



**OFFICE OF THE COUNTY ADMINISTRATOR  
PUBLIC SERVICES BUILDING**

2051 KAEN ROAD | OREGON CITY, OR 97045

June 25, 2015

Board of County Commissioners  
Clackamas County

Members of the Board:

Approval of a Resolution Adopting Changed Fees for  
Clackamas County for Fiscal Year 2015-2016

<b>Purpose/Outcomes</b>	The approval of the attached resolution completes the process of adopting fees for Fiscal Year 2015-2016. If approved, these fees will be incorporated into County Code Appendix A - Fees, and will be effective July 1, 2015, unless otherwise noted on the attachments to the resolution.
<b>Dollar Amount and Fiscal Impact</b>	The cost to implement the new fees would be internal to the County involving staff time and resources.
<b>Funding Source</b>	No new funding
<b>Safety Impact</b>	None
<b>Duration</b>	Fees will be effective July 1, 2014.
<b>Previous Board Action</b>	The Board heard from individual departments at various study sessions regarding these fees.
<b>Contact Person</b>	Laurel Butman, Deputy County Administrator (530) 655-8893 and Anja Mundy (503) 655-8362

**BACKGROUND:**

In 2002, the County began the process of adopting and modifying fees and fines by resolution once annually. All fees and fines are reviewed annually by various departments. After review, departments propose new or changed fees and fines for consideration by the Board in study session. In 2012, it was determined that fines should be adopted by ordinance rather than resolution. The attached resolution reflects the new or changed fees that have been previously reviewed by the Board and tentatively approved for adoption.

**RECOMMENDATION:**

The staff respectfully recommends that the Board approve and sign the attached resolution adopting changed fees for Clackamas County for Fiscal Year 2015-2016.

Sincerely,

Laurel Butman  
Deputy County Administrator

A RESOLUTION OF THE CLACKAMAS  
COUNTY BOARD OF COUNTY  
COMMISSIONERS ADOPTING  
CHANGED COUNTY FEES FOR  
FISCAL YEAR 2015-2016

Resolution No.

NOW, THEREFORE; IT IS HEREBY RESOLVED BY THE CLACKAMAS  
COUNTY BOARD OF COMMISSIONERS THAT:

Section 1: Pursuant to Section 1.01.090 of the Clackamas County Code, the Board adopts the fees shown on the attachments, which are incorporated by this reference.

Section 2: The Board hereby directs that the changes to fees shown on attachments A and B shall be included in Appendix A of the Clackamas County Code.

Section 3: The County shall charge all fees set by state or federal law. If such a fee is changed, the County shall charge the new amount when it becomes effective.

Section 4: Pursuant to ORS 310.145, the Board classifies the fees adopted by this resolution as fees not subject to the limits of section 11b, Article XI of the Oregon Constitution.

Section 5: Effective Date. The changes to fees authorized by Section 1 of this resolution and shown on the attachments shall become effective on July 1, 2015, unless otherwise noted.

DATED this 25<sup>th</sup> day of June, 2015.

**CLACKAMAS COUNTY BOARD OF COMMISSIONERS**

---

Chair

---

Recording Secretary

**Attachment A: Transportation & Development (DTD) Fee Changes for FY 2015/16**

Description	Authorizing Legislation	Current FEE amount	Proposed FEE amount	Comparables
<b>COUNTY SURVEYOR</b>				
<b>Credit/Debit Card Service Fee</b> <i>(Effective September 1, 2015)</i>	Code §1.01.090	\$0 - transactions limited to a maximum \$1,500	2.16% on transactions	<ul style="list-style-type: none"> <li>Washington County Tax Assessor = 2.49% Credit/Debit</li> <li>Multnomah County Tax Assessor = 1% Debit; 2.35% Credit</li> <li>Clackamas County Tax Assessor = 2.49% Credit/Debit</li> </ul>
<b>BUILDING CODES</b>				
<b>Credit/Debit Card Service Fee</b> <i>(Effective September 1, 2015)</i>	Code §1.01.090	\$0 - transactions limited to a maximum \$1,500	2.16% on transactions	<ul style="list-style-type: none"> <li>Washington County Tax Assessor = 2.49% Credit/Debit</li> <li>Multnomah County Tax Assessor = 1% Debit; 2.35% Credit</li> <li>Clackamas County Tax Assessor = 2.49% Credit/Debit</li> </ul>
<b>ENGINEERING</b>				
<b>Credit/Debit Card Service Fee</b> <i>(Effective September 1, 2015)</i>	Code §1.01.090	\$0 - transactions limited to a maximum \$1,500	2.16% on transactions	<ul style="list-style-type: none"> <li>Washington County Tax Assessor = 2.49% Credit/Debit</li> <li>Multnomah County Tax Assessor = 1% Debit; 2.35% Credit</li> <li>Clackamas County Tax Assessor = 2.49% Credit/Debit</li> </ul>
<b>Residential Subdivision/Partition Plan Review &amp; Construction Inspection</b>  Up to \$10,000 in improvement costs  For \$10,000 or more in construction costs	Code §1.01.090	\$974 min. fee  OR  8.83% of construction cost or \$974 min. fee whichever is greatest	\$1,274 min. fee  OR  8.83% of construction cost or \$1,274 min. fee whichever is greatest	<ul style="list-style-type: none"> <li>Washington County = Actual cost / \$3,735 minimum</li> <li>Multnomah County &amp; City of Portland = \$1,066 - minimum fee + Actual Cost / 20% deposit for work in right of way (\$100,000 value = \$1,738 minimum fee)</li> </ul>

Description	Authorizing Legislation	Current FEE amount	Proposed FEE amount	Comparables
<b>Commercial Development Traffic &amp; Site Plan Review &amp; Construction Inspection</b> (includes apartments & condominiums):	Code §1.01.090	\$974 min. fee  OR  \$122 per space or \$974 min. fee whichever is greatest	\$1,274 min. fee  OR  \$122 per space or \$1,274 min. fee whichever is greatest	<ul style="list-style-type: none"> <li>Washington County = Actual cost / \$3,735 minimum</li> <li>Multnomah County &amp; City of Portland = \$1,066 - minimum fee + Actual Cost / 20% deposit for work in right of way (\$100,000 value = \$1,738 minimum fee)</li> </ul>
<b>Non-structured Parking</b>  Up to eight (8) parking spaces  Eight (8) or more spaces				
<b>Structured Parking</b> (Fee assessed on the average number of parking spaces per level)  Up to eight (8) parking spaces per level  Eight (8) or more spaces per level				
<b>Surface Water and Erosion Control Plan Review</b> (Minor Partition, Subdivision, Partition, Multi-family, Commercial, Industrial)	Code §1.01.090	\$0	\$710	<ul style="list-style-type: none"> <li>WES = Min. \$710, fee may increase based on cost of surface water management system.</li> <li>Oak Lodge = \$725 flat fee</li> </ul>
<b>Reimbursement District Application (Zone of Benefit)</b>	Code §1.01.090; §4.03.030(B)(6)	\$0	Actual Costs / \$10,000 deposit	<ul style="list-style-type: none"> <li>Happy Valley = Actual Cost / \$1,500 deposit</li> </ul>
<b>Utility Permit - Inspection Fee</b>	Code §1.01.090; ORS §758.010	\$0	\$100; ORS prohibits charging fee for certain public utility use of the road right-of-way. Fee is waived for these applicants	<ul style="list-style-type: none"> <li>Linn County = \$55</li> <li>Benton County = \$305</li> </ul>
<b>Utility Permit - Surety</b>	Code §1.01.090; §7.03.130(E)	\$1,000	\$0	

Description	Authorizing Legislation	Current FEE amount	Proposed FEE amount	Comparables
<b>Temporary Road Closures on an arterial, collector or connector road:</b> with less than 5000 ADT	Code §1.01.090	Actual Costs/ \$2,000 deposit	\$195	Washington County charges a \$1000 deposit and charges actual costs.
<b>Temporary Road Closures on an arterial, collector or connector road:</b> with more than 5000 ADT		Actual Costs/ \$5,000 deposit	\$195	Washington County charges a \$1000 deposit and charges actual costs.
<b>Guide &amp; Tourist-Oriented Directional Sign,</b> Installation OR Replacement	Code §1.01.090	\$250	\$250	(All costs related to the permit issuance, inspection, installation, and maintenance, including any re-setting or replacement, shall be borne by the applicant on a work order basis.)
<b>Guide &amp; Tourist-Oriented Directional Sign,</b> Removal / Reinstallation		\$25 / Work Order	\$25 / Work Order	
<b>Hamlet &amp; Village Sign,</b> Manufacture/Installation/Repair/Replacement	Code §1.01.090	Actual Cost	Actual Cost	(Hamlet & Village shall pay for installation, maintenance and replacement.)
<b>DOG SERVICES</b>				
<b>Owner surrender fee</b>	Code §1.01.090	\$55	\$105	<ul style="list-style-type: none"> <li>Washington County = \$91-200 (\$40 + minimum \$51 / maximum \$149 for euthanasia)</li> <li>Humane Society = \$90 (\$50 + minimum \$40 for euthanasia)</li> </ul>
<b>PLANNING</b>				
<b>Credit/Debit Card Service Fee</b> (Effective September 1, 2015)	Code §1.01.090	\$0 - transactions limited to a maximum \$1,500	2.16% on transactions	<ul style="list-style-type: none"> <li>Washington County Tax Assessor = 2.49% Credit/Debit</li> <li>Multnomah County Tax Assessor = 1% Debit; 2.35% Credit</li> <li>Clackamas County Tax Assessor = 2.49% Credit/Debit</li> </ul>
<b>Application or Appeal Withdrawn</b> —no public notice sent, staff report issued, or decision issued	Code §1.01.090		Full Refund of Application Fee	
<b>Application or Appeal Withdrawn</b> —public notice sent	Code §1.01.090		Application or Appeal Fee Refunded; Less \$135.00 Notice Fee	<ul style="list-style-type: none"> <li>\$135 is equivalent to our adopted re-notification fee.</li> </ul>
<b>Application Withdrawn</b> —staff report or decision issued	Code §1.01.090		No Refund of Application Fee	
<b>Credit/Debit Card Service Fee</b> (Effective September 1, 2015)	Code §1.01.090	\$0 - transactions limited to a maximum \$1,500	2.16% on transactions	<ul style="list-style-type: none"> <li>Washington County Tax Assessor = 2.49% Credit/Debit</li> <li>Multnomah County Tax Assessor = 1% Debit; 2.35% Credit</li> <li>Clackamas County Tax Assessor = 2.49% Credit/Debit</li> </ul>

**Attachment B – Health, Housing & Human Services, Environmental Health Division Fee Changes for FY 2015-16**

DEPARTMENT/DIVISION	Auth. Legislation	Fee set by ORS	ORS Auth. Fee	Code Auth. Fee	Fee Amount FY 2014-15	Proposed Fee Amount FY 2015-16
<b>Restaurants</b>	Code §1.01.090 ORS 624.490		X	X		
0-15 seats		\$368			\$441	\$520
16-50 seats		\$415			\$498	\$583
51-150 seats		\$473			\$567	\$670
151+ seats		\$525			\$630	\$739
Limited		\$210			\$252	\$297
<b>Temporary Restaurants</b>	ORS 624.490		X			
Single Event		\$37			\$118	\$139
Intermittent		\$53			\$118	\$139
Seasonal		\$53			\$118	\$139
<i>Late Fee</i>					\$25	\$25
Benevolent	ORS 624.106	\$0	X		\$0	\$0
Benevolent - 1 day event		\$0			\$0	\$0
Benevolent - 2 day event		\$0			\$0	\$0
Benevolent - 3-4 day event		\$0			\$0	\$0
Benevolent - 5-30 day event		\$0			\$0	\$0
Benevolent - 90 day event		\$0			\$0	
<b>Mobile Units</b>	ORS 624.490		X			
Class I		\$132			\$157	\$184
Class II		\$132			\$254	\$299
Class III		\$132			\$271	\$318
Class IV		\$132			\$283	\$332
Commissary		\$263			\$315	\$369
Combo Commissary					\$59	\$70
Warehouses		\$105			\$118	\$139
<b>Pool/Spa</b>	ORS 448.035		X			
Year round - primary		\$100			\$354	\$415
Year round - secondary		\$60			\$236	\$277
Seasonal - primary		\$100			\$207	\$244
Seasonal - secondary		\$60			\$148	\$175
<b>Day Care</b>	Code §1.01.090			X		
* 5-15 children					\$118	\$139
* 16-40 children					\$177	\$208
41-75 children					\$236	\$277
76+ children					\$271	\$317
<b>Tourist Accommodations</b>	Code §1.01.090			X		
1-10 units					\$148	\$175
11-25 units					\$177	\$208
26+ units					\$266	\$312
<b>Organizational Camps</b>	Code §1.01.090			X		

DEPARTMENT/DIVISION	Auth. Legislation	Fee set by ORS	ORS Auth. Fee	Code Auth. Fee	Fee Amount FY 2014-15	Proposed Fee Amount FY 2015-16
No food					\$118	\$139
With food					\$295	\$346
<b>Picnic Park</b>						
Picnic Park					\$177	\$209
<b>Recreation Vehicle Parks</b>	Code §1.01.090			X		
1-5 spaces					\$260	\$305
6-9 spaces					\$271	\$318
10+ spaces					\$295	\$346
<b>Schools</b>	Code §1.01.090			X		
Full Kitchen					\$236	\$277
Satellite Kitchen					\$177	\$208
<b>Bed &amp; Breakfast</b>	ORS 624.490		X			
Breakfast only		\$158			\$189	\$222
Full menu		\$158			\$366	\$429
<b>Real Estate Evaluations</b>	Code §1.01.090			X		
Well Inspections					\$315	\$369
Wells, second revisit					\$59	\$70
<b>Vending Machines</b>	ORS 624.490		X			
1 - 10 machines		\$27			\$31	\$37
11 - 20 machines		\$53			\$64	\$75
21 - 30 machines		\$79			\$95	\$112
31 - 40 machines		\$105			\$126	\$148
41 - 50 machines		\$131			\$157	\$184
51 - 75 machines		\$158			\$190	\$223
76 - 100 machines		\$210			\$252	\$295
101 - 250 machines		\$367			\$441	\$517
251 - 500 machines		\$578			\$693	\$812
501 - 750 machines		\$788			\$946	\$1,108
751 - 1000 machines		\$966			\$1,159	\$1,357
<b>Plan Reviews</b>	Code §1.01.090			X		
Restaurants 0-50 seats					\$297	\$348
Restaurants 51-150 seats					\$415	\$487
Restaurants 151+ seats					\$534	\$625
Temporary Restaurant					\$45	\$53
Schools					\$413	\$484
Bed & Breakfast					\$297	\$348
Mobile Unit Class I					\$178	\$209
Mobile Unit Class II					\$237	\$278
Mobile Unit Class III					\$271	\$318
Mobile Unit Class IV					\$295	\$346
Commissary					\$297	\$348
Warehouses					\$118	\$139
Pool & Spa	ORS 448.035	\$300	X		\$649	\$761

DEPARTMENT/DIVISION	Auth. Legislation	Fee set by ORS	ORS Auth. Fee	Code Auth. Fee	Fee Amount FY 2014-15	Proposed Fee Amount FY 2015-16
Pool & Spa - Minor alterations	Code §1.01.090			X	\$118	\$139
Pool & Spa- Add'l Const. Inspection	ORS 448.035	\$100	X		\$118	\$139
Tourist 1-10 units	Code §1.01.090			X	\$177	\$208
Tourist 11-25 units					\$177	\$208
Tourist 26+					\$236	\$277
RV 1-5 spaces					\$177	\$208
RV 6-9 spaces					\$177	\$208
RV 10+ spaces					\$236	\$278
Organizational camps					\$354	\$416
Picnic Park					\$236	\$278
Day Care Centers					\$142	\$168