

RESOLUTION NO. 944

**A RESOLUTION OF THE WILSONVILLE CITY COUNCIL
ADOPTING A NEW FEE SCHEDULE FOR LAND USE AND
DEVELOPMENT APPLICATIONS AND FOR TRAFFIC IMPACT STUDIES
ANALYSIS.**

WHEREAS, the Wilsonville City Council finds it necessary and reasonable to establish fees for the purpose of defraying actual costs for Land Use and Development Plan reviews including traffic impact studies and analysis; and

WHEREAS, the Wilsonville Budget Committee recommended that the City Council adopt a budget revenue option that would increase planning fee revenues by \$20,000.00 for the current budget year to offset actual costs; and

WHEREAS, the Wilsonville Planning Commission, after holding a public hearing on July 13, 1992, to consider this matter, adopted Planning Commission Resolution No. 92 PC 20 which recommends that the City Council amend Chapter 11 of the Wilsonville Code by deleting the site development fees set forth therein and adopt a new fee schedule by resolution as recommended, by the Commission, for Land Use and Site Development reviews by; and

WHEREAS, the Wilsonville City Council finds that Oregon state law allows the City to recover its administrative costs for planning reviews and that the last time the planning fees were increased was in May, 1986.

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

Section 1. Land Use and Site Development Application fees are hereby established as follows:

<u>Type Action</u>	<u>Fee</u>
I. Basic Procedure (for requests not specified in II through VI below)	
A. Class I - Administrative Review - Section 4.09(1)WC	\$ 50
Final Plat Review	\$ 100
B. Class II - Administrative Review with Notice	\$ 150

C.	Class III (Public Hearings)	
	A Greenway Permit, Conditional Use Permit or Variance	\$ 250
	Request to modify Condition of Approval	\$ 300
D.	Temporary Uses	
	Class I 15 days or less	\$ 25
	Class II 60 days	\$ 150
	Class III Over 60 days	\$ 250
E.	Change of Nonconforming Use	\$ 300
II.	<u>Zone Map Amendment (including Stage I Master Plan)</u>	
	A. Less than 10 acres	\$ 500
	B. 10 acres or more, but less than 50 acres	\$ 750
	C. More than 50 acres	\$1000
III.	<u>Preliminary Subdivision Plat (Stage II)</u>	
	Subdivision Preliminary Plat:	\$ 350+\$25/lot *
IV.	Planned Development (combined Stage I and II)	\$ 350 + \$30/ac
	Major Partition	\$ 350+\$25/lot
	Minor Partition - Class I	\$ 150+\$25/lot
	Minor Partition - Class III	\$ 350+\$25/lot
	Lot Line Adjustment	\$ 100
V.	<u>Design Review</u>	
	Final Site and Architectural	\$ 350 + \$10/ac (Natural areas exempt from fee calculations)
	Signs	\$ 50+\$2/sq.ft. (not to exceed \$1,500)
VI.	<u>Legislative Review</u>	
	A. Zone Text Amendment	\$ 500
	B. Comprehensive Plan Map Amendment	
	1. Less than 10 acres	\$1000
	2. 10 acres or more, but less than 50 acres	\$1200
	3. More than 50 acres	\$1500

C. Annexation	
1. Less than 10 acres	\$ 750
2. 10 acres or more	\$1000
D. Boundary Amendment Review	\$ 400
E. Street Vacations	\$ 350 deposit/ actual cost
F. Plat Vacations	\$ 500
G. Appeals	
1. To City Council	\$ 500
2. To Planning Commission	\$ 300
H. Special Meeting requested by applicant	\$ 500

* No fee to exceed \$2,350.

Section 2. At the time of the pre-application conference (pursuant to Section 4.008(3) of the Wilsonville Code), the Community Development Director or the Director's designee shall determine whether it is probable that the traffic generated by the proposed development may either significantly impact the City's street and road system or need to demonstrate compliance with the City approval criteria for a "D" LOS (Level Of Service) or better.

Section 3. If the Community Development Director or designee determines that the traffic generated by development may (1) significantly impact the City's street and road system and/or (2) need to demonstrate compliance with criteria for "D" Level of Service or better, a traffic study and analysis shall be prepared by the City's Traffic Engineer, at the expense of the developer, under the following circumstances:

Section 4. The applicant shall be notified that a traffic study and analysis is required and that a fee for the costs to conduct the traffic study shall be imposed as follows:

A. The City's Traffic Engineer shall be in attendance at the pre-application conference unless other arrangements have been agreed to by the Director or City Engineer. The Traffic Engineer shall determine the scope of work and a cost estimate to provide the traffic study and analysis.


B. A fee of 115% of the Traffic Engineer's cost estimate is to be paid at or before submittal of the application and shall be a requirement for a complete application. The fee imposed shall be first applied to the Traffic Engineer's costs and then to the City's costs in administering and updating the Transportation Master Plan, including any specific studies of major roads and intersections.

C. The Community Development Director or designee may waive the requirement for a traffic study upon a written determination based upon a reasonable probability that the proposed development will not cause any significant impact to the City's street and road system and that a "D" LOS, or better, will be maintained. Such waivers as may be granted by the Community Development Director shall be forwarded to the Planning Department and entered into the public hearings record before the Planning Commission and, when required, the City Council.

Section 5. Notwithstanding the above, the Transportation Advisory Commission, the Planning Commission or the City Council, may determine that a traffic impact study and analysis is necessary in order to make an informed recommendation or decision about a land use application with significant impact to the City's street and road system or to demonstrate compliance with the City's approved criteria for a "D" LOS and may require a City Traffic study and analysis, which shall be paid for by the applicant as set forth in Section 4B above.

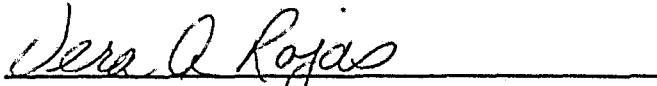
CONSIDERED by the Wilsonville City Council at a regular meeting thereof on the 3rd day of August, 1992, commencing at the hour of 7:00 p.m. at the Wilsonville Community Development Hearings Room at which time it was continued to August 17, 1992.

ADOPTED by the Wilsonville City Council at a regular meeting thereof on the 17th day of August, 1992, commencing at the hour of 7:00 p.m. at the Wilsonville Community Development Hearings Room.



GERALD A. KRUMMEL, Mayor

ATTEST:



VERA A. ROJAS, CMC/AAE, City Recorder

SUMMARY of Votes:

Mayor Krummel	<u>AYE</u>
Councilor Chandler	<u>AYE</u>
Councilor Carter	<u>AYE</u>
Councilor Lehan	<u>AYE</u>
Councilor Van Eck	<u>AYE</u>

PLANNING COMMISSION MINUTES

**Community Development Building
July 13, 1992**

Members present: Lew Hendershott, Helen Burns, Weldon Sloan,
Pam Vann, Steve Spicer and Brian Griffin

Members absent: Marv Wagner

Staff present: Mike Kohlhoff, Wayne Sorensen, Blaise
Edmonds, Pam Emmons and Judee Emison

Acting Chairman Hendershott called the meeting to order at 7:02 p.m. Hendershott welcomed the two new members to the Planning Commission - Brian Griffin and Steve Spicer.

CONSIDERATION OF MINUTES OF JUNE 8, 1992

Helen Burns moved to approve the Minutes with the meeting date corrected. Weldon Sloan seconded the motion which passed 4-0.

CONSENT AGENDA

Weldon Sloan moved to approve the Consent Agenda, which included Pacific Power and Light, City of Wilsonville - 95th Avenue signs and Wilsonville Meadows Preliminary Plat extension. Helen Burns seconded the motion which passed 6-0.

PUBLIC HEARINGS

- A. **Kent Blankenbaker - Conditional Use Permit to allow construction of single-family residence in Secondary Open Space on Kolbe Lane**

Acting Chairman Hendershott opened the public hearing by reading the public notice.

Blaise Edmonds noted this has been reviewed by the Planning Commission at two prior hearings. Kent Blankenbaker was granted a one-year Conditional Use Permit in 1988. Some of his conditions of approval were that a 30-foot setback be maintained along the frontage on Kolbe Lane, a 30-foot setback on the east side of the property and that the trees be preserved. An extension on the CUP was granted for six months.

Edmonds stated he was asking the Planning Commission for an interpretation of the rear yard setback.

Donis McCardle, Professionals 100, 1800 N.W. 167th Place, Beaverton, 97006, stated she does have an offer for the property.

Kent Blankenbaker, 16536 N.W. Meadow Grass Court, Beaverton, 97006, stated he discussed the side yard setback with Wayne Sorensen three years ago. At that time, it was determined as a side yard with a setback of ten feet.

Acting Chairman Hendershott closed the public hearing.

Pam Vann expressed concern regarding connecting to sanitary sewer - if manhole is in wetland area, a condition of approval should be added about mitigation or repair of area during construction torn up for connection to sewer line. Wayne Sorensen stated until the City adopts a Wetlands Conservation Plan, the City's responsibility is to notify the applicant that they have to get appropriate permits from the State and Federal agencies.

Mike Kohlhoff noted that Planning Commission can require that, to the extent not pre-empted by the State of Oregon wetland restoration requirements, any disturbed wetland area by the proposed sewer extension shall be restored to its natural condition prior to the disturbance.

Helen Burns moved to approve the Conditional Use Permit with the Findings and Conditions of Approval with the following changes and additions:

Change Finding 14 to read as follows:

14. Within the RA-1 zone, there is a minimum thirty-foot front yard and rear yard setback. Due to the unusual configuration of the parcel, the parcel does have side yards which shall be maintained at a ten-foot setback.

Change Condition of Approval 3 to read as follows:

3. The areas in Primary Open Space and wetlands, other than as set forth in Conditions of Approval 4 and 5, shall not be disturbed.

Add Condition of Approval 5:

5. To the extent not pre-empted by the State of Oregon wetland restoration requirements, any wetland area disturbed by the proposed sewer extension shall be restored to its natural condition prior to the disturbance.

Add Condition of Approval 6:

6. Impacts of grading for site development cannot exceed the lines of the building envelope.

Weldon Sloan seconded the motion which passed 6-0.

B. Resolution for Planning Fee Increases

Wayne Sorensen presented his staff report and noted the increases require an amendment of Chapter 11 of the City Code. He further noted he was trying to increase the Planning fee revenues by \$20,000. He set up the new fee schedule so that the larger developments which required more review by the Planning Commission, i.e., Planned Development Industrial, Planned Development Residential, pay more under the new fee schedule.

Sorensen questioned if the Commission felt it fair to charge \$300 for each condition of approval which was modified or whether \$300 as a flat fee was better. Pam Vann thought a straight fee was fair. She pointed out that people coming in for non-residential conditional use permits are generally businesses with revenue which helps defray the cost of their development. However, in a residential situation, it isn't the same, and felt it was not fair to increase the fees.

Brian Griffin pointed out no. 4 under Preliminary Subdivision Plat was not necessary because the limit of \$2,000 is reached at 80 lots.

Low Hendershott moved to approve the Fee Schedule, as submitted by the Planning staff, and forward it to City Council with the following changes:

Modify III. Preliminary Subdivision Plat (Stage II)

Subdivision Preliminary Plat \$350 + \$25/lot*
*\$2,350 maximum

and place roman numerals in front of each new type of action. Helen Burns seconded the motion which passed 5-1 with Pam Vann voting against.

Weldon Sloan commented, as a matter of good business practise, that when the Planning Department budget is presented each year, the Fee Schedule should be reviewed and perhaps updated and adjusted yearly.

V. PLANNING DIRECTOR COMMUNICATIONS

Wayne Sorensen explained that the Planning Commission approved a Conditional Use Permit for the Pilot Water program for the City of Portland. There was a chain link fence around the enclosure, which was approved without the razor wire. For security reasons, the City of Portland feels very strongly about having at least barbed wire on top of the fencing. Low Hendershott suggested the barbed wire pointing out would prevent people from getting in.

Lew Hendershott moved to authorize the Planning Director to negotiate with the City of Portland and authorize the barbed wire fence at the top of the chain link. Weldon Sloan seconded the motion which passed 6-0.

Meeting was adjourned at 9:30 p.m.

**PLANNING COMMISSION
RESOLUTION NO. 92PC20**

**A RESOLUTION OF THE WILSONVILLE PLANNING COMMISSION
APPROVING A NEW FEE SCHEDULE FOR LAND USE PERMITS
AND RECOMMENDING THAT THE WILSONVILLE CITY COUNCIL
AMEND CHAPTER 11 OF THE WILSONVILLE CODE AND ADOPT
THE PROPOSED FEE SCHEDULE, AS AMENDED BY THE
WILSONVILLE PLANNING COMMISSION**

WHEREAS, the Wilsonville Planning Commission finds that it is necessary and reasonable to establish fees for the purpose of defraying costs for Land Use and Development Plan Review by the City Planning staff; and


WHEREAS, the Commission finds that State Law permits the City to adopt a fee schedule for Land Use permits that reflects the City's actual administrative costs and, additionally, that the Wilsonville Budget Committee recommended that the City Council adopt a budget revenue option that would increase planning fee revenues by \$20,000 for the next fiscal year; and

WHEREAS, the Commission finds that the last time that planing fees were increased was in May, 1986; and


WHEREAS, the Commission held a public hearing on this matter on July 13, 1992, at which time they reviewed the proposed fee schedule, together with planning exhibits which included the fee schedules of other cities, and afforded any interested parties an opportunity to be heard.

NOW, THEREFORE, BE IT RESOLVED that the Wilsonville Planning Commission does hereby recommend that the City Council amend Chapter 11 of the Wilsonville Code to include the proposed fee schedule as amended by the Commission.

ADOPTED by the Wilsonville Planning Commission at a regular meeting held on July 13, 1992, and filed with the Planning Secretary on July 17, 1992.



Chairman, Planning Commission

ATTEST:

Judge Emison, Planning Secretary

CITY OF WILSONVILLE
PROPOSED FEE SCHEDULE

(Amended by Planning Commission on July 13, 1992)

NOTE - Changes in italics were recommended to be deleted by Planning Commission

<u>Type Action</u>	<u>Current Fee</u>	<u>Proposed Fee</u>
I. Basic Procedure (for requests not specified in II through VI below)		
A. Class I - Administrative Review - Section 4.09(1)WC	\$ 50	\$ 50
Final Plat Review	50	100
B. Class II - Administrative Review with Notice	100	150
C. Class III (Public Hearings)	250	
A Greenway Permit, Conditional Use Permit or Variance	100 + base fee	250
Request to modify Condition of Approval		300
D. Temporary Uses		
Class I 15 days or less	25	25
Class II 60 days	50	150
Class III Over 60 days	100	250
E. Change of Nonconforming Use	250	300
II. <u>Zone Map Amendment (including Stage I Master Plan)</u>		
A. Less than 10 acres	350	500
B. 10 acres or more, but less than 50 acres	500	750
C. More than 50 acres	750	1000
III. <u>Preliminary Subdivision Plat (Stage II)</u>		
Subdivision Preliminary Plat:		350 + \$25/lot *
1. <i>1 or more, but less than 10 lots</i>	250 + \$20/lot *	
2. <i>11 or more, but less than 50 lots</i>	same	same
3. <i>50 or more, but less than 100 lots</i>	same	same
4. <i>100 or more lots</i>	same	same
IV. Planned Development (combined Stage I and II)	250 + \$25/acre	350 + \$30/ac
Major Partition	250	350 + \$25/lot
Minor Partition - Class I	50	150 + \$25/lot
Minor Partition - Class III	250	350 + \$25/lot
Lot Line Adjustment		100

V. Design Review

Final Site and Architectural	\$ 250	\$ 350 + \$10/ac (Natural areas exempt from fee calculations)
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Signs	\$ 25 + \$1/sq.ft.	\$ 50+\$2/sq.ft. (not to exceed \$1,500)
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VI. Legislative Review

A. Zone Text Amendment		500
B. Comprehensive Plan Map Amendment		
1. Less than 10 acres	700	1000
2. 10 acres or more, but less than 50 acres	1000	1200
3. More than 50 acres	1500	1500
C. Annexation		
1. Less than 10 acres	350	750
2. 10 acres or more	700	1000
D. Boundary Amendment Review		400
E. Street Vacations	300 deposit/ actual cost	350 deposit/ actual cost
F. Plat Vacations	500	500
G. Appeals		
1. To City Council		500
2. To Planning Commission		300
H. Special Meeting requested by applicant	500	500

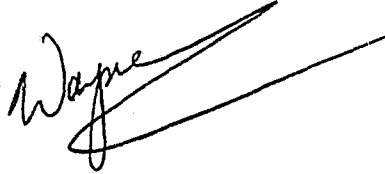
* No fee to exceed \$2,000. \$2,350.

STAFF REPORT

July 13, 1992

TO: WILSONVILLE PLANNING COMMISSION

FROM: WAYNE C. SORENSEN
PLANNING DIRECTOR



SUBJECT: SITE DEVELOPMENT/LAND USE PERMIT PROPOSED FEE
INCREASES

The current planning fee schedule is set forth in Section 11.030 of the Wilsonville Code (WC). As such, the City Council would have to amend the WC by ordinance in order to adopt any new fees. The Planning Commission's role is to review the proposed fee schedule and forward a recommendation to the Council. By state law, the City may adopt a fee schedule that fully reflects the actual costs to the City and, in fact, several jurisdictions in the State have adopted new fee schedules since the passage of Ballot Measure 5. I have attached a "Land Use Fee Comparison" chart that compares the fee schedules of selected cities located in Metro and the Willamette Valley. Additionally, I have included the actual fee schedules for Portland, Tigard and Salem for your information.

The last time that the City revised the fee schedule for planning and zoning applications was when the City Council adopted Ordinance No. 293 on May 5, 1986. The fees established then remain in effect today. The proposed fee increases, as noted in the City Budget (pg. 18), do not begin to offset the City's real costs; however, they would bring our fee structure more in line with what is being charged by other communities. My goal is to increase the planning fee revenues by approximately \$20,000 for FY 1992-93 and the current City budget, as adopted, reflects that amount.

I believe that it would be appropriate to increase fees for a number of reasons, including increased personnel costs (salary and benefits) that have occurred during the last six years. Additionally, State Law now requires that the staff reports and public notices set forth a detailed description of the nature and location of the requested action as well as specify the applicable standards and

criteria. This has resulted in increased publication costs and additional staff time. Staff reports are more complex and the Department does a much better job of coordinating with other City departments, Boards and Commissions, and other agencies prior to the public hearing. These factors, and others, have resulted in substantial increased costs for the City to process an application.

The previous history of planning's fee schedule, back to 1979, is as follows:

Ordinance No. 137 was adopted on October 17, 1979. This was incorporated into Chapter 11 of the WC and this was the fee schedule in effect at the time our current Comprehensive Plan and Zone Code were adopted.

Ordinance No. 293 was adopted on May 5, 1986. The preliminary discussion to increase fees actually began at the Planning Commission on July 8, 1985. The Commission forwarded a recommendation to adopt the proposed fee schedule in August and that came before the Council in September, 1985. The matter was subsequently tabled and referred to an ad hoc Revenue Source Evaluation Committee who reworked the fee schedule and forwarded its recommendations to Council in May, 1986. Those fees, as adopted, is our current fee schedule.

RECOMMENDATION

I request that the Planning Commission forward a recommendation to the Wilsonville City Council that the proposed fee increases be adopted.

CITY OF WILSONVILLE

EEE SCHEDULE

<u>Type Action</u>	<u>Current Fee</u>	<u>Proposed Fee</u>
<u>Basic Procedure (for requests not specified in II through VI below)</u>		
A. Class I - Administrative Review - Section 4.09(1)WC	\$ 50	\$ 50
Final Plat Review	50	100
B. Class II - Administrative Review with Notice	100	150
C. Class III (Public Hearings)	250	
A Greenway, Conditional Use Permit or Variance	100 + base fee	250
Request to modify Condition of Approval		300
D. Temporary Uses		
Class I 15 days or less	25	25
Class II 60 days	50	150
Class III Over 60 days	100	250
E. Change of Nonconforming Use	250	300
<u>Zone Map Amendment (including Stage I Master Plan)</u>		
A. Less than 10 acres	350	500
B. 10 acres or more, but less than 50 acres	500	750
C. More than 50 acres	750	1000
<u>Preliminary Subdivision Plat (Stage II)</u>		
<u>Subdivision Preliminary Plat:</u>		
1. 1 or more, but less than 10 lots	250 + \$20/lot *	350 + \$25/lot *
2. 11 or more, but less than 50 lots	same	same
3. 50 or more, but less than 100 lots	same	same
4. 100 or more lots	same	same
Planned Development (combined Stage I and II)	250 + \$25/acre	350 + \$30/ac
Major Partition	250	350 + \$25/lot
Minor Partition - Class I	50	150 + \$25/lot
Minor Partition - Class III	250	350 + \$25/lot
Lot Line Adjustment		100

Design Review

Final Site and Architectural \$ 250 \$ 350 + \$10/ac
(Natural areas
exempt from
fee calculations)

Signs \$ 25 + \$1/sq.ft. \$ 50+\$2/sq.ft. -
(not to exceed
\$1,500).

Legislative Review

A.	Zone Text Amendment		500
B.	Comprehensive Plan Map Amendment		
	1. Less than 10 acres	700	1000
	2. 10 acres or more, but less than 50 acres	1000	1200
	3. More than 50 acres	1500	1500
C.	Annexation		
	1. Less than 10 acres	350	750
	2. 10 acres or more	700	1000
D.	Boundary Amendment Review		400
E.	Street Vacations	300 deposit/ actual cost	350 deposit/ actual cost
F.	Plat Vacations	500	500
G.	Appeals		
	1. To City Council		500
	2. To Planning Commission		300
H.	Special Meeting requested by applicant	500	500

* No fee to exceed \$2,000.

LAND USE FEE COMPARISON

	Eugene 1991	Beaverton 1989	Corvallis 1990	Portland 1991	Salem 1991	Tigard 1992	Wilsonville Current	Wilsonville Proposed	
Annexation/Zone Change Non-residential - 10 acres	\$1,015	\$0	\$776	N/A	\$1,035	\$625	\$600	\$750	
Appeal of Zone Change	\$300	\$325	\$102	125 (1990)	\$445	315+trnscpt	\$250	\$500	
Appeal of Minor Partillon	\$163	\$325	\$102	65 (1990)	\$445	\$235	\$250	\$300	
Conditional Use Permit-Non-Residential	\$640	\$335-\$650	\$394	\$1,885	\$800	\$365	\$100	\$250	
Conditional Use Permit - Residential	\$640	\$335-\$650	\$299	\$1,065	\$800	\$365	\$100	\$250	
Plan Amendment	\$1,000	\$60	\$394	\$3,055	\$1,210	\$675	\$250+fee if continued	\$1,000	
Property Line Change	\$40-\$65	\$55	\$34	\$400	\$375	\$50	- 0 -	\$100	
Minor Partition w/out Variance - two lots	\$325	\$335	\$147-\$178	\$270	\$575	\$235	\$50	\$200	
Planned Unit Development-both stages 25 units/10 acres	\$1,130	NA	\$598	\$4,345	\$990	\$500	\$500	\$650	(\$400+\$25/ac)
Site Review - non-residential	\$445	\$280-\$485	NA	\$100-\$750	NA	\$80-\$2000	\$250	\$450	(\$350+\$10/ac)
Subdlvision - Residential - 20 lots	\$915	\$1,400	\$534	\$4,345	\$1,235	\$515	\$750	\$750	
Street Vacation	\$440	\$655	\$346	\$200(1990)	\$250-old fee	\$300 dep + actual cost	\$300 + actual cost	\$350	plus actual cost
Zone Change - non-residential-10 acres	\$750	\$650	\$496	\$2,115	\$1,210	\$520	\$500	\$750	
Zone Change - residential-10 acres	\$750	\$650	\$299	\$2,115	\$1,035	\$520	\$500	\$750	

*plus \$1.00 per 1000 square feet

**plus 100% of actual costs

***In the process of being updated

(Old Fees)

LAND USE FEE COMPARISON

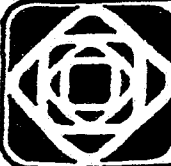
Eugene and Other Oregon Cities

	EUGENE Proposed	Albany 1986	Beaverton 1989	Corvallis 1990	Lane County 1990	Medford 1990	Portland 1990	Salem*** 1990	Springfield 1987
Annexation/Zone Change Non-residential, 10 acres	\$1,015	\$0	\$0	\$776	NA	\$550	\$0	\$430	\$300
Appeal of Zone Change	\$300	\$100	\$325	\$102	\$150	\$163	\$125	\$115	\$300
Appeal of Minor Partition	\$163	NA	\$325	\$102	\$290	\$100	\$65	\$115	\$300
Conditional Use Permit Non-residential	\$840	\$250	\$335-\$650	\$394	\$435	\$200	\$750	\$285	\$250
Conditional Use Permit Residential	\$840	\$250	\$335-\$650	\$299	\$435	\$200	\$750	\$285	\$250
Metropolitan Plan Amendment One Jurisdiction	\$1,000	\$350	\$60	\$394	\$550	\$550	\$750*	NA	\$825
Metropolitan Plan Amendment Multi-Jurisdictional	\$2,500	NA	NA	NA	\$825	NA	NA	\$260	\$1,700
Property Line Change	\$40-\$65	\$25	\$55	\$34	NA	NA	\$100	NA	\$50
Minor Partition W/out variance, 2 lots	\$325	\$150	\$335	\$147-\$178	\$355	\$120	\$130	\$185	\$200
Planned Unit Development Both stages, 25 units	\$1,130	\$1,400	NA	\$598	\$710	\$350	\$1,125	\$975	NA
Site Review Non-residential	\$445	\$0-\$2000	\$260-\$485	NA	\$165	\$25	NA	NA	\$50-\$200
Subdivision Residential, 20 lots	\$915	\$800	\$1,400	\$534	\$670	\$260	\$1,005	\$870	\$750
Street Vacations	\$440	\$500	\$655	\$346	\$120-\$250	\$200	\$200**	\$250	\$100
Zone Change Non-residential	\$750	\$500	\$650	\$496	\$480	\$325	\$250	\$860	\$500
Zone Change Residential	\$750	\$500	\$650	\$299	\$480	\$325	\$250	\$460	\$500

*plus \$1.00 per 1000 sq ft

**plus 100% of actual costs

***in the process of being updated



City of Portland
 Bureau of Planning
 Land Use Permits Sections
 1st Floor, Permit Center
 1120 S.W. Fifth Avenue
 Portland, OR 97204-1966
 (503) 796-7525

FEE SCHEDULE

Land Use Review	Procedure Type	Bureau of Planning Fee (\$) ²	Hearings Officer Fee (\$)	Combined Fee (\$)
Adjustment				
• Residential	II	300	n/a	300
• Nonresidential	II	550	n/a	550
Central City Plan Open Space Height Transfer	III	670	615	1,285
Comprehensive Plan Map Amendment	III	2,440	615	3,055
Conditional Use				
• Major	III	1,270	615	1,885
• Minor	II	955	110	1,065
Conditional Use Master Plan and Central City Master Plan				
• New	III	2,440	615	3,055
• Amendment	II	1,840	110	1,950
Convenience Store	II	550	110	660
Demolition				
• Hist. Landmarks and Contributing Buildings	III	2,000	615	2,615
• Noncontributing Bldgs.	II	1,665	110	1,775
Design				
• Major	III	0.3% of const. cost (\$1,500 min, \$4,000 max)	n/a	0.3% of const. cost (\$1,500 min, \$4,000 max)
• Minor/A (all minor design reviews not identified in Minor/B (below).)	II	0.3% of const. cost (\$750 min, \$1,500 max)	n/a	0.3% of const. cost (\$750 min, \$1,500 max)
• Minor/B (awnings, signs, rooftop equipment, storefront remodels affecting less than 25 lineal feet of frontage, colors in historic districts, and all Type II residential projects)	II	0.3% of const. cost (\$100 min, \$750 max)	n/a	0.3% of const. cost (\$100 min, \$750 max)
Environmental Conservation	II	290	110	400
Environmental Protection	III	2,440	615	3,055
	II	290	110	400
Essential Service Provider	II	670	110	780
Excavation & Fill	II	750	110	860
Forest Disturbance	II	290	110	400
Greenway	II	750	110	860
Hazardous Substances	II	750	110	860

Land Use Review	Procedure Type	Bureau of Planning Fee (\$) ²	Hearings Officer Fee (\$)	Combined Fee (\$)
Historical Landmark Designation or Removal				
• Individual Properties	III	0	n/a	0
• Multiple Properties and Districts	III	2,000	n/a	2,000
• Landmark Removal	II	1,665	n/a	1,665
Industrial Park	II	1,350	110	1,460
Interim Resource Protection	II	290	110	400
Lot Line Adjustment	n/a	165	n/a	165
Major Land Division	III	1,230 + 50/lot	615	1,845 + 50/lot
Minor Land Division	n/a	270	0	270
Nonconforming Use Establ.				
• Nonconforming Devt.	II	250	110	360
• Nonconforming Use	II	470	110	580
Nonconforming Use Review				
• C, E or I zone	II	1,665	110	1,775
• OS or R zone	III	2,220	615	2,835
Planned Unit Development³				
• Major	III	1,230 + 50/unit	615	1,845 + 50/unit
• Minor	II	305	110	415
Prop Tax Exemption	III	2,000	615	2,615
Reasonable Use	II	890	110	1,000
Revocable Permit Extension	III	1,665	615	2,280
Rocky Butte Historic Features	III	750	615	1,365
Statewide Planning Goal	III	2,440	615	3,055
Substandard Lot	II	250	110	360
Tree Removal	II	550	110	670
Zoning Map Amendment	III	1,500	615	2,115
Other unassigned reviews				
• Type II	II	470	110	580
• Type III	III	1,540	615	2,155

Other Planning Services	Fee (\$)
Plan Check	1 per 1,000 const. cost (\$50 min.)
Pre-Application Conference	290
Photo Copy	0.30 per page
Transcripts	2.50 per page
Zoning Confirmation	
• New	100
• Renewal	25

- 1 This fee schedule will be adjusted annually and evaluated periodically.
- 2 When more than one land use review is requested, the full Bureau of Planning fee for the most expensive review is charged, plus one-half the Bureau of Planning fee for the next two highest value reviews. No more than three concurrent land use reviews are charged for a given request.
- 3 In the case of concurrent PUD and land division reviews, only the PUD fee is charged.

EXHIBIT "A"

APPEALS

Directors Decision to Planning Commission . . .	\$235.00	
costs Planning Commission/Hearings Off. to Council . . .	\$315.00	+ transcript
BLASTING PERMITS	\$125.00	
COMPREHENSIVE PLAN PROCESSING		
Text only, Map only, or both	\$675.00	
CONDITIONAL USE PROCESSING		
Conditional Use Review	\$365.00	
FLEXIBLE SETBACK STANDARDS	\$ 80.00	
HISTORIC OVERLAY DISTRICT	\$ 80.00	
HOME OCCUPATION		
Original Permit	\$ 50.00	TYPE II
Renewal	\$ 10.00/year	TYPE I
INTERPRETATION OF COMMUNITY DEVELOPMENT CODE		
by Community Development Department	\$ 55.00	
LAND PARTITION		
Residential and Non-residential	\$235.00	
LOT LINE ADJUSTMENT	\$50.00	
PLANNED DEVELOPMENT PROCESSING		
Conceptual and detailed plan review	\$500.00	
SENSITIVE LANDS		
Flood plain	\$520.00	
Wetlands/Steep slopes/Drainageway	\$235.00	
SIGN CODE EXCEPTIONS	\$230.00	
SIGN PERMIT		
0-24 sq. ft.	\$ 10.00	
24-100 sq. ft.	\$ 25.00	
100 + sq. ft.	\$ 35.00	
Temporary signs	\$ 10.00	each sign
SITE DEVELOPMENT REVIEW		
Under \$10,000	\$ 80.00	
\$ 10,000 - \$ 99,999	\$155.00	
\$ 100,000 - \$499,999	\$315.00	
\$ 500,000 - \$999,999	\$415.00	
\$1,000,000 or more	\$520.00	+ \$1 per \$10,000
over \$1 million not to exceed	\$2000.	
SUBDIVISION PRELIMINARY PLAT	\$415.00	+ \$5/lot
Subdivision Variance, if needed	\$105.00	
TEMPORARY USE		
Director' Decision	\$ 50.00	
Special exemption/Non-Profit	\$ -0-	
TREE REMOVAL PERMIT	\$ -0-	
VACATIONS		
Streets and public access	\$300.00	deposit - actual costs charged
VARIANCE		
Administrative	\$80.00	
Sign Code	\$230.00	
ZONE CHANGE ANNEXATIONS		
Less than 10 acres	\$520.00	
10 acres or more	\$625.00	
ZONE CHANGE PROCESSING		
Less than 10 acres	\$520.00	
10 acres or more	\$625.00	
ZONE ORDINANCE AMENDMENT	\$310.00	
JOINT APPLICATION PLANNING FEE	100%	of highest planning fee plus 10% of all additional planning fees related to the proposal.

br/Resl.ksl

of pages > 1

To	W. J. [Signature]	From	City of
Co.	City of	Co.	Tread
Dept.	Public Works	Phone #	639-4171
Fax #	682-7025	Fax #	684-7297

APPROVED BY CL
EFFECTIVE 2/1/91

ISSUE	SALEM 1990	SALEM PROPOSED
I. Comprehensive Plan		
A. Existing Issues and Fees		
1. Comprehensive Plan Changes: Non-Residential	260	1,210
2. Comprehensive Plan Changes: Residential	260	1,035
3. UGA Permit	285*	2,025**b
II. Subdivision Code		
A. Existing Issues and Fees		
1. Partition with Variances	185	1,495*
2. Partition without Variances	185	575
3. Subdivision (IRD)	605 ^c	1,175 ^d
B. New Issues and Fees		
1. Legal Lot Opinion		85*
2. Lot Line Adjustment		345*
III. Zone Code		
A. Existing Issues and Fees		
1. Adjustment	40	445*
2. Applicant Initiated Code Interpretation	115	175
3. Conditional Use	285	800
4. Greenway Development Permit	195	395
5. Mobile Home Park	315*	845 ^e
6. PUD: Outline Plan	360 ^f	990 ^f
7. PUD: Final Plan	615 ^g	490 ^f
8. Variance - Non-Residential**	110	1,240*
9. Variance - Residential**	110	620
10. Zone Change: Non-Residential	860	1,210
11. Zone Change: Residential	460	1,035
B. New Issues and Fees		
1. Exception to Dispersal Policy		185
2. Historic Designation		355*
3. Special Setback/Removal Recordation		85*
4. Specified Use Conference**		180
IV. General Codes		
A. Existing Issues and Fees		
1. Annexation		
a. Less than 1 acre	85	175
b. 1-5 acres	145-285	175 ^h
c. 6-10 acres	430	345 ^m
d. 10+ acres	575-750	520 ⁿ
2. Appeals all issues	115	445 ^o
3. Appeals all issues by Neighborhood Association**	115	225
4. Street Name Changes**		345
B. New Issues and Fees		
1. Verification of Land Use Requirements as Required by Others		15*
2. Multiple Issues One Application		
3. Plans Check		
a. Single Family		15*
b. Multiple Family - S, DU over 5		15**
c. All Others		30*
4. Pre-Application Conference		100 ⁱ
5. Septic Tank Recordation		85*
6. Time Extensions all Issues		175*

*Proposed Fee is suggested at 100% cost rate due to (a) land use decision generated by applicants request to "vary" from code. (b) by code requirement for costs to be borne by applicant, or (c) benefit is totally to the applicant.

**New fee category.

- a. UGA Current: Plus \$25 per acre for every acre in excess of 5
- b. UGA Proposed: Plus \$3 per acre for every acre in excess of 5
- c. Subdivision Current: Plus \$7 per lot for every acre in excess of 5 lots
- d. Subdivision Proposed: Plus \$3 per lot for every lot in excess of 5
- e. Mobile Home Park Current: Plus \$7 per dwelling unit in excess of 50 units (see h for proposed)
- f. PUD-Outline Plan Current: Plus \$7 per dwelling unit in excess of 50 units (see i for proposed)
- g. PUD-Final Plan Current: Plus \$7 per dwelling unit in excess of 50 units (see j for proposed)
- h. Mobile Home Park Proposed: Plus \$3 per dwelling unit for every unit in excess of 5
- i. PUD-Outline Plan Proposed: Plus \$3 per unit for every unit in excess of 50
- j. PUD-Final Plan Proposed: Plus \$3 per unit for every unit in excess of 50
- k. Multiple Issues One Application - Current: Highest fee plus \$10
- l. Annexation 1-5 acres Proposed: Plus \$30 per acre for every acre in excess of 1
- m. Annexation 6-10 acres Proposed: Plus \$3 per acre for every acre in excess of 6
- n. Annexation 10+ acres Proposed: Plus \$3 per acre for every acre in excess of 10
- o. Appeals Proposed: One half of fee returned, if appellant prevails
- p. Multiple Issues One Application - Proposed: 75% of the total of all application fees
- q. Plans Check Multiple Family - Proposed: Plus \$1 per dwelling unit for every unit in excess of 5
- r. Pre-Application Conference Proposed: Apply to applications if filed within 3 months.

1992-93 BUDGET

GENERAL FUND

REVENUE SUMMARY

Revenues for the proposed budget are conservatively estimated. Property taxes included in the tax base have been increased by 6%. For purposes of computing the taxes to be received from the \$.49 serial levy for road and police, a growth rate in assessed valuation of 11% was used. Note the substantial growth in both the hotel/motel occupancy tax and business license revenues which reflects Wilsonville's continued rapid growth in the private sector. The City now has as many employees working in the City as we do City residents. The building and planning-related fees are the most difficult to predict and were projected assuming the same growth rate as last year about 11%. Increased revenues projected in Parks & Recreation fees reflects the continued popularity of the City's recreational programming. The transfers in and out of this fund have been held to a minimum. For this year, the budget continues to utilize 15% overhead formula developed by the City's auditors for last year's budget for transfers from other funds for Administration and Finance. Transfers from the Transit fund have been increased to reflect all of the administrative costs involved in running the Transit system rather than paying them directly out of the Transit fund.

Optional Revenues:

1. Eliminate the tax base and replace the tax base with a serial levy of \$1.60 per \$1,000 - \$83,708:

It is not the amount of the increase revenue that is so important. The City could certainly live without the \$83,708. In fact, the increase is budgeted on the expense side as a contribution to depreciation for equipment and buildings and will not be used for current operating expenses. A set serial levy rate would, however, prevent the further decline in the City's tax rate that has resulted from the tremendous increases in the City's assessed valuation.

2. Increase franchise taxes by 3% - \$187,798:

The City's franchise fees are currently set at 3%. Most other cities have already raised their franchise fees to 5% and the increase is noted on the utility bills as a "privilege tax."

3. Site development/land use permits - \$20,000:

Fees paid to planning for development review have not been increased in many years and yet development review is the primary use of the planning staff's time. The proposed increase in fees would not begin to offset real costs but would bring Wilsonville's fee structure more in line with that of other Oregon communities.

4. Parks and Recreation classes - \$45,850:

This revenue would be offset by expenditures as recommended by the Parks & Recreation Director to expand the City's recreational program offerings.

5. Traffic engineering service reimbursement - \$30,000:

This would be an offset against expenditures for the City's hiring of its own traffic engineer on a consulting basis with the cost to be reimbursed by developers proposing projects with traffic impacts to the City of Wilsonville.

1992-93 BUDGET

GENERAL FUND

COMMUNITY DEVELOPMENT DEPARTMENT PLANNING DIVISION

Personnel Summary:

FTE 4.0 Option FTE 0

Budget Summary:

The Wilsonville Planning Department is responsible for administering all City land use regulations, including the Wilsonville Comprehensive Plan, the Zoning Code and the partitioning and subdivision regulations. The department provides staff support and expertise to the Wilsonville Planning Commission, Design Review Board and the City Council. In addition, the Planning Department is responsible for the maintenance and update of the City's land-use data base and publication of the land use maps. The proposed budget insures that the Department can continue its basic functions and undertake additional projects to implement and achieve the City Council's Goals.

Significant Budget Changes:

The Department's capital outlay has been reduced by \$11,500. "Consulting Services" is proposed to be \$27,000, of which up to \$20,000 would be through a State Grant, if approved. This increase is due, in part, to the Department's budget options which implement the Council's Goals, updates the Department's Zone Code and Comprehensive Plan map and provides funds to provide "user friendly" information about the planning process to the City's citizens. The \$27,000 represents a part of the total amount of "grants" (\$20,000 for wetlands and \$20,000 for bikepath planning) that the Department will apply for. It is unlikely that we will be successful in receiving all of our Grant applications. Overall, the departmental budget (excluding options) has been reduced by \$67,855.

1992-93 Goals:

1. To implement and achieve the City Council's Goals relating to bikepath planning, by supporting the Transportation Advisory Commission and Parks master planning effort.
2. To continue the wetlands/natural areas inventory by applying for a State Grant to complete a Wetlands Conservation Plan (WCP).
3. To produce a "user friendly" brochure that explains the Comprehensive Plan and history of the City. This brochure is intended to be educational and instructive in nature.

Budget Options:

1. \$7,000 to continue the Department's work on the "Natural Areas" inventory.
2. \$5,000 to install the Comprehensive Plan map on Autocad 10.
3. \$5,000 for printing an information brochure (on the back of the Comprehensive Plan map) describing the planning history and explaining the Comprehensive Plan of the City.
4. \$5,000 to update the Wilsonville Zone Code.

FUND: GENERAL FUND
DEPT: #640 - Planning

ACTUAL PRIOR YR 2	ACTUAL PRIOR YR 1	ADOPTED BUDGET	DESCRIPTION	PROPOSED	OPTIONS	TOTAL W/OPTIONS	BUDGET COMMITTEE RECOMMENDATION
			Personnel Services				
\$103,953	\$116,627	\$135,520	PRIOR YR SALARIES				
			FULL-TIME EMPLOYEES	\$134,514		\$134,514	
			PART-TIME EMPLOYEES				
			LESS THAN 1/2 TIME EMPLOYEES				
			TEMPORARY EMPLOYEES	\$2,000		\$2,000	
\$2,971	\$3,004	\$3,000	OVERTIME	\$4,000		\$4,000	
\$13,216	\$14,017	\$15,500	RETIREMENT	\$16,626		\$16,626	
\$8,106	\$9,361	\$10,300	SOCIAL SECURITY	\$10,500		\$10,500	
\$14,389	\$14,819	\$18,950	EMPLOYEE INSURANCE	\$19,000		\$19,000	
\$1,188	\$607	\$1,200	WORKER'S COMPENSATION	\$850		\$850	
\$1,664	\$1,937	\$1,900	EMPLOYMENT TAX	\$1,750		\$1,750	
\$145,484	\$160,372	\$188,370	Total Personnel Services	\$189,240		\$189,240	
			Supplies and Services				
\$2,474	\$1,891	\$2,000	TELEPHONE	\$600		\$600	
\$1,764	\$3,522	\$2,500	LEGAL ADVERTISING	\$4,000		\$4,000	
\$30	\$341	\$300	PUBLICATIONS	\$500		\$500	
\$351	\$350	\$500	FEES AND DUES	\$500		\$500	
\$7,910	\$1,910	\$2,000	OUTSIDE ATTORNEY SERVICES	\$2,000		\$2,000	
\$2,428	\$1,380	\$10,000	CONSULTING SERVICES	\$10,000	\$27,000	\$37,000	
	\$205		SEMINARS AND CONFERENCES				
\$1,154	\$2,032	\$3,000	EDUCATION/TRAVEL TRAINING	\$3,000		\$3,000	
\$6	\$67	\$1,000	PLANNING COMM AND DRB - MISC	\$1,000		\$1,000	
			EQUIPMENT-RENTAL/LEASE	\$1,600		\$1,600	
\$509	\$1,353	\$1,500	EQUIPMENT MAINTENANCE	\$1,500		\$1,500	
\$1,377	\$721	\$2,000	PRINTING AND REPRODUCTION	\$2,000	\$10,000	\$12,000	
		\$64,125	INTER. SERVICES COMM DEVELOP				
\$683	\$973	\$1,000	POSTAGE	\$2,500		\$2,500	
\$1,209	\$1,544	\$1,500	OFFICE SUPPLIES	\$2,500		\$2,500	
			MILEAGE	\$500		\$500	
\$19,296	\$16,280	\$91,425	Total Supplies and Services	\$32,200	\$37,000	\$89,200	
\$7,709	\$8,484	\$16,500	OFFICE EQUIPMENT & FURNITURE				
			COMPUTER SOFTWARE	\$5,000		\$5,000	
\$1,188	\$165	\$1,500	AERIAL PHOTOS	\$1,500		\$1,500	
\$9,907	\$8,849	\$18,000	Total Capital Outlay	\$8,500		\$8,500	
\$173,687	\$185,301	\$285,795	Total Planning Dept. Expenses	\$227,940	\$37,000	\$264,940	