building permit fee or
**(current state rate)

D) Phased Permit (Plan Review)

The Plan review fee for a phased project is based on a minimum phasing fee, plus 10% of the total project building permit fee, not to exceed \$1,500 for each phase pursuant to the authority of OAR 918-050-0160

- Commercial, Industrial, Multi-Family \$100 each separate phase
- Residential and Manufactured Dwellings \$50 each separate phase

E) Deferred Submittals

The fee for processing deferred submittals and reviewing deferred plan submittals shall be an amount equal to a 65% of the building permit fee calculated according to OAR 918-050-0110(2) and (3) using the value of the particular deferred portion or portions of the project, with a set minimum fee. This fee is in addition to the project plan review fee based on the total project value.

- Commercial, Industrial, Multi-Family \$150
- Residential and Manufactured Dwellings \$75

F) Residential Fire Sprinkler System Fees

Total Square Footage (including Garage)

0 to 2000	\$100 includes plan review
2,001 to 3,600	\$150 includes plan review
3,601 to 7,200	\$250 includes plan review
7,201 and greater	\$300 includes plan review

G) Electrical Permits – Issued and Inspected by Washington County

Based on categories, procedures and requirements established in OAR 918-309-0020 to 918-309-0070. Contact Washington County Building Division (503) 846-3470

H) Mechanical Permits - Residential

Mechanical permits for Single Family Dwelling, Two-Family dwellings and Manufactured Dwellings for new construction, additions, alterations and repairs. Fees are based on the number of appliances and related equipment with a set minimum fee.

- Minimum Fee \$60
- State Surcharge 12% of Mechanical Permit Fee
** (or current state rate)

1) Air Handling

- Air Handling Unit ≤ 10,000 CFMs \$14.63 includes ductwork
- Air Handling Unit > 10,000 CFMs \$24.68 includes ductwork

SECTION 11: BUILDING DIVISION

• Air Conditioning Unit	\$19.50 Site Plan Required
2) Boilers/Compressors	
• ≤ 100,000 BTUs or 3 HP	\$19.50 includes ductwork
• > 100,000 (3HP) to ≤ 500,000 BTUs (15HP)	\$35.75 includes ductwork
• > 500,000 (15HP) to ≤ 1,000,000 BTUs (30HP)	\$48.75 includes ductwork
• > 1,000,000 BTUs (30HP) ≤ 1,750,000 BTUs (50HP)	\$73.15 includes ductwork
• > 1,750,000 BTUs or 50HP	\$121.80 includes ductwork
3) Fire/Smoke Dampers/Duct Smoke Detectors	\$14.65
4) Heat Pump	\$19.50 Site Plan Required
5) Install/Replace Furnace/Burner	
• Furnace ≤ 100,000 BTUs	\$19.50 includes ductwork and vents
• Furnace ≥ 100,000 BTUs	\$35.75 includes ductwork and vents
• Install/Replace/Relocate Heaters (Suspended, wall or floor mounted)	\$19.50 includes ductwork and vents
• Vent for appliance other than furnace	\$9.75 includes ductwork
6) Refrigeration Units	
• ≤ 100,000 BTUs or 3 HP	\$19.50 includes installation of controls
• > 100,000 (3HP) to ≤ 500,000 BTUs (15HP)	\$35.75 includes installation of controls
• > 500,000 (15HP) to ≤ 1,000,000 BTUs (30HP)	\$48.75 includes installation of controls
• > 1,000,000 BTUs (30HP) ≤ 1,750,000 BTUs (50HP)	\$73.15 includes installation of controls
• > 1,750,000 BTUs or 50HP	\$121.80 includes installation of controls
• Appliance Vent	\$9.75 includes ductwork
• Dryer Exhaust	\$9.75 includes ductwork
• Exhaust fan with single duct	\$9.75 includes ductwork
• Hoods	\$14.65 includes ductwork
• Exhaust system apart from heating or air conditioning	\$14.65 includes ductwork
• Fuel piping and distribution (up to four outlets)	\$6.50
• Fuel piping and distribution (over four outlets)	\$1.65 per outlet
• Insert, decorative fireplace or wood/pellet stoves	\$19.50 includes vent
• Gas fired water heater	\$19.50 includes ductwork and vent
• Install/relocate domestic type incinerator	\$24.35
• Install/relocate commercial type incinerator	\$97.50
• Other - (see most current Oregon One and Two Family Dwelling Specialty Code)	

I) Mechanical Permits – Commercial

Based on the total value of mechanical materials, equipment, installation, overhead and profit as applied to the following fee matrix

• Plan Review Fee – Commercial	30% of Mechanical Permit Fee
• State Surcharge	12% of Mechanical Permit Fee
•** (or Current state Rate)	
1) Total Valuation	
\$0 to \$500	\$55.25 minimum fee
\$500.01 to \$5,000	\$55.25 for the first \$500 plus \$1.95 for each additional \$100 or fraction thereof, up to and including \$5,000

SECTION 11: BUILDING DIVISION

\$5,000.01 to \$10,000	\$143 for the first \$5,000 plus \$3 for each additional \$100 or fraction thereof, up to and including \$10,000
\$10,000.01 to \$100,000	\$293 for the first \$10,000 plus \$7.28 for each additional \$1,000 or fraction thereof, up to and including \$100,000
\$100,000.01 and up	\$948.20 for the first \$100,000 plus \$3.64 for each additional \$1,000 or fraction thereof over \$100,000

J) Plumbing Permits – New one and Two Family Dwellings

Includes one kitchen, 100 feet of sanitary sewer, storm and water lines, standard plumbing fixtures and appurtenances, and are based on the number of bathrooms, from one to three on a graduated scale.

• One Bathroom	\$255
• Two Bathrooms	\$315
• Three Bathrooms	\$375
• Additional Kitchen or Bathroom	\$155 each
• Additional Fixture or Item	\$15 each
• Additional 100 feet of each utility line	\$27.50 each

K) Plumbing Permits – One and Two Family and Manufactured Dwelling for Additions, Alterations and Repairs

Based on the number of fixtures, appurtenances and piping with a set minimum fee.

• Minimum Fee	\$60
• New and/or Additional fixture, item or appurtenance	\$15 each
• Alteration of fixture, item or appurtenance	\$15 each
• Manufactured Dwelling Utility Connection	\$30 each
<i>(Charged only when connections are not concurrent with new set-up and installation)</i>	

1) Water Lines

• For the first 100 feet or fraction thereof	\$50
• For each additional 100 feet or fraction thereof	\$27.50 each

2) Sanitary Sewer Lines

• For the first 100 feet or fraction thereof	\$50
• For each additional 100 feet of fraction thereof	\$27.50 each

3) Storm Sewer/Footing Lines

• For the first 100 feet or fraction thereof	\$50
• For each additional 100 feet of fraction thereof	\$27.50 each

L) Plumbing Permits – Commercial

Based on the number of fixtures, appurtenances and piping with a set minimum fee.

• Minimum Fee	\$60
• New and/or Additional fixture, item	\$15 each
• Alteration of fixture, item or appurtenance	\$15 each

1) Water Lines

• For the first 100 feet or fraction thereof	\$50
• For each additional 100 feet or fraction thereof	\$27.50 each

2) Sanitary Sewer Lines

• For the first 100 feet or fraction thereof	\$50
----------------------------------------------	------

SECTION 11: BUILDING DIVISION

- For each additional 100 feet of fraction thereof \$27.50 each

3) Storm Sewer/Footing Lines

- For the first 100 feet or fraction thereof \$50
- For each additional 100 feet of fraction thereof \$27.50 each

M) Medical Gas Permits – Commercial

Based on the total value of installation costs and system equipment as applied to the following fee matrix.

- Plan Review Fee – Commercial 30% of Plumbing Permit Fee
- State Surcharge 12% of Plumbing Permit Fee
** (or Current state Rate)

1) Total Valuation

\$0 to \$500	\$55.25 minimum fee
\$500.01 to \$5,000	\$55.25 for the first \$500 plus \$1.95 for each additional \$100 or fraction thereof, up to and including \$5,000
\$5,000.01 to \$10,000	\$143 for the first \$5,000 plus \$3 for each additional \$100 or fraction thereof, up to and including \$10,000
\$10,000.01 to \$100,000	\$293 for the first \$10,000 plus \$7.28 for each additional \$1,000 or fraction thereof, up to and including \$100,000
\$100,000.01 and up	\$948.20 for the first \$100,000 plus \$3.64 for each additional \$1,000 or fraction thereof over \$100,000

N) Grading and Erosion Control Fees (Private Property Only)

Permits issued by the City of Sherwood. Grading is inspected by the Building Department and erosion control is inspected by Clean Water Services or the City of Sherwood.

- Clean Water Services 1200-c Administration Fee \$150 per application
- Clean Water Services 1200-c Plan Review Fee \$350 per application

Grading Permit Fees

- Grading Permit Application Fee \$60
- Grading Plan Review Fee 85% of the grading Permit Fee

1) Volume Fees

0 to 50 Cubic yards	\$0 included in Application Fee
51 to 100 Cubic yards	\$0 included in Application Fee
101 to 1,000 Cubic yards	\$0 for the 100 yards plus \$17.50 for each additional 100 or fraction thereof
1,001 to 10,000 Cubic yards	\$153.95 for the first 1,000 yards plus \$14.50 for each additional 1,000 yards or fraction thereof
10,001 to 100,000 Cubic yards	\$297.50 for the first 10,000 yards plus \$66 for each additional 10,000 yards or fraction thereof
100,001 Cubic yards and greater	\$950.90 for the first 100,000 yards plus \$36.50 for each additional 10,000 yards or fraction thereof

Erosion Control Inspection Fees

Activities which require a grading and/or erosion control permit and are not included in a building permit. Permit is based upon the total acreage of the site.

- Erosion Control Plan Review Fee 65% of the erosion control inspection fee

1) Total Area

SECTION 11: BUILDING DIVISION

0 to 1 Acre	\$200
1 Acre and up	\$200 plus \$50 per acre or fraction thereof over 1 acre

2) Total Valuation

\$0 to \$50,000	\$60
\$50,000.01 to \$100,000	\$80
\$100,000.01 and up	\$80 plus \$25 per every \$100,000 or fraction thereof of over \$100,000

O) Other Inspections and Fees (Building Permit, Mechanical, Plumbing, Grading and Erosion)

- Permit Reinstatement for permits expired more than 180 days \$180 or actual permit cost whichever is less
- Re-Inspection Fee (Minimum charge = 1 hour) \$90 per hour plus 12% state surcharge
- Inspections outside normal business hours \$90 per hour plus 12% state surcharge (Minimum charge = 2 hours)
- Inspection for which no fee is specifically indicated \$70 per hour plus 12% state surcharge (Minimum charge = ½ hour)
- Investigation Fee 100% of required permit fee for working without a permit
- Additional plan review required \$90 per hour or actual time (For changes, additions or revisions) (Minimum charge = ½ hour)
- Re-stamp of lost, stolen or damaged plans \$55 per plan set
- Application/Plan Review/Permit Extensions \$50
(Renewal of application or permit where an extension has been requested prior to the original expiration date, provided no changes have been made in the original plans and specifications for such work)
- Permit Extension and/or Reinstatement Fee 50% of the amount required for a new permit
(This fee is 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.)

P) Refunds (Building Permit, Mechanical, Plumbing, Grading/Erosion)

- Permit Refunds 75% of original permit Fee
- Plan Review Refunds 75% of original permit Fee

Q) Certificate of Occupancy

- Residential \$50 per request
- Temporary Residential \$50 per request
- Temporary Commercial \$300 maximum per request
(All as determined by the Building Official)

R) Change of Use/Occupancy Certificate Application Fee

- Similar use (Minor Code Review) \$55
- Change of Use (Extensive Code Review) \$125