



RESOLUTION 2011-052

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 supersedes all prior development fee and charges schedules and miscellaneous fee schedules.

Section 2. Effective Date: This Resolution shall become effective July 1, 2011.

Duly passed by the City Council this 7th day of June 2011.


Keith S. Mays, Mayor

Attest:


Sylvia Murphy, CMC, City Recorder



Home of the Tualatin River National Wildlife Refuge

The City of Sherwood, Oregon Master Fees and Charges

Exhibit A

Resolution: 2011-052

Adopted:

Effective: 07/01/2011

Revised: 07/01/2010

Resolution: 2010-026

Also available online at

www.ci.sherwood.or.us/government/departments/finance/fees.pdf

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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.

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.	Business - Inside the City of Sherwood	\$75 plus \$6 per employee working more than 20 hours per week.
2.	Business - 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 for renewals	\$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
6.	Temporary license	\$100

SECTION 1: GENERAL

D) Franchise Fees, Privilege Taxes, and Other Associated Fees

D.1. Franchise Fees (as set by franchise agreements):

- | | |
|---|--|
| 1.) <u>Electricity</u>
Portland General Electric
3.5% of defined gross revenue
Ordinance No. 92-951
Expires August 1, 2012 | 2.) <u>Cable and Broadband Services</u>
Frontier
5% of gross revenue
Ordinance No. 2007-008
Expires August 21, 2015 |
| 3.) <u>Natural Gas</u>
Northwest Natural Gas
5% of gross revenue collected
Ordinance No. 2006-016
Expires November 16, 2016 | 4.) <u>Cable and Broadband Services</u>
Comcast
5% of gross revenue
Resolution No. 2000-857
Expires January 31, 2015 |
| 5.) <u>Garbage/Solid Waste</u>
Pride Disposal
5% of gross revenue
Ordinance No. 98-1049
Expires November 1, 2012 | |

D.2) Privilege Taxes and Associated Fees:

Note: Privilege tax payments shall be reduced by any franchise fee payments received by the City, but in no case will be less than \$0.00.

- 1.) Telecommunications Utilities (as defined in ORS 759.005)
Privilege tax: 7% of gross revenues as defined in ORS 221.515.
- 2.) Utility Operators Privilege Tax(as defined in SMC 12.16.050) Not Listed Above
Privilege tax: 5% of gross revenues.
- 3) License application fee \$50

SECTION 1: GENERAL

E) Public Record Fees:

1.)	Copies of Finance documents		
	• Budget	\$40	per copy
	• Audit Reports	\$25	per copy
2.)	Copies of planning documents		
	• Community development plan	\$25	per copy
	• Local wetland inventory	\$25	per copy
	• Master plans	\$25	per copy
3.)	Copies of Maps		
	• 8 ½ x 11 black and white	\$3	per copy
	• 8 ½ x 11 color	\$5	per copy
	• 11 x 17 black and white	\$6	per copy
	• Small size color 11 x 17	\$10	per copy
	• Quarter section aerial	\$125	per copy
	• Full size color up to 36 x 48	\$25	per copy
4.)	General Service Copies		
	• Copying	\$.15	per single side
	• Copying	\$.25	per double side
	• 24 x 36 large format plotter	\$4	per sheet
5.)	Audio and video tape copies		
	<i>(City Council meeting tapes can be viewed onsite at no charge – contact City Recorder's office)</i>		
	• Audio	\$25	each
	• Video	\$25	each
	• Data disk	\$25	each
6.)	Document Research		
	• Billed in 15 minute increments (see Section 1A)		
	• Plus the cost of copying		
7.)	• Faxing	\$2	plus \$1 per page
8.)	• Lien search fee	\$10	per lot
9.)	• NSF check charges	\$25	
10.)	• Notary fee	\$10	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/lost material		based on extent/\$5 processing fee
2.	Overdue DVD	\$1	per day
3.	All other materials	\$0.15	per day
4.	Lost cultural pass		varies
5.	Non-resident card	\$100	annually
6.	Overdue cultural pass	\$10	daily
7.	Internet printing	\$0.10	per page
8.	Replacement library card	\$1	per card
9.	General copies on the public copier	\$0.10	per page

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 (*Permit Waived if over 65 years of age*) \$100
3. Annual renewal (*Renewal waived if over 66 years of age*) \$25
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 | per false alarm |
| 2. | Second false alarm | \$50 | per false alarm |
| 3. | Third false alarm | \$100 | per false alarm |
| 4. | Fourth false alarm | \$200 | per false alarm |
| 5. | Fifth and subsequent false alarms | \$500 | |
| 6. | False Alarm – No Permit | \$500 | Per false alarm |

(C) Police Reports:

- | | | | |
|----|------------------|------|------------|
| 1. | Copies of report | \$20 | per report |
| 2. | Audio tapes | \$25 | per tape |
| 3. | Video tapes | \$30 | 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 |
|----|-------------------------------|-------|-------------|

SECTION 4: POLICE

(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

(F) Miscellaneous Police Fees:

1.	Copies of photographs (12 exposure)	\$15	plus processing costs
2.	Copies of digital photographs/photo files	\$20	per disc
3.	Fingerprinting	\$25	per card

SECTION 5: MUNICIPAL COURT

SECTION 5: MUNICIPAL COURT

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

A) Court Fees:

1)	Failure to appear – arraignments	\$50
2)	Failure to appear – trials	\$150
3)	Failure to comply	\$20
4)	Turned over to collection agency (Not to exceed \$250)	25% of the amount owed
5)	Set-up fee for citation time payment plan (Not to exceed \$250)	25% of the amount owed
6)	Vehicle compliance program – administrative fee	\$20
7)	License reinstatement fee	\$50
8)	No Operators License	\$100
	• Obtain and provide proof of valid license	
9)	Driving While Suspended	\$150
	• Obtain and provide proof of valid license	
10)	Expired Registration/Tags (expiration less than or equal to 30 days)	Vehicle Compliance
	• Obtain and provide proof of current registration	
11)	Expired Registration/Tags (expiration greater than 30 days)	\$40
	• Obtain and provide proof of current registration	
12)	Failure to Carry Registration	Vehicle Compliance
	• Obtain and provide proof of registration	
13)	Seatbelt Diversion Program	\$40
	Traffic School Diversion Programs	
	• Class A	\$290
14)	• Class B	\$120
	• Class C	\$75
	• Class D	\$50
15)	Driving Uninsured	\$100
	• Administrative Fee	
16)	Fireworks Diversion Program Fee	\$100

B) 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 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	\$15	\$20
• Adult leagues	\$15	\$20
a) All fees are per player and per season		
b) Youth fees include SPPA, 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-Non profit	\$25/hour	\$45/hour
• Group reservations-For profit	\$35/hour	\$55/hour
• Private reservations-resident	\$15/hour	\$20/hour
• Private reservations-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	\$89/hour
• Non-resident	\$70/hour	\$100/hour
• Non-profit	\$40/hour	\$65/hour
• Private reservation		
• Resident	\$25/hour (Mon-Fri)	
• Resident	\$30/hour (Sat-Sun)	
• Non-resident	\$45/hour (Mon-Fri)	
• Non-resident	\$65/hour (Sat-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 others	\$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
• Opening/Closing of Facility		\$30/Hour (1 hr Min)	
C) Robin Hood Theater Sign:		\$15/per day (\$60 Minimum)	
D) Picnic Shelter:		<u>Resident</u>	<u>Non Resident</u>
• Rentals		\$45/4 hour or \$90 day	\$65/4hour or \$135/day
E) Amphitheater Rental:		\$75/4hour or \$150/day	\$100/4hour or \$200/day
• When reserving the Amphitheater you must also reserve the picnic shelter			
F) Field House Fees:			
<u>Team Fees</u>			
• Adult team	\$400		\$50 late fee if not paid by deadline
• Youth team	\$400		\$25 late fee if not paid by deadline
<u>Player Cards</u>			
• Adult player cards	\$10		
• Youth player cards	\$7		
<u>Rental Fees</u>			
• Day time fees (7 a.m. – 3 p.m.)	\$35/hour		
• Evening fees (3 p.m. – midnight)	\$75/hour		
<u>Open Play Fees</u>			
• Pre-school play fees	\$2/per child		
• Pre-school play fees	\$5 for a family of three or more		
• Adult open play fees	\$4/per person		
<u>Birthday Parties</u>			
• Birthday party fees	\$110		
<u>Party Room Rental</u>			
• Party room rental fees	\$25/hour		
<u>Concessions and Merchandise</u>			
• Concessions and Merchandise	Varies		
G) Special Event Permit		<u>Resident</u>	<u>Non Resident</u>
• Non-Profit Fee	\$75		\$125
• For-Profit Fee	\$150		\$200

SECTION 7: UTILITY CHARGES FOR SERVICE

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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, dedicated irrigation service, and service stations.

A) Residential and Multi-Family Rates:

Customer Class/Meter Size	Base Charge (\$/Month) Effective July 1, 2011	Base Charge (\$/Month) Effective January 1, 2012	Consumption Charge (\$/100 gallons)	Consumption Charge (\$/100 gallons)
5/8 - 3/4"	\$18.02	\$18.74	First 21,000	Over 21,000
1"	\$22.28	\$23.17	First 21,000	Over 21,000
1-1/2"	\$39.60	\$41.18	First 21,000	Over 21,000
2"	\$57.58	\$59.88	First 21,000	Over 21,000
3"	\$115.86	\$120.49	First 21,000	Over 21,000
4"	\$197.95	\$205.87	First 21,000	Over 21,000
6"	\$410.94	\$427.38	First 21,000	Over 21,000
8"	\$760.65	\$791.08	First 21,000	Over 21,000
10"	\$1098.45	\$1,142.39	First 21,000	Over 21,000
			Consumption Rate Effective July 1, 2011	
			\$0.49	\$0.76
			Consumption Rate Effective January 1, 2012	
			\$0.51	\$0.79

SECTION 7: UTILITY CHARGES FOR SERVICE

B) Commercial Rates:

Customer Class/Meter Size	Base Charge (\$/Month) Effective July 1, 2011	Base Charge (\$/Month) Effective January 1, 2012	Consumption Charge (\$/100 gallons)	Consumption Charge (\$/100 gallons)
5/8 - 3/4"	\$18.02	\$19.37	First 21,000	Over 21,000
1"	\$22.28	\$23.95	First 21,000	Over 21,000
1-1/2"	\$39.60	\$42.57	First 21,000	Over 21,000
2"	\$57.58	\$61.90	First 21,000	Over 21,000
3"	\$115.86	\$124.55	First 21,000	Over 21,000
4"	\$197.95	\$212.80	First 21,000	Over 21,000
6"	\$410.94	\$441.76	First 21,000	Over 21,000
8"	\$760.65	\$817.70	First 21,000	Over 21,000
10"	\$1098.45	\$1,180.83	First 21,000	Over 21,000
Consumption Rate Effective July 1, 2011				
			\$0.53	\$0.53
Consumption Rate Effective January 1, 2012				
			\$0.57	\$0.57

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 Effective July 1, 2011	Base Charge Effective January 1, 2012
• 4" and under	\$30.66	\$31.89
• 6"	\$51.23	\$53.28
• 8"	\$72.75	\$75.66
• 10"	\$100.08	\$104.08
• Water service connection in ROW	Actual time and materials	Actual time and materials

D) Hydrant Rentals:

Fire hydrant permits - mandatory for fire hydrant use

• Three month permit (plus water usage at current rate)	\$55
• Six month permit (plus water usage at current rate)	\$80
• Twelve month permit (plus water usage at current rate)	\$130
• 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 (plus water usage at current rate)	\$20

SECTION 7: UTILITY CHARGES FOR SERVICE

- | | |
|---|-------|
| • Hydrant meter read – monthly reads | \$50 |
| • Hydrant meter setup – Initial setup of meter on hydrant | \$50 |
| • Flow testing of fire hydrants | \$160 |

E) Account Activation and De-Activation:

Water Service on or off water at customer's request

- | | |
|---|-----------|
| • Deposit for application of service (Prior Collection Customers) | \$100 |
| • New account fee – activation on during office hours Mon - Fri | \$15 |
| • First call – during office hours, Monday-Friday, except snowbird turnoffs | No Charge |
| • New account fee – activation after office hours and weekends | \$60 |
| • Leaks or emergencies beyond customer control during office hours or after hours or weekends | No Charge |
| • Second call | \$30 |
| • Non-leak or emergency turn offs after office hours or weekends | \$50 |
| • All snowbird turn offs | \$25 |

Water Service off and on for non-payment/Non-Compliance

- | | |
|--|-------------------------|
| • Turn on water during office hours, Monday through Friday | \$60 |
| • After hours or weekends, an additional | \$50 |
| • Meter tampering and/or using water without authority | \$60 |
| • Broken promise turn off | \$60 |
| • Door hangers | \$10.00 per door hanger |

F) Additional Charges, If Necessary, To Enforce:

- | | |
|--|------------------------|
| • Removal of meter | \$80 |
| • Reinstallation of meter | No Charge |
| • Installation or removal of locking device-first occurrence | \$50 |
| • Installation or removal of locking device-second occurrence | \$75 |
| • Installation or removal of locking device-third occurrence | \$150 and meter pulled |
| • Repair of breakage/damage to locking mechanism (curb stops, etc) | parts and labor |
| • Service off water at main or reinstating service | parts and labor |

G) Other Additional Charges:

- | | |
|--|---------------|
| • Decreasing or increasing size of meter | parts & labor |
| • Removal of meter during construction | \$150 |
| • Loss of meter (replacement cost) | \$190-\$425 |
| • Initial test fee per assembly – Sherwood will perform the initial test of all commercial premises assemblies, dedicated irrigation service assemblies and fire line services assemblies. All subsequent tests are the responsibility of the owner, to be done annually by a State Certified Backflow Tester of their choice. | \$100 |

SECTION 7: UTILITY CHARGES FOR SERVICE

- Backflow assembly test/repair (Contract services) parts and labor
- Damage or Repair to Water Utility actual time and material

H) Testing water meters at customer/owner's request:

- Testing on premises (5/8"x 3/4", 3/4", 1") \$80
- Removal of meter for testing (5/8"x 3/4", 1") \$250
- Testing of meters larger than 1" parts and labor

I) Backflow Prevention Device Test Fee:

- Initial test fee per assembly – Sherwood will perform the initial test of all commercial premises assemblies, dedicated irrigation service assemblies and fire line services assemblies. All subsequent tests are the responsibility of the owner, to be done annually by a State Certified Backflow Tester of their choice. \$100
- Service on and off for non-compliance of annual testing and reporting, see Section E.

J) Water Service/Meter Installation Services:

Meter Size	Drop-In Service	Dig-In Service
5/8" – 3/4"	\$360	\$2,095
1"	\$730	\$2,465
1.5"	\$1,830	\$4,280
2"	\$3,050	\$5,500
3"	\$6,100	n/a
4"	\$7,930	n/a
6"		n/a
8"		n/a

Definitions:

Drop-In Service	An existing condition where developers of a residential subdivision or commercial complex has installed water service to each serviceable and buildable lot in accordance with City specifications.
Dig-In Service	Condition where the City or its contractor must physically tap into a mainline to extend water service to the property.

K) Un-Authorized Water Hook up:

- Un-authorized water hook up (*Plus water use charges billed at current rate*) \$150

L) Re-Inspection Fees (Sanitary, Street, Storm and Water):

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

Sanitary Sewer Interceptor Program – FOG

M) Usage of Meter Key

- Deposit refundable with key return \$\$25

SECTION 7: UTILITY CHARGES FOR SERVICE

N) Water Use Restriction – Penalties

- | | |
|------------------------------|-------|
| • First notice of violation | \$100 |
| • Second notice of violation | \$300 |
| • Third notice of violation | \$500 |

O) Sanitary Rates:

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.

- | | |
|---|--------------------------|
| • CWS regional sewer utility user base rate per EDU | \$19.65 |
| • CWS regional sewer utility usage rate per CCF | \$1.31 |
| • Sherwood sewer utility user base rate per EDU | \$4.51 |
| • Sherwood sewer utility usage rate per CCF | \$0.25 |
| • Damage or Repair to Sewer Utility | actual time and material |
| • Illegal Discharge to Sewer Utility | actual time and material |

P) Storm Rates:

- | | |
|--|--------------------------|
| • 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. | |
| • CWS regional storm water utility user rate per ESU | \$1.31 |
| • Sherwood storm water utility user rate per ESU | \$11.46 |
| • Damage or Repair to Storm Utility | actual time and material |

Q) Street Fees:

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

Street Maintenance Fee

- | | |
|--------------------------------|-------------------------|
| • Single family residential | \$2/monthly per account |
| • Multi Family | \$2 monthly per EDU |
| • Non – residential/Commercial | \$2/monthly per ESU |

Street Light Fee

- | | |
|--------------------------------|----------------------------|
| • Single family residential | \$2.32/monthly per account |
| • Multi-Family | \$2.32/monthly per EDU |
| • Non – residential/Commercial | \$0.67/monthly per ESU |

Sidewalk Repairs Fee

- | | |
|--------------------------------|----------------------------|
| • Single family residential | \$0.52/monthly per account |
| • Multi-Family | \$0.52/monthly per EDU |
| • Non – residential/Commercial | \$0.16/monthly per ESU |

Safe Sidewalks (New Sidewalks) Fee

- | | |
|-----------------------------|----------------------------|
| • Single family residential | \$0.69/monthly per account |
| • Multi-Family | \$0.69/monthly per EDU |

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) Water SDC:

Meter Size	Reimbursement Charge	Improvement Charge	Administrative Charge Per Meter
3/4"	\$0	\$6,565.48	\$48.83
1"	\$0	\$16,416.21	\$48.83
1-1/2"	\$0	\$32,832.43	\$48.83
2"	\$0	\$52,530.08	\$48.83
3"	\$0	\$114,910.12	\$48.83
4"	\$0	\$196,987.81	\$48.83
6"	\$0	\$410,391.85	\$48.83
8"	\$0	\$590,963.46	\$48.83

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 \$3,124.27

B) Sewer SDC:

Sewer Residential	Reimbursement Charge	Improvement Charge	Flow Count
Single family residence	\$.092	\$0.26	535 gallons
Two family residence (duplex)	\$.092	\$0.26	535 gallons
Manufactured home/ single lot	\$.092	\$0.26	535 gallons
Manufactured home parks	\$.092	\$0.26	based on Engineer estimate
Multi-family residential	\$.092	\$0.26	based on Engineer estimate
Commercial	\$.092	\$0.26	based on Engineer estimate
Industrial	\$.092	\$0.26	based on Engineer estimate
Institutional uses	\$.092	\$0.26	based on Engineer estimate
• CWS regional connection charge (96% CWS, 4% City of Sherwood)		\$4,500 (Per dwelling unit or dwelling unit equivalent	
• Connections involving line taps, line extensions, etc.		actual labor and materials	

SECTION 8: SYSTEM DEVELOPMENT CHARGES

C) Storm SDC:

Storm	Improvement Charge
A.) Water quantity per ESU	\$275
B.) Water quality per ESU	\$225
<ul style="list-style-type: none"> Regional Storm Drainage: - per area of impervious surface. One equivalent service unit (ESU) equals 2,640 square feet. City storm drainage: per area of impervious surface 	
	\$0.045 per square foot

D) Parks SDC:

Parks and Recreation	Administration Fee	Improvement Fee	Total Fee
Single family dwelling	\$699.12	\$6,787.00	\$7,486.12 per dwelling unit
Multi-family dwelling	\$525.15	\$5,092.68	\$5,617.83 per dwelling unit
Manufactured home	\$748.83	\$7,268.93	\$8,017.76 per dwelling unit
Non – residential	\$6.48	\$71.32	\$77.80 per employee
<ul style="list-style-type: none"> Filing fee to challenge expenditures of Parks SDC's (Refundable if challenge is successful) 			\$50

E) Street SDC:

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

Washington County Transportation Impact Fee (TIF) Washington County Transportation Development Tax (TDT)

- Reference Washington County for fees
- Washington County - <http://www.co.washington.or.us/>

SECTION 8: SYSTEM DEVELOPMENT CHARGES

F) City of Sherwood TIF:

Residential Transportation SDC	Code	Fee	Type
Single family – detached	210	\$2,940.20	dwelling unit
Apartment	220	\$2,290.79	dwelling unit
Residential condominium/townhouse	230	\$1,865.05	dwelling unit
Manufactured house (In park)	240	\$1,632.73	dwelling unit
Assisted living	254	\$959.54	bed
Continuing care retirement	255	\$774.76	unit
Recreation home	260	\$1,006.00	dwelling unit
Recreational Transportation SDC	Code	Fee	Type
City park	411	\$760.71	acre
County park	412	\$1,292.35	acre
Campground/RV park	416	\$3,047.18	camp site
Marina	420	\$2,122.22	berth
Golf course	430	\$26,562.33	hole
Golf driving range	430	\$6,519.02	tee
Multipurpose recreation/arcade	435	\$19,020.02	thousand square ft gross floor area
Bowling alley	437	\$24,771.84	lane
Movie theater w/o matinee	443	\$126.88	screen
Movie Theater with Matinee	444	\$115,799.29	screen
Multiplex movie theater (10+ screens)	445	\$74,819.05	screen
Casino/video poker/lottery	473	\$73,510.50	thousand square ft gross floor area
Amusement/theme park	480	\$39,508.52	acre
Soccer complex	488	\$37,198.28	field
Racquet/tennis club	492	\$20,181.62	court
Health fitness club	492	\$17,173.34	thousand square ft gross floor area
Recreation/community center	495	\$17,004.77	thousand square ft gross floor area
Institutional/Medical Transportation SDC	Code	Fee	Type
Military base	501	\$881.74	employee
Elementary school (Public)	520	\$185.86	student
Middle/Junior high School (Public)	522	\$222.60	student
High School (Public)	530	\$581.34	student
Private School (K – 12)	536	\$942.25	Student
Junior/Community College	540	\$347.94	employee
University/College	550	\$756.39	student
Church	560	\$2,764.07	thousand square ft gross floor area
Day care center/preschool	565	\$0.00	student
Library	590	\$8,103.12	thousand square ft gross floor area
Hospital	610	\$6,793.48	bed
Nursing home	620	\$1,161.60	bed
Clinic	630	\$17,231.69	thousand square ft gross floor area

SECTION 8: SYSTEM DEVELOPMENT CHARGES

Commercial/Services SDC	Code	Fee	Type
Hotel/Motel	310	\$5,707.52	Room
Building materials/lumber	812	\$9,272.29	thousand square ft gross floor area
Free standing discount Superstore w/groceries	813	\$12,477.23	thousand square ft gross floor area
Specialty retail center	814	\$11,388.02	thousand square ft gross floor area
Free standing discount center w/o groceries	815	\$17,763.33	thousand square ft gross floor area
Hardware/paint stores	816	\$14,750.72	thousand square ft gross floor area
Nursery/garden center	817	\$9,082.11	thousand square ft gross floor area
Shopping center	820	\$7,627.67	thousand square ft gross leasable area
Factory outlet	823	\$5,830.70	thousand square ft gross floor area
New car sales	841	\$7,525.02	thousand square ft gross floor area
Automobile parts sales	843	\$14,255.83	thousand square ft gross floor area
Tire superstore	849	\$4,457.31	thousand square ft gross floor area
Supermarket	850	\$24,920.96	thousand square ft gross floor area
Convenience market (24hr)	851	\$62,350.47	thousand square ft gross floor area
Convenience market w/fuel Pump	853	\$37,754.77	vehicle fueling position
Wholesale market	860	\$148.04	thousand square ft gross floor area
Discount club	861	\$13,973.80	thousand square ft gross floor area
Home improvement superstore	862	\$4,854.96	thousand square ft gross floor area
Electronics superstore	863	\$10,330.15	thousand square ft gross floor area
Office supply superstore	867	\$8,152.83	thousand square ft gross floor area
Pharmacy/drugstore w/o drive thru window	880	\$17,599.08	thousand square ft gross floor area
Pharmacy/drugstore with drive thru window	881	\$18,850.37	thousand square ft gross floor area
Furniture store	860	\$861.21	thousand square ft gross floor area
Video rental store	896	\$68,887.86	thousand square ft gross floor area
Bank/savings – walk in	911	\$55,529.98	thousand square ft gross floor area
Bank/savings – drive in	912	\$55,891.97	thousand square ft gross floor area
Quality restaurant (not a chain)	931	\$22,525.35	thousand square ft gross floor area
High turnover-sit down restaurant (chain/standalone)	932	\$14,242.86	thousand square ft gross floor area
Fast food restaurant (no drive- thru)	933	\$94,620.32	thousand square ft gross floor area
Fast food restaurant (with drive-thru)	934	\$63,672.00	thousand square ft gross floor area
Drinking place/bar	936	\$9,801.76	thousand square ft gross floor area
Quick lubrication vehicle Shop	941	\$8,514.81	service stall
Automobile care center	942	\$8,541.83	thousand square ft gross leasable area
Gasoline/service station (no market/car wash	944	\$17,111.75	vehicle fueling position
Gasoline/service station (with convenience market)	945	\$10,889.88	vehicle fueling position
Gasoline/service station (with market and car wash)	946	\$9,848.22	vehicle fueling position

SECTION 8: SYSTEM DEVELOPMENT CHARGES

Office SDC	Code	Fee	Type
General office building	710	\$4,392.48	thousand square ft gross floor area
Corporate headquarters building	714	\$3,188.73	thousand square ft gross floor area
Single tenant office building	715	\$5,330.40	thousand square ft gross floor area
Medical/dental office building	720	\$13,888.44	thousand square ft gross floor area
Government office building	730	\$25,656.82	thousand square ft gross floor area
State Motor Vehicles Department	731	\$95,339.97	thousand square ft gross floor area
US Post Office	732	\$34,102.47	thousand square ft gross floor area
Office park	750	\$4,637.76	thousand square ft gross floor area
Research and development center	760	\$3,471.84	thousand square ft gross floor area
Business park	770	\$4,825.78	thousand square ft gross floor area

Port/Industrial	Code	Fee	Type
Truck terminals	30	\$3,551.80	thousand square ft gross floor area
Park and ride lot with bus service	90	\$1,076.24	parking space
Light rail transit station w/parking	93	\$611.60	parking space
General light industrial	110	\$2,515.54	thousand square ft gross floor area
General heavy industrial	120	\$541.36	thousand square ft gross floor area
Industrial park	130	\$2,509.06	thousand square ft gross floor area
Manufacturing	140	\$1,371.23	thousand square ft gross floor area
Warehouse	150	\$1,808.86	thousand square ft gross floor area
Mini-warehouse	151	\$876.33	thousand square ft gross floor area
Utilities	170	\$1,972.02	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

B) No Public Improvement; Subdivision Plan Reviews and Inspections:

Plan Review Fee (Time and Materials)

Inspection Fee (Time and Materials)

Infrastructure

- Television Line Service

Hourly Rate

C) Miscellaneous Fees:

- | | |
|--|---|
| 1) Addressing Fee | |
| • Single - five (5) digit address | \$65/lot |
| • 0 to 10 - Suite Numbers | \$25 per suite |
| • 11 to 20 -Suite Numbers | \$15 per suite |
| • 21 and up Suite Numbers | \$10 per suite |
| 2) Plans and Specifications for capital projects | varies with project |
| 3) Compliance Agreements | |
| • Traffic and street signs (Includes post, sign, hardware, and labor to install) | \$250/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 |

SECTION 9: ENGINEERING DIVISION

6)	Design and construction standards	\$50 on paper
7)	Design and construction standards	\$25 on disk
8)	As-Built Requests	\$25 per subdivision
9)	As-Built Requests electronic media	\$10 per CD
10)	Existing Map Prints	
	• 8 ½ x 11 black and white	\$3 per copy
	• 8 ½ x 11 color	\$5 per copy
	• 11 x 17 black and white	\$6 per copy
	• 11 x 17 color	\$10 per copy
	• Quarter Section Arial	\$125 per copy
	• Full Size Color up to 36 x 48	\$25 per copy

D) Vacations (Public right-of-way and easements):

- Deposit plus staff time (See Section 1) \$4,000

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 III or IV actions 50% of original fee(s)

C) Conditional Use Permit:

- Conditional use permit \$4,145

D) Land Divisions:

- Lot line adjustment \$743
- Minor land partition \$2,488
- Expedited minor partition \$550
- (Added to the cost of the application)*
- Final plat processing (minor land partition) \$550
- Subdivision \$6,222 plus \$20 per lot
- Expedited subdivision \$2,205
- (Added to the cost of the application)*
- Final plat processing (Subdivision) \$1,102

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 \$105
- 2) ADUs Accessory Dwelling Units \$105
- 3) Commercial, Industrial, Multi-Family Permits \$661

(Final Site Plan Review fee, if a final site plan review is not required this fee is not charged)

- Design review team consultations/recommendations staff time (see section 1)
- Detailed site analysis letter \$150
- Interpretive decisions by the Director \$330
- 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)

SECTION 10: PLANNING DIVISION

- Other land use action
- 1) Administrative \$276
- 2) Hearing required and/or use of Hearings Officer \$2,425
- Planning Re-inspection fee \$60 each after 1st
- Postponement/continuance hearings \$300
- (If applicant request is after notice has been published and/or staff report prepared)*
- Pre-application conference \$400
- Publication/distribution of Notice Type 2 \$165
- Publication/distribution of Notice Type 3 & 4 \$265
- Tree mitigation inspection \$60 each after 1st
- Tree mitigation (Fee in-lieu) \$75 per caliber inch
- Zone verification letter \$50
- Street Tree Removal Permit \$20
 - Home Occupation Review (Class A) \$50

G) Planned Unit Development (PUD):

- Planned Unit Development (PUD) Preliminary \$2,205
(Plus appropriate application fees (i.e. subdivisions, site plan, town-homes, etc.))
- Planned Unit Development (PUD) - Final *See Site Plan
(Plus appropriate application fees (i.e. subdivisions, site plan, town-homes, etc.)) Review Fee

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
-

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)*
-
- 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 one month period \$100 up to 10 signs allowed
 - 3) 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

SECTION 10: PLANNING DIVISION

J) Site Plan Review:

- Type III and IV
(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) \$6,222
- Final site plan review (Type III and IV)
(Due at the time of Building Permit Submittal) \$661
- Fast track site plan review (Type II) \$2,025
- 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

L) Time Extension to Approval:

- No hearing required \$150

M) Variance:

- Class A Variance \$4,145
- Adjustment \$50
- Class B Variance \$1,102

(Per lot and per standard to be varied)

N) 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	\$60 minimum fee
\$501 to \$2,000	\$60 for the first \$500 (Plus \$1.00 for each additional \$100 or fraction thereof, up to and including \$2,000)
\$2,001 to \$25,000	\$75 for the first \$2,000 (Plus \$8 for each additional \$1,000 or fraction thereof, up to and including \$25,000)
\$25,001 to \$50,000	\$259 for the first \$25,000 (Plus \$6.25 for each additional \$1,000 or fraction thereof, up to and including \$50,000)
\$50,001 to \$100,000	415.25 for the first \$25,000 (Plus \$4 for each additional \$1,000 or fraction thereof, up to and including \$100,000)
\$100,001 and up	\$615.25 for the first \$100,000 (Plus \$3.50 for each additional \$1,000 or fraction thereof over \$100,000 \$100,001 and up)
For valuations of \$100,001 and up	0.12% of value on construction permits (Metro Excise Tax per Metro Code Chapter 7.04)

- **School CET Residential** \$1.00 per square foot of dwelling
- **State Surcharge** 12% of Building Permit fee or Current State Rate

2. Commercial, Industrial and Multi-Family

Total Valuation

\$1 to \$500	\$60 minimum fee
\$501 to \$2,000	\$60 for the first \$500 (\$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 (\$8 for each additional \$1,000 or fraction thereof, up to and including \$25,000)
\$25,001 to \$50,000	\$266.50 for the first \$25,000 (Plus \$6.75 for each additional \$1,000 or fraction thereof, up to and including \$50,000)
\$50,001 to \$100,000	\$435.25 for the first \$50,000 (plus \$5 for each additional \$1,000 or fraction thereof, up to and including \$100,00)
\$100,001 and up	\$685.25 for the first \$100,000 (plus \$3.50 for each additional \$1,000 or fraction thereof over \$100,00)
For valuations of \$100,001 and up	0.12% of value on construction permits (Metro Excise Tax per Metro Code Chapter 7.04)

- **School CET Residential** Non- Residential \$.50 per square foot of dwelling
- **State Surcharge** 12% of Building Permit fee or Current State Rate

SECTION 11: BUILDING DIVISION

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) In Compliance with OAR.918.050.0130

- Manufactured home set up and installation fee \$322.66
- Plan Review \$90/hour (Minimum Charge = 1/2/hour
- Site Plan Review Residential Rate per Section 10.(J)

B. Demolition Permits

- Residential
(Based on 2 hours of admin time @ \$38.56 an hour, plus 1 hour of inspection time @ \$90 and \$25 for supply costs) \$192.12
- Commercial
(Based on 2 hours of admin time @ \$38.56 an hour, plus 2 hours of inspection time @ \$90 and \$25 for supply costs) \$282.12

C. Prescriptive Solar Photovoltaic System Installation

Fees for installation of Solar Photovoltaic (PV) system installation that comply with the prescriptive path described in section 305.4 of the Oregon Solar Installation Specialty Code shall be a flat rate of \$122.79 (Based on ¼ hour of admin time @ \$38.56, one hour of inspection time @ \$90.00 per hour, \$10.00 supply costs and 12% state surcharge of \$13.15.) \$122.79

For Plans that do not meet the prescriptive path, typical structural fee calculations and processes will apply.

Typical Structural Fees will apply

D. 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

E. 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 Minimum Fee
- Residential and Manufactured Dwellings \$50 Minimum Fee

F. Deferred Submittals

The fee for processing deferred submittals and reviewing deferred plan submittals shall be an amount equal to 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 Minimum Fee
- Residential and Manufactured Dwellings \$75 Minimum Fees

SECTION 11: BUILDING DIVISION

G. 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

H. 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

I. 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 \leq 10,000 CFMs \$14.63 includes ductwork
 - Air Handling Unit $>$ 10,000 CFMs \$24.68 includes ductwork
 - Air Conditioning Unit \$19.50 Site Plan Required
- 2. **Boilers/Compressors**
 - \leq 100,000 BTUs or 3 HP \$19.50 includes ductwork
 - $>$ 100,000 (3HP) to \leq 500,000 BTUs (15HP) \$35.75 includes ductwork
 - $>$ 500,000 (15HP) to \leq 1,000,000 BTUs (30HP) \$48.75 includes ductwork
 - $>$ 1,000,000 BTUs (30HP) \leq 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**
 - Fire/Smoke Damper/Duct Smoke Detectors \$14.65
- 4. **Heat Pump**
 - Heat Pump \$19.50 Site plan required
- 5. **Install/Replace Furnace/Burner**
 - Furnace \leq 100,000 BTUs \$19.50 includes ductwork and vents
 - Furnace \geq 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 (includes installation of controls)**
 - \leq 100,000 BTUs or 3 HP \$19.50
 - $>$ 100,000 (3HP) to \leq 500,000 BTUs (15HP) \$35.75
 - $>$ 500,000 (15HP) to \leq 1,000,000 BTUs (30HP) \$48.75

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- > 1,000,000 BTUs (30HP) ≤ 1,750,000 BTUs (50HP) \$73.15
- > 1,750,000 BTUs or 50HP \$121.80
- 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)

J. 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)

Total Valuation

\$0 to \$500	\$60 minimum fee
\$500.01 to \$5,000	\$60 for the first \$500 (plus \$2.50 for each additional \$100 or fraction thereof, up to and including \$5,000)
\$5,000.01 to \$10,000	\$172.50 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	\$322.50 for the first \$10,000 (Plus \$8 for each additional \$1,000 or fraction thereof, up to and including \$100,000)
\$100,000.01 and up	\$1,042.50 for the first \$100,000 (plus \$4 for each additional \$1,000 or fraction thereof over \$100,000)

K. 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

L. 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.

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- 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
- (Charged only when connections are not concurrent with new set-up and installation)*

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 or fraction thereof \$27.50 each

3. Storm Sewer/Footing Lines

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

M. Plumbing Permits – Commercial

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

- Plan Review Fee – Commercial 30% of plumbing permit fee
- State surcharge 12% of plumbing permit fee **(Or current State rate)
- 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
- For each additional 100 feet or fraction thereof \$27.50 each

3. Storm Sewer/Footing Lines

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

N. 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)

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Total Valuation

\$0 to \$500	\$100 minimum fee
\$500.01 to \$5,000	\$100 for the first \$500 (plus \$2 for each additional \$100 or fraction thereof, up to and including \$5,000)
\$5,000.01 to \$10,000	\$190 for the first \$5,000 (plus \$3 for each additional \$100 or fraction thereof, up to and including \$10,000)
\$10,000.01 to \$50,000	\$340 for the first \$10,000 (plus \$9.50 for each additional \$1,000 or fraction thereof, up to and including \$100,000)
\$50,000.01 to \$100,000	\$720 for the first \$50,000 (Plus \$11 for each additional \$1,000 or fraction thereof, up to and including \$100,000)
\$100,000.01 and up	\$1,270 for the first 100,000 (plus \$7 for each additional \$1,000 or fraction thereof over \$100,000)

O. 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 fee \$60 minimum fee
- Grading plan review fee 85% of the grading permit fee

Volume Fees

0 to 100 Cubic yards	\$60 minimum fee
101 to 1,000 Cubic yards	\$60 for the first 100 yards (plus \$11 for each additional 100 yards or fraction thereof)
1,001 to 10,000 Cubic yards	\$159 for the first 1,000 yard (plus \$15 for each additional 1,000 yards or fraction thereof)
10,001 to 100,000 Cubic yards	\$294 for the first 10,000 yards (plus \$75 for each additional 10,000 yards or fraction thereof)
100,001 Cubic yards and greater	\$969 for the first 100,000 (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

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

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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)

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

Re-inspection fee (Minimum charge = 1 hour)	\$90 per hour plus 12% State surcharge or Current State Rate
Inspections outside normal business hours	\$90 per hour plus 12% State surcharge or Current State Rate (Minimum charge = 2 hours)
Inspection for which no fee is specifically indicated	\$70 per hour plus 12% State surcharge or Current State Rate (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/Permit extensions	\$50

(Renewal of an application or permit where an extension has been requested in writing, and approval granted by the Building Official, prior to the original expiration date, provided no changes have been made in the original plans and specifications for such work)

- Permit reinstatement fee 50% of Amount required for a new permit or a percentage as determined by the Building Official based on the remaining inspections required.

(This fee is for reinstatement of a permit, where a reinstatement request has been made in writing, and approval granted by the Building Official, provided no changes have been made in the original plans and specifications for such work.)

Q. Refunds (Building Permit, Mechanical, Plumbing, Grading/Erosion)

- Permit refunds 75% of original permit Fee; Provided the permit is still valid
- Plan review refunds 75% of original plan review fee provided no plan review was started

R. Certificate of Occupancy

- Temporary residential \$50 per request
- Temporary commercial \$300 maximum per request

(All as determined by the Building Official)

S. Change of Use/Occupancy Certificate Application Fee

- Similar use (Minor code review) \$60

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- Dissimilar Use, or Change in Occupancy
(Extensive Code Review)

\$125 minimum fee (Includes 1 hour code review time, review time greater than 1 hour will be charged at the hourly rate of \$90)

T. Appeal Process

- Amended Senate Bill 915

\$250