



RESOLUTION 2017-008

PROVIDING FOR AUTOMATIC ANNUAL INFLATION-BASED ADJUSTMENTS TO CERTAIN FEES AND RATES

WHEREAS, Sherwood Municipal Code (SMC) 2.32.010 authorizes certain administrative fees, rates, and charges to be established and modified by resolution of the City Council; 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 most recently adopted a City fee schedule on June 21, 2016 by approval of Resolution 2016-039; and

WHEREAS, the City Council believes it appropriate to provide for automatic adjustment of certain fees and rates annually to account for the effects of inflation, so as to not unnecessarily burden citizens and customers with unpredictable large fee and rate increases; and

WHEREAS, the City Charter Section 16(g) establishes that certain fees and rates may not be increased by more than two percent (2%) annually without said increase first being approved by City voters;

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

Section 1. Effective on the first day of July of each year, beginning on July 1, 2017, the fees and rates set forth in Exhibit A, attached hereto and incorporated herein by reference, shall, without further action being required on the part of the Sherwood City Council, be increased by the percentage equal to the CPI-W, West Index, figure for the immediately preceding calendar year (e.g. on July 1, 2017 for calendar year 2016), provided, however, that if the CPI-W, West Index, figure for the immediately preceding calendar year shall exceed two percent (2%), the amount of the increase shall be two percent (2%).

Section 2. After applying the annual adjustment pursuant to Section 1 above, each fee and rate subject to said adjustment shall be rounded to the nearest one cent (\$0.01), except as otherwise indicated in Exhibit A.

Section 3. The City Manager, or his or her designee, shall cause the City's fee schedule to be amended annually to reflect the adjustments described in Section 1 and 2 above, and

to provide for a notation on the fee schedule indicating which fees and rates are subject to the provisions of this Resolution.


Section 4. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 7th day of February, 2017.



Krisanna Clark, Mayor

Attest:



Sylvia Murphy, MMC, City Recorder



RESOLUTION 2017-008
Exhibit A

SECTION 3: POLICE FINES AND FEES

(D) Miscellaneous Police Fees:

3. Fingerprinting
4. Records/Background checks

SECTION 6: UTILITY CHARGES FOR SERVICE

Water Utility Rates

RESIDENTIAL, MULTI-FAMILY, AND COMMERCIAL WATER SERVICE

A) Residential and Multi-Family Rates

Customer Class/Meter Size*
5/8 - 3/4"
1"
1-1/2"
2"
3"
4"
6"
8"
10"
*Both base charge and consumption rate

D) Hydrant Rentals:

Fire hydrant permits - mandatory for fire hydrant use

- Three month permit (plus water usage at current rate)
- Six month permit (plus water usage at current rate)
- Twelve month permit (plus water usage at current rate)
- Hydrant meter read – monthly reads
- Hydrant meter setup – Initial setup of meter on hydrant
- Flow testing of fire hydrants

E) Account Activation and De-Activation:

Water Service on or off water at customer's request

- New account fee
- Activation after office hours and weekends
- Second call
- Non-leak or emergency turn offs after office hours or weekends
- All snowbird/vacant turn offs

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

- Turn on water during office hours, Monday through Friday
- After hours or weekends, an additional
- Meter tampering and/or using water without authority
- Broken promise turn off
- Door hangers

F) Additional Charges, If Necessary, To Enforce:

- Removal of meter
- Installation or removal of locking device-first occurrence
- Installation or removal of locking device-second occurrence
- Installation or removal of locking device-third occurrence

G) Other Additional Charges:

- Damage to AMI Radio
- Damage to AMI Register
- Damage to AMI Antenna

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

- Testing on premises (5/8"x 3/4", 3/4", 1")
- Removal of meter for testing (5/8"x 3/4", 1")

I) Backflow Prevention Device Test Fee:

- Initial test fee per assembly

J) Water Service/Meter Installation Services:

Meter Size*
5/8" - 3/4"
1"
1.5"
2"
3"
4"
*Both Drop-In and Dig-In Service

K) Un-Authorized Water Hook up:

- Un-authorized water hook up

N) Water Use Restriction – Penalties

- First notice of violation
- Second notice of violation
- Third notice of violation

O) Sanitary Rates:

- Sherwood sewer utility user base rate per EDU
- Sherwood sewer utility usage rate per CCF

P) Storm Rates:

- Sherwood storm water utility user rate per ESU

Q) Street Fees*:

- Single family residential - Monthly per Account
- Multi Family - Monthly per EDU
- Non – residential/Commercial - Monthly per ESU

*Including Maintenance, Lights, and Sidewalks (Repair and Safe/New)

SECTION 8: ENGINEERING CHARGES FOR SERVICE

C) Miscellaneous Fees:

1. Traffic and street signs (includes post, sign, hardware, and labor to install)

SECTION 9: PLANNING CHARGES FOR SERVICE

C) Conditional Use Permit:

- Conditional use permit without concurrent type III or IV application
- Conditional use permit with concurrent type III or IV application

D) Land Divisions/Adjustments:

- Lot line adjustment
- Minor land partition
- Expedited minor partition (added to the cost of the partition application)
- Final plat processing (minor land partition)
- Subdivision
- Expedited subdivision (*Added to the cost of the subdivision application*)
- Final plat processing (Subdivision)

E) Other Fees:

- Community Development Code Plan Check
 - 1) Residential permits
 - 2) ADUs Accessory Dwelling Units
 - 3) Commercial, Industrial, Multi-Family Permits
- Detailed site analysis letter
- Interpretive decisions by the Director
- Medical Marijuana Facility Special Use Permit

- Non-conforming use modification
- Other land use action
 - 1) Administrative
 - 2) Hearing required and/or use of Hearings Officer
- Planning Re-inspection fee

G) Planned Unit Development (PUD):

- Planned Unit Development (PUD) Preliminary

J) Site Plan Review:

- Type III and IV (including additional amount based on size of building area)- *(Including Town-Homes, excluding projects in Old Town)*
- Final site plan review (Type III and IV)
- Site plan review (Type II)
- Minor modification to approved Site Plan
- Major modification to approved Site Plan, Type II
- Major modification to approved Site Plan, Type III or IV
- Old Town overlay review

(All uses excluding Single-Family detached dwellings)

M) Variance:

- Adjustment - *(Per lot and per standard to be varied)*
- Class A Variance - *(Per lot and per standard to be varied)*
- Class B Variance - *(Per lot and per standard to be varied)*

N) Zone Amendments:

- Text amendment
- Map amendment