



June 29, 2016

Board of County Commissioners  
Clackamas County

Members of the Board:

**APPROVAL OF A RESOLUTION ADOPTING CHANGED FEES  
FOR CLACKAMAS COUNTY FOR FISCAL YEAR 2016-2017**

<b>Purpose/Outcomes</b>	The approval of the attached resolution completes the process of adopting fees for Fiscal Year 2016-2017. If approved, these fees will be incorporated into County Code Appendix A - Fees, and will be effective July 1, 2014 with the exception of the fee changes in Dog Services, Transportation & Development which shall become effective September 1, 2016.
<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>Duration</b>	Ongoing until amended by the Board
<b>Previous Board Action</b>	The Board heard from individual departments at various study sessions regarding these fees.
<b>Strategic Plan Alignment</b>	Overall the fee changes support programs that align with all of the Board's Strategic Plan priorities.
<b>Contact Person</b>	Laurel Butman, Deputy County Administrator (503) 655-8893.

**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:**

Staff respectfully recommends that the Board approve and sign the attached resolution adopting changed fees for Clackamas County for Fiscal Year 2016-2017.

Sincerely,

Don Krupp  
County Administrator

A RESOLUTION OF THE CLACKAMAS  
COUNTY BOARD OF COUNTY  
COMMISSIONERS ADOPTING  
CHANGED COUNTY FEES FOR  
FISCAL YEAR 2016-2017

RESOLUTION NO.

NOW, THEREFORE; BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS  
THAT:

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

Section 2: The Board hereby directs that the changes to fees shown on the attachment 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, 2016 with the exception of the fee changes in Dog Services, Transportation & Development which shall become effective September 1, 2016.

DATED this 29<sup>th</sup> day of June, 2016.

**CLACKAMAS COUNTY BOARD OF COMMISSIONERS**

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Chair

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Recording Secretary

## Attachment - Fee Changes for FY 2016-17

DESCRIPTION	Authorizing Legislation	ORS auth. fee	Fee set by ORS	Code auth. fee	CURRENT Fee Amount	PROPOSED Fee Amount
<b>COUNTY CLERK</b>						
Waiving the three-day waiting period for marriage license	Code §1.01.090			X	\$15	\$15 – general \$0 – Veterans
Federal Tax Lien search – per debtor name	ORS 205.320(4)(c)	X			\$3.75	\$0
Passport photo services	Code §1.01.090			X	\$15	\$15 – general \$10 – Veterans & Seniors
<b>DTD - ENGINEERING</b>						
<i>One lane road closure, traffic control plan review</i>	Code §1.01.090			X	\$0	\$95
<b>DTD - PLANNING - Land Use Applications</b>						
<b>New Site Evaluation - Residential &amp; Commercial*</b>						
<i>Marijuana Land Use Application - Type I (Includes LUCS)</i>	ZDO §1307.15			X	\$0	\$1,000
<i>Marijuana Land Use Application - Type II (Natural Resource District; Public Notification Required)</i>	ZDO §1307.15			X	\$0	\$1,400
<b>DTD - DOG SERVICES - Effective 9-1-16</b>						
Discount for dogs with Canine Good Citizen Certification					25%	0%
Discount for microchipped dogs					\$5	\$0
Tag Fee (replacement)					\$2 / tag	\$5 / tag
<b>FINANCE - FACILITIES</b>						
Non Refundable Public Usage Fee for County-owned Facilities				X		\$50.00
Refundable Public Usage Deposit for County-owned Facilities				X		\$500.00
<b>H3S – ENVIRONMENTAL HEALTH</b>						
<b>Restaurants</b>	Code §1.01.090 ORS 624.490		x	x		
0-15 seats		\$368			\$520	\$541
16-50 seats		\$415			\$583	\$607
51-150 seats		\$473			\$670	\$697
151+ seats		\$525			\$739	\$806
Limited		\$210			\$297	\$309

## Attachment - Fee Changes for FY 2016-17

DESCRIPTION	Authorizing Legislation	ORS auth. fee	Fee set by ORS	Code auth. fee	CURRENT Fee Amount	PROPOSED Fee Amount
<b>H3S – ENVIRONMENTAL HEALTH, continued</b>						
<b>Temporary Restaurants</b>	ORS 624.490		x			
Single Event		\$37			\$139	\$145
Intermittent		\$53			\$139	\$145
Seasonal		\$53			\$139	\$145
<i>Late Fee</i>					\$25	\$26
<b>Benevolent</b>	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	\$0
<b>Mobile Units</b>	ORS 624.490		x			
Class I		\$132			\$184	\$201
Class II		\$132			\$299	\$311
Class III		\$132			\$318	\$347
Class IV		\$132			\$332	\$362
Commissary		\$263			\$369	\$384
Combo Commissary					\$70	\$73
Warehouses		\$105			\$139	\$145
<b>Pool/Spa</b>	ORS 448.035		x			
Year round - primary		\$100			\$415	\$453
Year round - secondary		\$60			\$277	\$302
Seasonal - primary		\$100			\$244	\$254
Seasonal - secondary		\$60			\$175	\$182
<b>Day Care</b>	Code §1.01.090			x		
5-15 children					\$139	\$145
16-40 children					\$208	\$217
41-75 children					\$277	\$288
76+ children					\$317	\$330

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DESCRIPTION	Authorizing Legislation	ORS auth. fee	Fee set by ORS	Code auth. fee	CURRENT Fee Amount	PROPOSED Fee Amount
<b>H3S – ENVIRONMENTAL HEALTH, continued</b>						
<b>Tourist Accommodations</b>	Code §1.01.090			x		
1-10 units					\$175	\$182
11-25 units					\$208	\$217
26+ units					\$312	\$325
<b>Organizational Camps</b>	Code §1.01.090			x		
No food					\$139	\$152
With food					\$346	\$377
<b>Picnic Park</b>						
Picnic Park					\$209	\$218
<b>Recreation Vehicle Parks</b>	Code §1.01.090			x		
1-5 spaces					\$305	\$318
6-9 spaces					\$318	\$331
10+ spaces					\$346	\$360
<b>Schools</b>	Code §1.01.090			x		
Full Kitchen					\$277	\$288
Satellite Kitchen					\$208	\$217
<b>Bed &amp; Breakfast</b>	ORS 624.490		x			
Breakfast only		\$158			\$222	\$231
Full menu		\$158			\$429	\$447
<b>Real Estate Evaluations</b>	Code §1.01.090			x		
Well Inspections					\$369	\$384
Wells, second revisit					\$70	\$76
<b>Vending Machines</b>						
1 - 10 machines		\$27			\$37	\$40
11 - 20 machines		\$53			\$75	\$82
21 - 30 machines		\$79			\$112	\$122
31 - 40 machines		\$105			\$148	\$161
41 - 50 machines		\$131			\$184	\$201
51 - 75 machines		\$158			\$223	\$243

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<b>H3S – ENVIRONMENTAL HEALTH, continued</b>						
76 - 100 machines		\$210			\$295	\$307
101 - 250 machines		\$367			\$517	\$538
251 - 500 machines		\$578			\$812	\$845
501 - 750 machines		\$788			\$1,108	\$1,153
751 - 1000 machines		\$966			\$1,357	\$1,413
<b>Plan Reviews</b>	Code §1.01.090			x		
Restaurants 0-50 seats					\$348	\$380
Restaurants 51-150 seats					\$487	\$531
Restaurants 151+ seats					\$625	\$651
Temporary Restaurant					\$53	\$55
Schools					\$484	\$504
Bed & Breakfast					\$348	\$362
Mobile Unit Class I					\$209	\$228
Mobile Unit Class II					\$278	\$289
Mobile Unit Class III					\$318	\$347
Mobile Unit Class IV					\$348	\$380
Commissary					\$348	\$362
Warehouses					\$139	\$152
Pool & Spa	ORS 448.035	\$300	x		\$761	\$830
Pool & Spa - Minor alterations	Code §1.01.090			x	\$348	\$380
Pool & Spa- Add'l Const. Inspection	ORS 448.035	\$100	x		\$139	\$152
Tourist 1-10 units	Code §1.01.090			x	\$139	\$145
Tourist 11-25 units					\$208	\$227
Tourist 26+					\$208	\$227
RV 1-5 spaces					\$277	\$302
RV 6-9 spaces					\$208	\$217
RV 10+ spaces					\$208	\$217
Organizational camps					\$278	\$289
Picnic Park					\$416	\$433
Day Care Centers					\$278	\$289

## Attachment - Fee Changes for FY 2016-17

DESCRIPTION	Authorizing Legislation	ORS auth. fee	Fee set by ORS	Code auth. fee	CURRENT Fee Amount	PROPOSED Fee Amount
<b>LAW LIBRARY</b>						
Copies	Code 1.01.090					
Self-service photocopy				X	\$0.10 per copy	\$0.20 per copy
Self-service printer copy				X	\$0.10 per copy	\$0.20 per copy
Color photocopy				X		\$0.50 per copy
Color printer copy				X		\$0.50 per copy
Microfilm				X	\$0.015 per copy	\$0.25 per copy
Microfilm copies made by staff				X	\$0.20 per page plus postage or fax charge, if applicable	\$0.25 per page plus postage, fax, scan or email charge
Copies made by staff and mailed				X	\$0.15 per page plus postage	\$0.25 per page plus postage
Copies made by staff and faxed				X	\$0.15 per page plus fax charges	\$0.25 per page plus fax charges
Copies/scans/prints made by staff and emailed				X		\$3.00 per page
Legal Document Request				X		\$1.00 per citation, case number or results list faxed or emailed
PACER search/retrieval				X		\$0.10 per page
Fax	Code 1.01.090					
Sending				X	\$2.00 for each 1-10 pages	\$2.00 for each 1-10 pages
Receiving				X	\$0.20 per page	\$0.20 per page
Overdue Material	Code 1.01.090			X		\$1.00 per day, replacement cost after 60 days
Processing fee for billing copy/print charges	Code 1.01.090			X	\$2.50	\$5.00
Processing fee for late payment (over 60 days)	Code 1.01.090			X		\$2.50
Lost or damaged material	Code 1.01.090			X	actual cost	actual cost
Processing fee for replacing lost or damaged materials	Code 1.01.090			X		\$25.00

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DESCRIPTION	Authorizing Legislation	ORS auth. fee	Fee set by ORS	Code auth. fee	CURRENT Fee Amount	PROPOSED Fee Amount
<b>LAW LIBRARY</b>						
Pass Point Access Card	Code 1.01.090			X		
Original Card					\$25	\$0
Replacement Card					\$25	\$0
Renewal Fee					\$25	\$0
<b>RESOLUTION SERVICES</b>						
Family Law Education	ORS 3.425				\$70 per class	\$75 per class