



RESOLUTION 2025-051

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

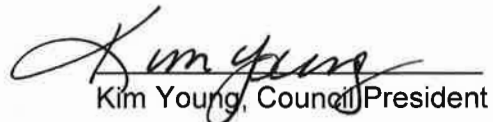
WHEREAS, the City has met the requirement for providing an opportunity for public comment prior to the adoption of this fee resolution as required by ORS 294.160.

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, 2025.

Duly passed by the City Council this 24th day of June, 2025.


Kim Young, Council President

Attest:


Sylvia Murphy, MMC, City Recorder



Home of the Tualatin River National Wildlife Refuge

The City of Sherwood, Oregon Master Fees and Charges

Effective 07/01/2025

SECTION 1
GENERAL CHARGES FOR SERVICE

A. Staff Rates

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

For individuals listed on the salary schedule.

Fully loaded hourly rate applicable at time of service

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.

Number of Employees	Fee
0-2	\$ 105.00
3-5	\$ 150.00
6-10	\$ 250.00
11-20	\$ 325.00
21-35	\$ 500.00
36-50	\$ 700.00
51-74	\$ 900.00
75-100	\$ 1,100.00
101-149	\$ 5,000.00
150+	\$ 7,500.00

10% discount for businesses located in city limits

Final employee counts that end in a partial FTE are rounded down

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)

Original application	\$100
Temporary license	\$35
Change in ownership, location, or privilege	\$75
Renewal of license	\$35

SECTION 1
GENERAL CHARGES FOR SERVICE

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

Franchise Fees (as set by franchise agreements):

Cable and Broadband Services

Ziply (formally Frontier)

5% of gross revenue

Ordinance No. 2007-008 Exp 10/31/22

Cable and Broadband Services

Comcast

5% of gross revenue

Resolution No. 2000-857 Exp 9/5/26

Natural Gas

Northwest Natural Gas

5% of gross revenue collected

Ordinance No. 2006-016

Garbage / Solid Waste

Pride Disposal

5% of gross revenue

Ordinance No. 98-1049 Exp 11/1/29

Privilege Taxes and Associated Fees:

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.

License application fee	\$50
Telecommunications Utilities (as defined in ORS 759.005)	Privilege tax: 7% of gross revenues as defined in ORS 221.515
Utility Operators that provide service within the city (as defined in SMC 12.16.120.A.1) not listed above	Privilege tax: 5% of gross revenues
Utility Operators that do not provide service within the city (as defined in SMC 12.16.120.A.2)	\$2.90/Lineal foot per year or \$4,000 per year, whichever is greater
Utility Operators limited to facilities mounted on structures in the Right of Way (as defined in SMC 12.16.120.A.3) other than small wireless facilities	\$5,000 per structure per year
Small Wireless Facility Fee	\$675 per facility per year

SECTION 1
GENERAL CHARGES FOR SERVICE

E. Public Records Fees

Copies of Finance documents		
Budget	\$40.00	per copy
Comprehensive Annual Financial Report	\$25.00	per copy
Copies of planning documents		
Comprehensive plan	\$25.00	per copy
Local wetland inventory	\$25.00	per copy
Master plans	\$25.00	per copy
Copies of Maps		
8 ½ x 11 black and white	\$3.00	per copy
8 ½ x 11 color	\$5.00	per copy
11 x 17 black and white	\$6.00	per copy
Small size color 11 x17	\$10.00	per copy
Quarter section aerial	\$125.00	per copy
Full size color up to 36 x 48	\$25.00	per copy
General Service Copies		
Copying	\$0.15	per single side
Copying	\$0.25	per double side
Copying	\$4.00	per sheet
24 x 36 large format plotter		
Audio and video copies		
<i>(City Council meeting recordings can be viewed onsite at no charge – contact City Recorder's office)</i>		
Audio	\$25.00	each
Video	\$25.00	each
Data disk	\$25.00	each
Document Research		
Staff time billed in 15 minute increments (see Staff Rates)		
Consultant/contractor time billed at actual cost		
Plus the cost of copying		
Faxing	\$2.00	plus \$1 per page
Lien search fee	\$10.00	per lot
NSF check charges	\$25.00	per occurrence
Notary fee	\$10.00	per signature
Credit Card Fee	3%	per transaction

SECTION 2
LIBRARY

A. Library General Fees

No fees for overdue materials within Washington County Cooperative Library Services

Damaged/lost material	based on extent
Non-resident card	\$140.00 annually
Printing, black & white	\$0.10 per page (after 25 pgs.)
Printing, color	\$0.50 per page
Copying, black & white	\$0.10 per page (after 25 pgs.)
Copying, color	\$0.50 per side
3D printing (limits and restrictions may apply)	\$1.00 per print job
USB Drive	\$10.00 each

SECTION 3
POLICE

A. Police Reports

Staff Hourly Rate estimate/quote provided prior to completion.

Copies of report
Police Video

\$20 Per Report
Staff hourly rate

B. Vehicle Impound Fee

Whereas, state law and Sherwood municipal code chapters 8.04 and 10.08 authorize police officers to impound vehicles under specific circumstances.

Police impounded vehicle fees

\$125 per vehicle

C. Parking Violation Fees

Abandoned vehicle	\$50
Stored vehicle	\$50
Hazardous vehicle	\$250
Prohibited display	\$50
Parking time limit	\$50
No parking zone	\$100
Parking restriction on certain types of vehicles	\$100
Method of parking	\$50
Long-term violation per SMC 10.08.090(A)(2)	\$250
Long-term violation per SMC 10.08.090(A)(3)	\$500
Long-term violation per SMC 10.08.090(A)(4)	\$500
Reoccurring offenses per SMC 10.08.090(B)	\$500

D. Miscellaneous Police Fees

Fingerprinting*	\$29.18 per card
Records/Background checks*	\$17.50 per request

SECTION 4
MUNICIPAL COURT

A. Court Fees

Failure to appear – arraignments	\$50
Failure to appear – trials	\$150
Failure to comply or pay a fine	\$100
Turned over to collection agency (<i>Not to exceed \$250</i>)	25% of the amount owed
Payment plan installment fee - greater than 30 days	\$25
Vehicle compliance program – administrative fee	\$40
Seatbelt Diversion Program	\$40
Traffic School Diversion Programs	
• Class A Violation	\$315
• Class B Violation	\$185
• Class C Violation	\$110
• Class D Violation	\$75
Non-Sufficient Fund Check Fees	\$25

B. Fines set by the State of Oregon

Presumptive Fines	
• Class A Violation	\$440
• Class B Violation	\$265
• Class C Violation	\$165
• Class D Violation	\$115
Special Zones – Construction and School Zones	
• Class A Violation	\$875
• Class B Violation	\$525
• Class C Violation	\$325
• Class D Violation	\$250
Speeding 100 mph or greater	\$1,150
Helmet Violations	\$25

C. Dog Fees

Animal noise disturbance	\$250
Animal waste on public or another's private property	\$250

**SECTION 5
PARKS AND RECREATION**

A. Athletic Field User Charges

<u>Artificial Turf At Snyder Park</u>	<u>Non-Peak (8am -3pm)</u>	<u>Peak (3pm – dark)</u>
Commercial/for profit-Resident	\$65 per hour	\$85 per hour
Commercial/for profit-Non-resident	\$75 per hour	\$100 per hour
Non-profit-Resident	\$60 per hour	\$70 per hour
Non-profit-Non-Resident	\$70 per hour	\$80 per hour
Private reservation-Resident	\$65 per hour	\$75 per hour
Private reservation-Non-Resident	\$80 per hour	\$100 per hour
Light Fee	\$25 per hour	\$25 per hour

B. Other Parks Charges

<u>Sherwood Veterans Park</u>	<u>Commemorative Bricks</u>
Camp/Tournament	\$125

<u>Robin Hood Plaza</u>	<u>Resident</u>	<u>Non-Resident</u>
Non-Profit Fee	\$120 per day	\$160 per day
For-Profit Fee	\$180 per day	\$240 per day

C. Picnic Shelters

	<u>Resident</u>	<u>Non-Resident</u>
Rentals at Pioneer Park, Murdock Park, and Woodhaven Park	\$50 4 hours \$100 per day	\$80 4 hours \$150 per day
Rentals at Snyder Park and Stella Olsen Park	\$60 4 hours \$120 per day	\$90 4 hours \$160 per day

D. Amphitheater Rental

less the cost to repair any damages to the facility.

	<u>Resident</u>	<u>Non-Resident</u>
Amphitheater Rental	\$75 4 hours \$150 per day	\$100 4 hours \$200 per day

When reserving the Amphitheater you must also reserve the picnic shelter

**SECTION 5
PARKS AND RECREATION**

E. Community Garden

4' x 8' raised bed	\$30
10' x20' plot	\$45
20' x 20' plot	\$65

F. Field House

Team Fees

Adult team	\$750 plus a \$50 late fee if not paid by the due date
Youth team	\$750 plus a \$25 late fee if not paid by the due date

Player Cards

Adult player cards	\$15
Youth player cards	\$10

Rental Fees

Day time fees (7 a.m. – 3 p.m.)	\$50 per hour
Evening fees (3 p.m. – midnight)	\$80 per hour

Open Play Fees

Adult open play fees	\$7 per person
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Concessions and Merchandise

Varies

G. Special Events

Permit Fees

	<u>Resident</u>	<u>Non-Resident</u>
Non-Profit Fee	\$75	\$125
For-Profit Fee	\$150	\$200
Police Services	\$100 hour/per officer	\$100 hour/per officer

Street Closure for Special Event

Non-Profit Fee	\$125 per day per block	\$150 per day per block
For-Profit Fee	\$175 per day per block	\$200 per day per block

Street Closure for Festival (more than four blocks)

Non-Profit Fee	\$400 per day	\$425 per day
For-Profit Fee	\$450 per day	\$475 per day
Small productions (no street closures, staging, city services, or park closures)		\$250 per day
Large production (requires street closure, city services, staging, etc.)		\$1,000 per day

SECTION 5
SHERWOOD CENTER FOR THE ARTS

H. Standard Facility Rentals

A fully refundable deposit in the amount of \$200 will be required for all Standard Facility Rentals and must be submitted with a signed contract to secure the facility rental. For rentals under \$200 in total fees, a deposit of \$50 must be submitted with a signed contract to secure the facility rental.

Main Hall

Includes use of dressing room, lobby, and all seating & tables. Linens are not provided.

Non-peak hours=weekdays 9-3

	<u>Resident</u>		<u>Non-Resident</u>	
	<u>Peak</u>	<u>Non-peak</u>	<u>Peak</u>	<u>Non-peak</u>
Partial day (4 hours or less)	\$910	\$770	\$975	\$825
Full day (up to 8 hours)	\$1,690	\$1,430	\$1,820	\$1,540
Extended day (up to 16 hours)	\$3,120	\$2,640	\$3,380	\$2,860
<u>20% Non-Profit Discount</u>				
Partial day (4 hours or less)	\$728	\$616	\$780	\$660
Full day (up to 8 hours)	\$1,352	\$1,144	\$1,456	\$1,232
Extended day (up to 16 hours)	\$2,496	\$2,112	\$2,704	\$2,288

Equipment & Additional Services

All fees are one-time charges based on usage as listed

Chairs	Included	
Tables	Included	
Theatre Seating	Included	
Stage Riser	\$250	
Pipe and Drape System	\$225	
Kitchen	\$100	
Piano	\$100	
Carnival Games (charged per game, per day of use)	\$35	each
Basic Av (sounds & lights controlled from stage, mic, screen, projector, and podium)	\$75	
Advanced Tech (sound and lights controlled from booth; multiple mics, monitors, light cues)	\$150	
<i>Renters are required to have an approved technician if using Advanced AV. Technician must be approved by SCA Manager.</i>		
Lift (Must provide operator certification)	\$300	
Classroom(s) added to Main Hall rental	\$75	each partial day
	\$145	each full day+
Extra Facility Monitor**	\$35	per hour
	\$40	per hour
AV Technician (if provided by SCA. Must arrange in advance with SCA Manager)		

SECTION 5
SHERWOOD CENTER FOR THE ARTS

I. Standard Facility Rentals (continued)

Classroom

Includes use of classroom furniture and whiteboard. Can accommodate 25 in chair rows or 16 at tables.

	<u>Resident</u>		<u>Non-Resident</u>	
	<u>Peak</u>	<u>Non-peak</u>	<u>Peak</u>	<u>Non-peak</u>
Meeting (2 hours or less)	\$104	\$88	\$117	\$99
Partial day (up to 4 hours)	\$195	\$165	\$221	\$187
Full day (up to 10 hours)	\$455	\$385	\$507	\$429
20% Non-Profit Discount				
Meeting (2 hours or less)	\$83	\$70	\$101	\$79
Partial day (up to 4 hours)	\$156	\$132	\$177	\$150
Full day (up to 10 hours)	\$364	\$308	\$405	\$343

Equipment & Additional Services

All fees are one time charges based on usage as listed

Chairs	Included
Tables	Included
Kitchen	\$100
Portable Projector	\$35
Supplemental cleaning fee if confetti, petals, fake snow, bubbles, or any scattered decorative objects are used:	\$200

J. Single Production Rentals

A fully refundable deposit in the amount of \$200 will be required for all Single Day Production Rentals and must be submitted with a signed contract to secure the facility rental. Rates are for public presentations occurring on a SINGLE DAY, the main focus of which is theatrical, dance, musical, and/or otherwise artistic in nature.

All Production Rentals must provide their own technical crew, approved by SCA Manager. Technician referrals are available on request.

Absolutely no glitter is allowed in the Main Hall, including glittered hair products/hairspray.

<u>Performance Days</u>	<u>Resident</u>	<u>Non-Resident</u>
Partial day (5 hours or less)	\$563	\$675
Full day (up to 10 hours)	\$750	\$900
Extended day (up to 16 hours)	\$1,000	\$1,200

SECTION 5
SHERWOOD CENTER FOR THE ARTS

K. Single Production Rentals (continued)

	<u>Resident</u>	<u>Non-Resident</u>
20% Non-Profit Discount		
Partial day (5 hours or less)	\$450	\$540
Full day (up to 10 hours)	\$600	\$720
Extended day (up to 16 hours)	\$800	\$960
Non-Performance Days (may not be used on Fridays after 3pm or on Saturdays)	<u>Resident</u>	<u>Non-Resident</u>
Partial day (5 hours or less)	\$375	\$450
Full day (up to 10 hours)	\$563	\$675
Extended day (up to 16 hours)	\$750	\$900
20% Non-Profit Discount		
Partial day (5 hours or less)	\$300	\$360
Full day (up to 10 hours)	\$450	\$540
Extended day (up to 16 hours)	\$600	\$720

Amenities and Equipment fees

All fees are one time charges based on usage as listed

Dressing Room

Lobby

Theatre seating up to 400 capacity

Basic AV

Tech usage fee (lights and sound) \$150 per day

Classroom(s) (as additional dressing room) \$30 per day

Lift (Must provide operator certification) \$300 per production

*NEW Rental Opportunities:

	<u>Resident</u>	<u>Non-Resident</u>	
Dressing Room/Green Room only	\$85	\$75	\$102 \$90 per hour
Lobby only	\$85	\$75	\$102 \$90 per hour

L. Multi-Day Production Rentals

A fully refundable deposit in the amount of \$500 will be required for all Multi-Day Production Rentals and must be submitted with a signed contract to secure the facility rental. Rates are for public presentations occurring on MORE THAN ONE DAY (multiple performances in one day do not qualify), the main focus of which is theatrical, dance, musical, and/or otherwise artistic in nature. Rentals will include up to-20 hours of rehearsal and prep time. Performances are given priority; rehearsals scheduled for Fridays and Saturdays after 3pm will pay Performance Day rate.

All Production Rentals must provide their own technical crew approved by SCA Manager. Technician referrals are available on request.

Absolutely no glitter is allowed in the Main Hall, including glittered hair products/hairspray.

SECTION 5
SHERWOOD CENTER FOR THE ARTS

M. Multi-Day Production Rentals (continued)

<u>Performance Days</u>	<u>Resident</u>		<u>Non-Resident</u>	
	<u>Peak</u>	<u>Non-peak</u>	<u>Peak</u>	<u>Non-peak</u>
Partial day (5 hours or less)	\$500	\$440	\$600	\$528
Full day (up to 10 hours)	\$750	\$660	\$900	\$792
Extended day (up to 16 hours)	\$1,000	\$880	\$1,200	\$1,056
20% Non-Profit Discount				
Partial day (5 hours or less)	\$400	\$352	\$480	\$422
Full day (up to 10 hours)	\$600	\$528	\$720	\$634
Extended day (up to 16 hours)	\$800	\$704	\$960	\$845
<u>Additional Rehearsal Days</u>				
<u>Non-Performance Days</u>	<u>Resident</u>		<u>Non-Resident</u>	
	<u>Peak</u>	<u>Non-peak</u>	<u>Peak</u>	<u>Non-peak</u>
Partial day (5 hours or less)	\$375	\$330	\$450	\$396
Full day (up to 10 hours)	\$562	\$495	\$675	\$594
Extended day (up to 16 hours)	\$750	\$660	\$900	\$792
20% Non-Profit Discount				
Partial day (5 hours or less)	\$300	\$264	\$360	\$317
Full day (up to 10 hours)	\$450	\$396	\$540	\$475
Extended day (up to 16 hours)	\$600	\$528	\$720	\$633
<u>Amenities and Equipment fees</u>				
<i>All fees are one time charges based on usage as listed</i>				
Dressing Room			Included	
Lobby			Included	
Theatre seating up to 400 capacity			Included	
Basic AV			\$75	
Tech booth usage fee (lights and sound)			\$150	per day
Classroom(s) (as additional dressing room)			\$30	per day
Lift (Must provide operator certification)			\$300	per production

N. Discounts

The Arts Center Manager, in consultation with the City Manager, is authorized to offer discounted rates when it is determined it is in the best interest of the Arts Center.

SECTION 5
MARJORIE STEWART SENIOR CENTER

O. Marjorie Stewart Center

A fully refundable deposit will be required for facility rentals and must be submitted to secure the facility rental.
Events may require Facility Monitors \$25/hr. as determined by Manager.

Hourly Facility Rentals

Dining Room (2 hr. minimum)
Dining Room Classroom, each
Large Classroom
Small Classroom
Lounge
Kitchen-Catering (2 hr. minimum)
Full Kitchen with Dining Room (2 hr. minimum)
Full Kitchen – Commercial
Entire Building**** *Not including kitchen*
20% Non-profit discount for hourly rentals

Resident

\$92 per hour
\$60 per hour
\$60 per hour
\$38 per hour
\$38 per hour
\$38 per hour
\$146 per hour
\$81 per hour
\$178 per hour

Non-Resident

\$106 per hour
\$70 per hour
\$70 per hour
\$44 per hour
\$44 per hour
\$44 per hour
\$168 per hour
\$93 per hour
\$205 per hour

Once a week**

Non Profit

	7/1/2025	1/1/2026
Dining Room	\$156	\$187
Large Classroom	\$103	\$124
Small Classroom	\$78	\$94
Lounge	\$78	\$94

Once a week**

For Profit

\$324
\$216
\$162
\$162
\$540

Twice a month***

Non Profit

	7/1/2025	1/1/2026
Dining Room	\$78	\$94
Large Classroom	\$52	\$62
Small Classroom	\$38	\$46
Lounge	\$38	\$46

Twice a month***

For Profit

\$162
\$108
\$81
\$81
\$270 DnRm+LgCR
\$324

Monthly Facility Rentals

Dining Room
Large Classroom
Small Classroom
Lounge
Entire building****
Commercial Kitchen

All monthly rentals are for a 4-hour block

Refundable Cleaning & Security Deposit

Dining Room & Kitchen
Lounge, Large Classroom, Small Classroom
Key Deposit

\$500
\$100
\$75

* Suggested donation

** Up to 4 hours per visit. Not to exceed 52 visits per year

*** Up to 4 hours per visit. Not to exceed 24 visits per year

**** Including full kitchen rental

SECTION 5
MARJORIE STEWART SENIOR CENTER

O. Marjorie Stewart Center (Continued)

Monthly Ongoing Rental Storage

Ongoing rental space is subject to manager approval.

Storage for ongoing rentals is subject to availability and manager approval

Classroom Cupboard	\$60
DnRm/LgCR Closet	\$120
Pearl Rm/1/4 Lg Closet	\$220

Program Fees

Lunch Program - Adults 62 and older *	\$6	per meal	suggested donation
Lunch Program – Under age 62 *	\$10	per meal	suggested donation
Non-resident membership fee	\$35	per year	
Facility Monitor	\$25	per hour	

Sherwood Senior Shuttle

Curb to curb transport within the City of Sherwood	\$1 per stop
Curb to curb transport outside of City of Sherwood	\$5 per stop
Within 20 miles of Sherwood City Center.	
Curb to curb transport within Sherwood to/from MSSCC	Free

* Suggested donation

** Up to 4 hours per visit. Not to exceed 52 visits per year

*** Up to 4 hours per visit. Not to exceed 24 visits per year

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SECTION 6 UTILITY CHARGES FOR SERVICE

Water Utility Rates

RESIDENTIAL, MULTI-FAMILY, AND COMMERCIAL WATER SERVICE

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. 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 (\$/Month)	Consumption Rate (\$/100 gallons)	
		First 21,000	Over 21,000
5/8 - 3/4"	\$23.76	\$0.64	\$1.03
3/4"	\$26.82	\$0.64	\$1.03
1"	\$29.37	\$0.64	\$1.03
1-1/2"	\$52.21	\$0.64	\$1.03
2"	\$75.93	\$0.64	\$1.03
3"	\$152.77	\$0.64	\$1.03
4"	\$258.90	\$0.64	\$1.03
6"	\$541.81	\$0.64	\$1.03
8"	\$1,002.89	\$0.64	\$1.03
10"	\$1,448.28	\$0.64	\$1.03

* Indicates Resolution 2017-008 - Providing Automatic Annual Inflation-Based Adjustments.

SECTION 6
UTILITY CHARGES FOR SERVICE

B. Commercial Rates

Customer Class Meter Size	Base Charge (\$/Month)	Consumption Rate (\$/100 gallons)	
		First 21,000	Over 21,000
5/8 - 3/4"	\$25.79	\$0.75	\$0.75
¾"	\$29.10	\$0.75	\$0.75
1"	\$31.89	\$0.75	\$0.75
1-1/2"	\$56.68	\$0.75	\$0.75
2"	\$82.40	\$0.75	\$0.75
3"	\$165.80	\$0.75	\$0.75
4"	\$283.29	\$0.75	\$0.75
6"	\$588.06	\$0.75	\$0.75
8"	\$1,088.47	\$0.75	\$0.75
10"	\$1,571.83	\$0.75	\$0.75
Irrigation		\$1.08	\$1.08

C. Fire Protection Service

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

Customer Class

<u>Meter Size</u>	<u>Base Charge</u>
4" and under	\$36.61
6"	\$61.17
8"	\$86.86
10"	\$119.48
Water service connection in ROW	Actual time and materials

SECTION 6
UTILITY CHARGES FOR SERVICE

D. Hydrant Rentals

Fire hydrant permits - mandatory for fire hydrant use

Three month permit (plus water usage at current rate)*	\$65.47
Six month permit (plus water usage at current rate)*	\$95.24
Twelve month permit (plus water usage at current rate)*	\$154.74
Penalty for unauthorized hydrant use	\$546.53
Penalty for using non-approved (un-inspected tank)	\$1,038.39
Failure to report water usage (per day for period not reported)	\$16.39
Hydrant meter - refundable deposit	\$1,719.13
Hydrant meter – daily rental (plus water usage at current rate)	\$22.22
Hydrant meter read – monthly reads*	\$59.53
Hydrant meter setup – Initial setup of meter on hydrant*	\$59.53
Flow testing of fire hydrants*	\$190.46
Consumption (\$/100 gallons)	\$1.08

E. Account Activation and De-Activation

Water Service on or off at customer's request

Deposit for a NEW application of service for all tenant accounts & previous customers sent to collections	\$132.65
New account fee*	\$17.85
First call – during office hours, Monday-Friday, except snowbird turnoffs	No Charge
Activation after office hours and weekends*	\$71.42
Leaks or emergencies beyond customer control anytime	No Charge
Second call*	\$35.71
Non-leak or emergency turn offs after office hours or weekends*	\$59.53
All snowbird/vacant turn offs*	\$30.10

Water Service off and on for non-payment/non-compliance

Turn on water during office hours, Monday through Friday*	\$71.42
After hours or weekends, an additional*	\$119.03
Meter tampering and/or using water without authority*	\$71.42
Broken promise turn off*	\$71.42
Door hangers (per door hanger)*	\$11.90

* Indicates Resolution 2017-008 - Providing Automatic Annual Inflation-Based Adjustments.

SECTION 6
UTILITY CHARGES FOR SERVICE

F. Additional Charges, If Necessary, To Enforce

Removal of meter*	\$95.25
Reinstallation of meter	No Charge
Installation or removal of locking device-first occurrence*	\$59.54
Installation or removal of locking device-second occurrence*	\$89.28
Installation or removal of locking device-third occurrence *	\$178.56
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	
Removal of meter during construction	\$150.00
Loss of meter (replacement cost)	\$230-\$710
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.	\$119.03
Backflow assembly test/repair (Contract services)	Parts and Labor
Damage or Repair to Water Utility	Actual time and material
Water Model for Development	\$2,040.00

(Developments of 20 plus lots, development of industrial or commercial higher elevation developments and/or as determined necessary by Public Works)

H. Testing Water Meters at Customer/Owner's Request

Testing on premises (5/8"x 3/4", 3/4", 1")*	\$95.25
Removal of meter for testing (5/8"x 3/4", 1")*	\$297.61
Testing of meters larger than 1"	Parts and Labor

* Indicates Resolution 2017-008 - Providing Automatic Annual Inflation-Based Adjustments.

SECTION 6
UTILITY CHARGES FOR SERVICE

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. (Service on and off for non-compliance of annual testing and reporting, see Account Activation/De-Activation.)*

\$119.03

J. Water Service/Meter Installation Services*

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. Meter installation over 2" will be installed at a time and materials rate by city staff or city authorized contractors.

<u>Meter Size</u>	<u>Drop-In Service</u>	<u>Dig-In Service</u>
5/8" – ¾"	\$428.55	\$2,493.90
¾"	\$428.55	\$2,493.90
1"	\$868.99	\$2,934.35
1.5"	\$2,199.80	\$5,094.93
2"	\$3,630.75	\$6,547.25
3"	\$7,261.47	n/a
4"	\$9,439.93	n/a

K. Un-Authorized Water Hook Up*

Un-authorized water hook up

\$161.73

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

Sanitary Sewer Interceptor Program – FOG

<i>Includes Maintenance Bonds</i>	\$54.65
First re-inspection	\$109.30
Re-inspection fee after the first	\$163.95
All subsequent re-inspection fees	

M. Usage of Meter Key

Deposit refundable with key return

\$25.00

* Indicates Resolution 2017-008 - Providing Automatic Annual Inflation-Based Adjustments.

SECTION 6
UTILITY CHARGES FOR SERVICE

N. Water Use Restriction - Penalties*

First notice of violation	\$117.17
Second notice of violation	\$356.28
Third notice of violation	\$597.55

O. Sanitary Rates - Residential

See appendix A for fees collected on behalf of CWS

Sherwood sewer utility user base rate per EDU *	\$6.19
Sherwood sewer utility usage rate per CCF*	\$0.38
Damage or Repair to Sewer Utility	Actual time and material
Illegal Discharge to Sewer Utility	Actual time and material

O.1 Sanitary Rates - Commercial

See appendix A for fees collected on behalf of CWS

Sherwood sewer utility user base rate per EDU *	\$7.34
Sherwood sewer utility usage rate per CCF*	\$0.45
Damage or Repair to Sewer Utility	Actual time and material
Illegal Discharge to Sewer Utility	Actual time and material

P. Storm Rates

See appendix A for fees collected on behalf of CWS

Sherwood storm water utility user rate per ESU*	\$16.19
Damage or Repair to Storm Utility	Actual time and material

* Indicates Resolution 2017-008 - Providing Automatic Annual Inflation-Based Adjustments.

SECTION 6
UTILITY CHARGES FOR SERVICE

Q. Street Fees

	Street <u>Maintenance</u>	Street <u>Light</u>	Sidewalk <u>Repair</u>	Safe/New <u>Sidewalks</u>
Single family residential *	\$2.38	\$2.76	\$0.61	\$0.82
Monthly per Account				
Multi Family *	\$2.38	\$2.76	\$0.61	\$0.82
Monthly per EDU				
Non – residential/Commercial *	\$2.38	\$0.78	\$0.20	
Monthly per ESU				

R. Broadband

	<u>Monthly Rate</u>
Residential - Standard Rates	
Residential Internet - 100mb	\$30.00
Residential Internet - 250mb Surfer	\$40.00
Residential Internet - 1gb Streamer	\$60.00
Residential Internet - 2gb with Wi-Fi P Enthusiast	\$80.00
Residential Internet - 5gb with Wi-Fi_ Gamer	\$100.00
Wi-Fi___33 Pro Add-on	\$15.00
Router Rental	\$10.00
Business	
Small Business -250mb	\$99.00
Small Business - 500mb	\$175.00
Small Business - 1gb	\$250.00
Government Internet - 1gb	\$250.00
Government Point to Point - 1gb	\$250.00
IP Addresses	\$10.00
Damage or Repair to Broadband Utility	Actual time and material

**SECTION 7
SYSTEM DEVELOPMENT CHARGES**

A. Water SDC

<u>Meter Size</u>	<u>Reimbursement Charge</u>	<u>Improvement Charge</u>	<u>Administrative Charge Per Meter</u>
5/8-3/4"	\$2,869.36	\$7,409.66	\$125.84
3/4"	\$4,303.45	\$11,115.66	\$188.20
1"	\$7,172.80	\$18,525.32	\$314.05
1-1/2"	\$14,344.43	\$37,050.64	\$628.09
2"	\$22,951.32	\$59,281.97	\$1,004.50
3"	\$50,206.08	\$129,678.42	\$2,197.20
4"	\$86,067.74	\$222,306.21	\$3,766.32
6"	\$179,307.10	\$463,137.73	\$7,846.68
8"	\$258,203.21	\$666,918.62	\$11,298.96

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

Fire flow sprinkler buildings only \$3,669.81

B. Sewer SDC

UGB Minus Brookman and Tonquin Employment Area

<u>Use Type</u>	<u>Reimbursement</u>	<u>Improvement</u>	<u>Flow Count</u>
Single family residence	\$1,004.35	\$53.64	1 EDU
Two family residence (duplex)	\$1,004.35	\$53.64	1 EDU
Manufactured home/ single lot	\$1,004.35	\$53.64	1 EDU
Manufactured home parks	\$1,004.35	\$53.64	based on Engineer estimate
Multi-family residential	\$1,004.35	\$53.64	based on Engineer estimate
Commercial	\$1,004.35	\$53.64	based on Engineer estimate
Industrial	\$1,004.35	\$53.64	based on Engineer estimate
Institutional uses	\$1,004.35	\$53.64	based on Engineer estimate

1 Equivalent Dwelling Unit (EDU) = 150 gallons per day (gpd)

Engineers Estimate is calculated from facility design flow divided by 150 gpd per EDU

See appendix A for SDC's collected on behalf of CWS

**SECTION 7
SYSTEM DEVELOPMENT CHARGES**

B. Sewer SDC (continued)

Brookman Area

<u>Use Type</u>	<u>Reimbursement</u>	<u>Improvement</u>	<u>Flow Count</u>
Single family residence	\$1,324.93	\$1,118.24	1 EDU
Two family residence (duplex)	\$1,324.93	\$1,118.24	1 EDU
Manufactured home/ single lot	\$1,324.93	\$1,118.24	1 EDU
Manufactured home parks	\$1,324.93	\$1,118.24	based on Engineer estimate
Multi-family residential	\$1,324.93	\$1,118.24	based on Engineer estimate
Commercial	\$1,324.93	\$1,118.24	based on Engineer estimate
Industrial	\$1,324.93	\$1,118.24	based on Engineer estimate
Institutional uses	\$1,324.93	\$1,118.24	based on Engineer estimate

1 Equivalent Dwelling Unit (EDU) = 150 gallons per day (gpd)

Engineers Estimate is calculated from facility design flow divided by 150 gpd per EDU

See appendix A for SDC's collected on behalf of CWS

Tonquin Employment Area

<u>Use Type</u>	<u>Reimbursement</u>	<u>Improvement</u>	<u>Flow Count</u>
Single family residence	\$978.76	\$1,099.73	1 EDU
Two family residence (duplex)	\$978.76	\$1,099.73	1 EDU
Manufactured home/ single lot	\$978.76	\$1,099.73	1 EDU
Manufactured home parks	\$978.76	\$1,099.73	based on Engineer estimate
Multi-family residential	\$978.76	\$1,099.73	based on Engineer estimate
Commercial	\$978.76	\$1,099.73	based on Engineer estimate
Industrial	\$978.76	\$1,099.73	based on Engineer estimate
Institutional uses	\$978.76	\$1,099.73	based on Engineer estimate

1 Equivalent Dwelling Unit (EDU) = 150 gallons per day (gpd)

Engineers Estimate is calculated from facility design flow divided by 150 gpd per EDU

See appendix A for SDC's collected on behalf of CWS

**SECTION 7
SYSTEM DEVELOPMENT CHARGES**

C. Storm SDC

Clean Water Services Storm SDC **Regional Storm Drainage Improvement Charge**

Water quantity per ESU (SDC set by CWS)	\$380.05
Water quality per ESU (SDC set by CWS)	\$310.95
Total Storm Water SDC	\$691.00

One equivalent service unit (ESU) equals 2,640 square feet.

<u>City of Sherwood Storm SDC:</u>	<u>Reimbursement</u>	<u>Improvement</u>	<u>Administrative</u>
	<u>Charge</u>	<u>Charge</u>	<u>Charge</u>
Per ESU	\$240.38	\$1,439.98	\$40.09

One equivalent service unit (ESU) equals 2,640 square feet.

D. Parks SDC

Parks and Recreation **Improvement**

Single family dwelling	\$17,672.17
Multi-family dwelling	\$10,970.73
Manufactured home	\$11,338.38
Accessory Dwelling Unit	\$6,185.31
Non – residential	\$675.22
Filing fee to challenge expenditures of Parks SDC's	\$54.67

(Refundable if challenge is successful)

see SMC 15.20.110 for SDC challenges and appeals procedures and filing fee

E. Street SDC

Washington County Transportation Development Tax (TDT)

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

City of Sherwood Street SDC:

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

<u>Residential Transportation SDC</u>	<u>Code</u>	<u>Fee</u>	<u>Type</u>
Single Family – detached	210	\$2,306.11	dwelling unit
Accessory Dwelling Unit (Detached)	212	\$2,306.11	dwelling unit
Accessory Dwelling Unit (Attached)	214	\$1,196.28	dwelling unit
Apartment	220	\$1,586.17	dwelling unit
Residential Condominium/Townhouse	230	\$1,379.66	dwelling unit
Mobile Home Park	240	\$1,196.05	dwelling unit
Assisted Living	254	\$625.29	bed
Continuing Care Retirement	255	\$557.87	unit
Recreation Home	260	\$758.69	dwelling unit

SECTION 7
SYSTEM DEVELOPMENT CHARGES

E. Street SDC (continued)

<u>Recreational Transportation SDC</u>	<u>Code</u>	<u>Fee</u>	<u>Type</u>
City Park	411	\$1,495.85	acre
Regional Park	417	\$1,217.59	acre
Multipurpose Recreation/Arcade	435	\$8,732.63	thousand sq ft gross floor area
Movie Theater w/o Matinee	443	\$62,387.49	screen
Movie Theater w/Matinee	444	\$94,425.21	screen
Amusement/Theme Park	480	\$25,443.44	acre
Soccer Complex	488	\$17,403.53	field
Racquet/Tennis Club	491	\$8,699.64	court
Health/Fitness Club	492	\$7,397.41	thousand square ft gross floor area
Recreation/Community Center	495	\$6,686.04	thousand square ft gross floor area
<u>Institutional/Medical Transportation SDC</u>	<u>Code</u>	<u>Fee</u>	<u>Type</u>
Elementary School (Public)	520	\$186.41	student
Middle/Junior High School (Public)	522	\$233.73	student
High School (Public)	530	\$246.71	student
Private School (K – 12)	536	\$355.69	Student
Junior/Community College	540	\$5,224.62	thousand square ft gross floor area
University/College	550	\$417.34	student
Church	560	\$3,225.43	thousand square ft gross floor area
Day Care Center/Preschool	565	\$261.04	student
Library	590	\$12,310.87	thousand square ft gross floor area
Hospital	610	\$2,789.43	bed
Nursing Home	620	\$635.30	bed
Clinic	630	\$6,792.22	thousand square ft gross floor area
<u>Commercial/Services SDC</u>	<u>Code</u>	<u>Fee</u>	<u>Type</u>
Hotel	310	\$1,916.07	Room
Motel	320	\$1,373.90	Room
Building Materials/Lumber Store	812	\$10,522.43	thousand square ft gross floor area
Free-Standing Discount Superstore	813	\$9,383.71	thousand square ft gross floor area
Variety Store	814	\$7,459.07	thousand square ft gross floor area
Free-Standing Discount Store	815	\$6,883.98	thousand square ft gross floor area
Hardware/Paint Store	816	\$6,321.78	thousand square ft gross floor area

SECTION 7
SYSTEM DEVELOPMENT CHARGES

E. Street SDC (continued)

<u>Commercial/Services SDC (continued)</u>	<u>Code</u>	<u>Fee</u>	<u>Type</u>
Nursery (Garden Center)	817	\$20,215.94	thousand square ft gross floor area
Shopping Center	820	\$5,045.42	thousand sq ft gross leasable area
Factory Outlet	823	\$6,974.30	thousand square ft gross floor area
Specialty Retail Center	826	\$9,901.46	thousand square ft gross floor area
New Car Sales	841	\$7,140.69	thousand square ft gross floor area
Automobile Parts Sales	843	\$6,645.92	thousand square ft gross floor area
Tire Store	848	\$4,167.65	thousand square ft gross floor area
Tire Superstore	849	\$3,347.30	thousand square ft gross floor area
Supermarket	850	\$11,550.73	thousand square ft gross floor area
Convenience Market (24 Hour)	851	\$60,214.70	thousand square ft gross floor area
Convenience Market w/Fuel Pump	853	\$34,966.32	vehicle fueling position
Discount Club	861	\$10,331.69	thousand square ft gross floor area
Home Improvement Superstore	862	\$4,081.66	thousand square ft gross floor area
Electronics Superstore	863	\$10,988.54	thousand square ft gross floor area
Pharmacy/Drugstore w/o Drive-Up	880	\$9,301.95	thousand square ft gross floor area
Pharmacy/Drugstore w/Drive-Up	881	\$8,985.02	thousand square ft gross floor area
Furniture Store	890	\$446.01	thousand square ft gross floor area
Bank/Savings w/Drive-Up	912	\$8,183.33	thousand square ft gross floor area
Quality Restaurant	931	\$9,128.43	thousand square ft gross floor area
High Turnover (Sit Down) Restaurant	932	\$12,829.98	thousand square ft gross floor area
Fast Food Restaurant w/o Drive-Up	933	\$25,031.87	thousand square ft gross floor area
Fast Food Restaurant w/Drive-Up	934	\$53,448.35	thousand square ft gross floor area
Drinking Place/Bar	936	\$37,790.18	thousand square ft gross floor area
Coffee/Donut Shop w/Drive-Up	937	\$81,772.99	thousand square ft gross floor area
Coffee/Kiosk	938	\$74,656.72	thousand square ft gross floor area
Quick Lubrication Vehicle Shop	941	\$12,662.23	service stall
Automobile Care Center	942	\$7,586.70	thousand sq ft gross leasable area
Gasoline/Service Station	944	\$14,393.25	vehicle fueling position
Gasoline/Service Station w/Convenience Market	945	\$5,075.52	vehicle fueling position
Gasoline/Service Station w/Convenience Market and Car Wash	946	\$8,907.59	vehicle fueling position

SECTION 7
SYSTEM DEVELOPMENT CHARGES

E. Street SDC (continued)

<u>Office SDC</u>	<u>Code</u>	<u>Fee</u>	<u>Type</u>
General Office Building	710	\$2,043.71	thousand square ft gross floor area
Corporate Headquarters Building	714	\$1,946.18	thousand square ft gross floor area
Single Tenant Office Building	715	\$2,842.52	thousand square ft gross floor area
Medical/Dental Office Building	720	\$6,663.14	thousand square ft gross floor area
Government Office Building	730	\$16,816.99	thousand square ft gross floor area
State Motor Vehicles Department	731	\$29,496.43	thousand square ft gross floor area
Us Post Office	732	\$21,555.49	thousand square ft gross floor area
Office Park	750	\$2,073.82	thousand square ft gross floor area
Research And Development Center	760	\$1,518.75	thousand square ft gross floor area
Business Park	770	\$2,301.87	thousand square ft gross floor area
<u>Port/Industrial</u>	<u>Code</u>	<u>Fee</u>	<u>Type</u>
Truck Terminals	30	\$15,252.28	acre
Park And Ride Lot w/Bus Service	90	\$1,098.52	parking space
Light Rail Transit Station w/Parking	93	\$612.40	parking space
General Light Industrial	110	\$1,285.02	thousand square ft gross floor area
General Heavy Industrial	120	\$365.69	thousand square ft gross floor area
Industrial Park	130	\$1,302.23	thousand square ft gross floor area
Manufacturing	140	\$738.60	thousand square ft gross floor area
Warehouse	150	\$691.27	thousand square ft gross floor area
Mini-Warehouse	151	\$579.41	thousand square ft gross floor area
Data Center	160	\$242.38	thousand square ft gross floor area
Utilities (Private)	170	\$1,854.34	thousand square ft gross floor area

SECTION 8
ENGINEERING CHARGES FOR SERVICE

A. Public Improvement Plans, Reviews, and Inspections (Subdivisions, Site Plans, Partitions)

Plan Review – 4% of Construction Cost for public infrastructure and non-proprietary on-site storm water treatment and detention systems (Fees due at plan review submittal. Fee based on engineer’s construction cost estimate. If estimate changes during the course of review, any balance or credit due will be payable at the time of the Compliance Agreement) includes review of the following:

Water
Street
Grading
Sewer
Erosion Control
Storm (on-site detention and non-proprietary treatment systems)
Broadband

Inspections – 5% of Construction Costs for public infrastructure and non-proprietary on-site storm water treatment and detention system (Fees payable at the time the Compliance Agreement is signed). Includes inspection of the following for which permits were obtained:

Water
Street
Grading
Sewer
Erosion Control
Storm (on-site detention and non-proprietary treatment systems)
Broadband

B. No Public Improvement; Subdivision Plan Reviews and Inspections

Plan Review Fee	Time and Materials
Inspection Fee	Time and Materials
Television Line Service Review	Time and Materials

SECTION 8 ENGINEERING CHARGES FOR SERVICE

C. Miscellaneous Fees

Addressing Fees

Single - five (5) digit address	\$72.87	lot
0 to 10 - Suite Numbers	\$27.60	per suite
11 to 20 -Suite Numbers	\$281.54	plus \$15 per suite
21 and up Suite Numbers	\$450.46	plus \$10 per suite

Plans and Specifications for capital projects varies by project - see photocopying fee schedule

Traffic and street signs (Includes post, sign, hardware, and labor to install)* \$297.61 per sign

Street Trees \$216.49 per tree

C. Miscellaneous Fees (continued)

Pre-submittal Consultation (consultation of projects prior to the submittal of a land use application, requiring more than 2 hours of staff time or on-call consultant services)

\$520.20 Deposit

(Applicant pays 100% of actual expenses including staff time, if an application is submitted these fees will be credited against the plan review fees)

In-Lieu of Fee – Fiber Optic Conduit Installation \$48.71 per linear ft

In-Lieu of Fee – Vault Placement \$757.70 per vault

Right of Way Permit Fees

ROW Small Wireless Facility Permit \$920.07 per facility

ROW Construction Permit (for other than small wireless facilities) \$165.61 per permit

Inspection fee \$165.61 or 4% of project estimate, whichever is greater

ROW Use Permit \$27.06

Design and construction standards \$54.12 on paper

Design and construction standards \$27.06 per CD

As-Built Requests \$27.06 per subdivision

As-Built Requests electronic media \$27.06 per cd

Reimbursement District formation \$520.20 deposit (applicant pays 100% of actual costs including staff time)

SECTION 8
ENGINEERING CHARGES FOR SERVICE

D. Grading and Erosion Control Fees

Grading Fees - Non Single Family Residential

Cubic yards	
0 to 100	\$74.29
101 to 1,000	\$74.29
	\$11.44
1,001 to 10,000	\$177.25
	\$15.92
10,001 to 100,000	\$320.53
	\$79.59
100,001 +	\$1,036.84
	\$38.74
Grading plan review fee	85% of the grading permit fee

Erosion Control Fees - Non-Single Family Residential

Erosion Control Plan Review Fee	65% of the erosion control inspection fee
Erosion Control Inspection Fee	Based on Total Area
0 to 1 Acre	\$244.08
1 Acre and up	\$244.08 (plus \$52per acre or fraction thereof over 1 acre)

Grading and Erosion Control Fees - Single Family Residential

Single Family Residential	<u>Plan Check</u>	<u>Inspection</u>
>1000 feet disturbance, existing development	\$74.29	\$111.42
New development	\$74.29	\$313.06

E. Vacations (Public right-of-way and easements)

Deposit plus staff time (See Section 1)	
(Applicant pays 100% of actual expenses including staff time)	\$4,244.83

**SECTION 9
PLANNING**

A. Annexations

Applicant pays 100% of actual expenses including staff time.	\$7,500.00	Deposit
Any balance owing is due within 30 days from the final annexation invoice date.		

B. Appeals

Type I or II actions (ORS 227.175) 10 (b)	\$250.00	
Type III or IV actions		50% of original fee(s)
Expedited and middle housing Land Division	\$300.00	

C. Conditional Use Permit

Conditional use permit without concurrent type III or IV application*	\$4,933.85	
Conditional use permit with concurrent type III or IV application*	\$2,466.34	

D. Land Divisions / Adjustments

Lot line adjustment*	\$884.60	
Minor land partition*	\$2,320.04	
Expedited and middle housing minor partition (added to the cost of the partition application)*	\$654.95	
Final plat processing (minor land partition)*	\$654.95	
Subdivision*	\$7,407.23	Flat fee+add'l lot fee
	\$23.34	per lot
Expedited and middle housing subdivision <i>(Added to the cost of the subdivision application)*</i>	\$2,624.52	
Final plat processing (Subdivision)*	\$1,312.27	

E. Other Fees

Chickens in residential zones	\$55.00	
Consultant as needed		actual costs
Community Development Code Plan Check <i>(payable at time of building permit submittal)</i>		
Residential permits*	\$125.37	
ADUs Accessory Dwelling Units*	\$125.37	
Commercial, Industrial, Multi-Family Permits*	\$787.35	
<i>(Final Site Plan Review fee, if a final site plan review is not required this fee is not charged)</i>		
Design review team consultations/recommendations		staff time (see section 1)
Detailed site analysis letter*	\$179.26	
Interpretive decisions by the Director*	\$392.50	
Land Use Compatibility Statement (LUCS) sign-off	\$50.00	
Medical Marijuana Facility Special Use Permit*	\$328.07	plus notification fee

**SECTION 9
PLANNING**

E. Other Fees (continued)

Other Fees - Continued

Non-conforming use modification*	\$1,190.41	
Modification to application in review	\$550.00	
<i>(If modified after the application is deemed complete and the modification is needed to adequately review the app.)</i>		
Other land use action		
Administrative*	\$328.07	
Hearing required and/or use of Hearings Officer*	\$2,830.37	
Outdoor Seating Permit	\$165.00	
Annual Renewal	No charge	
Planning Re-inspection fee*	\$70.06	each after 1st
Postponement/continuance hearings	\$330.00	
<i>(If applicant request is after notice has been published and/or staff report prepared)</i>		
Pre-application conference	\$400.00	
Publication/distribution of Notice Type II	\$600.00	
Pre-application conference (Type III and above)	\$312.40	
Publication/distribution of Notice Type III, IV and V	\$512.60	
Home Occupation Review of initial application (Class A)	\$55.00	
Home Occupation Review of renewal application (Class A)	\$27.50	
Zone verification letter	\$55.00	

F. Trees

Tree mitigation inspection	\$66.00	each after 1st
Street Tree Removal Permit	\$27.50	1st tree
	\$11.00	each add'l tree
Removal of more than 6 trees or 10% on private property	\$117.70	

G. Planned Unit Development (PUD)

Planned Unit Development (PUD) Preliminary*	\$2,624.52	
Planned Unit Development (PUD) - Final	See Site Plan Review Fee	
<i>(Plus appropriate application fees (i.e. subdivisions, site plan, town-homes, etc.)</i>		

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

SECTION 9 PLANNING

I. Signage

Permanent signs on private property	\$165.00	First 32 sq ft
(Excludes Home Occupation Signage)	\$1.10	each add'l sq ft of sign face
Banner signs – one month period	\$165.00	
Temporary portable sign violation		
First offense	No fine; collected and marked	
Second offense	\$50.00	per sign
Third offense	\$100.00	per sign

J. Site Plan Review

Type III and IV (Additional \$102 for every 10,000 sq. ft. or portion thereof over the first 15,000 sq. ft. of building area)(Including Town-Homes, excluding projects in Old Town)*.	\$7,407.23	
• Final site plan review (Type III and IV) (Due at the time of Building Permit submittal)*	\$771.92	
Site plan review (Type II)*	\$2,411.20	
Minor modification to approved Site Plan*	\$328.07	
Major modification to approved Site Plan, Type II*	\$1,202.12	
Major modification to approved Site Plan, Type III or IV*	\$2,886.97	
Old Town overlay review*	\$297.60	added to application
<i>All uses excluding Single-Family detached dwellings.</i>		
<i>Application fee for Old Town projects is the application fee based on size of the project plus the Old Town Overlay review fee.</i>		

K. Temporary Uses

Administrative	\$368.50
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L. Time Extension to Approval

No hearing required	\$165.00
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M. Variance

Adjustment - (Per lot and per standard to be varied) *	\$59.75
Class A Variance - (Per lot and per standard to be varied) *	\$4,933.85
Class B Variance - (Per lot and per standard to be varied) *	\$1,312.27

N. Zone Amendments

Text amendment*	\$6,344.54
Map amendment*	\$6,344.54

O. Residential Design

	<u>Flat Fee</u>	<u>Per Lot</u>	<u>Total Fee</u>
Residential Design Checklist Review w/no adjustments to standards	\$157.50		\$157.50
Residential Design Checklist with Adjustment (Per lot and per standard to be varied)	\$157.50	\$61.94	\$219.44
Residential Design Checklist with Type B Variance (Per lot and per standard to be varied)	\$157.50	\$1,360.24	\$1,517.74
Residential Design Checklist with Type A Variance (Per lot and per standard to be varied)	\$157.50	\$5,114.20	\$5,271.70

P. Technology Fee

Technology Fee	5% of permit fee
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**SECTION 10
BUILDING**

A. Building Permits

Values are determined by the applicants total estimated value of the work which includes labor and materials, and/or are based on the most current Building Valuation Data, without state-specific modifiers, as published by the International Code Council and in compliance with OAR 918-050-0100 to 918-050-0110. Final building permit valuation shall be set by the Building Official.

Single Family and Two-Family Dwelling

Total Valuation Amount		
1 - 500	\$81.72	minimum fee
501 – 2,000	\$81.72	the first \$500
	\$1.34	each additional \$100 or fraction thereof, up to and including \$2,000)
2,001 – 25,000	\$101.82	the first \$2,000
	\$10.74	each additional \$1,000 or fraction thereof, up to and including \$25,000)
25,001 – 50,000	\$348.84	the first \$25,000
	\$8.40	each additional \$1,000 or fraction thereof, up to and including \$50,000)
50,001 – 100,000	\$558.84	the first \$50,000
	\$5.37	each additional \$1,000 or fraction thereof, up to and including \$100,000)
100,001 and up	\$827.34	the first \$100,000
	\$4.70	each additional \$1,000 or fraction thereof over \$100,00)

See appendix A for additional fees collected on behalf of the Sherwood School District, State of Oregon, and Metro.

Commercial, Industrial and Multi-Family

Total Valuation Amount		
1 - 500	\$81.72	minimum fee
501 – 2,000	\$81.72	the first \$500
	\$2.04	each additional \$100 or fraction thereof, up to and including \$2,000)
2,001 – 25,000	\$112.32	the first \$2,000
	\$10.74	each additional \$1,000 or fraction thereof, up to and including \$25,000)
25,001 – 50,000	\$359.34	the first \$25,000
	\$9.06	each additional \$1,000 or fraction thereof, up to and including \$50,000)
50,001 – 100,000	\$585.84	the first \$50,000
	\$6.72	each additional \$1,000 or fraction thereof, up to and including \$100,000)
100,001 and up	\$921.81	the first \$100,000
	\$4.70	each additional \$1,000 or fraction thereof over \$100,00)

See appendix A for additional fees collected on behalf of the Sherwood School District, State of Oregon, and Metro.

B. Plan Review Fees - Building Permit

Plan review Fee	85%	of building permit fee
Fire and life safety plan review fee (when required)	60%	of building permit fee
Conventional Light Frame Construction processing fee for plans exempted from a plan review by OAR 918-480-0130	160%	

C. Phased Permit - Plan Review (When approved by the Building Official)

The Plan review fee for a phased project is in addition to standard plan review fees and 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	\$110.00	Minimum Fee
Residential and Manufactured Dwellings	\$55.00	Minimum Fee

D. Deferred Submittals (When approved by the Building Official)

**SECTION 10
BUILDING**

The fee for processing deferred submittals and reviewing deferred plan submittals shall be an amount equal to 65% of the permit fee calculated according to OAR 918-050-0170 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	\$175.00	Minimum Fee
Residential and Manufactured Dwellings	\$100.00	Minimum Fee

E. Fire Suppression

Residential

Standalone Systems (Structural permit) and Continuous Loop/Multipurpose (Plumbing permit) - fee includes plan review fee

Total Square Footage (including Garage)

0 to 2,000	\$116.73
2,001 to 3,600	\$175.10
3,601 to 7,200	\$291.83
7,201 and greater	\$350.20

Commercial - Alarms/Sprinklers

See Commercial, Industrial, and Multi-Family Fee table by valuation

Separate electrical permit application through Washington County may also be required.

F. Solar Photovoltaic System Installation – Structural Only

Electrical permits are also required through Washington County

Solar Photovoltaic (PV) installations that comply with the prescriptive path system described in the Oregon **\$164.82** includes plan review

Solar Permit - Non-Prescriptive Path System Structural Fees by valuation

Includes solar panels, racking, mounting elements, rails and the cost of labor to install. Solar electrical

G. Mechanical Permits - Residential

Minimum Fee	\$81.72
Mechanical Plan Review - Residential	50% of mechanical permit fee (when required)
<i>See also Appendix A for applicable state fees.</i>	

<i>Air conditioner</i>	\$26.19	
<i>Air handling unit of up to 10,000 cfm</i>	\$19.67	includes ductwork
<i>Air handling unit greater than 10,000 cfm</i>	\$33.13	includes ductwork
<i>Appliance vent installation relocation or replacement not included in an appliance permit</i>	\$13.08	
<i>Attic/crawl space fans</i>	\$19.67	
<i>Chimney/liner/flue/vent</i>	\$26.19	
<i>Clothes dryer exhaust</i>	\$13.08	
<i>Decorative gas fireplace</i>	\$26.19	includes vent

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BUILDING**

<i>Ductwork – no appliance/fixture</i>	\$13.08		
<i>Evaporative cooler other than portable</i>	\$26.19		
<i>Floor furnace, including vent</i>	\$26.19		
<i>Flue vent for water heater or gas fireplace</i>	\$13.08		
<i>Furnace - up to 100,000 BTU</i>	\$26.19		
<i>Furnace - greater than 100,000 BTU</i>	\$47.99		
<i>Furnace/burner including duct work/vent/liner</i>	\$26.19		
<i>Gas or wood fireplace/insert</i>	\$26.19	includes vent	
<i>Gas fuel piping outlets (up to four outlets)</i>	\$8.73		
<i>Gas fuel piping outlets (over four outlets, per each)</i>	\$2.22		
<i>Heat pump</i>	\$26.19	includes ductwork and vents	
<i>Hood served by mechanical exhaust, including ducts for hood</i>	\$19.67		
<i>Hydronic hot water system</i>	\$26.19		
<i>Installation or relocation domestic-type incinerator</i>	\$32.68		
<i>Mini split system</i>	\$26.19	includes ductwork an	includes ductwork and vents
<i>Oil tank/gas/diesel generators</i>	\$26.19		
<i>Pool or spa heater, kiln</i>	\$26.19		
<i>Radon mitigation</i>	\$19.67		
<i>Range hood/other kitchen equipment</i>	\$19.67	includes ductwork	includes ductwork
<i>Suspended heater, recessed wall heater, or floor mounted unit heater</i>	\$26.19		
<i>Ventilation fan connected to single duct</i>	\$13.08		
<i>Ventilation system not a portion of heating or air-conditioning system authorized by permit</i>	\$19.67		
<i>Water heater</i>	\$26.19	includes vent	includes vent
<i>Wood/pellet stove</i>	\$26.19	includes vent	includes vent
<i>Other heating/cooling</i>	\$26.19		
<i>Other fuel appliance</i>	\$26.19		
<i>Other environment exhaust/ventilation</i>	\$19.67		

Mechanical Permits – Commercial, Industrial, and Multi-Family

Based on the total value of mechanical materials, equipment, installation, overhead and profit.

Plan review fee – Commercial	50% of Mechanical permit fee		
Mechanical Permit Fee	Based on total valuation Amount		
0 - 500	\$81.72	minimum fee	
500.01 - 5,000	\$81.72	Plus additional below	
	\$3.37	each add'l \$100 or fraction thereof between \$500.01 and \$5,000	
5,000.01 - 10,000	\$233.37	for the first 5,000 plus additional below	
	\$4.04	each add'l \$100 or fraction thereof, between \$5,000.01 and \$10,000	
10,000.01 - 100,000	\$435.37	for the first 10,000 plus additional below	
	\$10.75	each add'l \$1,000 or fraction thereof, between \$10,000.01 and \$100,000	
100,000.01 and up	\$1,402.87	for the first 100,000 plus additional below	
	\$5.38	each add'l \$1,000 or fraction thereof over \$100,000	

See appendix A for additional fees collected on behalf of the Sherwood School District, State of Oregon, and Metro.

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H. Plumbing Permits – New One and Two Family Dwellings

Includes one kitchen, first 100 feet each of site utilities, hose bibbs, icemakers, underfloor low-point drains, and rain drain packages that include

One Bathroom	\$342.32
Two Bathrooms	\$422.87
Three Bathrooms	\$503.42
Additional Kitchen or Bathroom	\$208.09

Plumbing Permits – Residential

Minimum Fee	\$81.72
Plumbing Plan Review - Residential	50% of plumbing permit fee (when required)

Manufactured Dwelling Utility Connection	\$40.27	each
Absorption valve	\$20.14	each
Alternate potable water heating system	\$20.14	each
Backflow preventer	\$20.14	each
Backwater valve	\$20.14	each
Catch basin or area drain	\$20.14	each
Clothes washer	\$20.14	each
Dishwasher	\$20.14	each
Drinking fountain	\$20.14	each
Trench drain	\$20.14	each
Ejectors/sump pump	\$20.14	each
Expansion tank	\$20.14	each
Fixture cap	\$20.14	each
Floor drain/floor sink/hub drain	\$20.14	each
Garbage disposal	\$20.14	each
Hose bib	\$20.14	each
Ice maker	\$20.14	each
Interceptor/grease trap	\$20.14	each
Manholes	\$20.14	each
Primer	\$20.14	each
Roof drain	\$20.14	each
Septic abandonment	\$20.14	each
Sink/basin/lavatory	\$20.14	each
Stormwater retention/detention tank/facility	\$20.14	each
Swimming pool piping	\$20.14	each
Tub/shower/shower pan	\$20.14	each
Urinal	\$20.14	each
Water closet	\$20.14	each
Water heater	\$20.14	each
Other Fixture or Item	\$20.14	each
Water lines, Sanitary Sewer lines, Storm Sewer/ Footing lines (first 100 feet)	\$67.12	
Water lines, Sanitary Sewer lines, Storm Sewer/ Footing lines (over 100 feet)	\$36.93	each additional 100 ft.
<i>See appendix A for surcharge collected on behalf of the State.</i>		

**SECTION 10
BUILDING**

I. Medical Gas Permits – Commercial Plumbing

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

See also Appendix A for applicable state fees.

Plan review fee – Commercial	50% of plumbing permit fee
Plumbing Permit Fee	Based on to: Based on total valuation Amount
0 - 500	\$116.73 minimum fee
500.01 - 5,000	\$116.73 Plus additional below
	\$2.33 each additional \$100 or fraction thereof between \$500.01 and \$5,000
5,000.01 - 10,000	\$221.58 for the first 5,000 plus additional below
	\$3.50 each additional \$100 or fraction thereof, between \$5,000.01 and \$10,000
10,000.01 - 50,000	\$396.58 for the first 10,000 plus additional below
	\$11.09 each additional \$1,000 or fraction thereof, between \$10,000.01 and \$50,000
50,000.01 - 100,000	\$840.18 for the first 50,000 plus additional below
	\$12.84 each additional \$1,000 or fraction thereof, between \$50,000.01 and \$100,000
100,000.01 and up	\$1,482.18 for the first 100,000 plus additional below
	\$8.17 each additional \$1,000 or fraction thereof over \$100,000

J. Structural Demolition Permits - Not subject to state surcharge

Residential	\$257.91
Commercial	\$378.73

K. Manufactured Dwelling Installation Permits

Includes the concrete slab, runners or foundations that are prescriptive, electrical feeder, plumbing connections, all cross-over connections and up to 30 lineal feet of site utilities. Decks, other accessory structures, and foundations that are not prescriptive, utility connections beyond 30 lineal feet, new electrical services or additional branch circuits, and new plumbing - may require separate permits. All decks 30" above ground, carports, garages, porches, and patios are based on valuation and may also require separate permits.

Manufactured home set up and installation fee	\$433.08
Site Plan Review <i>(is not a fee assessed by building)</i>	Residential Rate per Section 9.(E)
Manufactured Dwelling or Cabana Installation	<i>See Appendix A for applicable state fees.</i>

L. Area Development Permit (ADP) - Manufactured Dwelling/Recreational Vehicle Parks

The Area Development Permit fee to be calculated based on the valuations shown in Table 2 of OAR 918-600-0030 for Manufactured Dwelling/Mobile Home Parks and Table 2 of OAR 918-650-0030 for Recreational Park & Organizational Camp - and applying the valuation amount to Table 1 as referenced for each.

Manufactured Dwelling Parks	See Table 2 in OAR 918-600-030
Recreational Vehicle Parks	See Table 2 in OAR 918-650-030

See also Appendix A for applicable state fees.

M. Electrical Permits – Issued and Inspected by Washington County (503) 846-3470

**SECTION 10
BUILDING**

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

Re-inspection fee	\$99.00	
Inspections outside normal business hours (when approved by the Building Official)	\$99.00	per hour plus State surcharge (Minimum charge = 2 hours)
Inspection for which no fee is specifically indicated	\$99.00	per hour plus State surcharge (Minimum charge = ½ hour)
Each additional inspection, above allowable - per each	\$99.00	per hour plus State surcharge (Minimum charge = ½ hour)
Investigation fee	\$99.00	per hour to enforce the code, \$90 minimum.
Additional plan review required (Min charge = ½ hour)	\$99.00	per hour or actual time (For changes, additions or revisions)
Re-stamp of lost, stolen or damaged plans	\$60.50	per plan set
Application/Permit extensions	\$55.00	
<i>(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</i>		
Permit reinstatement fee		of amount required for a new permit or a percentage as 50% determined by the Building Official based on the remaining inspections required.
<i>(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</i>		

O. Refunds (Building Permit, Mechanical, Plumbing, and Erosion)

Permit refunds	\$99.00
Plan review refunds	\$99.00

P. Temporary Certificate of Occupancy (Valid for 30 days - As determined by the Building Official)

Temporary residential	\$200.00	per request
Temporary commercial/industrial	\$500.00	per request

Q. Certificate of Occupancy Application Fee (As determined by the Building Official) - when no permits are required

Dissimilar Use or Change in Occupancy Classification (Extensive Code Review)	\$250.00	minimum fee, includes 1 hour code review time
	\$90.00	per hour for review time greater than 1 hour

R. Technology Fee

Technology Fee	5% of permit amount, does not apply to System Development Charges
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S. Community Development Fee

Community Development Fee	0.5% of project valuation
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**APPENDIX A:
FEES CHARGED ON BEHALF OF OTHER AGENCIES**

Note: The fees in this section are set by other jurisdictions and the City has agreed to collect the fee on their behalf. The fees listed are provided as a courtesy and are based on the fees known at the time this fee schedule was adopted. Any changes to the fees imposed by the other jurisdictions may not be reflected in this section.

A. Clean Water Services Fees

The monthly sewer and surface water utility user charges for property within the City and served by Clean Water Services (CWS) of Washington

Sewer Utility Charges

CWS regional sewer utility user base rate per EDU	\$30.41
CWS regional sewer utility user franchise fee per EDU	\$1.52
CWS regional sewer utility usage rate per CCF	\$2.02
CWS regional sewer utility usage franchise fee per CCF	\$0.10

Sewer SDC

CWS regional connection charge	\$7,139.00
Portion retained by the City (3.984%)	\$284.40
Portion remitted to CWS (96.016%)	\$6,854.60

Surface Water

CWS regional surface water base rate per ESU	\$2.82
CWS regional surface water base franchise fee per ESU	\$0.14

B. State of Oregon – Department of Consumer and Business Services

Fee charged on all building and mechanical permits; as well as commercial plumbing and medical gas permits.

State Surcharge

Manufactured Dwelling or Cabana Installation	12% of Building Permit fee
	\$ 30.00

C. Sherwood School District

Fee charged on all building permits.

Residential CET	\$ 1.67 per square foot of dwelling
Non-Residential CET	\$ 0.84 per square foot maximum of \$41,800

D. Metro

Fee charged on building permits.

METRO CET	0.12% of the total value of the improvement when it exceeds \$100,000 valuation
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